

### 3 OCTOBER 2011 – PARKS COMMITTEE MINUTES

Chairman Saak called the regular meeting of the Parks Committee to order at 6:00 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

#### **MEMBERS PRESENT**

Bill Saak, Chairperson  
Brian Wells, Trustee  
Ron Sutterfield, Trustee  
Dave Thacker, Trustee  
David Freed, Trustee  
Susan O'Malley, Alternate

#### **Others Present**

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

**Re: Bike-Walking Trail Planning Grant** – Megan Reichmann of the Southwestern Illinois Resource Conservation and Development organization presented a contract for a planning study by their organization to study potential routes and costs for bike paths and sidewalks within the Village. The grant of federal funds for the study will require a match of Village funds of \$5,000.00. The committee supported the study. Administrator Openlander will prepare a resolution for consideration the next meeting.

**Re: Park Cameras Selection Committee** – Administrator Openlander explained that one of the bidders expressed his concern that the evaluation of the bids by Village officials for the park security cameras was not comparing like products. Mr. Openlander conferred with the Mayor, and suggested the appointment of a selection committee consisting Deputy Chief Coughlin, Chair, and Parks Committee Chair Bill Saak, and Barry Roberts, the Village Engineer's electrical design technician to listen to the presentations by the vendors and make recommendations. Motion made by Mr. Wells, and seconded by Mr. Freed to support the creation of a committee. Motion approved unanimously.

**Re: Replacement of Senior Van** – Administrator Openlander stated that he had inquired with the St. Clair County Transit District about use of their van service for seniors. The cost of the Transit District service is \$4.50 per one way trip. He asked the committee if it wished to continue to operate the Village's van service or use the Transit District service. Doris Rebenstorff, lead volunteer driver for the senior van service, explained problems with the Village's 2000 Ford van. It lacks grab bars, and a wooden step is used to help seniors to enter and exit the van. Motion made by Mr. Wells, and seconded by Mr. Freed to inquire about a grant from IDOT for a new van. Motion approved unanimously.

**Re: Splash Pad Fence** – Superintendent Budde explained that a fence at the Splash Pad was required by the Illinois Department of Public Health. An all vinyl fence was selected due to its low cost and being maintenance free.

Motion made by Mr. Wells, and seconded by Mr. Freed to adjourn. Meeting adjourned at 6:15 p.m.

Minutes recorded by:

  
John Openlander  
Village Administrator

### 3 OCTOBER 2011 – FINANCE COMMITTEE MINUTES

Chairman O'Malley called the regular meeting of the Finance Committee to order at 6:15 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

#### **MEMBERS PRESENT**

Susan O'Malley, Chairperson  
Brian Wells, Trustee  
Ron Sutterfield, Trustee  
David Freed, Trustee  
Bill Saak, Trustee  
Dave Thacker, Alternate

#### **Others Present**

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

**Re: Budget Report** – Chairman O'Malley presented an analysis of current general fund revenues and expenditures.

**Re: Approval of Purchases** – Administrator Openlander requested approval of the purchase of a backhoe bucket and hook attachment at a cost of \$3,899.50. These items were not part of the recent state bid purchase of a backhoe. Approval was also requested for a training course for Tom Tyler, Business Development Director, at a cost of \$565.00. Motion made by Mr. Saak, and seconded by Mr. Wells to approve both purchases. Motion approved unanimously.

Motion made by Mr. Saak, and seconded by Mr. Wells to adjourn the committee meeting.  
Meeting adjourned at 6:18 p.m.

Minutes recorded by:



John Openlander  
Village Administrator

### 3 OCTOBER 2011 – JUDICIARY COMMITTEE MINUTES

Chairman Sutterfield called the regular meeting of the Judiciary Committee to order at 6:18 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

#### **MEMBERS PRESENT**

Ron Sutterfield, Chairperson  
Susan O'Malley Trustee  
David Freed, Trustee  
Brian Wells, Trustee  
Dave Thacker, Trustee  
Bill Saak, Alternate

#### **Others Present**

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

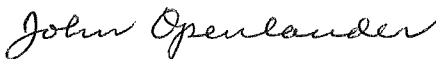
**Re: Approval of Executive Session Minutes** – Village Clerk O'Neill advised that she had attended training on the Open Meetings Act at the Illinois Municipal League conference. She recommended that executive session minutes be approved at the next regular meeting of the Board, rather than waiting until the Executive Session Minutes Review Committee meets every six months for approval. The Committee members concurred.

**Re: Open Meetings Act Training** – Village Clerk O'Neill informed the committee of recent changes to the Open Meetings Act requiring all elected and appointed members of local government bodies to obtain training on the Act. Administrator Openlander will provide a copy of the statute for the committee's review at the next meeting.

**Re: Public Comment at Meetings** – Village Clerk O'Neill requested that the Board consider revising its rules regarding public comment to set an established place on the agenda rather than requiring persons to first contact an official in order to be placed on the agenda. A revision to the Open Meetings Act in 2010 required all local government bodies and their committees and advisory boards to provide some means for public comment. Administrator Openlander will provide a draft for review at the next meeting.

Motion made by Ms. O'Malley, and seconded by Mr. Wells to adjourn. Meeting adjourned at 6:32 p.m.

