

Rantoul Village Board of Trustees
Regular Study Session
November 4, 2008

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

4. Items from Trustees

5. Items from the Clerk

A) Presentation of any Addendum Items for the Agenda

6. Items from the Administrator

7. Monthly Department Reports

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, October 7, 2008

B) Approval of Minutes, Regular Board Meeting, October 14, 2008

9. Items from Public Works

A) Release of Wal-Mart Letter of Credit

1-2

B) Boiler Repairs – Hangar No. 1

3-8

C) Change Order No. 3 – Wastewater Treatment Plant

9-22

<i>Order of Business</i>	<i>Board Packet Page(s)</i>
10. Items from Aviation	
A) Demolition Contract – Building No. 54	23-25
11. Items from the Comptroller	
A) IMLRMA Insurance Renewal	26-31
B) Annual Tax Levy Resolution	32-36
12. Items from Counsel	
13. Adjournment	

**Next Meeting Date:
Regular Monthly Meeting, November 12, 2008****

**** Note: The regular meeting date was moved to Wednesday, November 12 due to the Village's observation of Veteran's Day on November 11**

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.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE **OF**

ITEM: Wal-Mart Letter of Credit	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: October 23, 2008
SUMMARY HIGHLIGHTS: <p>This agenda item is to request the release of the Wal-Mart Letter of Credit in the amount of \$197,000, as Wal-Mart has met their obligations for the one (1) year maintenance period for the dedicated public improvements. This includes such improvements involving the streets, sanitary, water, sidewalks, etc.</p> <p>The Public Works Department met with Wal-Mart's engineer on September 17, 2008 and jointly inspected the public improvements. Attached is a letter from Wal-Mart requesting the release of the Letter of Credit.</p>	
RECOMMENDED ACTION: Authorize the Release of the Letter of Credit.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

WAL-MART

FINANCIAL SECURITY DEPARTMENT

WAL- MART Realty Co.
Attn: Crystal Uphoff, Dept. 9382
2001 SE 10th Street
Bentonville, AR 72716-0550
PHONE (479) 204-0337
FAX (479) 204-9536

October 2, 2008

Village of Rantoul
333 S. Tanner
Rantoul, IL 61866

Attn: Pete Passarrelli

RE: Release of Letter of Credit L5LS-577333

Dear Mr. Passarrelli:

The Village of Rantoul is currently holding a letter of credit in the amount of \$197,000 for our store located in Rantoul, Illinois. It is our understanding that all obligations have been met under said letter of credit. Therefore, we are requesting release of the letter of credit. If in fact all obligations have been met, please forward a cancellation letter/memo referencing letter of credit L5LS-577333 along with the original letter of credit to me at:

WAL- MART Realty Co.
Attn: Crystal Uphoff, Dept. 9382
2001 SE 10th Street
Bentonville, AR 72716-0550

However, if all obligations have not been met, please contact me at your earliest convenience so that we may discuss the outstanding issue(s) in greater detail.

If you have any questions, please contact me at (479) 204-0337.

Crystal Uphoff

Crystal Uphoff
Letter of Credit & Bond Dept.

Cc: File

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE ____ OF ____

ITEM: Hanger #1 Boiler Repairs	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$13,800.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: October 22, 2008
SUMMARY HIGHLIGHTS: <p>This Agenda item addresses the additional repair costs for the office boiler at Hanger 1. This boiler was damaged during the transition between tenants last winter, when the boiler was allowed to freeze which resulted in damaged boiler tubing. This was not a unit that the Village HVAC Division was contracted to service, so the tenant enlisted a contractor to perform routine servicing and the repairs. Apparently, the initial repair work was not comprehensive and the boiler continued to leak. The office area sustained additional water damage. While there is a tenant deposit to help fund the cleanup and repair of the facility and an insurance claim pending, the Village HVAC has been asked to assist in making the unit operational for the newest tenant.</p> <p>During the Village's initial inspection, four (4) of the seven (7) sections were identified for replacement. Quotes were secured and Xtreme Mechanical (bid tab attached) was awarded the project at \$8,800. During the re-construction process, the manufacturer delivered what is identified as the "front" section of the boiler, although it was not anticipated to be replaced. Apparently, the original repair did not include this section. The manufacturer's process to fabricate the sections has been computerized and the tolerances where the boiler sections to go together have been tightened. This creates the high probability that the new sections will not seat correctly with the existing front section and will continue to leak. The manufacturer (Burnham) representative has been on site and has recommended that the front section needs to be replaced. They will only provide a warranty (10 year) for the boiler if the first section is included in the replacement. The cost from the contractor for the additional section, material and labor is \$5,000, which increases the project cost above the \$10,000 threshold requiring formal Village Board approval. While the other sections seem to average \$2,200 each to replace, the additional piping, connections, and wiring drive the replacement cost of this section up significantly.</p> <p>The re-construction was already underway and the contractor has now paused waiting for approval / direction to proceed. The purchase and installation of a new boiler will be \$25,000 or more.</p> <p>The additional repair cost will come from Account 582-1830-450-40-31, attached to the existing P.O. 21710. The possibility still exists that insurance will defray some of the repair costs.</p>	
RECOMMENDED ACTION: Authorize the formal approval of additional funds to continue and complete the repair of the office boiler in Hanger 1.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

Xtreme Mechanical

4912 West Windsor
Champaign, Illinois 61822

Phone: (217) 202-3407

Fax: (217) 863-2092

kkeller@xtrememech.com

REVISED ADDITION #2

As per manufactory recommendation

October 15, 2008

Attention: Geoff Sinclair

Re: Village of Rantoul Boiler Section Replacement

Dear Geoff:

We propose to furnish the necessary materials, contractor equipment, labor and supervision required to demo and install the Boiler Sections for the sum of:

Thirteen Thousand Eight Hundred Dollars (\$13,800.00)

Scope of Work:

1. Demo existing boiler sections (1) end & (3) middle sections.
2. Installation of new boiler sections.
3. Demo & replace boiler front section.
4. Disconnect and reconnect all controls, wiring, piping and power burner assembly to accommodate new front section.
5. Replace hot water supply piping.
6. Add pump and piping for primary loop system. As per manufactures recommendations.

Exclusions and Clarifications:

1. If front section and primary loop piping is included and installed the unit will carry a 10 yr. manufactures warranty.
2. Not responsible for unforeseen conditions.

