

Village of Deer Creek

101 W. First Ave. PO Box 38

Deer Creek, IL 61733

Tuesday February 21, 2023

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 Judy Cremeens, Mary Eschelbach, Grant Hackney, Ross Kraemer, Jake Smith

Absent: Trustee Stefanie Lee Berardi

Also Present: PWS Gordon Robertson, Jeff Rogers, Attorney Grant Schricker, Clerk Lori Lewis

II.) APPROVAL OF CONSENT AGENDA

Trustee Cremeens moved, and Trustee Hackney seconded the motion to approve the Consent Agenda with the exception of the payment of the MCN Association (MEG) invoice. This payment is not approved.

On roll call the vote was:

Ayes: 5 – Cremeens, Eschelbach, Hackney, Kraemer, Smith

Nays: 0 - None

Absent: 1 – Lee Berardi

There being five affirmative votes...**Motion Carried**

III.) PUBLIC COMMENT – Josh Rossman presented the board with his request to sell fireworks. It would be for one week, possibly two. He is working on all of the requirements and details but needed to know if the village board would even consider it before going too far. Village President Hackney responded with the need to: 1. Be sure these are retail sales and that sales tax is collected and paid; 2. They are legal fireworks according to the State of Illinois, 3. A certificate of insurance is presented to the village. The village code currently does not allow the sale of fireworks, so this would need to be addressed also.

IV.) REPORTS

A. **Public Works Department** – None.

B. **Planning/Zoning Board of Appeals** – A meeting was scheduled, but there was not a quorum in attendance.

C. **Police Chief** – The Durango has not been located yet. Other items noted: Has the new '17 Explorer been repaired since the former chief hit a light pole? Yes. Why was no one informed that the silver '17 Explorer had been damaged?

The following actions were laid out clearly by Village President Hackney with the acceptance of the village board:

1. Regular maintenance of the police vehicles, including oil changes, will be done by the public works.

2. The police department will not have a village credit card.
3. No charging or purchasing of any items for the police department are allowed at all at this time, unless first authorized by the village president or police committee chairman.
4. Police wages will stay the same as they are currently for the next fiscal year.
5. Car wash tokens may be purchased from the Deer Creek car wash only.
6. Termination of Bill Lally. When Interim Chief Nelson returns, he will be tasked with this.

Until Interim Chief Nelson returns, second in command, Officer Lewis, will be directed to handle the day-to-day activities of the chief.

- D. **Engineer** – None.
- E. **Attorney** – None.

V.) **OLD BUSINESS** – The Main Street reconstruction plans are available for review. Bid opening is scheduled for March 16 at 10 a.m. at village hall.

VI.) **NEW BUSINESS** – None.

VII.) **CALENDAR ITEMS**

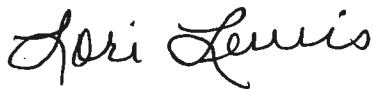
Committee Meetings	March 20	6:00 p.m. at village hall
Regular Village Board	March 21	7:00 p.m. at village hall
Senior Lunch (open to the public)	February 28	11:30 a.m. at community center

VIII.) **ADJOURNMENT:**

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

The board unanimously approved the motion by voice vote and the meeting adjourned at 7:24 p.m.

Respectfully Submitted,



Lori Lewis
Village Clerk

Village of Deer Creek
Committee Meeting Minutes
March 20, 2023 ~ 6:00 p.m.

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

Present: Judy Cremeens, Mary Eschelbach, Grant Hackney, Ross Kraemer, Stefanie Lee Berardi

Absent: Jake Smith

Also Present: Village President Jim Hackney, PWS Gordon Robertson, Clerk Lori Lewis, Engineer Duane Yockey

Street

- Engineer Yockey was present with the bid tabs for the Main Street reconstruction project.

Three bids were received:

1. Miller and Son Construction - \$94,705.00
2. Otto Baum Company - \$99,999.56
3. RA Cullinan & Son - \$134,495.88

The contract will require the contractor to provide the village with a list of subcontractors, and 15 working days to complete the project. (weather taken into consideration) Homeowners must be given a 48 hour notice by the contractor regarding any interruption in their ability to access their property.

Engineering fees have and will continue to be paid from the General Fund. Most engineering has been completed. It is anticipated with the quick completion time for this project, there will only be one pay request. A resolution will need to be adopted to utilize Motor Fuel Tax funds for the remaining balance of the project. Rebuild IL funds in the amount of \$46,396.38 have currently been appropriated.

The committee will recommend awarding the bid for this project to Miller and Son Construction in the amount of \$94,705.00.

Water

- Water and sewer rates were reviewed. The last rate increase was in April of 2021. At this time, expenses are being covered, therefore no increase will be recommended. Profit and Loss for the Water Department will be reviewed in six months.
- The solar project at WTP #1 is still waiting the release of information regarding the solar credits. This should be by the end of the month.

Sewer

- PWS Robertson reported that the pumps are running often because the lagoon ponds are being lowered to prepare for spring rains.

