

**MINUTES**  
**VILLAGE BOARD MEETING**  
**May 7, 2019**  
**7:30pm**

The Village Board meeting was called to order at 7:30pm with everyone reciting the Pledge of Allegiance. Trustees Becker, Yoch, Smallwood, Becherer, and Elbe answered roll call. Trustee Rogers was absent.

**CLERK'S REPORT**

The Board received a copy. A motion was made by Trustee Yoch which was seconded by Trustee Becker to approve the minutes from the last board meeting that was held on April 2, 2019. Roll call was taken: Trustee Yoch, aye; Trustee Becker, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Elbe, aye. Motion was granted.

**TREASURER'S REPORT:** No report.

**GOOD OF THE VILLAGE**

RECOGNITION OF RETIREES – Mayor Smallwood presented retiring Marge Jarvis with a plaque for her service to the community as Village Treasurer.

Mayor Smallwood presented retiring Trustee Becker with a plaque for his 54 years of service to the village. Becker thanked the Mayor, the Board, and everyone that he has worked with over the years.

SWEARING IN OF NEWLY ELECTED TRUSTEES – Newly elected Trustee Phil Henning was sworn in by Clerk Parker. Henning then took his seat with the board.

Swearing in of re-elected Trustee Rogers will take place when he is present at the next Board meeting.

RESIGNATION OF MIKE SMALLWOOD AS TRUSTEE – Clerk Parker read a letter of resignation from Mike Smallwood for the trustee position that he was reelected for shortly before he was appointed as the new Mayor. Mayor Smallwood then informed the board that Jim Mourey was his choice to fill his vacant trustee position. Trustee Becherer made a motion which was seconded by Trustee Elbe to appoint Jim Mourey to fill the vacant trustee position. Roll call was taken: Trustee Becherer, aye; Trustee Elbe, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Elbe, aye; Trustee Henning, aye. Motion was granted. Clerk Parker swore in Trustee Mourey. Mourey then took his seat with the board.

APPOINTMENT OF VILLAGE OFFICERS – Mayor Smallwood announced his appointments for Village Officers for the next year:

Zoning Board: Administrator, Scott Saeger; Deputy Administrator, Beth Buehlhorn; Chairperson, Lori Rodriguez; Members are Tom Incrocci, Mark Parker, Dale Becherer, Tom Schanherr, Leo Simburger. Mayor Smallwood announced that he will have to make a new appointment to the board that was vacated by Jim Mourey.

Safety Committee: Chairman, Mayor Smallwood; Administrator, Scott Saeger; Street & Utility, Mark Rausch; Police Department, Jason Neff.

Health Officer, Nancy Rogers; Deputy Clerk, Michelle Schlarman; Village Treasurer, Dallas Dlouhy; Village Attorney, Carmen Durso; Police Chief, Brian Vielweber; Street Supervisor, Darryl Fults; Identity Theft Officer, Brian Vielweber; Open Meetings Act, Annette Parker; Freedom of Information Act Officers, Brian Vielweber for the Police Department, Michelle Schlarman for Village Hall.

Trustee Yoch made a motion which was seconded by Trustee Becherer to approve the Mayor's appointments. Roll call was taken: Trustee Yoch, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Elbe, aye; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

SMITHTON PUBLIC LIBRARY DONATION REQUEST – Clerk Parker read a request submitted by the Library for donations to their summer reading program. Trustee Becherer made a motion which was seconded by Trustee Elbe to make a donation of \$50.00 to the Smithton Public Library. Roll call was taken: Trustee Becherer, aye; Trustee Elbe, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

AUTUMN RIDGE BLOCK PARTY – Resident Jackie Slightom and her husband addressed the board and requested permission to hold a block party in September of this year. Slightom stated that they had one request to lower the volume of the band during the event last year. Slightom stated that the event would start around 1:00pm with the music ending by 10:00pm. Chief Vielweber stated that there was only one complaint last year but the Slightoms' took care of it right away. Trustee Yoch made a motion which was seconded by Trustee Elbe to allow a block party at the Slightom residence on September 7, 2019. Roll call was taken: Trustee Yoch, aye; Trustee Elbe, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye, Trustee Mourey, aye. Motion was granted.

