

AGENDA
REGULAR BUSINESS MEETING-VILLAGE OF ST. ANNE
VILLAGE HALL- JANUARY 9, 2023, 6:00 P.M.

FOR YOUR CONSIDERATION

- I. CALL TO ORDER BY THE PRESIDENT
- II. ROLL CALL BY THE CLERK
- III. DECLARATION OF A QUORUM BY THE PRESIDENT
- IV. PLEDGE OF ALLEGIANCE
- V. PUBLIC COMMENT
- VI. VISITORS WITH PRESENTATIONS
A. Rick Blanchette C.P.A.
- VII. APPROVAL OF THE MINUTES
A. Regular meeting minutes of Dec. 12, 2022
- VIII. TREASURER'S REPORT
A. Comments by Treasurer
B. Approval of report
- IX. COMMUNICATION AND CLERK'S REPORT
- X. PRESIDENT'S REPORT
A. Consideration of Trustee Grubbs to switch to a consultant status for a fee of \$100 per month plus Village will continue to pay his \$43.94 insurance paid monthly.
- 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 Committee/Building & Zoning/Annexation & Planning: Trustees Stam, Ch.; Grubbs & Abrassart
 - 1. Monthly Building Report

- D. Parks & Building Maintenance Committee: Trustees O'Connell Ch.; Farber & Wendt

- E. Equipment/Civil Defense & County Board Rep. Committee: Trustees Abrassart Ch

- 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, December 12, 2022

President O'Connell introduced all three 8th grader girls from St. Anne Grade School to the Board and others in attendance. He then asked Quinlin Kirkland to call the meeting to order. Quinlin called the meeting to order at 7:16 pm. Leah Beaupre called the roll, and the following trustees answered present: Wendt, Stam, and Abrassart. Leah reported the roll, and Acting President Kirkland declared that a quorum existed for the transaction of public business. Tiffany DeYoung then asked all to stand and join her in the Pledge of Allegiance. Treasurer Bonvallet, Attorney Michael Parish, Public Works Director Don Leveque and Police Chief Todd Navratil were also in attendance. Quinlin Kirkland, Leah Beaupre, and Tiffany DeYoung were invited to the meeting to do the opening activities.

Also in attendance were Mike Caraway, Sarah Kirkland, Jed Beaupre and Taylor DeYoung.

The swearing in of newly hired Patrolman Joel Marcano was postponed to him experiencing car problems at the last minute. President O'Connell suggested that Clerk Sutherland swear Marcano at a later date.

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 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 carried.

President O'Connell asked if there were any questions or corrections to the executive session minutes of Nov. 11, 2022 minutes. Hearing none, he asked for a motion to approve them. It was moved by Trustee Stam, seconded by Trustee Wendt, and after a voice vote, where all present voted favorably, the motion was 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 Wendt, and after a roll call vote, where all present voted favorably the treasurer's report was approved.

Clerk Sutherland reported that the annual dinner would be held at Oak Springs on January 14, 2023. Also in attendance would be St. Anne Township, Aroma Park Township and possibly Aroma Park Village employess,

CALL TO ORDER

ROLL CALL

QUORUM

VISITORS M.
CARAWAY, JED
BEAUPRE, SARAH
KIRKLAND,
TAYLOR
DEYOUNG

11/11/2022 REG.
MTG.MINS
APPROVED

11/11/2022 EXEC
SESS MINUTES
APPROVED

TREASURER'S RPT
FOR NOVEMBER

CLERK'S REPORT
DINNER

Clerk Sutherland shared a thank you note from the family of David Pomaranski and Merry Dean for the memorial donation for their grandmother/mother.

THANK YOU

President O'Connell reported that he had a new proposal for the Electronic sign project and he wants the Building Committee to aid in the final decision making.

**PRESIDENT'S
REPORT
ELECTRONIC SIGN**

President O'Connell stated that Phase 1 of the water main project is underway and that R&R contractor will work as long as the weather allows. They will resume in the Spring of 2023 to complete Phase 1.

