

19 SEPTEMBER 2011 – PERSONNEL COMMITTEE MINUTES

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

MEMBERS PRESENT

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

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Mike Leopold & Trustee Freed were absent.

Re: Health Insurance-Employee Meeting -- Administrator Openlander stated that a meeting for employees on health insurance has been set for September 26th at 2:00 p.m. A memo is being sent to all employees.

Motion made by Mr. Wells, and seconded by Mr. Sutterfield to adjourn the committee meeting. Meeting adjourned at 6:03 p.m.

Minutes recorded by:



John Openlander
Village Administrator

19 SEPTEMBER 2011 – FINANCE COMMITTEE MINUTES

Chairman O'Malley called the regular meeting of the Finance Committee to order at 6:03 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
Bill Saak, Trustee
Dave Thacker, Alternate


Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer & Trustee Freed were absent.

Re: Approval of Purchases – Administrator Openlander requested approval of the purchase of a hot water pressure washer. Mr. Wells questioned the need for the equipment. Superintendent Budde noted that as the vehicles and equipment age, they accumulate grit which makes them difficult to maintain and repair. The low bid was submitted by Erb at a cost of \$2,249.10. Additionally, Mr. Openlander stated that as the Transit District continues to construct a bike path along the Metrolink right-of-way, Swansea sanitary sewer manholes need to be raised or repaired. To date, the Village has spent \$12,654.00 to raise or replace manhole risers. Motion made by Ms. O'Malley, and seconded by Mr. Wells to approve both purchases. Motion approved unanimously.

Motion made by Mr. Wells, and seconded by Mr. Sutterfield to adjourn the committee meeting. Meeting adjourned at 6:08 p.m.

Minutes recorded by:


John Openlander
Village Administrator

19 SEPTEMBER 2011 – BUSINESS & LAND DEVELOPMENT COMMITTEE MINUTES

Chairman Saak called the regular meeting of the Business & Land Development Committee to order at 6:08 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
Ron Sutterfield, Alternate

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

Re: Findings of Fact-Amendment to Zoning Code-Fences – Administrator Openlander stated that the Planning & Zoning Board recommended approval of an amendment to the Zoning Code to prohibit front yard fences at any residentially developed lot. Mr. Wells stated that he felt that it was not necessary to amend the code to create this restriction on property owners. Motion made by Mr. Wells to accept the findings of fact, but directing the Board to take no action on the code amendment. Motion seconded by Mr. Thacker. Motion approved unanimously.

Re: Draft Resolution–Jamestown Apartments TIF Consultant Proposals – Administrator Openlander stated that a consultant had prepared a response noting that no new taxes would be levied if a TIF district is formed, in response to the question of Mr. Phil Tegtmeier, owner of the Jamestown Apartments. Mr. Saak and Mr. Wells spoke in opposition to formation of the district, stating that it was not needed. Motion made by Mr. Wells and seconded by Mr. Saak to oppose the formation of a TIF district for the Jamestown Apartments area on 17th Street. Motion approved 4-1 with Ms. O'Malley opposed.

Re: Enforcing Weed Ordinance on Vacant Land – Marilyn Dahm, Village resident, complained of the lack of enforcement of the weed ordinance, which prohibits grasses and weeds growing in excess of eight inches, on vacant land. The committee discussed occasional mowing as an alternative to enforcement of the ordinance on vacant land. After discussion, the committee directed the administrator to draft an amendment to the weed ordinance requiring three cuts per season on vacant land and setting specific dates for the completion of each cutting.

Re: 320 Arbor – Administrator Openlander stated that the owner met recently with the Building Department, and stated that they would attempt in the next week to get a structural engineer's report on the condition of the structure.

Re: 1201 Kinsella – Administrator Openlander stated that no report had been received yet from the Village Attorney on which party is the true authorized representative of the owner who would be able to approve demolition or repair of the house.

