

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
January 8, 2018**

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Brianne Ryan, and Paul Hess.

Absent: Trustee Joe Kolosky

Also Present: Clerk Shannon James, Police Chief James Lehmkuhl, Treasurer Sandy Tammen, Craig Bull, and John Solomon.

Approval of Minutes

Ryan moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, December 11, 2017, the Emergency Meeting of the Clifton Village Board, December 13, 2017, and the Special Meeting of the Village Board, December 20, 2017. 5/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No report.

Maintenance Department: No report.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl reported that after a three week set back the northwest drainage project is again underway.

In a public question, Craig Bull asked about the berm located on the west side of 1000 E Road between 3000 N Road and 3100 N Road (in front of Mel Lindgren's property) and why it seems one particular land owner is allowed to keep water from flowing north into the ditch that has been cleaned for such purpose. Winkel relayed the focus right now is on the installation of the drainage tile in the field on the northwest side and gave an overview of both the goal of the current project as well as drainage in the questioned area which has been discussed at recent meetings. Gigl will speak with the Chebanse Township Highway Commissioner Mike Thompson and Haley Brothers about progress in the ditch and any other work to be done. Hull relayed the consensus from the December 20, 2017 village board meeting was the board is going to wait until the current project is complete to take up the issue of berms as the discussion may be more beneficial after the results of the current project are known.

Budget and Finance Committee: No report.

Police and Public Safety Committee: No report.

In a public question, Bull asked what is being done about cars that are sitting around not having been moved for a period of time. Chief Lehmkuhl stated if the tires are inflated and have current tag, etc. they are okay. Lehmkuhl will check on one vehicle reported to not have a current tag.

Ordinance and Zoning Committee: No report.

Local Improvement Committee

The Local Improvement Committee will schedule a meeting to discuss running an ad regarding the pool.

Treasurer's Report/Payment of Bills

Treasurer Tammen presented the Treasurer's report and informed the board the sewer payment has been mailed now that there are enough funds to cover it, no cd's are maturing, and state checks are coming in slowly. Russell Leigh and Associates has completed the village audit and copies were provided to trustees. The only issue the auditor pointed out is there is no collateral letter pledged at Iroquois Federal and one needs to be provided every year. Tammen spoke with Gracia Turner at the bank and she will provide one. Hull moved and Gigl seconded to accept the Treasurer's Report. 5/0 motion passed by acclamation.

Tammen presented the listing of bills to be paid. The time frame for sales tax payment was discussed. The last payment received was for September, an indication of how slowly state checks are being sent out. The last video gaming payment received was over \$2000.00. Video gaming fund usage and gaming machine fees of nearby towns were briefly discussed. Hull moved and Schoon seconded to pay the bills as presented. Roll call of votes. Ayes 5; Hull, Ryan, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Village President

Winkel presented the proposed updated Fee, Fine, Bond, and Salary Schedule. The first version of the schedule was done in May 2017 and needs some adjustment. A wording change to add "or lane" is suggested for 10-46 which deals with license fees for billiard tables, pool tables and bowling alleys. As a dollar amount has never been assigned to the transient merchant or itinerant vendor application, it is recommended to add a \$50.00 fee under 10-100. Another proposed change is to specify a value for written ordinance tickets as one has not been previously assigned. The proposal includes a \$25.00 fee for the first offense, \$50.00 for the second offense, and \$100.00 for the third and subsequent offenses. The village has been trying to move toward writing ordinance tickets for state vehicle violations as the village code has language that uses the Illinois vehicle code and allows the village police department to write tickets for violations. The change suggested under 38-1 is to assign fines at one-half (50%) of the State of Illinois fines for infraction. When the police department writes a ticket currently, it goes through the state and courthouse and as a result the village receives a small fraction of the fine assessed whereas the village would receive the full amount of the fine for an ordinance ticket written. The benefits for the violator are that the village fines are significantly less than state fines, the infraction does not go on the permanent record, and can be handled locally. Ryan moved and Hess seconded to accept the changes to the Fee, Fine, Bond, and Salary Schedule. The attorney will be available one Tuesday a month at the courthouse in the event a violator wishes to dispute the ticket. If the violator loses the protest, they will be responsible for any attorney and court fees. Roll call of votes. Ayes 5; Ryan, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Winkel presented the proposed Extension of Special Use Permit Resolution for the temporary office buildings on East Fifth Avenue. Winkel had a recent conversation with a representative of Presence Health and reports Presence has been moving forward with plans to deal with the existing building and property as well as with plans for the current office such as deciding whether to keep the current location or move and build elsewhere. Those plans unfortunately have been held up by another merger

anticipated to go through the first part of this year. In recognition of Presence making an effort to move forward and continuing to express an interest in trying to keep the local office, Winkel believes it would be beneficial to extend the special use permit through 2018 to give them time to work through the merger and try to keep the business local. Hull moved and Ryan seconded to extend the special use permit for Presence Health through December 31, 2018 (Resolution 2017-13). Roll call of votes. Ayes 5; Hess, Schoon, Gigl, Hull, and Ryan. Nays 0. Motion carried.

Winkel will hand out annual performance review forms after the meeting for trustees to complete for village employees that are assigned to the committees they are members of. Forms can be completed by each trustee on a committee, by the chair, or by the committee as a whole. He requested the reviews be turned back in to him by the end of January so the Budget and Finance Committee can review the evaluations and recommend a raise for employees, if warranted, at the next regularly scheduled board meeting on February 12, 2018. The annual performance review was put in place two years ago as a way to make sure employees are receiving a cost of living raise if earned and also to address and document issues with employees if necessary. In the past, employees of the village went years without any kind of review or raise. In a related matter, Winkel said he will check on the class of license held by Maintenance Supervisor, Tim Kent, and part-time maintenance employee, Travis Albright, as it was discussed when Albright was hired he was to receive a raise when he obtained his CDL. For an employee who reports to multiple committees, Winkel will take all of the evaluations and discuss them with the employee himself in order to streamline the process.

Concluding Public Questions and Comments:

Lehmkuhl and Ryan gave a brief synopsis of possible changes to the main street parking ordinance that were discussed at the January Ordinance and Zoning Committee Meeting. More discussion is needed before a final decision can be reached and the Ordinance and Zoning Committee will meet again on the subject.

Adjournment

Ryan moved and Schoon seconded to adjourn at 7:43 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: February 12, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
February 12, 2018**

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, and Brianne Ryan.

Absent: Trustee Paul Hess

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, and John Solomon.

Approval of Minutes

Hull moved and Ryan seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, January 8, 2018. 5/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No report.

Maintenance Department: No report.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl reported the 36" drainage tile needs back filled but is now underground and the catch basin is in. Dennis Behrends from Haley Brothers Excavating has been in communication with Chebanse Township Highway Commissioner Mike Thompson regarding the berm north of the drainage area and Dennis believes Haley's part is complete. Gigl will speak with Thompson closer to Spring.

Budget and Finance Committee

Hull moved and Gigl seconded a 1% increase times the multiplier for village employees with the exception of Albright who will receive \$1.00 an hour increase for obtaining his CDL. Increases will be effective February 1, 2018. Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Kolosky, and Ryan. Nays 0. Motion carried.

Police and Public Safety Committee: No report.

Ordinance and Zoning Committee: No report.

Local Improvement Committee: No report.

Treasurer's Report/Payment of Bills

Treasurer Tammen presented the Treasurer's report and informed the board there are sufficient funds in all accounts. No CD's are maturing. Kolosky moved and Ryan seconded to accept the Treasurer's Report. 5/0 motion passed by acclamation.

Tammen presented the listing of bills to be paid. Hull moved and Kolosky seconded to pay the bills as presented. Roll call of votes. Ayes 5; Gigl, Hull, Kolosky, Ryan, and Schoon. Nays 0. Motion carried.

Village President

Discussion was held on the cost effectiveness of replacing the office copier rather than purchasing needed replacement parts. Hull moved Ryan seconded an expense not to exceed \$500.00 to purchase a new office copier/printer. Ayes 5; Hull, Kolosky, Ryan, Schoon, and Gigl. Nays 0. Motion carried.

Winkel discussed amending the agenda to allow the presentation of a resolution that would continue the authorization of the village president or his designee to receive, review, and accept the electrical aggregation bid most beneficial to the Village of Clifton. Although authorization is currently active and in place via Resolution 2014-9, the resolution names specifically the previous president/mayor.

Wording in the proposed resolution would give power to the president in generic form rather than a named president and would allow for the resolution to be published in pamphlet form. Hull moved and Ryan seconded to amend the agenda to include Resolution 2017-14; Electrical Aggregation . Roll call of votes. Ayes 5; Kolosky, Ryan, Schoon, Gigl, and Hull. Nays 0. Motion carried. Kolosky moved and Ryan seconded to adopt Resolution 2017-14; Electrical Aggregation. Roll Call of Votes. Ayes 5; Ryan, Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

Concluding Public Questions and Comments: None.

Adjournment

Kolosky moved and Hull seconded to adjourn at 7:17 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: March 12 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
March 12, 2018**

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, Brianne Ryan, and Paul Hess

Also Present: Clerk Shannon James, Chebanse Township Road Commissioner Mike Thompson, Maintenance Supervisor Tim Kent, Chief James Lehmkuhl, John Solomon, and Brian Smith. Dale Prairie arrived at 7:02 p.m.

Approval of Minutes

Ryan moved and Kolosky seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, February 12, 2018. 6/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission

Winkel presented a recommendation from a recent meeting of the zoning board of appeals in which the board recommended authorizing a variance for a garage addition at 235 East Fourth Avenue so long as no other feedback was received at the village office by village board meeting time. That contingency was agreed upon due to the fact that two letters to nearby property owners were not delivered certified mail. The letters were sent by certified mail but were not delivered certified mail due to an error at the post office. The letters were subsequently hand delivered to allow time for those property owners to present objection before the village board meeting tonight. As no further feedback has been received, the recommendation for authorization stands. The garage addition in question requires a variance as the existing garage was built six inches off of the property line. It has been that way for approximately fifty years and the owner would like to add twenty feet to the back of the existing garage and stay in line with the current structure. (Dale Prairie arrived at 7:02 p.m.) Kolosky moved and Gigl seconded to approve the recommendation of the Planning Commission/Zoning Board of Appeals to authorize the variance for a garage addition at 235 East Fourth Avenue. Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Kolosky, and Ryan. Abstain 1; Hess (conflict of interest, property owner). Motion carried.

Maintenance Department

Kent informed the board that ash tree removal on village property was completed today save for two trees. The ground is too soft to remove the remaining trees so the crew will wait until summer to finish the job.

