

6 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Chris Sandrowski, Randy & Carol Campbell, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Draft Resolution-Disabled Police Officer Health Insurance -- Administrator Openlander stated that the resolution had been reviewed by the Village Attorney, and some minor changes had been made. The resolution authorizes lifetime health insurance premium payment by the Village for former Police Officer Christopher Sandrowski in accordance with state statute. Motion made by Mr. Wells, and seconded by Mr. Thacker to forward the resolution to the Board. Motion approved unanimously.

Re: Health Insurance-E-mail from Ms. Campbell – Administrator Openlander stated that the wife of an employee had complained about the reduction in payments made by the current insurance plan versus the insurance plan formerly used by the Village. Mr. Openlander stated that a meeting for employees to talk with the insurance company representative was being arranged. Ms. O'Malley suggested that a representative from the Section 125 plan should be present to explain the tax savings that comes from participation in that program. Mayor Rauckman stated that employee benefit programs are not as generous as in the past due to the economic realities of the times. He stated that banning employees from smoking anywhere on Village property maybe considered in the future as a way to reduce health insurance costs.

Motion made by Mr. Thacker, and seconded by Mr. Wells to adjourn the committee meeting.
Meeting adjourned at 6:10 p.m.

Minutes recorded by:


John Openlander
Village Administrator

6 SEPTEMBER 2011 – FINANCE COMMITTEE MINUTES

Chairman O'Malley called the regular meeting of the Finance Committee to order at 6:10 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Approval of Purchases – Administrator Openlander requested approval of the purchase of a computer at \$712.98 to replace an obsolete model used by the Public Works mechanic. Mr. Openlander also noted the buy-out of the lease for the copy machine in the Building & Zoning Department in the amount of \$1,490.55. Motion made by Mr. Wells, and seconded by Mr. Sutterfield to approve both purchases. Motion approved unanimously.

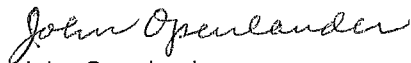
Re: Budget Report – Ms. O'Malley presented a report on the current revenue and expenses. Sales tax revenue is down approximately 5%. Ms. O'Malley also provided a report of revenues and expenses over the last seven years.

Re: Draft Resolution-Approval of Purchase of Police Car Radios – Chief Arnold presented a request to purchase ten Motorola radios for the police fleet at a cost of \$32,582.50. Next year, all police departments will be required to operate on the 800 Megahertz frequency, thus requiring radio replacement. Motion made by Ms. O'Malley, and seconded by Mr. Wells to forward the resolution to approve the purchase. Motion approved unanimously.

Re: Draft Resolution-Financial & Billing Software – Budget Officer O'Malley recommended Civic Systems as the vendor for replacement of the Village's financial management and utility billing software. The current software is over ten years old and lacks current day functionality, causing staff to manually perform processes that are automated using current day software. The cost is \$51,155.00, and \$8,300.00 annual maintenance. Motion made by Mr. Saak, and seconded by Mr. Wells to forward the resolution to the Board. Motion approved unanimously.

Motion made by Mr. Wells, and seconded by Mr. Sutterfield to adjourn the committee meeting. Meeting adjourned at 6:32 p.m.

Minutes recorded by:



John Openlander
Village Administrator

6 SEPTEMBER 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
Ron Sutterfield, Alternate

Others Present

President Jim Rauckman, Administrator John Openlander, Police Chief Mike Arnold, Deputy Police Chief Craig Coughlin, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

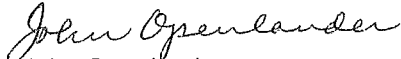
Re: Draft Resolution—Jamestown Apartments TIF Consultant Proposals – Phil Tegtmeier, owner of the Jamestown Apartments, asked if the formation of a TIF district would increase his taxes. Administrator Openlander explained that the formation of the district would not add a new tax or increase his tax. Mayor Rauckman asked Mr. Tegtmeier if he was opposed to a TIF district. Mr. Tegtmeier stated he was not opposed provided that it did not cost him any more money. The committee questioned whether there was money in the budget to create the district. Mr. Saak stated that he opposed a TIF district, in part because of the expense in creating the district. The committee directed Mr. Openlander to seek an opinion on Mr. Tegtmeier's question.

