

Rantoul Village Board of Trustees
Regular Study Session
August 7, 2007

Order of Business

Board Packet Page(s)

- 1. Call to Order – Mayor Williams**
Roll Call
- 2. Public Participation**
Citizens wishing to address the Village Board with respect to any pending item of business listed upon the agenda or any matter not appearing on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Public comments will be limited to three minutes for each speaker.
- 3. Items from the Mayor**
 - A) Appointment of Warren Manley to the Citizens Advisory Board 10
- 4. Items from Trustees**
- 5. Items from the Clerk**
 - A) Adoption of Village Freedom of Information Act Policy 17-18, 19-29
 - B) Presentation of Any Addendum Items for the Agenda
- 6. Monthly Department Reports**
- 7. Items from the Administrator**
 - A) Resolution No. 8-07-1039, A RESOLUTION ACKNOWLEDGING DELIVERY OF CERTAIN QUIT CLAIM DEEDS FROM THE UNITED STATES AND AUTHORIZING THE ACCEPTANCE THEREOF
- 8. Items for the Consent Agenda**
Items placed upon the Consent Agenda for the Regular Board Meeting are considered by the Board of Trustees to be routine and non-controversial in nature, and are to be enacted by a single motion and subsequent roll call vote.
 - A) Approval of Minutes, Regular Study Session, July 3, 2007 1-5
 - B) Approval of Minutes, Regular Board Meeting, July 10, 2007 6-9
 - C) Approval of Minutes, Special Board Meeting, August 7, 2007
- 9. Items from the Fire Department**
 - A) Purchase of New Boiler for Station No. 1 11-13

10. Items from Public Works

- | | |
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| A) Street Name Change – Hobson Drive | 14-16 |
| B) Municipal Wholesale Waste Water Rates | 30-36 |

11. Items from the Police Department

- | | |
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| A) School Liaison Officer Contract – Rantoul City Schools | 37-45 |
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12. Items from Counsel

13. Adjournment

**Next Meeting Date:
Regular Monthly Meeting, August 14, 2007**

The Rantoul Village Board of Trustees meets in Study Session on the first Tuesday of each month at 6:15pm and in Regular Session on the second Tuesday of each month at 6:15pm. Unless otherwise noted, all proceedings are held in the Louis B. Schelling Memorial Board Room of the Rantoul Municipal Building, 333 S. Tanner Street, Rantoul, Illinois.

Statement Regarding the Americans with Disabilities Act (ADA)

The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons with hearing difficulties may obtain auxiliary hearing aids available at each meeting upon request. Persons requiring additional assistance regarding accessibility issues should contact the Village Administrator's office at (217) 893-1661, x. 202. TTY users should call the Illinois Relay Center at 1-800-526-0844.

Citizens may visit our website at www.village.rantoul.il.us to view live and archived video of all Village Board meetings. Citizens may also download complete Board packets containing information on all ordinances, resolutions and departmental requests under consideration by the Village Board each month.

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
JULY 3, 2007**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:15 P.M., President Neal Williams presiding. President Williams called the proceeding to order at 6:15 P.M.

Roll Call

The Clerk called the roll, finding the following members physically present:

President Neal Williams, and Trustees Herman Fogal, Clifford White, Margurette Carter, Joe Bolser, Charles Smith, and Jim Stubblefield – 7.

The following representatives of Village departments were also present:

David Johnston, Administrator; Paul Farber, Police Chief; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; Greg Hazel, Public Works Director; Pete Passarelli, Assistant Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Clerk Jeremy Reale.

Items from Trustees

(A) Trustee Bolser stated that he had received numerous complaints from residents along North Sheldon Avenue about the recurring problem of speeding traffic in that area. Given the proximity to Northview and St. Malachy Schools, he noted that many residents were concerned about the safety of children walking in the mornings and late afternoons. He suggested that the Village might consider reducing the speed limit on North Sheldon, between Grove Avenue and Clark Street. Chief Farber responded that the Police Department would monitor traffic in that area to determine the most appropriate course of action.

(B) Trustee Bolser further mentioned receiving complaints from merchants in the downtown area about individuals loitering in the sidewalk areas, particularly along Garrard Avenue. Chief Farber acknowledged that the department had noticed frequent gatherings of individuals outside of some of the downtown storefronts; however, it was unlikely that these gatherings constituted any violation of law at this point. He assured Trustee Bolser that the department would continue to monitor this situation.

Items from the Clerk

(A) The Clerk reminded the Board that the Village is required to conduct a semi-annual review of its closed session records to determine whether any of the records may be appropriate for public disclosure. He stated that he would review these records with Mr. Beth and would prepare a recommendation for Board action prior to the Regular Meeting.

Monthly Department Reports

1) *Comptroller*

Mr. Brandon reported that the Village was presently undergoing its annual audit, with no major issues or problems yet identified. The annual report is forthcoming and will require approval prior to its being sent to the Government Finance Officers Association (GFOA) in September. Mr. Brandon also stated that staff was working with officials from the Village of Thomasboro on developing a proposal for waste water service rates. Consultant Mark Beauchamp has completed a rate study to be reviewed by the Thomasboro Village Board. He anticipated that a final agreement for a two or three year rate structure would be reached sometime during the next month.

2) *Inspection*

Mr. Culkin reported that the department was in the process of verifying and recording information from the rental property and owner-occupied property registration forms thus far received. He added that interviews were currently underway for the newly-created rental property inspector position. Finally, he stated that Wal-Mart had been issued a conditional certificate of occupancy for the new supercenter facility. He stated that this certificate would allow Wal-Mart staff to begin to set up the interior equipment for the store in advance of its formal opening.

3) *Community Development*

Mr. Loschen stated that the environmental review report had been submitted to the U.S. Department of Housing and Urban Development (HUD). He added that a draft of the department's annual performance report was now complete, with copies available for viewing either in his office or at the Rantoul Public Library. The public comment period for the annual report is set to begin on Friday, July 6, 2007. Mr. Loschen also announced that the Illinois Migrant Council would be hosting its 3rd Annual community harvest festival on July 6, 2007 from 12:00 to 5:00 P.M.

4) *Public Works*

Mr. Hazel reported that work was being completed on the claricone portion of the water treatment plant reconstruction project. He also stated that the Village of Rantoul has been presented with an opportunity to participate in a pre-paid natural gas purchasing program. This program would secure a long-term commitment from the Village and other municipalities to purchase gas below the market price. He stated that he would present the Board with more information about this program at a later date.

5) *Recreation*

Mr. Thomas announced that the roof replacement project at the Recreation Department Building had been completed the previous Friday. He also reported that the Village would be hosting a regional softball tournament and an AAU basketball tournament at the Forum Fitness Center during the upcoming weekend. Mr. Thomas also stated that the Village would be offering free passes to the Forum and the aquatic center to local active military service members when they return home on leave.

6) *Fire*

Chief Waters reported that the department was continuing its annual hose and pump testing. The department would also be busy during the community's Fourth of July events, with several trucks participating in the annual parade and firefighters on hand to assist in the fireworks show. He also reported that the department would begin testing of applicants to develop a pool for hiring new firefighters.

7) *Aviation*

Mr. Clayton reported monthly sales of 2,242 gallons of fuel at the airport. He also stated that the airport would be serving as a base for local cropdusting activity during the upcoming weeks. He reminded the Board of the upcoming "Dash for Cash" motorcycle event, stating that he was working with the Police Department to address potential safety issues and establish appropriate procedures for the event.

8) *Police*

Chief Farber announced that Officer Terry Flick had left the department due to disability as of Wednesday June 27, 2007. He expressed appreciation to Officer Flick for his 14 years of service to the Village of Rantoul and added that the department was in the process of obtaining a replacement officer. He then introduced Officer Kevin Kaiser to report on the status of the school resource officer (SRO) contract with the Rantoul City Schools. Officer Kaiser stated that the previous SRO contract had expired May 31, 2007 and that the two sides were currently working on developing a multi-year agreement for SRO services through 2011. He added that the Rantoul City Schools Board of Education would be meeting on July 12, 2007 to consider a tentative SRO agreement. Upon RCS approval, the agreement would then be submitted to the Rantoul Village Board for consideration during its August meeting.

9) *Economic Development*

Mr. Bruce reported that staff had met with the Rantoul-Chanute National Aviation Center Redevelopment Commission to discuss the development of the former 800 Area, now called the Century Gateway Industrial Park. He stated that the Commission will be issuing an RFQ for plans for the industrial development of this area in the southern portion of the former base.

Items from Administrator

(A) Mr. Johnston further discussed the potential development of the Century Gateway Industrial Park. He noted that the Redevelopment Commission was using the Village's comprehensive land use plan to devise strategies for marketing and developing this property. He cited this as a demonstration of how the Commission is using the Village's own policies and visions in its redevelopment efforts.

(B) Mr. Johnston reported on the status of the environmental audit of the airport property. He stated that the audit was completed, had been accepted by both the FAA and IDOT, and that the freeze on airport grant funds had been lifted. Village officials will be meeting with IDOT officials to discuss necessary safety improvements to be made.

(C) Mr. Johnston announced that the Village had received notification that Collins & Aikman would be closing all three of its Rantoul plants and would begin the process of laying-off its employees. He stressed that staff would be working to identify potential ways in which the Village can help to mitigate the effects of this economic blow to the residents and families affected by the Collins & Aikman closures. He stated that the Illinois Department of Commerce and Economic Opportunity (DCEO) and other state officials had been contacted to arrange assistance programs for displaced workers.

