

The Seneca Village Council held a regularly scheduled council meeting at Seneca Village Hall on June 5, 2018 at 7:00 pm.

Roll Call: Present: Timmons, Olson, Applebee, Spicer  
Absent: Barla

Commissioner Applebee announced that the budget and council meeting minutes had previously been amended, but that he had a change to both sets of the amended minutes. He announced the changes and a vote was taken for the amended minutes.

A motion was made by Comm. Timmons and seconded by Comm. Applebee that the council approves the May 15, 2018 council & budget meeting minutes as amended.

Roll Call: Ayes: Timmons, Applebee, Olson, Spicer  
Nays: none

A motion was made by Comm. Olson and seconded by Comm. Timmons that the council approves the payment of bills as presented.

Roll Call: Ayes: Olson, Timmons, Applebee, Spicer  
Nays: none

No Seneca business spotlight presentation

Communications, Petitions, Reports and Additional Agenda Items:

Dr. Jim Carlson, Seneca High School Superintendent and Mr. Eric Misener, Seneca Grade School Superintendent reviewed with council the need for each school system to have a school resource officer (SRO). Dr. Carlson stated that previously, grant opportunities had been pursued that did not materialize and that on behalf of both schools, he was making a formal plea for a partnership with the Village to provide school resource officer personnel through the police department. He also provided the council with updated statistics on school shootings and indicated that the SRO would be responsible for more than providing security, in addition, education for students on cyber bullying, safety and drug/alcohol information as well as truancy checks. It was stated that the school attorney has drafted a preliminary intergovernmental agreement. Mr. Misener indicated that discussion has been held on a potential SRO but that it has not yet been a formal agenda item for Seneca Grade School. Mayor Spicer asked how many days the SRO would be potentially employed each year to which Dr. Carlson replied approximately 190-200 days; Mayor asked who would be responsible for providing pay for the SRO during rest of the year? Commissioner Applebee replied by stating that it was a good question and that he and Chief Lamboley will research an answer. Mayor stated that he would like to work toward a solution and he would be devastated if a shooting were to occur in our Village. Comm. Timmons asked whether any research had been done by either school system on hiring an outside security firm employee instead of utilizing the village police force. Dr.

Carlson indicated yes and that the security firm employees simply do not hold the credentials and/or authority required of an SRO. Chief Lamboley stated that in addition, police officers have an entirely different skill set, and establishing the continuity with their repeated presence would be of benefit for the trust level of the children. The question was asked whether a retired police officer could be an SRO and potentially work a partial year. Chief Lamboley stated the answer was yes unless the officer had not worked within a consecutive three year period. Chief Lamboley stated he would like to see at least three SRO employees hired for coverage purposes. Consensus of Council was to work toward a solution with each school.

Additional Agenda Item:

1. Employee Raise Discussion
2. Engineer Update on Walnut & Oak Streets
3. Electronic Sign Appreciation Announcement

Old Business:

Streets Olson:

Comm. Olson gave an update on the micro food pantry located at Riverside Chiropractic. The project has been very successful and items have been donated and taken daily. In addition, the following list of items were read as potential donation ideas: Canned soups, micro soup cups, individual pasta (ravioli types), individual micro mashed potatoes/mac cheese, canned veggies, cereal, granola bars, crackers, water, drinks or juice pouches, toilet paper, towels, Kleenex, diapers and wipes. Comm. Olson stated anyone wishing to drop donations can do so at Village Hall or Riverside and thanked all who have provided donations as well as Riverside Chiropractic and Kathy Haralson.

Public Property Timmons:

Comm. Timmons reviewed information provided by Chamlin & Associates regarding the Crotty Park – Walnut Street Water main Improvement project. Engineer Casey McCollom stated that in addition to projected work, additional clearing of small trees, roots etc. during the project has provided relief to a previous drainage issue.

A motion was made by Comm. Timmons and seconded by Comm. Olson that the council approves engineer pay estimate #2 to Brant Excavating in the amount of \$12,744.77 out of the Water Department.

Roll Call: Ayes: Timmons, Olson, Applebee, Spicer  
Nays: none

Comm. Timmons stated at the previous council meeting, a summer employee was hired for the sewer department but when contacted indicated he took another job offer instead. He asked

the council to hire the alternate, Jack Brudnak for the summer employment position. No questions were presented.

A motion was made by Comm. Timmons and seconded by Comm. Olson that the council hires Jack Brudnak at an hourly rate of \$10.50 out of the sewer department.

Roll Call: Ayes: Timmons, Olson, Applebee, Spicer  
Nays: none

An expenditure was reviewed to council by Comm. Timmons from Underground Pipe and Valve Company for water and sewer repair parts as well as water service lines. No questions were presented.

A motion was made by Comm. Timmons and seconded by Comm. Applebee that the Council approves an expenditure of \$2,147.00 to Underground Pipe and Valve Company split out of the water and sewer departments.

