AGENDA

REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE VILLAGE HALL – January 10, 2022--7:00 P.M.

FOR YOUR CONSIDERATION

	CALL	TO	ORDER	RV 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. Rick Blanchette CPA with presentation of annual audit to be considered for adoption
- B. Jaelyn French Requesting action on upcoming Pumpkinfest events
- VI. PUBLIC COMMENT

VII. APPROVAL OF MINUTES

- A. Regular meeting minutes of December 13, 2021
- B. Special meeting minutes of December 27, 2021

VIII. TREASURER'S REPORT

- A. Comments by Treasurer
- B. Approval of report

IX. COMMUNICATION AND CLERK'S REPORT

A. Thank you received from FOP

X. PRESIDENT'S REPORT

- A. Engineering Proposal-Village of St. Anne-Water System Improvement Phase I
- B. Debt Authorization Ordinance

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 the purchase of security cameras for \$4,387.88.
- B. Public Works Committee: Trustees O'Connell, Ch.; Abrassart & Wendt
- C. License & Health/ Building & Zoning/Annexation & Planning Committee: Trustees Stam, Ch.; Grubbs & Abrassart
 - 1. Monthly building report
- D. Park & Building Maintenance Committee: Trustees Wendt, Ch.; Farber & O'Connell
- E. Equipment/Civil Defense & County Board Rep. Committee: Trustees Abrassart, Ch.; Grubbs & Stam
 - 1. Consideration of snow plow attachment for the John Deere Gator at a price of \$4,658.98
- F. Finance & Personnel Committee: Trustee Grubbs, Ch.: Farber & Stam
 - 1. Bills-Report and recommendation
- 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 Village Hall, December 13, 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, Farber, 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, and Attorney Dana Meyer, were also in attendance.

CALL TO ORDER

ROLL CALL

QUORUM

Trustee Stam would arrive at the meeting at approximately 7:20.

Visitors to the meeting were Rev. Mike seed from the Presbyterian Church and Danielle LaFond and Maggy Allendar from Casey's General Store.

VISITORS
M.SEED
DANIELLE LAFOND
MAGGY
ALLENDAR

Rick Blanchette had notified the Clerk that he would be at the January meeting to present the annual audit.

Clerk Sutherland reported to the Board that she had received a call from a man named Almas. He informed her that he was now the new owner of the old Circle K station and that Ruby Singh had backed out of the deal. Almas could not make the meeting but was interested in getting the station up and running as soon as possible. President O'Connell had also talked to him Monday afternoon and would be meeting up with him next week.

RECOGNITION OF PERSONS WITH PRESENTATIONR. BLANCHETTE R. SINGH

Danielle Lafond and Maggy Allendor stated that the Casey's manager had asked them to come to the meeting to see what the status of the old Circle K Station was. He has concerns as to how busy the Casey's station might be and how their current cash register system will be able to keep up. He also asked them to inquire about the liquor license status for the new establishment.

PUBLIC
COMMENTS
CASEYS REP

President O'Connell asked if there were any questions or corrections to the minutes of the Nov. 8, 2021 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Wendt 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.

11/08/2021 REG. MTG.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

DELINQUENT

Treasurer Bonvallet reported to the Board that the last report of residents owing over \$200 for their water and sewer was now under \$7,000. This is the lowest it has ever been in many years

NEW SAVINGS

ACCT. UPDATE

WATER BILL RPT

Clerk Sutherland reported to the Board that the Codification Publishers have sent the initial instructions to get that project moving forward. She will get the ordinances sent to them over the Christmas break.

CLERK'S REPORT: CODIFICATION

President O'Connell passed out a handout with current village updates on projects.

PRESIDENT'S REPORT

He stated that the Wilkening property paperwork is in the hands of the Wilkening family, and will hopefully be closing soon.

WILKENING PROP.

President O'Connell thanked all that participated in the Christmas Party. He remarked it was a very nice evening.

CHRISTMAS PARTY

President O'Connell has been working with the website developer and the site is now up and running. He announced that local resident, Pam Lottinville will be writing a regular section on the site, called <u>Connection</u>, that will feature news about town.

WEBSITE

President O'Connell stated that Santa will be coming to St. Anne, with the help of the Fire department on Sunday, Dec 19, 2021. There will be a light parade and a tree lighting ceremony also.

CHRISTMAS
PARADE, TREE
LIGHTING&SANTA

Lastly, President O'Connell applauded the Village Board members that also sit on the St. Anne Grade School Board for voting to go against the Governor's mask mandate.

