Ogden Village Board Regular Session

Ogden Village Hall

December 6, 2018

PRESENT

Trustee Acklin Clerk Bowman Mayor Clements Trustee Cooper

Trustee Esposito Trustee Haan Trustee Newsom Trustee Vickers

Absent: None

Also, present: Kristie Wright

CALL TO ORDER:

Mayor Clements called the meeting to order at 7:00p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES (November 1, 2018, regular session November 8, 2018, Business committee, November 15, 2018 Budget committee and November 27,2018 Drainage Committee meetings):

Trustee Cooper made a motion to approve the minutes of the November 1, 2018, regular session, November 15, 2018 Business Committee, November 15, 2018 Budget Committee and to table the November 27, 2018 Drainage Committee meetings. Trustee Esposito seconded the motion.

All “ayes”, motion carried.

APPROVAL OF TREASURER’S REPORT: Trustee Haan made a motion to approve the December 2018 treasurer’s report. Trustee Vickers seconded the motion. Roll call vote:

Trustee Newsom, “aye” Trustee Esposito, “aye” Trustee Cooper, “aye”

Trustee Vickers, “aye” Trustee Acklin, “aye” Trustee Haan, “aye”

All “ayes”, motion carried.

APPROVAL OF BANK STATEMENTS (October and November 2018): Trustee Haan made a motion to approve the October and November 2018 bank statements. Trustee Vickers seconded the motion. Roll call vote:

Trustee Esposito, “aye” Trustee Cooper, “aye” Trustee Vickers, “aye”

Trustee Acklin, “aye” Trustee Haan, “aye” Trustee Newsom, “aye”

All “ayes”, motion carried.

APPROVAL OF BILLS:

Trustee Newsom made a motion to pay December 2018 bills. Trustee Vickers seconded the motion. Roll call vote:

Trustee Cooper, “aye” Trustee Vickers, “aye” Trustee Acklin, “aye”

Trustee Haan, “aye” Trustee Newsom, “aye” Trustee Esposito, “aye”

All “ayes”, motion carried.

DISCUSSION OF ACCOUNTING SERVICES:

Trustee Haan held a budget Committee meeting on November 15, 2018. At the meeting they discussed accounting services provided by Kristie Wright and the potential services from Royal Bookkeeping Service. Trustee Haan said it is the Villages responsibility to review quality and cost of services to the Village. Kristie Wright was present to discuss the vendor review that Trustee Haan put together for the November 15, 2018 Budget Committee Meeting. Ms. Wright said that she no longer does Audits because it is too hard for a sole proprietor to do audits because of the regulations and laws on peer reviews. She doesn’t do enough audits to hire another CPA or firm to do the reviews.

Ms. Wright said that as far as the audit by Martin Hood, they reclassified what she had as maintenance repairs to capital expenditures. They only added $159,000 of net assets to that over the past 20 years. Because of this they charged us the additional costs. She said this is a judgement call. Martin Hood just did a prior period adjustment and gave us a clean opinion on our books despite this reclassification. Trustee Haan thinks it looks bad on our financial statements.

Trustee Haan had on his vendor review that there was an issue with electronic listing of accounts and balances. Ms. Wright said that she was in communication with Mr. Tuggle and Mr. Douglas from Martin Hood and that was never brought up to her. It was not in the communications letter from Martin Hood to the Village either. This was an issue with Trustee Haan not the auditors.

Sewer rate change and not identifying that is not in the financial statements but is in the communication letter from Martin Hood. It was listed as not material weaknesses or significant deficiencies but should be considered by management. Trustee Haan said that he has spoken with the attorney and he needs to look into statue of limitations. Trustee Haan thinks this is something that the auditor should have found in their procedures. Trustee Esposito said that Kristie Wright is no longer our auditor, so her procedures no longer matter.

Kristie Wright wants it clear that Puzey and Wright is the Villages accountant, but Kristie Wright did the audit as Kristie Wright. Puzey & Wright had nothing to do with the audit.