**WATER MAIN
PROJECT UPDATE**

President O'Connell and Trustee Stam have met with Jeff Bennett to discuss the potential of St. Anne developing a TIF district. (Tax Increment Financing). He has put them in contact with Eugene Norber of EDR Consulting.

TIF MEETING

President O'Connell wanted to publically thank the Beautification Committee on their work getting the Village decorated and also organizing the festivities with the Light parade, Tree Lighting, and Santa's visit on Dec. 11, 2022.

**BEAUTIFICATION
COMM THANK
YOU**

Attorney Parish reported that he had recently been told by Dawn Klonowski Korba that the property deal with the Village should be finalized soon

**ATTORNEY'S
REPORT**

The Wiesbecker property deal is still being slow about getting the deed to the Village.

KLONOWSKI DEAL

At this time, the annual tax levy was presented. President O'Connell asked for a motion to approve it. Motion was made by Trustee Wendt, seconded by Trustee Abrassart, and after a roll call vote where all present voted favorably the motion was carried.

**WEISBECKER
DEAL**

**ANNUAL TAX
LEVY APPROVED**

Trustee Wendt gave the police report. He read the report as follows: 7 traffic stops, 1 accident report, 13 agency assists. 1 suspicious activity calls, 155 business checks, park checks/ no issues, 8 citations issued, 3 written warnings, 5 traffic citations, 0 warrant arrests. 4 disorderly conduct/disturbance/fireworks calls, 0 battery/agg battery/domestic battery calls. 1 criminal damage to property/vehicle, and 4 theft/identity theft. There was \$6 in e-citation funds, \$0 warrant fees, \$491.85 disbursement from the County Clerk and \$600 from Papineau for a total of \$1,091.85.

POLICE/JUDICIAL

Public Works Department has been assisting R&R Construction with locating.

**PUBLIC WORKS
COMM**

Trustee Stam reported that he had not received a building permit report. President O'Connell opened discussion regarding the issue of sewer waste from the properties just west of Rte 1 draining on the property of Jerry Hoekstra. This ongoing problem needs to be addressed at this time. President O'Connell requested the Police Dept. do the necessary work to get the owner charged with any ordinance violations.

**LICENSE/HEALTH
BUILDING COMM**

**RTE 1 PROPERTY
SEWER ISSUE**

Park and Maintenance had nothing to report.

PARK.COMM

Equipment/Civil defense had nothing to report

**EQUIP/CIVIL
DEFENSE COMM**

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 Abrassart 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 COMM.
BILLS PAID**

At this time Clerk Sutherland and Chief Navratil gave a brief report on the Craft Day and the Hot Dog lunch held Dec. 4, 2022 at the Civic Center and Police Dept. Sutherland said she felt about 57 kids did crafts and Chief Navratil said they cooked and served about 80 hot dogs.

**NEW/UNFINISHED
BUSINESS**

Trustee Abrassart reported that there was talk about some development just east of the Grain Elevator east of the tracks on Station Street. He suggested that the Village approach Jerry Hoekstra about possibly annexing that land into the Village before any development takes place.

**CRAFT/HOT DOG
DAY**

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 6:46 p.m.

**DEVELOPMENT
EAST OF
ELEVATOR**

ADJOURNMENT

Approved by me this _____ day

VILLAGE CLERK

of _____, 2023.

