

AGENDA
REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE
VILLAGE HALL – MAY 9, 2022, 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 April 11, 2022
- VIII. TREASURER’S REPORT
 - A. Comments by Treasurer
 - B. Approval of report
- IX. COMMUNICATION AND CLERK’S REPORT
 - A. Garage Sale update
- X. PRESIDENT’S REPORT
 - A. Consideration of Inspection and maintenance of water tower at a cost of no more than \$5,000.
 - B. Consideration of the purchase of light post planters for a price of not to exceed \$3,400.
 - C. Concern of local concern for the structure on 155 N. Chicago Ave.
 - D. Consideration of the Recommendation of the Award to R&R, Inc.
 - E. Consideration of the Public Water Supply Loan Program Authorizing Loan Agreement 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 new doors and possibly replacement of glass window blocks at the Police Station at a cost not to exceed \$9,000.

- 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
 - 1. Consideration of the cost of \$2,875 to Rollins Aquatic Solutions to treat the Village Ponds

- 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. Consideration of Employee Annual benefits, including insurance and vacation and sick time. (possible executive session)
 - 3. Consideration of Youth Summer Employment

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, April 11, 2022

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, Stam and Abrassart. Trustee O'Connell was absent. 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 Police Chief Todd Navratil, Building Inspector David Pomaranski, Public Works Director Don Leveque and Treasurer Sue Bonvallet. Also present was Rev. Mike seed and local resident Pam Lottinville.

Pam Lottinville informed the Board that she would be interested in writing news on the Village website as it is reported to her. The Board felt it was a good idea and that they would try and keep her informed of any interesting events going on.

President O'Connell asked if there were any questions or corrections to the minutes of the 3-14, 2022 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Stam and seconded by Trustee Wendt that the minutes be approved. Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion passed.

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 Stam 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 continues to go down.

Clerk Sutherland informed the Board of the information she had gathered from Mad Bombers in regards to 4th of July weekend. The best show for the best price would be on Friday, July 1. The cost to the Village would be \$6,000. President O'Connell stated that the price is high, but that the people of St. Anne really enjoy fireworks so he asked for a motion to have a July 1, 2022 fireworks show for a cost of \$6,000 at the Village Park. The motion was made by Trustee Wendt, seconded by Trustee Stam and after a roll call vote where all present voted favorably, the motion was passed.

Sutherland reminded all in attendance that all elected and appointed Board members and Department heads are required to take the Open Meetings Act training offered from the State through <https://dhs.state.il.us>.

CALL TO ORDER

ROLL CALL-QUORUM

VISITORS

PPL WITH PRES.
PAM LOTTINVILLE
NEWS

3/14/2022 REG.
MTG.MINS
APPROVED

TREASURER'S
REPORT APPROVED

CLERK'S REPORT:
FIREWKS SET 7-1-22

OPEN MEETINGS ACT
TRAINING

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

President O'Connell outlined the Recommendation to Approve the 2022 MFT Street Maintenance Program, Sect 22-00000-00 GM and asked for a motion to accept the recommendations. Motion was made by Trustee Stam, seconded by Trustee Wendt and after a roll call vote, where all present voted favorably, the motion was passed. He then asked for a motion to pass a resolution for Maintenance Under the Highway Code for the 2022 MFT Street Maintenance, Sect 22-00000-00GM. Motion was made by Trustee Stam, seconded by Trustee Wendt, and after a roll call vote, where all present voted favorably the motion was carried.

President O'Connell stated there is a delay in the Ralph Wilkening deal due to some misplaced documents, but this will be rectified shortly.

President O'Connell stated that he had been in contact with the Estate of the late Agnes Klonowski regarding her home on Chicago Ave. with hopes of getting this property cleaned up soon. It is a danger to the area.

President O'Connell reported after viewing the new LED lights in the Police bay of Alexander building, he feels it would be wise to do the same change in the maintenance bay. The cost would be around \$700. A motion was made by Trustee Abrassart, seconded by Trustee Stam and after a roll call vote, the motion was carried.

President O'Connell then reported that he and Trustee Stam had been exploring ideas for a Streetscape Project for the town. They would like to hold a meeting, inviting any interested business owners or residents. Sue and Chris will send out invites for a May 5, 2022 meeting to be held at the Civic Center at 7 pm.

Attorney Meyer stated that this will probably be her last meeting and that she is working on all loose ends. She would work with President O'Connell to fill her position.

