



MEETING OF THE BOARD OF TRUSTEES

February 4, 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: None

APPROVAL OF MINUTES OF PREVIOUS MEETING

A motion was made by Trustee Kenny Joseph to approve the minutes of the January 7, 2015 meeting as written and seconded by Trustee Gary Hursey. Motion Carried.

SUPERVISOR'S REPORT

The St. Clair County Township Officials Association Quarterly Meeting will be held on Thursday February 19, 2015 at 7:00 P.M. at the Shiloh Valley Township Building located at 1370 Shiloh Station Rd., Belleville, IL 62221. The meeting is hosted by: Englemann, Mascoutah and Shiloh Valley Townships. Guest Speaker will be St. Clair County Sheriff Richard Watson.

Township Officials of Illinois to award scholarships – deadline for applications must be postmarked by March 1st.

APPROVAL OF SUPERVISORS BILLS

Town Fund	\$	38,261.62
General Assistance Fund	\$	3,797.07

Trustee Jeff Bevirt made a motion to authorize the Supervisor's bills to be paid accordingly and seconded by Trustee Gary Hursey. 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 January 5, 2015 through January 31, 2015:

(See attachment A)

Downs said the project to seal all the cracks on pavements has been completed. Also, the representative from RJN Group would like use of the hall to hold a Storm Water Meeting for St. Clair County Highway Commissioners which will be addressed under New Business.

Trustee Doug Scott inquired about radios being installed in some of the vehicles. Scott said he thought the idea to pay the road district a portion of their cell phone bill for use instead of the radios. Downs said the Rotary Van still uses them, so there is still a need for them. Downs is keeping the radios in the trucks and had the old radios installed in the new pick-up trucks. He has found there is still a need for them when working with other Townships. Trustee Gary Hursey mentioned to check with the City, there may be a program where grant money is available to reimburse for usage of radios in the event of an emergency situation. Trustee Bevirt asked who maintains the licensing for the radios, Deputy Clerk Debbie Allsup responded the Road District maintains the licensing fees. A brief discussion followed.

Trustee Kenny Joseph inquired about a payment for equipment in the amount of \$53,871.00 to Luby Equipment Services. Downs answered it's the balance for purchase the new backhoe that was leased for 3 months.

Trustee Gary Hursey asked about the expenses for electrical work. Downs added some circuits to the break-room. Also, wires left hanging on the walls by the previous Road Commissioner were repaired.

APPROVAL OF HIGHWAY COMMISSIONER'S BILLS

Permanent Road Fund	\$	75,757.02
Road & Bridge Fund	\$	21,333.51

Trustee Doug Scott 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 he received a notification from the St. Clair County Board of Review that Hotel Group, LLC on Green Mount Rd. is requesting a reduction in their taxes.

Witter reported on the township website with 676 visits in January. 81.1% were new visitors and 18.9% were returning visitors. 565 from United States; 58 from Brazil; 8 from Italy; 5 from the Philippines; 4 from Colombia; 3 each from Chile, Spain, India and Portugal and 2 from United Arab Emirates. Witter said the average pages per session are 1.65 and average session time is 0:53.



TRUSTEES REPORT

None.

COMMITTEE REPORTS

SENIOR REPORT

Trustee Doug Scott said at the last Committee meeting on January 27th, it was asked if the Township can provide storage of several photo albums from past Committee dinners. Ahle said to bring them in and they will be put away for safe keeping.

The next Committee Dinner will be on Thursday March 19th, 2015 at 5:30 P.M.

Trustee Gary Hursey said he received a letter questioning why we only allow persons who reside within O'Fallon Township to attend the Township Senior Committee functions while other Townships are open to the general public. Supervisor Ahle said there were 2 residents that were in O'Fallon Township and later moved to Caseyville Township. It was requested they still be allowed to attend but, the previous Trustee liaison for the Senior Committee was opposed to opening the Committee to outside residents. It has been that way ever since. A discussion followed.

YOUTH REPORT

Trustee Kenny Joseph reported the next function for the Committee will be the swimming party at the YMCA on Sunday, March 15th at 7:00 P.M.

Reservations have been made for the Cardinals Baseball game with the seniors for Friday, September 25th at 7:15 P.M. Cardinals vs. Brewers.

The Committee is not going to do the "Movie in the Park" this year, but is trying to coordinate with O'Fallon Parks and Recreation to participate in the "Fall Festival" to be held at Rock Springs Trailer Park.

Next Committee meeting will be on Monday February 23rd at 7:30 P.M.

Trustee Bevirt added the Committee is volunteering to assist the Women's Garden Club with a Trivia Night on Saturday February 7th at the Katy Cavins Center.

PLANNING REPORT

No report.

