

The Seneca Village Council held a regularly scheduled council meeting at Seneca Village Hall on November 7, 2017 at 7:00 pm.

Roll Call: Present: Applebee, Barla, Olson, Timmons, Spicer  
Absent: none

A motion was made by Comm. Olson and seconded by Comm. Timmons that the Council approves the October 17, 2017 council and budget meeting minutes as presented.

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

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

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

No Seneca Business Spotlight presentation

Communications, Petitions, Reports and Additional Agenda Items:

Old Business:

Public Property Timmons:

Comm. Timmons referred to Casey McCollom of Chamlin & Associates to review the "Village of Seneca Sanitary Sewer Extension Union Street to Lincoln Street 2017" project. Mr. McCollom stated that eight bids were received, opened and publically read on today's date at 11:30 am. He indicated that Stott Contracting was the low bidder at \$137,217.00. Mayor Spicer asked once core samples are taken and if it is determined that the project will not require extensive rock excavation will the amount be reduced? Mr. McCollom stated that in fact the final amount could be reduced if extensive rock excavation is not required. Commissioner Timmons stated he wished to proceed with awarding Stott Contracting and it was the consensus of the council to proceed.

A motion was made by Comm. Barla and seconded by Comm. Timmons that the council award the "Village of Seneca Sanitary Sewer Extension Union Street to Lincoln Street 2017" project to Stott Contracting in the amount of \$137,217.00 out of the sewer fund.

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

Mr. McCollom stated the “Village of Seneca – 605 North Main Street Building Demolition” project was also let on today’s date at 11:00 am. **For the record, an error was determined in previous council minutes regarding the address identified; it was indicated the home was located at 698 N. Main Street which was determined to be an address located on a utility billing for the property – in fact, the correct address is 605 North Main Street.** Mr. McCollom stated the demolition project is in relation to a home located adjacent to the existing water plant and that two bids were received. Mayor Spicer expressed he felt the bids were less than expected and was pleased with the low bidder which was Opperman Construction in the amount of \$27,322.00. No further questions was presented.

A motion was made by Comm. Barla and seconded by Comm. Olson that the council award the “Village of Seneca – 605 North Main Street Building Demolition” project to Opperman Construction in the amount of \$27,322.00 out of the 2016 Bond Fund.

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

Commissioner Timmons again referred to Mr. McCollom for an update regarding the Crotty Park waterline project. Mr. McCollom indicated that the bid letting for the project will fall on November 21, 2017. Comm. Timmons asked if the water line will be pressure tested prior to water taps being applied. Mr. McCollom stated the process involves filling the water line and chlorinating, flushing and sampling; after two consecutive tests are cleared then the line will be free to tap onto. According to Mr. McCollom, the testing process generally takes approximately one week to completion. No other questions were presented.

New Business:

Public Property Timmons:

Comm. Timmons stated that an adjacent lot has sold contiguous to property located at 303 Shipyard Road. The vacant lot is currently having a home constructed on; it was discovered the water line for 303 Shipyard Road is running across the new owner’s lot. In order to prevent future complications which may arise with the water service for homeowner located at 303 Shipyard Road, Commissioner Timmons authorized a reduced water tap-on fee from \$1,000.00 to \$500.00. After discussion, Comm. Olson asked why the reduction in fee is taking place since the previously set ordinance sets the amount at \$1,000.00. Mayor Spicer indicated he felt the reduction was not appropriate since it would set a precedence for future fee reductions. Attorney Russo stated “Certainly it has opened the door for argument” but although it was not a common situation, legally it should have been handled by either charging the resident the full \$1,000.00 fee that has been previously set by ordinance or by presenting it to council for their approval for a reduction in fee. Comm. Barla stated he felt that since a tap-on fee was paid originally by the current homeowner, that it wasn’t his fault where the water line was previously placed and that it changed his opinion on the situation.

A motion was made by Comm. Timmons and seconded by Comm. Barla that the council approves a reduction from \$1,000.00 to \$500.00 for water tap-on fee for 303 Shipyard Road.

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

Comm. Timmons stated that it was brought to his attention that the current ordinance pertaining to the rates for use of village personnel and equipment needs updating. He indicated the village now owns a Vactor truck which was not included in the original ordinance and that the current personnel hourly rate now exceeds previously set rate. Comm. Olson to research what equipment rates should be and village clerk instructed to include this item for discussion at next council meeting. Comm. Timmons indicated that a billing to Underground Pipe & Valve relating to repairs made at sewer plant had been placed on the agenda for approval. No questions were presented.

