

The Seneca Village Council budget meeting was called to order on Tuesday October 17, 2017 at 6:45pm.

Roll Call: Present: Comm. Barla, Comm. Applebee, Comm. Timmons, Comm. Olson and Mayor Spicer.

Absent: none

A motion was made by Commissioner Barla and seconded by Commissioner Applebee to appoint Nancy Gross as recording secretary.

Ayes: Comm. Barla, Comm Applebee, Comm. Timmons, Comm. Olson, Mayor Spicer

Nays: none

Mayor Spicer then turned the meeting over to Comm. Barla.

Commissioner Barla began by stating that everyone should have their budget packets. Revenues are on target. Barla then moved on to the Schedule of Budget to Actual Amounts. Public Affairs has 54% of its budget remaining, Accounts and Finance has 50% remaining, Streets has 70% remaining. It was noted by both Barla and Commissioner Olson that this percentage will change later in the evening as the street program bills come in. Public Health and Safety has 46% of its budget remaining, Barla stated that PHS took a big hit early on with the full payment for the 911 dispatch was made instead of in two payments. Public Property has 45% of its budget remaining.

Commissioner Barla continued to state that ESDA, Zoning, Water, and Sewer were all sitting well in terms of their budgets. Parks still have 91% of its budget remaining, however both Barla and Mayor Spicer commented that this will change soon when work on the new Graves Park begins. Barla stated that the TIF 1 budget has nothing remaining but that this will be calculated for the next year, as this budget is new.

Commissioner Barla finished by stating that all of the Commissioners should thank their employees for a job well done.

A motion was made by Comm. Barla and seconded by Comm. Timmons to adjourn the October 17, 2017 Budget meeting at 6:48pm.

Ayes: Comm. Barla, Comm. Applebee, Comm. Timmons, Comm. Olson, Mayor Spicer

Nays: none

Nancy Gross, Treasurer

The Seneca Village Council held a regularly scheduled council meeting at Seneca Village Hall on October 17, 2017 at 6:49 pm after the quarterly budget meeting.

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

A motion was made by Comm. Barla and seconded by Comm. Olson that the Council approves the October 3, 2017 council meeting minutes as presented.

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

A motion was made by Comm. Olson and seconded by Comm. Applebee that the Council approves the September Treasurer's report, payroll and payment of bills as presented.

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

No Seneca Business Spotlight presentation

Communications, Petitions, Reports and Additional Agenda Items:

Old Business:

Public Property Timmons:

Comm. Timmons asked Engineer Guy Christensen to give an update on the Union to Lincoln Street sewer project; Mr. Christensen stated that all necessary information has been collected and a bid letting will take place on November 7, 2017.

Mr. Christensen also commented on the Crotty Park waterline project stating that utility locates have been accomplished and in near future Chamlin's field crew will be taking topography and potentially have a bid letting for this project approximately November 21, 2017.

Accounts and Finance Barla:

Comm. Barla presented a bill for approval to A & E Septic Services in the amount of \$6,000.00 for the cleaning of Crotty Creek and I & M Canal; no questions were asked.

A motion was made by Comm. Olson and seconded by Comm. Applebee that the council approves an additional expenditure to A & E Septic Services in the amount of \$6,000.00 out of the Public Benefit Fund.

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

New Business:

Public Property Timmons:

Comm. Timmons stated employees have been undergoing a routine drawdown and cleaning at the sewer plant. Some original equipment as part of the flow and aeration system was found to be inadequate. Jim Applebee removed the old pipe and collar pieces and replaced it with an improved design. This will hopefully eliminate the need to wash down a section of the plant everyday (7 days a week) to maybe just occasionally; It should also reduce corrosion from splash to provide longer facility life.

A motion was made by Comm. Timmons and seconded by Comm. Barla that the Council approves an expenditure of \$6,524.50 to A & E Septic Services out of the Sewer Department.

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

Additionally, Comm. Timmons stated that two expenditures were submitted for approval; one is for purchase of fire hydrants and the other is for water plant chemicals. No questions were presented.

A motion was made by Comm. Timmons and seconded by Comm. Olson that the Council approves an expenditure to underground pipe & valve, co. for \$7,340.00 out of the Fire Fund for fire hydrants.