Respectfully Submitted,

Kerry Keller
Xtreme Mechanical

Geoff Sinclair

From: Kerry Keller [kerrykeller@xtrememech.com]
Sent: Tuesday, August 26, 2008 7:32 AM
To: Geoff Sinclair
Subject: FW: QOUTE Village of Rantoul Boiler Section Replacement

Xtreme Mechanical

4912 West Windsor
Champaign, Illinois 61822
Phone: (217) 202-8813
Fax: (217) 863-2092
kkeller@xtrememech.com

*H I
Office Barber*

August 25, 2008

Attention: Geoff Sinclair

Re: Village of Rantoul Boiler Section Replacement

Dear Geoff:

We propose to furnish the necessary materials, contractor equipment, labor and supervision required to demo and install the Boiler Sections for the sum of:
~~Eight Thousand Eight Hundred Dollars (\$8,800.00)~~

Scope of Work:

1. Demo existing boiler sections (1) end & (3) middle sections.
2. Installation of new boiler sections.

Exclusions and Clarifications:

1. Electrical is not included in this bid.
2. Not responsible for unforeseen conditions.

Respectfully Submitted,

Kerry Keller
Xtreme Mechanical

8/26/2008



*Village of
Rantoul*

601 S. Century
PO Box 38
Rantoul, Ill 61866

Phone 217.893.9955
Fax 217.893.3970

PROJECT QUOTATIONS

Hangar 1 Office Area Boiler repair project

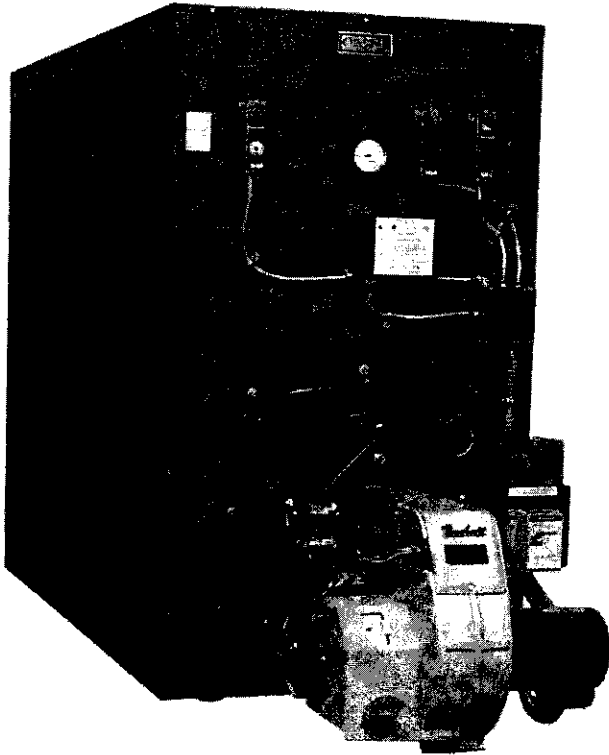
Xtreme Mechanical	\$8,800.
A&R Mechanical	\$9,235.
Ruyle Corp	\$9,930.
Davis-Houk	\$12,140.

From the desk of...

Martin Alblinger, AIA
Architect
Economic Development
601 S. Century
Rantoul, IL 61866
217/893-9955 x 102
FAX: 217/893-3970

INSTALLATION, OPERATING AND SERVICE INSTRUCTIONS FOR

V9A SERIES BOILER



For service or repairs to boiler, call your heating contractor. When seeking information on boiler, provide Boiler Model Number and Serial Number as shown on Rating Label.

Boiler Model Number _V9_ _A	Boiler Serial Number 6_ _ _ _ _	Installation Date
Heating Contractor		Type of Fuel
Address		Phone Number

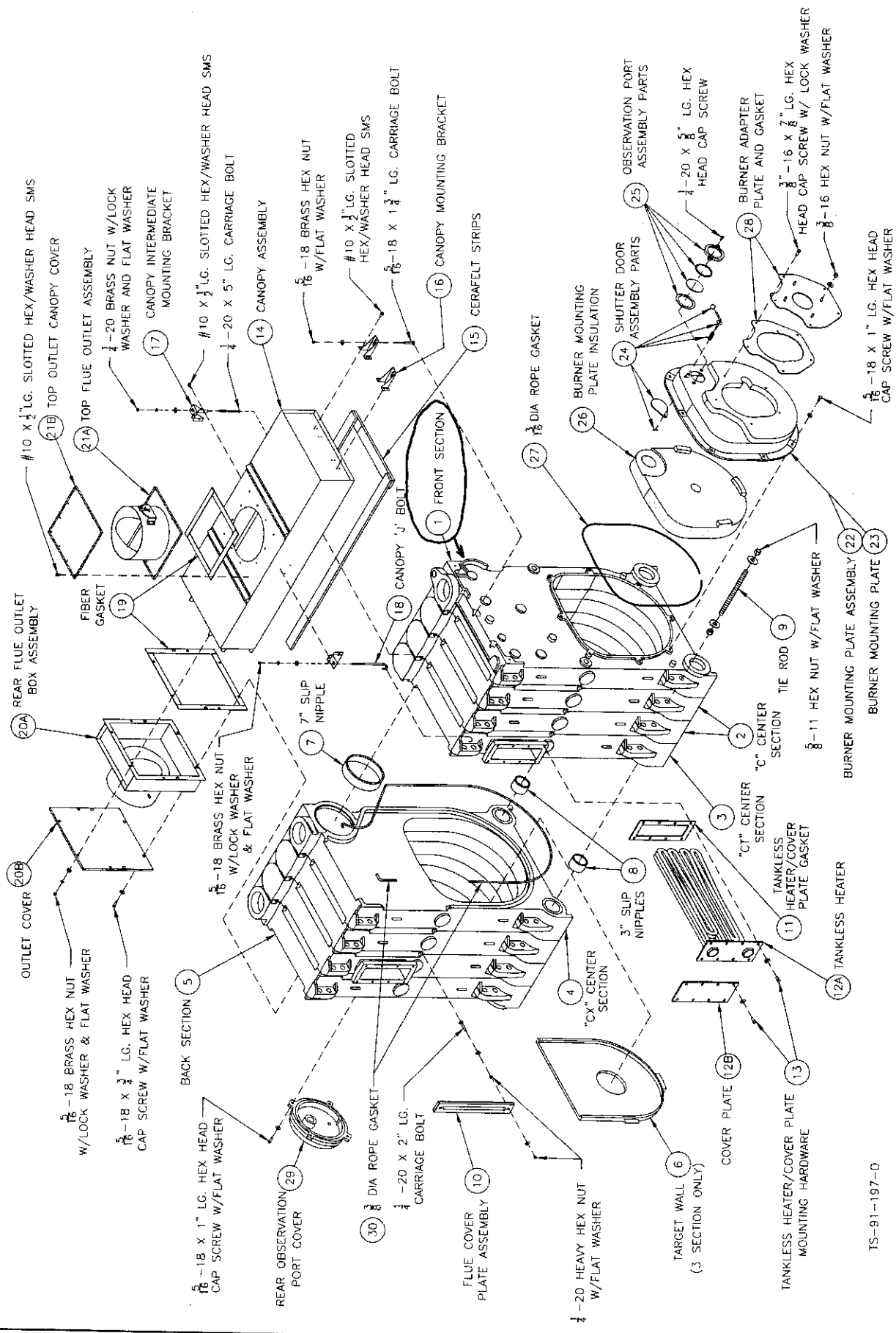


AMERICA'S BOILER COMPANY*

8142958R16-07/08

Price - \$5.00

NOTE: FLUE TOP INSULATION NOT SHOWN.