Motion made by Mr. Thacker, and seconded by Mr. Wells to adjourn. Meeting adjourned at 6:37 p.m.

Minutes recorded by:


John Openlander
Village Administrator

19 SEPTEMBER 2011 – ROADS, BUILDINGS & GROUNDS COMMITTEE MINUTES

Chairperson David Thacker called the regular meeting of the Roads, Buildings, & Grounds Committee to order at 6:37 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

MEMBERS PRESENT

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

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

Re: Draft Ordinance-Rename Jameson Court to Betty Jewell Court – Administrator Openlander stated that a developer has requested building permits for lots on the cul-de-sac street west of Old Caseyville Road. The street was platted with the name Jameson Court, but in a naming rights promotion, the name selected was Betty Jewell Court. The street name needs to be officially changed in order for it to be recognized by the St. Clair County 9-1-1 emergency call agency. Motion made by Mr. Thacker, and seconded by Mr. Wells to forward the ordinance changing the name to the Board. Motion approved unanimously.

Motion made by Mr. Wells, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 6:38 p.m.

Minutes recorded by:



John Openlander
Village Administrator

19 SEPTEMBER 2011 – ENVIRONMENTAL COMMITTEE MINUTES

Chairman Thacker called the regular meeting of the Environmental Committee to order at 6:38 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

MEMBERS PRESENT

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

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

Re: Township Contract Update – Motion made by Mr. Thacker, and seconded by Ms. O'Malley to conduct a closed session to discuss pending litigation (5 ILCS 120/2 c 11). Motion approved unanimously at 6:39 p.m. The committee resumed the public meeting at 7:00 p.m. Motion made by Mr. Wells, and seconded by Mr. Saak to direct the Village Attorney to send a letter to the Township Attorney rejecting the mediation request, ending negotiations now, seeking an annual flat fee for usage, operations, maintenance, replacement, and debt service based on the calculations of the Village Engineer, and if the request is rejected, then billing Township customers directly at the expiration of the contract in March, 2015. Motion approved unanimously.

Re: Sewer Pump Inspection and Maintenance Contract – Superintendent Tucker informed the committee that a request for bids had been issued, at the direction of the Village Administrator, for twice annual pump inspection and routine maintenance. There are 28 pumps, including the plant and lift stations, and neither he nor his assistant are qualified to properly inspect the motors. Bids will be opened on September 28, 2011.

Re: Swansea Care Center Payment Plan – Administrator Openlander stated that the Swansea Care Center had requested a payment plan due to the long delays in receiving reimbursement from the state. The center asked to make 25% of a full payment in the months when payments were due. The committee directed the administrator to seek a higher payment, a payment bond or personal guarantee.

Re: Morgan Street Sewer Lining – Superintendent Budde stated that, due to the low bid price by the successful bidder, there was an opportunity to line more sewers in the project area. Mr. Budde requested approval of a change order to allow the firm to line additional sewers until the federal Community Development Block Grant funds were fully expended. Motion made by Mr. Thacker, and seconded by Ms. O'Malley to approve the change order. Motion approved unanimously.

Motion made by Ms. O'Malley, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 7:17 p.m.

Minutes recorded by:

John Openlander

John Openlander
Village Administrator

19 SEPTEMBER 2011 – PUBLIC SAFETY COMMITTEE MINUTES

Chairman Wells called the regular meeting of the Public Safety Committee to order at 7:17 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

MEMBERS PRESENT

Brian Wells, Chairman
Ron Sutterfield, Trustee
Dave Thacker, Trustee
Bill Saak, Trustee
Susan O'Malley, Trustee

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

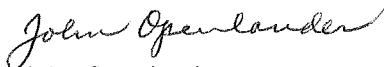
Re: Fire Suppression Rating Schedule – Mr. Wells reported on the recently completed inspection of the Swansea Fire Department by the Insurance Service Office, the insurance industry's rating service. The rating service gave the fire department a rating of 4, which is the same rating issued at the time of the last inspection, which occurred during the 1990's. Mr. Wells stated that he is attempting to get information from several insurance companies regarding how the ratings affect premiums.