VILLAGE PRESIDENT

CHANGES IN FUND BALANCE

Dec. 22

FUND	BEGINNING BALANCE	INCOME	EXPENSE	ENDING BALANCE	CHANGES IN FUND BALANCE
GENERAL FUND	\$ 262,131.79	\$ 42,517.75	\$ 65,291.20	\$ 239,358.34	\$ (22,773.45) *
WATER & SEWER	\$ 257,557.15	\$ 36,133.79	\$ 29,941.52	\$ 263,749.42	\$ 6,192.27
MOTOR FUEL TAX	\$ 124,869.41	\$ 3,972.69	-	\$ 128,842.10	\$ 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
December 2022**

01/03/23

	Dec 22	Dec 21	May - Dec ...
Ordinary Income/Expense			
Income			
American Rescue Act	0.00	83.77	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	0.00	0.00	2,370.00
Civic Center	350.00	400.00	1,750.00
Park Pond	0.00	0.00	700.00
police	0.00	0.00	-500.00
Total Donations	350.00	400.00	4,320.00
Fines			
Administrative Seizure	0.00	0.00	500.00
Administrative Services	485.85	501.50	3,388.23
e citation	6.00	14.00	120.00
Warrant Fee	0.00	0.00	503.50
Total Fines	491.85	515.50	4,511.73
Franchise	0.00	109.62	20,521.81
Int Inc	23.91	18.67	150.36
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	0.00	0.00	100.00
Other Miscellaneous Income	0.00	0.00	4,796.28
Misc. - Other	0.00	0.00	3,747.58
Total Misc.	0.00	0.00	8,643.86
Permit			
Building	0.00	0.00	3,168.86
Golf Cart Permit	0.00	0.00	1,715.00
Permit - Other	0.00	0.00	1,455.00
Total Permit	0.00	0.00	6,338.86
Police Services	600.00	300.00	3,600.00
Rebate	0.00	0.00	34.17
Reimbursement payroll expenses	7,723.86	7,080.94	59,667.42
Rental	0.00	0.00	100.00
stamps	-81.00	0.00	-2,018.04
Tax Rev			
Cannabis Use	141.47	133.90	1,224.16
County	1,773.40	2,304.95	229,590.93
Income	10,640.54	0.00	115,998.72
Local	0.00	8,884.84	0.00
Refund	0.00	0.00	227.99
Rep State	5,872.54	2,430.82	39,197.54
Rep Town	0.00	0.00	1,438.37
Sales	9,765.66	19,932.06	96,990.26
State	4,163.30	0.00	7,865.81
use state	0.00	3,803.43	21,792.44
video gaming tax	1,052.22	1,165.82	8,603.13
Tax Rev - Other	0.00	4.19	0.00
Total Tax Rev	33,409.13	38,660.01	522,929.35
Total Income	42,517.75	47,168.51	715,351.64
Expense			
Animal Control	0.00	0.00	630.00

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

	Dec 22	Dec 21	May - Dec ...
Annual Garage Sale			
Advertising	0.00	0.90	133.90
Total Annual Garage Sale	0.00	0.90	133.90
Auto			
Squad	1,025.69	0.00	4,133.69
Auto - Other	5,132.00	0.00	5,132.00
Total Auto	6,157.69	0.00	9,265.69
Beautification Account			
Other expenses	972.22	1,050.00	1,662.40
Purchase of Trees	0.00	0.00	265.60
Beautification Account - Other	0.00	0.00	120.00
Total Beautification Account	972.22	1,050.00	2,048.00
Civic Center			
cleaning	0.00	100.00	0.00
Clothing Allowance - Police	50.00	0.00	50.00
Clothing Allowance - Public Wor	0.00	350.00	2,800.00
Contract Labor	0.00	0.00	1,400.00
	0.00	0.00	6,700.00
Contrib			
Other Donations	0.00	0.00	500.00
Contrib - Other	0.00	500.00	25.00
Total Contrib	0.00	500.00	525.00
Dues	0.00	0.00	570.00
fees			
bookings	0.00	40.00	100.00
fees - Other	0.00	0.00	8,226.58
Total fees	0.00	40.00	8,326.58
Fuel	0.00	40.00	0.00
Gasoline	0.00	3,410.44	0.00
IMRF	2,378.91	2,545.95	15,841.00
Inspection Fees	0.00	50.00	100.00
Insur			
Cancer & ICare	366.84	124.04	3,927.42
Health	-80.10	-80.10	-640.80
Liab	0.00	0.00	47,231.46
Unemploy	0.00	0.00	714.78
Total Insur	286.74	43.94	51,232.86
Lease			
Civic Center	173.19	0.00	173.19
Lease - Other	0.00	0.00	3,582.16
Total Lease	173.19	0.00	3,755.35
Loans			
Prospect Bank	450.00	0.00	19,275.82
Total Loans	450.00	0.00	19,275.82
Lunch	0.00	0.00	289.32
Maint	2,357.50	0.00	12,388.04
Misc Exp	0.00	1,156.18	17,535.80
Miscellaneous to water fund	0.00	0.00	2,058.81
Mosquito Spraying	0.00	450.00	0.00
Off Exp	0.00	3,050.00	340.60
Park	0.00	0.00	645.24
Party	0.00	654.08	40.00
Payroll			

