

**Village of New Berlin Meeting Minutes
June 20, 2007**

President Frank called the June meeting of the Village of New Berlin Trustees to order on June 20, 2007 at 7:02 p.m. at the Village Hall. The Pledge of Allegiance was said and roll call taken.

ATTENDANCE:

Present: President Stephen Frank and Trustees David Kuehl, Ryan Sours, Katie Hatfield, Joel Sander, Michael Krall, and Curt Stephens, Treasurer Shanda Byer, Village Clerk Deborah Lakamp and Attorney John Myers.

ABSENT: None

AUDIENCE:

City Officials Reporting: Police Chief Terry Nydegger, Bldg. Inspector Paul Sweet, Water and Sewer Superintendent Tim Bliss, Public Works Superintendent William Poole and Benton & Associates Representatives John Calise and Ed DeGroot

MINUTES:

Motion: To waive the reading of the minutes.

Moved by: Trustee Stephens

Seconded by: Trustee Hatfield

Motion carries unanimously.

Motion: To approve the Village of New Berlin May Board Meeting Minutes.

Moved by: Trustee Stephens

Seconded by: Trustee Hatfield

May Executive Committee minutes were distributed.

Motion: To approve the Village of New Berlin May Executive Board Meeting Minutes.

Moved by: Trustee Stephens

Seconded by: Trustee Sours

Motion carries unanimously.

CORRESPONDENCE: None

TREASURER'S REPORT: Treasurer Shanda Byer reported the garage door payment was taken out of the FY07 budget not the FY08 budget as voted on in May. The Trustees agreed to hold the payment until the door is installed and then follow-up on the issue.

Treasurer Byer recommended to move funds out of the sewer and water accounts and into certificates of deposit.

Motion: To move \$10,000 out of the water depreciation account and \$10,000 out of the sewer depreciation account and put the funds into 10- or 12-month certificates of deposit.

Moved by: Trustee Stephens
Seconded by: Trustee Kuehl
Motion carries unanimously.

Finance Chairman Trustee Stephens and Treasurer Byer passed out the Appropriations Budget.

Motion: To approve the Treasurer's Report
Moved by: Trustee Sander
Seconded by: Trustee Kuehl

POLICE:

Chief Nydegger submitted his written report for May reflecting 280 police hours, 34 traffic citations and 22 warning tickets. It was reported that all officers passed their state firearms qualifications. He noted the intergovernmental agreement between the Sangamon County Sheriff's Department and the Village of New Berlin Police Department had been signed. Nydegger reported the police department is still looking for a part-time officer as the applications submitted thus far did not result in a valid job candidate.

TIF:

President Frank reported he was in a receipt of a letter from Jacobs & Associates stating New Berlin should be receiving \$105,000 in TIF revenue in FY08.

There will be a Joint Review Board Meeting on July 17, 2007 at 11 a.m. The board hears reports on TIF districts to all the taxing bodies.

COMMITTEE REPORTS

UTILITY:

Water and Sewer Superintendent Tim Bliss reported that Liquid Engineering cleaned both water towers. The new one had 1 ½ feet of sludge and the old one had 1 foot of sludge. The old tower needed epoxy work on the walls. It was completed and the project still came in under the \$5000 budget.

Other areas of activity for Bliss included: fixing a leaking service line on Colonial Court; fixing a leak in the south end of the reservoir, the north-end of the reservoir has been fixed; repaired storm drains on Gibson and LeBeau; completion of a consumer confidence report prior to July 1, 2007; and another update on the continued violation with the IEPA due to the clear water well being too small so the village's water does not have enough contact time with the chlorine. The problem mainly occurs in the winter and is dealt with by slowing down the pump.

BUDGET HEARING

7:30 p.m. President Frank calls the Appropriation Budget Hearing to order for FY May 1, 2007-April 30, 2008. The appropriation is \$807,547.56. As no one from the public is in attendance to comment and the Village Board members have no comment, the hearing is closed at 7:32 p.m.

BOARD MEETING RESUMES

Motion: To approve Annual Appropriation Ordinance 2007-08 totaling \$807,547.56.
Moved by: Trustee Kuehl

Seconded by: Trustee Hatfield

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall Y	Kuehl.....Y

UTILITIES CONT'D

Ed DeGroot, Benton & Associates, discussed four scenarios the Village of New Berlin described in a letter to IEPA regarding finding a solution to its water supply and resulting violations.

Curran-Gardener has provided additional information in a June 8 email in response to New Berlin inquiries about water purchase. Curran-Gardner is still committed to the \$1.60 surcharge. Negotiations with Curran-Gardner Township are back on track. There will be a Water Committee Meeting on July 11 at 5:30 pm at the Village Hall.

ZONING:

Zoning Administrator Paul Sweet submitted the building permit report through June 1, 2007. He has re-ordered permit applications and project job cards. He spoke again with School Superintendent Val Carr regarding the 10 parcels and two new parcels that need to be annexed into the Village. Attorney Myers said all that is needed from the school is a plat of parcels to be annexed, legal description of the parcels and a drawing showing the current Village boundaries. Then, attorney can draw up ordinance, no meeting is needed.

Architect has prepared plans for sidewalks around St. Mary's.

