

Minutes
City of Villa Grove, Illinois
City Council Meeting
May 8, 2017

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CALL TO ORDER—ROLL CALL

The City Council of the City of Villa Grove met in regular session on **Monday, May 8, 2017**, in Council Chambers. Mayor Harbin called the meeting to order at 6:03 p.m. Roll call found the following members present: Alderman Leon, Hunt, Nelson, Griffith, Wright, and Stipp. Various Public members were in attendance. Clerk Osborne was also present.

PLEDGE OF ALLEGIANCE -The Mayor stood and led all attendees in The Pledge of Allegiance.

APPROVAL OF MINUTES OF THE LAST REGULAR COUNCIL MEETING HELD ON 4/24/17.

Alderman Leon motioned to approve the minutes of the Regular City Council meeting held on 4/24/17. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Wright, yea, Stipp, yea, Leon, yea, Hunt, yea, Nelson, yea. Motion carried.

APPROVAL OF FY17 CLAIMS FOR PAYMENTS, IN THE AMOUNT OF \$15,002.04.

Alderman Leon motioned to approve the payment for claims in the amount of **\$15,002.04**. Alderman Griffith seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

APPROVAL OF FY18 CLAIMS FOR PAYMENTS, IN THE AMOUNT OF \$111,125.85.

Alderman Leon motioned to approve the payment for claims in the amount of **\$111,125.85**. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

PUBLIC COMMENTS-No comments

OLD BUSINESS

APPROVAL OF ORDINANCE NO. 2017-MC04—AN ORDINANCE VACATING A PORTION OF SOUTH ELM STREET OF THE CITY OF VILLA GROVE- Alderman Griffith motioned to approve the ordinance to vacate South Elm Street. Alderman Leon seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

APPROVAL OF ORDINANCE NO. 2017-MC05—AN ORDINANCE VACATING A PORTION OF NORTH RICHMAN STREET OF THE CITY OF VILLA GROVE- Alderman Griffith motioned to approve the ordinance to vacate a portion of North Richman Street. Alderman Leon seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

APPROVAL OF ORDINANCE NO. 2017-MC06—AN ORDINANCE CONCERNING THE OPERATION OF GOLF CARTS WITHIN THE CITY OF VILLA GROVE- Alderman Stipp motioned to table the creating of Ordinance No. 2017-MC06 due to it being incomplete. Alderman Griffith seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

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APPROVAL OF MILEAGE REIMBURSEMENT FOR MAYOR TERRANCE HARBIN (TO SIGN POLICE UNION CONTRACT)

Alderman Wright motioned to approve mileage reimbursement in the amount of \$21.75 to Mayor Harbin for going to lawyer's office to sign police union contract. Alderman Griffith seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

APPROVAL OF NEWLY-SUBDIVIDED PLAT FOR 23 SOUTH HENSON ROAD (PREVIOUS SCHWEINEKE PROPERTY)

Alderman Leon motioned to approve the newly divided plat for 23 S. Henson Rd. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Leon, yea, Hunt, yea, Nelson, yea, Wright, yea, Stipp, yea. Motion carried.

NEW BUSINESS

SWEARING IN OF NEWLY ELECTED OFFICIALS-Mayor Cassandra Eversole Gunter, Alderman Bruce Allen, Ward 1, Alderman Darrell Griffith, Ward II, Alderman Thelma 'Boots' Blaney, Ward III, and Michelle Osborne, City Clerk.

APPOINTMENT AND SWEARING IN OF CITY TREASURER

Alderman Blaney motioned to accept the appointment of Jacqueline Athey as City Treasurer. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

APPROVAL OF APPOINTMENT OF BOARD OF HEALTH MEMBERS, BUILDING INSPECTOR, OFFICE MANAGER, PLANNING AND ZONING BOARD MEMBERS, PARK BOARD MEMBERS, FIRE CHIEF, POLICE CHIEF AND OFFICERS, AND DIRECTOR OF PUBLIC WORKS, and JUNIOR ALDERMEN, JAKE GULICK AND MADDY SHUNK.

