

Village of Metcalf
Regular Meeting Minutes
March 7, 2016

1. CALL TO ORDER – Mayor

Mayor Gill call the meeting to order at 7pm at the village hall.

2. ROLL CALL – Clerk

Elmer Snoke – here; Randy Wheeler – here; Mike Alligood – here; Mayor Cheryl Gill – here; Treasurer Jessica Edenburn – here; Leasa Driver – here; Stewart Heath – absent; Clerk Amy Hill - absent

3. WELCOME VISITORS – Mayor

Mayor Gill welcomed the visitors

4. APPROVAL OF MINUTES

Mayor Gill asked if there was a motion to approve the regular meeting minutes of February 1, 2016?

Motion made by Leasa Driver; 2nd by Elmer Snoke; Stewart Heath absent; Randy Wheeler yes; Mike Alligood yes. Motion carried.

5. APPROVAL OF TREASURER'S REPORT

Mayor Gill asked if there was a motion to approve the February 2016 Treasurer's Report?

Motion made by Elmer Snoke to approve; 2nd by Leasa Driver; Randy Wheeler yes; Stewart Heath absent; Mike Alligood yes. Motion carried.

6. APPROVAL OF ACCOUNTS PAYABLE

Mayor Gill asked Mike to help her understand the bills from Harvey Dye. He had removal of insulation and installation of insulation on one invoice then again on another invoice for installation of insulation. Mike confirmed that Dye was here to work with co-worker for 2 hours then back for 4 hours for both men (6 hours total). Alligood confirmed that the invoices should be paid and are accurate. He also said that Dye has our insulation that we purchased in his truck. \$965.

Mayor Gill then asked about the Midwest Electric Motor invoice. Alligood confirmed that it was for the rebuild for one pump.

Mayor Gill asked Alligood about the USA Bluebook invoices. A service saddle was returned. A bill for \$101.90. After return there is an extra \$16 unknown. Alligood said it is probably a shipping return. He will look into it.

Motion to approve payables made by Elmer Snoke; 2nd by Mike Alligood; Leasa Driver yes; Stewart Heath absent; Randy Wheeler yes. Motion carried.

7. COMMITTEE REPORTS

A. WATERWORKS – *WW Commissioner Mike Alligood & WW Operator Lorin Kinney*

Mike Alligood said Clarence O’Herren came back. In 05 - 06 they had installed surge protectors. There were 2 extra from when they did the upgrades with the wells & they weren’t being used. They took those off; put one on the aerator control box and one on a well control box. They took the timers that were not being used and put them on the well box and the aerator box. The counters that are in there – you have to have a magnifying glass and flash light to read them. So, they reused some of the old stuff that they already had and just had him to reinstall it on the new. When the heat trace went bad, (the old heat trace down there are 220); they had to switch them over to 110 because that is what the new ones are. Typically you can leave one of the wires off, put a plug in and make it 110 and it works just fine. This new heat trace has a sensor in the outlet that if the ground or neutral is not right; it’s not going to work. So, Clarence came down, ran new wires from the breaker box on the south wall, up and around, over on the north wall. They went ahead and added another plug while he was doing it for the pipe coming from the aerator outside so when they do change that one, they will have it. The old heat trace is there and will run 24 hours a day non-stop, they’re not on a thermostat. He says there is no sense for them to run in the summer time so they had him install a thermostat on the new one that is there and it will be able to run the other new one that they will put on the pipe coming out of the aerator. So it will handle both

of those. So that is ready and we just need to put the heat trace on which is in Harvey Dye's truck. A lot of the things happening this month was the storage tank not filling, the pumps not kicking on when they are supposed to and when they are not supposed to. A lot of time spent there running it by hand making sure the town doesn't run out of water. He talked with John Morris with Vandevanter, and he thinks it is our pressure switch that is bad. He had given us an estimate of \$1521 or so, to come up a go through everything, reset everything like he had it in 2014 when they left. But Jerry and Ed decided to play around with / experiment to see what it would do and what it wouldn't do. So, instead of John coming up early, he's going to order us a new pressure switch. Then we ran into a case that you have a float in the storage tank and you're running it off a pressure switch. You have 2 things fighting against each other to tell it to work. So, John is going through his drawings / sketches, trying to figure out where that float is wired in, so we can either run it or the other. John will not come unless we have an emergency or until that pressure switch comes in, which should be in about another 2 weeks. Mike said that everything that was done this month were things that should have been taken care of a long time ago, but it falls back to lack of communications. We had the problem with electricity and got that straightened out. Without surge protectors on he believes we would be in worse shape.

