#### **AGENDA**

### REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE VILLAGE HALL – March 14, 2022, 7:00 P.M.

#### FOR YOUR CONSIDERATION

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- 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 February 14, 2022

#### VIII. TREASURER'S REPORT

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

#### IX. COMMUNICATION AND CLERK'S REPORT

- A. Consideration of Garage Sale dates -- May 21 &22, 2022
- B. AFLAC representative at Village Hall March 15, 2022 3:00-5:00
- C. Reminder that Board members are required to take online courses through https://www.dhs.state.il.us

#### X. PRESIDENT'S REPORT

A. Consideration of approval of EPA Public Water Supply Revolving Loan Phase II and Phase III

#### XI. ATTORNEY'S REPORT

#### XII. COMMITTEE REPORTS

- A. Police and Judicial Committee: Trustees Farber, Ch.; O'Connell & Wendt
  - 1. Monthly Police report
- 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. Consideration of Liquor Licenses- Renewals for local establishments and 1 Special Events license
- D. Park & Building Maintenance Committee: Trustees, O'Connell Ch.; Farber & Wendt
- E. Equipment/Civil Defense & County Board Rep. Committee: Trustees Abrassart, Ch.; Grubbs & Stam
  - 1. Consideration of declaring the 2017 Chevy Tahoe as surplus
- F. Finance & Personnel Committee: Trustee Grubbs, Ch.: Farber & Stam
  - 1. Bills-Report and recommendations
- 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, February 14, 2022

President O'Connell called the meeting to order at 7:00 pm. Clerk Sutherland called the roll, and the following trustees answered present: O'Connell, Grubbs, Wendt, Farber and Abrassart. Trustee not in attendance was Stam. Clerk Sutherland reported the roll, and President O'Connell declared that a quorum existed for the transaction of public business. Also present at the meeting were Building Inspector David Pomaranski, Police Chief Todd Navratil, Chief Henry David, Treasurer Sue Bonvallet, and Rev. Ben Seyden, pastor of First Baptist Church of St. Anne. A group of people came to support the retirement of Chief Henry David: fellow officers in attendance were Russ Hoekstra, Emma Waller, Doug Duncan and his wife Stacy, --family members in attendance were Debbie David, (Henry's wife), Jason, Jennifer (Henry's daughter), Tyler Thomas and Anthony Bade and President O'Connell's wife, Carol O'Connell.

**CALL TO ORDER** 

ROLL CALL-QUORUM VISITORS

Following the Pledge of Allegiance, President O'Connell addressed retiring Police Chief, Henry David. He stated that the Village and the Board are very grateful that you, Henry David, stepped up and took over as Chief of Police for the Village, at a very critical time. President O'Connell then read and presented Henry will a beautiful plaque stating his dedication to the community will be remembered forever. President O'Connell then presented Henry's wife, Debbie David, with a beautiful vase of flowers and thanked her for allowing Henry to come out of retirement and aid our community. Henry replied by saying it was an honor to serve the Village of St. Anne and that he will always be around to help the Village in any way he can. Everyone present then took a short break and enjoyed a piece of cake.

PEOPLE WITH PRESENTATIONS

PRESIDENT
O'CONNELL
HONORS HENRY
DAVID, RETIRED
POLICE CHIEF

President O'Connell asked if there were any questions or corrections to the minutes of the January 12, 2022 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Abrassart and seconded by Trustee Farber that the minutes be approved. Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion passed.

1/12/2022 REG.
MTG.MINS
APPROVED

President O'Connell then asked for approval of the minutes from the special meeting that was held 1-24-22. The motion was made by Trustee Wendt, seconded by Trustee O'Connell and after a voice vote, where all present voted favorably, the motion was carried.

MINUTES
1-24-22
SPEC.MTG.
APPROVED

Treasurer Bonvallet reported on the Village accounts. 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 that the treasurer's report be approved. After a roll call vote, where all present voted favorably, the motion was carried. Treasurer Bonvallet went on to report that the outstanding water bill balance was currently

TREASURER'S
REPORT
APPROVED

OUTSTANDING WAT. BILL JUST

just over \$6,000. The Board expressed their appreciation for that good news.

**OVER \$6,000** 

Clerk Sutherland reported that the Village had received a very nice Thank you from the Ralph Wilkening family.