Trustee Farber gave the police report. He read the report as follows: 27 traffic citations, 36 written warnings, 0 ordinance tickets, 0 misdemeanor traffic arrests, 0 DUI arrests, 1 accident report, 2 towed vehicles, 15 general case reports, 61 miscellaneous reports, 0 felony arrest, 3 misdemeanor arrests and 1 warrant arrest. There have been 23 agency assists. Officers worked 652 regular hours, 0 overtime hours and 0 holiday hours. There was \$0 for the vehicle fund, \$357.39 in fines, \$18.00 in e-citation funds, \$0 in administrative vehicle seizures, \$0 in Sex/Violent Offender registration, \$0 in warrant fees and \$445.39 disbursement from the County Clerk. There was \$0 collected in golf cart fees and \$0 in fishing permits collected.

Chief Navratil provided quotes for new doors at the Police Station. These will be voted on at next month's meeting.

PRESIDENT'S REPORT

MFT 2022 STREET MAINTENANCE ACTION TAKEN

R. WILKENING DEAL

KLONOWSKI PROPERTY ON CHICAGO AVE.

NEW LIGHTS IN MAINTENANCE BAY OF ALEX BUILDING

PUBLIC MEETING FOR STREETScape IDEAS

ATTORNEY'S REPORT

POLICE REPORT:

Trustee Wendt stated that his commission had nothing to report at this time.

PUBLIC WORKS RPT

Trustee Stam stated he did not have a building permit report to report this month. He has been working with the RR with hopes to get the old Finally Mary's torn down.

**LICENSE & HEALTH
BLDG. RPT:**

Trustee Stam made a motion to renew the liquor licenses for the BP Station. This was seconded by Trustee Wendt and after a roll call vote, where all present voted favorably the motion was carried.

**LIQUOR & GAMING
LICENSE**

Trustee O'Connell informed the Board that progress has been made on the new dugouts at the park. Opening day for Youth baseball is May 7, 2022.

**PARK & BUILD.
MAIN.REPORT**

Trustee Abrassart had nothing to report.

**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 Grubbs reported that the Finance and Personell Commission had met and their recommendation is a 3% raise for all Full and part time employees including the clerk and treasurer. He made the motion and it was seconded by Trustee Abrassart and after a roll call vote, where all present voted favorably, the motion was carried.

**NEW & UNFIN
BUSINESS**

**ANNUAL EMPLOYEE
RAISES**

Trustee Grubbs asked for a special committee meeting to be held with an Insurance Rep from MSL Benefits. He wanted everyone, including all full time employees to hear the pros and cons of getting a group health insurance plan vs. the current stipend that they are given. Trustee Grubbs and Clerk Sutherland will set up a meeting and get information to all concerned.

**POSSIBLE HEALTH
INSURANCE CHANGE**

Trustee Grubbs then made a motion to hire 3 youths to work with the Public Works Dept. through the summer months. The motion was seconded by Trustee Abrassart, and after a roll call vote, where all present voted favorably, the motion was carried.

SUMMER HELP

No new or unfinished business discussed.

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 Stam and seconded by Trustee Wendt that the meeting be adjourned.

ADJOURNMENT

Upon voice vote, all trustees present voted favorably, and President O'Connell declared the motion carried. The President then adjourned the meeting at 7:59p.m.

Approved by me this _____ day

VILLAGE CLERK

of _____, 2022.

VILLAGE PRESIDENT

CHANGES IN FUND BALANCE

Apr-22

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	CHANGES IN FUND BALANCE
GENERAL FUND	\$ 151,120.81	\$ 61,263.94	\$ 93,494.37	\$ 118,890.38	\$ (32,230.43) *
WATER & SEWER	\$ 224,018.21	\$ 29,687.38	\$ 18,817.58	\$ 234,888.01	\$ 10,869.80
MOTOR FUEL TAX	\$ 90,523.62	\$ 4,192.13		\$ 94,715.75	\$ 4,192.13 **