Lorin Kinney said that we really didn't add to the plant, we used existing things already there. He said they bought one new clock for the VFD but they used the others from one box and put on another box. Things were done for convenience.

Elmer Snoke said that his biggest heartburn is the \$2700 on things that did not have to be done when we don't have money in the bank. Elmer agreed that we need it to run properly on its own.

Lorin said you can walk in there one day and the tank pressure is 8000. The next day it is as high as 12,000. And then they walk in and it is 0. There is no rhyme or reason for it.

Mike said new sensors were put in the aerator tank according to engineers that he talked to. They didn't put them in a weather proof box and no heat shrink around the connectors. He said Ed said they replaced them several times. He asked Mike Haddix in visitors' seat about it. Haddix said Jerry cleaned them 3 or 4 times that he knew of, it was full of water and rust. Haddix said Jerry tried to seal it. Alligood said Jerry should have come to the board. Alligood said as we find issues, we fix them. Another prime example is the pop off valve on top of the tank. Its hanging upside down and full of rust. When the pipes froze we got up to 62 pounds of pressure. At that level mains will start blowing and water heaters. He has fittings to take switch off and re-pipe it.

- B. DRAINAGE** – Elmer had nothing
- C. STREETS & ALLEYS** – Leasa Driver plowed snow this month. Randy Wheeler mentioned holes down between Mike & Dale. He said only way to fix it is to have county come in and put maybe one or two coats of B-mix.
- D. FINANCE** –Elmer Snoke the annual report for the IMLRMA insurance claims for 2015.

Mayor Gill told the board that she appointed Mike Alligood as the third signature on the checking accounts
- E. PUBLIC GROUNDS / HEALTH & SAFETY** – Elmer Snoke said he ran kids off the memorial at park. Mike Alligood said he fixed the glass in the memorial. It had just dropped out.
- F. ORDINANCES** – Randy Wheeler had nothing
- G. NORTHERN ED CO AMBULANCE** – Mike Alligood said he missed both meetings

8. UNFINISHED BUSINESS

A. Discussion and action on resignation(s)

No resignations on the table at this time

B. Discussion and action on new trustee(s)

John Morris, a visitor in the audience said he would like to be trustee. Mayor Gill appointed him and asked the board to approve.

Motion made by Mike Alligood to approve appointment; 2nd by Leasa Driver; Stewart Heath absent; Elmer Snoke yes; Randy Wheeler yes. Motion carried.

Mayor Gill asked John to approach the table. He raised his right hand and was sworn in. He took a seat as trustee. The board signed the appointment paper.

Mayor Gill passed out the MFT signed resolution.

C. Discussion and action on streets to be sealed in 2016

Douglas Street is bad. Central Street is bad. We have a spending of less than \$6500 this year to spend. Discussion to put B-mix on Douglas Street in the bad area. The board asked Mayor Gill to contact Edgar County Highway Department for costs and other info on this. Motion to table this until next month made by Leasa Driver; 2nd by Mike Alligood; Stewart Heath absent; Elmer Snoke yes; Randy Wheeler yes; John Morris yes. Motion carried.

9. NEW BUSINESS

A. Discussion and action on Administration Services for the CDAP Grant 15-242023

Cindy from Milano was present with the agreements from Milano and Pamperin to partner in administration. The total for administration is \$15,750 X 2= \$31,500. Mike Alligood asked that we go through the rest of the items on the agenda and come back to this at the end.

See notes to finish this in the continued minutes from Wednesday March 9, 2016.

