

AGENDA  
REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE  
VILLAGE HALL – SEPTEMBER 13, 2021 7:00 P.M.

FOR YOUR CONSIDERATION

- I. CALL TO ORDER BY THE PRESIDENT
- II. ROLL CALL BY THE CLERK
- III. DECLARATION OF QUORUM BY THE PRESIDENT
- IV. PLEDGE OF ALLEGIANCE
- V. RECOGNITION OF PERSONS WITH PRESENTATIONS
  - A. Adam Abrassart, Youth Group Representative
  - B. Rick Blanchette CPA, Appropriations Ordinance
- VI. PUBLIC COMMENT
- VII. APPROVAL OF MINUTES
  - A. Regular meeting minutes of August 9, 2021
- VIII. TREASURER’S REPORT
  - A. Comments by Treasurer
  - B. Approval of report
- IX. COMMUNICATION AND CLERK’S REPORT
- X. PRESIDENT’S REPORT
  - A. Resolution authorizing the Village of St. Anne to proceed with the improvement plans for the Water System Improvements – Phase I located at Route 1 & Guertin Street. PEI Job No. 19195.0301
  - B. Consideration of updating the Code book with a cost of \$7,500.

XI. ATTORNEY'S REPORT

XII. COMMITTEE REPORTS

A. Police and Judicial Committee: Trustees Farber, Ch.; O'Connell & Wendt

1. Monthly Police report
2. Consideration of establishing 24 hour patrol

B. Public Works Committee: Trustees Wendt, Ch.; Abrassart & O'Connell

C. License & Health/ Building & Zoning/Annexation & Planning Committee: Trustees Stam, Ch.; Grubbs & Abrassart

1. Monthly building report
2. Special event liquor licenses for Pumpkinfest.
3. Consideration of sidewalk reimbursement for Connie Shepard \$1,925.

D. Park & Building Maintenance Committee: Trustees, O'Connell Ch.; Farber & Wendt

E. Equipment/Civil Defense & County Board Rep. Committee: Trustees Abrassart, Ch.; Grubbs & Stam

F. Finance & Personnel Committee: Trustee Grubbs, Ch.: Farber & Stam

1. Bills-Report and recommendations
2. Personnel Issues -Possible executive session
3. Consideration of new contract for residential garbage pick up.

XIII. Unfinished Business & New Business

XIV. Adjournment

FOR YOUR INFORMATION

Regular Board Meeting  
Board of Trustees of the Village of St. Anne  
Kankakee County, Illinois  
Civic Center, August 9, 2021

President O'Connell called the meeting to order at 7:00 pm. Clerk Sutherland called the roll, and the following trustees answered present: Grubbs, Wendt, Stam, O'Connell, Farber and Abrassart. Clerk Sutherland reported the roll, and President O'Connell declared that a quorum existed for the transaction of public business. Attorney Meyer, Treasurer Bonvallet, Public Works director Don Leveque, Building Inspector David Pomaranski, Police Chief Henry David, Engineer Piggush, and Rev. Mike Seed were also in attendance.

Also in attendance were Village Police Officers Russ Hoekstra and Doug Duncan, Youth Group director Adam Abrassart, Jason Hawkins, and Pumpkinfest Representatives Janine Dahns, Becky Jackson, Ramona Martin and Robert Abrassart.

Following the Pledge of Allegiance, President O'Connell asked Trustee Farber to make a presentation of a plaque to Officer Hoekstra for his actions with the recent fire at the St. Anne Fire Station fire. Those in attendance applauded Hoekstra for him going above and beyond to insure everyone's safety and to save much of the property and equipment, and also to alert the EMTs that were asleep in the south end of the station.

President O'Connell then asked J. Dahns to address the Board. She presented a list of activities that the committee has planned in hopes of bringing back a successful festival. She then asked the Board if they would consider making a donation to the Committee for the fireworks show they would like to have on Saturday, Sept. 18. After a discussion, Trustee Abrassart made a motion to amend the agenda to add consideration of contributing up to \$2,000 to the committee for fireworks. This was seconded by Trustee Stam and after a voice vote, where all present voted favorably, the motion was carried. Trustee Farber then made a motion to donate \$2,000 toward the fireworks. This motion was seconded by Trustee Stam and after a roll call vote, where all present voted favorably, the motion was carried.

