

**RANTOUL VILLAGE BOARD OF TRUSTEES
PUBLIC HEARING
APRIL 6, 2010**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Public Hearing was convened by the President and Board of Trustees of the Village of Rantoul at 6:10 P.M. President Neal Williams called the hearing to order at 6:10 P.M.

Roll Call

The Clerk called the roll, finding the following members physically present:

President Neal Williams; and Trustees Roger Jones, Tony Brown, Margurette Carter, Joe Bolser, and Jim Stubblefield – 6.

The following member was found to be absent:

Trustee Charles Smith – 1.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Kenneth Beth, Attorney; Paul Farber, Police Chief; Robert Bruce, Economic Development; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; David Coffey, Human Resources; Pete Passarelli, Asst. Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Village Clerk Jeremy Reale.

Public Comment Period

President Williams opened the floor to any citizens seeking to comment on the proposed Village of Rantoul budget for Fiscal Year 2010-2011.

Adjournment

There being no citizens seeking recognition to comment on the pending matter, Trustee Bolser moved to adjourn the hearing. Trustee Brown seconded the motion. Motion carried viva voce vote.

HEARING ADJOURNED AT 6:11 P.M.

Jeremy A. Reale
Village Clerk

APPROVED MAY 11, 2010

Neal Williams
Village President

ATTEST:

Jeremy A. Reale
Village Clerk

I, Jeremy A. Reale, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Public Hearing of the Board of Trustees held April 6, 2010, as the same appears on the records of the Village now in my custody and keeping.

Jeremy A. Reale
Village Clerk

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
APRIL 6, 2010**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:15 P.M., President Neal Williams presiding. President Williams called the proceeding to order.

Roll Call

The Clerk called the roll, finding the following members physically present:

President Neal Williams and Trustees Roger Jones, Tony Brown, Margurette Carter, Joe Bolser, Charles Smith, and Jim Stubblefield – 7.

The following representatives of Village departments were also present:

Bruce W. Sandahl, Administrator; Paul Farber, Police Chief; Robert Bruce, Economic Development; Kenneth Beth, Attorney; Scot Brandon, Comptroller; William Clayton, Aviation; Ken Waters, Fire Chief; David Coffey, Human Resources; Pete Passarelli, Assistant Public Works Director; Mike Loschen, Community Development; Dan Culkin, Inspection; and Village Clerk Jeremy Reale.

Items from Trustees

(A) Trustee Carter announced that Jeremy Reale had been awarded the professional designation of Certified Municipal Clerk (CMC) by the International Institute of Municipal Clerks.

(B) Trustee Bolser announced that Parkland College would be hosting a “Walk for Autism” event on April 18. He urged his colleagues and the public to support this worthy cause by participating in the walk or making a donation.

Items from the Village Clerk

(A) Mr. Reale presented a request for the authorization to apply to the Local Records Commission for permission to dispose of certain open meeting audiotapes. In accordance with the local records maintenance policy adopted by the Board in March, Mr. Reale was proposing that approximately 180 audiotapes dating prior to 2006 be earmarked for destruction to provide for additional storage space in the archives. If the application submitted to the State was approved, the Village could begin disposing of these tapes within 60 days. In the interest of saving costs, Mr. Reale noted that the disposal of the tapes would be handled manually by Clerk’s office personnel, rather than utilizing an outside vendor. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Presentation: Stone Bridge Center Bond Proposal

Mr. Dan Brewer, Peak Capital Management, provided the Board with an update on the proposal for the issuance of bonds to assist in the financing of the Stone Bridge Center commercial development. Mr. Brewer had been participating in a series of meetings with an ad hoc Village committee formed to examine the bond proposal and to evaluate the level of risk that would be assumed by the Village under that proposal. This committee had reviewed the financial records of United Developers, the various

development and marketing plans, the United Developers management succession plan, and had evaluated the amount of collateral being offered by the developer. Following an examination of this information, the committee had been satisfied that adequate safeguards would be put into place to protect the Village.