CLERK'S REPORT:

Sutherland distributed printed copies of sample Spring banners. She said these would be on display from mid-March until late May when the patriotic ones would be put up for the summer. She also showed samples of a pond scene that she felt would look nice at the entrance to the pond park area. A motion was made by Trustee Wendt, seconded by Trustee Farber, and after a roll call vote, where all present voted favorably, the motion to purchase 16 banners at a cost not to exceed 1,600.

R. WILKENING THANK YOU

SPRING BANNERS PURCHASED

President O'Connell distributed a handout on current items. (attached)

PRESIDENT'S RPT.

President O'Connell stated that he had done some inquiring about cleaning the water tower. He has asked Engineer Piggush to get him more information about this.

**WATER TOWER** 

President O'Connell reported that the Village now owns the old Laundromat. Ron Grubbs stated that he would be removing the machines within the next 2 weeks.

OLD LAUNDROMAT

<u>UPDATE</u>

President O'Connell announced that the Grubbs parking lots were now owned by the Village.

GRUBBS PARK LOT DEAL

President O'Connell reviewed the contract that he received regarding the transfer of the Canine from the Aroma Park P.D. He asked for a motion to accept the contract to takeover care of the Canine program as per the contract. After discussion, a motion was made by Trustee Grubbs, seconded by Trustee Wendt to move forward with the agreement. After a roll call vote where 3 of the 5 trustees voted in favor to approve the contract. Trustee O'Connell voted Present and Trustee Abrassart voted No.

CANINE DOG
DISCUSSION &
CONTRACT
AGREEMENT
SIGNED

Attorney Meyer stated that she has been working on the closings of the properties the Village is taking possession of.

ATTORNEY'S REPORT

Trustee Farber gave the police report. He read the report as follows: 13 traffic citations, 23written warnings, 0 ordinance tickets, 0 misdemeanor traffic arrests, 0 DUI arrests, 1 accident reports, 1 towed vehicle, 7 general case reports, 58 miscellaneous reports, 1 felony arrest, 0 misdemeanor arrests and 0 warrant arrest. There have been 11 agency assists. Officers worked 818 regular hours, 18 overtime hours and 0 holiday hours. There was \$0 for the vehicle fund, \$20.00 in e-citation funds, \$0 in administrative vehicle seizures, \$0 In Sex/Violent Offender registration and \$442.62 disbursement from the County Clerk. There was \$0 collected in golf cart fees and \$0 in fishing permits collected.

**POLICE REPORT:** 

President O'Connell then asked Chief Navratil how the job was going. Chief Navratil said he was busy figuring out how things were done in the office. He said he was very happy at his new position.

CHIEF NAVRATIL REPORTS

Trustee Wendt stated that there will be a gas tank outside the Village Hall that will be used for all the Village vehicles. This would be a more economical, plus fuel would be available at all hours.

PUBLIC WORKS
REPORT

Trustee Stam read the building report that 1 permit had been issued bringing in \$80. The improvements that were approved were \$10,058.

LICENSE & HEALTH BLDG. RPT:

Trustee O"Connell informed the Board that there is a need to clear a lot of brush surrounding the ponds. He had an estimate from Dietrich Farms of St. Anne for \$3,000 to use their batwing mower and get the area cleaned up for people to enjoy the park.

PARK & BUILD.
MAIN.REPORT

Trustee Abrassart asked for a motion to purchase 2 used squad vehicles from Aroma Park, both with police radios and one is equipped with the K-9 package. The terms of the agreement with Aroma Park are to pay half on or before July 1, 2022, and the remainder by July 1, 2023. The motion was made by Trustee Grubbs, seconded by Trustee O'Connell and after a roll call vote where all present voted favorably, the motion was carried.

EQUIP/CIVIL DEFENSE

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 voted favorably, and President O'Connell declared the motion carried.

FINANCE
COMMITTEE
RPT
BILLS PAID

Trustee Abrassart stated that he feels the Village needs to look into getting Don some training for ESDA Directors.

NEW & UNFIN BUSINESS

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 O'Connell 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 7:55p.m.

