



MEETING OF THE BOARD OF TRUSTEES

July 2, 2014  
O'Fallon Township  
801 E. State St.  
O'Fallon, IL 62269

CALL TO ORDER at 7:00 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

Supervisor Gary Ahle, Highway Commissioner Mark Downs, Town Clerk David Witter,  
Trustees: Gary Hursey, Jeff Bevirt, Kenneth Joseph, and Doug Scott; Township Attorney Cory Easton;  
Deputy Town Clerk/Recorder Debbie Allsup and Recorder Sheri Heil

Others present: Gary Fohne

APPROVAL OF MINUTES OF PREVIOUS MEETING

A motion was made by Trustee Jeff Bevirt to approve the minutes of the June 4, 2014 meeting as written and seconded by Trustee Kenny Joseph. Motion Carried.

APPROVAL OF MINUTES OF TOWN FUND & GENERAL ASSISTANCE FUND BUDGET HEARING

A motion was made by Trustee Kenny Joseph to approve the minutes of the June 25, 2014 Town and General Assistance Budget Hearing as written and seconded by Trustee Gary Hursey. Motion Carried.

APPROVAL OF MINUTES OF ROAD DISTRICT BUDGET HEARING

A motion was made by Trustee Gary Hursey to approve the minutes of the June 25, 2014 Road District Budget Hearing as written and seconded by Trustee Kenny Joseph. Motion Carried.

SUPERVISOR'S REPORT

Supervisor Ahle informed the board he met with County Clerk Thomas Holbrook on June 25<sup>th</sup> regarding the use of the Township building for a possible, permanent 'Early Voting' location. After contacting Holbrook's office earlier today, the Township has been approved. Dates will be provided later.

A proposal has been submitted by Bel-O Cooling regarding yearly maintenance on the air conditioning units. The proposal provides a one (1) year – two (2) visit maintenance agreement for five (5) units at a cost of \$785. This does not include freon, parts and labor. Ahle requested this after having one of the units serviced to get an idea of the cost. After a brief discussion, it was decided by the board not to pursue.

An IEPA memorandum was received regarding tire recycling collection on Thursday July 17<sup>th</sup> and Friday July 18<sup>th</sup> at 6 Coulter Rd., Dupu, IL. This is only for Local Governments and Highway Commissioners.



APPROVAL OF SUPERVISORS BILLS

Town Fund	\$	46,466.80
General Assistance Fund	\$	12,596.77

Trustee Gary Hursey made a motion to authorize the Supervisor’s bills to be paid accordingly and seconded by Trustee Jeff Bevirt. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

HIGHWAY COMMISSIONER’S REPORT

Highway Commissioner Mark Downs reported on the Road District “RaDAR” for the following weeks of June 2, 2014 through June 27, 2014:

(See attachment A)

Downs said he replaced culverts on 2 roads and that had to be closed temporarily. He was pleased at how smoothly everything went. A contractor was hired for a track hoe on Witte because of the depth.

Since the budget approval, Downs is working on some of those items. He is starting on the pre-treat system for snow and ice. Downs has met with representatives from Woody’s out of Edwardsville and the unit will slip in and out of the truck. The liquid applications used can be either beet juice or calcium chloride (liquefied salt) along with a 5,000 gallon storage tank. The main objective is to pre-treat the roads when bad weather is forecasted. This will make things easier all around. Downs said at present, the State of Illinois does not have this type of treatment or equipment on their bid contract. A discussion followed.

APPROVAL OF HIGHWAY COMMISSIONER’S BILLS

Permanent Road Fund	\$	5,367.91
Road & Bridge Fund	\$	16,990.23

Trustee Jeff Bevirt made a motion to authorize the Highway Commissioner’s bills to be paid accordingly as presented and seconded by Trustee Gary Hursey. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

TOWN CLERK REPORT

Clerk David Witter reported on the township website with 534 visits. 77.9% were new visitors and 22.1% were returning visitors. 501 from United States, 21 from Brazil, 2 from France 1 each from Canada, Germany, Ecuador, Egypt, India, Italy and Jamaica.

Adam Andrzejewski, Chairman of OpenTheBooks.com sent a FOIA (Freedom of Information Act) request on June 24, 2014. The request is for a copy of any and all vendor (transfer of property or services)



payee payments for the years 2008-2013 broken down by year. Production shall include the vendor name; address; city; state; agency; type of payment (i.e. contract, grant, etc.) and description of products or services/purpose of payment. Apparently every government entity in IL received this request with the purpose being, to make the information more accessible to the public and to access and disseminate information regarding the health, safety, and welfare of the general public. All documents can be e-mailed or mailed in electronic format (csv or xls) which our accounting software is not compatible with. Deputy Clerk Debbie Allsup suggests to print out the information, scan to a pdf file and place on a computer flash drive in order to keep the cost to a minimum. Trustee Gary Hursey suggested an electronic drop box. Allsup said it's not a problem sending the information but, the time it takes to retrieve all the information. Witter said we are not allowed to charge for time spent retrieving the information but it would be a good idea to start documenting or logging the time spent on these requests for future reference. Trustee Doug Scott asked what TOI (Township Officials of Illinois) says about this request. Their response is to comply.