TS-91-197-D

Figure 44: Bare Boiler Assembly

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE ___ OF ___

ITEM: Wastewater Plant Change Order #3	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$11,274.12
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: October 23, 2008
<p>SUMMARY HIGHLIGHTS:</p> <p>This agenda item addresses the unforeseen site conditions under the new screening building (Building "D") and the digester mixing building (Building "N").</p> <p>During the excavation for the new building foundations, the existing soils were found to be saturated requiring the contractor to "over-excavate" and back fill the area with structural fill material (stone/rock). This allowed the subsoil area under the new foundations to be stabilized to support the building additions.</p> <p>In addition, the contractor has requested a 30-day time extension due to the slow processing of the IEPA Storm Permit by the State.</p>	
<p>RECOMMENDED ACTION: Authorize the approval of Change Order #3 in the amount of \$11,274.12 and a 30-day time extension.</p>	
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR:</p>
<p>AGENDA PAGE NUMBER:</p>	

STEEL PIN
N 10000.00
E 5000.00
Z 727.975

BENCHMARK
NORTHEAST CORNER
CONCRETE SLAB
ELEVATION 721.28

SEE SHEET 002-CR-1
SEE SHEET 002-CF-1

CONSTRUCTION STAGING
AREA FOR CONTRACTORS
USE DURING
CONSTRUCTION.

DOG BOUND

PK NAIL
N 9923.036
E 5350.743
Z 721.587

PK NAIL
N 9942.279
E 5151.523
Z 720.585

SEE SHEET 002-CR-2
SEE SHEET 002-CF-2

STORM WATER LAGOON

C STORM WATER DIVERSION STRUCTURE

D RAW SEWAGE INFLUENT STRUCTURE

E SOUTH PRIMARY CLARIFIERS

F SECONDARY PUMP BUILDING

G SECONDARY TOWERS

H SECONDARY CLARIFIERS & FLOW SPLITTER

I NITRIFICATION PUMP BUILDING

J NITRIFICATION TOWERS

K FINAL CLARIFIERS

L GARAGE/FILTER BUILDING

M LAB/OFFICE BUILDING

N CONTROL BUILDING

O SLUDGE DEWATERING BUILDING

P SLUDGE CONCENTRATION BUILDINGS

Q SLUDGE PUMP & BLOWER BUILDING

R STORAGE BUILDING

S SLUDGE DRYING BEDS

T PASSAGE

V CLARIFIER COMPLEX

W1 RELOCATED GARAGE

W2 RAW SEWAGE COLLECTION BOX

W3 CHANUTE METERING STRUCTURE

CHANGE ORDER
DATE OF ISSUANCE September 2, 2008 COMMENCEMENT OF
CONTRACT TIME March 26, 2008

OWNER Village of Rantoul, Illinois

CONTRACTOR Leander Construction, Inc.

PROJECT WWTF Screening, Digester Mixing & SCADA Upgrade CONTRACT NO. _____

ENGINEER Donohue & Associates, Inc.

YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:
DESCRIPTION:

Three Items - See Attachment "A"

REASON FOR CHANGE ORDER:

See Attachment "A"

ATTACHMENTS:

Attachment "A"

CHANGE IN CONTRACT PRICE
Original Contract Price:
\$ <u>2,659,000.00</u>
Net increase (decrease) from previous Change Orders:
\$ <u>4,379.20</u>
Net increase (decrease) of this Change Order:
\$ <u>11,274.12</u>
Revised Contract Price:
\$ <u>2,674,653.32</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: (days or dates)
Substantial Completion: <u>April 20, 2009</u>
Ready for Final Payment: <u>June 19, 2009</u>
Net increase (decrease) from previous Change Orders: (days)
Substantial Completion: <u>N/A</u>
Ready for Final Payment: <u>N/A</u>
Net increase (decrease) of this Change Order: (days)
Substantial Completion: <u>30 days</u>
Ready for Final Payment: <u>30 days</u>
Revised Contract Times: (days or dates)
Substantial Completion: <u>May 20, 2009</u>
Ready for Final Payment: <u>July 19, 2009</u>

CONTRACTOR agrees that this Change Order includes any and all costs associated with or resulting from the change ordered herein, including all impacts, delays, and accelerated costs. Other than the dollar amount and time allowance listed above, there shall be no other dollar or time compensation as a result of this Change Order.

THIS DOCUMENT SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL STIPULATIONS AND COVENANTS OF THE CONTRACT SHALL APPLY HERETO.

RECOMMENDED: Donohue & Associates, Inc. APPROVED: Village of Rantoul ACCEPTED: Leander Construction, Inc.
 By: *Joseph V. Pisula* By: _____ By: *Chris Booher*
 Date: *9-2-08* Date: _____ Date: *9-5-08*

Note: OWNER is required to complete the Change Order Authorization form on the back if change increase or decrease is for \$10,000 or more, or time of completion is 30 days or more.

CHANGE ORDER TALLY SHEET

Change Order #3 Issued: **September 2, 2008**

3-1	RFI #04	Unforeseen unsuitable soils under Building "D"	Unforeseen Condition	pending	\$3,620.07
3-2	Leander 7-21-08 letter	Unforeseen unsuitable soils under Building "N"	Unforeseen Condition		\$7,654.05
3-3	Leander 8-6-2008 letter	Time Extension of 30 days due to NPDES permit fee.	Unforeseen Condition		\$0.00

Change Order #3's Value = \$11,274.12

Resulting Contract Value = \$ 2,674,653.32

ATTACHMENT "A"

CHANGE ORDER #3 - DESCRIPTION

Owner: Village of Rantoul
Contractor: Leander Construction, Inc.
Project: Wastewater Treatment Plant Screening, Digester Mixing & SCADA Upgrade
Donohue No.: 11263
Date: September 2, 2008

Change Item 3-1: Remove and Replace Unsuitable Soils under Building "D" foundation

Description: Sheet 70 of the drawings required the contractor to excavate down 6 feet and remove the soils and replace them with CA-6 structural fill. The Contractor executed this work in the month of June 2008. However, once that work was done, the contractor and Donohue found that the soils immediately against the existing building (where the original deep excavation was backfilled) were sloppy and unstable, due primarily to the fact that the soils were extremely wet, due to heavy rains and saturated soils in the excavation.

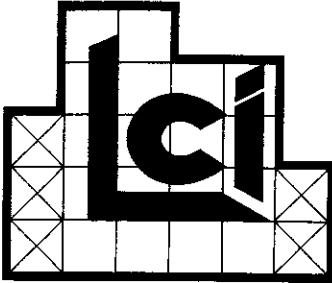
Reason for change: Unforeseen condition. The soils investigation made during the design drilled a soil boring at the building site did not find this unstable material, because the boring was in the middle of the new building area, not immediately adjacent to the existing structure. Also, unusually heavy and prolonged rainfall during this period caused the soils to become saturated from which they then lost their stability.