Trustee Newsom said that what they need to consider now is if what was brought up on the vendor review list qualifies as dismissal of Puzey & Wright from being our accountants. Trustee Haan said that we also need to consider cost. Puzey & Wright charges a flat fee. RBS chargers hourly. Kristie Wright said that when she started doing the monthly accounting services in 2012, she looked at what the charges would be as a bundle and divided it by 12 months. Each month is different. With Puzey & Wright we know exactly what the bill will be. RBS is hourly so how will that be billed? Most likely RBS charges per every six minutes. Jennifer Bowman will have to be paid mileage if the Village goes with RBS.

Kristie Wright suggest that the Village open a payroll fund. This was also a suggested by the auditor. She said we need to start this in January.

PUBLIC COMMENT: None

APPROVE TO HAVE PUZEY & WRIGHT DO THE ANNUAL TREASURER’S REPORT (Not to exceed $500.00):

Trustee Newsom made a motion to approve to have Puzey & Wright do the Annual Treasurer’s Report not to exceed $500.00. Trustee Esposito seconded the motion. Roll call vote:

Trustee Vickers, “aye” Trustee Acklin, “aye” Trustee Haan, “aye”

Trustee Newsom, “aye” Trustee Esposito, “aye” Trustee Cooper, “aye”

All “ayes”, motion carried.

APPROVAL OF AN ORDINANCE ADOPTING A POLICY TO PROHIBIT SEXUAL HARASSMENT:

Trustee Acklin made a motion to approve an ordinance adopting a policy to prohibit sexual harassment. Trustee Newsom seconded the motion.

All “ayes”, motion carried.

APPROVAL OF 2018 BOARD MEETING DATES:

Trustee Vickers made a motion to approve the 2018 Board Meeting Dates with the change of the July 4, 2019 meeting to July 11, 2018. Trustee Newsom seconded the motion.

All “ayes”, motion carried.

APPROVE AN ADDITIONAL $3,000.00 FOR CUTTING DOWN TREES:

Trustee Acklin made a motion to approve an additional $3,000.00 for cutting down trees. Trustee Cooper seconded the motion. Roll call vote*:*

Trustee Newsom, “aye” Trustee Esposito, “aye” Trustee Cooper, “aye”

Trustee Vickers, “aye” Trustee Acklin, “aye” Trustee Haan, “aye”

All “ayes”, motion carried.

APPROVE TO CORRECT MARCIA POWELL’S REQUEST TO SPLIT PARCELS AT 2797 CR 1700 NORTH OGDEN IL:

Trustee Vickers made a motion to correct Marcia Powell’s request to split parcels at 2797 CR 1700 North Ogden, IL. Trustee Esposito seconded the motion. Roll call vote:

Trustee Esposito, “aye” Trustee Cooper, “aye” Trustee Vickers, “aye”

Trustee Acklin, “aye” Trustee Haan, “aye” Trustee Newsom, “aye”

All “ayes”, motion carried.

This property was split into 3 parcels in June 2016. The parcels were 24 acres, 3.5 acres and 1 acre. She needs it to be changed to 24 acres, 3 acres and 1.5 acres.

APPROVAL OF A&R MECHANICAL BILL FOR SEWER LIFT STATION EMERGENCY REPAIRS (Not to exceed $3,644.73):

Trustee Vickers made a motion to approve the A&R Mechanical bill for sewer lift station emergency repairs for $3,644.73. Trustee Acklin seconded the motion. Roll call vote:

Trustee Acklin, “aye” Trustee Haan, “aye” Trustee Newsom, “aye”

Trustee Esposito, “aye” Trustee Cooper, “aye” Trustee Vickers, “aye”

All “ayes”, motion carried.

This bill was for emergency repairs that were done in October 2018 to the Market St sewer lift station.

APPROVE ALTORFER ANNUAL SERVICE AGREEMENT FOR 6 YEARS (Not to exceed $2,467.00):

Trustee Haan made a motion to approve the Altorfer annual service agreement for 6 years for $2,467.00 per year. Trustee Newsom seconded the motion. Roll call vote:

Trustee Haan, “aye” Trustee Newsom, “aye” Trustee Esposito, “aye”

Trustee Cooper, “aye” Trustee Vickers, “aye” Trustee Acklin, “aye”

All “ayes”, motion carried.