Winkel inquired about holes along Main Street where a drainage project took place last fall. Kent is waiting for the fill to settle and then will complete the repair to those areas.

Building and Zoning

Winkel presented information from the Building and Zoning Officer, Kent, regarding an inspection completed at 220 East Fourth Avenue on February 1, 2018. Following that inspection, Kent made the recommendation to President Winkel that the village authorize the attorney to condemn the addition at that location. Winkel reviewed the details of the findings for the record.

On February 1, 2018, a building inspection was completed by Kent along with Dale Prairie, as he was the previous inspector involved with this project. At the conclusion of the inspection, Kent reported he could not provide another permit and recommended authorizing condemnation of the addition and turning the matter over to the attorney. Winkel went on to list observations from the inspection which were communicated to Smith in a letter dated February 28, 2018.

None of the required modifications included in Scott Seaton's architectural drawings (submitted with permit application on June 6, 2016) are present in the new construction. As part of the June 6, 2016 application, drawings from a licensed architect were required that would provide the construction elements that would fit the village's requirements for that project to continue. Smith rebutted that he thought it was agreed that if he hired an engineer, Seaton, he did not need the architectural drawings. In discussion, it was agreed between Smith and Winkel the drawings provided at that time are the project plan. Kent and Prairie have reported that none of the things in the drawings are incorporated in Smith's project. Smith stated the only thing that could be attached to it is the braces underneath for the flooring. The rest of it is the attachments of the roof, which is done half way. He reported he cannot put the braces on there because he cannot get to it right now and will do that when the back of the garage is done. Smith went on to say the braces will be put in at the time the structure underneath the house, those additional piers, will be put in.

Support footers specified in the plan remain inaccessible and possibly absent. Smith stated the support footers are there but are not to code as the inspector wanted them to be. He relayed they are just 4x4's stuck in the ground and need to be dug out and put in right but he could not expose those because it is winter. If a new permit is issued he can take care of that when he gets to that point.

Numerous areas have temporary shelving and structures containing materials that obstruct vision of framing, thus making an accurate framing inspection impossible. Smith rebutted that parts are tarped off but could be inspected. Kent said he is referring to the inside of the garage, there is stuff along walls, storage materials, etc. Smith went on to say, regarding the angled braces, that although they should have been put in already he does intend to put those in and will do so at a later time. Smith claims Prairie approved 2x10's at the time and that his engineer states they should be 2x12's and since he caught the problem, he is trying to correct it but cannot do it now because he has the materials to finish the garage on the outside. He will come back and put them in like they are supposed to be. While Smith admits most of what Kent sites is not done, that is because he is trying to get the rest of the framing of the house done on the roof. Smith went on to say that his engineer will be available in two weeks and he can hire him to see what the complaints are and how to resolve them.

Numerous departures from Scott Seaton's architectural drawings are present in the structure. Smith stated he will not comply with the angle and instead go straight across to save time and effort. He referenced both the approved architectural drawing as well as the original drawing (which Winkel stated the village had problems with).

The existing house and new construction remain unattached. Smith stated it is attached but only halfway.

New and/or alternate drawings are being used without any review or approval by Village of Clifton representatives. Further, Dale Prairie vigorously denied that his signature was on one of these drawings. Smith relayed that the drawing with Prairie's signature has come up missing so he cannot prove that approval.

Winkel went on to read some additional considerations listed in the letter dated February 28, 2018, to Mr. Smith.

- The original permit date for this project was dated October 18, 2011, and not one inspection conducted over the past six years has resulted in approval from either Dale Prairie or Tim Kent.
- Village officials over three administrations have expressed concerns related to the integrity of the new construction in correspondence, during discussions at public committee and board meetings, and during face-to-face conversations.
- On April 17, 2017, Winkel sent a letter that explained, *“With the expiration of the building permit on December 10, 2016, the Village Board has the authority to begin condemnation proceedings. I believe I can convince the board to hold off if you are able to show that a contractor can have the project complete by July 31, 2017 in a manner that matches the specifications described in the permit application.”* Although a time line was submitted, no contractor was retained, and work was not complete by July 31, 2017.
- The current permit expired on November 6, 2017.

Smith responded that he was waiting for the village to come and inspect at which time Winkel reminded Smith of the inspection conducted on February 1, 2018. Smith, referring to a previous inspection, stated the footings were inspected by Prairie. Prairie in turn relayed that the footings and blocking for the garage addition were inspected earlier, before the second structure. Smith had put in a long stretch, twelve inches on center, and Prairie stated additional blocking was necessary for additional support. Prairie went on to say the architect insisted that was still not good enough and that it needs angled braces that are not present. Kent referred to a drawing to indicate where the angle braces are supposed to be and relayed that he cannot see any of that area due to things hanging from the ceiling and walls, etc. therefore, he was not able to conduct an inspection to see if angle braces are present. Smith replied that the angle braces are not there. Kent noted that at the February 1, 2018, inspection, the items mentioned in the February 28, 2018 letter to Smith were not present or that he was unable to view the area because of things in the way. Kent additionally noted that in a section on the second story where two (2) 1 ¾ laminated beams are required, there was only one. Smith argued that only one is needed now as he is not taking out the wall underneath as depicted in the approved drawings. Kent stated Smith is not completing the project the way the engineer planned or the way the architectural drawing shows and that he is doing it his own way, not to code. It was reiterated the project has been ongoing since 2011 and Prairie stated that at the February inspection, Smith stated he would have the architect approve the deviations from the drawings and have them ready by this meeting. Smith replied the architect is busy right now but he would like to have the engineer come back and address the complaints to get the project going again and that by the time this goes through the courts, he could have the project complete. Kent said he will not sign off on an additional permit.

Ryan moved and Hess seconded to authorize the condemnation of the garage addition at 220 East Fourth Avenue. In discussion it was noted the project has been ongoing since 2011 and there have been many requests to comply to no avail. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Police Department

Chief Lehmkuhl relayed he has received complaints regarding semi parking on Main Street and reminded the board there is a process that would have to be followed, including receiving permission from IDOT, if the village is interested in adopting an ordinance which would prevent trailer parking on Main Street. The Ordinance and Zoning Committee has started that process and will discuss it further at their meeting later this week.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl stated the 36 inch tile installation is complete although the area is still quite rough and will need to be leveled off. The village and surrounding areas have recently received an above average amount of water through a combination of snow melt and rain and it appears the drainage project did what it was supposed to do. Village areas drained more quickly than they have in the past and no blow outs or adverse effects were reported. The Water and Sewer Committee will be discussing the Lincoln Avenue berm and the hump located in front of the Lindgren property at an upcoming meeting as those still appear to be prohibiting water flow. Water did crest the Lincoln Avenue berm and the village needs to investigate ways to increase the flow through that area.

Kent informed the board the water tower has a leak. He has spoken with Haley Brothers who have diagnosed the problem and will complete the repair when the parts are in which is anticipated to be next week. The job is not expected to take more than a day but the tower will need to be drained. There is a standpipe that runs top to bottom with two flanges at the bottom and an expansion in the middle. The expansion in the middle has a fairly substantial leak. Kent plans to use as much water out of the tower as possible then run off pumps as the village did when the repair of the inside of the water tower was done. (Thompson left at 7:36 p.m.) The repair costs will come out of the water fund, repairs and maintenance of water, rather than the general fund.

With the ash tree removal complete as can be at this time, Kent will begin replacing water meters again. He did not use the entire amount of money allocated but did order 170 meters which is what he believes he can get replaced before summer hits.

Budget and Finance Committee

Hull moved and Kolosky seconded an expenditure for a donation to Safety Day at Chebanse Grade School not to exceed \$300.00. The event used to be called Camp 911 and was organized by Nita Dubble who has now retired. As Kent understands it, the Farm Bureau will be taking over the event but is not ready to get it going in time for this year. Area fire departments, state police, Riverside ambulance, etc. are putting on the event and donations are being sought. Roll call of votes. Ayes 6; Gigl, Hull, Kolosky, Ryan, Hess, and Schoon. Nays 0. Motion carried. 6/0 motion passed by acclamation.

Police and Public Safety Committee

Golf cart inspection and registration days will be held on Wednesday April 4, 2018, from 5:00 – 7:00 p.m. and Saturday, April 7, 2018, from 8:00 – 11:00 a.m. Notice will be placed in the Advocate and the emailed newsletter.

Complaints received regarding truck parking will be addressed by the Ordinance and Zoning Committee.

Committee Chair Kolosky, and Chief Lehmkuhl will approach the Village of Ashkum to discuss the possibility of combining police departments.

The state has a new mandate regarding police computers and as a result the village will need to purchase a new one for its police department vehicle next fiscal year. The cost is expected to total around \$6000.00.

Ordinance and Zoning Committee

The committee will be scheduling a meeting for Thursday, March 15, 2018, to discuss semi parking among other items.

Local Improvement Committee

The committee will be scheduling a meeting to interview those who have applied for the pool manager position.

Treasurer's Report/Payment of Bills

Winkel presented the Treasurer's report. Kolosky noted on the first page of the report, \$9.00 is listed for Gidney's machines incorrectly, it should be \$90.00. Kolosky moved and Ryan seconded to accept the Treasurer's Report with the correction. 6/0 motion passed by acclamation.

Winkel presented the listing of bills to be paid. Kolosky moved and Hull seconded to pay the bills as presented. Roll call of votes. Ayes 6; Hull, Kolosky, Ryan, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Village President

Winkel presented the completed Motor Fuel Tax Audit Report. No corrections were required after the audit.

Kolosky moved and Ryan seconded to approve Resolution 2017-15 for the Clifton Fun Days Parade. 6/0 motion passed by acclamation.

Schoon moved and Gigl seconded a donation to the Clifton Fun Days in the amount of \$1000.00. Roll call of votes. Ayes 6; Kolosky, Ryan, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Winkel reminded those who are required to submit Statements of Economic Interest that they are due back to the county clerk by May 1, 2018.

Concluding Public Questions and Comments: None.

Adjournment

Kolosky moved and Ryan seconded to adjourn at 7:51 p.m. 6/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: April 9, 2018

MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
April 9, 2018

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, and Paul Hess.

Members Absent: Trustees Brianne Ryan and Joe Kolosky

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Maintenance Supervisor Tim Kent, Planning Commissioner Delmar Schoolman, Kathy Washington, and Karie Frake.

Approval of Minutes

Hull moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, March 12, 2018. 4/0 motion passed by acclamation.