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

A motion was made by Comm. Timmons and seconded by Comm. Applebee that the council approves an expenditure of \$1,892.70 to Hawkins, Inc. out of the water department.

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

Guy Christensen of Chamlin & Associates reviewed the home demolishing project for village property located at 698 N. Main Street. In preparation of an invitation to bidders for demolition, Mr. Christensen stated it is usual and customary for procurement of property asbestos testing prior to actual demolition; consensus of council was to proceed with testing prior to any work being performed. It was also announced that the target date for bid letting on this project is November 7, 2017.

Accounts and Finance Barla:

Commissioner Barla stated there were several transfers needed so that deficits are corrected. No questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Applebee that the council approve a transfer of \$389,550.73 from the Illinois Funds account to the general checking account.

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

A motion was made by Comm. Barla and seconded by Comm. Olson that the council approve a transfer of \$315,509.17 from the investment account to the general checking account.

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

A discussion was held on the current downtown development fund. Commissioner Barla stated he would like to utilize funds for both purchasing of planters to be located at Village Hall as well as holiday lighting decorations. Comm. Barla stated he wished to transfer \$5,000.00 from video gaming fund to downtown development for this purpose; no questions were presented.

A motion was made by Comm. Barla and seconded by Comm. Olson that the council approves the transfer of \$5,000.00 from video gaming fund to the downtown general checking account.

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

Comm. Barla announced he wished to donate to the Ottawa FFA for public clean up purposes; no questions were asked.

A motion was made by Comm. Barla and seconded by Comm. Applebee that the council approves a donation of \$420.00 to Ottawa FFA for clean-up of village property out of the public property department.

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

Streets Olson:

Commissioner Olson presented an engineer's payment estimate for the council's approval relating to the 2017 street program. Guy Christensen stated 90% of the work has been

completed and final cost will be reduced due to the maintenance staff's work. No questions were presented.

A motion was made by Comm. Olson and seconded by Comm. Barla that the council approves an expenditure of \$112,740.19 to D Construction split \$40,000.00 out of motor fuel tax fund and #72,740.19 out of road and bridge fund.

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

Public Health & Safety Applebee:

Comm. Applebee stated the community trick-or-treat hours have been officially set from 5:00 pm to 7:00 pm on October 31, 2017. He also announced that the Seneca Fire Protection & Ambulance District is hosting a free smoke alarm battery replacement event for anyone wishing to have their batteries changed by the fire department. Lastly, Comm. Applebee stated that the Seneca Police Department is soliciting donations for the 2017 Shop with a Cop event; the donations are given to needy children to allow them to shop for the holiday season.

Public Affairs Mayor Spicer:

Mayor Spicer stated he was recently contacted by Dr. Jim Carlson, Seneca High School Superintendent regarding cleaning of the Rat Run Creek. It was announced that the high school has obtained approval from the contiguous homeowners and is allowed to clean the creek utilizing equipment on the school's property. After discussion, the consensus of the council was that from Commerce Street to Main Street, the creek will not be cleaned at this time due to the fact there is no place for equipment to perform the task.

Public Comment:

Resident Kathy Haralson asked whether Crotty Creek will be placed on a routine clean up schedule; Mayor indicated that a grant was received for flood study purpose and that additional grants are being researched by North Central Illinois Council of Governments. It was announced that Ms. Haralson will be notified by the village if any future flood workshops are formulated. Ms. Haralson asked when the playground equipment that was removed from Crotty Park will be replaced; it was indicated the target date is the spring of 2018. Ms. Haralson also asked why the Ottawa FFA was offered to help with clean-up of village property, and was Seneca FFA contacted about the project? Comm. Barla stated that in fact Seneca FFA was notified and declined, therefore Ottawa was offered the work. She also asked how the donation amount was determined since it was an unusual amount (\$420.00); Comm. Barla stated it was an hourly figure that was calculated by how many children were working on the project.

A motion was made by Comm. Barla and seconded by Comm. Olson that the October 17, 2017 council meeting is adjourned at 7:30 pm.

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

Theresa L. Russell, Village Clerk