



The monthly meetings for
Dec. '22, Jan. '23, Feb. '23, & March 23
will all begin at 6:00p.m.

AGENDA
REGULAR BUSINESS MEETING – VILLAGE OF ST. ANNE
VILLAGE HALL – DECEMBER 12, 2022, 6:00 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-GUESTS
- V. Swearing in of Full time Patrolman, Joel Marcano
- VI. PUBLIC COMMENT
- VII. APPROVAL OF MINUTES
 - A. Regular meeting minutes of November 14, 2022
 - B. Executive session minutes from November 14. 2022
- VIII. TREASURER’S REPORT
 - A. Comments by Treasurer
 - B. Approval of report
- IX. COMMUNICATION AND CLERK’S REPORT
 - A. Update on Christmas dinner Jan.14, 2023
 - B. Thank you from Merry Dean for memorial
- X. PRESIDENT’S REPORT
- XI. ATTORNEY’S REPORT
 - A. Approval of Tax Levy Ordinance

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

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

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, November 14, 2022

President O'Connell introduced the people present to Steven Moore Jr, an 8th grader from St. Anne Grade School. He then asked Steven to call the meeting to order. Steven called the meeting to order at 7:00 pm. Clerk Sutherland called the roll, and the following trustees answered present: O'Connell, Wendt, Farber, Stam, and Abrassart. Clerk Sutherland reported the roll, and Acting President Steven Moore Jr. declared that a quorum existed for the transaction of public business. Steven then asked all to stand and join him in the Pledge of Allegiance. Treasurer Bonvallet, Attorney Michael Parish, Public Works Director Don Leveque and Building Inspector David Pomaranski were also in attendance. Chief Navratil was absent.

Tom Cook from the organization Pray As One was also in attendance. He shared a message with the Board. Also in attendance was Steve, Joy and Sam Moore, Mike Caraway, Pam Lottinville, Patrolman Eric Wynnand David and Reba Worth.

Mrs. Reba Worth stated to the Board that back in October, 2022, when the hydrants were being flushed and she had an issue with extremely discolored water, she was talking to her neighbor, Blanca Pena, about the water issue. Upon discussing, the cost of the water/sewer/garbage bill came up. At this time, Mrs. Worth discovered that for many years, she was being charged for sewer, when in fact, they have a septic system for their property. After reviewing her old checks, she feels that they have been wrongfully charged since 2010. She has suggested that the Village reduce her bill by \$10 a month from here on or to pay her a lump sum. President O'Connell said their concerns would be looked into and someone would contact them.

Mike Caraway addressed the Board asking permission to put a memorial on Village property for Chief Dandurand, who was killed in the line of duty, back in 1974. He handed out a packet containing the information he has researched with a detailed description of the design he would like to see erected. The Board was very receptive and grateful to Mike for his work. President O'Connell said the project is long overdue. A motion was made by Trustee Stam granting Caraway permission to continue with his plan and that permission be given for him to put it on Village property at a sight to be determined at a later date. This was seconded by Trustee Farber and after a roll call vote, where all present voted favorably, the motion was carried. The project the Board and Caraway both liked has a cost of \$5,132. President O'Connell asked Clerk Sutherland to put that item on the December agenda.

CALL TO ORDER

ROLL CALL

QUORUM

VISITORS

TOM COOK

**RECOGNITION OF
PERSONS WITH
PRESENTATIONS
MR. AND MRS.
WORTH**

MIKE CARAWAY

President O'Connell asked if there were any questions or corrections to the minutes of the Nov.11, 2022 regular meeting. Hearing none, he asked for a motion to approve them. It was moved by Trustee Abrassart 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.

**11/11/2022 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 Stam and seconded by Trustee Wendt, and after a roll call vote, where all present voted favorably the treasurer's report was approved

**TREASURER'S
REPORT**

Clerk Sutherland reported to the Board that there were some cleaning issues with the Civic Center and she feels like the rent should be raised from \$100 to \$125 for residents and \$175 for non-residents with a sponsor. A motion was made by Trustee Farber, seconded by Trustee Stam to raise the rates for any rentals after January, 2023. After a roll call vote, where all present voted favorably, the motion was carried.

**CLERK'S REPORT:
CIVIC CENTER
RENT RAISED**

President O'Connell asked for a motion to approve the Pay request #1- Transmittal Letter fr the Water System for \$135,000. The motion was made by Trustee Stam, seconded by Trustee Abrassart, and after a roll call vote, where all present voted favorably.

**PRESIDENT'S
REPORT
WATER PROJECT
PAYMENT #1**

President O'Connell passed out a handout with current village updates on projects. He referred to another handout from Stewart Signs outlining a design for an electronic sign to serve our village.