**ADJOURNMENT** 

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

#### **CHANGES IN FUND BALANCE**

#### Feb. 2022

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	 HANGES IN ND BALANCE
GENERAL FUND	\$ 176,954.71	\$ 44,871.57	\$ 67,320.43	\$ 154,505.85	\$ (22,448.86) *
WATER & SEWER	\$ 198,078.44	\$ 33,784.86	\$ 32,197.80	\$ 199,665.50	\$ 1,587.06
MOTOR FUEL TAX	\$ 160,217.43	\$ 4,283.22	\$ 90,712.22	\$ 73,788.43	\$ (86,429.00) **

Rebuild Illinois Grant 5-22-20 \$13806.87

7-29-20 \$13806.87

3-22-21 \$13806.87

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

### Village of St.Anne-General **Profit & Loss**

February 2022

	Feb 22	Feb 21	May '21
Ordinary Income/Expense Income			
American Rescue Act	0.00	0.00	81,174.49
Annual Garage Sale Permits  Donations	0.00	0.00	619.65
Civic Center	200.00	0.00	1,625.00
Park	0.00	0.00	150.00
police	0.00	0.00	200.00
Donations - Other	0.00	0.00	2,346.51
Total Donations	200.00	0.00	4,321.51
Fines			
Administrative Seizure	0.00	0.00	1,500.00
Administrative Services e citation	422.62 20.00	819.26 26.00	6,130.64 200.00
vehicle fund	0.00	0.00	40.00
Violent Offender Registration	0.00	25.00	0.00
Warrant Fee	0.00	0.00	70.00
Total Fines	442.62	870.26	7,940.64
Franchise	3,153.82	2,862.86	23,369.60
Ins	0.00	8,190.00	0.00
Insurance payment	0.00	0.00	3,182.26
Int Inc	14.14	14.55	163.45
License Liquor	0.00	0.00	375.00
Total License	0.00	0.00	375.00
Misc.			
Flag Sale	0.00	0.00	287.00
Other Miscellaneous Income	0.00	181.10	1,989.05
sale of equipment	0.00	0.00	8,110.00
Misc Other	0.00	2,302.55	0.00
Total Misc.	0.00	2,483.65	10,386.05
Permit			
Building	200.00	0.00	4,150.00
Golf Cart Permit	0.00	0.00	1,530.00
Total Permit	200.00	0.00	5,680.00
Police Services	0.00	900.00	2,550.00
reimb. payments made	0.00	0.00	500.00
Reimb. Supplies	0.00	0.00	6,892.50
Reimbursement payroll expenses Rental	6,519.12 0.00	5,501.64 0.00	69,593.78 50.00
Report Fee	0.00	0.00	15.00
Tax Rev	0.00	0.00	10.00
Cannabis Use	161.27	111.91	1,554.18
County	0.00	0.00	205,738.40
Income	19,724.78	14,090.52	120,124.66
Local	0.00	0.00	28,105.77
Rep State	0.00	0.00	40,640.34
Rep Town	0.00	0.00	2,010.24
Sales State	9,193.05 4,166.14	6,160.31 0.00	93,541.64 17,975.46
State use state	0.00	5,299.20	29,519.85
video gaming tax	1,096.63	0.00	9,851.85
Tax Rev - Other	0.00	0.00	4.19
Total Tax Rev	34,341.87	25,661.94	549,066.58
Total Income	44,871.57	46,484.90	765,880.51
Expense			