Attorney Meyer presented the amended contract for the Grubb's property sale.

She also opened discussion regarding the laws regarding liquor licenses, gaming licenses in regards to schools, churches and nursing homes. She will look into what considerations need to be made when issuing new licenses.

ATTORNEY'S
REPORT
GRUBBS
PROPERTY SALE
LIQ. & GAMING
LICENSE

Trustee Farbe gave the police report. He read the report as follows: 24 traffic citations, 31 written warnings, 0 ordinance tickets, 1 misdemeanor traffic arrest, 0 DUI arrest, 1 accident report, 2 towed vehicles, 9 general case reports, 52 miscellaneous reports, 0 felony arrests, 2 misdemeanor arrests, 2 warrant arrests, 0 Juvenile detention reports, 7 agency assists and 0 ordinance citations. Officers worked 690 regular hours, 26overtime hours and 0 holiday hours. There was \$0 for the vehicle fund, \$14 in e-citation funds, \$0 in administrative vehicle seizures, \$0 In Sex/Violent Offender registration and \$515.50 disbursement from the County Clerk. There was \$0 collected in golf cart fees.

POLICE REPORT:

Chief David informed the Board that the Police Department had received a donation of \$5,614.

DONATION FROM BORDERTOWN GUNS

Chief David reported that the Department had participated in the annual Shop with a Cop program again this year.

SHOP WITH A COP

Trustee Wendt reported that the street sweeper is again up and running, and will hopefully get through the Fall season picking up leaves.

PUBL. WORKS RPT

STREET SWEEPER

Clerk Sutherland, at this time, wanted to express appreciation to Don and Charles for hanging the new winter banners, despite the nasty wet weather.

BANNERS

Trustee Stam had not received a building report at this time.

BLDG. REPORT

Trustee O'Connell was not at the meeting.

PARK &BUILD.

RPT.

Trustee Abrassart stated that the Equipment Committee had met on Wed. Dec.8, 2021 to discuss a need for Police Bodycams. They had received a variety of plans and programs that are available but their recommendation was to purchase 5 cameras and the necessary equipment to go along with them. They will store their own recordings rather than have an outside party do it. A motion was made by Trustee Abrassart to make the necessary purchase, not to exceed \$3,000. This was seconded by Trustee Farber, and after a roll call vote, where all present voted favorably, the motion was carried.

EQUIP. COMM

POLICE BODYCAMS

Trustee Abrassart said that the Committee feels there is a need to purchase some attachment to the John Deere Gator that will make it possible to plow snow in areas the village trucks cannot go. No action has been taken on this item.

SNOW PLOW FOR GATOR

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 requested a motion to have Attorney Meyer draw up a resolution with Prospect Bank for the Village to acquire a loan of \$40,000 to reimburse the accounts for the purchase of the backhoe. This was seconded by Trustee Abrassart, and after a roll call vote where all present voted favorably, the motion was carried.

RESOLUTION FOR BANK LOAN

President O'Connell announced that he and Chief David had discussed the position of Village Police Chief and that he is sorry to announce that Chief Henry

UNFINISHED/NEW
BUSINESS
CHIEF DAVID

is ready to retire and also is so very grateful for the time he has given the Village. He, along with the Board, is very thankful that Chief David helped us out in the time of need. The Village is very fortunate that he has been available and extremely dedicated to the Village. Chief David says he will see the Village through the process of a replacement, but would like to be done around Feb. 2022.

RESIGNS

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 8:13 p.m.

ADJOURNMENT

Approved by me this		day	VILLAGE CLERK	
of	,2022.		VIED IOC GEEIIII	

VILLAGE PRESIDENT

Special Meeting Board of Trustees of the Village of St. Anne Kankakee County, Illinois Village Hall, December 27, 2021, 7:00 P.M.

President O'Connell called the meeting to order at 7:00 pm. Clerk Sutherland called the roll, and the following answered present; O'Connell, Abrassart, Wendt, Farber and Stam. Clerk Sutherland reported the roll, and President O'Connell declared that a quorum existed. Trustee Grubbs arrived at 7:13. Also present at the meeting were Treasurer Bonvallet, current Chief of Police Henry David and police chief candidate Raymond Todd Navratil.