Minutes recorded by:



John Openlander  
Village Administrator

### 3 OCTOBER 2011 – BUSINESS & LAND DEVELOPMENT COMMITTEE MINUTES

Chairman Saak called the regular meeting of the Business & Land Development Committee to order at 6:32 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

#### MEMBERS PRESENT

Bill Saak, Chairperson  
Susan O'Malley Trustee  
Brian Wells, Trustee  
Dave Thacker, Trustee  
David Freed, Trustee  
Ron Sutterfield, Alternate

#### Others Present

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

**Re: Draft Ordinance-Weed Ordinance-Vacant Land** – Administrator Openlander reported that, after discussion with the Code Administrator, it would be difficult to enforce a requirement of three cuttings per growing season. Mr. Openlander presented an alternative ordinance making it a violation if growth exceeds twenty inches on vacant land. Committee members discussed the definitions of vacant land and developed land, and conditions for residents living near vacant land. Mr. Openlander will revise the ordinance based on comments received.

**Re: Letter of Support-Sustainable Development Plan** – Administrator Openlander stated that the St. Louis metro region has received a grant from the US EPA to develop community plans that promote sustainable development practices. The Belleville-Swansea area was one of the areas in Metro East that was invited to participate. A letter of support is needed from the local governing bodies in order to participate. There is no known cost to participating local governments. Motion made by Mr. Wells, and seconded by Ms. O'Malley to authorize the Mayor to send a letter in support of the Belleville-Swansea application. Motion approved unanimously.

**Re: 320 Arbor** – Administrator Openlander stated that no progress has been made on obtaining a structural engineer's report from the owner on the condition of the house.

**Re: 1201 Kinsella** – Administrator Openlander reported that the Village Attorney has confirmed the legitimacy of the person recently named as the owner's personal representative. The Village will now attempt to locate the person who has paid the back taxes for the last two years to inquire if that person wants to purchase the property.

Motion made by Mr. Wells, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 6:45 p.m.

Minutes recorded by:

*John Openlander*

John Openlander  
Village Administrator

### 3 OCTOBER 2011 – ENVIRONMENTAL COMMITTEE MINUTES

Chairman Thacker called the regular meeting of the Environmental Committee to order at 6:45 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

#### **MEMBERS PRESENT**

Dave Thacker, Chairperson  
Susan O'Malley, Trustee  
David Freed, Trustee  
Ron Sutterfield, Trustee  
Bill Saak, Trustee  
Brian Wells, Alternate

#### **Others Present**

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

**Re: Township Contract Update** – Administrator Openlander stated that the Village Attorney sent the letter requested by the Board to the Township rejecting the request for mediation and setting an annual fee for use of the sewer plant at slightly over \$1,000,000. The Township has requested that the Village Board reconsider the request for mediation. Mr. Wells stated his opposition to mediation. The consensus of the committee was to reject the request for mediation again.

**Re: Township Supervisor Comment on Contract Negotiations** – Administrator Openlander read from the minutes of the September 6, 2011 committee meeting, "The consensus of the committee was to direct the Village Attorney to write a letter to the Township's attorney stating that the Village Board considers mediation fruitless due to the Township Supervisor's comments that he was unsure if he would agree to the mediated agreement." Administrator Openlander read an email from Township Supervisor Buchanan. "I want to make it absolutely clear that I made no such statement. The Township wants to reach a fair sewer use agreement with Swansea and is ready to go to mediation to help resolve our differences."

**Re: Draft Resolution-Sewer Pump Inspection and Maintenance Contract** – Superintendent Tucker presented a resolution approving an agreement with Illinois Electric Works, the low bid, for inspection and maintenance of the sewer systems twenty-eight pumps at a cost of \$4,785 per visit. Motion made by Ms. O'Malley, and seconded by Mr. Freed to forward the resolution to the Board. Motion approved unanimously.

**Re: Swansea Care Center Payment Plan** – Administrator Openlander stated that he had contacted the Care Center official, and the Care Center was agreeable to the Board's terms of 50% payment every month. The committee wanted assurance that payment in full would be made by January, 2012. Mr. Openlander stated he would inquire.

Motion made by Ms. O'Malley, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 7:00 p.m.

Minutes recorded by:

  
John Openlander  
Village Administrator

## 3 OCTOBER 2011–CITIZEN COMMUNICATIONS COMMITTEE MINUTES

Chairman Freed called the regular meeting of the Citizen Communications Committee to order at 7:00 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

### **MEMBERS PRESENT**

David Freed, Chairperson  
Brian Wells, Trustee  
Ron Sutterfield, Trustee  
Bill Saak, Trustee  
Dave Thacker, Trustee  
Susan O'Malley, Alternate

### **Others Present**

Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Supt. Sewer Dept. Rick Tucker, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Doris Rebenstorff, Gene Kish, Megan Reichmann, Rocky McDonald and Jacqueline Lee. President Jim Rauckman was absent.

**Re: Articles for November Issue** – Mr. Freed volunteered to write the Trustee "In Your Corner" column for this issue. Suggestions were made for articles on the Farmers' Market and Santa House.

**Re: Citizen Email Addresses** – Village Clerk O'Neill stated that she attended a session at the Illinois Municipal League conference in which it was discussed that the municipalities can maintain a list of citizens' personal email addresses without concern that the information would be considered public information under the Illinois Freedom of Information Act.

**Re: Cell Phones for Soldiers Program** – Administrator Openlander presented a flyer from an organization which collects used cell phones for use by overseas soldiers. Village Clerk O'Neill offered the services of local Boy Scouts to make a collection box. The committee was supportive of the donation effort.

Motion made by Mr. Saak, and seconded by Mr. Wells to adjourn. Meeting adjourned at 7:17 p.m.

Minutes recorded by:



John Openlander  
Village Administrator

**FINAL**