AFTER PROM REPORT

Trustee Jeff Bevirt said the After Prom is off to a great start. On January 16th, 536 letters were mailed to local businesses. To date, \$3,075.00 in monetary donations and \$75.00 in gift donations have been received.

The venue and entertainment has all been reserved. Bevirt said he is now looking for volunteers.

Supervisor Ahle informed Trustee Bevirt and Hursey that James Vernier, Mayor of Shiloh thanks the After Prom Committee for everything they do.

UNFINISHED BUSINESS

Regarding an update to the Sanitary Sewer Extension Project grant application, Ahle and Downs met with Ben Fecko from Gonzalez Companies and 14 letters were mailed out to occupied residences on January 30th. So far, Ahle has not heard anything. A brief discussion followed.

Ahle wanted to thank Clerk Witter for his assistance with the Rotary Committee and their decision to assist the Township in paying half of the accrued sick time for Rotary driver John (Jack) White. All drivers are part-time and it was not known when sick pay was offered to White who is the only driver to receive it. A brief discussion followed.

NEW BUSINESS

Approval of a Hall Rental request submitted by Matthew Lloyd, Den Leader of Cub Scouts Pack 49, for the purpose of their Blue/Gold Banquet on Saturday, February 28th, 2015 from 3:00 P.M. to 9:00 P.M.

Trustee Jeff Bevirt made a motion to approve the hall rental request submitted by Matthew Lloyd, Den Leader of Cub Scouts Pack 49, for the purpose of their Blue/Gold Banquet as presented 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 Christopher Safford, representative of RJN Group, for the purpose of a Storm Water Meeting for the St. Clair County Highway Commissioners on Wednesday, February 25th, 2015 from 8:00 A.M. to 12:30 P.M. (with an alternate Snow Date of March 5th) request fees be waived.

Trustee Gary Hursey made a motion to approve the hall rental request submitted by Christopher Safford, representative of RJN Group, for the purpose of a Storm Water Meeting for the St. Clair County Highway Commissioners as presented and waive the hall rental fees and seconded by Trustee Doug Scott. Roll Call: Hursey – aye; Bevirt – aye; Ahle – aye; Joseph – aye; Scott – aye. Motion Carried.

Trustee Kenny Joseph suggested waiving the hall rental fee for the Cub Scouts since they are an important part of the community. Supervisor Ahle pointed out with all the different groups (Boy Scouts, Girl Scouts, Brownies, etc) out there, if the board waives the fee for one, they would have to waive fees for the other groups too. A brief discussion followed before deciding to leave the original vote as is.

Trustee Doug Scott mentioned the Management Letter received from Scheffel Boyle, CPA. Supervisor Ahle said he wanted to discuss it. Their suggested recommendations are:

*1. **Fixed Asset Threshold** – Although the Township does not present fixed assets under GASB Statement No. 34, we feel that the Township should still approve a dollar threshold for capital asset purchases. The most common dollar threshold is \$5,000, but the amount set can be at the discretion of the Township. Equipment and items of that nature over the dollar threshold should be coded to capital outlay. Expenses under the threshold should be coded to maintenance and supply accounts. We feel this will provide for a more accurate representation of capital outlay expenditures.*

Ahle said this is not an issue for the Township to implement. The Road District is really the one with amounts that may exceed the set threshold.

2. Insurance Deductible/Copay Reimbursements – During prior analysis and current year discussions related to the insurance deductible and copay reimbursements it was determined that employees are not required to complete a reimbursement request nor is there a time limitation for when claims can no longer be turned in for reimbursement. We recommend that the Township create a standard reimbursement form that the employees should fill out and remit to the Township, along with a copy of the EOB (explanation of benefits). We also recommend that the Township implement a time limit, such as 6 months or 1 year, for which claims must be submitted to be eligible for reimbursement.

Ahle informed the board this became necessary because of a previous employee and a guideline needs to be implemented. A resolution is in the works right now.

Trustee Scott asked how the partial deductible reimbursement came into place. Trustee Bevirt explained that it's cost effective to pay out-of-pocket some of the deductible and choose a higher deductible rate. This results in a lower premium. A discussion followed.

PUBLIC INPUT (COMMENTS)

Town Clerk Witter wanted to inform the board that the Rotary Van Committee decided to give driver Jack White a monetary retirement gift. Witter presented a check to White who was visibly moved by the gesture. Witter went on to say that White drove the Rotary Van for the past 23 ½ yrs. and was a vital part in the success of the Rotary Van program. Jeff Bevirt mentioned George Harvilla, a township hall monitor, retired.

ADJOURNMENT

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

The meeting adjourned at 7:32 P.M.

Respectfully submitted by:

David M. Witter
Town Clerk