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

	Dec 22	Dec 21	May - Dec ...
Officials	0.00	0.00	200.00
Total Payroll	0.00	0.00	200.00
Payroll Expenses	26,273.49	22,267.44	201,261.49
Police	1,921.28	25.00	28,910.41
Police Training Expenses	168.36	0.00	722.31
Postage	0.00	555.00	567.59
Printing	0.00	0.00	116.73
Prof Fee			
Acctg	0.00	0.00	190.00
Prof Fee - Other	0.00	612.40	7,060.54
Total Prof Fee	0.00	612.40	7,250.54
Publications	0.00	0.00	44.90
Reconciliation Discrepancies	0.00	0.00	0.60
Registration fee	799.00	0.00	799.00
Rent			
Light Pole	0.00	0.00	150.00
Total Rent	0.00	0.00	150.00
Repairs			
Cmptr	0.00	37.49	1,312.24
Equip	32.99	0.00	636.92
Lights	0.00	0.00	1,550.00
Police	398.53	0.00	2,745.95
Sidewalk Program	0.00	0.00	6,483.75
Repairs - Other	1,189.36	959.08	13,048.54
Total Repairs	1,620.88	996.57	25,777.40
Supplies			
Office	12.00	0.00	1,786.27
Police	29.50	239.11	1,929.10
Shop	296.32	628.77	8,111.58
Supplies - Other	2,952.90	1,948.21	22,928.02
Total Supplies	3,290.72	2,816.09	34,754.97
Taxes			
Fed	8,954.50	7,672.32	68,044.21
Real Estate	0.00	0.00	1,739.94
State	1,471.48	1,429.21	13,143.83
Total Taxes	10,425.98	9,101.53	82,927.98
Telephone	1,258.96	967.44	8,693.33
Training	0.00	0.00	70.00
Util			
Elect	1,933.06	1,558.77	13,392.64
Gas	773.22	494.68	1,301.78
Total Util	2,706.28	2,053.45	14,694.42
Total Expense	61,291.20	52,836.41	562,893.68
Net Ordinary Income	-18,773.45	-5,667.90	152,457.96
Other Income/Expense			
Other Income			
Transfers	0.00	0.00	-28,000.00
Total Other Income	0.00	0.00	-28,000.00
Other Expense transfer	4,000.00	0.00	4,000.00

01/03/23

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

	<u>Dec 22</u>	<u>Dec 21</u>	<u>May - Dec ...</u>
Total Other Expense	4,000.00	0.00	4,000.00
Net Other Income	-4,000.00	0.00	-32,000.00
Net Income	<u>-22,773.45</u>	<u>-5,667.90</u>	<u>120,457.96</u>