(D) Mr. Johnston reported that bids had been opened on June 28, 2007 for the replacement of the front doors at the Cingular Building. Bacon & Van Buskirk had been the lone bidder for the project, with a bid of \$16,610. He stated that, upon review, staff was recommending awarding the bid to Bacon & Van Buskirk. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from Public Works

(A) Mr. Hazel reported that the Village had advertised bids for the purchase and replacement of the north chiller unit at the Cingular Building, soliciting pricing for either two 75-ton units or a single 150-ton unit. Bids had been received on July 3, 2007, with the apparent low bid being submitted by Hunzeker Trane from Peoria. However, he stated that the selection of the appropriate unit will be based not only on the purchase price, but also on the operational costs of the unit. The determination of life cycle cost between the two options was currently underway by the engineers, with a final recommendation expected by July 6, 2007. After an appropriate unit has been selected, the engineer will design a plan for the physical installation of the unit and the Village will then begin advertising for the installation labor. The lead time for delivery of the unit would be approximately eight weeks. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Mr. Hazel reported that the Village had advertised bids for the potential purchase of a new 500kva pad-mount transformer for an irrigation system located south of Brookhill Golf Course. Bids were due to be opened on July 6, 2007. He stated that the possibility existed that bids may fall below the \$10,000 threshold required for Board approval, in which case no official Board action would be required. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting, contingent upon the bids received being for an amount beyond the threshold for administrative approval.

Items from the Comptroller

(A) Mr. Brandon presented a proposed budget amendment to earmark \$20,000 in TIF funds for the purchase of skate park equipment and site improvements for the development of a skate park at Wabash Park. In response to a request for a total project cost breakdown from Trustee White, Mr. Thomas reported that the Rantoul Park Board had agreed to the Wabash location. The Park Board was currently advertising for bids for the recoating of the tennis courts on the site and the Village has committed to filling the surface cracks in-house. However, he reported that no specific figures were available at the present time.

Trustee White questioned the use of TIF funds for this project. Mr. Brandon responded that staff was proposing using TIF funds because the project met the eligibility guidelines and because funds from the corporate reserve had already been earmarked for much costlier projects (including the Recreation Building roof replacement and the Village's obligations under its cost-sharing agreement with Wal-Mart for road construction on Broadmeadow. Trustee White then requested information on the legal guidelines for the use of TIF funds. Mr. Beth agreed to provide him with this information.

Items from the Fire Department

(A) Chief Waters presented a request for the award of bid for the replacement of the roof at Station No. 1, located at 101 E. Grove Avenue. He reported that the existing roof is now twenty years old, though its original life expectancy had only been fifteen years. This roof has been patched twice in the past three years and is again leaking on the lower level. While the project had been budgeted at \$25,000, Chief Waters stated that the bids received were substantially higher than the original estimate, due to increases in labor wages, material and fuel costs. The apparent low bidder was Advanced Wayne Cain & Sons, with a bid of \$47,740.

Due to the disparity between budgeted expenses and the actual bids received, Chief Waters proposed two options for the Board's consideration. First, the department could defer its budgeted boiler replacement project and use \$12,740 from corporate reserves to cover the remaining costs of the roof replacement. Alternatively, the Village could transfer \$22,740 from corporate reserves to cover the additional costs of the roof replacement without deferring the boiler project.

During its discussion, the consensus of the Board members was that the full amount of \$22,740 should be transferred from corporate reserves to cover the balance of the roof replacement project, so that both projects could proceed as scheduled. Chief Waters added that bids for the boiler project would be brought to the Board for consideration in August. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Chief Waters presented a request to waive the bidding procedures and authorize the purchase of two Hurst ML-4G-SI Mini Mate Simo Power units through 5 Alarm Fire and Safety Equipment, LLC, for the amount of \$11,726. He reported that the purchase of these two units would complete the department's two-year process of updating all of its Hurst extrication equipment and that these pumps would be replacing 20-30 year old, less powerful pumps. The pumps are priced at \$6,762 each, with an expected \$2,100 to be credited toward the purchase from the trade-in of the Village's old units. He noted that 5 Alarm Co. is the only Hurst authorized dealership in this area. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from the Police Department

(A) Chief Farber presented a proposal for the purchase of a 2007 Chevrolet Impala police administrative vehicle and a 2005 Chevrolet Tahoe police vehicle from Miles Chevrolet through the state bid process. The total cost for both vehicle packages would be \$41,102. He stated that the 2007 Impala would be purchased for use as the chief's vehicle, replacing the current 2001 Impala. Chief Farber added that the 2001 Impala was presently in good condition with approximately 50,000 miles of usage, and would be rotated into use by the Investigations division. The new Tahoe would be used as a K9 vehicle for the department's new police dog. He added that an outside group was purchasing this second dog for the department as it plans ahead for the retirement of its current five-year-old canine. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Adjournment

There being no further business to come before the Board, President Williams declared the proceeding adjourned.

MEETING ADJOURNED AT 7:00 P.M.

Respectfully submitted,

Jeremy A. Reale
Clerk of the Village of Rantoul

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR BOARD MEETING
JULY 10, 2007**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Meeting of the Board of Trustees of the Village of Rantoul was held at 6:15 P.M., President Neal Williams presiding. President Williams called the meeting to order.

Invocation & Pledge of Allegiance

Rev. Jeffray Greene, American Lutheran Church, opened the meeting with a prayer. Following the invocation, Trustee Margurette Carter led the audience in recitation of the Pledge of Allegiance.

Roll Call

The Clerk called the roll, finding the following members physically present:

President Neal Williams; and Trustees Herman Fogal, Clifford White, Margurette Carter, Joe Bolser, Charles Smith, and James Stubblefield – 7.

The following representatives of Village departments were also present:

David Johnston, Administrator; Paul Farber, Police Chief; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; Janet Gray, Executive Assistant; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; Larry Madalon, Human Resources; Greg Hazel, Public Works Director; Mike Loschen, Community Development; and Clerk Jeremy Reale.

Approval of Agenda

Trustee Carter moved to approve the agenda for the meeting, as presented. Trustee White seconded the motion. Motion carried, all present voting “aye”.

Special Presentation

Ms. Gina Stierwalt, Muscular Dystrophy Association (MDA), addressed the Board to express the organization’s appreciation to the Village of Rantoul and the Rantoul Fire Department for their continued support of the “Fill-the-Boot” fundraising campaign. She announced that the efforts of our community firefighters had been responsible for raising approximately \$15,000 over the course of the last three years. On behalf of the MDA, Ms. Stierwalt presented a plaque to Steve Johnson, RFD Coordinator for the “Fill-the-Boot” program.

Administrator Report

Mr. Johnston reported that the Village had been contacted by three area employers, each having one available job opening for a displaced Collins & Aikman employee. He added that the Village and the Rantoul Area Chamber of Commerce were working with regional businesses to organize a community job fair for early August. Mr. Johnston reaffirmed the Village’s commitment to assisting its residents in finding employment opportunities during these difficult times.

Semi-Annual Review of Closed Session Records

Following the mandated review of closed session records, the Clerk reported the recommendation of legal counsel that no records be authorized for public disclosure at the present time. He added that the Board would again review these records in January 2008. Following the review, Trustee Fogal moved that no confidential Village Board closed session records be authorized for release. Trustee White seconded the motion.

The Clerk called the roll:

YEAS: Fogal, White, Carter, Bolser, Smith, and Stubblefield – 6.

NAYS: None – 0.

ABSENT: None- 0.

The motion carried by roll call vote.

Approval of Bills

Following a review of the monthly bills, Trustee White moved to authorize payment of the bills. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: White, Carter, Bolser, Smith, Stubblefield, and Fogal – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

A. Consent Agenda

Approval of Consent Agenda Items by Omnibus Vote

- A. Approval of Minutes, Regular Study Session, June 5, 2007
- B. Approval of Minutes, Regular Board Meeting, June 12, 2007
- C. Approval of Minutes, Special Board Meeting, June 26, 2007

Trustee White moved to approve the Consent Agenda items, as presented, by omnibus vote. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: White, Carter, Bolser, Smith, Stubblefield, and Fogal – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote. Items A through C, as outlined on the Consent Agenda, were approved by roll call vote under the Omnibus Vote Designation.

B. Consideration of Bids, Contracts & Other Items of Expenditure

Trustee Fogal moved to authorize the purchase of a 150-ton McQuay Chiller unit through Thermosystems, Inc., for the amount of \$73,686. Trustee Bolser seconded the motion.

The Clerk called the roll:

YEAS: Fogal, White, Carter, Bolser, Smith, and Stubblefield – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

Trustee Carter moved to authorize the award of bid for the replacement of roof at Fire Station No. 1 to Advanced Wayne Cain & Sons, in the amount of \$47,740. Trustee White seconded the motion.

The Clerk called the roll:

YEAS: Carter, Bolser, Smith, Stubblefield, Fogal, and White – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

Trustee Smith moved to authorize the purchase of a 500kva pad-mount transformer from Jerry's Electric, for the amount of \$11,800. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: Smith, Stubblefield, Fogal, Carter, and Bolser – 5.

NAYS: White – 1.

ABSENT: None – 0.

The motion carried by roll call vote.

Trustee Bolser moved to authorize the award of bid for the replacement of doors at the Cingular Building to Bacon & Van Buskirk, in the amount of \$16,610. Trustee Smith seconded the motion.