As the next phase of the process, Mr. Brewer was requesting that the Board pass a resolution of inducement that would effectively express the intent of the Village to proceed with the issuance of bonds once a series of conditions have been met. These conditions would include:

- executed contracts on no less than two parcels in the Stone Bridge Center subdivision, to ensure that the development of those parcels would generate enough tax increment to cover the first annual bond payment;
- demonstrated proof of approved financing for each pad site associated with one of the aforementioned executed contracts;
- clear title to all parcels, including collateral;
- receipt of feasibility studies by any financial institutions providing loans on parcels to be developed;
- demonstrated proof of the sufficiency of collateral offered by the developer

Upon the developer meeting all of these conditions, it was expected that the Board would commence with the formal process of issuing \$3.5 million in taxable general obligation tax increment bonds for the purpose of financing the costs associated with the development of Stone Bridge Center. Mr. Beth added that the resolution that would be considered by the Board at its April 13 meeting would merely be an expression of intent to issue the bonds, subject to all conditions being met. Once those conditions have been satisfied, the Board would need to pass an ordinance that would have the effect of actually issuing the bonds and specifying the terms thereof. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from the Administrator

(A) Mr. Sandahl reported that Village officials were working with representatives from Burns & McDonnell on the development of a revised airport layout plan needed to pursue funding for airport-related projects from the Federal Aviation Administration (FAA). He stated that the Chanute Redevelopment Commission would also be involved in this process and the Village Board would be kept informed of any further progress on the project.

(B) Mr. Sandahl also stated that staff had been meeting with representatives from RKG Associates regarding the firm's progress on the Chanute Business Plan. At this point, the parties involved were concentrating on projections of anticipated future costs for the maintenance of facilities and infrastructure associated with the former base property. He noted that the study should be completed within the next couple of months and more information would be made available to the Board at that time.

Monthly Department Reports

1) Police

Chief Farber provided the Board with an update on the implementation of the State's Automated Victim Notification System (AVN). With this system, all courts, state and federal prisons, and halfway houses are connected into a network designed to immediately inform local law enforcement agencies and crime victims whenever offenders are released from custody.

2) Economic Development

Mr. Bruce reported that the department had secured a tenant for an additional 3,000 square feet of warehouse space at Building No. 718. He also stated that he had attended the annual conference of the Rural Affairs Council in Peoria, as well as representing the Village at the monthly meetings of the various local economic development and planning organizations.

3) Comptroller

Mr. Brandon reported that recent legislation passed out of the General Assembly would have the effect of reducing benefit packages for IMRF employees, beginning with new hires made after January 1, 2011. As this legislation would not impact the retirement packages of any current IMRF employees, it would be some time before any significant savings would be realized by local governments. He also mentioned that IMRF had experienced an improvement on its investment returns, with current funding levels standing at roughly 81% after previously falling as low as 70%. He noted that the Village's IMRF rate would be positively affected if this trend were to continue. Finally, Mr. Brandon told the Board that original estimates of the Village's Equalized Assessed Valuation (EAV) had proven to be off the mark. Where it had been anticipated that the EAV would experience 2% growth in earlier projections, he stated that the Village had received notice that the actual EAV had declined by nearly 4%. As a result, the local property tax rate would increase from \$1.16 to \$1.21 per \$100 of assessed valuation.

4) Inspection

Mr. Culkin reported that the Rental Inspection division had commenced with the annual registration period for all residential rental properties in the Village. Notices had been prepared and mailed to all property owners. He also reported that the Inspection Department had been working with Community Development and the Comptroller's office to inspect and prepare specifications for the demolition of six buildings and four garages by utilizing CD funds. Bids for this project were currently being advertised, with the goal of having a final proposal before the Board by June. He also mentioned that his department had been surveying vacant residential properties throughout the community, finding that 131 single-family homes were currently vacant, 41 properties are vacant and listed for sale, and 91 are occupied and listed for sale. Staff would be working to address serious concerns about these properties, including determining who would ultimately have responsibility for maintaining these vacant buildings.

5) Community Development

Mr. Loschen reported that the Village had received notification from the U.S. Department of Housing and Urban Development (HUD) that its FY 2010-11 grant allocation would be \$397,884.00. The Citizens Advisory Committee would be meeting during the coming months to determine how these funds would be allocated to the various eligible programs and services within the Village. He also announced that the Village had received approval from the Illinois Historic Preservation Agency to demolish a series of derelict garages, sheds, and buildings. Bids for the demolition of these structures would be let later in the month. He added that he would be working with the Public Works Department to finalize bid documents for the Wabash Avenue waterline installation, now that funding has been released for this project. Finally, he reported that asbestos abatement work had begun at 521 Hartigan Avenue (Building P-16) in advance of the demolition of the structure.

