

# Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday August 15, 2017

## MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DEER CREEK HELD AT DEER CREEK VILLAGE HALL.

Village President Jim Hackney called the meeting to order at 7:00 p.m.

### I.) ROLL CALL

**Present:** Trustees Tony Berardi, Karl Eschelbach, Grant Hackney

**Absent:** Trustees Ben Koch and Mark Rich

**Also Present:** PWS Gordon Robertson, Chief Potts, Attorney Pat McGrath, Clerk Lori Lewis

### II.) PLEDGE OF ALLEGIANCE

#### Special Business:

Trustee Berardi moved and Trustee Hackney seconded the motion to appoint Terry Kern to fill the open position of Village Trustee, term expiring April 30, 2019, as recommended by the village president.

#### On roll call the vote was:

**Ayes:** 4 – Berardi, Eschelbach, Hackney G., Hackney J.

**Nays:** 0 – None.

**Absent:** 2 – Rich, Koch. There being four affirmative votes...**Motion Carried.**

Mr. Kern was sworn in by the village clerk.

### III.) APPROVAL OF CONSENT AGENDA

Trustee Eschelbach moved and Trustee Hackney seconded the motion to approve the Consent Agenda as presented.

#### On roll call the vote was:

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Kern

**Nays:** 0 – None.

**Absent:** 2 – Koch, Rich. There being four affirmative votes...**Motion Carried.**

IV.) PUBLIC COMMENT – Village Clerk Lewis read a thank you from the school district for the repairs made to the parking area in front of the intermediate school.

### V.) REPORTS

A. **Public Works Department** – Report on file.

B. **Planning/Zoning Board of Appeals** –

Trustee Eschelbach moved and Trustee Hackney seconded the motion to appoint Amy Stedman and Tony McWilliams to the Planning Commission/Zoning Board of Appeals for terms expiring 4/30/2022 and 4/30/19 respectively.

**On roll call the vote was:**

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Kern

**Nays:** 0 – None.

**Absent:** 2 – Koch, Rich. There being four affirmative votes...**Motion Carried.**

C. **Police Chief** – Report presented.

D. **Engineer** –None.

E. **Attorney** – None.

**VI.) OLD BUSINESS** – No cost estimates for the well have been received yet. Once these numbers are obtained, they will be reviewed and at that time, it will be determined whether or not to have the engineer move forward on the design work and permit process.

**VII.) NEW BUSINESS**

Trustee Hackney moved and Trustee Berardi seconded the motion to approve the video gaming license requested by Buddies Restaurant and Bar for a term of one year commencing September 1, 2017 and expiring August 31, 2018.

**On roll call the vote was:**

**Ayes:** 4 – Berardi, Eschelbach, Hackney, Kern

**Nays:** 0 – None.

**Absent:** 2 – Koch, Rich. There being four affirmative votes...**Motion Carried.**

**VIII.) CALENDAR ITEMS**

Committee Meetings	September 18	6:00 p.m. at village hall
Regular Village Board	September 19	7:00 p.m. at village hall
Solar Eclipse Day	August 21	

**IX.) ADJOURNMENT:**

There being no further business to conduct, Trustee Kern moved and Trustee Hackney seconded the motion to adjourn.

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:08 p.m.

Respectfully Submitted,



Lori Lewis  
Village Clerk

Village of Deer Creek  
**Committee Meeting Minutes**  
September 18, 2017

Present: Grant Hackney, Terry Kern, Ben Koch, Mark Rich, Karl Eschelbach

Absent: Tony Berardi

Also: Jim Hackney, Gordon Robertson, Engineer Duane Yockey, Jeff Rogers, and Lori Lewis

The meetings were called to order. They were held at Village Hall.

**Police:** Parking complaints at Third and Jackson have been received. Chief will address them and try to get acceptable resolution to this public safety issue.

Chief Potts informed the committee that he has moved into his new home in Goodfield.