The Clerk called the roll:

YEAS: Bolser, Smith, Stubblefield, Fogal, White, and Carter – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

Trustee Carter moved to waive the bidding procedures and authorize the purchase of two Hurst ML-4G-SI Mini Mate Simo Power Units from 5 Alarm Fire and Safety Equipment, LLC, for the amount of \$11,726. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: Carter, Bolser, Smith, Stubblefield, Fogal, and White – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

Trustee Smith moved to authorize the purchase through state bid of a 2007 Chevrolet Impala police administrative package and a 2005 Chevrolet Tahoe police package from Miles Chevrolet, for the total amount of \$41,102. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: Smith, Stubblefield, Fogal, White, Carter, and Bolser – 6.

NAYS: None – 0.

ABSENT: None – 0.

The motion carried by roll call vote.

C. Consideration of Ordinances & Resolutions

Ordinance No. 2104

AN ORDINANCE REVISING THE ANNUAL BUDGET (TIF and General Revenue Funds)

Trustee Smith moved to pass Ordinance No. 2104. Trustee Fogal seconded the motion.

The Clerk called the roll:

YEAS: Smith, Fogal, Carter, and Bolser – 4.

NAYS: Stubblefield and White – 2.

ABSENT: None – 0.

The motion carried by roll call vote.

D. New Business

There were no members expressing an interest in discussing any items of new business.

E. Announcements

Trustee Bolser thanked President Williams, the Village Board, Mr. Johnston, Mr. Reale, and Village staff for their assistance in making the community's Fourth of July program a successful event. He also thanked the many members of the Chamber of Commerce who had volunteered their time and efforts as well.

Mr. Johnston reported that he had been contacted by Superintendent Trankina from the Rantoul City Schools regarding a potential cooperative project between the Village and the school district to improve access to Pleasant Acres School by linking Harper Drive to Perimeter Road. He noted that the extension of Harper Drive had been identified by Village officials as a goal for long-range planning. To achieve that end, the Village had already acquired and demolished three housing units in the area of Harper and Keesler Drives. Mr. Johnston cited this project as another example of cooperation between the local governing bodies.

Trustee White expressed a desire to clarify his intentions in casting a vote against the budget amendments provided for by Ordinance No. 2104. He stated that he had opposed the motion because he felt that using TIF funds for the purchase of skateboard park equipment was not a proper use of those funds. However, he continues to support the overall merits of both projects covered by the budget amendments (the skateboard park and the roof replacement at Fire Station No. 1).

The Clerk announced that the State of Illinois would be hosting the annual convention for the International Institute of Municipal Clerks (IIMC) in 2009. To raise funds for this event, the Municipal Clerks of Illinois would be conducting sales of NFL "Football Mania" game tickets through the end of August. He stated that anyone interested in purchasing a ticket could do so by contacting either Ms. Gray or him.

F. Adjournment

There being no further business to come before the Board, Trustee Fogal moved to adjourn the meeting. Trustee White seconded the motion. Motion carried viva voce vote.

MEETING ADJOURNED AT 6:40 P.M.

Jeremy A. Reale
Clerk of the Village of Rantoul

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE
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ITEM: Citizen's Advisory Board	DEPARTMENT: Mayor
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: July 27, 2007
SUMMARY HIGHLIGHTS:	
<p>The Citizens Advisory Committee has had a vacancy for some time. Warren Manley has expressed an interest to serve on that board to complete the vacant term that expires in 2009. Warren is a long-term local businessmen and I believe he will be an asset to this Committee.</p>	
RECOMMENDED ACTION: Approve appointment of Warren Manley to the Citizen's Advisory Committee	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR
AGENDA PAGE NUMBER:	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM PAGE OF

ITEM: Purchase new boiler for Station 1	DEPARTMENT: Fire
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: July 25, 2007
SUMMARY HIGHLIGHTS:	
<p>The Rantoul Fire Department needs to replace the boiler at station 1. The boiler is currently the original boiler installed in 1973 when the station was built. The efficiency of this boiler is quite low and we have had some problems with the boiler. The flue size is also a problem (it is too small for the items exhausted into it) which would need to be updated when the boiler is installed. The site visit was on July 12, 2007. The apparent low bidder was Comfort Mechanical Services, Inc. of Urbana, IL.</p> <p>We have \$10,000 budgeted under Capital Expenditures and would take \$2,687 from our Maintenance Fund to cover the project.</p>	
RECOMMENDED ACTION: Approve purchase and installation of new boiler at Station 1	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR
AGENDA PAGE NUMBER:	

VILLAGE OF RANTOUL BID OPENING FOR HOT WATER BOILER

BID OPENING TABULATION SUMMARY

PROJECT: HOT WATER BOILER

SOLICITATION #: VRNTL-08-B-0007

BID OPENING DATE: 10:00 A.M JULY 18, 2007

VENDOR	BID AMOUNT	<u>LOCAL VENDOR PREFERENCE</u> 1. CITY: RANTOUL 2. COUNTY: CHAMPAIGN 3. STATE: ILLINOIS
Comfort Mechanical	\$12,897.00	
McWilliams Mechanical	\$15,500.00	


VILLAGE OF RANTOUL BID OPENING FOR HOT WATER BOILER

<u>ATTENDEE</u>	<u>TITLE</u>	<u>COMPANY</u>
1. <u>Danny Roy</u>	<u>PM</u>	<u>Comfort Mechanical</u>
2. <u>Cedric Thomas</u>	<u>Purchasing Manager</u>	<u>Village of Rantoul</u>
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE ___ OF ___

ITEM: Hobson Dr. Street Name Change	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: July 24, 2007
SUMMARY HIGHLIGHTS: During the renovation of the Maplewood Apartment Complex on North Maplweood Drive, the owners of the renamed complex of Parkview Rentals along with the owners of Abbott Acres have requested that the existing street name of Hobson Drive be changed to "Community Drive". Such a change requires Village Board approval. The major impact associated with the name change is that each individual address change will require the proper notification to the US Postal Service, State of Illinois offices (driver's license, etc.) and county records, etc.	
RECOMMENDED ACTION: Authorize changing Hobson Drive to Community Drive.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	



N. MAPLEWOOD DRIVE

CRANE

HOGSCOCK DR. NAME CHANGE TO COMMUNITY DRIVE II

N. MAPLEWOOD DRIVE

Apartment complex

Facility became known for its bad conditions

By DAVE HINTON
Rantoul Press editor

Maplewood Apartments was becoming a ghost town.

Of the 128 apartments, 100 were vacant — too rundown to be occupied.

But there's a new sheriff — er, owner — in town, and he's cleaning the place up. It has many of the tenants of the North Maplewood Drive complex excited.

He's Mike Kozlowski. He and staff are making changes aplenty, switching the name to Parkview Rentals as well as refurbishing the living quarters and grounds. There's even a new name for the street that runs through Parkview Rentals.

"Everybody's amazed," Kozlowski said last week. "They're sitting outside in their lawn chairs and saying, 'We haven't seen this in eight years.'"

Kozlowski, owner of Parkview Space Rentals, Aurora, recently bought the property from Knudson Management of Iowa.

Knudson let the apartment complex go to seed, the new owner said.

It became so bad that most of the apartments weren't fit for human habitation.

Cheryl Milligan has lived at the complex for 21 years. (The apartments were built in 1968.) She is noticeably happy with the changes.

"I just saw the properties go downhill," she said. "The owners didn't fix anything up.

"This, I think, gives everyone a different attitude. It makes you feel so good."

getting makeover

STARTED IN THE FALL

Kozlowski has been in the apartment business for 19 years. He saw on the Internet that the North Maplewood complex was for sale and began efforts to buy the property in November.

"It was priced really cheap," he said. "That's what I do is buy problem properties, usually community projects that everyone knows, 'This is a crazy part of town.' I buy those properties and turn them around."

This marks the fourth — and the largest — reclamation

project he has undertaken.

Kozlowski hired about 15 area residents and brought another 15 from the Aurora area to clean up and spruce up the grounds and apartments. He expects the work to be finished around Halloween.

Work includes trimming trees, planting flowers, installing picnic benches and barbecue grills so the tenants can enjoy the 15-acre property and making the apartments livable again.

"We're going to bring them up to code so they're clean and bug free," Kozlowski said.

"They won't be luxury apartments ... but they will be well-maintained. We have the cheapest rents in town."

It's not just the tenants who welcome the change. Village officials do as well.

"It appears to be very promising," said Mayor Neal Williams. "He's taking an area that's been a concern, and we hope he's able to turn it around. He seems very energetic, has a plan and seems to

know what he's doing."

Williams said the image change effort went one step further with the idea to even change the name of the street that runs through the complex.

Kozlowski huddled with Matt Abbott, who owns Abbott Acres, east of Parkview Rentals, and came up with "Community Drive" as the new street name. It has been known as Harmon Drive.

WELCOME CHANGE

Police Chief Paul Farber also welcomes the change in ownership.

"We're very happy to have Mike in the community," he said. "I think he's going to do a fantastic job. He has a sincere desire to enhance (the property)."

Parkview Rentals will employ three persons in the office, and tenants can contact the maintenance department 24 hours a day.

Kozlowski intends to group the apartments into three theme sections. One includes a section for people age 50 and

older. Another will be a special-needs area — for the blind, deaf, physically disabled and mildly mentally disabled who might want to share an apartment and, thus, help one another.

The third group is for what might be termed the general population — for everyone not covered in the first two groups.

That's not to say that persons in the first two groups have to live in the special designated areas. They may choose to live in the "general population" area as well.

Kozlowski said the apartment complex will also be pet-

friendly. Persons will be allowed to keep animals there.

In an effort to keep undesirables out, Parkview Rentals will run criminal background checks on all prospective tenants.