Public Questions and Comments

Karie Frake of the Clifton Centennial Pool Committee gave a briefing on a few projects upcoming at the pool: coping around the pool, fencing, and landscaping. The pool coping as well as fencing at the south end of the pool will be replaced at the end of this month or early May. Frake and the committee have worked with Kent to obtain his input on the fencing as well as the landscaping project around the pump house which is expected to be completed in mid-May. Tousignant and Art's Landscaping have been hired for the fencing and landscaping projects respectively. The fence will continue on as chain link with a gate and low maintenance landscaping has been requested around pump house.

Planning Commission: No report.

Maintenance Department: No report.

Building and Zoning: No report.

Police Department: No report.

Streets and Alleys

Winkel presented to the board a request received from a resident at 205 Porter Avenue to consider making the area between Porter Avenue and Jensen Avenue a usable alley. The resident purchased the home at that location which was advertised with an alley accessible garage. Discussion was held on that area's purpose as an easement as well as the hows and whys a permit was granted for the garage and how some gravel was laid originally. It appears the original homeowner, not the village, is responsible for the gravel that exists there now. In discussion whether to grant the request for a usable alley, the following village code was referenced:

Sec. 34-71. - Alley location and design.

Alleys shall be provided for lots or parcels of ground intended for business, commercial or industrial uses unless the development plan for such eliminates their need and may be provided for all lots or parcels of ground intended for multiple-family residential use. No alleys shall be provided for lots intended for one and two-family residential areas. The minimum width of right-of-way for alleys shall be 24 feet for alleys to serve business, commercial or industrial uses and 20 feet for alleys to serve multiple family residential areas only. No dead-end alleys or private alleys are permitted.

As the village code is clear that no dead-end alleys or private alleys are permitted, the board chose not to move on the request.

Water and Sewer Committee

The Water and Sewer Committee will be holding a meeting to consider proposals to improve drainage through the berm located along Lincoln Avenue.

Budget and Finance Committee

Hull asked committee chairs to forward meeting attendance records to Clerk James so she can prepare year end pay amounts. Hull additionally asked committee members to let her know of any projects or needs that will be upcoming as next fiscal year's appropriation planning is underway.

Police and Public Safety Committee

Hull moved and Gigl seconded an expenditure not to exceed \$400 for a Tonneau Cover. The Tonneau Cover will be used to cover the bed of the police vehicle. Roll call of votes. Ayes 4; Hess, Schoon, Gigl and Hull. Nays 0. Motion carried.

Golf cart registration and inspection was canceled on Wednesday, April 4th due to weather and was rescheduled for Wednesday, April 11th. Registration and inspection was able to take place on Saturday, April 7th.

Ordinance and Zoning Committee

The committee is considering changing the golf cart registration due date to May 1st instead of the current April 1st as the weather in early April often hinders golf cart registration and inspection.

Winkel advised the board that a letter has been sent to IDOT requesting authorization to prohibit vehicles over 26,000 pounds from parking on either side of Main Street from the south end to the north end of the village. If authorization is granted, the Ordinance and Zoning Committee will proceed with the process to add the restriction to the village code.

Local Improvement Committee

The Local Improvement Committee recommended the board hire Jane Miller as pool manager for 2018 at the agreed upon salary of \$5500 with a \$500 incentive bonus at the end of the year. Hull moved and Gigl seconded to hire Jane Miller as the pool manager for 2018 at a salary of \$5500 with a bonus at the end of the year. Roll call of votes. Ayes 4; Schoon, Gigl, Hull, and Hess. Nays 0. Motion carried.

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's report. A CD, General Fund #6, was cashed in a little before maturity with no penalty to help cover the northwest drainage project bills that are coming in, some being paid in this meeting's bills. Another CD, General Fund #7, is currently at \$101,045.09 and matures on May 12, 2018. It is too early to know what the new rates will be; however, the CD will mature before the next board meeting. Hull moved and Gigl seconded to roll over \$75,000 of General Fund CD #7 at the highest rate available and cash out the remainder which will be roughly \$26,000. Roll call of votes. Ayes 4; Gigl, Hull, Hess, and Schoon. Nays 0. Motion carried.

Treasurer Tammen reminded committee chairs to turn in meeting attendance records to Clerk James so she can prepare year end pay amounts.

Hull moved and Hess seconded to accept the Treasurer's Report. 4/0 motion passed by acclamation.

Tammen presented the listing of bills to be paid. Gigl moved and Schoon seconded to pay the bills as presented. Roll call of votes. Ayes 4; Hull, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Village Clerk

Clerk James also reminded trustees to turn in meeting attendance logs in order to expedite year end pay for trustees as well as turn in committee meeting minutes which have been approved.

Village President: No report.

Concluding Public Questions and Comments: None.

Adjournment

Hess moved and Schoon seconded to adjourn at 7:33 p.m. 4/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: May 14, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
May 14, 2018**

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, and Paul Hess.

Members Absent: Trustees Brianne Ryan and Joe Kolosky

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Police Chief Jim Lehmkuhl, Kathy Washington, Daniel Gross, Lisa Stewart, and Cecil Carroll (left at 7:12 p.m.) Maintenance Supervisor Tim Kent arrived at 7:02 p.m.

Approval of Minutes

Hull moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, April 9, 2018. 4/0 motion passed by acclamation.

Public Questions and Comments

Daniel Gross and Lisa Stewart presented to the board a plat of survey for the property located at 205 Porter Avenue. Said property was recently purchased and was advertised with an alley accessible garage. A request was debated at the April 9, 2018, village board meeting to consider making the area between Porter Avenue and Jensen Avenue a usable alley. As the village code, Section 34-71, is clear that no dead-end alleys or private alleys are permitted, the board chose not to move on the request at that time. Discussion was held on that area's purpose as an easement or an alley as well as why a permit was issued for the garage originally. The village board will take the matter under further advisement and Winkel encouraged the owners to attend the June 11, 2018, board meeting.

Beginning of Year Business

President Winkel announced his Planning Commission Appointments of Larry Behrends and Dean Cailteux whose terms will end on April 30, 2021, as well as his Administrative Appointments for FY 2018 as follows: Joyce Sjuts and Shannon James as Administrative Assistants, Sandy Tammen as Village Treasurer, Dana Meyer and John Coghlan as Village Attorneys, Tim Kent as Street Superintendent, Sewer Superintendent, Superintendent of Waterworks, and Building and Zoning Officer, Travis Albright as Part-time Maintenance, James Lehmkuhl as Police Chief, Andy Meyer as Part-time Police Officer, Tyler Bailey as Part-time Police Officer, John Solomon as Part-time Police Officer, Dean Hartman as Water Technician and Community Building Employee, Cindy Juzeszyn as Administrative Assistant for Service Billing, and Shannon James as FOIA Officer. Schoon moved and Gigl seconded to approve President Winkel's slate of appointments. Roll call of votes. Ayes 4; Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

President Winkel presented proposed updates to the Fee, Fine, Bond and Salary Schedule. The proposed changes would remove the fines listed under Chapter 26, Offenses and Nuisances, and place them under 1-15, General Penalties. When no penalty amount is specifically mentioned in the ordinance, it will refer to 1-15 for penalty amounts, which are currently \$25.00 for the first instance, \$50 for the second instance, and \$100 for the third and subsequent instances. The exception to this are violations of 32-42, which regulates the removal or injury to trees and shrubs without permission on village property. The penalty for that instance is currently reimbursing the village for the actual cost of

damage/repair/replacement plus the fine of \$100. (Cecil Carroll left at 7:12 p.m.) Hess moved and Schoon seconded to approve the Fee, Fine, Bond and Salary Schedule with changes as proposed. Roll call of votes. Ayes 4; Schoon, Gigl, Hull, and Hess. Nays 0. Motion carried.

Planning Commission: No report.

Maintenance Department: No report.

Building and Zoning: No report.

Police Department: No report.

Streets and Alleys

Schoon moved and Hess seconded an expense not to exceed \$82,000 for the 2018 Motor Fuel Tax Street Maintenance Program (Resolution 2018-01). Lengthy discussion was held on the correct way to improve village streets as well as the high cost of the project as compared to previous years as this expense will close to drain the fund which currently has \$86,000. Discussion was held on spending less and accumulating motor fuel tax funds until there is enough money to put down asphalt overlay (nicer road). Kent relayed the streets are not ready to have asphalt overlay as the dips from the sewer installation need to be fixed first and sited East Seventh Avenue, a street which had asphalt overlay done several years ago, before the dips were fixed, and now has cracks. The 2018 MFT Program contains no overlay. Winkel presented past expenditures on road maintenance for the board to review. Roll call of votes. Ayes 4; Gigl, Hull, Hess, and Schoon. Nays 0. Motion carried.

Water and Sewer Committee

Gigl moved and Hull seconded an expense not to exceed \$5,000 for Lincoln Drainage (berm modification). The village has received a bid from Haley Brothers Excavating to replace the current 12 inch tile running through the berm on Lincoln Avenue with a 24 inch tile at a cost of \$4291.00. The current 12 inch tile is restricting flow to the recently installed 36 inch tile on the northwest side of the village. The bid also included the option of installing a manhole at the culvert on the south side of Lincoln Avenue at a cost of \$5012.30. A third option, not on the bid, would be to completely take out the berm at an approximate cost of \$1200.00. The committee recommends replacing the 12 inch tile with the 24 inch tile. This will allow more water to flow through without taking out the berm which is agreeable to both the village as well as Mrs. Meyer who allowed the village to run the 36 inch tile through her field. The difference between the \$5000 and the bid amount is to ensure the pipe can be covered and move some dirt around. Roll call of votes. Ayes 4; Hull, Hess, Schoon, and Gigl. Nays 0. Motion carried. The funds will be taken from Municipal Grounds Drainage Improvements, General Fund.

The Water and Sewer Committee will be investigating and discussing drainage issues with Haley's and the maintenance department on North Fourth Avenue, Seventh Avenue, the corner of West First Avenue and Elliot as well as others.

Budget and Finance Committee: No report.

Police and Public Safety Committee: No report.

Ordinance and Zoning Committee

The amendments for parking restrictions referenced on the agenda are currently being reviewed by the village attorney and are not ready to be presented. As a quick reminder, Winkel relayed the Restricted Parking amendment 38-42 would eliminate any parking for vehicles 26,000 pounds or more on Main Street from 2900 North Road to 3000 North Road and the Permitted Vehicles on Village Streets amendment would limit the weight of vehicles on village streets except for a couple streets located in business and industrial districts.