Alderman Hunt motioned to accept the appointments to all committees and department heads for the city. Alderman Leon seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

APPROVAL TO MAKE IMPROVEMENTS TO THE SANTA HOUSE. Alderman Blaney asked to have the Santa house repaired and updated due to the deteriorating condition. A very rough estimate is that it would take around \$425 to do some repairs. Alderman Stipp motioned to commit \$500 to the project, since the Chamber of Commerce is also going to be involved in the renovation. Alderman Griffith seconded the motion to commit \$500.

Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

APPROVAL TO REPAIR LIGHT POLES AND CURBS ON MAIN STREET. Alderman Blaney reported issues with some curbs and light poles deteriorating on Main Street by the Griddell and JR's. She pointed out these could be a liability for the city. Alderman Blaney motioned to have the light poles and curbs repaired. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

EXECUTIVE SESSION-Alderman Blaney motioned to move to Executive Session at 6:52 pm, per the Open Meetings Act according to Section 2(c)(1) for Personnel, with action to follow returning to open session. Alderman Hunt seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried. Executive Session closed and open meeting resumed at 7:20 pm.

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APPROVAL TO HIRE FOR OFFICE CLERK VACANCY. Alderman Blaney motioned to promote part time worker Patricia Floyd to the full time position as office clerk to fill open position. Alderman Hunt seconded the motion, noting this will be in effect after checking with the Union for the Office workers. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

APPROVAL OF PURCHASE OF GENERATOR FOR THE MCCOY LIFT STATION. Alderman Leon motioned to table this until the Public Works Committee could meet to discuss the options for a generator for the McCoy Lift Station since he was waiting on some information. Alderman Hunt seconded the motion to table this to a future meeting. The Public Works Committee meeting will be held on Tuesday, May 16 at 6pm. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

APPROVAL OF REGISTRATION AND ATTENDANCE TO THE IML NEWLY ELECTED OFFICIALS CONFERENCE. Office Manager Jacki Athey was present to discuss the need for council members to attend the Newly Elected Officials Conference. Registration is \$75 per person and will be on June 14, 2017 in Champaign. Alderman Blaney motioned to approve attendance and registration for members attending. Alderman Leon seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

COMMITTEE REPORTS

Administrative & Risk Management-Chair Blaney Nothing to report

Community Development-Chair Allen- Nothing to report

Franchise Development-Chair Leon- Nothing to report

Emergency Services-Chair Hunt –Reported we have the keys to the EMS Building. No update on punch list completion.

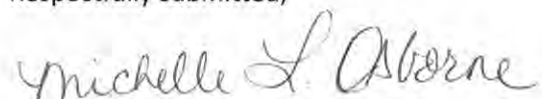
Public Works- Chair Griffith: Nothing to report.

Senior Center-Chair Stipp: Nothing to report.

Mayoral Report: Mayor Eversole Gunter reported the website should be up within the next 2 weeks. She is working to bring the Christmas Tree Lighting ceremony to Main Street this year. Tyler Bird is the chair of the committee for this ceremony.

ADJOURNMENT-With no further business, Alderman **Hunt** motioned to adjourn the meeting at 7:27 p.m. Alderman Allen seconded the motion. Roll call: Griffith, yea, Allen, yea, Hunt, yea, Stipp, yea, Blaney, yea, Leon, yea. Motion carried.

