

**RANTOUL VILLAGE BOARD OF TRUSTEES  
SPECIAL BOARD MEETING  
MARCH 15, 2010**

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

A Special 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.

**Roll Call**

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

President Neal Williams and Trustees Roger Jones, Tony Brown, Margurette Carter, and Charles Smith – 5.

The following members were found to be absent:

Trustees Joe Bolser and Jim Stubblefield – 2.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Paul Farber, Police Chief; Henry Gamel, Deputy Police Chief; Robert Bruce, Economic Development; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; Rich Thomas, Recreation; David Coffey, Human Resources; Greg Hazel, Public Works Director; Pete Passarelli, Assistant Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; Don Early, Budget Analyst; and Village Clerk Jeremy Reale.

**Presentation of Annual Budget Proposal**

Mr. Brandon presented the Board with a synopsis of the proposed Village budget for FY 2010-11, noting that this meeting represented the third step of the annual five-step process required for adoption of the budget. A public hearing would follow on April 6, 2010 and the final budget would be adopted by the Board at its regular meeting of April 13, 2010. He stated that the budget projections had taken into account several ongoing state and local fiscal issues, including: a weakening economy, the fiscal crisis being experienced by the State of Illinois, declining revenues and property values, rising unemployment, and rapidly increasing pension and health care costs. To balance those negative effects, administrative officials had employed various solutions, including: increasing transfers-in from other funds; raising taxes, fees, and rates; further reducing funding to key projects; and delaying maintenance and replacement of assets. At the present time, Mr. Brandon stated, there had been no measures taken to reduce existing personnel, as steps had already been taken during previous budget cycles to lower staff counts through attrition and departmental reorganization.

**Corporate Fund**

The Corporate Fund, which derives its revenue primarily from taxes and fees, was anticipated to see a 2.3% overall increase in revenues for FY 2010-11, with expenses targeted to increase by 3.3%. As in previous years, the gap between operating revenues and expenditures would be closed with approximately \$1.27 million in transfers from other funds. Mr. Brandon noted that the figures presented in the budget proposal did not reflect the 30% reduction in state-shared income tax revenues proposed by Governor Quinn. If such a

reduction were to be passed by the State, the Village would expect to lose an additional \$250,000.00 in revenues, resulting in the need for additional cuts.

#### TIF Fund

The major expenses budgeted for TIF funds during FY 2010-11 were as follows:

- \$150,000.00 earmarked for demolition and asbestos removal
- \$120,000.00 for roof repairs at the Forum Fitness Center
- \$200,000.00 for Willow Pond Road overlay project
- \$350,000.00 for contributions to other agencies (school districts)
- \$200,000.00 transferred to Corporate Fund for TIF-related police and fire expenses
- \$445,858.00 transferred to Debt Service Fund

The budgeted cash balance in the TIF Fund would be \$1.4 million.

#### Water & Wastewater Funds

Mr. Brandon stated that no new capital projects were planned for either division. At the present time, a new rate study was being conducted to determine an appropriate utility rate increase recommendation that would be brought forward to the Board at a future meeting. He noted that Mr. Passarelli was preparing this rate study in-house, rather than utilizing the outside consultant that had previously worked on these issues.

#### Electric Fund

Mr. Brandon reported that a rate study was also being conducted for the electric utility, as the last rate increase had gone into effect in May 2009. The major capital projects included in the Electric Fund budget were as follows:

- \$205,000.00 for distribution supplies
- \$100,000.00 for repairs to the warehouse roof
- \$350,000.00 for Murray Road/Stone Bridge subdivision improvements

#### Storm Water Drainage Fund

Mr. Brandon noted that revenues are projected to increase by 5% to \$551,250.00. A total of just under \$3.8 million had been spent to date on various storm drainage improvement projects throughout the community, with only one major project scheduled for the upcoming fiscal year (Gleason/Harper/Carolina Drive improvements - \$165,000.00). He also discussed the projects planned for future budget cycles in other areas of Rantoul, including: Indian Hills (\$565,200.00); Broadmeadow subdivision (\$350,000.00); South Murray Road (\$600,000.00); and Chandler Road (\$230,000.00 to \$510,000.00).

#### Pay Plan

Mr. Coffey provided the Board with an overview of the 2010-11 Pay Plan job reevaluation recommendations. It was recommended that new job titles of "Street & Systems Operator" and "Pump Station & Sanitary Systems Operator" be created to more appropriately reflect the job duties assumed by certain Public Works employees following the departmental reorganization. Increases in salary grade were also proposed for the positions of: street & systems operator, accounting specialist, and gas technician. Within the Recreation Department, it was proposed to change the job titles of two current employees. Finally, an additional Inspector position was being recommended to handle code enforcement responsibilities and provide additional support to the rental inspection program.

Trustee Jones noted that the Inspection Department was currently being assisted by a temporary part-time employee handling code enforcement duties. He asked if the new inspection position would be advertised and opened for applications. Mr. Sandahl responded that the matter would be handled as a promotion for the current part-time employee rather than

as an open advertisement for the position. Trustee Jones expressed concern that failing to advertise this new position could establish a poor precedent for Village hiring practices. Mr. Coffey added that staff would continue to research the matter to determine the most appropriate manner of filling the new position.

Trustee Smith requested that the salary level of the Airport Manager position be reviewed in comparison to other department heads of the Village. Mr. Sandahl stated that staff had reviewed the salary for the incumbent in that position. Based upon a review of the salaries of managers at other municipal airports and the level of activity at Rantoul, he added that he believed the current salary was fair and competitive.

Following the conclusion of the budget presentation, Mr. Sandahl acknowledged the efforts of Mr. Brandon, Mr. Early, and the various department heads in putting together a solid budget proposal despite the constraints of the current economic climate.

**Adjournment**

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

**MEETING ADJOURNED AT 7:37 P.M.**

Jeremy A. Reale  
Village Clerk

**APPROVED APRIL 13, 2010**

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Neal Williams  
Village President

**ATTEST:**

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Jeremy A. Reale  
Village Clerk

I, Jeremy A. Reale, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Special Meeting of the Board of Trustees held March 15, 2010, as the same appears on the records of the Village now in my custody and keeping.

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Jeremy A. Reale  
Village Clerk