

**The adjourned meeting of the Board of Trustees of the Town of Stookey, Saint Clair
County, Illinois
Regular Meeting**

June 7th 2021

Meeting held at 313 Eiler Road, Belleville, Illinois 62223

The meeting was called to order at 6:00 pm by Supervisor M. Bagby. An official roll call was taken and all elected officials were present.

The Pledge of Allegiance was led by Supervisor M. Bagby.

An Ameren Illinois pipeline engineering official gave a brief synopsis of the ongoing natural gas pipeline replacement and modernization project in the Southern Illinois area.

Discussion and Approval of Minutes:

Clerk F. Garner read the minutes from the May 3rd 2021 Regular Meeting. A motion was made to approve the minutes.

Motion: M. Bagby 2nd: Trustee J. Lougeay

Discussion: Supervisor M. Bagby commented that the May 3rd minutes needed to be corrected to reflect it was actually Trustee R. Stookey who asked if anyone wanted to speak under the public participation section.

Vote: All voted yes

Clerk F. Garner read the minutes from the May 17th 2021 Special Meeting. A motion was made to approve the minutes.

Motion: Trustee A. Scharf 2nd: Trustee D. Weaver

Discussion: Trustee R. Stookey commented that meeting opening and closing times needed to be added to the official minutes before their printing. Trustee J. Lougeay commented that the names of the individual businesses the board had voted to do business with be added before finalization of the minutes.

Vote: All voted yes

Discussion and Approval of Bills:

A motion was made to approve the bills.

Motion: Trustee R. Stookey 2nd: Trustee A. Scharf

Discussion: Trustee J. Lougeay questioned a Highway Department purchases from Froese Inc, suggested that Highway Department purchase gas cylinders rather than rent them, questioned a purchase from MTC truck maintenance, and the purchase of diesel fuel from Circle K. Trustee J. Lougeay also suggested an attempt at negotiating the billing rate for internet service with Spectrum.

Supervisor M. Bagby commented that the township is required to create an accounting document that shows the amounts of money spent, budgeted and the fund balance thereafter. Office personnel is currently updating that process. Also, some people no longer employed by the township are legally able to remain on the township health insurance plan. The township should receive the amount spent on their insurance back in the form of payroll tax credits.

Vote: All voted yes

Public Participation:

Vance Vyers asked if the township had yet hired a summer worker. He also mentioned the trash in the park was full and overflowing. Barbara Baldrige thanked Vance Vyers and Trustee D.

Weaver for cleaning the park. John Cahnouski suggested a sign in the park instructing residents to clean-up after their pets. Sal Elkot mentioned he knew of many residents were interested in joining the community committees and was pleased to see community members cleaning up the park area. Bill Stone questioned the amount of money collected in sewer payments to date. Mr. Stone also questioned the amount of County Sherriff Deputy patrol in the township. Misty Clemens of the Ogles neighborhood requested to be placed on the citizen law enforcement committee. Karen Elkot questioned the amount of Sheriff Deputy patrol and requested an expansion.

Highway Commissioner's Report:

Highway Commissioner B. Reed has transferred all Highway Department files from the previous administration, mention streets that had been repaired, grass that had been cut. He mentioned the township building fence had been removed and a sewer bill drop-box was to be placed at the township building. He has also hired Karen Elkot for administration assistance. He thanked former Highway Commissioner Sal Elkot for all his help in the transiting of administrations.

Supervisor's Report:

Supervisor M. Bagby had recently met with the Heartlands Conservancy about the Prairie DuPont Watershed Project and township areas that have had flooding issues. Twelve new trees have been planted in the park. The picnic tables have been repaired. The restrooms at the town hall and park were now stocked with toiletries. A baby changing station was installed at the town hall. Mr. Todd Horn had recently serviced all the town yardwork equipment. The hiring of a seasonal park worker was mentioned. The audit had begun. Progress had been made on town banking fund management. Trustee J. Lougeay commended Supervisor M. Bagby on the work he has done for the township so far.

Discussion and Approval of Township Sign:

Bids for the replacement of or correction of the names of elected officials on the existing sign had been submitted. To correct the existing sign would cost \$575.00. To replace the sign would cost \$1,300.00. A motion was made to replace the existing sign.