Local Improvement Committee

Kent reported the pool is cleaned and the Centennial Pool Committee purchased a plastic welder so the maintenance department can repair the liner. The drain plug in the bottom of the pool is cracked and Kent is waiting for a return call on part availability. If the part is not able to be secured with the next day or two the pool will not be ready for school groups which are scheduled to begin utilizing the pool on May 25, 2018.

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's Report through the end of the fiscal year. Hull moved and Hess seconded to accept the Year End Treasurer's Report, April 30, 2018. 4/0 motion passed by acclamation.

Tammen presented the listing of bills to be paid. Hull moved and Gigl seconded to pay the bills through the end of the fiscal year, April 30, 2018, as presented. Roll call of votes. Ayes 4; Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Discussion was held on General Fund CD #7, of which the board voted to roll over \$75,000 at the April 9, 2018, board meeting at the highest rate. As the length of time was not voted on at that meeting, Hull moved and Gigl seconded to roll over General Fund CD #7, \$75,000, at the highest rate for a 12 month period. Roll call of votes. Ayes 4; Schoon, Gigl, Hull, and Hess. Nays 0. Motion carried.

Tammen presented the Treasurer's report through May 14, 2018. Hull moved and Hess seconded to accept the May 14, 2018 Treasurer's Report. Ayes 4; Gigl, Hull, Hess, and Schoon. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid through May 14, 2018. Hull moved and Gigl seconded to pay the bills as presented. Roll call of votes. Ayes 4; Hull, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Village President

Winkel presented a road closure request for the purpose of a joint graduation party among two neighbors at 275 South Fourth Street on May 26, 2018. Winkel relayed that as long as permission is obtained from neighbors and the residents coordinate with the maintenance department to obtain barricades and put them up, the village has typically authorized the road closure. Hess moved and Schoon seconded to authorize a road closure at 275 South Fourth Street on May 26, 2018. 4/0 motion passed by acclamation.

Winkel presented the board with historical data on the villages' spending as well as income and expenses for the last several years. The information was compiled for trustees use while contemplating plans for the upcoming fiscal year appropriations. Winkel called specific attention to the village assets at

the close of each fiscal year for the last six years. He relayed that although the \$604,523.74 asset total at the end of FY 2017 is \$14,005.34 higher than FY 2016, it is \$262,516.51 less than the end of FY 2013. He also pointed out the village has an additional \$160,000 in debt that it has not had until recently. The village debt is currently at \$2,852,463.61 which consists of \$2,702,090.44 for the Wastewater Treatment Plant, \$27,261.55 for the Police Department Truck, and \$123,111.62 for the Northwest Drainage Project. This data was put together so the village board is aware and conscious of the village financial situation while considering the spending plan for fiscal year 2018. Winkel suggested the village may want to be thriftier than it has been recently while planning for the next fiscal year as well as the next several years. Winkel also noted the numbers for the fiscal year that just ended are draft and may be refined as things come to a final close.

Concluding Public Questions and Comments: None.

Adjournment

Schoon moved and Gigl seconded to adjourn at 8:04 p.m. 4/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: June 11, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
June 11, 2018**

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Casey Hull, Joe Kolosky, Brianne Ryan, and Paul Hess.

Members Absent: Trustee Randy Gigl

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Planning Commissioner Delmar Schoolman, Kathy Washington, Matt Stewart, Lisa Stewart, Jude Redwood (left at 7:29 p.m.), Dr. Erick Redwood (left at 7:29 p.m.), and Pool Manager Jane Miller (left at 7:38). John Solomon arrived at 7:02 p.m. Cecil Carroll arrived at 7:05 p.m., left at 7:29 p.m. and returned again at 7:49 p.m. Dea Weisenbeck arrived at 7:15 p.m. and left at 7:29 p.m.

Approval of Minutes

Hull moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, May 14, 2018. 5/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No report.

Maintenance Department: No report.

Building and Zoning

Jude Redwood, attorney for Brian Smith and Dea Weisenbeck, introduced herself and addressed the board regarding a building permit for 220 East Fourth Avenue which was submitted on May 30, 2018, and subsequently denied. (Solomon arrived at 7:02 p.m.) Redwood stated an amended building permit application addressing reasons why the previous application was denied has been prepared for submission later this evening. Redwood read from and then submitted for the record a prepared statement as follows (verbal additions to the written copy appear in parenthesis):

June 11, 2018

To the Village of Clifton Board of Trustees

Re: Appeal of denial of Building Permit for 220 E. Fourth Avenue

My clients Brian Smith and Dea Weisenbeck have been attempting to complete a garage and home addition for several years. They are close to completion and have basically been following the plans submitted by the only Licensed Structural architect that any party has hired. Mr. Scott Seaton submitted plans and drawings in compliance with the International Building Code of 2006. The Village has never submitted any inspection report by any licensed structural architect (to deny that those plans are correct).

The reasons that this project have taken so long are not all due to my clients. The Village issued a STOP WORK order which halted the construction for 28 months - from Feb 12, 2014 to June 10, 2016.

Thereafter Mr. Seaton's plans were submitted and approved. In 2016, Mr. Smith broke his foot, in an accident unrelated to the building project and was restricted, by doctors orders from walking, much less climbing ladders and working construction.

The village inspector inspected the project on Feb 1, 2018 and deemed it so inadequate that it needs to be demolished. The Village filed a lawsuit, alleging that the building is unsafe and dangerous and that it cannot be corrected or repaired.

However, after the Feb 1, 2018 inspection, Mr. Scott Seaton inspected the project. I spoke with him personally today. He assured me that the construction is stable, is not unsafe, is not dangerous and is certainly not going to fall down. He does agree that his plans are correct, under the International Building Code.

My client has agreed to follow the plans that Mr. Seaton submitted and which we have submitted this date, pursuant to my clients' Amended Application for a Building Permit. If structural details need to be changed to comply with Mr. Seaton's plans, these will be changed.

My clients have invested a large amount of time, money and sweat equity into this building project. The (This) home is their home. The project is safe and not hazardous, as it stands today.

However, the project cannot withstand winter being protected only by plastic tarps (as it is now). The project needs to be completed this summer and fall (at least the exterior shell). The house and garage are open to the elements (right now), except for the plastic tarps (doing what protection that they can and as we all know we've had some really huge rains lately which are coming into the house). If the Village refuses to grant a building permit, there is a great likelihood of interior weather (water) damage with the summer, fall and winter weather.

(Therefore) My clients are therefore requesting that the denial of the permit be reversed and that they be given a building permit (either a new building permit or an extension whatever the board decree would be correct) that (will) allows them to finish the building project according to the plans submitted by Mr. Seaton and (previously) approved by this Board.

*Mrs. Jude M. Redwood
Redwood Law Office PO Box 864
St. Joseph, IL 61873 217-469-9194
Fx 217-469-8094*

(Cecil Carroll arrived at 7:05 p.m.)

Redwood relayed that what they would like to do now is close the structure in from the exterior weather so the interior is not damaged. Winkel relayed that this process is to hear whether or not the denial of the building permit submitted on May 30, 2018, should be overturned and that submitting a new permit would require evaluation of said permit. Redwood considers the prepared paperwork an amended application. Winkel reported that as the building inspector is not present at this meeting a decision on the amended permit will not be made tonight.

Previous inspections, conversations, and meetings were discussed. As it is the village's experience that Smith frequently agrees to follow plans or agreements with either village officials or engineer Scott Seaton then in follow up said agreements or plans were found not to have been adhered to, Winkel relayed the need to have items in writing, not just verbally, as too frequently word gets misconstrued or ignored.

Lengthy discussion was held in an attempt to ascertain whether the scope of the amended permit application includes work to be performed on the condemned garage addition, work that was performed after the condemnation, or the original house structure. The garage addition was

condemned at a meeting of the village board on March 12, 2018, and the issue is currently working its way through Iroquois County courts. Redwood made written corrections to the prepared amended building permit application, as it was stated that the village can not endorse renovations to a condemned structure, and submitted said application along with a \$50.00 fee to the board. Winkel stated the building inspector will review the application upon his return and notification of permission or denial will be given. An agreement was made between Redwood and Winkel that the application would not be denied based solely on the permit fee in the event it is incorrect. (J. Redwood, E. Redwood, Weisenbeck and Carroll left at 7:29 p.m.)

Police Department: No report.

Streets and Alleys

Schoon presented the 2018 Motor Fuel Tax Street Maintenance Program Bids. Tyson Engineering recommends the village accept the tar and chip bid from Gray's Material Service for \$46,384.00 and the spray patching bid from Grosso Trucking of \$16,992.00. Schoon moved and Kolosky seconded to award contracts to Grosso Trucking and Gray's Material Service as recommended by Tyson. Roll call of votes. Ayes 5; Kolosky, Ryan, Hess, Schoon, and Hull. Nays 0. Motion carried.

Water and Sewer Committee: No report.

Budget and Finance Committee

Hull reported the committee had a meeting regarding appropriations and the ordinance will be prepared for the July village board meeting.

Police and Public Safety Committee: No report.

Ordinance and Zoning Committee

The amendments for parking restrictions referenced on the agenda are currently being reviewed by the village attorney and are not ready to be presented.

Local Improvement Committee

Pool Manager Jane Miller reported to the board that everything is going well at the pool. Public swimming lessons have begun, 158 season passes have been sold and the pool was at or very near capacity on opening day, Memorial Day. Various board members reported they have received positive feedback regarding Miller's presence at the pool from both the public and pool guards. The board thanked Miller for her work and the report. (Miller left at 7:38 p.m.)

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's report, pointing out the sewer fund is very low, \$2,701.73, as the roughly \$96,000.00 bi-annual sewer loan payment is included in this meeting's payments of bills. Kolosky moved and Ryan seconded to accept the Treasurer's Report. Roll call of votes. Ayes 5; Ryan, Hess, Schoon, Hull, and Kolosky. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid, pointing out video gaming income was high for the month of April at \$3156.35. Kolosky moved and Schoon seconded to pay the bills as presented. Roll call of votes. Ayes 5; Hess, Schoon, Hull, Kolosky, and Ryan. Nays 0. Motion carried.

Village President

Winkel reported the water heater went out at the pool and the part needed to fix the heater will run \$4000.00 with no guarantee the heater will continue to perform. Options for a new pool heater have been found to be limited although one heater is located in Tinley Park and would be available in a day or two for an estimated \$9500.00. The second option found requires an approximately three week turn around and comes at an estimated \$11,000 cost. Winkel reported the Centennial Pool Committee is willing to contribute up to \$5,000 for the pool heater as a reimbursement to the village. As the money from the Centennial Pool Committee will be in the form of a reimbursement, the amount voted on by the village board would have to cover the entire purchase price. Kolosky moved and Hull seconded an expense not to exceed \$11,000 for a new pool heater at the pool. Warranty on the new pool heater was discussed. Hull informed the board the temperature of the pool has to be tracked and reported to the State of Illinois. Roll call of votes. Ayes 5; Hess, Schoon, Hull, Kolosky, and Ryan. Nays 0. Motion carried.