B. Discussion and action on Adoption of USDA Loan Resolution OMB No. 0572-0121

This is USDA RD verbiage and what they sent for the loan. Mike asked what the percentage is and what the amount is and total loan. Mayor Gill could not find the exact numbers. She explained that is why she gave all of these documents to the board before the meeting so that they can actually look at them and address questions before the meeting so that she has their info and answers for them before the meeting. Cindy called Lee and he said that the interest rate is 1.875% and an approximate payment of \$4000 per year with interest for 40 years. Discussion of the last loan was over \$5000 per year. Morris stated that it was only for 20 years not 40. He did not understand the step process that we are using. Cindy helped explain that it is the same process but just spread out. Cheryl said that the loan has been setting on the table since last June. The hearings were done last spring. The Preliminary Report is finished.

See notes to finish this in the continued minutes from Wednesday March 9, 2016.

Mike wanted to jump to section E. But then made complaints of the last grant stating that it isn't finished. Cheryl explained that there is always expenses. \$21,000 was spent outside of the grant. That would have been spent anywhere. But \$295,000 was dropped on our table. That was a gift. And without that EPA would still be on us and we would still be in trouble with them. The grant was a huge asset for our village. She added; it's the same with this waterworks mains. We have a \$30,000 problem on the corner of Jefferson and West where the water main intersects with the storm sewer. She said that EPA is holding out but expects it to be fixed. Without this grant we still have to fix that this summer. Mike said that that problem has been that way for years. Cheryl said before it was hearsay; now it is proven fact and must be fixed.

Mike went on to assume that everyone will have to pay \$40 after the construction. Mayor Gill said that is not true. Those hooked up will continue to be hooked up. Those who have deposits will still have their deposits sitting on record.

C. Discussion and action on Adoption of Guide 5; Rules, Rates, & Regulations Ordinance No. O2016-O1

This is required by USDA Rural Development. It should actually be updated and approved each year by the board.

Mayor Gill passed out to board drafts of this.

Mayor Gill said that Mike said something to me about a deposit on page 2. We should discuss this before we move on.

A deposit will require:

- Accurate paperwork – to document deposit
- Accurate paperwork – to document deposit return (so there is not double returns)
- Accurate paperwork – to write extra checks to the ending user.

A Connection fee only will:

- Let us keep the connection fee when the user moves
- Less accurate paperwork
- No extra checks to write when someone moves out

Motion to accept the Guide 5 with the connection fees in it and not the deposits made by Elmer Snoke; 2nd by Mike Alligood; Stewart Heath absent; Randy Wheeler yes; Leasa Driver yes; John Morris yes. Motion carried.

Guide 5 was passed for board members to sign.

D. Discussion and action on Adoption of Guide 6; Plan for Operation and Maintenance of Metcalf Waterworks

This is required by USDA Rural Development. It should actually be updated and approved each year by the board.

Mayor Gill passed out the drafts to board.

John questioned why B&T Drainage is listed as emergency company to repair the water mains. Lorin clarified that a licensed plumber is not required to do water main breaks and fire hydrants. B&T comes anytime we need them. They answer the phone on Christmas and Thanksgiving and responds as soon as possible. We have not had luck reaching companies on those holidays even in emergency situations.

Motion made by Mike Alligood to approve Guide 6; 2nd by Elmer Snoke; Leasa Driver yes; Stewart Heath absent; Randy Wheeler yes; John Morris yes. Motion carried.

Guide 6 was signed by board members.

E. Discussion and action on Ordinance No. O2016-O2; Adoption of AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$150,000 WATERWORKS REVENUE BONDS OF THE VILLAGE OF METCALF, EDGAR COUNTY, ILLINOIS, FOR THE PURPOSE OF DEFRAYING THE COST OF ACQUIRING, CONSTRUCTING, IMPROVING AND EXTENDING WATERWORKS FACILITIES, AND RELATED MATTERS

Mike Alligood said that the issues at the water house still need addressed. He said he can't see the town doing this for 77 customers. Mayor Gill said that the packet that went with the grant application proves that our village is in danger of frequent water main breaks in the future. She said that \$4000 per year is minute compared to the excessive costs of multiple water main breaks. Cheryl read the water main breaks and hydrant breaks in the last 5 years.

Alligood said that he thought the water bills may double or 120%. No further comment of raising water bills from other board members.