Re: 320 Arbor – Administrator Openlander stated that no progress has been made in getting the owner to present a plan to repair or demolish the structure.

Re: 1201 Kinsella – Administrator Openlander stated that a second person has presented the Building Inspector with paperwork showing authorization to serve as the owner's representative. The Inspector is working with the Village Attorney to determine the validity of the paperwork.

Motion made by Mr. Wells, and seconded by Mr. Thacker to adjourn. Meeting adjourned at 6:52 p.m.

Minutes recorded by:


John Openlander
Village Administrator

6 SEPTEMBER 2011 – ROADS, BUILDINGS & GROUNDS COMMITTEE MINUTES

Chairperson David Thacker called the regular meeting of the Roads, Buildings, & Grounds Committee to order at 6:52 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Carrington Place Street Lighting – Administrator Openlander stated that a request had been received from the Carrington Place Homeowners Association that the Village pay for street lighting in the subdivision. It was noted that in 2000, the Building and Zoning Director notified the subdivision developer that the Board of Trustees considered the subdivision to be private and therefore would not pay for street lighting. Mr. Wells noted that the gates are closed each evening, thereby making it a private subdivision. It was also noted that the Village does not plow the subdivision's streets. After discussion, the consensus of the committee was to reject the request to pay for street lighting.

Re: Huntwood Road East Extension-Return Grant – Administrator Openlander stated that since the Board of Trustees has decided not to proceed with the next phase of the Huntwood Road project, immediately east of Rte. 159, it is necessary to send a letter to the East-West Gateway Council of Governments to inform the agency, which distributes federal road money, that the Village would not use the grant of \$737,790.00. Motion made by Mr. Wells, and seconded by Mr. Thacker to authorize the mayor to sign and send such letter. Motion approved unanimously.

Re: Preparation of Munie Road Grant Application – Administrator Openlander stated that as a result of the Board's discussion with residents in the Huntwood Road east extension area, it appeared that there was community support for seeking a grant to reconstruct Munie Road, beginning at Old Collinsville Road, as the next phase of the Huntwood Road extension project. Mr. Openlander stated that the next round of grant applications for federal road money would be due in the first quarter of 2012. Mr. Openlander requested that the committee confirm that it wanted to apply for federal funds to proceed with improvements to Munie Road. Motion made by Mr. Thacker, and seconded by Ms. O'Malley to direct the administrator to prepare a grant application for Munie Road. Motion approved unanimously.

Re: DCEO Grant-Property Acquisition -- Motion made by Mr. Thacker, and seconded by Mr. Wells to conduct a closed session (5 ILCS 120/2 c 5) to discuss the acquisition of property. Motion approved unanimously at 7:06 p.m. The committee resumed the public meeting at 7:24 p.m. Motion made by Mr. Thacker, and seconded by Ms. O'Malley to proceed with the acquisition in the manner discussed in executive session. Motion approved unanimously.

Motion made by Mr. Thacker, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 7:24 p.m.

Minutes recorded by:

John Openlander

John Openlander
Village Administrator

6 SEPTEMBER 2011 – ENVIRONMENTAL COMMITTEE MINUTES

Chairman Thacker called the regular meeting of the Environmental Committee to order at 7:24 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Township Contract Update – Motion made by Mr. Thacker, and seconded by Mr. Saak to conduct a closed session to discuss pending litigation (5 ILCS 120/2 c 11). Motion approved unanimously at 7:25 p.m. The committee resumed the public meeting at 7:40 p.m. 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 comment that he was unsure if he would agree to the mediated agreement. Additionally, the letter should contain the Village's requested annual fee for the Township's allotted share of the cost of maintaining the plant, capital repairs and replacements at the plant and debt service on the plant expansion loan. The letter would further state that the Village intends to bill the Township customers directly after the current contract expires.