Trustee Sander inquired if Benton & Associates has revised the zoning map. Trustee Kuehl replied the map is on-hold due to some changes that are occurring.

STREETS & PARKS:

Ed DeGroot, Benton & Associates, explained \$60,354 estimated maintenance costs on streets not done two years ago. Trustees reviewed written outline of work and costs.

Motion: To proceed with street work outlined in the written proposal.

Moved by: Trustee Krall

Seconded by: Trustee Hatfield

Motion passed on a unanimous vote.

Trustee Krall and Street Superintendent Billy Poole reported the garage door should be in this week. There were some complaints regarding the Village brushing the curbs. The Village maintains the streets in the same manner for all. There is a STOP sign that needs fixed. Some storm drains have been fixed in the Fromme Subdivision. Child at Play signs will be going up on Gibson St. Trees have been trimmed and basketball nets are up.

FINANCE:

Trustee Stephens gave an operating budget report utilizing the written report handed out indicating that there were two additional bills from Benton & Associates.

Motion: To pay bills with addition of \$5,991.68 and \$501.18 to Benton & Associates from the water and sewer fund.

Moved by: Trustee Hatfield

Seconded by: Trustee Sander

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

There is not an audit report yet. The Appropriation Budget is 10% higher than the Operating Budget for 2007-08.

HEALTH & SAFETY

The committee met on May 23. Based on the comments from Police Chief Nydegger, the committee is recommending promotion of Officer Craig Anderson to sergeant.

Motion: To promote Officer Craig Anderson to the rank of sergeant within the New Berlin Police Department.

Moved by: Trustee Sours

Seconded by: Trustee Kuehl

Motion carries unanimously after discussion.

Mini-Choppers and gas powered pocket rockets are becoming a concern and appropriate handling of them is being reviewed by the committee and police chief.

Discussion on what type of off-duty employment officers can and cannot accept. This is a matter that is addressed in the New Berlin Police Department's Operating Policies passed in 2003. The Health & Safety Committee will put together a policy on off-duty liability.

Committee advised Police Chief Nydegger to use his best judgment and common sense as to when it is appropriate to serve paperwork after 9:30 p.m.

Committee recommends intergovernmental, mutual aid agreement with Sangamon County for Board approval.

Motion: To enter into the intergovernmental, mutual-aid agreement with the Sangamon County Sheriff's Department.

Moved by: Trustee Sours

Seconded by: Trustee Kuehl

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

PERSONNEL:

No report.

NEW BUSINESS:

Prevailing Wage Ordinance has to be passed annually stating the Village will pay according to schedule of wages.

Motion: To pass Prevailing Wage Ordinance 2007-07.

Moved by: Trustee Stephens

Seconded by: Trustee Kuehl

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

Village is not in a flood plain but an ordinance is needed to adopt flood plain regulations and participate in insurance plan so that homeowners in New Berlin can qualify for VA loans.

Motion: To adopt Regulations for Development in Flood Plain Areas 2007-08.

Moved by: Trustee Sours

Seconded by: Trustee Kuehl

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

Motion: Resolve to participate in National Flood Plain Insurance Program.

Moved by: Trustee Krall

Seconded by: Trustee Hatfield

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

The Village needs to set guideline and procedures for responding to Freedom of Information Act requests.

Motion: To adopt Ordinance 2007-09 to implement Freedom of Information Act.

Moved by: Trustee Krall

Seconded by: Trustee Kuehl

Motion passed on a unanimous roll call vote:

Sours..... Y	Stephens.....Y
Sander..... Y	Hatfield.....Y
Krall..... Y	Kuehl.....Y

OLD BUSINESS:

Trustee Sours discussed St. Mary’s sidewalks request in 2006 utilized the \$500 co-payment by the Village for the work. A letter regarding this was sent to the church.

The Board members need to think about two Liquor Control issues. First, local bars have asked for an extension of hours during the Sangamon County Fair, which would

allow them to stay open until 3 a.m. Secondly, according to state law, restaurant servers under 21 years old can carry alcohol to tables. New Berlin requires servers to be 21 to carry alcohol to tables but could lower the age to 18 years old.

Motion: To adjourn to Executive Session to discuss personnel and litigation issues.

Moved by: Trustee Krall

Seconded by: Trustee Sours

Motion passes unanimously at 9:07 p.m.

Regular session re-convenes at 10:18 p.m.

Motion: To increase New Berlin Police Officer Craig Anderson's wage from \$11.14 per hour to \$11.75 per hour.

Moved by: Trustee Sours

Seconded by: Trustee Hatfield

Motion passed on a roll call vote:

Sours..... Y	Stephens.....N
Sander..... N	Hatfield.....Y
Krall..... Y	Kuehl.....Y

Attorney Myers will send Personnel Committee rules on compensation time. Board will ask Village employees to start taking compensation time. Water and Street Committee Chairs are to ask that after Village employees' regular hours are worked that overtime is pre-approved.

Motion: To adjourn the meeting.

Moved by: Trustee Stephens

Seconded by: Trustee Sander

Motion passes. Meeting adjourned at 10:24 p .m.

Respectfully submitted,

Deborah Lakamp
Village Clerk
Village of New Berlin, IL