Elmer said that we had the opportunity to sell that water house. It didn't happen. He said that if we don't do something now; then we will just have to set on our heels and let everything deteriorate until there is nothing left of Metcalf.

Alligood said that we need them but now is not the right time. Elmer said that if we don't do it now, we have lost it. Mike said he is right.

Leasa said if we don't improve things, we never will get new residents.

John questioned the water rates and said they will probably go up. John said that Mayor Gill said that the water rates will stay the same but he does not see that happening. John said that he thinks the water rates will have to go up. John told Mayor Gill "you can't rebuild this town on a few people".

Motion made by Mike Alligood to throw the grant and loan away; 2nd by John Morris; Elmer Snoke no; Leasa Driver no; Stewart Heath absent; Randy Wheeler no; motion denied.

Motion made by Elmer Snoke to move forward with grant and keep it; 2nd by Leasa Driver; John Morris no; Stewart Heath absent; Mike Alligood no; Randy Wheeler no. Motion denied.

Everyone was confused. Randy said no to keeping the grant and loan; then Randy said no to get rid of the grant and loan. The board was left with needing guidance to move forward. Mayor Gill said that this needs to be a fast pace thing; we can't just keep tabling it forever. We need to make motions and move forward either way.

Mike brought up the last grant again. Elmer said that we can't keep talking about the last grant; it is done. It was in scope and done as said. People screwed up our water department not the grants fault; it's the people working there who messed it up. Mike said we don't know where the money will come from to make the fixes. Elmer said that Vandevanter is supposed to do this. Mike brought up the permit again. Cheryl said that the permit was applied for after the bid was approved and the generator was taken out.

The board left at 9:24pm to resume on Wednesday March 9, 2016 7pm expecting the numbers on the table of total loan amount, annual amount, and all other figures.

A handwritten signature or set of initials, possibly 'AJL', written in dark ink. The signature is somewhat stylized and appears to be a cursive or semi-cursive script.

VILLAGE of METCALF

RECONVENED MEETING FROM MARCH 7, 2016

- Mayor Gill called the reconvened meeting to order on March 9, 2016 at the village hall at 7:02pm.

- Roll call

Elmer Snoke Here; Leasa Driver Here; Stewart Heath Absent; Randy Wheeler Here; Mike Alligood Here; John Morris Here; Mayor Cheryl Gill Here; Clerk Amy Hill Absent
Treasurer Jessica Edenburn Here

- Mayor Gill welcomed all the visitors.
- Mayor Gill stated she did not have the numbers in front of me on Monday night for us to continue, so we left and will resume tonight. Monday night the motion was placed on table to trash the \$450,000 grant funds and the \$150,000 loan.

Lee Beckman spoke about the grant he stated the project was developed around a \$450,000.00 grant from DCEO and a \$150,000.00 in leverage funds from Rural Development. The project replaces all the meters, service lines, valves, hydrants, and pipes. Basically, it would be an entire new system. The proposed project of \$450,000.00 grant and \$150,000.00 loan is 75% grant money. No funding agency would probably not do that. Rural Development might do a 50/50. The low interest rate of 1.875% is good. The monthly payments would be about \$450 per month. Lee stated that at some point the system will need to be improved, whether it is 5, 10 or 20 years. Grant money is disappearing and interest rates are going up. Financially it probably won't get any better than this. Grant money is less and less every year. Interest rates will not go down any more, if anything, they will go up. There was a grant resolution approved to submit the grant application. There was a public hearing held about this grant.

Lee offers to answer any questions about this. John Morris asks about a generator with grant funds. Mayor Gill states the generator is in the leverage money. Elmer stated that a generator vote was taken and approved that it will be purchased whether it be with the grant or general funds. The board is waiting to see which way this goes as to how it will be purchased. Mike Alligood stated the way he understands it is that the generator will act as a payment. Mayor Gill stated that it will act as a payment as the leverage. Mike Alligood stated that the grant money is great the \$450,000.00 is fantastic his issue is the \$150,000.00 loan the village has to pay back. Mike Alligood says that \$800.00 a month and Mayor Gill corrected him and said it was \$750.00 a month now for payments we have to repay. Mayor Gill states "NO; \$450.00 would be the payment to repay the loan; \$45.00 a month would go into a reserve account, and \$261.00 goes into another account that stays in those