ROLL CALL

QUORUM

President O'Connell reported that there had been discussion at the Personnel Committee meeting, held on Dec. 20, 2021, regarding possible candidates for the position of Police Chief for the Village. After hearing the Board's opinion at the meeting and reviewing possible candidates, he asked for the Board's approval of hiring Raymond (Todd) Navritil as the Intern Police Chief. Current Chief Henry David has agreed to work alongside Navratil until he retires on February 14, 2021. Trustee Stam made a motion to approve President O'Connell's appointment of Raymond Todd Navatril to the position of Police Chief Intern, beginning December 28, 2021. This was seconded by Trustee Wendt and after a roll call vote, where all present voted favorably, the motion was carried.

APPOINT
RAYMOND
TODD NAVRATIL
AS POLICE CHIEF
INTERN

At this time, President O'Connell asked Clerk Sutherland to swear Navratil in as Chief of Police for the Village of St. Anne. After being sworn in, Navratil walked around the table and shook hands with all present. Treasurer Bonvallet gave him a packet with forms for employment to be filled out.

NAVRATIL SWORN IN

President O'Connell then asked Trustee Abrassart to share with the Board the possibilities of purchasing a snow plow attachment for the Gator. After a discussion, it was decided to table this purchase until the regular meeting on January 10, 2022.

SNOW PLOW ATTACHMENT CONSIDERATION

A motion was made by Trustee Grubbs to adjourn at 7:20. This was seconded by Trustee Stam and after a voice vote, where all present voted favorably, the motion was carried.

ADJOURN

Approved by me this		day	
of	_, 2022.		VILLAGE CLERK
VILLAGE PRESIDENT			

CHANGES IN FUND BALANCE

Dec-22

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	 HANGES IN ND BALANCE
GENERAL FUND	\$ 199,263.37	\$ 47,168.51	\$ 52,836.41	\$ 193,595.47	\$ (5,667.90) *
WATER & SEWER	\$ 163,123.20	\$ 30,082.74	\$ 21,298.56	\$ 171,907.38	\$ 8,784.18
MOTOR FUEL TAX	\$ 151,105.35	\$ 4,424.23		\$ 155,529.58	\$ 4,424.23 **

Rebuild Illinois Grant 5-22-20 \$13806.87

7-29-20 \$13806.87

3-22-21 \$13806.87

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

Village of St.Anne-General Profit & Loss

December 2021

	Dec 21	Dec 20	May - Dec
Ordinary Income/Expense			
Income	00.77	0.00	04 474 40
American Rescue Act Annual Garage Sale Permits	83.77 0.00	0.00 0.00	81,174.49 619.65
Donations	0.00	0.00	013.03
Civic Center	400.00	0.00	1,225.00
Park 	0.00	0.00	150.00
police Donations - Other	0.00 0.00	0.00 0.00	200.00
			2,346.51
Total Donations	400.00	0.00	3,921.51
Fines	0.00	0.00	4 500 00
Administrative Seizure Administrative Services	0.00 501.50	0.00 0.00	1,500.00 5,585.76
e citation	14.00	22.00	172.00
vehicle fund	0.00	500.00	40.00
Violent Offender Registration	0.00	25.00	0.00
Fines - Other	0.00	1,085.04	0.00
Total Fines	515.50	1,632.04	7,297.76
Franchise	109.62	109.62	20,106.16
Insurance payment	0.00	0.00	3,182.26
Int Inc Misc.	18.67	17.75	132.00
Flag Sale	0.00	0.00	257.00
Other Miscellaneous Income	0.00	0.00	817.05
Total Misc.	0.00	0.00	1,074.05
Permit			
Building	0.00	88.00	3,422.00
Golf Cart Permit	0.00	35.00	1,530.00
Total Permit	0.00	123.00	4,952.00
Police Services	300.00	400.00	2,250.00
reimb. payments made	0.00	0.00	500.00
Reimb. Supplies Reimbursement payroll expenses	0.00 7,080.94	0.00 6,119.72	6,892.50
Rental	0.00	100.00	56,234.50 50.00
Report Fee	0.00	0.00	15.00
Tax Rev			
Cannabis Use	133.90	60.39	1,228.84
County	2,304.95	7,620.36	205,738.40
Income Local	0.00 8,884.84	8,365.43 0.00	84,580.93 28,105.77
Rep State	2,430.82	932.52	31,719.67
Rep Town	0.00	0.00	2,010.24
Sales	19,932.06	7,225.57	73,183.88
State	0.00	0.00	13,809.32
use state	3,803.43	4,746.00	25,973.59
video gaming tax Tax Rev - Other	1,165.82 4.19	183.76 0.00	7,815.45 4.19
Total Tax Rev	38,660.01	29,134.03	474,170.28
Total Income	47,168.51	37,636.16	662,572.16
	41,10 0. 01	07,000.10	002,012.10
Expense Animal Control	0.00	0.00	50.00
Annual Garage Sale	3.00	0.00	30.00
Advertising	0.90	0.00	124.27
Total Annual Garage Sale	0.90	0.00	124.27
Auto			