Proposed contract change in price:

Add = \$3,620.07

Proposed contract change in time:

Add = 0 days



Leander Construction, Inc.

P.O. Box 345 • Canton, IL 61520
PH: (309) 647-7400 • FAX: (309) 647-7401

July 9, 2008

Donohue and Associates
115 N. Neil Street
Suite 213
Champaign, IL 61820

RE: RE: Wastewater Treatment Plant
Screening, Digester Mixing
& SCADA Upgrade
1625 East Grove Avenue
Rantoul, IL 61866
Donohue Prog #11263

Attn: Joe Pisula

Dear Joe

Please accept this letter as Proposal #3 for the above project.

Price for overexcavating the foundation site for the addition to Building D due to unforeseen material found once excavation started as per instructed in RFI #4

Labor:

1 - Superintendent 4 hrs @ \$58.41 to investigate conditions	=	\$233.64
15 Overhead and Profit	=	\$35.05
Sub-Total	=	\$268.69

Subcontractor:

BJ Trucking & Excavating, Inc.

15 tons of RR1 3" Rock	=	\$300.00
22 tons of CA-7 ¾"	=	\$385.00
Excavator	=	\$1,000.00
Skidsteer	=	\$760.00
Labor	=	\$280.00

Geocon

Materials and Labor to test soil conditions = \$454.00

5% Mark-Up = \$172.38

Grand Total = **\$3,620.07**

If you have any questions please contact our office.

Thank You

Chris Booher
Project Manager

BJ TRUCKING & EXCAVATING, INC.

19622 HENNING ROAD
DANVILLE, IL 61834

Invoice

RECEIVED
JUL 07 2008

Date	Invoice #
7/2/2008	1373

BY:

Bill To
Leander Construction P.O. Box 345 Canton IL 61520 ph: 1-309-647-7400 fax: 1-309-647-7401

Job # 8-003
 Account # _____
 Approved _____
 Date Entered _____

Description	Amount
Time and Material for over digging by the West Building per Tim for the Village of Rantoul Waste Water Treatment Facility	
15 Ton of RR 1 3" Rock	300.00
22 Ton of CA-7 3/4"	385.00
Excavator	1,000.00
Skidsteer	760.00
Labor	280.00
Total	\$2,725.00

Change Item 3-2: Remove and Replace Unsuitable Soils under Building "N" Addition's new foundation

Description: Sheet 93 of the drawings required the contractor to excavate down 10 feet and remove the soils and replace them with CA-6 structural fill. The Contractor executed this work in the month of July 2008. However, once the contractor came to that elevation, the soils at the plan elevation were saturated and did not have sufficient bearing capacity to accommodate the loads of the building that are to be placed above it. Donohue and an independent soils consultant hired by the contractor observed the conditions and confirmed that the native soils at this elevation were unstable and unable to handle the building loads. Contractor proposed to add in several truckloads of 3-inch "oversized" rock for stabilization, which is a fairly typical means of stabilizing the soils.

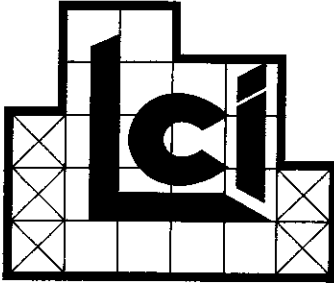
Reason for change: Unforeseen condition. The soils investigation made during the design drilled a soil boring at the site but the soils at the time of the drilling were likely not saturated with high groundwater nor were they unconfined – as they were during the excavation work.

Proposed contract change in price:

Add = \$7,654.05

Proposed contract change in time:

Add = 0 days



Leander Construction, Inc.

P.O. Box 345 • Canton, IL 61520
PH: (309) 647-7400 • FAX: (309) 647-7401

July 21, 2008

Donohue and Associates
115 N. Neil Street
Suite 213
Champaign, IL 61820

RE: RE: Wastewater Treatment Plant
Screening, Digester Mixing
& SCADA Upgrade
1625 East Grove Avenue
Rantoul, IL 61866
Donohue Prog #11263

Attn: Joe Pisula

Dear Joe

Please accept this letter as Proposal #4 for the above project.

Price for over excavating the foundation site for the addition to the Control Building ~~Building D~~ due to unforeseen material found once excavation started.

Labor: *N*

1 - Superintendent 4 hrs @ \$58.41 to investigate conditions	=	\$233.64
15 Overhead and Profit	=	\$35.05
Sub-Total	=	\$268.69

Subcontractor:

BJ Trucking & Excavating, Inc.

Skidsteer	=	\$680.00
Digging 13' deep to get to suitable soil	=	\$1,000.00
5 hours of hauling dirt	=	\$375.00
142 tons of 3" Rock	=	\$3,692.00
50.01 tons of ¾" Rock	=	\$900.18
Roller rental extra time	=	\$150.00

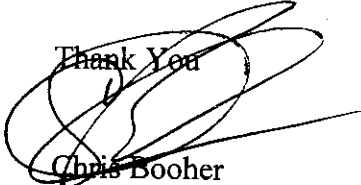
Geocon

Materials and Labor to test soil conditions = \$236.50

5% Mark-Up = \$351.68

Grand Total = **\$7,654.05**

If you have any questions please contact our office.

Thank You

Chris Booher
Project Manager

BJ TRUCKING & EXCAVATING, INC.

19622 HENNING ROAD
DANVILLE, IL 61834

Invoice

Date	Invoice #
7/12/2008	1384

Bill To
Leander Construction P.O. Box 345 Canton IL, 61520 ph: 1-309-647-7400 fax: 1-309-647-7401

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
8	skidsteer for rock and leveling	85.00	680.00
8	Digging overburden per geocon to get to good soil over the 13'depth	125.00	1,000.00
5	hours hauling off the extra dirt.	75.00	375.00
142	RR1 - 3" Rock	26.00	3,692.00
50.01	3/4 white rock	18.00	900.18
1	extra roller time on rental	150.00	150.00
Total			\$6,797.18

Change Item 3-3: Time Extension of 30 days due to delay in filing Stormwater NPDES permit

Description: Section 01110 of the specs indicates that the contractor is to pay the \$500 Stormwater NPDES permit fee for the project, since the disturbed area is more than 1 acre. Contractor paid the fee, but after the Notice to Proceed was issued, the IEPA indicated that no excavation could occur until 30 days after IEPA received the payment check. Contractor wishes to recover this lost time.