Youth Group representative Adam Abrassart addressed the Board with a plan to construct new dugouts at the Village Park. The cost of the dugouts would be approximately \$32,000. The Youth Group would like approval and possibly some financial help with this project. Since it was not on the agenda, Abrassart was asked to get final cost and get this on the agenda for the September meeting.

**CALL TO ORDER**

**ROLL CALL**

**QUORUM**

**VISITORS**

**PERSONS WITH  
PRESENTATIONS  
JEANINE DAHNS  
RUSSELL  
HOEKSTRA**

**OFFICER  
HOEKSTRA  
RECEIVES AWARD**

**J.DAHNS  
REQUESTS  
FINANCIAL HELP  
WITH FIREWORKS**

**PUBLIC  
COMMENT  
A.ABRASSART  
DUGOUTS**

President O'Connell asked if there were any questions or corrections to the minutes of the July 12, 2021 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Stam and seconded by Trustee Abrassart that the minutes be approved. Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion carried.

**7/12/2021 REG.  
MTG.MINS  
APPROVED**

President O'Connell asked if there were any questions or corrections to the executive session minutes of the July 12, 2021 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Wendt and seconded by Trustee Stam that the minutes be approved. Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion carried.

**7/12/2021  
EXEC.SESS. MINS.  
APPROVED**

Treasurer Bonvallet reported the fund balances. President O'Connell then asked if there were any questions or comments on her report. Hearing none, he asked for a motion to approve the report. It was moved by Trustee Abrassart and seconded by Trustee Farber, and after a roll call vote, where all present voted favorably the treasurer's report was approved

**TREASURER'S  
REPORT**

Clerk Sutherland reported that the Thursday Night Prayer Group sent a Thank-you notem along with a \$75. Donation for the use of the Civic Center.

**CLERK'S REPORT:  
PRAY GRP DON.**

Clerk Sutherland reported that Garage Sale applications were slow to come in, but the total for the upcoming sales was 25 paid participants.

**GARAGE SALE  
UPDATE**

Clerk Sutherland stated the Fall banners had arrived and that Don and Charles would get them up before the Pumpkin Festival.

**FALL BANNERS**

President O'Connell did not have a handout this month.

**PRESIDENT'S  
REPORT**

President O'Connell stated that Resolution for Maintenance Under the Illinois Highway Code for the 2021 Motor Fuel Tax Street Maintenance, Section 21-00000-00-GM needed a motion. Trustee O'Connell made the motion to authorize the Resolution which would allow \$105,000 to be used from the MFT fund for street repairs. This was seconded by Trustee Wendt and after a roll call vote where all present voted favorably, the motion was carried.

**RESOLUTION FOR  
MFT SPENDING  
FOR STREET  
REPAIRS**

Attorney Meyer addressed two items.

**ATTORNEY'S RPT  
GOLF CART  
ORDINANCE**

Attorney Meyer distributed copies of the amended ordinance regarding non highway vehicles on streets, roads and highways.

Attorney Meyer distributed copies of an agreement between the Village and Mr. and Mrs. Wilkening regarding the transfer of property on Chicago Avenue.

**WILKENING PROP.  
ON CHGO AVE.**

Trustee Farber gave the police report. He read the report as follows: 21 traffic citations, 22 written warnings, 0 ordinance tickets, 3 misdemeanor traffic arrest, 1 DUI arrest, 4 accident reports, 2 towed vehicles, 11 general case reports, 0 felony arrests, 3 misdemeanor arrests, 3 warrant arrest, 2 Juvenile detention reports and 2 ordinance citations. Officers worked 455 regular hours, 14 overtime hours and 24 holiday hours. There was \$0 for the vehicle fund, \$22 in e-citation funds, \$0 in administrative vehicle seizures, \$0 In Sex/Violent Offender registration and \$1,297.47 disbursement from the County Clerk. There was 0 collected in golf cart fees.