Motion: Trustee J. Lougeay 2nd: Supervisor M. Bagby

Discussion: Trustee A. Scharf recommended the township devise a design plan for the township grounds. He also suggested the creation of a township symbol. Trustee D. Weaver suggested the sign be covered for the time being. Trustee D. Weaver then made a counter motion to table the sign correction and with the assistance of Mr. Bill Stone create a covering for the existing sign not to exceed the cost of \$100. Trustee J. Lougeay then requested his previous motion be rescinded.

Motion: Trustee D. Weaver 2nd: Trustee A. Scharf

Vote: All voted yes

Discussion and Approval of 125 POP Plan (Cafeteria Plan):

A 125 plan must be in place in order to create a health insurance plan for the accounting of funds disbursed. A motion was made to approve.

Motion: Trustee R. Stookey 2nd: Trustee D. Weaver

Discussion: Trustee Lougeay asked had legal council checked the plan. Supervisor M. Bagby gave assurance attorney Otto Faulbaum had reviewed the proposal. Trustee J. Lougeay inquired if the township had any, "highly compensated individuals," as indicated in paragraph 1.14. Supervisor M. Bagby indicated none at present. Trustee J. Lougeay asked if Supervisor M. Bagby would be the plan administrator. Supervisor M. Bagby answered it is the responsibility of

the current Supervisor. Trustee J. Lougeay inquired about section 2.04. Supervisor M. Bagby assured the section in question was required by employment law. Trustee A. Scharf suggested an approval letter from Attorney Faulbaum be added to the file.

Vote: All voted yes

Discussion and Approval of Roofing bids:

The roof on the township building (313 Eiler Rd) is badly in need of repair. Supervisor M. Bagby made an insurance claim to which the insurance company agreed to cover the expense. The deductible on the insurance claim was quoted at \$2,500.00. Five different companies submitted bids for the project. A motion was made to accept the lowest responsible bid price of \$12,690.00 by Barringer Brother's Roofing.

Motion: Trustee A. Scharf 2nd: Supervisor M. Bagby

Discussion: Trustee D. Weaver suggested the township purchase a metal roof. Trustee J. Lougeay indicated he would reject the bid from Barringer Brother's due to the fact their bid did not list any specifications.

Trustee D. Weaver then made a counter motion to table the approval of the Barringer Brother's roofing bid until further quality specifications and warranty information were provided as well as a quote for a metal roof.

(Counter) Motion: Trustee D. Weaver 2nd: Trustee J Lougeay

Vote: All voted yes

The roof on the sewer plant (7800 Hwy 15) is badly in need of repairs. Four companies gave bids to replace the roof as originally constructed or to use more advanced material technology. Bids: Shay \$67,676.00 (membrane and ballast)/\$79,816.00 (membrane only); Geissler \$39,260.00 (membrane/ballast); Taylor \$68,303.00 (membrane only); Lakeside \$88,464.00. There is not an insurance option for paying for the sewer department roof. A motion was made to accept the Geissler bid of \$39,260.00.

Motion: Supervisor M. Bagby 2nd: Trustee J. Lougeay

Discussion: Trustee R. Stookey questioned the amount of time the township had waited to request a bid for sewer treatment plant roof replacement. Trustee J. Lougeay suggested the township attempt to have Geissler Roofing agree to a 20 year warranty rather than a 15 year. Trustee A. Scharf asked if there was money in the budget for a roof replacement. Supervisor M. Bagby answered there is money available in investments or the township could takeout a loan. A counter motion was made to accept the bid from Taylor roofing for \$68,303.00.

Motion: Trustee R. Stookey 2nd: Trustee A. Scharf

Vote: All voted yes

Discussion and Approval of Employee Handbook:

The township does not currently have a working employee handbook. It has been drafted by Supervisor M. Bagby and approved by legal council. The handbook would apply to all employees of the town, sewer plant, and highway department. This is to include seasonal workers. Contracted employees of the sewer plant are exempt. Collective bargaining agreements may supersede the stipulations of the agreement.