Roll Call: Ayes: Timmons, Applebee, Olson, Spicer  
Nays: none

Comm. Timmons stated an additional mower is needed due to the current equipment status; since village will gain more mowing with the addition of Graves Park in the near future, he stated this is a necessity. No questions were asked and Comm. Olson thanked Chris Amir of Ace Hardware for providing the village with municipality pricing.

A motion was made by Comm. Timmons and seconded by Comm. Olson that the council approve an expenditure to Seneca Ace Hardware for \$10,159.20 to be split evenly between water, sewer, streets, public property and parks.

Roll Call: Ayes: Timmons, Olson, Applebee, Spicer  
Nays: none

Comm. Timmons stated the annual taxes for the boat launch cell tower property is due to LaSalle County, no questions were presented.

A motion was made by Comm. Timmons and seconded by Comm. Applebee that the council approve an expenditure of \$2,811.30 to LaSalle County Treasurer out of the Public Property Department.

Roll Call: Ayes: Timmons, Applebee, Olson, Spicer  
Nays: none

Accounts and Finance Barla:

In Comm. Barla's absence, Mayor Spicer indicated that previously a Motor Fuel Tax audit compliance review occurred; the report was provided to the council for review and placed on file with the Village Clerk.

Streets Olson:

Comm. Olson asked for an update relating to employee raises which are typically formalized by April 1<sup>st</sup> yearly. Comm. Applebee stated police union negotiations will begin sometime potentially in July after vacations have taken place. He also said after union contract has been executed then the topic of employee raises could then be discussed. In addition, Comm. Olson asked that Engineer McCollom give an update on the 2018 street program, specifically how street selection was made as well as an update on Walnut and Oak Streets. Mr. McCollom indicated that previously, an evaluation of all streets was performed and each street was rated worst to best condition and put into an order of repair importance. Once a budget was determined, a bid letting was set for June 18<sup>th</sup> at 2:00 pm and he indicated that depending on how low the bids come in, additional repair work needed for Oak and Walnut Streets could be included. Comm. Olson also stated that there may be a change involving Bruce Street being eliminated and repairs to Valley View being included into the repair program. No questions were presented. An overview was given by Comm. Olson that work was completed last year outside Valley View subdivision in the creek area. Due to the fact that heavy equipment was used to clean out the creek previously, additional landscaping work is required and he would like to take the expenditure out of the public benefit fund. Comm. Timmons indicated a state employee had spoken to him about smoothing the property out for mowing purposes and Comm. Olson stated he was aware of the situation and would have village employees do so.

A motion was made by Comm. Olson and seconded by Comm. Applebee that the council approve an expenditure of \$2,231.00 to M & M Landscape out of the Public Benefit Fund.

Roll Call: Ayes: Olson, Applebee, Timmons, Spicer  
Nays: none

Comm. Olson said he had spoken to Erica Weinreich, Cruise Night Chairperson regarding the group's start up financial needs as well as scholarship information. He stated the committee would like to provide two scholarships this year and the requirements for each \$1,000.00 scholarship will be for a student to either complete the auto or FFA program. Comm. Olson stated that the committee estimated costs will be approximately \$2,500.00 and that he would like to donate a total of \$2,000.00 to the group which would breakdown to \$1,000.00 for a scholarship and \$1,000.00 toward committee costs. No questions were presented.

A motion was made by Comm. Olson and seconded by Comm. Applebee that the council approves an expenditure of \$2,000.00 to the Seneca Cruise Night out of the Video Gaming Fund.

Roll Call: Ayes: Olson, Applebee, Timmons, Spicer

Nays: none

Comm. Olson stated the 2018 village clean up days event was more successful than recent years; three dumpsters were filled. No questions were presented.

A motion was made by Comm. Applebee and seconded by Comm. Timmons that the council approves an expenditure of \$5,500.00 to James Olson out of the Garbage Fund.

Roll Call: Ayes: Applebee, Timmons, Spicer

Nays: none

Abstain: Olson

Public Health & Safety Applebee:

Comm. Applebee indicated that the police department no longer employs a certified Beverage Alcohol Sellers and Servers Education and Training (BASSET) instructor and therefore an amendment to the current ordinance requiring all servers and sellers to have training by Seneca police instructor is necessary. A revised ordinance indicating the village now recognizes on line BASSET training certification as meeting the licensing requirement was presented by Comm. Applebee. Comm. Olson stated this ordinance amendment will be of major benefit to the Seneca businesses who employ servers and/or sellers required to take the training since they will no longer have to pay the employees to attend off employment site classes. Comm. Applebee said anyone passing the on-line BASSET training class will receive a completion certificate and the revised ordinance will be voted on at the June 19<sup>th</sup> council meeting. Comm. Applebee stated that in April of 2014, previous council elected to provide a pay increase of \$1.16 hourly (4%) to Ray Meglan which equated to 1 ½ times the CPI rate for that timeframe. Since said employee has retired within five years since the payroll increase, the Illinois Municipal Retirement Fund is requiring the village to pay the portion of the present value of the pension attributable to earnings increase under Public Act 97-0609. Comm. Olson asked the question of whether the village council has a choice to pay this \$9,821.96 portion of the annuity. Comm. Applebee stated there is no choice in whether the village pays the required amount, but that payment arrangements could be made or it could be paid in a lump sum. No other questions were asked.