Trustee Farber went on to announce that Officer Waller is registered for full time officer's 80 hour classwork. Chief David added that Fox-Waller would like to remain as a full time officer for the Village.

Trustee Farber distributed 2 documents to the Board members. One was a copy outlining the cost of training and keeping a K-9 as a member of the Police Department. The second was a sample raffle ticket that could be used to finance the cost of an addition of a K-9 dog to the department. SAPD Full time Officer Doug Duncan stated his experiences with a K-9 and outlined additional benefits of such a program in a small village. President O'Connell stated that he would like a breakdown of long term funding. He went on to say that this needed to be discussed in a committee meeting prior to coming to the regular monthly meeting.

Trustee Wendt had nothing to report for the meeting.

Trustee Stam read the Building Permit report. There were 8 permits issued. The permits reflected \$50,500 of repairs and improvements. The fees collected were \$522.

Trustee Stam referred to Trustee Abrassart for the status of mosquito abatement supplies for the remainder of the season. Trustee Abrassart would like the Village to purchase 20 gallons at a cost of \$903. Attorney Mejer reminded the Board that such purchases need to be on the agenda in order to be considered.

Trustee O'Connell stated he will work with the Youth Group on the replacement of the dugouts.

Trustee Abrassart had nothing to report for the meeting.

Trustee Grubbs reported that the bills had been examined by committee and recommended approval for payment. It was moved by Trustee Grubbs and seconded by Trustee Farber that the above recommendation be approved and the bills authorized for payment. Upon roll call vote, all trustees present voted favorably, and President O'Connell declared the motion carried.

Trustee Grubbs stated that he would not need an executive session at this time, but would like to schedule a committee meeting for Thursday, 8-12-21 to discuss personnel.

**POLICE REPORT:**

**FOX-WALLER TO  
BEGIN  
TRANSITION  
CLASS**

**CONSIDERATION  
OF K-9 UNIT TO  
SAPD**

**PUBLIC WORKS  
REPORT**

**BLDG. REPORT:**

**MOSQUITO  
SUPPLIES**

**PARK & BUILD.  
MAIN.REPORT**

**EQUIP. COMM**

**FINANCE  
COMMITTEE RPT  
BILLS PAID**

**EXEC. SESSION**

Trustee Grubbs requested a Finance Committee meeting for Thursday, 8-12-21 at 6:00 p.m. Trustee Farber requested a Police Committee meeting for Thursday at 6:45 p.m.

UNFINISHED/NEW  
BUSINESS  
COMM. MTGS SET

President O'Connell then asked if there was any further public business to come before the board. Hearing none, he asked for a motion to adjourn. It was moved by Trustee Farber and seconded by Trustee Stam that the meeting be adjourned. Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion carried. The President then adjourned the meeting at 8:04p.m.

ADJOURNMENT

Approved by me this \_\_\_\_\_ day

\_\_\_\_\_

VILLAGE CLERK

of \_\_\_\_\_, 2021.

\_\_\_\_\_  
VILLAGE PRESIDENT

## CHANGES IN FUND BALANCE

Aug-21

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	CHANGES IN FUND BALANCE
GENERAL FUND	\$ 149,847.41	\$ 51,644.97	\$ 61,622.10	\$ 139,870.28	\$ (9,977.13) *
WATER & SEWER	\$ 159,737.55	\$ 49,147.41	\$ 35,320.99	\$ 173,563.97	\$ 13,826.42
MOTOR FUEL TAX	\$ 140,015.52	\$ 7,195.04		\$ 147,210.56	\$ 7,195.04 **