"We don't do credit checks," Kozlowski said, "but we do do a strong criminal check, and we visit where you live to determine that you're clean and responsible."

The apartment complex office telephone number is 217-892-2600. The office is open from 9 a.m. to 6 p.m. Monday through Friday and 10 a.m. to 3 p.m. on Saturday.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

1

OF

1

ITEM: Adoption of Village Freedom of Information (FOI) Policy	DEPARTMENT: Village Clerk
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: () ORDINANCE () RESOLUTION () OTHER (See Summary) () SUPPORTING DOCUMENTS	DATE: 27-Jul-07
SUMMARY HIGHLIGHTS:	
<p>Under the provisions of the Illinois Freedom of Information Act (5 ILCS 140/3 (g)), each public body "may promulgate rules and regulations in conformity with the provisions [of the Act] pertaining to the availability of records and procedures to be followed" in obtaining access to public records. These local policies and procedures would typically include the following information:</p> <ul style="list-style-type: none"> a) The time(s) and place(s) where such records will be made available for inspection and/or copying; b) The person(s) from whom such records may be obtained; c) The local fee schedule for copying of public documents. <p>The Village is also required under 5 ILCS 140/4 to maintain a FOIA public service manual at its principal offices. This document would include: the aforementioned local policies and procedural guidelines; a description of the public body and a summary of its purpose; a block diagram of its departmental subdivisions; the total amount of its operating budget; number and location of all separate Village offices and facilities; approximate number of employees; listing of the membership of all Village boards, committees, and commissions; and a current list of all types and categories of public records maintained by the Village. As of April 2007, the Village of Rantoul has published its first such FOIA manual, which is available in my office (Municipal Building Room 102).</p>	
((Continued))	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR
AGENDA PAGE NUMBER:	


**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

1

OF

1

ITEM: Adoption of Village Freedom of Information (FOI) Policy (continued)	DEPARTMENT: Village Clerk
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 27-Jul-07
SUMMARY HIGHLIGHTS:	
<p>At this point, the final step in completing our FOIA compliance update is the formal approval of a set of local policy and procedural guidelines to manage our Freedom of Information processes. In 2005, I had authored a draft local FOIA policy so that the Village of Rantoul would at the least have some type of written procedures to assist citizens in understanding the proper process for obtaining access to our public records. While we have been operating from this draft policy for the last two years, it would really be more proper for the Village Board to formally adopt an FOIA policy for Rantoul.</p> <p>I am currently in the process of finalizing a formal FOIA policy proposal for the Board's consideration in August. The proposal will be made available to the trustees prior to the August 7th Study Session.</p>	
RECOMMENDED ACTION: Approve Ordinance adopting a set of Freedom of Information policies and procedures for the Village of Rantoul.	
DEPARTMENT HEAD APPROVAL 	VILLAGE ADMINISTRATOR
AGENDA PAGE NUMBER:	


**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

1

OF

1

ITEM: Adoption of Village Freedom of Information (FOI) Policy	DEPARTMENT: Village Clerk
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 2-Aug-07
SUMMARY HIGHLIGHTS:	
<p>As discussed previously, the following set of local FOIA policies and administrative procedures have been drafted for the Board's consideration.</p> <p>While the general compliance requirements of each public body are dictated within the terms of the Act itself and cannot be changed, these proposed rules are designed to spell out the specific processes through which the Village of Rantoul will meet these requirements. This policy includes a description of the following:</p> <ul style="list-style-type: none"> a) where, when, and how a citizen may present a request for public records; b) the local fee schedule for copying of documents and other public records; c) the statutory guidelines for the Village's response to FOIA requests; d) how a citizen may properly appeal the denial of a FOIA request; e) the internal administrative procedures to be used by Village staff in receiving, processing, and responding to requests for information 	
RECOMMENDED ACTION: Approve Ordinance adopting the set of Freedom of Information policies and procedures for the Village of Rantoul.	
DEPARTMENT HEAD APPROVAL 	VILLAGE ADMINISTRATOR
AGENDA PAGE NUMBER:	

Village of Rantoul
Request for Inspection or Copying of Public Records
Rules & Regulations in Accordance with the Freedom of Information Act
(5 ILCS 140 et. seq.)

I. Introduction

The Illinois Freedom of Information Act (5 ILCS 140 et. seq.), as supplemented and amended since its effective date of July 1, 1984, requires all public bodies in the state to make non-exempt public records available for inspection and copying. The Village of Rantoul not only strives to comply with this law, but also fully endorses the fundamental concept that all persons are entitled to full, accurate, and complete information regarding the affairs of the Village and the official acts and policies adopted by Village officials and public employees. The Village of Rantoul recognizes that its desire for the active and informed participation of its citizens in the public policy process necessitates as full and as free an access to this information as possible. In determining the parameters of public access to information, the Village of Rantoul also understands its obligations to protect legitimate privacy interests and maintain the efficiency of its administrative operations. The following rules and regulations have thus been established by the Village, in accordance with the Freedom of Information Act, pertaining to the availability of public records and the proper procedures to be followed in obtaining access to such records.

II. Procedures for the Request of Inspection or Copying of Records

Requests for the inspection and copying of non-exempt public records pursuant to FOIA may be made in person at the office of the Village Clerk, Room 202, Rantoul Municipal Building, 333 S. Tanner Street, Rantoul, Illinois, Mondays through Fridays, between the hours of 8:00 A.M. and 4:30 P.M., except on holidays. Requests for the inspection and copying of Village Police Department records may be made in person at the Rantoul Police Department, 109 E. Grove Avenue, Rantoul, IL.

The Village of Rantoul shall also accept FOIA requests received via facsimile (217-892-4794), electronic mail, and through the United States mail. The Village is only responsible for responding to requests that it actually receives and is not responsible for transmission or delivery errors for FOIA requests that are submitted through these alternative means. Any requests received by the Village after normal business hours shall be considered received on the following business day.

All requests for public records must be made in writing, preferably upon a Village of Rantoul Freedom of Information Request Form, available from the office of the Village Clerk. If a requesting party is unable to obtain one of these forms, the Village will accept any legible written request, provided that such written request is clearly and concisely stated and contains the name, address, and telephone number of the requestor.

To ensure that each FOIA request is acted upon in a complete and timely fashion, the requestor should ensure that the public record being sought is clearly identified in his/her request. Requestors should provide as much

known information about the requested record as possible (e.g. type of record, approximate date of record, department where record may be located, etc.). The request should indicate whether the records are to be inspected, copied, and/or certified. The Village of Rantoul is not obligated to respond to requests that are overly broad or that would place an undue burden upon its operations.

III. Fee Schedule

Pursuant to 5 ILCS 140/6, the Village of Rantoul is given the authority to charge reasonable fees for the duplication and/or certification of public records produced in compliance with FOIA requests. The Village Clerk is given the authority to grant a waiver or reduction of fees for copying records if the requestor's stated purpose is to obtain information regarding the health, safety, and welfare of the general public and is not for the principal purpose of personal or commercial benefit. In determining the amount of any such waiver or fee reduction, the Village will also consider the number of records requested and the actual costs of copying.

Unless otherwise waived, copying fees must be paid in advance of the records being made available to the requestor. Fees are as follows:

8 1/2" x 11" documents:	\$0.20/page
8 1/2" x 14" documents:	\$0.20/page
11" x 14" documents:	\$0.20/page
Audio Tape:	\$5.00/unit
Compact Disc:	\$5.00/unit
Microfilm:	\$1.00/page
Certification:	\$2.00/document

For each request, citizens shall be furnished with the first five (5) pages of each record at no charge.

Fees to copy blueprints, oversized documents, pamphlets, manuals and any other records which are to be copied by an outside service shall be based on the actual costs incurred by the Village. Information regarding these fees will be provided to the requestor before copying. Additional fees for accident records may apply, as allowable by law.

IV. Village Response to Requests for Inspection or Copying of Records

In accordance with the law, the Village of Rantoul will respond to all requests within seven (7) working days of receipt. The Village must respond in one of the following methods:

A. Approval of Request

If the requested records are available and determined to be non-exempt, the Village will advise the requestor of the documents which are available and the cost to copy the records.

If the requestor has asked to inspect the documents, the Village will provide the requestor with notice of a time and location in which the records will be made available for inspection. Any inspection of public records will be conducted during normal business hours at the Rantoul Municipal Building, unless another location is otherwise agreed upon by the Village and the requesting party. The Village may require that an officer or employee of the Village be present during any inspection of public records. A requestor may also be prohibited from bringing bags, brief cases, or other containers into the room in which the inspection takes place. Documents made available for inspection will be held for fourteen (14) working days from the date of the Village's response and, thereafter, will be re-filed.

Fees for copies of records, unless waived, must be paid in advance. All copying of documents shall be done by an officer or employee of the Village of Rantoul. Upon written request, the Village will mail copies of public records, provided that advance payment of the copying fee and actual cost of postage have been made by the requestor.

B. Notice of Extension

Under certain circumstances, the Freedom of Information Act allows the Village to provide notice of an extension of time for response to a request. This time period shall not exceed an additional seven (7) working days, or a total of fourteen (14) working days from the receipt of the original request. Any notice of extension must cite the reason why the extension is necessary.

C. Denial of Request

Any denial of any part of a request shall be made in writing and shall state the reason(s) for the denial in accordance with Section 3(f) or if the record is determined to be exempt pursuant to Section 7 of the Freedom of Information Act.

