

AGENDA
REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE
VILLAGE HALL– NOVEMBER 8, 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
- VI. PUBLIC COMMENT
- VII. APPROVAL OF MINUTES
 - A. Regular meeting minutes of October 11, 2021
- VIII. TREASURER’S REPORT
 - A. Comments by Treasurer
 - B. Approval of report
- IX. COMMUNICATION AND CLERK’S REPORT
 - A. Update on Codification
- X. PRESIDENT’S REPORT
- XI. ATTORNEY’S REPORT
- XII. COMMITTEE REPORTS
 - A. Police and Judicial Committee: Trustees Farber, Ch.; O’Connell & Wendt
 - 1. Monthly Police report
 - 2. Firearms Range completion uodate
 - 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

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. Approval of a resolution to be signed by President O'Connell for a loan of \$40,000 to cover the backhoe.
3. Annual insurance payment to Illinois Municipal League
4. Consideration of Employee Christmas gifts

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, October 11, 2021

President O'Connell called the meeting to order at 7:00 pm. Clerk Sutherland called the roll, and the following trustees answered present: Grubb, O'Connell, Farber, Stam, and Abrassart. Clerk Sutherland reported the roll, and President O'Connell declared that a quorum existed for the transaction of public business. Treasurer Bonvallet, Police Chief Henry David, Attorney Dana Meyer and Building Inspector David Pomaranski were also in attendance.

Local resident and photographer Candy Torres was also in attendance.

President O'Connell asked if there were any questions or corrections to the minutes of the Sept.13, 2021 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Grubbs 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.

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 Stam and seconded by Trustee Abrassart, and after a roll call vote, where all present voted favorably the treasurer's report was approved.

Clerk Sutherland asked the Board if the Trick or Treat hours would remain at 5:00-7:00 on October 31. After a short discussion, the Board declared to keep the hours the same.

Clerk Sutherland then requested the Board consider the purchase of 14 new banners to display in town for the winter months. A motion was made by Trustee Stam and seconded by Trustee Farber to purchase a set of winter themed banners.

President O'Connell stated that the Village of St. Anne was moving forward on both the acquisition of the Grubbs property at Chicago Ave and Station St and also the Wilkening lots on Chicago Ave just south of the Post Office.

Attorney Meyer that the paperwork was in the final stage for acquisition of the former laundromat from Mr. Parish.

CALL TO ORDER

ROLL CALL

QUORUM

VISITORS

CANDY TORRES

**9/13/2021 REG.
MTG.MINS
APPROVED**

**TREASURER'S
REPORT**

CLERK'S REPORT:

TRICK- TREAT HRS

**WINTER DISPLAY
BANNERS
PURCHASED**

**PRESIDENT'S
REPORT**

**ATTORNEY'S RPT
LAUNDROMAT
ACQUISITION**

Trustee Farber gave the police report. He read the report as follows: 13 traffic citations, 26 written warnings, 0 ordinance tickets, 2 misdemeanor traffic arrest, 0 DUI arrest, 3 accident reports, 2 towed vehicles, 8 general case reports, 77 Miscellaneous reports, 0 felony arrests, 2 misdemeanor arrests, 1 warrant arrest, 0 Juvenile detention reports, 19 agency assists and 0 ordinance citations. Officers worked 579 regular hours, 53 overtime hours and 0 holiday hours. There was \$20 for the vehicle fund, \$26 in e-citation funds, \$0 in administrative vehicle seizures, \$0 In Sex/Violent Offender registration and \$831.90 disbursement from the County Clerk. There was 0 collected in golf cart fees.

POLICE REPORT:

Trustee Farber and Chief David gave a report of the locating of the missing girl. The spoke highly of the Village officers working long hour diligently working to bring the girl to safety. They thanked various organizations, along with the SAFPD in assisting.

**MISSING GIRL
FOUND**

After discussion, it was decided to arrange to award the 3 high school girls that spotted her and called 911 with a plaque at a school wide assembly.

Trustee Farber and Chief David also informed the Board that through the searching, the local police had come across some suspicious activity that could be a money counterfeiting operation. Secret Service has been called in. They also came across some drug activity that is now being investigated by KAMEG.

**SUSPICIOUS
ACTIVITIES
DISCOVERED
WHILE
SEARCHING**

Trustee O'Connell reported that committee had met and considered the purchase of the Caterpillar backhoe at a purchase price of \$35,000. Trustee O'Connell made a motion to purchase the backhoe and accessories. This was seconded by Trustee Stam, and after a roll call vote, where all trustees voted favorably, the motion was passed.

**PUBLIC WORKS
REPORT**

After discussion, Trustee Abrassart made a motion to declare the New Holland backhoe as surplus. Trustee Stam seconded it, and after a roll call vote, where all trustees voted favorably, the motion was carried.