A request to maintain an alley for a portion of the area between Porter Avenue and Jensen Avenue was made in April 2018, and with the information available at that time and according to village ordinances the board chose not to move on that request. Since that time, both the village and the requester have obtained documentation from the county clerk's office in the form of a 1911 plat that shows the area as an alley and the addition of the Jensen subdivision kept the alley between the properties. Winkel relayed the request again to scrape and lay down gravel between 145 Porter, 165 Porter, 185 Porter, and 205 Porter and Jensen Avenue. The rest of the way to the east is grass currently and the village has received no request to make changes to that area. (Carroll returned at 7:49 p.m.) Schoon voiced personal concerns regarding the subject and parties involved. Kolosky moved and Ryan seconded an expense not to exceed \$2000 to maintain the alley between 145 Porter, 165 Porter, 185 Porter, and 205 Porter and Jensen Avenue. It was reiterated the alley has been in that location and plats and maps detail the alley as well. Snow removal was discussed as it relates to alleys and the village's obligation. The alley between Porter Avenue and Jensen Avenue would have to be plowed with tractor and blade. It was stated the village plows alleys for the garbage truck to go down and the proposed maintenance of this alley would have no garbage service pick up so plowing would not be warranted. Roll call of votes. Ayes 4; Hull, Kolosky, Ryan, and Hess. Nays 1; Schoon. Motion carried.

Winkel presented a resolution for the Adoption of the National Incident Management System (NIMS). Essentially, NIMS is a comprehensive, national approach to incident management. John Solomon, who is NIMS Certified, stated that NIMS is a huge networking system used to gather and gain resources by following the plan set up by the federal government. In the event the village would experience an emergency, having adopted NIMS would allow the village to call in outside resources. Kolosky moved and Ryan seconded to approve Resolution 2018-02, Adoption of the National Incident Management System. 5/0 motion passed by acclamation.

The Ordinance Providing for the Regulation of and Application for Small Wireless Facilities (in response to Public Act 100-0585) referenced on the agenda is still under review by the village attorney. Winkel stated the ordinance would give the village a way to regulate and charge a fee for cell companies to put hot spots on poles around town. All together the ordinance, agreement and application is thirty-four (34) pages of material. Winkel will make the entire document available to the trustees digitally for their review in preparation for voting at the July 9th village board meeting.

Winkel reported on the second meeting with District 3 IDOT representatives regarding Main Street. The representatives relayed that although they agree with the village on the condition of Main Street they

have their hands tied by the current funding situation of the State of Illinois and the priorities that have been given to them by their superiors. They additionally reported that one non-interstate renovation will be undertaken this year. Although Main Street is a state road, it is an unmarked route. The traffic it receives and the formulas used to qualify roads for repair will not allow IDOT to renovate the street. It is not in the foreseeable future that Main Street will get the work it needs. The representatives have met with village officials to discuss jurisdictional transfer. Simply put, in the event of jurisdictional transfer, IDOT would repair the roadway to good condition and then hand over ownership and responsibility of the road to the village. Estimates just for the road surface and parking stalls on two or three blocks is \$670,000 alone. The estimated costs to maintain Main Street for the first 15 years is \$300,000. These amounts do not include curbs. It is Winkel's intention to point out to state representatives and senators how current IDOT policies have failed the village and other communities. Winkel went on to say that as a result of the asset management policies implemented, roads that are in no way near as bad as shape as the village's will be maintained first. The thought process there is to keep good roads in good condition. The question whether the village would be permitted to improve the curbs on Main Street was asked. Although in the past IDOT would not allow work on a state road, with the current situation and climate, it was speculated that IDOT may consider the proposal.

As no one committee is a clear choice to bring the purchase of a Kubota UTV to the village board, the agenda item was included under the Village President for discussion. Kolosky moved and Ryan seconded an expense not to exceed \$18,500 for a Kubota. Discussion was held on multiple uses for the proposed UTV as well as the age of the old blue truck used by the maintenance department. The Kubota includes a 5-year warranty. The source of funds for the purchase was discussed with a suggested 50% from water, 25% from sewer, and 25% from the general fund. Roll call of votes. Ayes 5; Hull, Kolosky, Ryan, Hess, and Schoon. Motion carried. Treasurer Tammen cautioned the sewer fund may not support the 25% expense with its' low balance. Exact ratios will have to be discussed.

Winkel reported the Lions Club will no longer support the Lioness effective June 30, 2018, and therefore the Lioness have voted to disband. Winkel pointed out a couple things the community will need to find an alternate group to take over if they are to continue: the flower planters on Main Street and the Easter Egg Hunt. Winkel stated he does not wish to see events such as the Easter Egg Hunt disappear. The board discussed possible ways to honor and thank the Lioness. The Local Improvement Committee will take up that discussion.

Concluding Public Questions and Comments

Cecil Carroll inquired about the restricted parking ordinance being reviewed and additionally the policy for tagging vehicles. In Police Chief Lehmkuhl's absence, Winkel briefly reviewed the policy for tagging vehicles. Chief Lehmkuhl will be in touch with Carroll upon his return later this week. Carroll also relayed a concern regarding holes in the street near 295 West First Avenue. Winkel will ask Maintenance Supervisor Kent to take a look at the area.

Adjournment

Kolosky moved and Hull seconded to adjourn at 8:19 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: July 16, 2018

**MINUTES OF A RESCHEDULED REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
July 16, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, and Paul Hess.

Members Absent: Trustee Brianne Ryan

Also Present: Clerk Shannon James, Village Attorney Dana Meyer (left at 8:07 p.m.), Planning Commissioner Delmar Schoolman (left at 7:35 p.m.), Maintenance Supervisor Tim Kent (left at 8:07 p.m.), Police Chief Jim Lehmkuhl (left at 7:35 p.m. and returned at 8:10 p.m.), Pool Manager Jane Miller (left at 7:28 p.m.), and Assistant Pool Manager Beth Hendrickson (left at 7:28 p.m.). Treasurer Sandy Tammen arrived at 7:20 p.m. Mack Berry arrived at 7:24 p.m.

Approval of Minutes

Hull moved and Kolosky seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, June 11, 2018. 5/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No report.

Maintenance Department: No report.

Building and Zoning

Kent has requested authorization to retain the services of a structural engineer/architect for advice, plan review and recommendations. Kolosky moved and Hull seconded to retain the services of a structural engineer/architect to be named at a later date. Roll call of votes. Ayes 5; Kolosky, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl reported the 24 inch tile has been installed in the berm on Lincoln Avenue.

Budget and Finance Committee

Hull presented the 2018-2019 Appropriations Ordinance. Hull moved and Kolosky seconded to approve the Appropriations Ordinance (2018-03). Roll call of votes. Ayes 5; Hess, Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

Police and Public Safety Committee

Sample intergovernmental agreements were presented to the board as the head of the police and public safety committee and the police chief have been working with the Village of Ashkum to work toward combining the two police departments. Ideas were discussed about how that arrangement would work. Meyer cautioned that many details still need to be worked out and urged the board to review the samples presented while considering how best to proceed. Meyer will email the draft proposal to the Village of Ashkum's attorney so they may begin considering options. Kolosky moved and Hull seconded to bring the sample intergovernmental agreement for policing to the Village of Ashkum Board for discussion. 5/0 motion passed by acclamation.

Kolosky moved and Hull seconded an expense not to exceed \$4000.00 to send an individual to the part-time officer academy. Kolosky stated the academy itself costs \$1900.00. If the individual passes, the village will be reimbursed by the state. The cushion allowed will cover miscellaneous expenses such as mileage and meals, no hotel expenses will be incurred. When questioned, Kolosky assured the board the village will be reimbursed the \$1900.00 expense if the individual passes the academy training. Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Kolosky, and Hess. Nays 0. Motion carried.

Kolosky reported he will be scheduling a Police and Public Safety Committee meeting to gather numbers for a new police vehicle computer and hopes to be ready to present it to the board next month. The Village of Onarga reportedly acquired a new police vehicle computer for roughly \$5600.00, less than what had been anticipated by the committee.

Ordinance and Zoning Committee

Discussion was held on the proposed amendments to Restricted Parking 38-42 and Permitted Vehicles on Village Streets Ordinances. Attorney Meyer relayed that as long as the Restricted Parking amendment was approved by the state it shouldn't be an issue but suggested changes to the proposed Permitted Vehicles on Village Streets amendment. She reported the majority of other village ordinances related to the subject list out all streets and detail a weight limit. Discussion was also held on the specific weight limit proposed for Main Street and how that number came to be. Some items still to consider while putting the finishing touches on the amendment include: posting of signs, listing of streets, zoning of business/industrial areas, deliveries, school busses and garbage trucks. The amendment for Permitted Vehicles on Village Streets will go back to committee and the amendment to Restricted Parking 38-42 is ready for consideration. (Mack Berry arrived at 7:24 pm.) Hess moved and Gigl seconded to amend Restricted Parking Ordinance 38-42 (Ordinance 2018-04). Roll call of votes. Ayes 5; Gigl, Hull, Kolosky, Hess, and Schoon. Nays 0. Motion carried.

Local Improvement Committee

Pool Manager Jane Miller addressed the board and reported that 171 season passes have been sold to date. Miller also introduced newly hired assistant pool manager, Beth Henrickson. Hull reported that 170 kids were in attendance at the kid's pool party held on Friday night of the Fun Days and by all indications it was a success. (Miller and Hendrickson left at 7:28 p.m.)

Village President

Hull moved and Kolosky seconded to approve the Resolution Regarding Wages (2018-05). Roll call of votes. Ayes 5; Hull, Kolosky, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Discussion was held on the Ordinance Providing for the Regulation of and Application for Small Wireless Facilities in response to Public Act 100-0585. As page 10 of the document refers to a fee “as defined on village fee schedule,” an amendment to the fee schedule will be prepared for next month’s meeting. That amendment as well as the ordinance itself will be presented for consideration at the August board meeting.

Concluding Public Questions and Comments

Mack Berry made a verbal request for several items and relayed he is in no hurry for said items. Clerk James, FOIA Officer, will supply Mr. Berry with requested materials in the format requested.