**STEWART SIGN
PROPOSAL FOR
VILLAGE**

President O'Connell stated that he has handed overseeing the demolition of the four recently acquired Village buildings to Trustee Stam..

**BUILDINGS
DEMOLITION**

President O'Connell announced that he and Trustee Stam would be meeting with Jeff meeting to discuss the possibility of a TIF (Tax Increment Financing) plan to make improvements to our downtown.

TIF MEETING

Attorney Parish reported that the Klonowski deal seems to be very close to being finalized.

**ATTORNEY'S RPT
KLONOWSKI
PROPERTY
WEISBECKER
PROPERTY**

Attorney Parish reported that he was working on filing the deed on the Weisbecker property, but there is an issue with who is responsible for the back taxes.

Trustee Farber gave the police report. He read the report as follows: 11 traffic citations, 1 accident report, 22 agency assists. 5 suspicious activity calls, 156 business checks, park checks/ no issues, 11 citations issued, 5 written warnings, 6 traffic citations, 0 warrant arrests. 2 disorderly conduct/disturbance/fireworks calls, 2 battery/agg battery/domestic battery calls. 1 criminal damage to property/vehicle, and 0 theft/identity theft. There was \$12 in e-citation funds, \$70 warrant fees, \$333 disbursement from the County Clerk and \$600 from Papineau.

**POLICE AND
JUDICIAL COMM**

**MONTHLY POLICE
REPORT**

Trustee Farber asked for a motion for the Board to contribute \$500 to the annual Shop with A Cop program. Students from the St. Anne Grade School are included in the program. This was seconded by Trustee Abrassart and after a roll call vote, where all present voted favorably, the motion was carried.

**SHOP WITH A COP
\$500.**

Trustee Farber then gave a short summary of the police hiring search. Farber then made a motion to hire, Joel Macano, as a full time officer for the Village to start as soon as all his background checks are in. This was seconded by Trustee Stam, and after a roll call vote, where all presented voted favorably, the motion was carried.

**JOEL MARCANO
HIRED AS FT
PATROLMAN**

Trustee Farber then made a motion to hire Peter Valez as a part time officer with the possibility that we could convert him to Full time sometime. Again, this hire is pending his background checks coming in. This was seconded by Trustee Stam, and after a roll call vote, where all present voted favorably, the motion was carried.

**PETER VELEZ
HIRED AS PT
PATROLMAN**

Trustee Wendt made a motion to contribute \$6,483.75 toward the large sidewalk and curb replacement project on 6th Avenue on the property of the St. Anne Catholic Church. This was seconded by Trustee Stam, and after a roll call vote where all present voted positive, the motion was passed.

**PUBLIC WORKS
REPORT
SIDEWALK
PROJECT**

Trustee Wendt opened discussion regarding resident M. Dandurand's request to enclose the lift station with a fence. After discussion, it was decided to revisit this issue in the Spring.

**M. DANDURAND
LIFT STATION
REQUEST**

Trustee Wendt informed the Board that he and Public Works Director and Leveque have been researching options for a replacement for the Street Sweeper.

**STREET SWEEPER
SEARCH**

Trustee Stam read a building report stating there was \$1690 in fees collected for job costs totaling \$339,607.

BLDG. REPORT:

Trustee Stam is working on demolition plans for acquired properties.

Trustee O'Connell reported that the Youth Group has purchased 3 new steel doors to secure the concession stand and equipment buildings at the park.

**PARK & BUILD.
RPT**

Trustee Abrassart stated that he had nothing to report for his committee.

EQUIP. COMM

Trustee Stam reported that the bills had been examined by committee and recommended approval for payment. It was moved by Trustee Stam 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.

**FINANCE
COMMITTEE RPT
BILLS PAID**

Trustee Farber asked for input on Christmas gifts for the Village employees.

Trustee Wendt made a motion for full time employees to receive a \$100 gift card

from Caseys. And part time employees would receive a \$50 gift card. This was seconded by Trustee Farber, and after a roll call vote, where all present voted favorably, the motion was passed.

**EMPLOYEE
CHRISTMAS GIFTS**

President O’Connell requested a motion to amend the agenda in order to go into executive session. Motion was made by Trustee Abrassart, seconded by Trustee Stam, and after a voice vote, the motion was passed.

**EXECUTIVE
SESSION**

Trustee Farber then made the motion at 8:01 to enter into an executive session. It was seconded by Trustee Stam, and after a voice vote, where all present voted favorably, the motion was carried. (EXECUTIVE SESSION MINUTES ARE KEPT SEPARATELY).