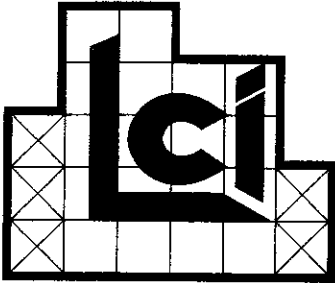
Reason for change: Unforeseen condition. The Notice of Intent (NOI) form for this permit does not stipulate the 30 day delay, so it was not reasonable for the Village, the contractor or Donohue to have foreseen this delay

Proposed contract change in price:

Add = \$0.00

Proposed contract change in time:

Add = 30 days



Leander Construction, Inc.

P.O. Box 345 • Canton, IL 61520
PH: (309) 647-7400 • FAX: (309) 647-7401

August 6, 2008

Donohue and Associates
115 N. Neil Street
Suite 213
Champaign, IL 61820

RE: Wastewater Treatment Plant
Screening, Digester Mixing
& SCADA Upgrade
1625 East Grove Avenue
Rantoul, IL 61866
Donohue Prog #11263

Attn: Joe Pisula

Dear Joe

We are writing to request that 30 days be added to the end of both phases of this project. This request is a result of the 30 day delay involved with obtaining the IEPA permit. This would move final completion of "Building D" to March 19, 2009 and for the rest of the project to July 19, 2009.

If you have any questions please contact our office.

Thank You


Chris Booher
Project Manager

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: BUILDING #54 DEMOLITION	DEPARTMENT: AIRPORT
AGENDA SECTION:	AMOUNT: \$27,000.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 10/27/08
<p>SUMMARY HIGHLIGHTS: Bids have been received for the demolition of building #54 at 500 Starlifter Dr. A total of twelve bids were received. Dig It of Champaign, Inc. was the low bidder at \$27,000. A bid tabulation is attached. The asbestos has been removed. This will be the third building in this area that the village has taken down and will help to greatly improve the appearance of this residential neighborhood. This project is budgeted in the TIF Fund.</p>	
<p>RECOMMENDED ACTION: Award contract for building #54 demolition to Dig I of Champaign, Inc.</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR:

BID OPENING TABULATION SUMMARY

PROJECT: BLDG #54 DEMOLITION

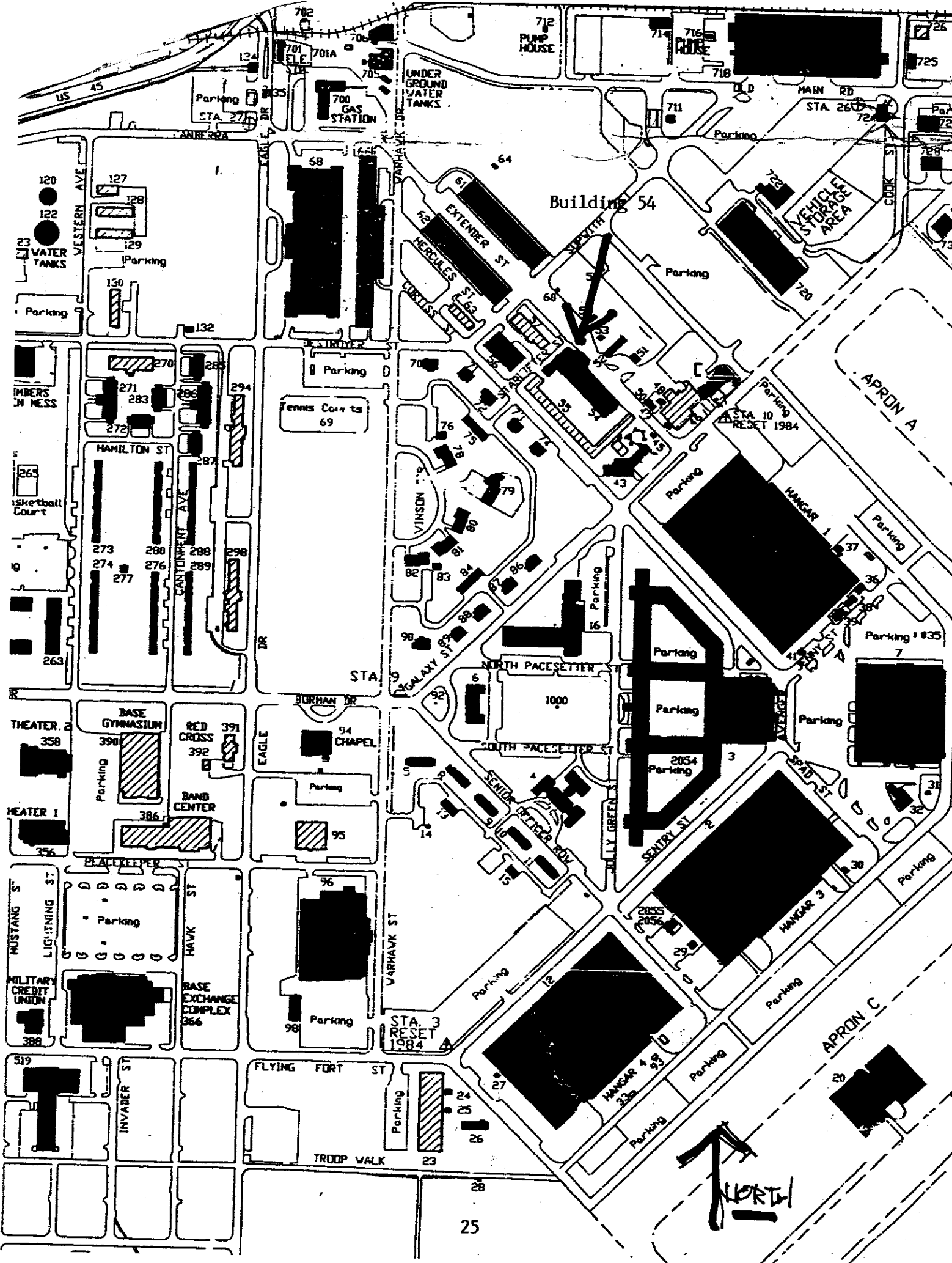
JOB #: VRNTL-09-R-0016

OWNER: Village of Rantoul

DEPARTMENT: AIRPORT

BID DATE: 10/6/08

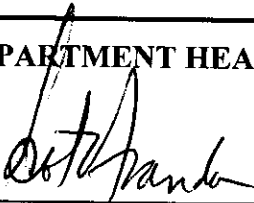
BIDDER	TOTAL BID
SHROYER BROS., INC.	39,500
O'NEIL BROTHERS	81,051
AMERICAN DEMOLITION CORP	38,000
ACES MAINTENANCE	40,500
SHIELDS EQUIPMENT	59,795
MARTIN TRUCKING & EXCAVATING	89,300
H & H DEMOLITION & HAULING	69,200
STEVE'S TRUCKING	38,925
DIG IT OF CHAMPAIGN, INC	27,000
BIG MUDDY SERVICES, INC.	32,500
THOMAS EXCAVATING, INC.	84,007
MILLER ENTERPRISES	68,500