Re: Dispatcher Hiring Update – Telecommunications Supervisor Hagen stated that one part-time dispatcher has started work, replacing a full time dispatcher that resigned. Ms. Hagen explained that the second dispatcher needs certification, which won't be available from St. Clair County until January. Ms. Hagen asked for permission to hire a third part-time dispatcher, to ensure that none of the part-time dispatchers would regularly work over the number of hours to require medical insurance or pension coverage. Motion made by Mr. Saak, and seconded by Ms. O'Malley to proceed with hiring a third dispatcher.

Re: Draft Ordinance-Fire Inspection Fee Amendment – At the last meeting of the committee, it was determined that a penalty fee should be incorporated into the fire code inspection ordinance to encourage businesses to pay for their fire inspection. The committee recommended a revision to the proposed ordinance to increase the fee by 50% if it is not paid within thirty days of the invoice, and the fee would double again if not paid within thirty days thereafter. Motion made by Mr. Wells, and seconded by Mr. Sutterfield to forward the revised ordinance. Motion approved unanimously.

Motion made by Mr. Thacker, and seconded by Mr. Wells to adjourn. Meeting adjourned at 7:34 p.m.

Minutes recorded by:



John Openlander
Village Administrator

19 SEPTEMBER 2011 – PARKS COMMITTEE MINUTES

Chairman Saak called the regular meeting of the Parks Committee to order at 7:34 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
Susan O'Malley, Alternate

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

Re: Draft Resolution-Application for Grant to Purchase & Install Park Security Cameras --

Administrator Openlander stated that the St. Clair County Parks Grant Commission was accepting applications for grants for equipment, and security cameras were an eligible expense. A resolution in support of the application was required by the Grant Commission. Motion made by Ms. O'Malley, and seconded by Mr. Thacker to forward a resolution to the Board seeking a grant of \$15,000.00, the maximum allowed, for park security cameras. Motion approved unanimously.

Re: Splash Pad Update – Superintendent Budde reported that the defective chlorine controller had been replaced, and the state inspection was pending.

Re: Park Cameras – Administrator Openlander stated that the county Grant Commission strongly suggested that applicants get three bids for projects submitted. It was noted that only two bids had been received for security cameras at this time. Mayor Rauckman stated that since the two bids were public knowledge, that all firms should be given the opportunity to submit new proposals.

Motion made by Ms. O'Malley, and seconded by Mr. Thacker to adjourn. Meeting adjourned at 7:42 p.m.

Minutes recorded by:


John Openlander
Village Administrator

19 SEPTEMBER 2011–CITIZEN COMMUNICATIONS COMMITTEE MINUTES

In the absence of Chairman Freed, Mayor Rauckman called the regular meeting of the Citizen Communications Committee to order at 7:42 p.m. at the Swansea Government Center, 1400 North Illinois Street, in Swansea.

MEMBERS PRESENT

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

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Judy Hagen, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Rick Tucker, Supt. Sewer Dept, Rob Anderson, Doris Rebenstorff, Gene Kish, Ken Mueller, Rocky McDonald, Jacqueline Lee. Village Treasurer Leopold & Trustee Freed were absent.

Re: Mock up of October Issue – It was noted that the article on the Splash Pad needed to be revised to state that after the approval by the state inspector, the facility would open, weather permitting.

Re: Swansea Report-Response from Residents to Continue Mail Service – Missy Roth noted that 604 responses had been received requesting a mailed version of the Swansea Report.

Re: Tourism Bureau Calendar – Mayor Rauckman wished to make the committee aware that any community events may be posted in the Southern Illinois Tourism Guide.

Motion made by Ms. O'Malley, and seconded by Mr. Saak to adjourn. Meeting adjourned at 7:43 p.m.

Minutes recorded by:



John Openlander
Village Administrator

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