Section 3(f) of the Act allows the Village to deny a request for a category of records if compliance with the request would place an undue burden upon the Village and there is no way to narrow the scope of the request, and/or the burden on the Village outweighs the public interest in the information. Before denying a request on the basis of this exemption, the Village will contact the requestor to offer him/her an opportunity to confer with the Village in an attempt to reduce the scope of the request to a manageable proportion. Any denial pursuant to Section 3(f) shall specify the reason(s) why it would be unduly burdensome to the Village and the extent to which compliance with the request would burden the operation of the Village. Repeated requests for the same public records by the same person shall be deemed unduly burdensome and shall be denied accordingly.

Section 7 of the Act enumerates a series of records that are considered exempt from public disclosure and, therefore, need not be produced by the Village. (A partial list of exempt records is included in Section VII of this policy document.)

All denials shall include the name and title of the individual or individuals responsible for the denial of the request. Any denial must also include a notice of the requestor's statutory right to appeal said denial to the head of the public body. In accordance with the provisions of the Act, copies of all denials shall be retained in the office of the Village Clerk and will be indexed according to the type of exemption asserted and, to the extent feasible, according to the type of records requested.

V. Appellate Procedures

A requestor whose request has been denied by the Village may exercise his/her statutory right to appeal the denial to the head of the public body. For the purposes of compliance with the Act, the Village President (commonly referred to as "Mayor") shall be designated as the head of the public body for the Village of Rantoul. All appeals shall be made in writing and should include a copy of the original request, a copy of the denial, and should clearly and concisely set forth any legal or factual reasons as to why the appeal should be granted.

The Village President shall provide a written response to any FOIA appeal within seven (7) working days of receipt of the appeal notice. If denying the appeal, the Village President must also inform the requestor of his/her right to judicial review under Section 11 of the Act. Once an FOIA appeal has been denied by the Village President, the requestor shall be deemed to have exhausted his/her administrative remedies within the Village of Rantoul.

VI. Village of Rantoul FOIA Administrative Procedures

The Village Clerk shall be designated as the principal FOIA officer for the Village of Rantoul and authorized to implement these policies and procedures to ensure that the Village operates in compliance with the terms of the Act. All requests for public records, except those requests for Police Department records, shall be processed through the office of the Village Clerk. The Police Department Information Specialist's office shall be responsible for processing requests for any records which fall under its purview.

All FOIA requests shall be date stamped upon receipt by the Village. Upon receipt, the Village Clerk or Deputy Clerk shall forward a copy of the request to the appropriate contact employee for the department in which the records are located. Upon forwarding the request to the appropriate department, the Village Clerk or Deputy Clerk shall also indicate the date by which the request must be approved or denied (seven working days from the date of receipt).

The employee responsible for providing the information on behalf of his/her department shall promptly either comply with or deny the request. The employee shall notify the Village Clerk or Deputy Clerk of his/her action on the request no later than seven (7) working days after its receipt. The Village Clerk or his/her designee shall then respond in writing to the requestor accordingly. If denying the request, the official responsible for the denial must include, in writing, the following information:

1. The statutory exemption used as the basis for the denial;
2. The names/titles of each person responsible for the denial; and
3. The notice of the requestor's statutory right to appeal the denial to the Village President

If any public record exempt from disclosure contains material which is not exempt, the Village shall delete the exempt information and make the remaining information available for inspection and copying.

If the responsible employee determines that there is not adequate time to gather the requested information, the time limit may be extended by an additional seven (7) working days. Extensions should be reserved only for extenuating circumstances. Appropriate reasons for extension include:

1. The requested record is in a place other than the office at which the record is being requested
2. The request requires the collection of a substantial number of specified records
3. The request is understood in categorical terms and requires an extensive search for the records responsive to it
4. The requested records have not been located in the course of routine search and additional efforts are being made to locate them
5. The requested records require examination and evaluation by personnel having the necessary competence and discretion to determine if the records are exempt from disclosure under Section 7 of the Act, or should be revealed only with appropriate deletions
6. The request for records cannot be complied with by the public body within the time limits prescribed by Section 3 of the Act without unduly burdening or interfering with the operations of the public body
7. There is a need for consultation, which shall be conducted with all practicable speed, with another public body or among two or more components of a public body having a substantial interest in the determination or in the subject matter of the request

When additional time is required for any of the aforementioned reasons, the responsible employee shall notify the office of the Village Clerk no later than seven (7) working days after receipt of the request. The Village Clerk or his/her designee shall then immediately send written notice of extension to the requestor, stating the reasons for the extension and the date by which the records will be available or that a denial will be forthcoming. Under no circumstances will an extension be granted for a period exceeding seven (7) working days.

If a requestor who has been denied access to records chooses to exercise his/her appellate rights, a written notice of appeal will be filed with the office of the Village President. Upon receipt of such appeal, the Village President shall promptly review the public record to determine whether it is open to inspection and copying. The Village President shall then, in writing, notify the appellant of his/her decision within seven (7) working days of the receipt of the appeal notice. If upholding the denial, the Village President must also include in his/her response a notice of the appellant's right to judicial review under Section 11 of the Act.

All requests for public records made under the FOIA shall be maintained in a file in the office of the Village Clerk and preserved in accordance with the provisions of the Local Records Act. Additionally, all denials of FOIA requests shall, by law, be indexed according to the statutory basis for the individual denial. To the extent practicable, these records should be further subdivided by type or category of record requested.

In accordance with the provisions of Sections 4 and 5 of the Act, the Village Clerk shall be responsible for publishing and maintaining a local FOIA manual, pamphlet, or other substantially similar document containing the following information:

1. A brief description of the Village of Rantoul, including, but not limited to:
 - a. a short summary of its purpose
 - b. a block diagram of its functional subdivisions
 - c. the total amount of its operating budget
 - d. the number and location of each of its separate offices
 - e. the approximate number of full- and part-time employees
 - f. the identification and membership of any board, commission, committee or council which operates in an advisory capacity relative to the operation of the public body, or which exercises control over its policies or procedures
2. A brief description of the methods whereby the public may request information and public records
3. A directory designating by titles and addresses those employees to whom requests for public records should be directed
4. A schedule of local fees, as allowable under Section 6 of the Act
5. A reasonably current list of all types or categories of records maintained by the Village of Rantoul
6. A description of the manner in which public records stored by means of electronic data processing may be obtained in a format comprehensible to persons lacking knowledge of computer language or printout format.

Pursuant to Section 3(g) of the Act, the Rantoul Village Board shall have the authority to promulgate rules and regulations pertaining to the availability of records and procedures to be followed in conformity with the provisions of the Freedom of Information Act.

VII. Addendum: Typical FOIA Section 7 Exemptions

Under the terms of Section 7 of the Act, the following records shall be exempt from inspection and copying:

1. Information specifically prohibited from disclosure by federal or State law or rules and regulations adopted under federal or State law.
2. Information that, if disclosed, would constitute a clearly unwarranted invasion of personal privacy, unless the disclosure is consented to in writing by the individual subjects of the information. The disclosure of information that bears on the public duties of public employees and officials shall not be considered an invasion of personal privacy. Information exempted under Section 7 of the Act shall include:
 - a. files and personal information maintained with respect to individuals receiving social, medical, educational, vocational, financial, supervisory or custodial care of services directly or indirectly from federal agencies or public bodies;
 - b. personnel files and personal information maintained with respect to employees, appointees or elected officials;
 - c. files and personal information maintained with respect to any applicant, registrant or licensee by any public body cooperating with or engaged in professional or occupational registration, licensure or discipline;
 - d. information required of any taxpayer in connection with the assessment or collection of any tax unless disclosure is otherwise required by State statute;
 - e. information revealing the identity of persons who file complaints with or provide information to administrative, investigative, law enforcement or penal agencies; provided, however, that identification of witnesses to traffic accidents, traffic accident reports, and rescue reports may be provided, except in a case for which a criminal investigation is ongoing, without constituting a clearly unwarranted per se invasion of personal privacy under the Act.
3. Records compiled by any public body for administrative enforcement proceedings and any law enforcement or correctional agency for law enforcement purposes or for internal matters of a public body, but only to the extent that disclosure would:
 - a. interfere with pending or actually and reasonably contemplated law enforcement proceedings conducted by any law enforcement or correctional agency;
 - b. interfere with pending administrative enforcement proceedings conducted by any public body;

- c. deprive a person of a fair trial or impartial hearing;
 - d. unavoidably disclose the identity of a confidential source or confidential information furnished only by a confidential source;
 - e. disclose unique or specialized investigative techniques other than those generally used and known or disclose internal documents of correctional agencies related to detection, observation or investigation of incidents of crime or misconduct;
 - f. constitute an invasion of personal privacy under subsection (b) of this Section;
 - g. endanger the life or physical safety of law enforcement personnel or any other person; or
 - h. obstruct an ongoing criminal investigation
4. Criminal history record information maintained by State or local criminal justice agencies, except the following which shall be open for public inspection and copying:
- a. chronologically maintained arrest information, such as traditional arrest logs or blotters;
 - b. the name of a person in the custody of a law enforcement agency and the charges for which that person is being held;
 - c. court records that are public;
 - d. records that are otherwise available under State or local law; or
 - e. records in which the requesting party is the individual identified, except as provided under part (7) of subsection (c) of this Section.

"Criminal history record information" means data identifiable to an individual and consisting of description or notations of arrests, detention, indictments, information, pre-trial proceedings, trials, or other formal events in the criminal justice system or descriptions or notation of criminal charges (including criminal violations of local municipal ordinances) and the nature of any disposition arising therefrom, including sentencing, court or correctional supervision, rehabilitation and release. The term does not apply to statistical records and reports in which individuals are not identified and from which their identities are not ascertainable, or to information that is for criminal investigative or intelligence purposes.