A motion was made by Comm. Timmons and seconded by Comm. Olson that the Council approves an expenditure of \$1,608.00 to Underground Pipe & Valve out of the Sewer Department.

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

Accounts and Finance Barla:

Comm. Barla stated that the annual invoice to the Illinois Municipal League Risk Management Association was received; an early pay discount of 1% would apply if paid prior to November 17, 2017. He indicated that the total billing would be split into five departments as well as the park board; no questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Olson that the council approve the annual payment to IMLRMA in the amount of \$99,226.25 for property, liability and work comp insurance. To be taken out of as follows: \$61,849.26 from liability, \$17,784.86 from water, \$15,397.96 from sewer and \$3,844.17 from park. (The Village Treasurer indicated although the motion total does *not* match the calculated department amounts, it is because a fee of \$350.00 was paid previously for membership to the IMLRMA)

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

Comm. Barla stated that in preparing the annual tax levy, although the EAV decreased, harbor tax will be added and the IMRF (retirement) has increased which will create the need for a truth and taxation hearing which will be set for December 5, 2017 at 6:45pm. No questions were presented.

A transfer is required to cover the cost relating to the aforementioned 605 N. Main Street demolition project; no questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Applebee that the council approves a transfer from general fund to 2016 bond investment account of \$37,180.00 to cover the upcoming payment.

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

Comm. Barla stated he was in receipt of a yearly invoice from village software company Tyler Technologies of \$5,625.43; no questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Applebee that the council approves an expenditure of \$5,625.43 to Tyler Technologies split out of public affairs, accounts & finance, streets, public health and safety and public property.

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

The agenda item of discussion of abatement bond ordinance will be reviewed on December 5, 2017 according to Commissioner Barla.

Public Health and Safety Applebee:

Comm. Applebee announced that snowmobiles are not allowed on village streets and/or cemeteries. In addition, he indicated that an intergovernmental agreement for dispatch services through Grundy County has been received and reviewed. Comm. Applebee stated the cost increase was less than \$1,000.00 which was not significant in his opinion. Attorney Russo stated he had reviewed the document on behalf of the village and felt comfortable allowing council to approve Comm. Applebee signing it. Mayor Spicer stated he felt all departments involved have been happy with the service provided by Grundy County dispatch.

A motion was made by Comm. Applebee and seconded by Comm. Barla that the council approves Commissioner Richard Applebee signing an intergovernmental agreement for consolidated 911 emergency communication services.

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

Public Affairs Mayor Spicer:

Mayor Spicer stated that after reviewing several documents, approximately twenty years ago the village had discussed donating the Mount Hope cemetery property to the association but it had

never been officially done. Mayor stated the village is not in the business of running or maintaining a cemetery and at this time he feels it is important to move forward with the process to deed the cemetery property over to the cemetery association. Attorney Russo stated he will research the property description and would like to present information at the next council meeting. Consensus of council was to allow the deeding of property to the Mount Hope Cemetery Association. A notification was received by Mayor Spicer regarding a request from North Central Illinois Council of Governments for \$1,000.00 donation which will be used toward the economic development district that has been funded by a 50/50 matching grant from the U.S. Department of Commerce. Consensus of Council was to approve the expenditure. In addition, Mayor Spicer stated Margaret Grober has submitted her resignation from the Seneca Park Board recently. He indicated Margaret was a charter member of the Park Board, instrumental in not only the creation of Crotty Park but the maintenance of the park for years, she was a park board member when the Seneca Boat Launch was established and her volunteerism has been bar none to our community; the entire village council wished her the best in her future endeavors. The vacancy created by Ms. Grober's resignation was announced, village clerk instructed to place announcement on village social media. An invoice was received from Chamlin and Association in relation to engineering services for Graves Park grading & erosion SWPPP for period ending October 8, 2017; no questions were presented.

A motion was made by Comm. Applebee and seconded by Comm. Olson that the council approves an expenditure of \$13,820.00 to Chamlin & Associates out of the park board account.

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

Nays: none

Mayor Spicer stated park board by-laws were recently updated and approved by park board; after review by Attorney Russo, he indicated a few clerical errors were found and should be updated. No questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Olson that the village council approves the revised park board by-laws as amended.

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

Nays: none

A motion was made by Comm. Timmons and seconded by Comm. Applebee that the council enters into executive session to discuss personnel, collective bargaining and litigation.

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

Nays: none

A motion was made by Comm. Barla and seconded by Comm. Timmons that the council returns to regular session.

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

Nays: none

A motion was made by Comm. Olson and seconded by Comm. Barla that the November 7, 2017 council meeting is adjourned at 8:03 am.

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

Nays: none

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Theresa L. Russell, Village Clerk