\*donations of \$11,000.00 are included in ending balance for park improvements

Rebuild Illinois Grant  
5-22-20 \$13806.87

7-29-20 \$13806.87

3-22-21 \$13806.87

**Village of St. Anne-General  
Profit & Loss  
August 2021**

09/01/21

	<u>Aug 21</u>	<u>Aug 20</u>	<u>May - Aug ...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Annual Garage Sale Permits	250.00	110.00	619.65
<b>Donations</b>			
Civic Center	175.00	40.00	275.00
Park	0.00	0.00	150.00
Donations - Other	0.00	0.00	4,146.51
<b>Total Donations</b>	<u>175.00</u>	<u>40.00</u>	<u>4,571.51</u>
<b>Fines</b>			
Administrative Seizure	0.00	500.00	1,500.00
Administrative Services e citation	1,275.47	0.00	3,466.43
22.00	22.00	24.00	98.00
Fines - Other	0.00	858.18	0.00
<b>Total Fines</b>	<u>1,297.47</u>	<u>1,382.18</u>	<u>5,064.43</u>
<b>Franchise</b>	3,174.89	2,809.90	6,509.97
Int Inc	15.07	14.39	48.03
<b>Misc.</b>			
Flag Sale	0.00	0.00	187.00
Other Miscellaneous Income	0.00	0.00	580.00
<b>Total Misc.</b>	<u>0.00</u>	<u>0.00</u>	<u>767.00</u>
<b>Permit</b>			
Building	522.00	0.00	1,854.00
Fish	0.00	30.00	0.00
Golf Cart Permit	330.00	70.00	1,530.00
<b>Total Permit</b>	<u>852.00</u>	<u>100.00</u>	<u>3,384.00</u>
<b>Police Services</b>	0.00	400.00	750.00
reimb. payments made	0.00	0.00	500.00
Reimb. Supplies	6,892.50	0.00	6,892.50
Reimbursement payroll expenses	8,118.16	5,501.64	27,034.04
Rental	50.00	0.00	50.00
Report Fee	0.00	0.00	15.00
<b>Tax Rev</b>			
Cannabis Use	131.45	69.95	589.92
County	6,585.98	2,847.50	122,057.11
Income	0.00	17,042.75	56,355.76
Local	9,348.45	0.00	9,348.45
Rep State	894.13	2,842.15	17,574.14
Rep Town	0.00	0.00	1,374.54
Sales	9,257.47	6,212.40	33,257.37
State	0.00	0.00	4,182.30
use state	3,494.99	4,679.65	10,561.20
video gaming tax	1,107.41	0.00	4,021.05
<b>Total Tax Rev</b>	<u>30,819.88</u>	<u>33,694.40</u>	<u>259,321.84</u>
<b>Total Income</b>	<u>51,644.97</u>	<u>44,052.51</u>	<u>315,527.97</u>
<b>Expense</b>			
Annual Garage Sale			
Advertising	0.00	0.00	48.37
Annual Garage Sale - Other	0.00	-275.00	0.00
<b>Total Annual Garage Sale</b>	<u>0.00</u>	<u>-275.00</u>	<u>48.37</u>
<b>Beautification Account</b>			
Other expenses	0.00	0.00	2,160.95
<b>Total Beautification Account</b>	<u>0.00</u>	<u>0.00</u>	<u>2,160.95</u>
<b>Charges</b>			
Bank	0.00	0.00	1.80