6) Public Works

Mr. Passarelli reported that brush collection was scheduled to begin during the present week of April 5, following the additional communitywide leaf collection that took place during the previous week. He reminded residents that local ordinances permitted the burning of leaves during the months of April and May, on Saturdays between the hours of 11:00 AM and 4:00 PM. He also stated that seasonal flushing of water mains had begun during the previous weekend and would continue through the month of April. Crews would be flushing the mains between the hours of 10:00 PM and 5:00 AM on Sundays through Thursdays. Mr. Passarelli noted that the resurfacing of Flessner Avenue using federal stimulus funds was scheduled to begin during the week of April 12. Finally, he announced that the Tree Commission would be meeting on April 14 to discuss the impending migration of the emerald ash borer into the region. This is viewed as a significant concern, as staff estimates that between 15% and 18% of all trees in Rantoul are of the ash variety.

7) Human Resources

Mr. Coffey reported that the annual performance management and appraisal process was coming to a close, as supervisors were meeting with their employees to discuss overall evaluations. A merit-based salary increase recommendation would be developed to apply to all personnel salaries based upon the final evaluation ratings. Finally, he mentioned that he had been reviewing options for the employee health insurance plan renewal with the Village's broker. More information on quotes and options would be made available to the Board in the near future.

8) Fire

Chief Waters reported a total of 22 calls during the month of March, including five calls for carbon monoxide checks. Included among the calls was a response to a natural gas leak at the Conair plant, after a gas line was accidentally broken by a forklift. Finally, he reported that two officers had attended NIMS 300 and 400 classes during the previous month.

9) Aviation

Mr. Clayton reported that cadets from the Lincoln's Challenge Academy had been assisting airport officials in the seasonal cleanup of debris around the airport property. He also stated that the IDOT Division of Aeronautics had approved the construction of a perimeter security fence behind the AT&T building and the FBO building. This project was on track for a bid letting in September, with construction targeted to begin in late October 2010. The Air Force Real Property Agency was also scheduled to begin having soil from the old skeet range excavated and cleaned during the summer. During the month of April, Applied Pavement Technology would be onsite to conduct an inspection of runway pavement conditions. From these inspections, the airport would be given pavement condition numbers (PCNs) that would be used to determine the maximum size and load of aircraft that can be supported by the runways.

Items from Public Works

(A) Mr. Passarelli presented a request for the award of contract to TNT Recycling for the sale and disposal of surplus materials from the Public Works division, including scrap metals, copper wire, and aluminum wire. He noted that the Village had traditionally awarded a contract for these services every two years to coincide with the fiscal year, and the proposed contract would begin at the close of business on April 30, 2010 and expire at the close of business on April 30, 2012. Three competitive bids had been received, with TNT Recycling providing the most favorable overall pricing: \$0.1025 per pound for scrap metals; \$2.05 per pound for scrap copper wire; and \$0.51 per pound for

scrap aluminum wire. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Mr. Passarelli presented a proposed lease agreement with Open Range Communications to provide for the installation of telecommunications facilities and equipment on the Campbell Avenue water tower. The basic term of the agreement would call for a lease payment of \$1,000.00 per month with an annual inflationary increase of three percent (3%) for the life of the contract. Trustee Jones noted that Open Range was an Internet service provider (ISP) specializing in providing high speed internet access to rural areas. He asked as to whether the Village had considered the possible impact that having this additional ISP available could have for the community, when coupled with the Village's own fiber optic infrastructure. Trustee Jones specifically inquired as to whether the Village had discussed with Open Range the package of services that the company intended to offer residents. Mr. Passarelli responded that Village officials had not discussed in great detail the proposed services and associated fees that Open Range intended to offer the community. Mr. Sandahl added that the Village would certainly investigate the potential opportunities raised by Trustee Jones. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from the Comptroller