- 5. Records that relate to or affect the security of correctional institutions and detention facilities
- 6. Preliminary drafts, notes, recommendations, memoranda and other records in which opinions are expressed, or policies or actions are formulated, except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body.


7. Trade secrets and commercial or financial information where disclosure may cause competitive harm, although a person or business may consent to disclosure
8. Proposals and bids for any contract, grant, or agreement, including information which if it were disclosed would frustrate procurement or give an advantage to any person proposing to enter into an agreement with the body, until award or final selection is made. Also information prepared for a bid solicitation shall be exempt until an award or final selection is made.
9. Valuable formulae, computer geographic systems, designs, drawings and research data obtained or produced by any public body when disclosure could reasonably be expected to produce private gain or public loss
10. Test questions, scoring keys or other examination data used to administer an academic examination or determine the qualifications of an applicant for a license or employment
11. Architects' and/or engineers' plans for projects not constructed or developed in whole or in part by public funds to the extent that disclosure would compromise security
12. Minutes of meetings of public bodies closed to the public as provided in the Open Meetings Act, until the public body makes the minutes available to the public under Section 2.06 of the Open Meetings Act
13. Communication between the public body and an attorney or auditor representing the public body that would not be subject to discovery in litigation, and materials prepared or compiled by or for a public body in anticipation of a criminal, civil, or administrative proceeding upon the request of an attorney advising the public body, and materials prepared or compiled with respect to internal audits of public bodies
14. Administrative or technical information associated with data processing operations, documentation pertaining to all logical and physical design of computerized system, employee manuals, and any other information that would jeopardize the security of the system or its data
15. Documents or materials relating to collective negotiating matters between public bodies and their employees or representatives, except any final contract or agreement shall be subject to inspection and copying

16. Drafts, notes, recommendations and memoranda pertaining to the financing and marketing transactions of the public body
17. The records, documents and information relating to a real estate sale shall be exempt until a sale is consummated
18. All proprietary information and records related to the operation of an intergovernmental risk management association, self-insurance pool or jointly self-administered health and accident cooperative or pool
19. Information related solely to the internal personnel rules and practices of a public body
20. Insurance or self insurance (including any intergovernmental risk management associated or self insurance pool) claims, loss or risk management information, records, data, advice or communications

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE ____ OF ____

ITEM: Municipal Wholesale Waste Water Rates	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 3, 2007
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda item updates and establishes the Municipal Wholesale Waste Water rate that will be used in accepting waste from the Village of Thomasboro. The rates are proposed as follows per the rate analysis performed by our consultant Mark Beauchamp of Utility Financial Services (UFS): \$2.28 per 1000 gallons current rate \$2.58 per 1000 gallons May 1, 2007 through April 30, 2008 \$2.61 per 1000 gallons May 1, 2008 through August 31, 2009</p> <p>It was the consensus of the rate review committee (established as part of the original intergovernmental agreement signed in 1999 and which is comprised of two (2) representatives each from Rantoul and Thomasboro) that beginning September 1, 2009, that a formal methodology to establish rate-making would be utilized, instead of extended negotiations. This approach will be based on the Village of Rantoul's previous years audited numbers in a formal methodology of rate-making that has been consistently used in the Village of Rantoul by UFS. The only significant difference from the current practice is that the rates are being established over a two year period based on anticipated expenditures, while the new approach will allow the Municipal Wholesale Waste Water rate to be based on actual audited values.</p> <p>Utilizing the new methodology will allow Section 3.3 (adjustment of rates) of the intergovernmental agreement to be amended and move away from the descriptions regarding negotiations for annual adjustments, and provide for a simplified approach based on an established formula.</p>	
<p>RECOMMENDED ACTION: Authorize the approval of a Municipal Wholesale Waste Water rate of the following: \$2.58 per 1000 gallons May 1, 2007 through April 30, 2008 \$2.61 per 1000 gallons May 1, 2008 through August 31, 2009.</p>	
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR:</p>
<p>AGENDA PAGE NUMBER:</p>	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE ____ OF ____

SUBJECT:	DEPARTMENT:
<p>BACKGROUND/DISCUSSION:</p> <p>Currently, the description of the methodology is being translated from its current excel spreadsheet formula format into a narrative description (by the consultant and Village attorney) that will be brought forward to both communities for Board approval.</p> <p>This wholesale rate methodology would be the recommended standard for waste water rates for any local municipality interested in these services.</p> <p>Currently, Thomasboro is pumping, on average, 2,081,000 gallons per month of waste water to the Village of Rantoul. The Village processes approximately 87,000,000 gallons per month through the WWTP facility.</p> <p>In the most recent meeting of August 1st, both communities also agreed to cost-share any needed future rate studies with regard to the wholesale rate.</p>	
AGENDA PAGE NUMBER:	

shall contain statements of the readings of the Metering Device at the beginning and ending of each such monthly period (or any equitable adjustments in lieu thereof), together with the total amount due for such monthly period.

Section 3.3. Adjustments in Rates. At least six (6) months prior to the substantial completion of the Thomasboro Collection System, Rantoul and Thomasboro agree to form a Joint Rate Committee (the "**Rate Committee**") consisting of two (2) members each from Rantoul and Thomasboro. At any time during the Term of this Agreement, either party may request that the respective members of the Rate Committee meet to negotiate or renegotiate, as the case may be, the Rates and/or the methodology for determining the Rates. Any new Rates so negotiated or renegotiated by the Rate Committee shall be forwarded to the Corporate Authorities of both Rantoul and Thomasboro for their respective approval, and, when so approved by each, shall become effective upon such date as may be mutually agreed upon by the parties hereto. The Rate Committee may employ the services of appropriate experts and professionals in order to develop and negotiate or renegotiate any new Rates. The parties to this Agreement further agree that any such new Rates may be negotiated or renegotiated and become effective prior to the actual provision of any of the Services to be furnished by Rantoul under this Agreement. In the event that the Rate Committee cannot agree upon or the Corporate Authorities of either Rantoul or Thomasboro do not approve the amount of any recommended new Rates within a period of ninety (90) days after the date that any such request to negotiate or renegotiate is made, or any mutually agreed upon extension thereof, the party requesting any such negotiation or renegotiation of the Rates may refer the matter for arbitration in accordance with the applicable Rules of the American Arbitration Association currently in effect, unless the parties mutually agree otherwise. The award of any new Rates rendered by the arbitrator shall be final, and judgement may be entered upon such award in accordance with this Agreement and applicable law in any court of competent jurisdiction.

ARTICLE IV **Disputes, Defaults and Remedies**

Section 4.1. Disputes. (a) Any claims, disputes and other matters relating to an application of the requirements of Article II of this Agreement in connection with a question of fact pertaining to the respective obligations of each of the parties with respect to the Services to be furnished and received under Article II of this Agreement shall, if not otherwise resolved by mutual agreement of the parties, be referred initially to an independent engineer registered and licensed to practice engineering under the laws of the State of Illinois and who or which is experienced in matters relating to the collection, treatment and disposal of Wastewater, has an office in Champaign County, Illinois and is not a full-time employee of either Rantoul or Thomasboro (the "**Engineer**"). Written notice of each such claim, dispute or other matter shall be given by the claiming party to the other party promptly but in no event later than sixty (60) calendar days after the occurrence or event giving rise thereto. The parties shall attempt to agree upon the Engineer within ten (10) calendar days after the date of such written notice. In the event the parties are unable to agree upon the selection of the Engineer within such ten (10) calendar day period, the claiming party shall immediately prepare a list of four (4) persons who or which possess the qualifications for the Engineer set forth above in this Section and each party shall have the right to alternatively strike one (1) name from such list, with the other party striking first. The person remaining shall be the Engineer.

From: "Mark Beauchamp" <mbeauchamp@ufsweb.com>
To: "Pete Passarelli" <PPassar@village.rantoul.il...>
Date: 6/18/2007 8:18 pm
Subject: RE: 2008 Thomasboro

CC: "Greg Hazel" <G-Hazel@village.rantoul.il.us>
Pete,

Listed below is a summary of the Thomasboro Rate projection for the next three years. The Thomasboro rate is greatly impacted by the capital improvements that are scheduled. For purposes of the rate track I used fiscal year beginning assets, this resulted in the capital improvements scheduled for 2008 to be placed in the calculation in 2009.

The summary shows the rate adjustment for 2008 to be modest and then a large increase will be needed in 2009.

Summary of Thomasboro Rate

Year	Rate	Percent Adj.
2007	\$2.58	
2008	\$2.61	1.07%
2009	\$2.94	12.80%

I have also attached the three years of calculations.

I will be in the office on Wednesday and Thursday this week. I think we should schedule a conference call to discuss the next step and the rate structure.

Thank you

Mark Beauchamp CPA, CMA, MBA
Utility Financial Solutions, LLC
mbeauchamp@ufsweb.com
www.ufsweb.com
616-393-9722 phone
616-393-9721 fax
616-403-5450 mobile

*



Memorandum

August 1, 2007

TO: Greg Hazel – Village of Rantoul
 Pete Passarelli – Village of Rantoul
 David Johnston – Village of Rantoul
 Scott Brandon – Village of Rantoul
 Mark Beauchamp – Utility Financial Solutions, LLC

CC: Village of Thomasboro Board of Trustees
 Greg Gustafson, P.E. – Foth Infrastructure and Environment, LLC

RE: Thomasboro Wastewater Rate Evaluation
 Foth No. 06T184.00

Upon reviewing the additional information that was provided to Foth Infrastructure & Environment, our engineering consultant, by Utility Financial Solutions, LLC (UFS), the Village of Rantoul’s utility consultant, we offer the following comments and questions:

1. The following table shows a summary of the current and proposed sanitary sewer rates for the Village of Rantoul Residential Customers, compared to the current and proposed rates for their Wholesale Customers, which includes the Village of Thomasboro.