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

	Dec 22	Dec 21	May - Dec 22
Ordinary Income/Expense			
Income			
credit card	0.00	0.00	-59.86
Garbage			
Sales	9,725.83	8,241.90	68,177.98
Garbage - Other	0.00	21.75	3,234.72
Total Garbage	9,725.83	8,263.65	71,412.70
Int Inc	25.48	14.79	170.08
Late Fee	723.58	379.04	4,287.67
Loan			
Loan- IEPA	0.00	0.00	260,073.27
Total Loan	0.00	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	969.86	935.61	7,592.90
Surcharge	0.00	0.00	76.29
Sewer - Other	0.00	0.00	11.55
Total Sewer	969.86	935.61	7,680.74
Water			
Heartland Properties	0.00	1,280.00	3,840.00
Infrastructure	738.63	750.00	5,984.68
no rate misc	778.43	686.02	6,327.27
Regular customers	17,871.92	13,192.87	124,403.73
Senior customers	4,060.59	3,641.60	29,475.42
Water Deposits	0.00	0.00	575.00
Water Sales	1,239.47	939.16	17,650.77
Total Water	24,689.04	20,489.65	188,256.87
Total Income	36,133.79	30,082.74	534,583.50
Expense			
Adj. - deposits - store	0.00	0.00	-75.50
Advert	0.00	0.00	1,885.36
Contract Labor	0.00	0.00	1,620.00
Credit Card Fees	401.68	84.76	2,743.00
Equip purchase	0.00	0.00	3,917.40
fees	0.00	0.00	3,903.52
Garbage Expense	0.00	0.00	-480.80
INFRA140.	-27.61	-15.00	-252.61
loans			
Prospect Bank	450.00	0.00	3,586.95
Total loans	450.00	0.00	3,586.95
Maint	0.00	0.00	2,080.00
Misc Exp	100.00	0.00	300.00
Misc.	0.00	0.00	135.08
nsf	274.11	0.00	345.36
Off Exp			
Water	0.00	0.00	677.88
Total Off Exp	0.00	0.00	677.88
Payroll Reimbursement	7,723.86	7,080.94	59,667.42
Prof Fee			
Eng	0.00	0.00	141,005.00
Prof Fee - Other	0.00	0.00	636.58
Total Prof Fee	0.00	0.00	141,641.58

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

	Dec 22	Dec 21	May - Dec 22
Refund of Overage	211.01	0.00	211.01
reimbursement for misc income	0.00	0.00	2,276.11
Repairs			
Sewer	0.00	591.59	0.00
Water	0.00	0.00	850.00
Repairs - Other	5,141.63	0.00	6,387.19
Total Repairs	5,141.63	591.59	7,237.19
Supplies			
Sewer	0.00	950.00	400.00
Water	360.17	0.00	9,749.01
Supplies - Other	123.23	0.00	4,468.69
Total Supplies	483.40	950.00	14,617.70
Telephone	0.00	218.36	1,380.30
tools	0.00	0.00	1,935.00
Transfer to savings	4,000.00	0.00	32,000.00
Util			
Elect	1,330.74	1,609.35	12,893.23
Gas	637.78	139.63	1,988.54
Total Util	1,968.52	1,748.98	14,881.77
Waste Mgt	9,214.92	8,715.00	73,440.12
Water Proj-lines	0.00	0.00	135,000.00
Water Reimbursement	0.00	1,920.00	0.00
Total Expense	29,941.52	21,294.63	504,673.84
Net Ordinary Income	6,192.27	8,788.11	29,909.66
Net Income	6,192.27	8,788.11	29,909.66

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

	<u>Dec 22</u>	<u>Dec 21</u>	<u>May - Dec 22</u>
Income			
Grants			
State	3,961.88	4,411.18	33,288.67
Total Grants	3,961.88	4,411.18	33,288.67
Int Inc	10.81	13.05	73.22
Rebuild Illinois Grant	0.00	0.00	13,806.87
Total Income	3,972.69	4,424.23	47,168.76
Expense			
Material	0.00	0.00	1,240.11
Prof Fee			
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>3,972.69</u>	<u>4,424.23</u>	<u>34,126.35</u>