APPROVE TO TRADE IN 1985 JOHN DEERE TRACTOR AND PURCHASE A 2019 KUBOTA OR JOHN DEERE 3046R COMPACT UTILITY TRACTOR (Not to exceed $50,528.86):

Trustee Acklin made a motion to trade in the 1985 John Deere tractor and purchase a 2019 Kubota for up to $50,528.86. Trustee Esposito seconded the motion. Roll call vote:

Trustee Newsom, “aye” Trustee Esposito, “aye” Trustee Cooper, “aye”

Trustee Vickers, “aye” Trustee Acklin, “aye” Trustee Haan, “aye”

All “ayes”, motion carried.

The Kubota comes with multiple attachments for mowing, sweeping, loading etc. The 1985 John Deere only has a mowing attachment.

APPROVE SPRING-GREEN LAWN SERVICES (Not to exceed $248.94):

Trustee Newsom made a motion to approve Spring-Green Lawn Services for $248.94. Trustee Haan seconded the motion. Roll call vote:

Trustee Esposito, “aye” Trustee Cooper, “aye” Trustee Vickers, “aye”

Trustee Acklin, “aye” Trustee Haan, “aye” Trustee Newsom, “aye”

All “ayes”, motion carried.

APPROVE TO CLOSE SEWER DEPRECIATION BANK ACCOUNT AND TRANSFER FUNDS TO SEWER OPERATIONS ACCOUNT:

Trustee Haan made a motion to table this until January 2019. Trustee Newsom seconded the motion.

All “ayes”, motion carried.

Trustees Vickers and Newsom think that these accounts should remain open. The Sewer Operation and Water Operation accounts are for monthly bills and the depreciation accounts are for major expenses. The $4 and $8 surcharges from the water bills go into the depreciation accounts.

APPROVE TO CLOSE WATER DEPERCIATION BANK ACCOUNT AND TRANSFER FUNDS TO WATER OPERATIONS ACCOUNT:

Trustee Haan made a motion to table this until January 2019. Trustee Newsom seconded the motion.

All “ayes”, motion carried.

APPROVE TO OPEN A MUNIWISE BANK INDEX ACCOUNT AT PROSPECT BANK AND TRANSFER $350,000.00 FROM THE GENERAL FUND ACCOUNT TO THIS NEW ACCOUNT:

Trustee Newsom made a motion to table this until January 2019. Trustee Cooper seconded the motion.

All “ayes”, motion carried.

Trustee Haan said that at the Budget Committee meeting they discussed potential investments for the Village.

Trustee Haan said that he originally went to Longview Bank to discuss providing a liquid savings account and that they weren’t willing at that time. So, then he found Prospect Bank in Homer. Trustee Haan said Prospect Bank has a $10 fee per month. This bank FDIC backed and anything after that it is pledged by the bank. He suggests that we open a General Fund, Water and Sewer account and that we leave one half of the years operating expense at Longview Bank and move the rest to a Muniwise account at Prospect Bank. He said the fees are off set. This is not a fixed rate.

Longview Bank has suggested that we open more CD’s. They have offered us rates of

12 months- 2.5%

6 months- 2.00%

3 months- 1.75%

Trustee Haan will look into fees for having to break a cd.

Trustee Newsom thinks we should keep our money with our local bank in the CD’s that the bank proposed. Next month the CD’s will be on the agenda for approval. Trustee Cooper said the amounts need to be reconsidered because we are making a big purchase this month.

APPROVE TO OPEN A MUNIWISE BANK INDEX ACCOUNT AT PROSPECT BANK AND TRANSFER $35,000.00 FROM WATER OPERATIONS FUND ACCOUNT TO THIS NEW ACCOUNT:

Trustee Newsom made a motion to table this until January 2019. Trustee Cooper seconded the motion.

All “ayes”, motion carried.

MOTION TO GO INTO CLOSED SESSION FOR THE PURPOSE OF APPROVING CLOSED SESSION MINUTES OF JULY 6, 2017 TO BECOME PUBLIC OR KEEP CLOSED AND DISCUSS A PROPERTY IN THE VILLAGE OF OGDEN:

* + 1. Closed session minutes –July 5, 2018 approve to open or keep closed
    2. The Village finds that it previously engaged the services of a special legal counsel to enforce its ordinances against the owners of property located at 208 E. Main Street, Ogden, Illinois, formal notices have been sent on behalf of the Village, and the next stage is to formally file a cause of action with the Champaign County Circuit Clerk and the Village hereby finds that an action is probable and imminent and it is hereby motioned that the Village enter into Executive Session for the limited purposes of discussing probable and/or imminent litigation concerning the property pursuant to 5 ILCS 120/2 (c) (11).

