

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
MAY 6, 2008**

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:

Paul Farber, Police Chief; Robert Bruce, Economic Development; Mark Palmer, Attorney; Scot Brandon, Comptroller/Interim Administrator; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; Larry Madalon, Human Resources; Greg Hazel, Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Village Clerk Jeremy Reale.

Items from the Mayor

(A) President Williams presented to the Board the list of his annual committee appointments. Following discussion, the consensus of the Board was to place consideration of these appointments upon the formal agenda for its regular meeting.

(B) President Williams then presented to the Board the list of his annual staff appointments. He had recommended that all current department heads be reappointed to their positions for the 2008-2009 year. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Monthly Department Reports

1) Economic Development

Mr. Bruce reported that staff had been working on issues with the lessees of Village industrial properties. During the previous month, his office had fielded two additional inquiries from prospect retail clients as well as two inquiries from lessees seeking additional commercial space. He also reported that his department had been working with Public Works to put together a marketing program for various Village properties on the website.

2) Police

Chief Farber first commended his officers for their response to a series of burglaries that had taken place during the previous weekend. As a result of their efforts, he reported that a suspect was in custody. He added that he continued to work on budget issues, including seeking permission to place orders for budgeted vehicles and other equipment in order to meet deadlines.

3) *Aviation*

Noting that a couple of vehicles had been involved in accidents near the sharp curve of Perimeter Road, he publicly urged residents to exercise caution and reduce speed on those streets in the vicinity of the airport property. As the result of the one of the accidents, the airport had been forced to absorb the costs for repairing a damaged section of fencing. He also reported that staff had been receiving the assistance of a fox on the property that had been chasing off wildlife entering into airport space. He stated that the runway lighting project was slated to begin in July or August. Finally, he announced that a community bicycle recycling event was to be held at Wal-Mart on May 10, 2008 from 9:00 A.M. to 1:00 P.M.

4) *Fire*

Chief Waters reported 34 calls during the month of April, including a chimney fire, an accident at the Veterans Parkway wall, and an incident of a vehicle driving through a house. He also reported that most of the firefighters had completed their NIMS training. Finally, he told the Board that the department would be using an abandoned house on North Tanner Street for fire response training this week.

5) *Recreation*

Mr. Thomas reported that the annual summer baseball program was scheduled to begin with a kickoff event in Wabash Park on Saturday, May 10. In preparation for the summer season, the painting of the pool basin had begun in April and maintenance staff had also been getting the park areas ready for the season. Finally, he reported that preliminary work had begun on the repair of the gymnasium roof at the Forum Fitness Center.

6) *Human Resources*

Mr. Madalon reported that employee salary increases had gone into effect on May 1, averaging a total increase of 2.974%. He also announced that a new Youth Center supervisor had been hired on the previous day. The following day, physical examinations would be conducted at the Waste Water Treatment Plant for approximately 30 Public Works employees as part of their IDOT medical certification renewals. Finally, he reported that the Village had received information on the employee health insurance renewals and that he had met with a group of staff representatives to obtain their input. He added that the group would meet again the following week to try to develop a consensus on an option that could be forwarded to the Board for approval next week.

7) *Public Works*

Mr. Hazel reported that the new water main had been installed upon to Interstate 57, with boring under the highway having begun that day. After the boring has been completed, crews would begin the extension of the water service to the South Evans Road area. He also reported that the Waste Water Treatment plant projects were scheduled to begin in late May. Staff was also conducting interviews with prospective engineers for the Murray Road sanitary extension project.

8) *Community Development*

Mr. Loschen reported that staff had been working with Cultivadores to get assistance programs up and running for this year. He also noted that representatives from the U.S. Department of Housing and Urban Development would be conducting on-site monitoring at the Village on May 7 and 8. Finally, he reported that results from Champaign County showed that approximately 15%

of all clients served by the LIHEAP program during the previous year were Rantoul residents.