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: IMLRMA INSURANCE RENEWAL	DEPARTMENT: COMPTROLLER
AGENDA SECTION:	AMOUNT: \$475,503.84
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 10/20/08
<p>SUMMARY HIGHLIGHTS: Attached is information regarding the renewal of the annual insurance agreement and contribution to the Illinois Municipal League Risk Management Association (IMLRMA). This insurance policy covers most of our liability, property and equipment, and workers compensation. An ordinance is required by the IMLRMA for all municipalities that participate in their "Min-Max" program. The "Min-Max" program provides a lower initial contribution. If our claims exceed the minimum loss fund contribution of \$323,850, we would then assume responsibility for all claims, dollar for dollar, up to a maximum of \$485,774. The village has participated in this program for the last several years and it has proven to be very cost effective. This years cost will increase 9.9% or \$42,712 over last year to \$475,504. This price includes a 2% discount for early payment by November 21. I have attached a history of our insurance costs for the last several years.</p>	
<p>RECOMMENDED ACTION: Accept the bid of IMLRMA for insurance coverage, approve the ordinance authorizing the execution by the Mayor and Comptroller of the "IMLRMA Min/Max Contribution Agreement" and authorize payment of the contribution to obtain the 2% discount.</p>	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR:

**VILLAGE OF RANTOUL
INSURANCE COST COMPARISON**

YEAR	CONTRIBUTION	\$ CHANGE	% CHANGE	NORMAL CONTRIBUTION	
1990	\$224,350				
1991	\$232,128	\$7,778	3.47%		
1992	\$241,550	\$9,422	4.06%		
1993	\$258,801	\$17,251	7.14%		
1994	\$269,389	\$10,588	4.09%		
1995	\$323,554	\$54,165	20.11%		
1996	\$355,717	\$32,163	9.94%		
MIN/MAX PROGRAM					SAVINGS
1997	\$277,800	(\$77,917)	-21.90%	\$326,439	\$48,639
1998	\$279,945	\$2,145	0.77%	\$328,960	\$49,015
1999	\$265,943	(\$14,002)	-5.00%	\$312,506	\$46,563
2000*	\$234,736	(\$31,207)	-11.73%	\$281,465	\$46,729
2001*	\$234,652	(\$84)	-0.04%	\$281,364	\$46,712
2002*	\$255,495	\$20,843	8.88%	\$300,229	\$44,734
2003*	\$281,288	\$25,793	10.10%	\$330,538	\$49,250
2004*	\$306,697	\$25,409	9.03%	\$358,291	\$51,594
2005*	\$330,416	\$23,719	7.73%	\$385,999	\$55,584
2006*	\$333,766	\$3,351	1.01%	\$397,871	\$64,105
2007*	\$378,847	\$45,081	13.51%	\$442,579	\$63,731
2008*	\$432,792	\$53,944	14.24%	\$505,008	\$72,216
2009*	\$475,504	\$42,712	9.87%	\$554,847	\$79,343

\$718,215

* INCLUDES 2% EARLY RENEWAL DISCOUNT

ILLINOIS MUNICIPAL LEAGUE RISK MANAGEMENT ASSOCIATION



P.O. Box 5180, Springfield, Illinois 62705-5180
Phone: 217/525-1220 Fax: 217/525-7438

MIN / MAX 2009 CONTRIBUTION INVOICE/RENEWAL

MEMBER INFORMATION:

Rantoul
333 South Tanner
Rantoul, IL 61866-2919

DATE: 10/10/2008
ACCOUNT #: 0485
EFFECTIVE DATES: 12/31/2008 TO 12/31/2009

2009 MIN/MAX CONTRIBUTION: \$485,208

MIN/MAX CONTRIBUTION BREAKDOWN

WC	AL/CGL	IM	APD	PROP	TOTAL
\$215,897	\$88,445	\$2,907	\$14,791	\$163,168	\$485,208

MIN/MAX PAYMENT BREAKDOWN

FULL PAYMENT OPTIONS		INSTALLMENT OPTIONS													
Option #1 (with discount)	Option #2	Option #3 (with discount)	Option #4												
<p><i>*Invoice Amt: \$475,503.84</i></p> <p>Pay by: 11/21/2008</p>	<p><i>Invoice Amt: \$485,208.00</i></p> <p>Pay by: 12/12/2008</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><i>*Invoice Amt:</i></td> <td style="width: 50%; text-align: right;"><i>\$475,503.84</i></td> </tr> <tr> <td><i>2% Fee:</i></td> <td style="text-align: right;"><i>\$9,510.08</i></td> </tr> <tr> <td><i>Total Invoice:</i></td> <td style="text-align: right;"><i>\$485,013.92</i></td> </tr> </table> <p style="text-align: center;">1st Installment Pay by 11/21/2008 \$242,506.96</p> <p style="text-align: center;">2nd Installment Pay by 06/12/2009 \$242,506.96</p>	<i>*Invoice Amt:</i>	<i>\$475,503.84</i>	<i>2% Fee:</i>	<i>\$9,510.08</i>	<i>Total Invoice:</i>	<i>\$485,013.92</i>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><i>Invoice Amt:</i></td> <td style="width: 50%; text-align: right;"><i>\$485,208.00</i></td> </tr> <tr> <td><i>2% Fee:</i></td> <td style="text-align: right;"><i>\$9,704.16</i></td> </tr> <tr> <td><i>Total Invoice:</i></td> <td style="text-align: right;"><i>\$494,912.16</i></td> </tr> </table> <p style="text-align: center;">1st Installment Pay by 12/12/2008 \$247,456.08</p> <p style="text-align: center;">2nd Installment Pay by 06/12/2009 \$247,456.08</p>	<i>Invoice Amt:</i>	<i>\$485,208.00</i>	<i>2% Fee:</i>	<i>\$9,704.16</i>	<i>Total Invoice:</i>	<i>\$494,912.16</i>
<i>*Invoice Amt:</i>	<i>\$475,503.84</i>														
<i>2% Fee:</i>	<i>\$9,510.08</i>														
<i>Total Invoice:</i>	<i>\$485,013.92</i>														
<i>Invoice Amt:</i>	<i>\$485,208.00</i>														
<i>2% Fee:</i>	<i>\$9,704.16</i>														
<i>Total Invoice:</i>	<i>\$494,912.16</i>														

**Payment received on or before 11/21/08 includes 2% discount on 2009 Min/Max Contribution.*

You can send this entire page, or cut at the line below and just send the bottom portion of this invoice, to submit when making payment.

CHECK ONE:

- Option #1 → *Best Value*
- Option #2
- Option #3
- Option #4

Rantoul
333 South Tanner
Rantoul, IL 61866-2919
ACCOUNT # 0485

Make check payable to:
IML Risk Management Association
P.O. Box 5180
Springfield, Illinois 62705-5180

TOTAL MIN/MAX
PAYMENT ENCLOSED: \$ _____

The signed Min/Max agreement must be returned with your payment.

