

**RANTOUL VILLAGE BOARD OF TRUSTEES**  
**REGULAR STUDY SESSION**  
**AUGUST 4, 2009**

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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 Roger Jones, Tony Brown, Margurette Carter, Joe Bolser, and Jim Stubblefield – 6.

The following member was found to be absent:

Trustee Charles Smith – 1.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; David Coffey, 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 announced that Doug Mayer had submitted his resignation as a member of the Fire and Police Commission. To fill the vacancy created by Mr. Mayer's resignation, President Williams recommended the appointment of Ron Luna. If confirmed, Mr. Luna would serve the remainder of the term expiring in May 2010. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

**Items from Trustees**

(A) Trustee Carter read letters of thanks from Rantoul Community Scholarship recipients Chelsey Jones and Brad Kavanaugh.

(B) Trustee Carter thanked Mr. Culkin, the Inspection Department, and the members of the Village Board for their sponsorship of the community cleanup days. She also expressed gratitude to Mr. Hazel and Mr. Passarelli on behalf of residents in the Gleason Drive area for assistance that the Public Works department had provided to that neighborhood.

(C) Trustee Stubblefield mentioned to Mr. Hazel that he had personally witnessed an employee from the Electric division perform an act of outstanding customer service for a Village resident. Noting that improved commitment to quality customer service had been identified as a targeted area in the Village Strategic Plan, he wanted to acknowledge the efforts of this and other employees in that regard.

(D) Trustee Stubblefield remarked that he had been contacted by a number of residents who had suggested that the Village needed to better publicize events occurring in the community. Mr. Sandahl responded that Village officials had identified this as a problem and were working to find the most effective means of reaching citizens to communicate about upcoming events. Trustee

Carter stated that she had discussed with Superintendent Trankina the possibility of using space on the marquees at the various Rantoul City Schools to advertise community events and that the district seemed to be amenable to some type of arrangement.

(E) Trustee Bolser noted that this evening marked the National Night Out and that police officers, firefighters, and local residents were participating in neighborhood activities throughout the Village. He commended both Chief Farber and Chief Waters for getting their departments involved in these activities and maintaining a positive presence in the community.

### **Items from the Administrator**

(A) Mr. Sandahl presented a proposal to revise the Strategic Plan that had been prepared by the Village Board during its planning sessions of 2007-2008. Under the proposal offered by Mr. Sandahl, the vision statement included within the plan would be modified to read as follows:

“Rantoul is a multicultural community that values its citizens, community groups, schools, and businesses. A community with a strong emphasis on quality education and one that enjoys a positive image among our citizens and visitors. Rantoul is a vibrant, growing community with safe, attractive residential areas and profitable commercial and retail establishments. Rantoul is considered a center for Technology Development Companies, a home for a variety of national, regional and local sporting events and a regional center for Aviation-related services.”

Mr. Sandahl then discussed at length each of the components of that proposed vision statement, describing to the Board his interpretation of the meaning of each segment and its implications for the Village and its operations. He noted that the substance of the plan would not change; only the vision statement would be slightly modified to achieve more clarity and specificity in terms of its focus. However, these minor adjustments were critically important because the ultimate success of the strategic plan would rely upon the ability of all parties involved to understand the ideals set forth in the vision statement. If approved by the Board, this change would be incorporated into the current plan document, which would then be formally adopted by vote of the trustees as the Strategic Plan for FY 2009-2010. Following discussion, the consensus of the Board was to place this item upon the agenda for its regular meeting.

(B) With respect to the issue of new signage for the community entrances, Mr. Sandahl remarked that he had not been particularly successful in eliciting good, workable design ideas from various sign companies. He asked the trustees to seek feedback from their constituents and to make observations of the signage in other communities for possible ideas that could be employed by the Village. He noted that \$60,000.00 had been earmarked in the current budget for new signage at the four major entrances to Rantoul.

### **Monthly Department Reports**

#### **1) Economic Development**

Mr. Bruce reported that the Village had leased an additional 3,200 sq. ft. of space at the Rantoul Business Center during the month of July. He had also conducted economic development ally calls in Chicago. Finally, he noted that he continued to represent the Village of Rantoul at meetings of the Regional Planning Commission, Champaign County Economic Development Commission, and the Rantoul Area Chamber of Commerce.

