

## REGULAR BOARD MEETING OF THE VILLAGE OF ANGELICA BOARD OF TRUSTEES

MAY 20, 2013

HELD AT THE ANGELICA GRANGE

**BOARD PRESENT-CALL TO ORDER:** Mayor Robin K. Robbins, Trustees: Ryan McKnight, James Young and Dean McKnight - Roger Baker (@7:54pm)

**EMPLOYEES PRESENT:** Karen Herdman, Heath Gordon, Chris Baker, James Ryan, Casey McRae and Kevin Demick

**VISITORS PRESENT:** Don Case, Spencer & Deryle Pinney, Dana Guinnip, Nikki Scholes, Mike & Marika Burke, Paul Gallmann, and Leslie Haggstrom

Mayor Robbins called the regular meeting to order at 7:00pm.

- Trustee R. McKnight motioned to approve the minutes from the organizational and regular meeting held on April 15, 2013 and the Shared Services meeting held on April 16, 2013 as submitted – second Trustee D. McKnight – R. McKnight-Aye, D. McKnight-Aye, Young-Aye, Robbins-Aye – carried.

### EMPLOYEES REPORTS

#### **Chris Baker – Water Department**

- Reported that there is a major water leak in the system – water reservoir dropping – reservoir at 20.7 – requests more help. Pumping 185,000 – 190,000 gallons a day. Recommends the village issue a water restriction until further notice. Trustee Baker will be the liaison for Chris.

#### **Heath Gordon – Electric Department**

- No Hydro reduction for June – need to order pallet racking for storage building.
- Phillips Angelica Forest Products needs to re-conduct – in the past the village has done the labor if company purchases material – estimates job at 80 hours. The board would like the job itemized and then they will review and decide.

#### **Kevin Demick – Streets Department**

- East Main Street paved – will be installing shoulders – project Federal Highway and some CHIPS funds; tractor back from being repaired – will be catching up on mowing at spring/reservoir; did to know what sidewalks board would like replaced this summer – board would like to concentrate on East Main Street; community clean up started.

**Police Department** – Submitted reports for January 2013 – March 2013

**Karen Herdman – Clerk Report** – April 2013 Reports: Balance Sheets; Certified Payroll; E/W Adjustments; Journal Entries; Cash Receipt; May Reports: Operating Statements and Shut Off Register

**James Ryan – FD Report** – Submitted call out report from Feb 7-May 1; new fire pumper in service; applied for a grant for new radios – if granted have to pay 5%; met with a gentleman to put the 1997 pumper and 1990 Chevy Step Van on auction – request that the sale of the equipment be used to purchase a used brush buggy.

**Justice Report – April 2013 – Evans (\$286.50)** – Request police presence at court for a trial on June 25, 2013 @ 9:00am.

### PUBLIC COMMENT

**CONCERN CITIZENS – KIDS IN PARK** – Numerous people were present to request more proactive policing in the park circle and behind the old school. The board will make the Officer in Charge of the police department aware of the issues going on in the park.

### OLD BUSINESS

**UTV LAW** – Trustee Ryan McKnight submitted a copy of the UTV local law from Independence for the board to review.

### NEW BUSINESS

**EMPLOYEE BENEFIT AGREEMENT** – The board tabled.

**RESOLUTION ETHICS POLICY** – Offered by Trustee Young and seconded by Trustee Baker - Approve the Ethics Policy for the Village of Angelica with an exemption for Section 14 – Nepotism item (b) noting that with the retirement of James Brownell nepotism is currently unavoidable due to the limited number of employees in the electric department.

Roll Call Vote: R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye

The mayor therefore declared the resolution duly adopted.

**RESOLUTION UNCOLLECTIBLE ACCOUNTS** – Offered by Trustee R. McKnight and seconded by Trustee D. McKnight - the Angelica Village Board agrees to write off the following uncollectable electric account balances for the fiscal year ending May 31, 2013 (see attached)

Roll Call Vote: R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye

The mayor therefore declared the resolution duly adopted.

**RESOLUTION – BID OUT WATER SYSTEM IMPROVEMENTS** – Offered by Trustee Baker and seconded by Trustee R. McKnight – Authorizing Chatfield Engineers to get bids for the Village of Angelica’s Water System Improvements – contingent upon receipt of permits and approvals.

Roll Call Vote: R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye

The mayor therefore declared the resolution duly adopted.

**RESOLUTION – 2013-2014 TAX WARRANT** – Offered by Trustee R. McKnight and seconded by Trustee Young – Authorize the Mayor and Clerk-Treasurer to sign the 2013-2014 Tax Warrant (see attached)

Roll Call Vote: R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye

The mayor therefore declared the resolution duly adopted.

**SHARED SERVICE AGREEMENT** – Trustee Young motioned to authorize the Mayor to sign the 2013 Shared Service Agreement – second Trustee D. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye –carried.

**CONTRACT OUTSOURCE RECEIVABLES MANAGEMENT, INC.** – Trustee Young motioned to contract with Outsource Receivables Management, Inc. to provide collection services for delinquent electric accounts and set up credit cards as a form of payment online through our website with the customer paying the fee – second Trustee Baker – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

**JULY BOARD MEETING DATE** – Trustee Baker motioned to move the July 2013 board meeting to Tuesday, July 16, 2013 at 7:00pm at the Angelica Grange – second Trustee D. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

**APPOINT POLICE OFFICER IN CHARGE** – Trustee Baker motioned to approve the Mayor’s appointment of Matthew Heller as P.D. Officer in Charge effective immediately at a starting pay of \$14.00 per hour – second Trustee D. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-aye – carried.

**CRUISE NIGHTS 2013** – Trustee R. McKnight motioned to close Main Street from the Library to the Park Circle for cruise nights – June 27<sup>th</sup>, July 25<sup>th</sup> & August 22<sup>nd</sup> – second Trustee Young – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

**HMEO APPLICATIONS** – Applications were given to Street Supervisor, Kevin Demick – applicants will be selected and interviews scheduled.

**EXECUTIVE SESSION – PERSONNEL** – Trustee Young motioned to enter executive session for personnel issues at 9:20pm – second Trustee D. McKnight - R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

Trustee Young motioned to exit executive session at 9:55pm – second Trustee Baker - R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

## **CORRESPONDENCES**

### **CLAIMS**

Trustee R. McKnight motioned to approve the **general fund** claims in the amount of **\$19,283.89** – second Trustee D. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight, Robbins-Aye – carried.

Trustee Young motioned to approve the **electric fund** claims in the amount of **\$57,276.89** – second Trustee R. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

Trustee R. McKnight motioned to approve the **water fund** claims in the amount of **\$13,384.62** - second Trustee D. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

Trustee Baker motioned to approve the **water project fund** claims in the amount of **\$3,791.60** – second Trustee R. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

With no further business to discuss Trustee D. McKnight motioned to adjourn at 10:06pm – second Trustee R. McKnight – R. McKnight-Aye, Baker-Aye, Young-Aye, D. McKnight-Aye, Robbins-Aye – carried.

Respectfully Submitted,

Karen E. Herdman  
Clerk-Treasurer