9) *Inspection*

Mr. Culkin reported that annual registration for the Rental Inspection program had concluded April 30. He also provided the Board with an update on the status of the Parkview Apartments and South Steffler properties. At Parkview, six units had been determined to be unfit for occupancy and the tenants had been moved from the premises. He also reported that Mr. Wang was negotiating prices for the demolition of some of the Amerinvest properties on the former base. The Plan Commission continued to review the proposed design standards for the Zoning Text and would be reviewing a plat for a one-lot subdivision west of Rantoul during the month of May. Finally, he announced that Annual Community Clean-Up Day would be held on June 7 and 14, from 8:00 A.M. to 12:00 P.M. Notices would be sent out next week.

10) *Comptroller*

Mr. Brandon reported that the 2007-2008 fiscal year had ended on April 30 and staff was busy preparing for the year's end. Auditors had been on site this week and would return for the final audit during the last two weeks of June. He also reported that surveying work had begun for the development of the new downtown park area. More details would be made available at a later date.

Items from Economic Development

(A) Mr. Bruce reported that the department was in the process of purchasing a new sign to be erected on the western exterior of the Rantoul Business Center property as a means of increasing the marketability of the facility. The project had received only one bid during the formal bidding process, and that bid had exceeded the \$18,000 anticipated for the purchase. As such, he requested that the Board reject the bid and permit staff to re-bid the project to try to obtain a more favorable cost. 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 presented a proposal for a second member addendum to the Village's natural gas purchasing agreement with ProLiance. This addendum would formally modify two portions of the original contract without necessitating any change in the price terms of the original pre-pay agreement. First, the item would revise the agreement to allow a prepay provider to become involved in the supply of natural gas and supplement the purchasing of ProLiance. Secondly, the item would meet FERC requirements by clarifying the issue of which entity holds the title to the gas as it travels through the system at delivery and receipt points. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Mr. Hazel presented a request for approval of Change Order No. 18 to address various modifications at the water treatment plant reconstruction project. This change order would consist of five (5) separate components totaling \$73,217.32:

- 1) Replacement of leaking 6" sanitary line in the tunnel between the east and west plants. Repair of the leak had a cost of \$431.24.
- 2) Correction of revised contract price due to an incorrect 10% markup in previous change orders, resulting in a credit of \$4,447.59.
- 3) Replacement of gutters and downspouts to replace the current deteriorating ones on the existing garage building. This project would also reroute the drain lines to a new storm sewer, for a total cost of \$2,615.57.

- 4) Installation of a six-ton carbon dioxide bulk storage tank for a cost of \$74,618.10. In the original bid, the scope of the project had provided for the rental of carbon dioxide and a storage tank from supplier under a separate contract. When bids were opened for this service, the lone bid received by the Village was far more costly than anticipated. Other carbon dioxide suppliers had informed staff that they no longer rent storage tanks for liability reasons.
- 5) Time extension for Milestone No. 3 due to project delays as the result of unusually wet weather conditions in February and March. The timeline would be extended by 66 days to June 30, 2008, with no additional cost to the Village.

Noting that several change orders had already been approved by the Board with respect to this project, Trustee Stubblefield inquired as to how the project was progressing financially within its overall budget. Mr. Hazel responded that it was not unusual for a project of this magnitude to have several change orders. However, he sought to reassure the Board by noting that the project was still within 5% of the budgeted amount for the project. With ample reserves still available and solid funding from the bond issue, he told the trustees that there would still be sufficient bond funds available to cover the waste water treatment projects being undertaken. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from Police

(A) Chief Farber presented a proposal to amend a section of Chapter 19 of the Village Code with respect to the civilian clothing allowance provided to administrative staff in the Police Department. Currently, the code provided for a \$450.00 annual allowance, payable in two equal lump sums on a semi-annual basis. However, the clothing allowance provided to Police employees under union contract was set at \$600.00 per year. In order to eliminate any incongruence between the allowance provided for in the contract and that provided in Chapter 19, staff was recommending that Chapter 19 be amended to raise that annual allowance to \$600.00. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting, pending receipt of a draft ordinance from Mr. Beth.