MINIMUM – MAXIMUM OPTION

December 31, 2008 – December 31, 2009

Many of our members have found the Minimum - Maximum program to be very successful and we are pleased to continue it in the year 2009. Please call us if you would like additional information about the program or to confirm if the Minimum – Maximum option meets your municipality's needs.

If your municipality wishes to participate in this optional program for this renewal period, the enclosed Minimum-Maximum Agreement ***must*** be signed and returned with your payment. A final copy will be returned to your municipality. If the agreement has not been received by February 1, 2009 your municipality will be billed for the full 100% contribution and such contribution will be due upon receipt.

Our Early Renewal discount also applies to Minimum – Maximum Members. The Early Renewal payment should be made by November 21, 2008 if you will be taking advantage of the 2% discount. If you choose not to take advantage of this early option, your contribution payment should be made by December 12, 2008.

If you have any questions, please contact Julia Reynolds at 1-800-252-5051, ext. 1199.



Larry Frang - Managing Director

IMLRMA MINIMUM/MAXIMUM CONTRIBUTION AGREEMENT

This Agreement is entered into this _____ (Date Signed), between the Illinois Municipal League Risk Management Association (IMLRMA), an intergovernmental association formed pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 and the CITY OF RANTOUL, a member of the IMLRMA. This Agreement amends and supplements the Declarations Pages dated December 31, 2008 to December 31, 2009 and all endorsements thereto.

1. DEFINITIONS

The following definitions shall apply for purposes of this Agreement:

"Loss Fund" -- Those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.

"Minimum Loss Fund" -- 80 percent of those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.

"Maximum Loss Fund" -- 120 percent of those dollars set aside for the payment of claims excluding reinsurance and excess premiums and administrative costs.

"Paid Claim Dollars" -- Those payments made by IMLRMA on claims including defense costs against the CITY OF RANTOUL minus recovery from subrogation, deductible or salvage credited against those claim payments.

"Minimum Contribution" -- Minimum Loss Fund including reinsurance and excess premiums and administrative costs.

"Maximum Contribution" -- Maximum Loss Fund including reinsurance and excess premiums and administrative costs.

2. MINIMUM/MAXIMUM CONTRIBUTION BREAKDOWN

The CITY OF RANTOUL hereby agrees to the following schedule of contributions:

	<u>Minimum Contribution</u>	<u>Maximum Contribution</u>
Reinsurance and Excess Premiums and Administrative Costs	\$ 161,358	\$ 161,358
Loss Fund Contribution	@ 80% \$ 323,850	@ 120% \$ 485,774
	\$ 485,208	\$ 647,132

3. Based upon a comparison of paid claim dollars against the Loss Fund, IMLRMA will determine whether additional contributions beyond the minimum contribution will be required up to the maximum contribution.

4. For purposes of determining paid claims, IMLRMA will complete a semi-annual review of paid claim dollars.

5. NOTICE

IMLRMA hereby agrees to send, through its agents, written notice when paid claim dollars are equal to or greater than 60 percent of the Minimum Loss Fund.

IMLRMA agrees, through its agents, to send a second written notice when paid claim dollars equal or exceed 85 percent of the Minimum Loss Fund.

6. BILLING/PAYMENT -- The parties to this Agreement hereby agree to the following terms:

When paid claim dollars reach or exceed 100 percent of the Minimum Loss Fund, billing will be instituted on a yearly basis for those paid claim dollars in excess of the Minimum Loss Fund and billing will continue on a yearly basis until the Maximum Loss Fund limit is attained or all claims initiated during the coverage period are closed. Billings will be completed in July of each year for paid claim dollars through June 30.

The CITY OF RANTOUL hereby agrees to make payment within 30 days of its receipt of billing.

7. All other definitions, conditions and coverages of the IMLRMA remain the same under this Agreement, including the handling of all claims.

8. This Agreement is to be interpreted and construed in accordance with the laws of the State of Illinois.

9. If any one portion or portions of this Agreement is found to be invalid or unenforceable, the remainder shall remain valid and binding on the parties.

The undersigned hereby affirm that they are duly authorized as agents to bind the parties to this Agreement.

Mayor/Village President

Date

Treasurer/Comptroller/RMC

Date

IMLRMA, Managing Director

Date

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 2

ITEM: TAX LEVY RESOLUTION	DEPARTMENT: COMPTROLLER
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 10/24/08
<p>SUMMARY HIGHLIGHTS: The Village is required to file a property tax levy with the County Clerk on or before the fourth Tuesday in December. The first step in the process is for staff to prepare and present to the Board the proposed levy. The Board then adopts, at the November meeting, a resolution determining the amounts of money necessary to be raised by the tax levy for the 2008 tax levy year pursuant to the Truth in Taxation Act.</p> <p>The Truth in Taxation Act provides that not less than 20 days before any taxing body makes its tax levy it must determine how many dollars in aggregate property tax extensions will be necessary. If the amount determined is more than 105% of the previous year's extension (excluding debt service levies), plus any amount abated prior to the extension, a notice published in the newspaper and a public hearing are required before the levy can be adopted. The levy must be adopted no later than the regular board meeting in December to meet the filing deadline.</p> <p><u>Assumptions/Requirements/Recommendations</u></p> <p>We are recommending a slight increase of 4.97% in the levy amount compared to last year. The total recommended levy is \$1,310,050 (not including the library bond levy.) This is an increase of \$61,975 over last year. The proposed levy is distributed as follows:</p> <p>The Library has requested a levy in the amount of \$401,050, an increase of \$25,481 (6.8%). Included in these numbers are the following requests/recommendations:</p> <ol style="list-style-type: none"> 1) The Village would continue to finance the Library's new building costs at 0% interest. The Library has paid back a total of \$28,250 to the Village. They have not budgeted any funds for debt service to the Village for next year. If they would receive any more grant funding from the state, that money would go to the Village. 2) The Village would not contribute any funds towards the Library's utility costs. In past years the village had contributed up to \$20,000 for utilities. That amount has gradually decreased each year. 3) The Library's budget for IMRF and group insurance has been increased to cover those rising costs. 4) Included in their request is \$10,000 for a building maintenance reserve. 5) The Police Pension request has not been made yet. That will be provided once the actuarial valuation report is completed prior to the December meeting. 6) Until we receive the Police Pension request, other levies will be undetermined. 	