	Current Rate	% Increase	Proposed 2007	% Increase	Proposed 2008	% Increase	Proposed 2009
Village of Rantoul Residential Customer							
Base Fee	\$2.00		\$2.40		\$3.00		\$3.50
Rate per 1000 gallons	\$2.35		\$2.53		\$2.71		\$2.92
Equivalent Rate for 5000 gallons	\$2.75	9.45%	\$3.01	9.97%	\$3.31	9.37%	\$3.62
Wholesale Customer (Thomasboro)	\$2.28	13.16%	\$2.58	1.16%	\$2.61	12.64%	\$2.94
Percentage Lower Than Typ. Rantoul Customer	17.09%		14.29%		21.15%		18.78%

We understand that the proposed wholesale rates were determined by a formula compiled by UFS, contained in their spreadsheets, which incorporates projected improvements to the sanitary sewer collection and treatment system, and adjusts the rates in an attempt to reflect the actual cost of service.



Memorandum

2. As we understand, the rate increases are based on projected capitol improvements and the reliability of the rate projection decreases as it is extended into the future. For example, the large increase from 2008 (\$2.61) to 2009 (\$2.94) may not be realized if some or all of the improvements are not constructed as planned. Each year, the 3-year projections will be recalculated to reflect the most up-to-date projection information that is available.
3. In determining the wholesale costs, UFS identified which of the sanitary sewer pipes in the Village of Rantoul are collectors, and which are interceptors. Wholesale customers (Thomasboro) are not responsible for costs associated with the collectors. They are, however, responsible for costs associated with the interceptors, the percentage assigned based on the relative flow for which the wholesale customer is responsible.
4. While the Village of Thomasboro agrees with the 9% Rate of Return that was used in the spreadsheet to initially determine the 3-year projected rates, it asks that the Village of Rantoul consider lowering that rate given that Thomasboro is willing to commit to an extended contract, lowering the risk that Rantoul will undertake.
5. Thomasboro would want to sign/agree to a long term Agreement that would lock in future rates for known cost increases with a yearly "truing up" to account for the realities of system cost changes.
6. Thomasboro would prefer that sewer rate changes occur on July 1 of each year based on an annual "truing up" through the spreadsheet formula established. Logistically, it would be necessary for Rantoul to provide Thomasboro with the projected rate changes by the May 1st prior to the rate change in order to give Thomasboro an opportunity to review the projected changes and the spreadsheets upon which the changes were based.

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1610 Broadmoor Drive • Champaign, IL 61821 • (217) 352-4169 • Fax: (217) 352-0085

SCHEDULE OF WASTEWATER RATES

Classification of Service	Effective May 1, 2006		Effective May 1, 2007		Effective May 1, 2008	
	Demand Charge	Volume Charge	Demand Charge	Volume Charge	Demand Charge	Volume Charge
1. WWR-Wastewater Service Residential	\$2.40/month	\$2.53/000 gallons	\$3.00/month	\$2.71/000 gallons	\$3.50/month	\$2.92/000 gallons
2. WWC-Wastewater Service Commercial	\$9.30/month	\$2.53/000 gallons	\$11.30/month	\$2.71/000 gallons	\$13.30/month	\$2.92/000 gallons
3. WWM-Wastewater Service Metered	\$17.00/month	\$2.53/000 gallons	\$22.00/month	\$2.71/000 gallons	\$32.00/month	\$2.92/000 gallons
4. WWI-Wastewater Service Industrial	\$17.00/month	\$2.53/000 gallons	\$22.00/month	\$2.71/000 gallons	\$32.00/month	\$2.92/000 gallons
5. WWV-Wastewater Service Village	\$2.40/month	\$2.53/000 gallons	\$3.00/month	\$2.71/000 gallons	\$3.50/month	\$2.92/000 gallons

Surcharges:

BOD-5 (200 mg/l) plus
~~SS~~ SS (200 mg/l) plus

\$0.0037/000 gallons
 \$0.0030/000 gallons


\$0.0037/000 gallons
 \$0.0030/000 gallons

\$0.0037/000 gallons
 \$0.0030/000 gallons

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE 1 OF 1

ITEM: School Police Liaison Services	DEPARTMENT: Police
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 2, 2007
SUMMARY HIGHLIGHTS: Approval of agreement with Rantoul City Schools to provide school liaison officer for four school-years (2007-2008, 2008-2009, 2009-2010, 2010-2011).	
RECOMMENDED ACTION: Approval of contract	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

**AGREEMENT BETWEEN THE VILLAGE OF RANTOUL
AND RANTOUL CITY SCHOOL DISTRICT NO. 137**

This Agreement is made and entered into this ____ day of _____, 2007 by and between the Board of Education (hereinafter the "Board") of Rantoul City School District No. 137 (hereinafter called "RCS") and the Village of Rantoul (hereinafter called "the Village").

WITNESSETH:

WHEREAS, RCS desires to contract with the Village for police services to provide for the safety and protection of the students, faculty, staff and others at RCS; and

WHEREAS, the Village, by and through its police department (hereinafter called "RPD"), desires to assist in the effort by providing the hereinafter described police services upon RCS property;

NOW, THEREFORE, the Village and RCS agree as follows:

1. School Police Liaison Services Provided by the Village. The Village and RPD shall assign one (1) Rantoul police officer as a school police liaison officer (hereinafter "liaison officer") to perform the police duties required hereunder to RCS. The duties of the liaison officer so assigned shall be divided as nearly as practicable between all of the RCS school sites. However, on a day-to-day basis, the time expended by the Liaison Officer in one or the other school sites may vary, as dictated by the needs of the particular school site, emergencies, investigations, or other special situations. The purposes of the school police liaison services to RCS shall be:

- A. To maintain a police patrol and presence during hours that school is in session and serves as an active law enforcement figure dealing with law-related issues.
- B. To meet with RCS officials and the Board for the purpose of reviewing the enforcement and prevention efforts and services that are the subject of this Agreement.
- C. To provide classes, instruction and educational services to RCS students.
- D. To serve as a classroom resource for instruction in many areas, including but not limited to, law related education, violence diffusion, safety, substance abuse prevention, crime prevention, and bicycle safety.

- E. To train, inform and otherwise assist school personnel with regard to law enforcement, security and safety issues.
- F. To serve as a resource for teachers to assist in student education.
- G. To assist in the enforcement of school rules and regulations concerning safety of students.
- H. To serve as a resource for students that will enable them to associate positively with law enforcement in their environment.
- I. To enforce relevant ordinances, regulations and laws.
- J. To patrol and protect RCS property.
- K. To provide for reciprocal reporting between RPD and RCS of crimes committed at RCS or by RCS students, to the maximum extent permitted by law.
- L. To serve as a resource in areas of a law-related nature that may affect the educational environment.

2. Selection and Assignment. The parties acknowledge that the school liaison officer shall be a full-time regular police officer of RPD with the training and certifications necessary to serve in such capacity. Both parties shall collaborate in the selection of the school liaison officer(s), including replacements in the event of resignations, retirements, or other personnel changes. Either party may request the assignment of a different liaison officer for good cause, violations of applicable rules or regulations, or when otherwise in the best interests of RCS, its faculty, staff or students, or those of RPD or the Village. Absent circumstances requiring immediate action, contemplated personnel transitions should be timed so as to be ready for approval in the month of March. In the event of a transition in which the successor is in need of the training and certifications necessary to serve as a liaison officer, such training should ideally take place during the summer recess between school years.

3. Schedule, Working Hours, Employment Terms. The school liaison officer shall be scheduled so as to be on duty on the days and during the hours that school is normally in session. Should RCS desire that the liaison officer attend certain extracurricular activities, meetings of the school board, etc., the liaison officer is authorized to alter or flex his or her working hours to accommodate such requests while minimizing overtime costs. The assigned officer shall at all times remain solely an

employee of the Village, and shall not be deemed an employee of RCS. The Village shall be responsible for the compensation of the liaison officer and all benefits, pension contributions, and other terms and conditions of employment. The liaison officer shall at all times remain part of RPD, and subject RPD's chain of command and RPD's rules, regulations, policies and operating procedures. In addition to the rules, regulations, policies and procedures of RPD and the Village, the liaison officer, RPD and the Village shall be subject to the applicable rules, regulations, policies and procedures of RCS regarding disclosure of school student record information pursuant to the Family Educational Right to Privacy Act ("FERPA") and the Illinois School Student Records Act ("ISSRA").

4. Official Duties, School Records, Non-disclosure. The Village and RCS recognize that the ("FERPA and ISSRA") imposes substantial limitations upon the circumstances under which student record information may be disclosed to persons who are not the student's parents or employees of RCS with a present educational or administrative need for such information in the interest of the student. This Agreement shall be construed only so as to permit lawful disclosures by RCS of student record information to police officers assigned to RCS by RPD. In accordance with Section 6(a) 6.5 of ISSRA, the school liaison officer will be trained and certified as an Illinois Police Juvenile Officer whose assignment and official duty as school liaison officer includes the investigation and disposition of crimes and offenses that may have been committed by juvenile offenders. The liaison officer shall abide by the rules applicable to employees of RCS concerning the restrictions on disclosure and re-disclosure of student record information pursuant to ISSRA and FERPA, and RPD shall not violate nor direct the liaison officer to violate ISSRA, FERPA or RCS rules regarding disclosure and re-disclosure. RCS shall train the liaison officer along with its employees regarding limitations upon disclosure and re-disclosure of student record information.