Motion: Supervisor M. Bagby 2nd: Trustee D. Weaver

Discussion: Trustee J. Lougeay questioned the language used in the section regarding sexual harassment and possible disagreement over complaints. The verbiage used in the "employment privacy and relationship" section was also questioned by Trustee J. Lougeay. Trustee J. Lougeay also suggested a change in the punctuation in the "employment classification" section be

changed. Trustee J. Lougeay questioned the compensation for employees working during meal breaks. Trustee J. Lougeay questioned the disciplinary steps in the disciplinary section. Trustee D. Weaver questioned whether or not a person should be paid during a possible suspension. Trustee J. Lougeay pointed out a contradiction in the sections dealing with firearms in employee vehicles and asked they be reconciled. Trustee J. Lougeay asked when an employee would earn vacation time, at the beginning or the end of the month. Trustee J. Lougeay then questioned the language used in the bereavement section. In addition to the motion before the board, Supervisor M. Bagby asked that in addition modification be made to allow salaried employees monthly payment, rather than bi-weekly payments be moved to the date of August 1st and current employee benefits be continued through the current calendar year before updated rules take effect.

Vote: All voted yes

Discussion and Approval of CCTV bids:

For security purposes at the township building and township park, cameras should be added. They would record video but not sound. Bid: Johnson Controls \$33,890.00/township and \$27,857.00/park; Will Electronics \$17,773.34/township and \$26,043.00/park; Compu-Type \$6,381.00/township and \$15,109/park. A motion was made to approve both Compu-Type bids

Motion: Trustee A. Scharf 2nd: Trustee R. Stookey

Discussion: Highway Commissioner B. Reed questioned what portion of the payment would be the responsibility of the highway department. Supervisor M. Bagby gave an estimation of around \$2,000.00. Trustee J. Lougeay suggested the cameras be able to record license plate numbers at the park. Supervisor M. Bagby said the camera system would not be able to record license plate numbers. A specific camera would be need for that. Trustee D. Weaver questioned if the bids were given for high resolution camera systems. He also questioned the durability of the cameras. Trustee J. Lougeay stated he would like to meet with the camera company to receive further information about the camera system.

Vote: Trustee R. Stookey, Trustee D. Weaver and Supervisor M. Bagby voted yes
Trustee J. Lougeay voted no and Trustee A. Scharf voted to abstain

Discussion and Approval of Clerk's Laptop:

Compu-Type gave a price of \$1,186.00 for a laptop computer and programming to be used by the township Clerk.

Motion: Trustee R. Stookey 2nd: Trustee D. Weaver

Discussion: Trustee J. Lougeay said the price of the laptop seemed excessive. He then stated he'd found the same laptop computer for the price of \$579.99.

A counter motion was then made by Trustee J. Lougeay to table discussion of the clerk's laptop.

Motion: Trustee J. Lougeay 2nd: Trustee A. Scharf

Vote: Trustees A. Scharf, J. Lougeay, D. Weaver and Supervisor M. Bagby voted yes
Trustee R. Stookey voted no

Discussion and Approval of Bill Pay Ordinance:

To avoid the payment of late fees to vendors and creditors, the board would allow for the payments of routine utilities to be paid before board approval.

Motion: Trustee M. Bagby 2nd: Trustee R. Stookey

Discussion: Trustee A. Scharf suggested the board authorize the use of a credit card for routine payments. Trustee J. Lougeay suggested language be added to allow the Supervisor to have the

ability to take advantage of any vender discounts to be limited at \$3,000.00. Trustee R. Stookey mentioned the added language would need to be reviewed by legal council.

A counter motion was made to table the approval of the ordinance until the discount language be added and also approved by legal council.

Motion: Trustee R. Stookey 2nd: Trustee A. Scharf

Vote: All voted yes

Discussion of Trash Service RFP:

A request for proposal for trash, yard waste and recycling would be devised and presented to area trash companies. It would be for a five-year deal. The township cannot require Stookey residents to use the service, but can offer it. The board was in favor.

Closed/Executive Session:

A motion was made to proceed to closed session 8:48 pm.

Motion: Trustee R. Stookey 2nd: Trustee D. Weaver

Discussion and Approval of any action items from Closed/Executive Session:

Return from closed session at 9:49 pm.

Motion: Trustee J. Lougeay 2nd: Trustee R. Stookey

Discussion: Supervisor M. Bagby read the names of committee members of the law enforcement, lighting and codes,

Adjournment:

A motion was made to adjourn at 9:53 pm.

Motion: Supervisor M. Bagby 2nd: Trustee J. Lougeay

Vote: All voted yes

Frazier Garner, Stookey Town Clerk