Trustee Newsom made a motion to enter into closed session for the purpose of Approving to open or keep closed the closed session minutes of July 5, 2018 and The Village finds that it previously engaged the services of a special legal counsel to enforce its ordinances against the owners of property located at 208 E. Main Street, Ogden, Illinois, formal notices have been sent on behalf of the Village, and the next stage is to formally file a cause of action with the Champaign County Circuit Clerk and the Village hereby finds that an action is probable and imminent and it is hereby motioned that the Village enter into Executive Session for the limited purposes of discussing probable and/or imminent litigation concerning the property pursuant to 5 ILCS 120/2 (c) (11). Trustee Hana seconded the motion. Roll call vote:

Trustee Newsom, “aye” Trustee Esposito, “aye” Trustee Cooper, “aye”

Trustee Vickers, “aye” Trustee Acklin, “aye” Trustee Haan, “aye”

All “ayes”, motion carried.

MOTION TO RE-OPEN INTO REGULAR SESSION:

Trustee Newsom made a motion to reopen into regular session. Trustee Acklin seconded the motion. Roll call vote:

Trustee Esposito, “aye” Trustee Cooper, “aye” Trustee Vickers, “aye”

Trustee Acklin, “aye” Trustee Haan, “aye” Trustee Newsom, “aye”

All “ayes”, motion carried.

MOTION TO OPEN July 5, 2018 CLOSED SESSION MINUTES TO THE PUBLIC:

Trustee Newsom made a motion to open the July 5, 2018 Closed Session Minutes to the public. Trustee Esposito seconded the motion.

All “ayes”, motion carried.

COMMITTEE REPORTS:

Building/grounds: The lights are up at the gazebo park.

The wreath is hung at the Village hall.

All the Christmas decoration are up and working.

Randy has finished the parking spots downtown.

The is a small leak in the roof at the Village Hall. Bash & Pepper roofing is coming within the next few weeks to repair it.

Health & Safety: Thomas, Mamer & Haughey, LLP attorney office has sent a letter to Justin Kohler about the burnt down house at 203 E. Main. There has been no response so far.

Melinda Cable gave permission for Randy to trim the tree on her property, so it won’t be in the bus driver’s way.

Sewer: Trustee Haan is in communication with Marc Miller about the over charge on the sewer bills. He is trying to find out the statue of limitations. The board has decided that all communication with the lawyer needs to go through the Mayor. Trustee Haan will email Mayor Clements what he wants from the lawyer.

Water: None

Streets/alleys/sidewalks: Ken Cooley requested that the Village rock the alley between his building and the bank. There was discussion on paving this when the Village has Main St done.

IDOT needs to be contacted about the potholes on the side of Market street.

Drainage: Frank Benso is getting water in his basement. The Village needs to figure out what is going on in that area because it’s has just been in the past few years that water in basements have become a problem. They will have Randy run the camera in the tiles.

IDOT plans on putting out bids for the interstate work in 2019. The Drainage Committee just met with the farmers on the 27th about the project.

Budget: If we go with a CD the board wants a 12-month CD.

Business: Trustee Haan has set a date of February 26,2019 for the Economic Development Dinner at Billy Bob’s. The board of trustees plus 1 guest are invited. All Ogden businesses are invited plus 1 guest. There are about 5 to 10 others plus 1 guest invited right now. Dinner will be at 6pm and the speaker will be at 6:30pm. Speaker tba.

Zoning: None

Events: None

MAYOR: None

OTHER BUSINESS: None

MOTION TO ADJOURN:

Trustee Newsom made a motion to adjourn. Trustee Acklin seconded the motion.

All “ayes”, motion carried.

Adjourned at 8:55 PM

Respectfully submitted,

Jennifer Bowman, Clerk

Village of Ogden