accounts.” Lee said the reserve payment of \$45 per month is not actually a payment it is 10% for 10 years so you will have 1 years’ worth of payments ready in case there is a problem; and that is accessible for anything for the water system. And then at that point, you start putting money back into it. The reserve account is money you are already putting into your water system. It is more like \$500 per month you are coming up with instead of your figure of \$800. Mayor Gill states that you can go months with having no problems or issues because it has been done before. Mayor Gill stated that getting this grant would help with all the issues. Lee states everything in the distribution system would be new. Alligood states he does not object to getting new meters, and mains. He just does object to getting new meter pits. Lee says we can leave them in there; not all of them may need replaced and can leave the good ones in. Mike asked about the low to moderate income. He says it shows \$1000.00 for that and Lee says it is \$10,000.00 in the budget for lines from the meters to homes. Mike asks where is it because he sees \$1000.00 so Lee show him where it is and explains it to him and lets him know how it will work when distributed out between the grant and loans. It will be a cost of \$5-\$6 per foot. Lee stated again that this is a very good deal. Lee and Cheryl agree that there will never be a better funding package than this. Cheryl said that she has already inquired about another avenue to help relieve the debt through the state government and we are at the top of the list to receive funds for help and relief of the debt. Lee agreed that the last round there were 10 municipalities who were helped with funds up to \$150,000 each.

9. NEW BUSINESS

A. Discussion and action on Administration Services for the CDAP Grant 15-242023

Mayor Gill said it is a 2 part thing; one is Milano and the other is Steve Pamperin, partnering up for administration services. It doesn’t matter who you get in here, this rate is set by DCEO. These 2 companies have a great start running and already doing a lot of this for us.

Mike Alligood asked what if we run out of grant money before the project is done? Lee stated when we open the bids it will include everything. Mike asks what if we are right at \$599,998.00 and run into a problem. Lee states there is always an inspector in the field. Every day the monies are entered into the computer and if a problem arises they came back to the village to find out what the Village want to do. They would issue a change order and the decision is the Villages not theirs’s. Lee also states they will be at the board meetings to update. The standard is a 1 year guarantee after the work is accepted. You can go 2 years but it will cost you more. Lee would not recommend going over 2 years. There is also a bond from the contractor. It was asked about tearing up the roads and Lee stated they will bore under the roads. There is a chance of a possible tear up of a road. Anything dug up will be back filled with dirt and rock and as it settles it will be topped off. Elmer says he is satisfied with what he has heard tonight. Herman asked if there will be an easement on property. Lee stated it is proposed where they are now, but there is always a chance. Mike again states his

issue is the what-ifs; and he said he knows he is being ridiculous. Elmer says that as a village board there are ways they can cover what we are scared of.

Mayor Gill stated to Mike that Monday night when he kept slamming the grant about putting the new wells in that the board could have put in a change order to change the scope but the extra money was there in the funds and that is why the board left it as it was, because the extra money was there. She said that the extra expense didn't have to be there, but the board chose it because they could.

Motion to accept the Administration Services with Milano & Grunloh and Steve Pamperin made by Elmer Snoke. Leasa Driver 2nd, Randall Wheeler yes, Stewart Heath absent, Mike Alligood yes, John Morris said he will not vote. Mayor Gill asked him to elaborate no or abstained. Morris replied abstained. Motion carried.

Lee said the construction will be in 2017 but they will be there to answer any questions. Elmer asked Lee when we should get the loan. He said those funds should be available towards the end of the project but money on administration will be spent earlier. Lee said we have 2 years interest free in the loan money. No payments are made on the loan until 2019.

John stated he is not supporting this project so he sees no reason to vote on it. Lee said "but you have questions ----" but Morris interrupted and said "no, you've answered mine".

B. Discussion and action on Adoption of USDA Loan Resolution OMB No. 0572-0121

Motion to approve the USDA Loan Resolution made by Elmer Snoke; 2nd by Leasa Driver; Mike Alligood no; Randy Wheeler yes; John Morris no; Stewart Heath absent. Motion carried yes.