Retired Mayor Klein offered his congratulations to Virgil Becker and Marge Jarvis. He thanked the board for the donation of a park bench in his honor at the Veteran's Memorial.

#### **POLICE CHIEF'S REPORT**

AED REQUEST FOR ST. JOHN'S UCC: Chief Vielweber reported that he will be purchasing a new AED for the police department. He will then donate one of the AED's currently in use at the police department to St. John's UCC Storm Shelter. Trustee Elbe made a motion which was seconded by Trustee Becherer to authorize Chief Vielweber to purchase a new AED for the police department and then donate one of theirs to St. John's UCC storm shelter. Roll call was taken: Trustee Elbe,

aye; Trustee Becherer, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

**ENGINEER’S REPORT**

WASTE WATER TREATMENT PLANT REPAIRS – Engineer Saeger reported that Korte-Luitjohan will schedule the repairs to start on May 15, 2019.

CDBG – Engineer Saeger reported that the contract has been signed and sent in for the Community Development Block Grant. He is waiting for official approval.

SAFE ROUTES TO SCHOOL – Engineer Saeger reported that the village has not been awarded a grant. The village can re-apply in the future.

EAST/WEST GATEWAY GRANT APPLICATION – No update.

SMITHTON PHARMACY REQUEST – Engineer Saeger reviewed the request from the Smithton Pharmacy for the village to contribute to a lock box for returned/expired drugs. The trustees asked Saeger to get more specifics on the project so that they can discuss it at the next Committee As a Whole meeting.

TREATMENT PLANT ENERGY AUDIT – Engineer Saeger gave the board packets with information about an energy audit offer from the EPA. The trustees asked Saeger to get more information about the audit. The item will be on the agenda for the next Committee As a Whole meeting.

RESOLUTION NUMBER 2019-01 – Engineer Saeger reviewed the need to adopt the resolution for the multi-hazard mitigation plan that St. Clair Count has prepared. Trustee Yoch made a motion which was seconded by Trustee Elbe to pass Resolution Number 2019-01, St. Clair County Multi-Hazard Mitigation Plan. Roll call was taken: Trustee Yoch, aye; Trustee Elbe, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was passed.

ISPE METRO-EAST MINI CONFERENCE – Engineer Saeger informed the board that he would like to attend a conference on May 17, 2019 in East St. Louis. This would give him continuing education credits that are needed for his Engineering License. The cost to attend the conference is \$80.00. Trustee Yoch made a motion which was seconded by Trustee Elbe to authorize Engineer Saeger to attend the ISPE Metro-East Mini-Conference on May 17, 2019 for the cost of \$80.00. Roll call was taken: Trustee Yoch, aye; Trustee Elbe, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was passed.

**HEALTH OFFICER’S REPORT:** No report.

**SAFETY COMMITTEE:** Mayor Smallwood reported that there is a Safety Committee Meeting scheduled for June 6, 2019 at 10:00am if needed.

**ZONING BOARD REPORT:** No update.

**SUPERVISORS REPORT**

Supervisor Fults reported that Visu-Sewer submitted an estimate for work at the Sand Rock lift-station manhole, the manhole located in the park, and a manhole in Wildwood West. Trustee Becherer made a motion which was seconded by Trustee Yoch to authorize a contract with Visu-Sewer for three projects in the village, not to exceed \$4000.00. Roll call was taken: Trustee Becherer, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Elbe, aye; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

**ATTORNEY’S REPORT:** No report.

Trustee Yoch made a motion which was seconded by Trustee Becherer to accept the officer’s reports as given. All were in favor. Motion was granted.

**COMMITTEE AS A WHOLE**

Mayor Smallwood informed the board that there was a Committee As a Whole meeting on April 23, 2019. The items will be discussed under the individual committee reports.

Trustee Yoch made a motion which was seconded by Trustee Elbe to approve the minutes from the Committee As a Whole meeting on April 23, 2019. Roll call was taken: Trustee Yoch, aye; Trustee Elbe, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was passed.

**FINANCE & INSURANCE COMMITTEE**

PART-TIME OFFICE PERSONNEL – Trustee Elbe reported that Clerk Parker has selected Jaime Trentman for the open part-time office employee. Trustee Becherer made a motion which was seconded by Trustee Yoch to hire Jaime Trentman as a part-time office employee at \$10.00 per hour for an indeterminate amount of time. Roll call was taken: Trustee Becherer, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Elbe, nay; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

IMRF EARLY RETIREMENT PROGRAM – No report.