Village of St.Anne-General Profit & Loss

December 2021

	Dec 21	Dec 20	May - Dec
Squad	0.00	0.00	6,412.32
Total Auto	0.00	0.00	6,412.32
Beautification Account Other expenses Purchase of Trees	1,050.00 0.00	0.00 160.00	3,375.65 0.00
Total Beautification Account	1,050.00	160.00	3,375.65
Charges Bank	0.00	0.00	1.80
Total Charges	0.00	0.00	1.80
Civic Center Clothing Allowance - Police Clothing Allowance - Public Wor Contrib	100.00 350.00 0.00 500.00	6,800.00 0.00 0.00 0.00	287.00 3,999.80 700.00 500.00
Dues	0.00	0.00	570.00
Dues & Memberships E- Waste Equipment	0.00 0.00 0.00	0.00 0.00 0.00	50.00 1,600.00 17,500.00
fees bookings fees - Other	40.00 0.00	20.00	140.00 4,292.16
Total fees	40.00	20.00	4,432.16
Flowers Fuel Gasoline	0.00 40.00 3,410.44	0.00 0.00 0.00	365.69 40.00 14,799.04
IMRF Inspection Fees Insur	2,545.95 50.00	1,773.59 50.00	19,906.54 789.00
Cancer & ICare Health Liab Insur - Other	124.04 -80.10 0.00 0.00	278.87 -192.78 0.00 0.00	992.32 -640.80 30,100.00 100.00
Total Insur	43.94	86.09	30,551.52
Lease	0.00	0.00	3,477.83
Loans Prospect Bank Street Loan	0.00	0.00 4,000.00	27,216.89 12,000.00
Total Loans	0.00	4,000.00	39,216.89
Lunch Maint Misc Exp Miscellaneous to water fund Mosquito Spraying Off Exp Park Party	0.00 0.00 1,156.18 0.00 450.00 3,050.00 0.00 654.08	0.00 0.00 0.00 0.00 300.00 94.48 0.00 0.00	244.64 848.30 9,579.11 175.00 450.00 3,826.80 1,869.93 1,325.62
Payroll Police	0.00	0.00	2,750.00
Total Payroll	0.00	0.00	2,750.00
Payroll Expenses Police Police Training Expenses Pond	22,267.44 25.00 0.00	20,776.04 0.00 0.00	188,978.97 3,585.38 5,314.28

Village of St.Anne-General Profit & Loss

December 2021

	Dec 21	Dec 20	May - Dec
maintenance	0.00	0.00	2,500.00
Total Pond	0.00	0.00	2,500.00
Postage Prof Fee	555.00 612.40	550.00 32.40	1,652.89 10,069.80
Rent			
Land Rent - Other	0.00 0.00	200.00	8.80 8.80
Total Rent	0.00	200.00	808.80
Repairs			
Cmptr Equip	37.49 0.00	0.00 0.00	42.38
Lights	0.00	75.00	321.05 1,236.00
Police	0.00	0.00	658.29
Repairs - Other	959.08	161.89	24,909.22
Total Repairs	996.57	236.89	27,166.94
Streets			
Signs	0.00	0.00	240.59
Streets - Other	0.00	252.50	125.00
Total Streets	0.00	252.50	365.59
Supplies			
Office	0.00	450.39	1,841.30
Police	239.11	871.94	11,347.96
Shop	628.77	76.72	6,387.35
street	0.00	0.00	3,886.08
Supplies - Other	1,948.21	111.14	21,061.56
Total Supplies	2,816.09	1,510.19	44,524.25
Taxes			
Fed State	7,672.32	6,826.00	65,327.66
3	1,429.21	1,325.71	12,644.83
Total Taxes	9,101.53	8,151.71	77,972.49
Telephone	967.44	1,049.33	7,420.36
Util			
Elect	1,558.77	1,671.08	12,071.34
Gas	494.68	334.06	1,269.73
Total Util	2,053.45	2,005.14	13,341.07
Total Expense	52,836.41	48,048.36	553,519.73
Net Ordinary Income	-5,667.90	-10,412.20	109,052.43
Net Income	-5,667.90	-10,412.20	109,052.43