Park & Community Events

- All lights have been replaced at the park. This and the increase in electric supply costs have made the electric bill a bit larger than usual. Once the community solar is in place, this should put costs back in line.

Finance, Administration & Development

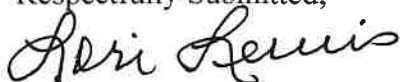
- Employee wage reviews continued. Village President Hackney suggested a \$2,000 net bonus for PWS Robertson and Jeff Rogers. Both indicated an increase in wages were desired rather than this bonus. Social Security cost of living rate is 8.7% and rate of inflation is 6.4%. After further discussion, the committee will recommend the following:
 - \$2 per hour increase for Robertson and Rogers
 - \$1 per hour increase for both parttime employees (Stechman, McMahon)
 - \$3500 annual increase for Collector Lewis
 - No increase for the police department
- Trustee Berardi suggested an improved process for reviewing employees. Village President Hackney replied that Performance Evaluations have been done in the past. Currently, if there are complaints or concerns brought to his attention, he addresses it immediately. To the extent that evaluations need to be done going forward, she can put the process together and work it.

Police

- Members from the Goodfield Police Committee and Village President Edwards were present to address the upcoming renewal of the police contract. The following items were discussed:
 - Number of hours needed for coverage, and when these hours should be, for example, no Sunday mornings. Possibly specific hours of patrol in each village.
 - Goodfield hours vs. Montgomery Township hours. The Goodfield committee would like to see these hours broken up. It was noted, that to get to various parts of the Village of Goodfield, officers must drive through Montgomery Township.
 - The Goodfield committee would like to attend and be more involved with the meetings and discussions regarding the police department.
 - Deer Creek offered a new contract at \$125,000 for the upcoming year. Goodfield, noting that this is more than a 40% increase, countered with \$108,500 (an approximate 25% increase). The committee will recommend the FY2024 contract be set at \$108,000, which is \$9,000 per month.
- Addresses with dangerous and unsafe buildings, and abandoned vehicles will need to be turned into the village office as spring arrives. Letters will be prepared and sent.
- The committee was informed that 4 resumes for police chief have been received. Each trustee was asked to schedule a time to review the resumes and determine which should be interviewed. Trustee Kraemer and President Hackney will conduct interviews and bring recommendations to the committee next month. President Hackney suggested a deputy chief also be appointed. The police chief appointment will need approval at April's board meeting effective May 1, 2023.

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

Respectfully Submitted,



Lori Lewis
Recording Secretary
Village Clerk

VILLAGE OF DEER CREEK
 Monthly Treasurer's Report

Report information generated from 2/01/2023-2/28/2023

GENERAL FUND CHECKING

Beginning Balance	52,049.52
Tax Receipts	25,613.60
Police Revenue	8,056.96
Payroll Transfer	5,940.08
Additional Income	3,916.01
Interest	2.46
Payroll	(23,212.40)
Warrants (Bills Paid)	(12,602.68)
Ending Balance	<u>59,763.55</u>

OPERATIONS & MAINTENANCE FUND CHECKING

Beginning Balance	646.09
Transfer from W&S Fund	11,000.00
Payroll Transfer	(5,940.08)
Warrants	(2,898.92)
Ending Balance	<u>2,807.09</u>

<u>ADDITIONAL FUNDS</u>	<u>Beginning Balance</u>	<u>Revenue Deposits</u>	<u>Withdrawals</u>	<u>Interest</u>	<u>Account Balance</u>
General Savings	203,161.83	0.00	0.00	0.00	203,161.83
Water & Sewer Checking	6,285.86	13,729.49	15,000.00	0.00	5,015.35
Depreciation Checking	60,814.95	4,000.00	0.00	47.22	64,862.17
Police Evidence Fund Checking	1,727.03	0.00	0.00	0.00	1,727.03
Motor Fuel Tax Checking	120,005.80	2,087.04	0.00	4.65	122,097.49
CD 24-month (backhoe)	42,122.30	0.00	0.00	0.00	42,122.30

TOTAL CASH ASSETS

Current Month:	501,556.81
Previous Month:	486,813.38

Village of Deer Creek

Bills Paid & Payable Report

March 2023

General Fund

Ag-Land	fuel	181.94
Ameren IL	park	60.70
Ameren IL	street lights	244.85
Ameren IL/Hawk-Attollo	village hall/comm center	28.65
Blue Cross/Blue Shield IL	Rogers	612.04
Blue Cross/Blue Shield IL	Lewis	2,230.17
BB Community Leasing Services	backhoe payment	1,437.16
Delta Dental	1/2 dental/vision insurance	109.68
Digital Copy Systems	monthly & annual contract	78.00
Kathleen Rogers	CC cleaning	150.00
Verizon Wireless	cell phones	84.04
Frontier	office phone	132.80
Markley's Pest Elimination Services	monthly	50.00
GFL Environmental	recycling pick ups and market costs	
Lewis, Yockey & Brown	Main Street	1,229.90
Lewis, Yockey & Brown	general engineering	517.50
Courier Newspapers	Main Street	159.12
McGrath Law Office		3,995.50
Send It Services	ink cartridges, paper	344.91
Fliginger		29.44
Martin Equipment		72.20
Nena Ace Hardware	supplies	109.89
CIMCO	clerk's seminar	75.00
	Total general expenses:	<u><u>11,933.49</u></u>

