

The Seneca Village Council held its regularly scheduled Council Meeting on November 6, 2012 at Seneca Village Hall.

Council Meeting was called to order at 7:00 pm

Roll Call: Present: Hamilton, Lamb, Sears, Timmons, Spicer
Absent: none

A motion was made by Comm. Hamilton and seconded by Comm. Timmons that the Council approves the October 16, 2012 and October 30, 2012 council meeting minutes as presented.

Roll Call: Ayes: Hamilton, Timmons, Lamb, Sears, Spicer
Nays: none

Treasurer's Report:

A motion was made by Comm. Lamb and seconded by Comm. Sears that the Council approves the payment of bills as presented.

Roll Call: Ayes: Lamb, Sears, Timmons, Hamilton, Spicer
Nays: none

No Seneca Business Spotlight presentation

Communications, Petitions, Reports, Additional Agenda Items & Public Comments:

Additional Agenda Items:

1. Cummins Generator Information

Old Business:

Public Property Hamilton:

Commissioner Hamilton previously proposed a change to the current water billing procedure which would require an ordinance adjustment. This amendment would provide that if any account holder has not paid their delinquent balance by the routine shut off date; that an automatic \$25.00 charge will be placed on the account that morning.

A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council adopt Ordinance #12-17, an Ordinance amending section 6 of Chapter 3 pertaining to disconnection of service and additional late payment penalty for water and sewer services.

Roll Call: Ayes: Hamilton, Lamb, Sears, Timmons, Spicer

Nays: none

Accounts & Finance Timmons:

Commissioner Timmons deferred to Attorney Mason regarding the previously discussed yearly tax levy. Attorney Mason stated there will be no tax increase to the Village taxpayers.

A motion was made by Comm. Timmons and seconded by Comm. Sears that the Council adopt Ordinance #12-18, the annual Tax Levy Ordinance.

Roll Call: Ayes: Timmons, Sears, Hamilton, Lamb, Spicer
Nays: none

Streets Lamb:

Commissioner Lamb stated that three bids were received for the purchase of a hot pressure washer. The low bidder was CleanAll of Ottawa, Illinois with a bid of \$4,996.00.

A motion was made by Comm. Lamb and seconded by Comm. Sears that the Council approves a payment of \$4,996.00 to CleanAll for the purchase of an Alkota Pressure Washer split between streets, water & sewer departments.

Roll Call: Ayes: Lamb, Sears, Hamilton, Timmons, Spicer
Nays: none

Comm. Lamb stated that two payment estimates regarding the 2012 street repair program are to be approved for payment release when appropriate; in addition a separate motion regarding payment o SKC Construction will be for the crack filling street repair program.

A motion was made by Comm. Lamb and seconded by Comm. Hamilton that the Council approves payment estimate of \$36,754.17 to D Construction for the 2012 street program repairs out of the Motor Fuel Tax.

Roll Call: Ayes: Lamb, Hamilton, Timmons, Sears, Spicer
Nays: none

A motion was made by Comm. Lamb and seconded by Comm. Hamilton that the Council approves a final pay estimate of \$4,162.20 to D Construction for the 2012 street program repairs out of the Motor Fuel Tax.

Roll Call: Ayes: Lamb, Hamilton, Timmons, Sears, Spicer
Nays: none

A motion was made by Comm. Lamb and seconded by Comm. Sears that the Council approve payment of \$19,125.00 to SKC Construction for the 2012 street program repairs out of Motor Fuel Tax.

Roll Call: Ayes: Lamb, Sears, Hamilton, Timmons, Spicer
Nays: none

Public Health & Safety Sears:

Commissioner Sears tabled the ordinance adding to the existing ordinance pertaining to prohibiting parking. An announcement was made to remind everyone that donations are being accepted at the Seneca Police station for the Shop with a Cop holiday shopping program. In addition, Comm. Sears stated he will be discussing a routine maintenance program on the Cummins generator located at Village Hall.

New Business:

Public Property Hamilton:

Comm. Hamilton stated that bids are currently being accepted on the installation of two Clow fire hydrants to be installed on E. Union Street. This item will be placed on the next agenda after final bids are received and evaluated.

Accounts & Finance Timmons:

Commissioner Timmons stated that Spring Grove Nursery has offered to donate a tree to the Village of Seneca through the Green Legacy Project. He thanked owners Becky & Jamie Thomas for their donation. Comm. Timmons stated he wishes to defer the topic of non-union employee pay increases until after executive session.

Streets Lamb:

Commissioner Lamb stated the bid letting was conducted on October 22, 2012 for the Shipyard Road Project; the low bidder was D Construction at \$489,736.97 which came in lower than the engineer's estimate. Contract was awarded on October 30, 2012 at a special meeting. Commissioner Lamb stated that a new school crossing located at New Street will be accomplished this year, weather permitting. In addition, the majority of the project will be accomplished during the grade school spring break weather permitting; due to the proposed ten day road closure.

Public Health & Safety Sears:

Commissioner Sears asked that the agenda item of LEADS Coordinator Pay Raise request be tabled until after executive session.

Public Affairs Spicer:

Mayor Spicer reviewed the current renewal of coverage from the Illinois Municipal League Risk Management Association which is a 16.20% increase in annual contribution at \$93,589.00. Clerk Russell was instructed to obtain bids and return with information to Council at the next meeting.

A motion was made by Comm. Sears and seconded by Comm. Timmons that the council enters into executive session to discuss personnel.

Roll Call: Ayes: Sears, Timmons, Hamilton, Lamb, Spicer
Nays: none

A motion was made by Comm. Hamilton and seconded by Comm. Lamb that the Council returns to regular session.

Roll Call: Ayes: Hamilton, Lamb, Timmons, Sears, Spicer
Nays: none

After discussion on items relating to personnel; the following motions were brought for vote:

A motion was made by Comm. Sears and seconded by Comm. Hamilton that the Council approves a pay increase to all full and part-time non-union employees with three consecutive years employment of .50 cents per hour per employee retroactive to April 1, 2012.

Roll Call: Ayes: Sears, Hamilton, Lamb, Timmons, Spicer
Nays: none

A motion was made by Comm. Sears and seconded by Comm. Timmons that Michelle Balsitis is appointed LEADS Coordinator with \$1.00 per hour LEADS Coordinator pay retroactive to July 9, 2012.

Roll Call: Ayes: Sears, Timmons, Lamb, Hamilton, Spicer
Nays: none

A motion was made by Comm. Timmons and seconded by Comm. Lamb that Cindy Meglan shall no longer be paid as LEADS Coordinator \$1.00 per hour, but shall be paid .50 cents per hour as Assistant Leads Coordinator.

Roll Call: Ayes: Timmons, Lamb, Hamilton, Sears, Spicer
Nays: none

A motion was made by Comm. Sears and seconded by Comm. Lamb that the November 6, 2012 council meeting is adjourned at 8:46pm.

Roll Call: Ayes: Sears, Lamb, Timmons, Hamilton, Spicer
Nays: none

Theresa L. Russell, Seneca Village Clerk