**CATERPILLAR
BACKHOE
PURCHASE
NEW HOLLAND
BACKHOE DEC.
SURPLUS**

Trustee Stam read a building report stating there was \$840 in fees collected for job costs totaling \$62,000.

BLDG. REPORT:

The Board held discussion referencing resident Chris Griffin's push to get occupancy of the house on Sheffield that he has been rehabbing for the last 6 years. Chief David said he had been asked by Chris Griffin if Building Inspector Pomaranski was justified in holding back on allowing occupancy. After Board discussion, it was decided that the family could take occupancy after a final inspection.

**GRIFFIN
OCCUPANCY OF
REHAB PROP.**

Trustee O'Connell had nothing to report on the ball field improvements.

**PARK & BUILD.
RPT.**

Trustee Abrassart reported that after his committee had met to discuss the purchase of new laptop computers for the squad cars and he would like to make a motion to purchase two heavy duty laptops that will meet the current County

**EQUIP. COMM
POL.SQU. COMP.
PURCHASE**

specifications for a price of \$6,260. This was seconded by Trustee Stam, and after a roll call vote, where all present voted favorably, the motion was carried.

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 Stam 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.

FINANCE
COMMITTEE RPT
BILLS PAID

Trustee Grubbs reported that he was working with Prospect Bank to award the Village a loan for \$30,000-\$40,000 for the backhoe and dugout improvements. The final amount would be determined after the Village gets a decision from Pembroke township on the possible sale of the New Holland backhoe. President O’Connell asked if there was any new or unfinished business. Trustee

BANK LOAN

Grubbs suggested that if the Village gets any new businesses to open in town, the Village should consider sending them a welcome plant.

UNFINISHED/NEW
BUSINESS

Trustee Abrassart mentioned that when looking at the tax listing for Dixie Delight, he feels that the annexation of that property may have not been filed properly and the Village may not be receiving the tax dollars they are entitled to. Attorney Meyer said she would do some searching on the matter.

NEW BUSINESS IN
TOWN

DIXIE DELIGHT
ANNEX
QUESTIONED

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 Abrassart 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 7:39 p.m.

ADJOURNMENT

Approved by me this _____ day

VILLAGE CLERK

of _____, 2021.

VILLAGE PRESIDENT

CHANGES IN FUND BALANCE

Oct-21

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	CHANGES IN FUND BALANCE
GENERAL FUND	\$ 281,458.92	\$ 62,843.11	\$ 94,508.10	\$ 249,793.93	\$ (31,664.99) *
WATER & SEWER	\$ 189,042.80	\$ 29,308.70	\$ 48,437.84	\$ 169,913.66	\$ (19,129.14)
MOTOR FUEL TAX	\$ 151,386.37	\$ 4,358.53	\$ 8,655.07	\$ 147,089.83	\$ (4,296.54) **

*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
October 2021**

	Oct 21	Oct 20	May - Oct 21
Ordinary Income/Expense			
Income			
American Rescue Act	0.00	0.00	81,090.72
Annual Garage Sale Permits	0.00	0.00	619.65
Donations			
beautification account	0.00	710.00	0.00
Civic Center	0.00	50.00	525.00
Park	0.00	50.00	150.00
Donations - Other	0.00	0.00	2,146.51
Total Donations	0.00	810.00	2,821.51
Fines			
Administrative Seizure	0.00	0.00	1,500.00
Administrative Services	785.90	0.00	4,573.67
e citation	26.00	16.00	142.00
vehicle fund	20.00	0.00	40.00
Warrant Fee	0.00	140.00	0.00
Fines - Other	0.00	1,237.72	0.00
Total Fines	831.90	1,393.72	6,255.67
Franchise	219.24	109.62	16,729.21
Insurance payment	3,182.26	0.00	3,182.26
Int Inc	25.02	18.26	92.83
Misc.			
Flag Sale	0.00	0.00	187.00
Other Miscellaneous Income	0.00	0.00	580.00
Total Misc.	0.00	0.00	767.00
Permit			
Building	840.00	322.00	2,850.00
Fish	0.00	75.00	0.00
Golf Cart Permit	0.00	0.00	1,530.00
Total Permit	840.00	397.00	4,380.00
Police Services	0.00	0.00	1,150.00
reimb. payments made	0.00	2,982.60	500.00
Reimb. Supplies	0.00	0.00	6,892.50
Reimbursement payroll expenses	9,439.20	5,501.64	42,313.40
Rental	0.00	50.00	50.00
Report Fee	0.00	0.00	15.00
Tax Rev			
Cannabis Use	185.93	62.01	932.20
County	4,371.05	3,398.97	203,433.45
Income	17,940.61	13,983.67	74,296.37
Local	0.00	0.00	19,220.93
Rep State	11,714.71	3,603.05	29,288.85
Rep Town	0.00	0.00	2,010.24
Sales	9,664.24	6,942.56	53,251.82
State	0.00	0.00	4,182.30
use state	3,709.68	4,777.30	18,254.31
video gaming tax	719.27	293.15	5,618.18
Total Tax Rev	48,305.49	33,060.71	410,488.65
Total Income	62,843.11	44,323.55	577,348.40
Expense			
Animal Control	0.00	100.00	50.00
Annual Garage Sale			
Advertising	0.00	0.00	123.37
Total Annual Garage Sale	0.00	0.00	123.37
Auto			