*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

3-29-22 \$13806.87

**Village of St. Anne-General
Profit & Loss
April 2022**

	Apr 22	Apr 21	May '21 - ...
Ordinary Income/Expense			
Income			
American Rescue Act	0.00	0.00	81,174.49
Animal Control Income	0.00	50.00	0.00
Annual Garage Sale Permits	0.00	0.00	619.65
Donations			
beautification account	500.00	500.00	500.00
Civic Center	200.00	181.48	1,875.00
Park	0.00	0.00	150.00
Park Pond	0.00	700.00	0.00
police	0.00	0.00	200.00
Donations - Other	0.00	0.00	2,446.51
Total Donations	700.00	1,381.48	5,171.51
Fines			
Administrative Seizure	0.00	0.00	1,500.00
Administrative Services	357.39	2,163.09	6,833.03
e citation	18.00	28.00	232.00
vehicle fund	0.00	20.00	40.00
Warrant Fee	70.00	0.00	210.00
Total Fines	445.39	2,211.09	8,815.03
Franchise	0.00	219.24	23,479.22
Insurance payment	0.00	0.00	3,182.26
Int Inc	12.76	13.77	189.88
License			
Gaming License	0.00	0.00	975.00
Liquor	1,500.00	3,000.00	4,125.00
Total License	1,500.00	3,000.00	5,100.00
Loan from Prospectloan - Prospe	0.00	0.00	20,000.00
Misc.			
Flag Sale	10.00	30.00	297.00
Other Miscellaneous Income	3,835.56	0.00	5,824.61
sale of equipment	5,685.00	0.00	13,795.00
Total Misc.	9,530.56	30.00	19,916.61
Permit			
Building	70.00	592.00	4,220.00
Fish	0.00	60.00	0.00
Golf Cart Permit	0.00	105.00	1,530.00
Total Permit	70.00	757.00	5,750.00
Police Services	575.00	800.00	3,875.00
reimb. payments made	0.00	0.00	3,500.34
Reimb. Supplies	0.00	0.00	6,892.50
Reimbursement payroll expenses	4,000.34	5,424.38	77,674.72
Rental	0.00	100.00	50.00
Report Fee	0.00	0.00	15.00
Tax Rev			
Cannabis Use	178.79	142.43	1,903.61
County	0.00	128.53	205,738.40
Income	18,264.93	15,484.28	146,939.14
Local	0.00	0.00	28,105.77
Rep State	13,811.46	7,487.18	66,134.62
Rep Town	0.00	0.00	2,010.24
Sales	7,764.70	7,581.05	111,916.67
State	0.00	0.00	17,975.46
use state	3,502.09	3,666.24	38,302.73
video gaming tax	907.92	369.04	11,311.79
Tax Rev - Other	0.00	0.00	4.19
Total Tax Rev	44,429.89	34,858.75	630,342.62

**Village of St.Anne-General
Profit & Loss
April 2022**

	Apr 22	Apr 21	May '21 - ...
Total Income	61,263.94	48,845.71	895,748.83
Expense			
Animal Control	0.00	100.00	150.00
Annual Garage Sale			
Advertising	0.00	0.00	124.27
Total Annual Garage Sale	0.00	0.00	124.27
Auto			
Squad	0.00	161.47	8,080.63
Total Auto	0.00	161.47	8,080.63
Beautification Account			
Other expenses	0.00	110.00	3,375.65
Beautification Account - Other	31.77	0.00	31.77
Total Beautification Account	31.77	110.00	3,407.42
Charges			
Bank	0.00	0.00	1.80
Total Charges	0.00	0.00	1.80
Civic Center	0.00	4,222.48	287.00
Clothing Allowance - Police	0.00	0.00	3,999.80
Clothing Allowance - Public Wor	0.00	0.00	700.00
Contrib	0.00	0.00	500.00
Dues	0.00	0.00	570.00
Dues & Memberships	0.00	0.00	50.00
E- Waste	0.00	0.00	1,600.00
Equipment	0.00	4,135.65	17,500.00
fees			
bookings	60.00	20.00	240.00
fees - Other	0.00	0.00	15,718.74
Total fees	60.00	20.00	15,958.74
Flowers	53.03	0.00	418.72
Fuel	0.00	0.00	40.00
Gasoline	0.00	305.15	17,557.19
Improvement	4,000.00	0.00	16,000.00
IMRF	3,110.46	3,676.70	30,011.03
Inspection Fees	0.00	0.00	789.00
Insur			
Cancer & ICare	124.04	278.87	1,488.48
Health	-607.38	-80.10	-1,488.48
Liab	0.00	0.00	30,100.00
Unemploy	0.00	0.00	1,000.00
Insur - Other	0.00	0.00	100.00
Total Insur	-483.34	198.77	31,200.00
Lease	0.00	0.00	3,477.83
Loans			
Prospect Bank	446.00	0.00	28,108.47
Street Loan	0.00	4,000.00	12,000.00
Total Loans	446.00	4,000.00	40,108.47
Lunch	0.00	0.00	244.64
Maint	0.00	0.00	848.30
Misc Exp	371.99	0.00	11,893.99
Misc. signs	0.00	0.00	89.50
Miscellaneous to water fund	1,048.25	76.06	965.65