5. Enforcement of Laws, Ordinances, Rules and Regulations. RCS and the Village acknowledge that all local, state and federal laws and ordinances are enforceable upon the property of the RCS. In addition, RCS hereby empowers RPD to enforce the rules and regulations of RCS pertaining to unauthorized visitors and unauthorized parking of vehicles upon RCS property, as well as those that relate to the safety and security of RCS students, faculty, staff and property. In keeping with their

duty to maintain a safe and secure learning environment, school liaison officers may, upon authorization of the superintendent, principals or other appropriate RCS officials, enforce rules and regulations regarding student conduct and issue detentions or other RCS approved disciplinary sanctions for infractions or misconduct by students.

6. Arrests, Investigations, Court Testimony, Meetings, Other Duties. RCS acknowledges that even though the liaison officer is assigned to RCS, a portion of his or her duties under such assignment may necessarily be required to be performed at locations other than the school district, such as the police department, juvenile detention center, county jail, courthouse, and the community of which RCS is a part. RCS agrees that the liaison officer, as part of the duties of such assignment, may from time to time attend local and area meetings with school resource officers, juvenile officers, probation officers and other such juvenile justice personnel, and may periodically participate in compliance checks ensuring that local retailers do not sell tobacco or alcohol products to minors.

7. Indemnification. The Village shall indemnify RCS and hold RCS harmless from any claims of personal injury or property damage, or civil rights actions arising out of the negligent or willful conduct of the liaison officer.

8. Training, Conferences. RCS agrees that the liaison officer, as part of the duties of such assignment, may from time to time attend law enforcement training and conferences relevant to school safety and security, juvenile justice and intervention, substance abuse prevention, and/or the duties of officers assigned to schools as resource or liaison officers. RPD and the Village agree to assume responsibility for all fees and expenses of such training or conferences, with the exceptions of annual school resource officer recertification, the cost of which is included in the reimbursable expenses of Section 13 set forth in Attachment A, and any school system sponsored training or conferences that RCS may determine appropriate for the liaison officer to attend. RPD and the Village stipulate that any absences by the liaison officer to attend training not related to matters of school safety and security, juvenile justice and intervention, substance abuse prevention, or the duties of officers assigned to schools will result in a pro rata adjustment in the payment due from RCS to the Village for the month or months in which such liaison officer is absent while attending such training.

9. Public Safety Emergencies, Manpower Shortages. In the event of an emergency or other event, including manpower shortages, RPD reserves the right to temporarily redeploy the liaison officer to locations other than RCS, and agrees to return the officer to liaison officer duties as soon as circumstances and manpower needs permit. A pro rata adjustment shall be made in the payment due from RCS to the Village for the month in which the officer is removed from school liaison officer duties due to emergencies or manpower shortages.

10. Office, Files, Telephone, Equipment, Vehicle. RCS agrees to provide an office to be used by the liaison officer, together with access to telephone, fax, and other ordinary office needs, including locking filing cabinets or drawers so as to meet the statutory requirements for securing juvenile records. Routine and extraordinary maintenance of such office shall be provided by personnel of the RCS at such times as are acceptable to RCS and RPD. RCS further agrees to consider providing computer and related information technology equipment as systems compatibility may allow. RPD and the Village shall furnish the liaison officer with all police equipment, including vehicle.

11. Sick Days, Illness, Injury. In the event of illness requiring sick leave, the liaison officer will notify both RCS and RPD as early as possible. The parties agree that occasional sick days are to be expected, while extended absences should result in a pro rata adjustment to the amount due from RCS for the month(s) in which such extended absences occur. In the event of injury sustained by the liaison officer, both parties should be notified, particularly if the injury is work-related. Should the liaison officer, for reasons of illness or injury, become medically restricted to working in a limited or "light-duty" capacity, both RCS and RPD should be apprised of the specific limitations.

12. Term of Contract. The Village and RPD agree to provide the services set forth in this Agreement for a period of four successive school years: 2007-2008, 2008-2009, 2009-2010 and 2010-2011.

13. Termination of this Agreement. This Agreement shall become effective upon approval by both the District 137 School Board and the Rantoul Village Board. If this Agreement is terminated prior to its conclusion, the terminating party shall be responsible for any outstanding reimbursement required by the Agreement. Subject to

the foregoing, either party may terminate this Agreement by giving written notice of termination not less than sixty (60) days prior to the effective date of termination.

14. Reimbursement to the Village. In consideration of the services provided, RCS agrees to compensate / reimburse the Village for its expenses to be incurred for the regular salary, holiday pay, medical and dental insurance, Medicare, pension costs and annual recertification of the school liaison officer for the school years enumerated in Section 11. The actual expenses expected to be incurred by the Village of Rantoul as of the execution of this Agreement are set forth within Exhibit A attached hereto and made a part hereof, setting out the hourly costs of the Village for the compensation due from RCS to the Village for each hour of the liaison officer's duties, and the contemplated number of hours and weeks of such liaison officer's duties during each school year. Reimbursement shall be made on a monthly basis and shall be paid by RCS each month following the month of services to which the reimbursement relates.

15. Drug Abuse Resistance Education. The parties agree that for so long as Drug Abuse Resistance Education (hereinafter "DARE") is provided at no cost to the various school districts operating schools in the Village, the classroom hours in which the school liaison officer teaches DARE or its secondary school equivalent shall not be included in the costs set forth for reimbursement under Section 13 of this Agreement; said hours totaling as of the effective date of this Agreement fifteen (15) each week, including those in RCS classrooms. The parties further agree to meet to discuss and renegotiate this provision should those hours change substantially, or should other circumstances result in either a reduction or increase in DARE lessons, expectations or obligations during the life of this Agreement.

16. Notices. Any notices required pursuant to the terms of this Agreement shall be served personally or shall be sent by certified United States mail to the principal place of business of each of the parties hereto as specified below:

Village: Administrator
Village of Rantoul
333 S. Tanner
Rantoul, IL 61866

RCS: Superintendent
Rantoul City Schools
400 E. Wabash
Rantoul, IL 61866

17. Contact Person. RCS designates the superintendent of schools as the contact person for the liaison officer providing services under this Agreement; said contact person shall make him- or herself readily available and accessible to the liaison officer. In the event the RCS contact person is unavailable or it is impractical to communicate with said contact person, then the liaison officer may contact and communicate with any RCS school principal. The contact person for the Village shall be its Administrator, and the contact person for RPD shall be the liaison officer assigned or, as circumstances may require, the administration of RPD.

18. Entire Contract. This Agreement constitutes the entire agreement between the parties.

19. Amendment. Any amendments to this Agreement shall be in writing and approved by the respective governing boards of each party and executed by a duly authorized representative of each party.

20. Applicable Law. This Agreement is made and entered into in the Village of Rantoul and any and all questions of law arising hereunder shall be construed in accordance with the laws of the State of Illinois.

21. Certification. The Mayor of the Village of Rantoul and the Superintendent of the Rantoul City School District No. 137, by execution of this Agreement, hereby certify that this Agreement has been presented to their respective governing boards and approved in its entirety and that execution of this Agreement has been authorized by said governing boards.

Rantoul City Schools

By: _____
Superintendent

Village of Rantoul, Illinois

By: _____
Mayor

Attachment A

Totals for 2007-2008 School Year

Total Cost	Hourly	Weekly Hours	No of Weeks	of Holiday Pay	Annually	Monthly	
\$34.69		25	36		\$421.92	\$31,642.92	\$3,515.88

Totals for 2008-2009 School Year

Total Cost	Hourly	Weekly Hours	No of Weeks	of Holiday Pay	Annually	Monthly	
\$36.33		25	36		\$438.72	\$33,135.72	\$3,681.75

Totals for 2009-2010 School Year

Total Cost	Hourly	Weekly Hours	No of Weeks	of Holiday Pay	Annually	Monthly	
\$38.22		25	36		\$458.40	\$34,856.40	\$3,872.93

Totals for 2010-2011 School Year

Total Cost	Hourly	Weekly Hours	No of Weeks	of Holiday Pay	Annually	Monthly	
\$39.99		25	36		\$476.80	\$36,467.80	\$4,051.98

	Hourly Wage	Health Ins	Medicare	Dental Ins	Life Ins	Pension	Recertification	Total Hourly Cost
FY 2007-2008	\$26.37	\$2.39	\$0.38	\$0.17	\$0.05	\$2.61	\$2.72	\$34.69
	Based on 3.5% budgeted salary increase	Based on 15% Annual Increase						
FY 2008-2009	\$27.42	\$2.75	\$0.40	\$0.20	\$0.05	\$2.72	\$2.79	\$36.33
	Based on Projected 4% increase	Based on 15% Annual Increase						
FY 2009-2010	\$28.65	\$3.16	\$0.42	\$0.23	\$0.05	\$2.84	\$2.87	\$38.22
	Based on Projected 4.5% increase	Based on 15% Annual Increase						
FY 2010-2011	\$29.80	\$3.63	\$0.43	\$0.26	\$0.05	\$2.95	\$2.95	\$39.99
	Based on Projected 4% increase	Based on 15% Annual Increase						