Police Expenses

Ag-Land	fuel	503.65
Ameren IL/Hawk-Attollo	office	55.68
Markley's Pest Service	monthly	35.00
Motorola Solutions	starcom	108.00
TC3	quarterly dispatch	
Ragan Communications, Inc.	monthly	14.69
Woodcom		552.00
Mediacom	telephone	52.70
Verizon	aircards for squads @ 44.85 ea	134.22
Daniel Nelson	health insurance reimbursement	1,055.78
Verizon Wireless	cell phone and monthly service	351.81
Eureka Collision Center	2017 - insurance paid all but \$500	4,090.28
Central IL Police Training Center	member dues	700.00
	Total police expenses:	<u><u>7,653.81</u></u>

Total General Fund Expenses: 19,587.30

March 2023 Bills Payable Report

Operations & Maintenance

Ag-Land	fuel	181.94
Ameren Illinois	water tower	44.94
Ameren Illinois	lagoon	28.65
Ameren Illinois	pumphouse	265.77
Blue Cross/Blue Shield	Lewis	2,230.17
Nicor	pumphouse	79.55
Nicor	lagoon	265.45
Delta Dental	1/2 dental/vision insurance	109.68
Pace Analytical Services, LLC	water & sewer testing	186.00
SJ Smith	welding supplies	16.80
VODC General Fund	payroll transfer	6,188.21
USA Blue Book	fluoride pump kit	700.40
Essence Chemical Company	lift off	420.24
Railroad Management Company	annual fees	625.48
	Total O&M Expenses:	<u>11,343.28</u>

Credit Card Charges

postage	164.64
community center	32.39
material supplies	1,122.88
police (vehicle maint)	330.87
	<u>1,650.78</u>

03/15/23

**Deer Creek General Fund
Payroll Summary
February 2023**

	<u>Hours</u>	<u>Feb 23</u>
Employee Wages, Taxes and Adjustments		
Gross Pay		
Clerk/Collector	120	3,230.76
Operator O&M	40	738.46
Police Chief	160	4,615.38
Hourly	35	490.00
Maintenance - General	220	4,520.00
Maintenance - O&M	220	4,520.00
Maintenance - OT	8	264.00
Police	135.5	3,184.25
Vacation Hourly Rate		0.00
Total Gross Pay	<u>938.5</u>	<u>21,562.85</u>
Adjusted Gross Pay	938.5	21,562.85
Taxes Withheld		
Federal Withholding		-2,237.00
Medicare Employee		-312.65
Social Security Employee		-1,336.90
IL - Withholding		-1,067.37
Medicare Employee Addl Tax		0.00
Total Taxes Withheld		<u>-4,953.92</u>
Net Pay	<u>938.5</u>	<u>16,608.93</u>
Employer Taxes and Contributions		
Medicare Company		312.65
Social Security Company		1,336.90
IL - Unemployment Company		183.28
Total Employer Taxes and Contributions		<u>1,832.83</u>

Deer Creek General Fund
Income Details
February 2023

	Feb 23	May '22 - Feb 23
Income		
Community Center rentals	150.00	1,820.00
Interest	2.46	232.51
Liquor License Fees	0.00	2,100.00
Misc. Income	0.00	93,498.89
Payroll Transfer	5,940.08	60,302.61
Permits and Fees	721.01	5,195.35
Recycling	0.00	5,695.22
Special Projects Income	0.00	1,503.51
Tax Receipts		
Cannabis Use	84.39	872.33
Income Tax	9,815.29	92,602.38
Local Use Tax	2,527.17	21,963.44
Replacement Tax	0.00	3,721.03
Sales Tax	6,553.86	88,361.42
Tazewell County		
Corporate	0.00	134,428.36
Road and Bridge	0.00	8,585.29
Total Tazewell County	0.00	143,013.65
Woodford County		
Corporate	0.00	10,745.49
Road and Bridge	0.00	619.24
Total Woodford County	0.00	11,364.73
Utility Tax	7,372.89	30,965.45
Utility aggregate	0.00	621.85
Video Gaming Tax	1,646.90	11,208.22
Simplified Telecomm Tax	658.10	6,633.59
Total Tax Receipts	28,658.60	411,328.09
Police Department		
Reimbursements	0.00	3,071.93
Fine Income		
Drug Enforcement/DUI	17.50	240.50
Goodfield Reimbursed Fines	38.46	183.14
Tazewell County Fines	0.00	700.20
Woodford County Fines	746.00	6,395.14
Total Fine Income	801.96	7,518.98
Goodfield Contract	7,250.00	72,500.00
Ordinance Violations	0.00	400.00
Police Reports	5.00	55.00
Grants	0.00	1,125.00
Total Police Department	8,056.96	84,670.91
Total Income	43,529.11	666,347.09
Expense	0.00	0.00
Net Income	43,529.11	666,347.09