Respectfully submitted,



Michelle L. Osborne, City Clerk

XC: Mayor and City Council; Building Inspector; Department Heads; File

Villa Grove

ILLINOIS

OFFICIALS: CITY COUNCIL

CASSANDRA EVERSOLE-GUNTER (Rory)

MAYOR
108 Hickory Lane
Cell 309-235-7719

BRUCE D. ALLEN

WARD I ALDERMAN
513 North Richman Street
Home 832-5702 – Cell 202-7699

THELMA I. "BOOTS" BLANEY (John)

WARD III ALDERMAN
7 South Pine Street
Home 832-7601 – Cell 552-7769

DARREL M. GRIFFITH (Millie)

WARD II ALDERMAN
11 North Henson Road
Home 832-8478 – Cell 369-0795

RONALD H. HUNT (Becky)

WARD II ALDERMAN
212 East Elm Street
Home 832-9245 – Cell 714-1669

MICHAEL S. LEON (Brenda)

WARD I ALDERMAN
419 McCoy Circle
Home 832-9055 – Cell 417-0255

ROBERT L. STIPP (Vicki)

WARD III ALDERMAN
401 South Spruce Street
Home 832-9437 – Cell 493-5131

OTHER OFFICIALS

MICHELLE L. OSBORNE

CITY CLERK (ELECTED)
108 Hawthorne Dr., VG
Home 832-8539 – Cell 840-8510

JACQUALINE S. ATHEY, CIMT, CPFIM

CITY TREASURER; BUDGET OFFICER; EMA
LIAISON; TIF ADMINISTRATOR; also IML Risk
Management Coordinator; LGHP Health Plan
Representative; IMRF Authorized Agent
(APPOINTED)
35 Hancock Dr., VG
Home 832-9053 – Cell 493-8160

PHILIP DURLAND

BUILDING INSPECTOR, as well as
PLANNING AND ZONING BOARD CHAIR
(APPOINTED)
4 S. Deer Lake, VG
Home 832-3421 – Cell 840-3698
City cell 714-9188

JULIE WOLLER

PARK BOARD CHAIR (APPOINTED)
405 McCoy Cir., VG
Cell 217-417-3059

CITY ATTORNEYS

MARC R. MILLER

CITY ATTORNEY (most legal matters)
Miller & Hendren Law Offices
First of America Bank Bldg. Downtown
30 Main St. P.O. Box 980
Champaign, IL 61824
352-2171

ERIC S. CHOVANEC, ATTY (most ordinance violations)

DAVID KRCHAK, ATTY (all personnel and labor matters)
Thomas, Mamer & Haughey, LLP
30 Main St. P.O. Box 560
Champaign, IL 61824
351-1500

KENNETH N. BETH

CITY ATTORNEY (TIF legal matters)
Evans, Froelich, Beth & Chamley
44 E. Main St. Third Floor
Champaign, IL 61820
359-6494

Villa Grove

ILLINOIS

FY18 COMMITTEES

MAY 2017—APRIL 2018
(as of 05/08/2017)

ADMINISTRATION and RISK MANAGEMENT

Thelma Blaney, Chair
Darrel Griffith Michael Leon

Reviews activities of the Office/City Hall.; reviews overall financial questions such as budgets, purchasing procedures, audit, water and sewer billing; prepares appropriate legislation such as the budget and tax levy ordinances, and general personnel rules; assists with the preparation of the Office/City Hall and other general Administrative/Legislative budgets and reviews their expenditures; reviews all funds revenues; reviews the activities of all departments in terms of safety education and loss prevention; prepares and implements mandatory continuing education of department heads and employees on related items.

COMMUNITY DEVELOPMENT

Bruce Allen, Chair
Thelma Blaney Robert Stipp

Reviews activities of the Plumbing/Building Inspector and Planning and Zoning Board; reviews ordinances in planning, zoning, building codes, subdivision regulations; involved in housing, industrial attraction, annexations, community appearance and other activities concerned with the future of the city.

EMERGENCY SERVICES

Ronald Hunt, Chair
Thelma Blaney Darrel Griffith

Reviews the activities of the Police and Fire Departments; reviews and updates ordinances dealing with law enforcement, public health and safety, animal control, traffic control; assists with the preparation of the Police and Fire budgets and reviews their expenditures.