BUDGET – Trustee Elbe reported that the budget for 2019-2020 shows a projected surplus of \$1,400.00. Trustee Elbe made a motion which was seconded by Trustee Yoch to approve the 2019-2020 budget. Roll call was taken: Trustee Elbe, aye; Trustee Yoch, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

**STREET & UTILITY COMMITTEE**

FULL TIME STREET EMPLOYEE – Trustee Becherer asked the trustees to look over the applications for the full-time street employee opening. Interviews will then be scheduled.

STREET DEPARTMENT UNIFORM POLICY – Trustee Becherer made a motion which was seconded by Trustee Yoch to pass the revised Uniform Policy. Roll call was taken: Trustee Becherer, aye; Trustee Yoch, aye; Trustee Rogers, absent; Trustee Elbe, aye; Trustee Henning, aye; Trustee Mourey, aye.

Motion was granted.

RADIATOR/HEAD GASKETS FOR GENERATORS – No update.

SAFE ROUTES TO SCHOOL – Discussed earlier.

NORCOM 2000 FIBEROPTIC INSTALLATION – No update.

#### **POLICE COMMITTEE**

POLICE NEW HIRE – Trustee Elbe reported that interviews were held at the last Committee As a Whole meeting for the full-time position at the police department. Trustee Elbe made a motion which was seconded by Trustee Henning to hire Officer Sean Adams for the full-time position with the police department. Roll call was taken: Trustee Elbe, aye; Trustee Henning, aye; Trustee Yoch, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Mourey, aye. Motion was granted.

#### **PARK & CEMETERY COMMITTEE**

GRAVE STONE REPAIRS – Repairs have begun on the grave stones in the cemetery.

911 MEMORIAL – No update.

PARK TREES & LAKE ROCK – No update.

#### **ORDINANCE COMMITTEE**

CODE BOOK UPDATE – Attorney Durso has not reviewed the Code Book changes that the board has given him.

ORDINANCE VIOLATIONS/RANDY BECKER – No update.

ORDINANCE VIOLATIONS/KEN & MARI BERTELSMAN – No update.

#### **ANNEXATION AND BUILDING COMMITTEE**

COMMUNITY GARDEN – No report.

BUILDING MAINTENANCE SENIOR CENTER – No report.

VILLAGE HALL GENERATOR – No report.

SALT STORAGE BUILDING – This item will be put on the agenda for the next Committee As a Whole meeting.

SENIOR/EVENT CENTER FLOOR BIDS – Engineer Saeger reported that the flooring should be completed on Friday. This item will be on the agenda for the next Committee As a Whole meeting.

#### **BILLS AND PAYROLL**

Trustee Yoch commented that a reimbursement check was written to Jason Neff for a Police Department purchase that had to be made before the budget expired. Trustee Elbe made a motion

which was seconded by Trustee Yoch to authorize Clerk Parker to pay the April bills and the payroll from April 6, 2019 through April 19, 2019 and April 20, 2019 through May 3, 2019. Roll call was taken: Trustee Elbe, aye; Trustee Yoch, aye; Trustee Becherer, aye; Trustee Rogers, absent; Trustee Henning, aye; Trustee Mourey, aye. Motion was granted.

**COMMUNICATIONS**

Clerk Parker shared a notice about an available grant for a school security program for both schools in the village. Officer Neff reported that he is in the process of applying for the grants for both schools. The applications are due by the end of May.

Clerk Parker shared the invitation of the Mayor’s meeting to be held in Waterloo on May 23, 2019. Mayor Smallwood is planning on attending. Attorney Durso might attend.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS**

Smithton resident Dr. Steve Whelan introduced himself to the board and announced that he will be opening a medical office in town in June. Mayor Smallwood and the trustees welcomed him to town.

**GOOD OF THE VILLAGE:** No report.

**EXECUTIVE SESSION:** No

Trustee Yoch made a motion which was seconded by Trustee Elbe to adjourn. All trustees were in favor. Motion was granted to adjourn at 8:26pm.