(A) Mr. Brandon presented the final proposed budget document for Fiscal Year 2010-2011, noting that several changes had been made to the original budget proposal presented to the Board at its March 15, 2010 Special Meeting. Included among the changes was the creation of a single full-time position within the Recreation Department that would share responsibilities between the programs at the Youth Center and the Forum Fitness Center. This new position would replace two vacant existing permanent part-time positions in the department. The revised budget proposal also included a reduction in the proposed salary and benefits expenditures related to the new position in the Inspection and Code Enforcement divisions. Mr. Brandon also discussed the proposed list of annual contributions to outside agencies from Village hotel/motel tax revenues, totaling \$94,000.00 in allocations to a total of ten organizations. The total budget amount, including transfers, would be \$34,246,867.00 and included a projected surplus of approximately \$332,000.00.

During subsequent discussion, Trustees Carter and Jones raised concerns over the proposed addition of a full-time employee in the Inspection Department, particularly at a time when the security of some of the Village's state-shared revenues was questionable. Each suggested that the current part-time position be maintained rather than creating another full-time position. Mr. Culkin responded that eliminating the part-time position in favor of a full-time employee would reduce the need for extra supervision and better ensure that the quality of work being done by the incumbent was in line with professional standards. Mr. Sandahl added that it was important to stay focused on the important overall goal of community clean-up as a means of attracting economic and residential development to Rantoul. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

(B) Mr. Brandon presented a proposed budget amendment in the Gas Fund for the current FY 2009-2010 budget. The amendment would increase by \$3,000.00 the amount budgeted for employee stand-by salary expenses. He noted that this increase would be offset by an identical reduction in the purchased gas line item. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from Community Development

(A) Mr. Loschen presented a request for the award of bid to National Construction Services for a major home rehabilitation project on the property located at 204 Mary Alice Road. National Construction Services had submitted the lowest bid for the amount of \$14,211.00 and had been determined by staff to meet all necessary specifications to be eligible for the federally-funded project. Following discussion, the consensus of the Board was to place this item upon the formal agenda for its regular meeting.

Items from Counsel

(A) Mr. Beth reported that staff had discovered that the previous requirements for the Waste Hauler License and all applicable service, vehicle and operating requirements for waste haulers had been inadvertently omitted from the Code of Ordinances during the recodification process. As such, he had prepared an ordinance that would have the effect of reinstating the previously-existing requirements within the new Chapter 28. A second ordinance would provide for the amendment of the License and Permit Fee Schedule adopted by the Board, to include the application fee for Waste Hauler Licenses. He noted that no changes to any fees or requirements were proposed; this action was necessary only to correct a technical oversight. Following discussion, the consensus of the Board was to place these items upon the formal agenda for its regular meeting.

Closed Session: Collective Bargaining

Trustee Smith moved to enter into Closed Session pursuant to 5 ILCS 120/2 (C) 2, to consider collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Trustee Stubblefield seconded the motion.

The Clerk called the roll:

- YEAS:** Smith, Stubblefield, Jones, Brown, Carter, and Bolser – 6.
- NAYS:** None – 0.
- ABSENT:** None – 0.

The motion carried by roll call vote of **6 to 0**.

The Board entered into Closed Session at 7:55 P.M. With the consent of the Board, the following individuals were permitted to remain present during the Closed Session: Bruce Sandahl, Kenneth Beth, Paul Farber, David Coffey and Jeremy Reale.

Trustee Bolser moved to adjourn the Closed Session and reconvene in open session. Trustee Smith seconded the motion.

The Clerk called the roll:

- YEAS:** Bolser, Smith, Stubblefield, Jones, Brown, and Carter – 6.
- NAYS:** None – 0.
- ABSENT:** None – 0.

The motion carried by roll call vote of **6 to 0**.

The Study Session was reconvened at 8:26 P.M.

Adjournment

There being no further business to come before the Board, President Williams declared the proceeding adjourned.

MEETING ADJOURNED AT 8:27 P.M.

Jeremy A. Reale
Village Clerk

APPROVED MAY 11, 2010

Neal Williams
Village President

ATTEST:

Jeremy A. Reale
Village Clerk

I, Jeremy A. Reale, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Regular Study Session of the Board of Trustees held April 6, 2010, as the same appears on the records of the Village now in my custody and keeping.

Jeremy A. Reale
Village Clerk