FRANCHISE DEVELOPMENT

Michael Leon, Chair
Bruce Allen Ronald Hunt

Reviews the franchise agreements between the City and cable television, garbage, ambulance, and other utility services; deals with any problems constituents have associated with these; assists with the preparation of the Franchise budget and reviews its expenditures.

PUBLIC WORKS

Darrel Griffith, Chair
Ronald Hunt Robert Stipp

Reviews activities of the Public Works Departments, which is responsible for the City's streets, alleys, parking, sidewalks, snow removal, street lighting, storm sewer drainage, flooding and parks; also responsible for the water and wastewater utilities (but not of the billing or other related office work); assists with the preparation of the General, Sewer and Water Fund budgets for Public Works, and for Motor Fuel Tax Fund budget items.

SENIOR CENTER

Robert Stipp, Chair
Bruce Allen Michael Leon

Reviews the activities of the Senior Center, in relation to general activities and support services to the EIU Peace Meal program (such as drivers, janitors, communal activities); assists with the preparation of the Senior Center budget and reviews its expenditures.

Board of Health

Cassandra Eversole-Gunter, President
Michelle Osborne, Secretary
Mike Leon Bob Stipp Bruce Allen

Student/Not-Voting Advisory Members are assigned to each committee as well. Currently those members are:

Vacant

Fire Department
Emergency Services Center
1016 N Sycamore St • PO Box 108 • VG IL 61956
Non-Emergency Phone 217-832-8500
Email fire.dept@villagrove.org

Administration and Public Works
City Hall Building
612 E Front St • PO Box 108 • VG IL 61956
Phone 217-832-4721 • Fax 217-832-4900
Email city.hall@villagrove.org

Police Department
Emergency Services Center
1020 N Sycamore St • PO Box 133 • VG IL 61956
Non-Emergency Phone 217-832-2521
Email police.dept@villagrove.org

CITY OF VILLA GROVE
FY18 Appointment List, As Recommend for Approval
by Mayor Cassandra Eversole-Gunter

Appointed Officials

- Advisory Member, Junior (Council) **VACANT**
- Advisory Member, Senior (Council) **VACANT**
- Budget Officer
Jacqualine S. Athey
- Building Inspector
Philip Durland, Jr.
- City Attorneys
Marc R. Miller (most legal matters); Eric Chanovec (ordinance violations); Kenneth Beth (TIF matters); David Krchak (personnel/union matters)
- City Treasurer
Jacqualine S. Athey
- EMA Liaison
Jacqualine S. Athey
- TIF Plan Administrator
Jacqualine S. Athey

Boards

- Board of Health
President—Cassandra Eversole-Gunter, Secretary—Michelle Osborne, Michael Leon, Robert Stipp, Bruce Allen
- Park Board
Chair—Julie Woller; Tish Gulick, Rebecca Hopkins, Jim Mikeworth, Erin Pangburn, **VACANT**
- Planning and Zoning Board
Chair—Philip Durland Jr.; Secretary—Beth Elston; Cassandra Eversole-Gunter, Greg Harbin, John Kietzman, Joe Landeck, Jim Long, Chris Walburn

Committees

- Administrative & Risk Management
Chair—Thelma Blaney, Darrel Griffith, Michael Leon
- Community Development
Chair—Bruce Allen, Thelma Blaney, Robert Stipp
- Emergency Services
Chair—Ronald Hunt, Thelma Blaney, Darrel Griffith
- Franchise Development
Chair—Michael Leon, Bruce Allen, Ronald Hunt
- Public Works
Chair—Darrel Griffith, Ronald Hunt, Robert Stipp
- Senior Center
Chair—Robert Stipp, Bruce Allen, Michael Leon

Other Officials

- Department Head—Administrative
Jacki Athey
- Department Head—Police
Dennis Gire
- Department Head—Public Works
Rusty Craig
- Fire Chief
Mike Broeker
- Police Officers
Full time: Mike Bradley, Cole Tibbetts, Jeff Bachman
Part time: Nathan Burton, Chris Elston, Dave Pickering