**Water:** Engineer Yockey was present to discuss chlorine treatment for the water system. He recommends changing over to sodium hypochlorite (liquid chlorine) from the gas chlorine currently being used. The equipment being used not to pump the gas chlorine needs to be replaced. It is the original equipment which has been rebuilt and repaired several times over the years. The cost of a new pump, which is what would be used for the liquid, is considerably less than the equipment needed for the gas. Although the cost is just a bit higher than gas, liquid is much safer and less corrosive. It was strongly suggested to keep better track of maintenance and purchases of equipment in order to better plan for repairs and replacement needs. The committee recommends switching to the sodium hypochlorite upon receipt of the permit allowing the change. Engineer Yockey will prepare the permit documents as needed.

Estimates have been received for the construction of a new well. This estimate was approximately \$222,000. Total estimates for well and treatment will be approximately \$350,000. It will be the recommendation of the committee to move forward with this project and authorize the village engineer to begin preparing the necessary documents. The well will be bid separately from the treatment facility. This project will be paid for from TIF funds.

Gordon reported that valve work is being done, including cleaning, exercising and replacing. At this time, three valves have been replaced and one new installed. Two more need to be done. This will be done next year.

**Sewer:** Cleaning and televising sewer lines continues. The line in the alley from the park heading south between Main and Mason was cleaned and televised today. There are three repairs needed in that line. Fay and McKinley Streets are being done tomorrow.

**Streets:** Spray patching has been started.

**Park & Community Events:** Conversation continued regarding the location of the community center. Additional ideas were discussed.

Trick-or-Treat hours will be from 5 to 8 p.m. on Tuesday October 31.

The Halloween parade will be Saturday October 28, line up at 2:30 and parade starts at 3:00. Treats will be provided.

**Finance, Administration & Development:** The committee discussed hosting a Christmas party for all employees. Lori will check with Buddie's to see if they are interested in catering a dinner. Location would need to be determined.

Note: Buddie's is opening on Thursday from 4 to 9 p.m. for village board members and spouses, police chief and fire chief and spouses, to have dinner. They will open to the public on Friday, September 22, at 11:00 a.m.

Village President Hackney would like to increase trustee compensation from \$30 per board meeting and \$15 per committee meeting night to \$50 per board meeting and \$25 per committee meeting night. The level of compensation for elected officers must be fixed 180 or more days prior to the date when such officials take office.

There being no further business to discuss, these meetings were adjourned.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lori Lewis".

Lori Lewis  
Recording Secretary  
Village Clerk, RMC

Village of Deer Creek  
P.O. Box 38  
Deer Creek, IL 61733

Public Works Department Monthly Report  
September 2017

To: Village President and Board of Trustees

RE: Monthly operations of the Public Works Department included completed projects, those currently in progress and completed jobs.

**Water and Sewer Department**

Finished projects

- Sewer line from park to 1<sup>st</sup> cleaned Brehmer alley
- Replaced 3 water main valves added 1

Current projects

- Sump pump inspections continue. 22 left to inspect
- Drain lakes
- Curb box inspections, inspected/ repair 230, 23 to fix, 34 left to inspect
- Move water meter readers, 1 done 45 to move
- Exercise water main valves

Future projects

- McKinley Street and Fay sewers clean out & TV
- Lagoon road repair
- Lagoon manhole cover replacement
- Tear down shed remove concrete

**Street Department**

Finished Projects

- Street sweeping
- 4 culverts cleaned
- Potholes repaired

Current Projects

- Mulching Park
- Spray patching 3 places ½ done
- Culvert clean outs done up to Park Ave

Future Projects

- Repair culvert on North Main
- Sidewalk repairs 2 to do
- 1<sup>st</sup> street culvert ditch repair
- Bury culvert at Park and Logan
- Recut lagoon road ditch
- Black top repair

Respectfully submitted,



Gordon Robertson  
Superintendent of Public Works

September 8, 2017

To: Deer Creek President and Board of Trustees

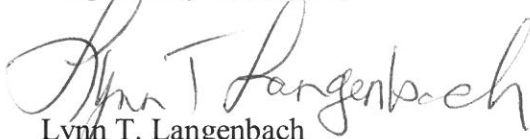
From: Lynn Langenbach, Treasurer

Re: 2017 August Treasurer's activities

As the Treasurer for the Village of Deer Creek, I completed the following duties for the month as required:

1. Reconciliation of all bank accounts.
2. Preparation of monthly financial report (income and expenses of all village accounts).
3. Spot check trace of transactions from the general ledger in each account to the bank statements.
4. Spot check trace of the water billing registers from past month to current month.
5. Balance the water and sewer account from month to month.