At 8:14, Trustee Abrassart made the motion to exit executive session, seconded by Trustee Farber, and after a roll call vote, where all present voted favorably, the motion was carried.

After exiting executive session, Trustee Wendt made a motion to dedicate the pond park to long term village president and trustee Ron Grubbs. This was seconded by Trustee Abrassart, and after a voice vote, where all present voted favorably, the motion was carried.

**PARK POND
DEDICATION**

**NEW/UNFINISHED
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 Stam and seconded by Trustee Wendt 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 8:15 p.m.

ADJOURNMENT

Approved by me this _____ day _____

VILLAGE CLERK

of _____, 2022.

VILLAGE PRESIDENT



Stewart Signs
 ONE SIGN. ONE COMPANY
 1-800-237-3928 stewartsigns.com

TekStar Color 10mm 64x224
 Cabinet Size: 5'x8'
 Sk: 992453-1b Cust: 3179086
 11/9/2022 CW/cSimpson PROPOSAL
 Scale: 5/8"=1' Cabinet Color: Blue

Signature _____

Date _____



This custom artwork is not intended to provide an exact match for ink, vinyl, paint, or LED color. Signs are designed for an illuminated graphic and art is based off of this premise. Non-illumination during daylight hours may result in graphics of varying appearance. Brickwork and masonry are not included in the proposal with the exception of Cornerstone products. Measurements shown are approximations; final product dimensions may vary. LED images shown are simulated to replicate optimum viewing distance. Original design, do not duplicate.

CHANGES IN FUND BALANCE

Nov.22

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	CHANGES IN FUND BALANCE
GENERAL FUND	\$ 282,540.04	\$ 49,148.20	\$ 69,556.45	\$ 262,131.79	\$ (20,408.25) *
WATER & SEWER	\$ 236,432.56	\$ 293,522.41	\$ 271,349.57	\$ 258,605.40	\$ 22,172.84
MOTOR FUEL TAX	\$ 120,918.21	\$ 3,951.20	\$ -	\$ 124,869.41	\$ 4,158.83 **

Rebuild Illinois Grant

5-22-20 \$13806.87

7-29-20 \$13806.87

3-22-21 \$13806.87

3-29-22 \$13806.87

9-24-22 \$13806.87

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

	Nov 22	Nov 21	May - Nov ...
Ordinary Income/Expense			
Income			
American Rescue Act	0.00	0.00	81,174.49
Animal Control Income	0.00	0.00	100.00
Annual Garage Sale Permits	0.00	0.00	479.75
Donations			
beautification account	1,570.00	0.00	2,370.00
Civic Center	300.00	300.00	1,400.00
Park Pond	0.00	0.00	700.00
police	-500.00	200.00	-500.00
Donations - Other	0.00	200.00	0.00
Total Donations	1,370.00	700.00	3,970.00
Fines			
Administrative Seizure	0.00	0.00	500.00
Administrative Services	251.00	510.59	2,902.38
e citation	12.00	16.00	114.00
Warrant Fee	70.00	0.00	503.50
Total Fines	333.00	526.59	4,019.88
Franchise	3,357.06	3,267.33	20,521.81
Int Inc	24.88	20.50	126.45
License			
Liquor	0.00	0.00	100.00
Total License	0.00	0.00	100.00
MFT Pymt	0.00	0.00	4,697.88
Misc.			
Flag Sale	30.00	70.00	100.00
Other Miscellaneous Income	0.00	237.05	4,796.28
Misc. - Other	0.00	0.00	3,747.58
Total Misc.	30.00	307.05	8,643.86
Permit			
Building	1,690.00	572.00	3,168.86
Golf Cart Permit	0.00	0.00	1,715.00
Permit - Other	0.00	0.00	1,455.00
Total Permit	1,690.00	572.00	6,338.86
Police Services	600.00	800.00	3,000.00
Rebate	0.00	0.00	34.17
Reimbursement payroll expenses	14,294.68	6,840.16	51,943.56
Rental	0.00	0.00	100.00
stamps	-284.40	0.00	-1,937.04
Tax Rev			
Cannabis Use	151.96	162.74	1,082.69
County	0.00	0.00	227,817.53
Income	11,859.20	10,284.56	105,358.18
Refund	0.00	0.00	227.99
Rep State	0.00	0.00	33,325.00
Rep Town	1,438.37	0.00	1,438.37
Sales	9,495.54	0.00	87,224.60
State	3,702.51	9,627.02	3,702.51
use state	0.00	3,915.85	21,792.44
video gaming tax	1,085.40	1,031.45	7,550.91
Total Tax Rev	27,732.98	25,021.62	489,520.22
Total Income	49,148.20	38,055.25	672,833.89
Expense			
Animal Control	100.00	0.00	630.00
Annual Garage Sale			