Executive Session

Hull moved and Kolosky seconded to convene into executive session under Section 2(c)(11) of the Open Meetings Act for discussion of litigation that has been filed and is pending at 7:35 p.m.

The board returned to regular session at 8:07 p.m. (Kent and Attorney Meyer left at 8:07 p.m.)

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, and Paul Hess.

Members Absent: Trustee Brianne Ryan

Also Present: Treasurer Sandy Tammen, Clerk Shannon James, and Mack Berry. Lehmkuhl arrived at 8:10 p.m.

Treasurer’s Report/Payment of Bills

Tammen presented the Treasurer’s report and relayed there is a CD maturing on July 20, 2018, one maturing in September, and one in October. Rates quoted are as follows: 12 months at 2.52%, 15 months at 2.61%, and 18 months at 2.71%. (Lehmkuhl arrived at 8:10 p.m.) Hull moved and Gigl seconded to roll over CD #9 for 12 months at the highest rate. Roll call of votes. Ayes 4; Hess, Schoon, Gigl, and Hull. Abstain 1; Kolosky (conflict of interest). Nays 0. Motion carried. Tammen pointed out pool numbers on the Treasurer’s report, especially the income versus expenditures. Kolosky moved and Schoon seconded to accept the Treasurer’s Report. Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Kolosky, and Hess. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid. Questions asked on pool bills resulted in Tammen revising the category of one expense so it is taken out of the correct fund. Hull will deliver the pool heater invoice to the Centennial Pool Committee so the agreed upon \$5000.00 reimbursement for the pool heater can be made to the village. Kolosky moved and Hull seconded to pay the bills as presented. Roll call of votes. Ayes 5; Gigl, Hull, Kolosky, Hess, and Schoon. Nays 0. Motion carried.

Adjournment

Schoon moved and Kolosky seconded to adjourn at 8:19 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: August 13, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
August 13, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Casey Hull, Joe Kolosky, Paul Hess, and Randy Gigl (arrived at 7:05 p.m.),

Members Absent: Trustee Brianne Ryan

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Police Chief Jim Lehmkuhl, and Maintenance Supervisor Tim Kent (left at 7:53 p.m.). Mack Berry arrived at 7:48 p.m., left at 7:53 p.m. and returned at 7:54 p.m.

Approval of Minutes

Hull moved and Kolosky seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, July 16, 2018. 4/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No report.

Maintenance Department: See section below.

Building and Zoning: No report.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee: See section below.

Budget and Finance Committee: No report.

Police and Public Safety Committee

A Police and Public Safety Committee meeting is scheduled for tomorrow, August 14, 2018, to discuss policing with the Village of Ashkum.

Ordinance and Zoning Committee

The Permitted Vehicles on Village Streets Ordinance is still pending as it is being reviewed by the village attorney. (Trustee Randy Gigl arrived at 7:05 p.m.)

Local Improvement Committee

Schoon moved and Hess seconded to pay for removal of a dead tree at 250 Jensen Avenue and charge the homeowner \$25.00 a month on the village utility bill for said property until the balance of tree

removal is paid in full. This arrangement has occurred in the past. Kent will have the homeowner sign the agreement when it is ready. Roll call of votes. Ayes 5; Hull, Kolosky, Hess, Schoon, and Gigl. Nays 0. Motion carried.

John Caspary approached the village on behalf of the Clifton Community Development Corporation to request permission for the north greenway section to connect to the village electricity rather than go through the expense of opening an account for a short amount of time as the greenway will become the village's in the future. The village would pay for the utility expense. Kolosky moved and Hull seconded to grant permission for the north greenway to connect LED lighting to the village electricity. Roll call of votes. Ayes 5; Kolosky, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Treasurer's Report/Payment of Bills

Tammen presented the account balances sheet. Kolosky moved and Hull seconded to accept the treasurer's report / balance sheet as presented. Roll call of votes. Ayes 5; Hess, Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

See payment of bills section below.

Village Clerk

Discussion was held on both the procedure to review and release closed session minutes as well as reasons why closed session minutes would be released. No motion to release closed session minutes was made.

Village President

Kolosky moved and Hull seconded to approve the Ordinance Providing for the Regulation of and Application for Small Wireless Facilities in response to Public Act 100-0585 (Ordinance 2018-06). Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Kolosky, and Hess. Nays 0. Motion carried.

Kolosky moved and Hull seconded to update the Fee/Fine Schedule to include fees for the Ordinance Providing for the Regulation of and Application for Small Wireless Facilities. Roll call of votes. Ayes 5; Gigl, Hull, Kolosky, Hess, and Schoon. Nays 0. Motion carried.

Winkel handed out additional proposed changes to the Fee/Fine Schedule related to water billing fees. The changes continue the process of including village fees on the schedule itself rather than in the ordinances. The update to the schedule will be included on the September board meeting agenda for consideration.

The water billing printer is no longer functioning. Winkel will research a printer that will print on billing cardstock. Kolosky moved and Hull seconded an expense not to exceed \$500.00 for a Water Billing Printer. Roll call of votes. Ayes 5; Hull, Kolosky, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Water and Sewer

Kent reported the outside of the water tower is in need of washing and getting very close to needing paint. Painting the tower from the blue line down would take care of areas that need primed and painted as well as some areas that have rust. Jim Earleywine told Kent and Gigl rough estimates would be around \$5,000 to have the tower power washed and could be upwards of \$30,000 to do the top down. Kent said the tower needs to be at least power washed, and some spots primed and painted. Further discussion will be held at the committee level.

The committee has revisited drainage issues on the south side of the village. Improvement costs for that area will be many times higher than the drainage projects just undertaken on the northwest end of the village.

The committee also has been discussing tile blockages around the village. Three areas in particular have been discussed: apartment parking lot at the end of Spaulding, West First and Elliot, and the 100 Block of Seventh Avenue. Hemenover's are interested in resurfacing the parking lot for the apartments at the end of Spaulding but would like to hold off until the village has solved the problem in that area so the new surface will not have to be dug up after completion. Gigl will be gathering estimates for the three areas for presentation at next month's village board meeting.

Schoon reported a large amount of water is getting to the south left station. It is speculated that rubber gaskets around manholes may need attention or more likely, residents have sump pumps tied in to the system. Smoke testing and inspecting connections may need to be considered. Kent relayed the amount of water running through the sewer plant is huge. Discussion was held regarding what happens when the sewer plant reaches capacity as well as general issues at the plant, including resident use of "flushable" wipes which are not flushable and are a cause of problems at the plant.

Concluding Public Questions and Comments

A concern was raised regarding the health of trees and bushes on the greenway. Discussion was held on the spring weather the village had as well as the lack of rain this summer. Hess relayed the trees are stressed but may recover. Hess also stated the fate of the trees may not be known for a good year or two. (Additional public questions and comments below.)

Maintenance Department

(Berry arrived at 7:48 p.m.) Kent relayed findings regarding water pooling under the pool liner. The maintenance department has spent two hours a day pumping water out of the pool liner this summer. When the main pump went out, Kent noticed no water collected under the liner. He suspected the gutter drains and took the time to caulk all the gutter drains and patched a few holes in the liner. Within eight hours of the main pump being turned back on, water was collecting under the liner again. Suspecting a problem in the feed lines, either a crack or coupling problem, Kent reduced pressure from 20 to 12 lbs. After a day and a half of reduced pressure, there was no water collecting under the pool liner and there has not been any since then. Discussion was held on how to find out if there is an issue under the decking in the feed lines. Sending a camera through the lines was suggested as well as checking into a company that may be able to spray a seal coating in the lines. Kent will investigate the issue. (Kent and Berry left at 7:53 p.m. Berry returned at 7:54 p.m.)

Payment of Bills

Tammen read the listing of bills to be paid as a full printed version was not available. One Comcast bill was withheld to investigate an abnormal charge. Hess moved and Schoon seconded to pay the bills as presented. Roll call of votes. Ayes 5; Kolosky, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Concluding Public Questions and Comments Continued

Berry had asked for copies of old minutes at the last board meeting and relayed his appreciation for receiving them. Berry presented another FOIA request: information related to the sales tax and gambling income misdirected to the county from the state that was owed to the Village of Clifton. Berry stated he is in no hurry for the information. Tammen replied she believes it is taken care of and went

on to relay the village was receiving typically between \$3,000.00 and \$4,000.00 for sales tax up until March 2017 when the village received a payment of roughly \$33,000.00. When Tammen questioned the state regarding what the payment was for they stated they could not tell her. Since that time the amounts have been higher than they were before the March 2017 payment. Tammen was also told by the state they could only go back nine (9) periods, although it is unclear what a period is. Video gaming in March 2017 jumped up between \$1,000 and \$2,000. Before that time it was typically around \$700. Winkel relayed he will gather email communications regarding the matter for Berry. Tammen said her communication regarding the matter was in the form of phone calls so no records exist.

Adjournment

Kolosky moved and Hull seconded to adjourn at 8:13 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: September 10, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
September 10, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:04 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, Brianne Ryan, and Paul Hess.

Also Present: Treasurer Sandy Tammen, Maintenance Supervisor Tim Kent, and The Advocate Reporter Kathy Washington.

Absent: Clerk Shannon James

Approval of Minutes

Kolosky moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, August 13, 2018. 6/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No Report.

Maintenance Department: No Report.

Building and Zoning

There is a meeting scheduled tomorrow, September 11, 2018, at 11:00 a.m. between Scott Morrison, Village Structural Engineer, Building Inspector Tim Kent, Scott Seaton, Smith's Architect, and Brian Smith regarding the Smith and Wiesenbeck property located at 220 E Fourth Avenue.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl moved and Hess seconded to clean the exterior of the water tower and repaint it from under the white stripe to the ground for a cost not to exceed \$20,000. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried. The bid from H2O Towers is \$19,000.

Gigl moved and Ryan seconded to make storm drainage improvements to East Seventh, West First at Elliot and First Street, and the East end of Spaulding Avenue for a cost not to exceed \$10,000. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Budget and Finance Committee: No report.

Police and Public Safety Committee: No report.

Ordinance and Zoning Committee: No report.

Local Improvement Committee

Hess moved and Hull seconded an expense not to exceed \$800 for removal of previously treated ash trees at the north side in Lion's parking lot and purchase two maple trees in honor of Clifton Women's Club and Lioness. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Hess moved and Hull seconded an expense not to exceed \$1,650 to replace chairs, tables, and carts at the Community Building. This amount is equal to 25% of the 2017 community building rental income. The committee would like to use 25% of the rental income for the next several years until the inventory is refreshed. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's report. Kolosky moved and Ryan seconded to accept the Treasurer's Report. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid. Kolosky moved and Hull seconded to pay the bills as presented. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Hull moved and Ryan seconded to roll over CD #10 for 12 months at the highest rate. Roll call of votes. Ayes 5; Schoon, Gigl, Hull, Ryan, and Hess. Abstain 1; Kolosky (conflict of interest). Nays 0. Motion carried.