#### **2) Comptroller**

Mr. Brandon noted that the Village had now completed the first quarter of its fiscal year and distributed to the trustees a summary of the revenues into the corporate fund for the quarter. The corporate fund derives the majority of its revenue from three significant sources: sales tax, income tax, and utility taxes – all of which had seen greater-than-expected decreases during the first quarter. Sales tax revenue was down roughly 9% from the previous year, while the Village

had budgeted for an anticipated 6% reduction. More significant decreases were found in income tax revenue (down 20%) and utility tax revenue (down 28%). Mr. Brandon noted that one of the primary reasons for the reduction in utility tax revenue was the fact that natural gas prices had decreased significantly from the previous year. In all, revenues to the corporate fund were down 17% during the first quarter of FY 2009-2010. Mr. Brandon also reported that the annual storm drainage tax billing process would begin in August, with bills expected to be issued to property owners by late August or early September.

### 3) Inspection

Mr. Culkin reported that he had been preparing a notice for bid regarding three residential properties that had been scheduled for demolition. The three structures in question were located at 1301 Briarcliff, 11-12 Charles Drive, and 438 S. Steffler Street. Bids for the demolition work would likely be brought forward for the Board's consideration in September. Mr. Culkin also reported that code enforcement violation cases continued to increase during the month of July. He noted that the department had been heavily involved in special inspections at the Heritage Estates and Youngstown mobile home parks, resulting in the finding of several violations. He reported that the management at Heritage Estates had been working hard to address the issues and was meeting with Inspection Department staff on a weekly basis.

### 4) Community Development

Mr. Loschen reported that the Village had received, signed, and returned the HUD grant agreement for the department's regular funding, although the grant agreement regarding the additional "stimulus" funds had not yet been received. He also mentioned that the Citizens Advisory Committee had met to review the HUD end-of-year performance report, which had been submitted to the U.S. Department of Housing and Urban Development last week. He was beginning to plan for another Citizens Advisory Committee meeting to review possible amendments and changes to the current budget and department programs as a result of an increase in funding beyond what had been initially budgeted. He noted that this could result in changes to the levels of funding provided to some of the social service programs.

### 5) Public Works

Mr. Hazel reported that the Village had received a positive letter from the Environmental Protection Agency following its walkthrough of the Water Treatment Plant. He also informed the trustees that Air Force contractors were back in Rantoul to work on some items around the former base property. This work will include the construction of a new culvert in the Heritage Lake area that will require the temporary closure of Heritage Lake Drive. Mr. Hazel also stated that Public Works and the Police Department had provided trucks and equipment to the Octave Chanute Aerospace Museum for its "Touch a Truck" program. He announced that the current brush collection schedule would be extended into the following week so crews could address the significant amount of limbs and branches down as a result of storms earlier that day. Finally, he told the Board that a team from the Street Division would be participating in the Illinois chapter of the American Public Works snow rodeo at the Assembly Hall.

### 6) Human Resources

Mr. Coffey reported that Village officials had begun the planning stage of the employee performance management process. As part of this stage, all supervisors had been invited to participate in a meeting with Mr. Sandahl and Mr. Coffey to discuss the strategic plan, goal setting, and effective methods for communicating goals with their employees. He also stated that the Village had been assisted this summer by thirteen local students hired through the Champaign Consortium as part of the Summer Youth Employment Program. These student workers had worked alongside Village employees to provide support to various departments, while obtaining experience and job skills that will be beneficial to them as they enter the workforce.

### 7) Recreation

Mr. Thomas reported that the Recreation Department had made its annual T-ball trip to Wrigley Field during the month of July. Baseball and softball programs and the youth day camps were now completed, with two weeks remaining for the summer free lunch program. He reported moderate pool attendance during the previous month, also nothing that swimming lessons were now finished for the season. The Village had hosted two high school football training camps during July, with the University of Illinois football camp scheduled to begin its stay in Rantoul on August 9. The Fighting Illini annual scrimmage was scheduled for August 15 at the Rantoul Township High School football field. Finally, he reported that crews continued working on the major cleanup of properties on the former base area, including spraying, weed-eating, and edging in preparation for the visitors who will be coming to Rantoul during the upcoming Half Century of Progress show.