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

12/02/22

	Nov 22	Nov 21	May - Nov ...
Advertising	0.00	0.00	133.90
Total Annual Garage Sale	0.00	0.00	133.90
Auto			
Squad	2,979.72	0.00	3,108.00
Total Auto	2,979.72	0.00	3,108.00
Beautification Account			
Other expenses	0.00	0.00	690.18
Purchase of Trees	265.60	0.00	265.60
Beautification Account - Other	120.00	0.00	120.00
Total Beautification Account	385.60	0.00	1,075.78
Clothing Allowance - Police	1,225.00	0.00	2,800.00
Clothing Allowance - Public Wor	350.00	0.00	1,400.00
Contract Labor	0.00	0.00	6,700.00
Contrib			
Other Donations	0.00	0.00	500.00
Contrib - Other	25.00	0.00	25.00
Total Contrib	25.00	0.00	525.00
Dues	0.00	60.00	570.00
fees			
bookings	0.00	20.00	100.00
fees - Other	0.00	0.00	8,226.58
Total fees	0.00	20.00	8,326.58
Gasoline	0.00	1,590.35	0.00
Improvement	4,000.00	0.00	28,000.00
IMRF	0.00	6,231.80	13,462.09
Inspection Fees	50.00	481.00	100.00
Insur			
Cancer & ICare	366.84	124.04	3,560.58
Health	-80.10	-80.10	-560.70
Liab	0.00	30,000.00	47,231.46
Unemploy	0.00	0.00	714.78
Total Insur	286.74	30,043.94	50,946.12
Lease	3,582.16	0.00	3,582.16
Loans			
Prospect Bank	450.00	0.00	18,825.82
Total Loans	450.00	0.00	18,825.82
Lunch	0.00	0.00	289.32
Maint	290.00	0.00	10,030.54
Misc Exp	1,100.00	1,748.60	17,535.80
Miscellaneous to water fund	0.00	0.00	2,058.81
Off Exp	84.74	776.80	340.60
Park	38.24	228.41	645.24
Party	0.00	0.00	40.00
Payroll			
Officials	0.00	0.00	200.00
Payroll - Other	-10,390.88	0.00	-82,056.98
Total Payroll	-10,390.88	0.00	-81,856.98
Payroll Expenses	32,608.38	22,589.08	257,044.98
Police	1,157.65	1,329.79	26,989.13
Police Training Expenses	0.00	1,500.00	553.95
Postage	0.00	509.20	567.59

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

12/02/22

	Nov 22	Nov 21	May - Nov ...
Printing	0.00	0.00	116.73
Prof Fee			
Acctg	0.00	0.00	190.00
Prof Fee - Other	5,194.00	0.00	7,060.54
Total Prof Fee	5,194.00	0.00	7,250.54
Publications	0.00	0.00	44.90
Reconciliation Discrepancies	0.00	0.00	0.60
Rent			
Light Pole	0.00	0.00	150.00
Total Rent	0.00	0.00	150.00
Repairs			
Cmptr	41.98	4.89	1,312.24
Equip	0.00	174.95	603.93
Lights	0.00	0.00	1,550.00
Police	0.00	45.23	2,347.42
Sidewalk Program	6,483.75	0.00	6,483.75
Repairs - Other	3,048.05	1,296.45	11,859.18
Total Repairs	9,573.78	1,521.52	24,156.52
Supplies			
Office	43.30	26.80	1,774.27
Police	709.05	5,328.62	1,899.60
Shop	1,771.18	857.12	7,815.26
street	0.00	1,187.44	0.00
Supplies - Other	2,231.82	862.22	19,975.12
Total Supplies	4,755.35	8,262.20	31,464.25
Taxes			
Fed	7,543.44	7,510.12	59,089.71
Real Estate	0.00	0.00	1,739.94
State	1,406.43	1,437.01	11,672.35
Total Taxes	8,949.87	8,947.13	72,502.00
Telephone	1,071.47	909.62	7,434.37
Training	0.00	0.00	70.00
Util			
Elect	1,335.95	1,667.37	11,459.58
Gas	353.68	169.00	528.56
Total Util	1,689.63	1,836.37	11,988.14
Total Expense	69,556.45	88,585.81	529,602.48
Net Ordinary Income	-20,408.25	-50,530.56	143,231.41
Net Income	-20,408.25	-50,530.56	143,231.41