Respectfully Submitted,



Lynn T. Langenbach  
Treasurer

**VILLAGE OF DEER CREEK**  
 Monthly Treasurer's Report

Report information generated from 08/01/2017-08/31/2017

**GENERAL FUND**

Beginning Balance	26,611.82
Tax Receipts	12,546.24
Utility Tax/SMT Revenue	3,721.39
Police Revenue	14,762.09
Payroll Transfer	5,619.76
Additional Income	1,622.82
Interest	4.92
Payroll	(18,994.06)
Warrants (Bills Paid)	(16,230.43)
Ending Balance	<u><u>29,664.55</u></u>

**OPERATIONS & MAINTENANCE FUND**

Beginning Balance	315.78
Transfer from W&S Fund	11,000.00
Interest	0.10
Payroll Transfer	(5,619.76)
Warrants (Bills Paid)	(4,184.66)
Deposit Refunds	(63.50)
Ending Balance	<u><u>1,447.96</u></u>

<b><u>ADDITIONAL FUNDS</u></b>	<b>Beginning Balance</b>	<b>Revenue Deposits</b>	<b>Withdrawals</b>	<b>Interest</b>	<b>Account Balance</b>
General Savings	202,861.62	0.00	20,000.00	49.37	182,910.99
General CD (comm bldg)	10,000.00	0.00	0.00	0.00	10,000.00
Water & Sewer Checking	6,440.88	14,064.84	14,000.00	0.31	6,506.03
Depreciation Checking	63,486.49	3,000.00	13,440.00	14.75	53,061.24
Special Tax Allocation Fund Checking	495,572.76	0.00	1,501.92	421.20	494,492.04
Motor Fuel Tax Checking	17,095.79	1,627.30	0.00	0.78	18,723.87
CD 24-month (backhoe)	40,000.00	0.00	0.00	0.00	40,000.00
CDAP Grant Checking	50.00	0.00	0.00	0.00	50.00

**TOTAL CASH ASSETS**

Current Month:	836,856.68
Previous Month:	862,435.14

Prepared By:  
 Lynn Langenbach, Treasurer



# Village of Deer Creek

## Bills Paid & Payable Report

September 2017

### General Fund

Ag-Land	fuel	356.25
Ameren IL	park	51.63
Ameren IL	village hall	188.69
Ameren IL	street lights	289.08
Delta Dental	1/2 dental/vision insurance	109.68
Blue Cross/Blue Shield	health insurance	473.13
Blue Cross/Blue Shield	health insurance	1,622.50
Area Recycling, Inc.		550.00
CDS Leasing	copier agreement	146.56
Lewis, Yockey, & Brown		
Markley's Pest Elimination Services	monthly	30.00
CIMCO	annual dues	30.00
McGrath Law Office		465.00
LHF Compost	park mulch	900.00
Mediacom	internet	62.49
Verizon Wireless		326.24
Frontier		82.49
	Total general expenses:	<u>5,683.74</u>

### Police Expenses

Ag-Land	fuel	695.92
Ameren Illinois	office	101.22
Mediacom	phone	36.67
FJT Office Supplies, Inc.		21.98
Schrock Repair, Inc.	2009 Expedition	588.58
Schrock Repair, Inc.	2013 Explorer	168.48
Ragan Communications, Inc.	monthly	44.07
Woodcom		473.00
TPCCC	monthly	608.00
Verizon	aircards for squads @ 38.01 ea	114.03
Verizon Wireless		107.52
	Total police expenses:	<u>2,959.47</u>

**Total General Fund Expenses:** 8,643.21



# Village of Deer Creek

## Bills Paid & Payable Report

September 2017

### Operations & Maintenance

Ag-Land	fuel	356.26
Ameren Illinois	water tower	46.71
Ameren Illinois	lagoon	43.59
Ameren Illinois	pumphouse	101.22
Delta Dental	1/2 dental/vision insurance	109.69
Blue Cross/Blue Shield of IL	health insurance	1,622.50
Martin Equipment	final martin max for 310	217.00
Hawk Attollo	monthly power purchase	
Advantage Computer Enterprises, Inc.	software support	406.25
Chemco	chemicals	115.15
Aqua-Fix	chemicals	186.59
PDC Laboratories	water & sewer tests	416.65
Nicor	lagoon building	90.36
VODC General Fund	payroll transfer	5,816.76
	<b>Total O&amp;M Expenses:</b>	<u>9,528.73</u>