Village of St. Anne-General
Profit & Loss
October 2021

	Oct 21	Oct 20	May - Oct 21
Squad	3,682.26	0.00	6,412.32
Total Auto	3,682.26	0.00	6,412.32
Beautification Account			
Other expenses	0.00	0.00	2,325.65
Total Beautification Account	0.00	0.00	2,325.65
Charges			
Bank	0.00	0.00	1.80
Total Charges	0.00	0.00	1.80
Civic Center	0.00	0.00	187.00
cleaning	0.00	24.95	0.00
Clothing Allowance - Police	1,575.00	0.00	3,649.80
Clothing Allowance - Public Wor	0.00	0.00	700.00
Contract Labor	0.00	-217.50	0.00
Dues	0.00	0.00	510.00
Dues & Memberships	0.00	0.00	50.00
E- Waste	0.00	0.00	1,600.00
Equipment	17,500.00	0.00	17,500.00
fees			
bookings	20.00	40.00	80.00
fees - Other	0.00	0.00	4,292.16
Total fees	20.00	40.00	4,372.16
Flowers	0.00	0.00	365.69
Gasoline			
police	0.00	25.00	0.00
Gasoline - Other	3,453.20	1,059.35	9,798.25
Total Gasoline	3,453.20	1,084.35	9,798.25
IMRF	0.00	2,656.64	11,128.79
Inspection Fees	0.00	0.00	258.00
Insur			
Cancer & ICare	124.04	278.87	744.24
Health	-80.10	-249.12	-480.60
Liab	0.00	0.00	100.00
Insur - Other	0.00	0.00	100.00
Total Insur	43.94	29.75	463.64
Lease	3,477.83	0.00	3,477.83
Loans			
Prospect Bank	4,459.08	0.00	27,216.89
Street Loan	0.00	4,000.00	12,000.00
Total Loans	4,459.08	4,000.00	39,216.89
Lunch	0.00	0.00	244.64
Maint	0.00	0.00	848.30
Misc Exp	0.00	125.00	6,674.33
Miscellaneous to water fund	0.00	0.00	175.00
Park	0.00	0.00	1,641.52
Party	0.00	0.00	671.54
Payroll			
Police	0.00	0.00	2,750.00
Total Payroll	0.00	0.00	2,750.00
Payroll Expenses	33,261.26	29,716.65	144,122.45
Police	0.00	0.00	2,230.59
Police Training Expenses	0.00	0.00	3,814.28

11/02/21

Village of St.Anne-General
Profit & Loss
 October 2021

	Oct 21	Oct 20	May - Oct 21
Police Training Expenses	0.00	0.00	3,814.28
Pond maintenance	0.00	0.00	2,500.00
Total Pond	0.00	0.00	2,500.00
Postage	9.20	400.00	588.69
Prof Fee	270.00	435.00	9,457.40
Publications	0.00	205.84	0.00
Rent			
Land	0.00	100.00	800.00
Rent - Other	8.80	0.00	8.80
Total Rent	8.80	100.00	808.80
Repairs			
Equip	0.00	0.00	146.10
Lights	0.00	0.00	1,236.00
Police	255.00	0.00	613.06
Repairs - Other	5,768.26	1,800.38	22,653.69
Total Repairs	6,023.26	1,800.38	24,648.85
Streets			
Signs	240.59	0.00	240.59
Streets - Other	0.00	0.00	125.00
Total Streets	240.59	0.00	365.59
Supplies			
Office	238.55	0.00	1,814.50
Police	3,372.82	0.00	5,780.23
Shop street	51.47	209.40	4,901.46
Supplies - Other	0.00	0.00	2,698.64
	887.96	-73.04	18,251.13
Total Supplies	4,550.80	136.36	33,445.96
Taxes			
Fed	11,111.06	9,916.86	50,145.22
State	2,108.28	1,898.62	9,778.61
Total Taxes	13,219.34	11,815.48	59,923.83
Telephone	932.12	849.40	5,543.30
Util			
Elect	1,628.87	246.71	8,845.20
Gas	152.55	150.94	606.05
Total Util	1,781.42	397.65	9,451.25
Total Expense	94,508.10	53,699.95	412,097.51
Net Ordinary Income	-31,664.99	-9,376.40	165,250.89
Net Income	-31,664.99	-9,376.40	165,250.89