Trustee Hursey asked Deputy Clerk Allsup about the software currently being used. The software is somewhat outdated and has not been in production for 5 plus years. Hursey said if we continue to get these types of requests, it may be beneficial to update the accounting software. New software depending on what package is purchased can cost anywhere from \$300 - \$1,500. A discussion followed.

Witter read a response letter to Mr. Andrzejewski explaining that due to the large volume of documents needed to fulfill this request and our inability to electronically submit such volume, we will need to mail the requested documents via USB Flash Drive. In accordance with 5ILCS 140/6 Sec. 6 (a) there will be a minimal charge of \$5 (five dollars) for the actual cost of this medium. With this letter being sent, Mr. Andrzejewski will have to pay the \$5 before we proceed further. A discussion followed.

#### TRUSTEES REPORT

Trustee Kenny Joseph said a resident told him there was 'Johnson' grass on Oak Hill School Rd. Highway Commissioner Downs said it was removed today.

#### COMMITTEE REPORTS

##### SENIOR REPORT

Trustee Doug Scott said the last dinner was on June 19<sup>th</sup>. A total of 91 tickets were sold and there were 10 no shows. The next dinner will be on Thursday, July 17<sup>th</sup> at 5:30 P.M. The Senior Committee Board meetings have been changed to the 4<sup>th</sup> Tuesday of the month at 6:30 P.M.

##### YOUTH REPORT

Trustee Kenny Joseph reported the next meeting will be on August 18<sup>th</sup> at 7:30 P.M. The Fishing Derby was held on Saturday June 7<sup>th</sup> at the O'Fallon Sportsman's Club and was well attended. Joseph thanked Trustee Jeff Bevirt and Committee Coordinator Susan Parkinson for all their hard work in making the event a success. Also, thank you to the Sportsman's Club for all their support and use of their facilities.

Trustee Jeff Bevirt said he is trying to recruit more teens to join the Committee. He passed out some applications at the fishing derby and plans to speak with Mark Reber of the O'Fallon Progress to do a write up on the Youth Committee and possibly generate some membership interest. Trustee Hursey said with the kids now, you have to get more electronic and digital. Supervisor Ahle said back when he was a trustee, he spoke to other township trustees at a Topics Day Meeting in Springfield and their Youth

Committees go back to Junior High level. Bevirt said they used get names from the school principal for prospective members, but are no longer allowed to do that. Hursey suggested a fund be set up for a scholarship. That way, the students would have to actively participate in order to qualify (ex. every year they participate, they earn more credit towards qualifying for the scholarship). Board members all agreed and will look into.

#### PLANNING REPORT

No report.

#### AFTER PROM REPORT

No report

#### UNFINISHED BUSINESS

Ahle reported the properties located at 613 and 629 East State Street that were overgrown with weeds and discussed at the last meeting have since been cleaned up. Ahle contacted County Board member Craig Hubbard and he was able to get somebody at the County to clean up these 2 properties. The owner of these properties is out of Missouri and Ahle has had issues with them in the past.

Highway Commissioner Downs asked if a topic that has come up in the past be put on the agenda for the next meeting. He would like to get the deed for the township building out of the Road District's name and in the Township's name. The previous Highway Commissioner would not transfer ownership over to the Township, but Downs wants to get this done. A discussion followed.

#### NEW BUSINESS

Ahle asked the board to consider raises for office personnel retroactive to April 1, 2014 in the amount of .75¢ per hour. Trustee Scott asked how that would figure in percentage. Ahle said each one would be different. Scott said he just wants to make sure that percentage wise, one employee doesn't have a 10% wage increase. After calculating, the percentages came out between 4% and 6%.

Trustee Jeff Bevirt made a motion to approve the raises for office personnel retroactive to April 1, 2014 in the amount of .75¢ per hour as presented and seconded by Trustee Doug Scott. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

Ahle asked the board to consider raises for the Rotary Van drivers in the amount of .25¢ per hour. Ahle said they have not had a raise in 2 years because this is also contingent on City Hall's approval since they pay for the afternoon driver's salary.

Trustee Gary Hursey made a motion to approve the raises for the Rotary Van drivers in the amount of .25¢ per hour as presented and seconded by Trustee Kenny Joseph. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

Approval of a Hall Rental Request submitted by Deanne Truax-Allen, resident of O'fallon, for the purpose of a Baby shower on Saturday, July 26, 2014 from 1:00 P.M. to 5:00 P.M.

Supervisor Gary Ahle made a motion to approve the Hall Rental Request submitted by Deanne Truax-Allen for a Baby Shower and seconded by Trustee Gary Hursey. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

Approval of a Hall Rental Request submitted by Dana Doerfler, representative of the Hearts and Hands Quilt Guild, for the purpose of a sewing seminar on Wednesday, July 9<sup>th</sup>, 2014 from 8:00 A.M. to 3:00 P.M.

Trustee Jeff Bevirt made a motion to approve the Hall Rental Request submitted by Dana Doerfler from the Hearts and Hands Quilt Guild for a sewing seminar and seconded by Trustee Gary Hursey. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

#### PUBLIC INPUT

None.

#### ADJOURNMENT

A motion was made by Trustee Gary Hursey to adjourn the meeting of the Board of Trustees and seconded by Trustee Kenny Joseph. Motion Carried.

The meeting adjourned at 7:50 P.M.

Respectfully submitted by:

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David M. Witter  
Town Clerk