Village President

Kolosky moved and Ryan seconded to update the Fee/Fine Schedule to include fees for Utility Billing. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Concluding Public Questions and Comments: None.

Adjournment

Kolosky moved and Ryan seconded to adjourn at 7:40 p.m. 6/0 motion passed by acclamation.

Respectfully Submitted
Sandra Tammen, Village Treasurer

Approved: October 8, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
October 8, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:03 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Joe Kolosky, and Paul Hess. Trustee Casey Hull arrived at 7:12 p.m.

Members Absent: Trustee Brianne Ryan

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Chief Jim Lehmkuhl, and Maintenance Supervisor Tim Kent. Advocate Reporter Kathy Washington arrived at 7:07 p.m.

Approval of Minutes

Kolosky moved and Hess seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, September 10, 2018. 4/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No Report.

Maintenance Department

Kent reported all tree removal that was slated to be completed is done.

Building and Zoning

Building Inspector Tim Kent and Village Structural Engineer Scott Morrison met on September 11, 2018, and then met with Smith Architect Scott Seaton at the Smith residence located at 220 E Fourth Avenue in an attempt to come up with plans to correct issues with the building project. (Kathy Washington arrived at 7:07 p.m.) Seaton and Kent met again on, Friday, September 14, 2018, to establish a timeline for Smith to follow in order to meet the December deadline for project completion. Another building permit was issued on September 14, 2018.

Police Department: No report.

Streets and Alleys

Schoon asked Winkel what if anything can be done regarding the properties located at 120 and 140 E Fifth Avenue which have been neglected and abandoned. Winkel stated he has been in contact with Village Attorney Meyer regarding legal action that may be available but has not heard back yet. Kent stated the water has been off since spring 2014 when a water line broke.

Water and Sewer Committee

Gigl moved and Hess seconded an expense not to exceed \$30,000 for the purchase of remaining water meters. (Trustee Hull arrived at 7:12 p.m.) Approximately 270 meters are needed to complete the village at a cost of \$200.00 each. Kent typically orders the meters in December so they can be installed during the winter months. Discussion was held on water fund balance and how much is potentially

available to purchase meters. Approximately \$15,000 of appropriated water funds are left but a couple of recent water repairs will reduce that amount further as will any future water repairs and expenses through the end of the fiscal year. Discussion was held on evaluating the purchase again in a couple of months or possibly skipping this year. Roll call of votes. Ayes 0. Nays 5; Gigl, Hull, Kolosky, Hess and Schoon. Motion failed.

Kent reported the water tower project was completed Thursday, October 4, 2018.

Budget and Finance Committee: No report.

Police and Public Safety Committee

Kolosky reported the committee is waiting on feedback and guidance from Village Attorney Meyer on the subject of combining the police department with the Village of Ashkum's police department.

Ordinance and Zoning Committee: No report.

Local Improvement Committee

Hess reported he will be planting the two maple trees in honor of the Clifton Women's Club and Lioness in Lion's parking lot now that the ash trees have been removed.

Kent reported the pool, bath house, and pump house have been winterized.

Treasurer's Report/Payment of Bills

Tammen reported CD #10 was rolled over as directed at the September meeting and relayed that CD #11 is up soon. Hull moved and Kolosky seconded to roll over water CD #11 for 12 months at the highest available rate. Roll call of votes. Ayes 4; Hull, Hess, Schoon, and Gigl. Abstain 1; Kolosky (conflict of interest). Nays 0. Motion carried.

Tammen presented the Treasurer's report. Kolosky moved and Hull seconded to accept the Treasurer's Report. Roll call of votes. Ayes 5; Kolosky, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid and verbally added a Larson Tree Service bill in the amount of \$1400.00 which was received today too late to be included in the ledger. Discussion was held on the removal of a dead tree for a resident at 250 Jensen Avenue that is to be repaid \$25.00 a month included on the village utility bill for said property until the balance is paid off. The tree removal expense was taken out of the general fund. Tammen will speak with utility billing clerk Cindy Juzeszyn and ask her to deposit the \$25.00 a month repayment in the general fund. Kolosky moved and Hull seconded to pay the bills as presented with the addition of the Larson Tree Service Bill. Roll call of votes. Ayes 5; Hess, Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

Village President

Winkel relayed Representative Bennett had contacted him within the last month regarding funding opportunities for infrastructure projects and asked that a letter be sent regarding projects the village is facing. With just a few hours to get the letter in, Winkel sent information regarding the south side drainage issue which has been estimated at a cost of 1.5-2.25 million dollars. Winkel was also contacted by Senator Barickman who requested a meeting to discuss the villages' findings and difficulties regarding Main Street. Winkel met with Barickman to discuss the Main Street issues and as a result Barickman requested Winkel write and submit a letter detailing said information. Barickman

serves on the state appropriations committee and may come across an opportunity to do something about the issue.

Concluding Public Questions and Comments: None.

Adjournment

Schoon moved and Kolosky seconded to adjourn at 7:38 p.m. 5/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: November 12, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
November 12, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, Joe Kolosky, Brianne Ryan and Paul Hess.

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Chief Jim Lehmkuhl, Maintenance Supervisor Tim Kent, and Advocate Reporter Kathy Washington. John Solomon arrived at 7:02 p.m.

Approval of Minutes

Kolosky moved and Hess seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, October 8, 2018. 6/0 motion passed by acclamation.

Public Questions and Comments: None.

Planning Commission: No Report.

Maintenance Department: No Report.

Building and Zoning: No Report. (John Solomon arrived at 7:02 p.m.)

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee

Gigl moved and Hull seconded an expense not to exceed \$1100.00 for village generator inspections and maintenance by MJT Services. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Gigl moved and Hull seconded an expense not to exceed \$3900.00 for sewer plant chemicals. Village Engineer, Jim Earleywine attended the committee meeting last week to explain the sewer plant is failing its' ammonia nitrate levels. Fats, oils, and grease are not being removed effectively and are resting on top of the beds. This layer does not let in oxygen or water therefore the beds are not filtering correctly which is causing the ammonia nitrate levels to be high. A sample was taken from the beds and sent to the lab and this treatment is recommended. The amount requested would treat the beds for a month as kind of a "shock" then the beds will be reassessed to see how much or often the chemicals need to be used in the future. The village is running all eight beds now at lower levels instead of six at higher levels. Roll call of votes. Ayes 6; Gigl, Hull, Kolosky, Ryan, Hess, and Schoon. Nays 0. Motion carried.

Gigl moved and Hull seconded an expense not to exceed \$2300.00 on replacement chlorine regulators. Discussion was held on whether to purchase one or two regulators. The cost, from Hawkins, is \$1075.00

each if the village purchases two or \$1275.00 for one. Kent cautioned the village is currently running on the old regulator from the pool. The board thought it best to purchase two. Roll call of votes. Ayes 6; Hull, Kolosky, Ryan, Hess, Schoon, and Gigl. Nays 0. Motion carried.

A possible change to the utility billing for water/sewer was discussed. President Winkel has been doing some research into whether or not the winter average policy is working. The current billing policy averages the water usage during the winter months and applies that average to bill for sewer usage in the summer, assuming that water usage above the winter average is used to water lawns, wash cars, etc. and not actually taxing the sewer system. Winkel spot checked several properties within the village comparing the billed amount using the average and the amount that would have been charged if actual usage was used. The result was that some households paid less than actually used and some paid more. He suggested that a revision be made to the Fee, Fine, Bond and Salary schedule to allow the utility billing clerk to use either the actual or average, whichever amount would be lower. It is believed this would be as simple as checking a box in the billing software. Those customers who are not in their homes for a period of time (for example gone for the winter) would be billed on the actual usage as an accurate average could not be obtained. The proposed change to the schedule will be placed on the December 10, 2018, board meeting agenda.

Budget and Finance Committee: No report.

Police and Public Safety Committee

Kolosky moved and Gigl seconded to approve the intergovernmental agreement between the Village of Clifton and the Village of Ashkum regarding the creation of a joint police force and law enforcement board. Winkel advised the ordinance and zoning committee it will need to investigate how this new agreement will change the village code and make changes where necessary. Responsibility of the village treasurer was briefly discussed. The agreement is tentatively set to begin December 1, 2018. The Village of Ashkum Board does not meet until next week and is expected to consider the agreement at that time. Roll call of votes. Ayes 6; Hull, Kolosky, Ryan, Hess, Schoon, and Gigl. Nays 0. Motion carried.

Kolosky mentioned the police truck radios will need to be replaced before 2020.

Ordinance and Zoning Committee: No report.

Local Improvement Committee

A village resident has inquired about purchasing and planting a tree in the front yard of their property but in the easement. The tree would be a replacement for an ash tree that had to be removed due to disease. Discussion was held on the villages' responsibility for any tree that is placed in the easement. Future costs of maintenance and possible removal needs to be considered. As the subject warrants further discussion, the Local Improvement Committee will place this issue on their next agenda. Brief discussion was held on whether a tree replacement plan would be in the villages' best interest as 210 ash trees were removed within the last few years. The committee would like to view a map detailing where the trees were taken down and compare that to areas where tree replacement may be ideal as well as the opposite, not around water lines, storm drains, etc. It was decided this subject is worth exploring more and therefore the committee will place this discussion on their next agenda as well.

The Village of Clifton will not be included in the CN Santa Train schedule this year; however, there has been talk of a group of volunteers bringing a replacement Santa to town via motor home. Santa would need a venue which appears to be unavailable at this time as top local options have already been

booked for other events. Discussion was held on possible alternate venues. It was brought to the boards' attention that a local resident has purchased a Santa house from another municipality and that resident would like to see it used to host Santa for two Sunday's in December. Hull will inform the motor home Santa there is no venue available this year. A few bags of candy had been purchased for the Santa train already and the board agreed that the candy should be placed in the village office candy jar.

Winkel asked about winter greens for the Main Street planters. Hess stated he should be able to acquire some spruce branches and volunteered to take care of it.