A motion was made by Comm. Applebee and seconded by Comm. Olson that the village pay \$9,821.96 to the Illinois Municipal Retirement Fund out of the IMRF Fund.

Roll Call: Ayes: Applebee, Olson, Timmons, Spicer

Nays: none

Comm. Applebee presented the council with a resignation from Emergency Management Coordinator Kathleen Haralson; she indicated she would work through August 31, 2018 and that she recommends Natalia Wiza to take over as Coordinator. Commissioner Applebee thanked Kathleen for her hard work and dedication and for training Natalie until her departure.

Comm. Applebee stated with recent changes in personnel at the police department, he has opted to promote officer Joe Fredericks for the position of Sergeant at a rate of \$25.00 hourly and place officer Kevin Grajewski in full-time employment from his previous part-time position. No questions were presented to Comm. Applebee on proposed staffing changes.

A motion was made by Comm. Applebee and seconded by Comm. Olson that the council hires Kevin Grajewski as full-time patrol officer at an hourly rate of \$20.17 out of the public health and safety department.

Roll Call: Ayes: Applebee, Olson, Timmons, Spicer  
Nays: none

A motion was made by Comm. Applebee and seconded by Comm. Olson that the council approves a promotion to Joe Fredricks for the position of Sergeant at an hourly rate of \$25.00 out of the public health and safety department.

Roll Call: Ayes: Applebee, Olson, Timmons, Spicer  
Nays: none

Under the agenda item of Chief Lamboley message, Comm. Applebee stated that there are two phone numbers that reach the police department; first one is manned by dispatch and is (815) 357-8726 and the second one is (815) 357-1616 that is an administrative line with voice mail but is not manned by personnel. Commissioner Applebee announced he would create a write up for village social media on utilizing the manned phone line. Comm. Olson asked if it would also be a community NIXLE announcement and Comm. Applebee stated he would consider it. Comm. Applebee stated that previous Chief Ray Meglan wanted to announce his appreciation to all who attended his retirement event on May 27, 2018. In addition, Comm. Applebee thanked his wife, Marilee Applebee for her help as well as Seneca High School and the local businesses who provided food for the event including Boondocks, Harpers Hideaway, Subway, Fat Daddyz and Peggy Walker. Also announced by Comm. Applebee was that all additional food was donated to the Ottawa PADS shelter.

Public Affairs Mayor Spicer:

Mayor Spicer announced that due to three Seneca gas stations upgrading their Class B liquor licenses to Class A, the need has arisen to update the current ordinance to include three additional Class A licenses. It was announced that a vote will take place at the subsequent council meeting; and no questions were asked. Mayor Spicer announced that on June 13, 2018 the Seneca Plan Commission will hold a Public Hearing to allow Mr. & Mrs. Philip Huchel at 282 East Union Street, a variance to construct an addition to their existing garage which would increase their garage to 1,468 square feet and also less than five feet from the current side lot line. An ordinance will be on the next agenda in relation to the variance request for vote. On behalf of the Seneca Park Board, Mayor Spicer gave an appreciation announcement to residents Steve and Jay Rexroat for donating their time in cleaning and repairing the mister at

Crotty Park. Also announced was an update on the new Crotty Park playground equipment, when initially installed, there were a few brackets missing for swing installation and they will be forthcoming. Donations are necessary for phase three of the playground equipment, and if enough donations are collected, the project upgrades will commence in 2019. The Seneca Boat Launch is expected to acquire new restrooms on Thursday, June 7, 2018 and it was announced that the area would be closed off the night before to allow for crane service to set the structure. Comm. Olson stated it will be a great addition to our village and council agreed. Mayor announced that anyone willing to volunteer for festival set up on June 18, 2018 would be appreciated.

No Public Comment was presented.

Comm. Olson asked if he could announce one more additional agenda item, Mayor Spicer agreed and he stated he wished to express his appreciation to those involved with the approval and installation of the new electronic sign at the Seneca Depo Museum.

A motion was made by Comm. Olson and seconded by Comm. Timmons that the June 5, 2018 council meeting is adjourned at 8:00 pm.

Roll Call: Ayes: Olson, Timmons, Applebee, Spicer  
Nays: none

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Theresa L. Russell, Village Clerk