**Village of St. Anne-General
Profit & Loss
April 2022**

	Apr 22	Apr 21	May '21 - ...
Mosquito Spraying	0.00	0.00	450.00
Off Exp	8.77	907.97	3,954.49
Park	0.00	0.00	1,869.93
Party	0.00	0.00	1,325.62
Payroll			
Police	0.00	0.00	2,750.00
Payroll - Other	-20,494.42	0.00	-43,810.71
Total Payroll	-20,494.42	0.00	-41,060.71
Payroll Expenses	73,585.22	56,389.57	358,962.31
Police	1,867.00	0.00	19,290.33
Police Training Expenses	570.00	0.00	6,884.28
Pond			
maintenance	0.00	0.00	2,500.00
Total Pond	0.00	0.00	2,500.00
Postage	0.00	0.00	2,652.42
Prof Fee			
Acctg	95.00	0.00	5,295.00
Prof Fee - Other	1,090.00	3,530.00	15,600.10
Total Prof Fee	1,185.00	3,530.00	20,895.10
Publications	0.00	0.00	384.40
Purchase of Land	0.00	0.00	3,000.00
Registration fee	0.00	0.00	399.00
Rent			
Land	160.00	0.00	960.00
Rent - Other	0.00	0.00	8.80
Total Rent	160.00	0.00	968.80
Repairs			
Bldg	0.00	0.00	18,735.00
Cmptr	43.12	0.00	160.48
Equip	132.68	0.00	961.10
Lights	0.00	0.00	1,236.00
Police	448.28	0.00	3,105.91
Repairs - Other	1,981.68	9,066.64	34,549.35
Total Repairs	2,605.76	9,066.64	58,747.84
Streets			
Signs	0.00	0.00	240.59
Streets - Other	0.00	0.00	125.00
Total Streets	0.00	0.00	365.59
Supplies			
Office	28.12	3,360.71	2,627.62
Police	23.25	335.65	11,508.70
Shop	150.12	2,376.12	7,079.91
street	1,664.85	0.00	6,761.93
Supplies - Other	2,665.45	554.63	27,454.00
Total Supplies	4,531.79	6,627.11	55,432.16
Taxes			
Fed	14,994.79	11,220.26	104,977.17
State	2,968.30	2,309.23	20,275.27
Total Taxes	17,963.09	13,529.49	125,252.44
Telephone	981.51	924.18	11,583.36
Util			
Elect	1,892.49	2,666.04	18,970.33

05/02/22

Village of St.Anne-General
Profit & Loss
April 2022

	<u>Apr 22</u>	<u>Apr 21</u>	<u>May '21 - ...</u>
Gas	0.00	0.00	1,999.82
Total Util	1,892.49	2,666.04	20,970.15
Web Site	0.00	1,500.00	0.00
Total Expense	93,494.37	112,147.28	861,401.49
Net Ordinary Income	-32,230.43	-63,301.57	34,347.34
Net Income	<u>-32,230.43</u>	<u>-63,301.57</u>	<u>34,347.34</u>