Motion made by Ms. O'Malley, and seconded by Mr. Thacker to adjourn. Meeting adjourned at 7:40 p.m.

Minutes recorded by:


John Openlander
Village Administrator

6 SEPTEMBER 2011 – PUBLIC SAFETY COMMITTEE MINUTES

Chairman Wells called the regular meeting of the Public Safety Committee to order at 7:41 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Complaint-Fire Inspection – Administrator Openlander stated that the Village had received a complaint from a commercial property owner regarding a recent fire inspection. Specifically, the owner protested the unannounced inspection and the cost of the inspection, which was \$150.00 for one of the buildings. The consensus of the committee was to continue the inspections because the Fire Chief assured the committee that inspections are not done if the inspection is inconvenient for the owner, and because the committee considered the fee reasonable. The committee also discussed adding a late fee and including any unpaid fee on the next annual registration, and requested the administrator to prepare a report on the matter.

Motion made by Ms. O'Malley, and seconded by Mr. Wells to adjourn. Meeting adjourned at 7:58 p.m.

Minutes recorded by:



John Openlander
Village Administrator

6 SEPTEMBER 2011 – PARKS COMMITTEE MINUTES

Chairman Saak called the regular meeting of the Parks Committee to order at 7:59 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Splash Pad Update – Administrator Openlander stated that the chlorination system will be checked and the fence will be finished on September 7. The final inspection is expected on the following day. Regarding the lawsuit against the original contractor, Mr. Openlander reported that a settlement in the amount of \$18,500 has been agreed by both parties.

Re: Draft Ordinance-Facility Deposit Increases – Administrator Openlander stated that an ordinance had been prepared at the recommendation of the Park Board to increase the deposit fee by \$50 for the three park community buildings. Mr. Wells added that the Board may want to consider instituting a deposit for pavilion rental as well because several recent pavilion renters had failed to clean their pavilion after use. Motion made by Mr. Thacker, and seconded by Mr. Wells to forward the ordinance to the Board. Motion approved unanimously.

Re: Park Cameras – Administrator Openlander noted the memorandum of Deputy Police Chief Coughlin on two proposals for cameras in the parks and the sewer plant. The proposals ranged from \$92,512.00 to \$71,199.30. Mayor Rauckman noted that grant money may be available through the St. Clair County Park Grants Commission and a donation from the Swansea Patriots. Motion made by Mr. Thacker, and seconded by Mr. Wells to request preparation of a resolution for purchase of camera equipment at the police department (monitoring station) and the sewer plant. Motion approved unanimously.

Re: 9/11/2001 Ceremony – Mr. Saak announced that a ceremony will be held on September 11, 2011 at 10: 00 a.m. at the memorial in Mel Price Park to commemorate the attacks. The time capsule that is buried at the memorial will be opened.

Motion made by Mr. Thacker, and seconded by Mr. Wells to adjourn. Meeting adjourned at 8:23 p.m.

Minutes recorded by:


John Openlander
Village Administrator

6 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 8:23 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, Fire Chief John McGuire, Supt. Street Dept. John Budde, Missy Roth of Building & Zoning, Village Clerk Lauren O'Neill, Village Treasurer Mike Leopold, Chris Sandrowski, Randy & Carol Campbell, Doris Rebenstorff, Gene Kish, Ken Mueller. Trustee Freed was absent.

Re: Proposed Articles for October Issue – There were no additions to the proposed list of articles.

Re: Swansea Report-Response from Residents to Continue Mail Service – Mayor Rauckman clarified that the Village plans to send the Swansea Report via email to all residents and businesses in Swansea except to the 400 persons that requested a printed and mailed copy.

Re: Web site – Mayor Rauckman noted that Missy Roth and Mr. Freed had attended training on the Dreamweaver software used for the Village web site.

Motion made by Mr. Saak, and seconded by Mr. Sutterfield to adjourn. Meeting adjourned at 8:24 p.m.

Minutes recorded by:

John Openlander

John Openlander
Village Administrator

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