**Village of St.Anne-General  
Profit & Loss  
August 2021**

	Aug 21	Aug 20	May - Aug ...
<b>Total Charges</b>	0.00	0.00	1.80
Civic Center	0.00	0.00	187.00
Clothing Allowance - Police	0.00	0.00	2,074.80
Clothing Allowance - Public Wor	0.00	0.00	700.00
Dues	0.00	570.00	510.00
<b>Dues &amp; Memberships</b>	0.00	50.00	50.00
E- Waste	0.00	0.00	1,600.00
fees	0.00	5,044.24	4,292.16
Flowers	0.00	0.00	365.69
Fuel	0.00	50.67	0.00
Gasoline	1,900.82	1,121.60	6,345.05
IMRF	2,168.93	0.00	8,952.46
Insur			
Cancer & ICare	124.04	278.87	496.16
Health	-80.10	-192.78	-320.40
Insur - Other	0.00	0.00	100.00
<b>Total Insur</b>	43.94	86.09	275.76
Loans			
Prospect Bank	4,000.00	8,974.87	12,974.87
Street Loan	0.00	4,000.00	12,000.00
<b>Total Loans</b>	4,000.00	12,974.87	24,974.87
Lunch	0.00	0.00	229.64
Maint	0.00	0.00	848.30
Misc Exp	0.00	325.52	5,682.81
Miscellaneous to water fund	0.00	0.00	175.00
Mosquito Spraying	0.00	275.00	0.00
Park	0.00	0.00	1,471.52
Party	0.00	766.00	671.54
Payroll			
Police	0.00	0.00	2,750.00
Payroll - Other	-9,507.00	0.00	-9,507.00
<b>Total Payroll</b>	-9,507.00	0.00	-6,757.00
Payroll Expenses	32,342.46	21,367.73	99,075.69
Police	0.00	0.00	2,230.59
Police Training Expenses	285.00	0.00	3,814.28
Pond			
maintenance	0.00	0.00	2,500.00
<b>Total Pond</b>	0.00	0.00	2,500.00
Postage	0.00	341.41	29.49
Prof Fee	0.00	0.00	4,831.00
Rent			
Land	200.00	0.00	600.00
<b>Total Rent</b>	200.00	0.00	600.00
Repairs			
Equip	0.00	210.87	146.10
Lights	0.00	0.00	1,236.00
Police	0.00	0.00	358.06
Repairs - Other	13,982.14	3,637.00	16,501.50
<b>Total Repairs</b>	13,982.14	3,847.87	18,241.66
Supplies			
Office	448.75	278.54	1,523.91
Police	175.55	258.40	2,341.42
Shop	1,601.35	223.83	3,973.36

**Village of St.Anne-General  
Profit & Loss  
August 2021**

09/01/21

	<u>Aug 21</u>	<u>Aug 20</u>	<u>May - Aug ...</u>
street	1,487.64	0.00	2,698.64
Supplies - Other	1,237.07	269.35	16,637.64
<b>Total Supplies</b>	<b>4,950.36</b>	<b>1,030.12</b>	<b>27,174.97</b>
<b>Taxes</b>			
Fed	7,033.90	6,872.10	32,180.34
State	1,383.13	1,337.93	6,354.46
<b>Total Taxes</b>	<b>8,417.03</b>	<b>8,210.03</b>	<b>38,534.80</b>
<b>Telephone</b>	<b>593.90</b>	<b>862.66</b>	<b>3,688.10</b>
<b>Util</b>			
Elect	2,244.52	1,543.67	4,324.34
Gas	0.00	0.00	295.09
<b>Total Util</b>	<b>2,244.52</b>	<b>1,543.67</b>	<b>4,619.43</b>
<b>Total Expense</b>	<b>61,622.10</b>	<b>58,192.48</b>	<b>260,200.73</b>
<b>Net Ordinary Income</b>	<b>-9,977.13</b>	<b>-14,139.97</b>	<b>55,327.24</b>
<b>Net Income</b>	<b>-9,977.13</b>	<b>-14,139.97</b>	<b>55,327.24</b>