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

	Apr 22	Apr 21	May '21 - Apr...
Ordinary Income/Expense			
Income			
credit card	0.00	0.00	-5.63
Garbage			
Sales	7,604.70	9,215.64	109,958.08
Garbage - Other	0.00	659.04	6,212.70
Total Garbage	7,604.70	9,874.68	116,170.78
Grants			
State	0.00	0.00	4,535.50
Total Grants	0.00	0.00	4,535.50
Int Inc	18.92	10.84	181.26
Late Fee	166.03	1,004.78	7,944.00
Loan	0.00	0.00	20,000.00
Miscellaneous Income	0.00	0.00	18,020.13
Sewer			
Sales	1,048.33	785.18	11,868.77
Total Sewer	1,048.33	785.18	11,868.77
Water			
Heartland Properties	0.00	640.00	3,200.00
Infrastructure	833.80	433.27	8,962.08
no rate misc	512.23	808.70	12,254.03
Regular customers	10,722.25	16,547.67	188,447.29
Senior customers	3,105.40	2,571.82	41,183.17
Water Deposits	150.00	0.00	1,373.26
Water Sales	5,525.72	736.67	17,009.34
Water - Other	0.00	0.00	35.00
Total Water	20,849.40	21,738.13	272,464.17
Total Income	29,687.38	33,413.61	451,178.98
Expense			
Adj. - deposits - store	0.00	0.00	-30.00
Advert	476.16	0.00	2,450.74
Clothing Allowance	0.00	0.00	700.00
Contract Labor			
water	0.00	0.00	725.00
Contract Labor - Other	0.00	0.00	1,125.00
Total Contract Labor	0.00	0.00	1,850.00
Credit Card Fees	266.13	5.77	1,543.55
Deposit Return	0.00	0.00	75.00
Equip purchase	0.00	1,641.74	17,650.00
Equipment Sale	0.00	0.00	-8,110.00
fees	0.00	2,062.23	0.00
IML	0.00	0.00	15,644.47
INFRA140.	0.00	-225.00	-1,138.00
Lab Analysis			
Sewer	0.00	617.90	2,727.55
Total Lab Analysis	0.00	617.90	2,727.55
loans			
Prospect Bank	445.58	4,000.00	24,891.16
Total loans	445.58	4,000.00	24,891.16
misc transfer	0.00	-11,541.52	0.00
Misc.	0.00	0.00	5,688.82
nsf	0.00	0.00	432.07
Off Exp			
Water	0.00	0.00	2,500.00

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

	<u>Apr 22</u>	<u>Apr 21</u>	<u>May '21 - Apr...</u>
Total Off Exp	0.00	0.00	2,500.00
Payroll Reimbursement	4,000.34	7,943.42	75,556.98
Prof Fee			
Eng	0.00	0.00	6,798.70
Prof Fee - Other	0.00	291.85	1,403.85
Total Prof Fee	0.00	291.85	8,202.55
Reimbursed to MFT	0.00	0.00	3,000.00
Repairs			
Sewer	0.00	0.00	18,836.62
Water	0.00	0.00	942.50
Repairs - Other	0.00	715.60	5,684.96
Total Repairs	0.00	715.60	25,464.08
street	0.00	0.00	465.92
Supplies			
Sewer	450.00	0.00	7,019.80
Supplies - Other	0.00	0.00	10,830.23
Total Supplies	450.00	0.00	17,850.03
Telephone	230.96	197.67	2,363.35
Util			
Elect	0.00	1,260.16	18,498.47
Gas	171.16	120.95	1,580.15
Total Util	171.16	1,381.11	20,078.62
Waste Mgt	8,777.25	8,565.75	105,485.95
water program	4,000.00	0.00	16,000.00
Water Reimbursement	0.00	0.00	8,812.50
Total Expense	<u>18,817.58</u>	<u>15,656.52</u>	<u>350,155.34</u>
Net Ordinary Income	<u>10,869.80</u>	<u>17,757.09</u>	<u>101,023.64</u>
Net Income	<u><u>10,869.80</u></u>	<u><u>17,757.09</u></u>	<u><u>101,023.64</u></u>

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

	<u>Apr 22</u>	<u>Apr 21</u>	<u>May '21 - Apr 22</u>
Income			
Consulting	0.00	0.00	3,000.00
Grants			
State	0.00	3,558.97	37,171.97
Grants - Other	4,184.47	0.00	8,325.40
Total Grants	4,184.47	3,558.97	45,497.37
Int Inc	7.66	9.88	131.38
Misc.	0.00	0.00	4,535.50
Rebuild Illinois Grant	0.00	0.00	27,613.74
Total Income	4,192.13	3,568.85	80,777.99
Expense			
Advert	0.00	0.00	372.00
Misc Exp	0.00	0.00	4,535.50
Prof Fee			
Eng	0.00	0.00	17,870.22
Prof Fee - Other	0.00	0.00	3,301.87
Total Prof Fee	0.00	0.00	21,172.09
Street repairs	0.00	0.00	81,481.58
Total Expense	0.00	0.00	107,561.17
Net Income	4,192.13	3,568.85	-26,783.18