### 8) Fire

Chief Waters reported a total of 18 calls during the month of July, including two carbon monoxide-related calls. Firefighters had participated in public education talks at several recent events and venues, including: Harvest Festival, the Boy Scout Jamboree, and Hope for the Children. The department was also supporting National Night Out by participating in neighborhood activities this evening. Finally, he reported that the Fire Department ladder truck had passed its annual inspection in July.

### 9) Aviation

Mr. Clayton reported that he had been occupied during the previous month with several special events at the Airport property, including: the community fireworks on Independence Day, the Boy Scout Space Jamboree, and the Top Gun Large Car Shootout, which involved over seventy semi trucks.

### **Items from Aviation**

(A) Mr. Clayton presented a proposed agreement with the I & I Antique Tractor & Gas Engine Club to provide event facilities for its upcoming "Half Century of Progress IV" show, scheduled for August 27-30, 2009. The proposed agreement for the 2009 event was substantially similar to the agreements that had been put in place for both the 2005 and 2007 shows and would permit the use of airport grounds in support of the event. 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 request to authorize the award of contract for Illinois Drive roadway and drainage improvements to Cross Construction, Inc. The base component of the project includes the milling and resurfacing of Illinois Drive from Clark Street to Pinecrest Drive, as well as the installation of 464 feet of storm sewer designed to address drainage issues at the intersection of Illinois Drive and Briarcliff. An additive alternate had been prepared to address pavement unraveling along Englewood Drive, from Illinois Drive to Bel Place. Bids had been opened on July 30, with Cross Construction providing the lowest bid for both components of the project (\$166,927.44 for base and \$48,072.56 for additive alternate). Mr. Hazel stated that staff was also recommending the approval of a \$10,000.00 contingency for the project to address any unforeseen issues that might arise during the project. 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 an extension of the natural gas purchasing agreement between the Village and the Illinois Public Energy Agency (IPEA). The current agreement was set to expire on March 31, 2010; however, this proposal would extend the terms of the agreement through March 31, 2015. He noted that there were no substantial changes in the

terms, conditions or fee structure for the extension agreement. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(C) Mr. Hazel presented a request to authorize the award of contract for the installation of fencing around the Veterans Parkway Public Works facility to the lowest responsible bidder, pending the opening of bids on August 10, 2009. The base component of this project would include the installation of 743 feet of block fencing that would be compatible with existing fencing on the south side of Veterans Parkway (north of the Heritage Estates mobile home park). This fence would extend from the existing airport fence to the east side of Building No. 728 and would then extend slightly southward from there. An additional 260 feet of fencing had been included as an additive alternate component for the project, which would extend the block fencing to the southwest entrance of the property. Mr. Hazel stressed that the installation of this fencing would enhance the security of the property, materials and equipment, while conforming to the new design standards implemented by the Village. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting, pending a recommendation of lowest responsible bidder after August 10, 2009.

#### **Items from Recreation**

(A) Mr. Thomas presented a request for approval of the sale of a 1993 Toro Groundmaster 455 diesel mower at Gordyville auction. Fleet maintenance reported that this particular piece of equipment was worn out and experiencing fuel injector issues, thus making it difficult to justify investing any additional money in it. If approved, the mower would be sold during the next scheduled sale at Gordyville. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

#### **Items from Counsel**

(A) Mr. Beth informed the Board that he would have an item prepared for action at the regular meeting regarding a contract for the transfer of the former railroad right-of-way from Fisher Farmers Grain & Coal Co. to the Village of Rantoul. 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 7:22 P.M.**

Respectfully submitted,

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Jeremy A. Reale  
Clerk of the Village of Rantoul

APPROVED SEPTEMBER 8, 2009

ATTEST:

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Neal Williams  
Village President

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Jeremy A. Reale  
Village Clerk