### Village of St.Anne-General Profit & Loss February 2022

	Feb 22	Feb 21	May '21
Animal Control	0.00	0.00	150.00
Annual Garage Sale Advertising	0.00	0.00	124.27
Total Annual Garage Sale	0.00	0.00	124.27
Auto Squad	1,668.31	0.00	8,080.63
Total Auto	1,668.31	0.00	8,080.63
Beautification Account Other expenses	0.00	0.00	3,375.65
Total Beautification Account	0.00	0.00	3,375.65
Charges Bank	0.00	0.06	1.80
Total Charges	0.00	0.06	1.80
Civic Center Clothing Allowance - Police Clothing Allowance - Public Wor Contrib	0.00 0.00 0.00 0.00	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	20.00 8,226.58	0.00	160.00 12,518.74
Total fees	8,246.58	0.00	12,678.74
Flowers Fuel Gasoline	0.00 0.00 2,201.11	0.00 0.00 0.00	365.69 40.00 17,257.08
Improvement IMRF Inspection Fees Insur Cancer & ICare	4,000.00 2,502.56 0.00	0.00 2,090.11 0.00 278.87	8,000.00 24,767.31 789.00 1,240.40
Health Liab Unemploy Insur - Other	-80.10 0.00 0.00 0.00	-192.78 0.00 0.00 0.00	-801.00 30,100.00 1,000.00 100.00
Total Insur	43.94	86.09	31,639.40
Lease Civic Center Lease - Other	0.00 0.00	917.72 0.00	0.00 3,477.83
Total Lease	0.00	917.72	3,477.83
Loans Prospect Bank Street Loan	0.00	0.00	27,216.89 12,000.00
Total Loans	0.00	8,000.00	39,216.89
Lunch Maint Misc Exp Miscellaneous to water fund Mosquito Spraying	0.00 0.00 574.30 0.00 0.00	0.00 100.00 138.24 0.00 0.00	244.64 848.30 10,727.71 -82.60 450.00

### Village of St.Anne-General Profit & Loss February 2022

	Feb 22	Feb 21	May '21
Off Exp Park Party Payroll	60.27 0.00 0.00	0.00 0.00 0.00	3,911.72 1,869.93 1,325.62
Police Payroll - Other	0.00 -12,513.15	0.00	2,750.00 -12,513.15
Total Payroll	-12,513.15	0.00	-9,763.15
Payroll Expenses Police Police Training Expenses Pond	38,577.93 943.35 1,000.00	19,902.73 0.00 0.00	252,127.75 16,439.87 6,314.28
maintenance	0.00	0.00	2,500.00
Total Pond	0.00	0.00	2,500.00
Postage Prof Fee	600.00	0.00	2,252.89
Acctg Prof Fee - Other	0.00 240.30	0.00 400.00	600.00 14,510.10
Total Prof Fee	240.30	400.00	15,110.10
Publications Purchase of Land Registration fee Rent	384.40 0.00 0.00	384.40 0.00 0.00	384.40 3,000.00 399.00
Land Light Pole Rent - Other	0.00 0.00 0.00	0.00 150.00 60.00	0.00 0.00 8.80
Total Rent	0.00	210.00	808.80
Repairs Bldg Cmptr Equip Lights Police Repairs - Other	0.00 37.49 169.88 0.00 1,819.00 1,749.45	0.00 0.00 0.00 0.00 0.00 0.00	985.00 79.87 490.93 1,236.00 2,657.63 32,153.67
Total Repairs	3,775.82	0.00	37,603.10
Streets Signs Streets - Other	0.00 0.00	0.00	240.59 125.00
Total Streets	0.00	0.00	365.59
Supplies Office Police Shop street Supplies - Other	556.43 18.50 342.76 0.00 957.58	102.35 280.25 95.41 0.00 0.00	2,397.73 11,441.20 6,805.08 5,097.08 22,833.20
Total Supplies	1,875.27	478.01	48,574.29
Taxes Fed State	8,774.32 1,668.94	6,428.42 1,178.81	82,449.32 15,886.08
Total Taxes	10,443.26	7,607.23	98,335.40
Telephone	1,046.89	974.13	9,633.45
Util Elect	1,649.29	188.10	15,365.70

### Village of St.Anne-General Profit & Loss February 2022

	Feb 22	Feb 21	May '21
Gas	0.00	0.00	1,999.82
Total Util	1,649.29	188.10	17,365.52
Total Expense	67,320.43	42,276.82	695,917.70
Net Ordinary Income	-22,448.86	4,208.08	69,962.81
Net Income	-22,448.86	4,208.08	69,962.81