Village Of St.Anne-Water  
Profit & Loss YTD Comparison  
August 2021

	Aug 21	Aug 20	May - Aug 21
Ordinary Income/Expense			
Income			
credit card	0.00	0.00	-5.63
Garbage			
Sales	9,328.06	5,622.31	40,884.32
Garbage - Other	248.47	2,491.41	3,683.65
Total Garbage	9,576.53	8,113.72	44,567.97
Int Inc	15.42	13.48	53.38
Late Fee	692.10	320.30	4,203.13
Miscellaneous Income	16,320.13	0.00	18,020.13
Sewer			
Sales	1,023.76	980.20	4,176.33
Sewer - Other	0.00	56.44	0.00
Total Sewer	1,023.76	1,036.64	4,176.33
Water			
Heartland Properties	0.00	0.00	960.00
Infrastructure	872.48	548.84	2,843.31
no rate misc	735.95	191.42	4,358.42
Regular customers	15,310.91	10,781.93	72,096.97
Senior customers	3,068.53	2,601.11	13,701.82
Water Deposits	300.02	0.00	450.02
Water Sales	1,196.58	972.11	4,208.63
Water - Other	35.00	0.00	35.00
Total Water	21,519.47	15,095.41	98,654.17
Total Income	49,147.41	24,579.55	169,669.48
Expense			
Adj. - deposits - store	0.00	-150.00	0.00
Advert	75.00	75.00	434.00
Credit Card Fees	55.49	17.34	308.23
Deposit Return	0.00	75.00	0.00
INFRA140.	0.00	0.00	-628.00
Lab Analysis			
Sewer	0.00	240.00	557.40
Water	0.00	120.00	0.00
Total Lab Analysis	0.00	360.00	557.40
loans			
Prospect Bank	4,000.00	4,000.00	16,000.00
Total loans	4,000.00	4,000.00	16,000.00
Misc.	0.00	0.00	5,408.94
Off Exp			
Water	0.00	0.00	2,500.00
Total Off Exp	0.00	0.00	2,500.00
Payroll Reimbursement	5,519.12	5,501.64	21,915.96
Prof Fee			
Eng	5,080.00	0.00	5,080.00
Prof Fee - Other	0.00	0.00	50.00
Total Prof Fee	5,080.00	0.00	5,130.00
Reimbursed to MFT	3,000.00	0.00	3,000.00
Repairs			
Sewer	0.00	0.00	18,815.03
Repairs - Other	0.00	3,550.00	159.52
Total Repairs	0.00	3,550.00	18,974.55
street	0.00	0.00	465.92
Supplies			
Sewer	0.00	0.00	1,354.80

Village Of St.Anne-Water  
**Profit & Loss YTD Comparison**  
 August 2021

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	Aug 21	Aug 20	May - Aug 21
Supplies - Other	0.00	670.98	5,168.67
Total Supplies	0.00	670.98	6,523.47
Telephone	222.01	191.83	654.93
Util			
Elect	1,595.87	1,017.73	5,925.42
Gas	0.00	97.59	472.56
Total Util	1,595.87	1,115.32	6,397.98
Waste Mgt	8,881.00	8,525.25	35,434.00
Water Reimbursement	6,892.50	0.00	6,892.50
Total Expense	35,320.99	23,932.36	129,969.88
Net Ordinary Income	13,826.42	647.19	39,699.60
Net Income	13,826.42	647.19	39,699.60

**Village of St. Anne-MFT**  
**Profit & Loss YTD Comparison**  
**August 2021**

	<u>Aug 21</u>	<u>Aug 20</u>	<u>May - Aug 21</u>
<b>Income</b>			
Consulting	3,000.00	0.00	3,000.00
Grants			
State	4,182.89	0.00	12,509.48
Grants - Other	0.00	3,716.48	4,140.93
<b>Total Grants</b>	<u>4,182.89</u>	<u>3,716.48</u>	<u>16,650.41</u>
Int Inc	12.15	7.93	46.23
Rebuild Illinois Grant	0.00	0.00	13,806.87
<b>Total Income</b>	<u>7,195.04</u>	<u>3,724.41</u>	<u>33,503.51</u>
<b>Expense</b>			
Prof Fee			
Eng	0.00	2,151.74	4,490.01
Prof Fee - Other	0.00	0.00	3,301.87
<b>Total Prof Fee</b>	<u>0.00</u>	<u>2,151.74</u>	<u>7,791.88</u>
<b>Total Expense</b>	<u>0.00</u>	<u>2,151.74</u>	<u>7,791.88</u>
<b>Net Income</b>	<u><u>7,195.04</u></u>	<u><u>1,572.67</u></u>	<u><u>25,711.63</u></u>