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's report. Kolosky moved and Hull seconded to accept the Treasurer's Report. Roll call of votes. Ayes 6; Kolosky, Ryan, Hess, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid. Kolosky moved and Ryan seconded to pay the bills as presented. Roll call of votes. Ayes 6; Ryan, Hess, Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

Village President

Winkel presented an update to the sexual harassment policy which came through the Illinois Municipal League in response to new legislation which changes the number of days to file a complaint from 180 to 300. Hull moved and Ryan seconded to approve the update to the Sexual Harassment Policy. Roll call of votes. Ayes 6; Hess, Schoon, Gigl, Hull, Kolosky, and Ryan. Nays 0. Motion carried.

Kolosky moved and Ryan seconded an expense not to exceed \$1700.00 for Communication Services Agreement between Iroquois County and the Village of Clifton. Approving these types of annual expenses at the beginning of the year was discussed. Roll call of votes. Ayes 6; Schoon, Gigl, Hull, Kolosky, Ryan, and Hess. Nays 0. Motion carried.

Schoon moved and Hess seconded an expense not to exceed \$70,000 for annual insurance payment. Roll call of votes. Ayes 6; Gigl, Hull, Kolosky, Ryan, Hess, and Schoon. Nays 0. Motion carried.

Winkel announced that five trustee positions, three 4-year terms and two 2-year terms, will be up for election during the April 2, 2019 Consolidated Election. If a village resident is interested in running for one of the positions, candidate packets are available from Clerk James. Petitions can be circulated now and candidates can file with the clerk beginning December 10, 2018.

Concluding Public Questions and Comments: None.

Adjournment

Kolosky moved and Schoon seconded to adjourn at 8:18 p.m. 6/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: December 10, 2018

**MINUTES OF A REGULAR MEETING OF THE CLIFTON VILLAGE BOARD
December 10, 2018**

Place of Meeting

Village Hall, 350 East Fourth Avenue, Clifton, Illinois

Call to Order

President Winkel called the meeting to order with the Pledge of Allegiance at 7:00 p.m.

Members Present: President Andrew Winkel, Trustees Jim Schoon, Randy Gigl, Casey Hull, and Joe Kolosky.

Members Absent: Brianne Ryan and Paul Hess.

Also Present: Clerk Shannon James, Treasurer Sandy Tammen, Police Chief Jim Lehmkühl, Maintenance Supervisor Tim Kent, Planning Commissioner Larry Behrends, Dan Shipton, Cecil Carroll, and Dan Zorilla. Vern Hoagland arrived at 7:03 p.m. and Dea Weisenbeck arrived at 7:09 p.m.

Approval of Minutes

Kolosky moved and Schoon seconded to approve the minutes of the Regular Meeting of the Clifton Village Board, November 12, 2018. 4/0 motion passed by acclamation.

Public Questions and Comments: None.

Village President

Winkel introduced Dan Zorilla to present information before the board considers granting an extension of the special use permit for the former Presence/Provena property. Mr. Zorilla represents real estate with Ascension, the parent company of Presence Health, and is in service to Amita Health which is the company the local physicians work for. He began by acknowledging the temporary buildings project has been ongoing for an estimated eight years but also advised ownership has changed four times in the last five years. (Vern Hoagland arrived at 7:03 p.m.) Mr. Zorilla is encouraged by the most recent efforts regarding the property and relayed that after approval of the demolition permit by the village last week, the contractor is expected to begin demo work on the old facility in the next week or so. He additionally relayed Ascension has partnered with a national development firm to find a permanent location for the new medical center closer to the interstate. Although land has not been secured at this time, he projects the facility will be 7000 square feet with potential for growth if the business demands and expects its' first patient to be served in the Spring of 2020. It is the company's current goal to have a definitive agreement signed with the real estate developer, who is working with property owners, by January 1, 2019. (Dea Weisenbeck arrived at 7:09 p.m.) Kolosky moved and Hull seconded to approve Resolution 2018-07, an extension of the Special Use Permit for the former Presence/Provena offices at 355 East Fifth Avenue through December 31, 2019. Roll call of votes. Ayes 4; Hull, Kolosky, Schoon, and Gigl. Nays 0. Motion carried.

Winkel introduced Pastor Dan Shipton of the Clifton Wesleyan Church who announced church services will be moved off the property while it goes through a year and a half to two year process of working on a new facility. The church would like to use the community building one Sunday a month during that time from approximately 9:30 a.m. – 11:30 a.m., preferably the third Sunday if it is available. Winkel explained that in the past non-profits have not been charged for use of the facility. The existing calendar would have to be looked at to determine if the dates desired are already rented. It was discussed the

group would be responsible for setting up, taking down, and clean up. The Clifton Wesleyan Church will hold its' last church service on December 30, 2018 and then begin the transition to Christ Center Community Church. Kolosky moved and Gigl seconded to let the Clifton Wesleyan Church use the Clifton Community Building tentatively on the third Sunday of each month for the next year and a half. Roll call of votes. Ayes 4; Kolosky, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Planning Commission

At its' last meeting, the Planning Commission reviewed and recommends the board approve two preliminary plats, previously approved on August 14, 2017. Hull moved and Kolosky seconded to renew the Westgate Estates First Addition Phase 1 Preliminary Plat. 4/0 motion passed by acclamation. Hull moved and Kolosky seconded to renew the Clifton Business Center Second Addition Preliminary Plat. 4/0 motion passed by acclamation.

Maintenance Department

Kent informed the board that chemicals approved at the November board meeting to address high ammonia nitrate levels at the sewer plant have been started; however, results from recent testing have not been received back from the engineer yet. Five applications have been made and there are enough chemicals left for three more. The chemicals are added to the recirculation tanks out at each individual filter bed. Kent reported some beds look like they are getting a little bit better but will know more when the results from testing are back.

Building and Zoning: No Report.

Police Department: No report.

Streets and Alleys: No report.

Water and Sewer Committee: No report.

Budget and Finance Committee

Hull moved and Kolosky seconded to approve the Village of Clifton Tax Levy Ordinance 2018-08. Roll call of votes. Ayes 4; Schoon, Gigl, Hull, and Kolosky. Nays 0. Motion carried.

The board was reminded it is time for employee annual reviews. Board members will be given the necessary forms to complete the reviews so they can be turned in next month.

Police and Public Safety Committee

Kolosky reported the joint police force with the Village of Ashkum began on December 1, 2018 and it has been a smooth transition so far. Winkel asked the status of adding an officer as outlined in the agreement. The department will be sending someone to the academy and in the meantime, one of the part-time officers currently employed is picking up more hours to cover the shifts.

Ordinance and Zoning Committee: No report.

Local Improvement Committee

The board discussed the road closure for the Santa House between Main Street and the railroad tracks on East Third Avenue. It appears the closure worked out well for the first Santa visit on the 9th and will be closed again on the 16th.

The board believes the expense for the candy canes handed out to the kids at the Santa House has previously been covered therefore there is no need to vote on an additional expense.

The Sidewalk Reimbursement Application has a line item that states the reimbursement be approved by the village board. Winkel informed the board he will be asking the Local Improvement Committee chair to change the application to remove that requirement. He believes it is not necessary as the application is already approved and signed by the Building Inspector and the committee chair. He does not think the reimbursement needs to be considered at the board level and village ordinance does not require it.

Treasurer's Report/Payment of Bills

Tammen presented the Treasurer's report. Tammen informed the board she recently received the sewer loan payment bill but will need to wait until there are enough funds to cut the check. She also noted a new line item was added under Police Department for the Intergovernmental Agreement which now has two months of contributions, \$12,000.00, added by the Village of Clifton. Tammen informed the board she has received a check from the Village of Ashkum for their entire yearly expense. Kolosky moved and Hull seconded to accept the Treasurer's Report. Roll call of votes. Ayes 4; Gigl, Hull, Kolosky, and Schoon. Nays 0. Motion carried.

Tammen presented the listing of bills to be paid. Kolosky moved and Gigl seconded to pay the bills as presented. Roll call of votes. Ayes 4; Hull, Kolosky, Schoon, and Gigl. Nays 0. Motion carried.

Village President Continued

Kolosky moved and Hull seconded to approve Ordinance 2018-09; Creating a Joint Police Force and Law Enforcement Board Between Village of Clifton and Village of Ashkum. Roll call of votes. Ayes 4; Hull, Kolosky, Schoon and Gigl. Nays 0. Motion carried.

As discussed at the November board meeting, the current winter average billing structure for sewer and water has some households paying more than actually used and Winkel would like to see a revision to the policy for that reason. It was previously thought the change could be made using the Fee, Fine, Bond and Salary schedule to allow the utility billing clerk to use either the actual or average, whichever amount would be lower, but upon further research the ordinance itself needs to be changed. Winkel presented a draft amendment to the village ordinance for the board to review as it will be on the January meeting agenda.

Kent explained to the board that IDPH required some repairs to be done to the high dive board for the pool. According to current regulations, the size of the pool's diving board requires a pool that is 12 feet deep. The Clifton Pool is 11 feet deep but the diving board is grandfathered in. That means the diving board has to be repaired not replaced or it will lose its' grandfathered status. Materials alone to repair the diving board are estimated at \$2,500.00. If both the high and low diving board structures are sandblasted, primed, and painted, the cost will be between \$6,000.00 and \$8,000.00 dollars. The board discussed other possible options. As an expense not to exceed \$5,000.00 was on the agenda for tonight's meeting that is the maximum amount that can be approved at this time. The additional cost for the low dive, etc. can be revisited at a later date. Kolosky moved and Hull seconded an expense not to exceed \$5,000.00 for swimming pool high dive repair. Hull pointed out the swimming pool fund is right at \$5,000.00 currently and cautioned the pool will be starting with zero funds next summer and that potential additional repair costs cannot be funded out of that fund. Roll call of votes. Ayes 4; Kolosky, Schoon, Gigl, and Hull. Nays 0. Motion carried.

Kolosky moved and Hull seconded an expense not to exceed \$50.00 for 2019 Zoning Handbook from Illinois Municipal League. Roll call of votes. Ayes 4; Schoon, Gigl, Hull and Kolosky. Nays 0. Motion carried.

Concluding Public Questions and Comments

Dea Weisenbeck inquired about any report that exists from the September 2018 inspection of the property located at 220 East Fourth Avenue by village engineer Scott Morrison. Winkel stated Morrison verbally reported to the village building inspector that he agreed with Scott Seaton's drawing. Neither Morrison nor the village believed additional drawings or reports needed to be produced. Kent will contact Morrison to see if he can get that opinion in writing.

Adjournment

Kolosky moved and Schoon seconded to adjourn at 7:46 p.m. 4/0 motion passed by acclamation.

Respectfully Submitted
Shannon James, Village Clerk

Approved: January 14, 2019