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

	Nov 22	Nov 21	May - Nov 22
Ordinary Income/Expense			
Income			
credit card	0.00	0.00	-59.86
Garbage			
Sales	6,904.53	9,252.36	58,452.15
Garbage - Other	1,415.96	21.75	3,234.72
Total Garbage	8,320.49	9,274.11	61,686.87
Int Inc	21.87	14.07	144.60
Late Fee	664.27	299.08	3,564.09
Loan			
Loan- IEPA	260,073.27	0.00	260,073.27
Total Loan	260,073.27	0.00	260,073.27
Misc. Income	0.00	0.00	20.00
Miscellaneous Income	0.00	0.00	2,276.11
Reimbursement	0.00	0.00	465.92
Sewer			
Sales	920.38	914.66	6,623.04
Surcharge	0.00	0.00	76.29
Sewer - Other	11.55	0.00	11.55
Total Sewer	931.93	914.66	6,710.88
Water			
Heartland Properties	960.00	0.00	3,840.00
Infrastructure	720.44	723.20	5,246.05
no rate misc	462.82	1,143.54	5,548.84
Regular customers	16,326.60	15,604.75	106,531.81
Senior customers	4,099.96	3,595.19	25,414.83
Water Deposits	0.00	203.24	575.00
Water Sales	940.76	988.84	16,411.30
Total Water	23,510.58	22,258.76	163,567.83
Total Income	293,522.41	32,760.68	498,449.71
Expense			
Adj. - deposits - store	-13.75	0.00	-75.50
Advert	104.16	99.20	1,885.36
Contract Labor			
water	0.00	725.00	0.00
Contract Labor - Other	1,380.00	0.00	1,620.00
Total Contract Labor	1,380.00	725.00	1,620.00
Credit Card Fees	349.62	58.37	2,341.32
Deposit Return	0.00	75.00	0.00
Equip purchase	3,917.40	0.00	3,917.40
fees	0.00	0.00	3,903.52
Garbage Expense	-480.80	0.00	-480.80
IML	0.00	15,644.47	0.00
INFRA140.	-30.00	-135.00	-225.00
loans			
Prospect Bank	450.00	0.00	3,136.95
Total loans	450.00	0.00	3,136.95
Maint	0.00	0.00	2,080.00
Misc Exp	0.00	0.00	200.00
Misc.	0.00	0.00	135.08
nsf	0.00	0.00	71.25
Off Exp			
Water	0.00	0.00	677.88
Total Off Exp	0.00	0.00	677.88

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

	Nov 22	Nov 21	May - Nov 22
Payroll Reimbursement	8,424.42	6,840.16	51,943.56
Prof Fee			
Eng	108,030.00	1,718.70	141,005.00
Prof Fee - Other	331.05	0.00	636.58
Total Prof Fee	108,361.05	1,718.70	141,641.58
reimbursement for misc income	0.00	0.00	2,276.11
Repairs			
Water	0.00	630.00	850.00
Repairs - Other	240.68	3,038.64	1,245.56
Total Repairs	240.68	3,668.64	2,095.56
Supplies			
Sewer	0.00	0.00	400.00
Water	457.91	0.00	9,388.84
Supplies - Other	526.10	0.00	4,345.46
Total Supplies	984.01	0.00	14,134.30
Telephone	0.00	208.75	1,380.30
tools	1,935.00	0.00	1,935.00
Util			
Elect	1,029.45	1,757.50	11,562.49
Gas	461.93	92.35	1,350.76
Total Util	1,491.38	1,849.85	12,913.25
Waste Mgt	9,236.40	8,798.00	64,225.20
water program	0.00	0.00	28,000.00
Water Proj-lines	135,000.00	0.00	135,000.00
Total Expense	271,349.57	39,551.14	474,732.32
Net Ordinary Income	22,172.84	-6,790.46	23,717.39
Net Income	22,172.84	-6,790.46	23,717.39

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

	<u>Nov 22</u>	<u>Nov 21</u>	<u>May - Nov 22</u>
Income			
Grants			
State	3,941.08	4,003.19	29,326.79
Total Grants	3,941.08	4,003.19	29,326.79
Int Inc	10.12	12.33	62.41
Rebuild Illinois Grant	0.00	0.00	13,806.87
Total Income	3,951.20	4,015.52	43,196.07
Expense			
Material			
Prof Fee	0.00	0.00	1,240.11
Eng	0.00	0.00	1,610.01
Total Prof Fee	0.00	0.00	1,610.01
reimb	0.00	0.00	5,163.80
Repairs	0.00	0.00	3,417.55
salt	0.00	0.00	1,610.94
Total Expense	0.00	0.00	13,042.41
Net Income	<u>3,951.20</u>	<u>4,015.52</u>	<u>30,153.66</u>