The Equalized Assessed Valuation, (EAV) usually increases by 3% to 5% annually. Last year the EAV increased 7.21%. This year, based on information I have received from the county assessor's office, I have estimated that the overall EAV will *decrease* by 5%. This is due to assessment re-evaluations and additional exemptions this year. As a result, the estimated village tax rate would be \$1.3374 compared to last year's rate of \$1.2139. The village portion of the tax bill for the owner of a \$100,000 home with a homestead exemption would be \$372.20 compared to last year's \$343.90, an increase of \$28.29. An owner with the homestead exemption and a senior citizen exemption would pay \$328.06 compared to \$307.49 last year, an increase of \$20.58

Attachments:

- This year's proposed levy compared to last year.
- Corporate Fund tax levy history
- Library levy request

RECOMMENDED ACTION: Approve resolution determining amounts of money to be raised by the tax levy as proposed.

DEPARTMENT HEAD APPROVAL:



VILLAGE ADMINISTRATOR:

VILLAGE OF RANTOUL 2008 PROPERTY TAX LEVY RECOMMENDATION

ASSUMPTIONS/RECOMMENDATIONS

- 1) NO PAYMENT FROM LIBRARY TOWARDS LOAN BALANCE
- 2) VILLAGE WOULD PAY \$10,000 TOWARDS LIBRARY UTILITES
- 3) POLICE PENSION FUND ACTUARIAL REQUEST IS \$289,032, AN INCREASE OF \$32,205 OVER LAST YEAR.
- 4) ESTIMATED INCREASE IN EAV IS 3.0%
- 5) TOTAL LEVY REQUEST IS INCREASED LESS THAN 5%.

ASSUMPTIONS/RECOMMENDATIONS

- 1) NO PAYMENT FROM LIBRARY TOWARDS LOAN BALANCE
- 2) VILLAGE WOULD NOT PAY ANY MONEY FOR LIBRARY UTILITES
- 3) POLICE PENSION FUND ACTUARIAL REQUEST IS \$

- 4) ESTIMATED INCREASE IN EAV IS (PER COUNTY ASSESSOR)
 - 5) TOTAL LEVY REQUEST IS INCREASED LESS THAN 5%.
 - 6) RATE ESTIMATED TO INCREASE SLIGHTLY TO \$1.2602 PER \$100 OF EAV
- EFFECT ON CORPORATE FUND COMPARED TO LAST YEAR,
\$0 TO CORPORATE

2007 LEVY

EAV
\$109,843,742

I. LIBRARY LEVY	2007 LEVY	2007 RATE	2007 EXTENSION	% OF TOTAL LEVY
BOND	\$82,981	\$0.0757	\$83,000.31	5.96%
LIBRARY	\$375,588	\$0.3426	\$375,639.46	26.96%
SUBTOTAL	\$458,569	\$0.4182	\$458,639.77	34.45%
II. REQUIRED RETIREMENT LEVYS				
IMRF	\$200,000	\$0.1824	\$199,990.19	14.36%
FICA	\$190,000	\$0.1733	\$190,012.60	13.64%
POLICE PENSION	\$268,917	\$0.2453	\$268,956.10	19.30%
SUBTOTAL	\$658,917	\$0.6010	\$658,958.89	49.51%
III. CORPORATE FUND				
POLICE PROTECTION	\$64,000	\$0.0584	\$64,031.95	4.59%
ST. & BRIDGE	\$77,500	\$0.0707	\$77,518.13	5.56%
E.S.D.A.	\$1,000	\$0.0009	\$986.79	0.07%
RECREATION	\$68,000	\$0.0620	\$67,979.12	4.88%
AUDIT	\$3,000	\$0.0027	\$2,960.38	0.22%
SUBTOTAL	\$213,500	\$0.1947	\$213,476.37	16.04%
TOTAL II & III	\$872,417	\$0.7957	\$872,435.26	92.51%
TOTAL ALL LEVYS	\$1,330,986	\$1.2139	\$1,331,075.03	100.00%
LESS BOND	\$82,981		\$83,000.31	
	\$1,248,005		\$1,248,074.72	

2008 LEVY

ESTIMATED
\$104,161,555

2008 LEVY	ESTIMATED 2008 RATE	2008 EXTENSION	% OF TOTAL LEVY
\$83,000	\$0.0797	\$83,000.00	5.96%
\$401,050	\$0.3850	\$401,050.00	28.79%
\$484,050	\$0.4647	\$484,050.00	34.75%
\$25,410 INCREASE			
\$200,000	\$0.1920	\$199,990.19	14.36%
\$190,000	\$0.1824	\$190,012.60	13.64%
\$305,500	\$0.2933 (EST.)	\$268,956.10	21.93%
\$695,500	\$0.6677	\$658,958.89	49.93%
\$36,541 INCREASE			
\$213,500	\$0.2050	\$213,476.37	15.33%
\$24 INCREASE			
\$909,000	\$0.8727	\$872,435.26	94.04%
\$1,393,050	\$1.3374	\$1,331,075.03	100.00%
\$83,000		\$83,000.31	
\$1,310,050		\$1,248,074.72	
\$61,975 INCREASE			

% INCREASE **4.97%**
(LEVY OVER PREVIOUS EXTENSION)

\$100,000 HOME WITH \$5,000 HOMESTEAD EXEMPTION =	\$343.90
\$100,000 HOME WITH \$8,000 HOMESTEAD & SR EXEMPTIONS	\$307.49

\$100,000 HOME WITH \$5,500 HOMESTEAD EXEMPTION =	\$372.20
CHANGE	\$28.29
\$100,000 HOME WITH \$8,800 HOMESTEAD & SR EXEMPTIONS	\$328.06
CHANGE	\$20.58

The village property tax is only a portion of the overall tax bill.
Last year, the village's portion of the total tax bill was 13.6%.

**VILLAGE OF RANTOUL
CORPORATE TAX LEVY HISTORY**

YEAR	TOTAL TAX LEVY	% INCREASE	CORP FUND SHARE	% INCREASE	CORP % SHARE OF LEVY
2001	\$1,244,426		\$458,000		36.804%
2002	\$1,302,511	4.668%	\$475,000	3.712%	36.468%
2003	\$1,357,108	4.192%	\$470,500	-0.947%	34.669%
2004	\$1,160,553	-14.483%	\$220,475	-53.140%	18.997%
2005	\$1,213,038	4.522%	\$200,000	-9.287%	16.488%
2006	\$1,273,192	4.959%	\$200,400	0.200%	15.740%
2007	\$1,332,493	4.658%	\$213,500	6.537%	16.023%
2008	\$1,393,050	4.545%	\$213,500	0.000%	15.326% (EST.)

**Rantoul Public Library Levy request
FY 2010**

Assumptions:

1. Total income required - \$472,100
 - a. FY 09 - \$445,175
 - b. 6% increase
2. Salaries:
 - a. 3 % increase
 - b. Higher minimum wage
3. Medical Insurance - 15% increase
4. IMRF - 15% increase
5. Utilities - 08% increase
6. Building Reserve - \$10,000
7. Amount income from other sources - \$71,050
8. Total required from property taxes - \$401,050
9. Total assessed value \$105,853,151 (0% increase)
10. Levy - .003789 = 401,050
11. FY 2009 Levy - .003549