(B) Chief Farber having been excused from the proceeding, Lt. Glenn Williams presented a proposal to authorize the purchase of two programmed replacement vehicles for the Investigations and Administration divisions of the department for an amount not to exceed \$20,000. Because of safety issues raised by the age of the vehicles currently being used by these divisions, the FY 2008-2009 had provided for funding for these purchases. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(C) Lt. Williams then presented a request to authorize the purchase of two new Ford Crown Victoria squad cars through the state bid process for a total amount of \$54,000. Because the cut-off deadline for ordering the vehicles was May 8, 2008, Lt. Williams requested permission to order the vehicles immediately, with formal approval to be given at the regular meeting the following week. These purchases had been included in the 2008-2009 budget. Following discussion, the Board granted Lt. Williams permission to order the vehicles immediately, with final approval to be placed upon the formal agenda for its regular meeting.

(D) Lt. Williams presented a request to authorize the purchase of a dual purpose vehicle to serve the ESDA and Animal Control divisions from Rogers in Rantoul for \$15,000. It was planned that the Recreation Department would take the existing ESDA/Animal Control vehicle once retired by the Police department. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(E) Lt. Williams then presented a request to investigate amendments to Chapter 18 of the Village Code with respect to the seizure and impoundment of vehicles used in the commission of certain offenses. Under the proposed amendments, the Police department would be empowered with the ability to impound the vehicles of individuals ticketed for the following offenses:

- 1) Use of motor vehicle in possession and/or delivery of controlled substances and/or drug paraphernalia;
- 2) Use of motor vehicle in the commission of a weapons offense;
- 3) Use of motor vehicle in the commission of the offense of driving while under the influence of alcohol, drugs, and/or intoxicating compounds;
- 4) Use of motor vehicle in the commission of the offenses of driving on a suspended or revoked driver's license, or fleeing and attempting to elude a police officer;
- 5) Playing, using or operating any radio, tape recorder, cassette player, CD player device for receiving broadcast sound or reproducing recorded sound, or any other sound amplification system if the device is located on the public right of way or in any motor vehicle on public way and the sound can be heard from a distance of seventy-five feet or more.

Lt. Williams noted that, at this point, no formal proposal was being brought to the Board for action. However, because this represented a significant quality of life issue for the community, the department was requesting permission to further investigate the possibility of amending this section. Following discussion, the consensus of the Board was to direct the Police administrative staff to consult with the Village attorney in preparing a formal recommendation for Board consideration at a later date.

Items from the Comptroller

(A) Mr. Brandon presented a series of proposed budget amendments for the Board's consideration. The first amendment provided for an additional \$40,000 in the Airport utilities account to cover heating expenses incurred from higher natural gas prices and a colder-than-expected winter season. The second amendment would utilize \$22,000 available from the Central Maintenance part-time salaries account to cover additional parts maintenance and gas and oil expenses. The third amendment provided for an additional \$9,600 from the Community Development Rental Rehabilitation Fund to cover a portion of the salaries of the Community Development Department. Finally, the last amendment adjusted the salaries and benefits accounts in the Waste Water division to reflect the transfer of an employee from Electric during FY 2007-2008. Following discussion, the consensus of the Board was to place these items upon the formal agenda for its regular meeting.

(B) Mr. Brandon then presented a request for approval of a contract with Burns & McDonnell for the design phase of the airport runways intersection project. This project would repair the bump in the pavement where the two runways intersect and address a major safety issue. This project is reimbursable from the state, except for the Village's 2.5% share of the project. He noted, though, that current federal funding is set only at 75%, with the anticipation that the remainder would come in after June 30, 2008. However, he cautioned that the approval of additional 25% is not guaranteed. If it is not approved, the project would be deferred until the next year. At this point, staff was recommending proceeding with the design phase for an amount not to exceed \$52,741.92, using the 75% funding to pay for the engineering costs. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Announcements

Trustee Bolser announced that the Rantoul Area Chamber of Commerce (RACC) would be holding its annual legislative luncheon at the Caddy Shack on May 12, 2008. Sen. Michael

Frerichs would be the guest speaker at the occasion. Trustee Bolser asked that anyone interested in attending please contact the RACC office by May 8.

Adjournment

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

MEETING ADJOURNED AT 7:32 P.M.

Respectfully submitted,

Jeremy A. Reale
Clerk of the Village of Rantoul

APPROVED JUNE 10, 2008

Neal Williams
Village President

ATTEST:

Jeremy A. Reale
Village Clerk