## Village Of St.Anne-Water Profit & Loss YTD Comparison February 2022

	Feb 22	Feb 21	May '21 - Feb
Ordinary Income/Expense Income			
credit card Garbage	0.00	0.00	-5.63
Sales Garbage - Other	8,978.44 372.67	7,523.31 1,225.82	94,245.13 4,761.17
Total Garbage	9,351.11	8,749.13	99,006.30
Grants State	0.00	0.00	4,535.50
Total Grants	0.00	0.00	4,535.50
Int Inc Late Fee Miscellaneous Income Sewer	15.42 609.47 0.00	8.09 499.33 0.00	144.84 7,217.38 18,020.13
Sales	1,050.38	962.35	9,943.31
Total Sewer	1,050.38	962.35	9,943.31
Water Heartland Properties Infrastructure no rate misc Regular customers Senior customers Water Deposits Water - Other	0.00 810.00 811.44 16,394.69 3,433.47 150.00 1,158.88 0.00	640.00 568.00 173.75 14,154.78 2,375.10 75.00 929.14 0.00	3,200.00 7,444.28 10,981.39 161,335.10 34,723.34 1,148.26 10,626.64 35.00
Total Water	22,758.48	18,915.77	229,494.01
Total Income	33,784.86	29,134.67	368,355.84
Expense Adj deposits - store Advert Clothing Allowance Contract Labor water Contract Labor - Other	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00	-30.00 533.20 700.00 725.00 1,125.00
Total Contract Labor	0.00	0.00	1,850.00
Credit Card Fees Deposit Return Equip purchase Equiptment Sale IML	291.53 0.00 0.00 0.00 0.00	30.80 0.00 0.00 0.00 0.00	965.62 75.00 17,650.00 -8,110.00 15,644.47
INFRA140. Lab Analysis	-150.00	-181.01	-1,093.00
Sewer	622.90	60.50	2,727.55
Total Lab Analysis	622.90	60.50	2,727.55
loans Prospect Bank	0.00	8,000.00	24,000.00
Total loans	0.00	8,000.00	24,000.00
Misc. nsf Off Exp Water	0.00 0.00 0.00	0.00 0.00	5,688.82 202.46 2,500.00
Total Off Exp	0.00	0.00	2,500.00
Payroll Reimbursement Prof Fee	6,519.12	5,501.64	64,475.70

# Village Of St.Anne-Water Profit & Loss YTD Comparison February 2022

	Feb 22	Feb 21	May '21 - Feb
Eng Prof Fee - Other	0.00 0.00	0.00 475.00	6,798.70 347.85
Total Prof Fee	0.00	475.00	7,146.55
Reimbursed to MFT Repairs	0.00	0.00	3,000.00
Sewer	0.00	0.00	19,406.62
Water	0.00	0.00	942.50
Repairs - Other	0.00	0.00	5,684.96
Total Repairs	0.00	0.00	26,034.08
street Supplies	0.00	0.00	465.92
Sewer	400.00	0.00	5,844.80
Supplies - Other	626.70	267.21	7,974.31
Total Supplies	1,026.70	267.21	13,819.11
Telephone Util	200.71	192.55	1,916.43
Elect	2,021.99	1,276.34	16,398.75
Gas	214.10	143.73	1,208.60
Total Util	2,236.09	1,420.07	17,607.35
Waste Mgt	17,450.75	8,545.50	87,972.95
water program	4,000.00	0.00	8,000.00
Water Reimbursement	0.00	1,840.00	8,812.50
Total Expense	32,197.80	26,152.26	302,554.71
Net Ordinary Income	1,587.06	2,982.41	65,801.13
Net Income	1,587.06	2,982.41	65,801.13

# Village of St.Anne-MFT Profit & Loss YTD Comparison February 2022

_	Feb 22	Feb 21	May '21 - Feb 22
Income			
Consulting Grants	0.00	0.00	3,000.00
State	4,275.94	3,637.24	34,220.17
Grants - Other	0.00	0.00	4,140.93
Total Grants	4,275.94	3,637.24	38,361.10
Int Inc	7.28	7.94	117.20
Misc.	0.00	0.00	4,535.50
Rebuild Illinois Grant	0.00	0.00	13,806.87
Total Income	4,283.22	3,645.18	59,820.67
Expense			
Advert	0.00	0.00	372.00
Misc Exp	0.00	0.00	4,535.50
Prof Fee			
Eng	9,230.64	0.00	17,840.22
Prof Fee - Other	0.00	0.00	3,301.87
Total Prof Fee	9,230.64	0.00	21,142.09
Street repairs	81,481.58	0.00	81,481.58
Total Expense	90,712.22	0.00	107,531.17
et Income	-86,429.00	3,645.18	-47,710.5