### Credit Card Charges

Office expenses/postage	232.08
Material supplies	835.64
	<u>1,067.72</u>

### Depreciation

Core & Main (former HD Supply)	repairs/maintenance	2,718.37
USA Blue Book	equipment/ maintenance	1,452.60
Harbaugh Construction Services	GA Rich televising	500.00
		<u>4,670.97</u>

09/14/17

**Deer Creek General Fund  
Payroll Summary  
August 2017**

	Hours	Aug 17
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Clerk/Collector	120	2,500.00
Police Chief	160	3,565.38
Administrative	20	220.00
Hourly	2	20.00
Maintenance - General	204	2,960.50
Maintenance - O&M	274.5	4,153.40
Maintenance - OT		0.00
Police	213.25	3,433.25
Police Training		0.00
Treasurer	1	141.09
Vacation Hourly Rate	35.5	618.50
	1,030.25	17,612.12
<b>Adjusted Gross Pay</b>	1,030.25	17,612.12
<b>Taxes Withheld</b>		
Federal Withholding		-2,018.00
Medicare Employee		-255.40
Social Security Employee		-1,091.96
IL - Withholding		-768.73
Medicare Employee Addl Tax		0.00
		-4,134.09
<b>Total Taxes Withheld</b>		-4,134.09
<b>Deductions from Net Pay</b>		
Child Support		-146.43
		-146.43
<b>Total Deductions from Net Pay</b>		-146.43
<b>Net Pay</b>	1,030.25	13,331.60
<b>Employer Taxes and Contributions</b>		
Medicare Company		255.40
Social Security Company		1,091.96
IL - Unemployment Company		33.11
		1,380.47
<b>Total Employer Taxes and Contributions</b>		1,380.47

Deer Creek General Fund  
Income Details  
August 2017

	Aug 17	May - Aug 17
<b>Income</b>		
Interest	4.92	69.21
Liquor License Fees	0.00	1,000.00
Misc. Income	200.00	408.00
Payroll Transfer	5,619.76	22,794.00
Permits and Fees	75.00	383.00
Recycling	112.25	746.92
Special Projects Income	1,310.57	1,310.57
<b>Tax Receipts</b>		
Income Tax	0.00	25,046.80
Local Use Tax	1,364.33	5,507.89
Replacement Tax	10.55	462.89
Sales Tax	11,171.36	27,121.29
<b>Tazewell County</b>		
Corporate	0.00	32,905.17
Road and Bridge	0.00	2,514.27
<b>Total Tazewell County</b>	0.00	35,419.44
<b>Woodford County</b>		
Corporate	0.00	4,118.47
Road and Bridge	0.00	319.61
<b>Total Woodford County</b>	0.00	4,438.08
Utility Tax	2,102.76	7,699.78
Utility aggregate	0.00	477.00
Video Gaming Tax	635.72	1,977.77
Simplified Telecomm. Tax.	982.91	4,298.63
<b>Total Tax Receipts</b>	16,267.63	112,449.57
<b>Police Department</b>		
<b>Fine Income</b>		
Goodfield Reimbursed Fines	48.96	3,572.67
Tazewell County Fines	32.81	251.81
Woodford County Fines	1,302.32	4,167.88
Vehicle Fund	80.00	330.40
<b>Total Fine Income</b>	1,464.09	8,322.76
<b>Other Funds</b>	0.00	165.00
Goodfield Contract	13,218.00	25,827.00
Ordinance Violations	0.00	800.00
Police Reports	5.00	5.00
<b>Total Police Department</b>	14,687.09	35,119.76
<b>Total Income</b>	38,277.22	174,281.03
<b>Expense</b>	0.00	0.00
<b>Net Income</b>	<b>38,277.22</b>	<b>174,281.03</b>