C. Discussion and action on Adoption of Guide 5; Rules, Rates, & Regulations Ordinance No. O2016-O1

Approved Monday night

D. Discussion and action on Adoption of Guide 6; Plan for Operation and Maintenance of Metcalf Waterworks

Approved Monday night

E. Discussion and action on Ordinance No. O2016-O2; Adoption of AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$150,000 WATERWORKS REVENUE BONDS OF THE VILLAGE OF METCALF, EDGAR COUNTY, ILLINOIS, FOR THE PURPOSE OF DEFRAYING THE COST OF ACQUIRING, CONSTRUCTING, IMPROVING AND EXTENDING WATERWORKS FACILITIES, AND RELATED MATTERS

Motion to accept the ordinance made by Elmer Snoke; 2nd by Leasa Driver; Mike Alligood no; Randy Wheeler yes; John Morris no; Stewart Heath absent. Motion carried yes.

Lee gave the RFQs to Mayor Gill for Friday and left the meeting.

F. Discussion and action on waterworks operation and maintenance issues (this may include multiple actions)

i. Discussion and action on Lorin Kinney's extra bill

Elmer told Mike to get hold of Lorin because the bill has to be paid to Clarence O'Herron Electric. Mayor Gill said that if Clarence did the work we cannot pay to John Doe or whoever they decide to pay the money to for audit purposes and corruption purposes. Cheryl told Jessica she did very good by not making the check out yet and sending it to the board for approval because she would have been in trouble also.

Motion to make the check to Clarence O'Herron Electric and put it in the mail made by Mike Alligood; 2nd by Elmer Snoke; John Morris yes; Randy Wheeler yes; Leasa Driver yes; Stewart Heath absent. Motion carried to pay \$1260.00.

ii. Discussion and action on cashing in waterworks cd #29900 \$2130.02

Mayor Gill said that in order to pay that money to O'Herron, they need to cash in the cd. There has been so much going out this month and last month that ---

Mike interrupted and said that the new pressure switches are on order through John Morris at Vandeveter. It takes about 3 weeks to get in. He said he told John to wait until they got here because he will have to come over and reset and dial things. That's why he is holding off right now. So when he does come over it will just be the \$1521.00 bid and \$350.00 for the switches that need to be paid. Hopefully he can find where the floats are wired in at the same time. Mike said he will call Scott with Milano tomorrow and see if he knows where they are wired in.

Then the \$1700.00 goes to A&K for a job that was previously done. Mike thought it was an estimate of \$1280.00 not \$1700.00 and will try to call them as well tomorrow. The heat trace still needs to be done also. Mayor Gill asked if this is

and estimate or job done. Alligood said it is job done. Cheryl and Elmer agree to wait on that payment.

Mayor Gill told Alligood he had a bill here from Kirby Risk that shouldn't even be addressed until you have all of the taxes taken out of it. Mike said send them the exempt form so they can take the taxes out. Mayor Gill stated to take the taxes out and send another invoice and we will address it next month.

Motion to cash in CD#29900 \$2130.02 made by Elmer Snoke; 2nd by Leasa Driver; Stewart Heath absent; Mike Alligood yes; Randy Wheeler yes; John Morris yes. Motion carried to cash in the cd.

10. COMMUNICATIONS

- A. Visitor's comments – limit 3 (three) minutes at Mayor's discretion

Gary Henry-Had nothing

Sam English- Stated Mindy had a leak and found out what it was. That Amy needs to find a way to get around faster. Mike said she needs to have prior month reading when reading meters. Herman said it needs a better system. Sam stated again about his leak. Mayor Gill stated that she thought he got over that by calling Mike Alligood.

Herman Weddle-Spending money to fix things up but little things need to be taken care of.

Cori Seeley- Had nothing

Mike Haddix- Had nothing

11. ADJOURN

Motion: To adjourn

Randy Wheeler Yes
Leasa Driver 2nd
Elmer Snoke Motioned

Mike Alligood Yes
Stewart Heath Absent
John Morris Yes

Motion carried Yes

Time: 7:58 pm