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

October 2021

	Oct 21	Oct 20	May - Oct 21
Ordinary Income/Expense			
Income			
credit card	0.00	-34.53	-5.63
Garbage			
Sales	8,184.74	8,822.31	58,183.02
Garbage - Other	0.00	0.00	4,345.00
Total Garbage	8,184.74	8,822.31	62,528.02
Grants			
State	0.00	0.00	4,535.50
Total Grants	0.00	0.00	4,535.50
Int Inc	16.24	12.01	84.83
Late Fee	372.28	511.09	5,253.68
Miscellaneous Income	0.00	0.00	18,020.13
Sewer			
Sales	909.50	1,074.91	6,095.71
Total Sewer	909.50	1,074.91	6,095.71
Water			
Heartland Properties	960.00	0.00	1,920.00
Infrastructure	675.00	761.91	4,339.28
no rate misc	625.06	600.04	7,582.34
Regular customers	13,262.88	13,074.22	99,844.98
Senior customers	3,427.91	3,096.82	20,458.75
Water Deposits	0.00	291.25	645.02
Water Sales	875.09	1,006.97	6,382.99
Water - Other	0.00	0.00	35.00
Total Water	19,825.94	18,831.21	141,208.36
Total Income	29,308.70	29,217.00	237,720.60
Expense			
Adj. - deposits - store	-30.00	0.00	-30.00
Advert	0.00	0.00	434.00
Clothing Allowance	700.00	0.00	700.00
Contract Labor	0.00	13,485.00	1,125.00
Credit Card Fees	50.38	0.00	437.04
Equip purchase	17,650.00	30,565.00	17,650.00
INFRA140.	-75.00	0.00	-793.00
Lab Analysis			
Sewer	929.35	360.00	2,104.65
Total Lab Analysis	929.35	360.00	2,104.65
loans			
Prospect Bank	4,000.00	4,000.00	24,000.00
Total loans	4,000.00	4,000.00	24,000.00
Misc.	0.00	0.00	5,688.82
nsf	0.00	0.00	202.46
Off Exp			
Water	0.00	0.00	2,500.00
Total Off Exp	0.00	0.00	2,500.00
Payroll Reimbursement	9,439.20	5,501.64	37,195.32
Postage	0.00	480.00	0.00
Prof Fee			
Eng	0.00	0.00	5,080.00
Prof Fee - Other	0.00	0.00	347.85
Total Prof Fee	0.00	0.00	5,427.85
Reimbursed to MFT	0.00	0.00	3,000.00
Repairs			

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

October 2021

	Oct 21	Oct 20	May - Oct 21
Sewer	0.00	0.00	18,815.03
Water	312.50	0.00	312.50
Repairs - Other	1,072.50	194.96	1,302.32
Total Repairs	1,385.00	194.96	20,429.85
street	0.00	0.00	465.92
Supplies			
Sewer	2,815.00	0.00	4,169.80
Supplies - Other	1,131.67	167.90	6,300.34
Total Supplies	3,946.67	167.90	10,470.14
Telephone	193.68	208.72	1,056.67
Util			
Elect	1,442.70	1,156.22	9,118.50
Gas	70.16	99.25	586.39
Total Util	1,512.86	1,255.47	9,704.89
Waste Mgt	8,735.70	8,545.50	53,009.20
Water Reimbursement	0.00	0.00	6,892.50
Total Expense	48,437.84	64,764.19	201,671.31
Net Ordinary Income	-19,129.14	-35,547.19	36,049.29
Net Income	-19,129.14	-35,547.19	36,049.29

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

	<u>Oct 21</u>	<u>Oct 20</u>	<u>May - Oct 21</u>
Income			
Consulting	0.00	0.00	3,000.00
Grants			
State	4,346.02	4,028.29	16,855.50
Grants - Other	0.00	0.00	4,140.93
Total Grants	<u>4,346.02</u>	<u>4,028.29</u>	<u>20,996.43</u>
Int Inc	12.51	8.31	71.05
Misc.	0.00	0.00	4,535.50
Rebuild Illinois Grant	0.00	0.00	13,806.87
Total Income	<u>4,358.53</u>	<u>4,036.60</u>	<u>42,409.85</u>
Expense			
Advert	0.00	0.00	372.00
Misc Exp	4,535.50	0.00	4,535.50
Prof Fee			
Eng	4,119.57	0.00	8,609.58
Prof Fee - Other	0.00	0.00	3,301.87
Total Prof Fee	<u>4,119.57</u>	<u>0.00</u>	<u>11,911.45</u>
Total Expense	<u>8,655.07</u>	<u>0.00</u>	<u>16,818.95</u>
Net Income	<u><u>-4,296.54</u></u>	<u><u>4,036.60</u></u>	<u><u>25,590.90</u></u>