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

	Dec 21	Dec 20	May - Dec 21
Ordinary Income/Expense			
Income credit card	0.00	0.00	-5.63
Garbage			-0.00
Sales Garbage - Other	8,241.90 21.75	7,991.22 1,209.17	75,677.28 4,388.50
Total Garbage	8,263.65	9,200.39	80,065.78
Grants State	0.00	0.00	4,535.50
Total Grants	0.00	0.00	4,535.50
Int Inc	14.79	8.56	113.69
Late Fee	379.04	695.40	5,931.80
Misc. Income	0.00	15.39	0.00
Miscellaneous Income Sewer	0.00	0.00	18,020.13
Sales	935.61	1,039.79	7,945.98
Total Sewer	935.61	1,039.79	7,945.98
Water			
Heartland Properties	1,280.00	640.00	3,200.00
Infrastructure no rate misc	750.00 686.02	452.67 261.58	5,812.48 9,411.90
Regular customers	13,192.87	14,159.23	128,642.60
Senior customers	3,641.60	3,226.11	27,695.54
Water Deposits	0.00	199.53	848.26
Water Sales	939.16	1,024.35	8,310.99
Water - Other	0.00	0.00	35.00
Total Water	20,489.65	19,963.47	183,956.77
Total Income	30,082.74	30,923.00	300,564.02
Expense			
Adj deposits - store	0.00	0.00	-30.00
Advert	0.00	0.00	533.20
Clothing Allowance	0.00	0.00	700.00
Contract Labor water	0.00	0.00	725.00
Contract Labor - Other	0.00	405.00	1,125.00
Total Contract Labor	0.00	405.00	1,850.00
Credit Card Fees	88.69	15.87	584.10
Deposit Return	0.00	0.00	75.00
Equip purchase	0.00	0.00	17,650.00
IML	0.00	0.00	15,644.47
INFRA140. Lab Analysis	-15.00	-442.06	-943.00
Sewer	0.00	239.00	2,104.65
Total Lab Analysis	0.00	239.00	2,104.65
loans			
Prospect Bank	0.00	4,000.00	24,000.00
Total loans	0.00	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	7,080.94	6,119.72	51,116.42

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

	Dec 21	Dec 20	May - Dec 21
Prof Fee Eng Prof Fee - Other	0.00 0.00	0.00 0.00	6,798.70 347.85
Total Prof Fee	0.00	0.00	7,146.55
Refund of Overage Reimbursed to MFT Repairs	0.00 0.00	352.95 0.00	0,00 3,000,00
Sewer Water Repairs - Other	591.59 0.00 0.00	0.00 0.00 7,884.40	19,406.62 942.50 4,340.96
Total Repairs	591.59	7,884.40	24,690.08
street Supplies	0.00	0.00	465.92
Sewer Supplies - Other	950.00 0.00	1,568.24 1,309.48	5,119.80 6,300.34
Total Supplies	950.00	2,877.72	11,420.14
Telephone Util	218.36	0.00	1,483.78
Elect	1,609.35	127.70	12,485.35
Gas	139.63	168.99	818.37
Total Util	1,748.98	296.69	13,303.72
Waste Mgt Water Reimbursement	8,715.00 1,920.00	8,545.50 0.00	70,522.20 8,812.50
Total Expense	21,298.56	30,294.79	262,521.01
Net Ordinary Income	8,784.18	628.21	38,043.01
Net Income	8,784.18	628.21	38,043.01

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

	Dec 21	Dec 20	May - Dec 21
Income			
Consulting	0.00	0.00	3,000.00
Grants			
State	4,411.18	4,015.73	25,269.87
Grants - Other	0.00	0.00	4,140.93
Total Grants	4,411.18	4,015.73	29,410.80
Int Inc	13.05	8.27	96.43
Misc.	0.00	0.00	4,535.50
Rebuild Illinois Grant	0.00	0.00	13,806.87
Total Income	4,424.23	4,024.00	50,849.60
Expense			
Advert	0.00	0.00	372.00
Misc Exp	0.00	0.00	4,535.50
Prof Fee			
Eng	0.00	3,580.60	8,609.58
Prof Fee - Other	0.00	0.00	3,301.87
Total Prof Fee	0.00	3,580.60	11,911.45
Total Expense	0.00	3,580.60	16,818.95
Net Income	4,424.23	443.40	34,030.65