

**Minutes-1<sup>st</sup> Meeting**  
**Village of Onarga, Regular Board of Trustees Meeting**  
**Monday, May 13<sup>th</sup>, 2019**

1. Call to order

Cultra called the meeting to order at 7pm.

2. Roll Call

Shane Cultra, Village President; Fred Walraven, Trustee; Angie Martinez, Trustee; Matt Clark, Trustee, absent; Holly Zirkle, Trustee; Sarah Barnett, Trustee, absent; Russ Geisler, Trustee; Claudia Ramirez, Treasurer; Stephanie VonDrehle, Village Clerk; Tim Hamilton, Village Supervisor; Stephanie Wilson, Park Coordinator; Doug Brenner, Police Chief, absent; Cole Rabe, Gene May, Deanna McIntyre, Wendy Davis, Times Republic; Gilman Star.

3. Review and approval of Regular Village Board & Executive Session Meeting Minutes of Monday, April 8, 2019.

Zirkle moved to approve the meeting minutes & executive session meeting minutes of April 8, 2019. Walraven seconded the motion. The motion carried.

4. Review and approval of bills to be paid

Walraven motioned to accept the bills as presented in the amount of \$283,396.81. Martinez seconded the motion. The motion carried.

5. Review and approval of treasurer's report

Walraven moved to approve the treasurer's report as presented. Geisler seconded the motion. The motion carried.

6. Appreciation for Outgoing Members

Cultra thanked Matt Clark, who was absent for his many years of service and all of the help he has extended with the new board that was elected two years prior.

7. Adjournment

Walraven motioned to adjourn the first meeting at 7:05pm. Geisler seconded the motion. The motion carried, and the first meeting adjourned.

**Minutes**  
**Village of Onarga, Regular Board of Trustees Meeting**  
**Monday, May 13<sup>th</sup>, 2019**

1. Call to order

Cultra called the meeting to order at 7:06pm.

2. Roll Call

Shane Cultra, Village President; Fred Walraven, Trustee; Angie Martinez, Trustee; Matt Clark, Trustee, absent; Holly Zirkle, Trustee; Sarah Barnett, Trustee, absent; Russ Geisler, Trustee; Claudia Ramirez, Treasurer; Stephanie VonDrehle, Village Clerk; Tim Hamilton, Village Supervisor; Stephanie Wilson, Park Coordinator; Doug Brenner, Police Chief, absent; Cole Rabe, Gene May, Deanna McIntyre, Wendy Davis, Times Republic; Gilman Star.

3. Swearing in of New Officials

Ramirez resigned from her 2-year trustee unexpired term position. Ramirez will stay on the as the current Village Treasurer. Cole Rabe is at the meeting to fill Ramirez's open seat.

Cultra conducted the swearing in of the elected officials for their respective offices. Cole Rabe as Trustee for the 2-year unexpired term, Angela Martinez was sworn in as Village Trustee for an additional 4-year term, Russ Geisler was sworn in as Village Trustee Village Trustee for an additional 4-year term.

4. Appointments

Annual board President Committee Appointments- May 2019-April 2020

Committee on Finance: Chair-Sarah Barnett, Committee Persons: Fred Walraven & Cole Rabe

Committee on Infrastructure: Chair-Fred Walraven, Committee Persons: Sarah Barnett & Cole Rabe

Committee on Building Standards: Chair-Russ Geisler, Committee Persons: Holly Zirkle & Angie Martinez

Committee for Local & Intergovernmental Communications: Chair-Angie Martinez, Committee Persons: Holly Zirkle & Russ Geisler

Committee for Parks & Recreational Activities: Chair-Holly Zirkle, Committee Persons: Russ Geisler & Angie Martinez

Committee for Safety, Security, & Enforcement: Chair-Russ Geisler, Committee Persons: Angie Martinez & Holly Zirkle

TIF Committee: Chair-Fred Walraven, Committee Persons: Sarah Barnett & Cole Rabe

Litigation Committee-Shane Cultra, Fred Walraven, Sarah Barnett, Matt Clark, and Mike Tilstra)

Annual Village President Appointees-May 2019-April 2020

Supervisor of Public Works: Tim Hamilton

Chief of Police: Acting, Doug Brenner

Village Counsel: Jim Tungate

Village Treasurer: Claudia Ramirez

Building Code Administrator: James Clarage

Animal Control Officer: Vacant

Park & Recreation Coordinator: Stephanie Wilson

FOIA Officer: Stephanie VonDrehle

Chairman, Economic Development Commission: Vacant

Walraven motioned to consent to the appointments as presented. Geisler seconded the motion. The motion carried.

5. Public comment

Walraven motioned to open public comment. Martinez seconded the motion. The motion carried.

Gene May addressed on the board on the updated garbage contract. May informed the board the increase in pricing is due to landfill prices increasing. The board will discuss whether they will approve the contract later in the meeting. May also reminded the board that recycling day is always the second Tuesday of every month.

Deanna McIntyre addressed the board on the Summer in the Park donation. McIntyre expressed to the board on how beneficial the donations are to this program and how the monetary donations keep this program running. This program will run from June 17 through July 12<sup>th</sup> this year. The board asked if donation of pool passes was a good idea, which McIntyre did say yes, she would love to hand those out and help the Village with more attendance to the pool that way. Martinez asked McIntyre if they get grants for this program, McIntyre said yes, but not enough to get them everything they need for the program. The board decided they would discuss this matter later and let McIntyre know.

6. Review of correspondence to the board

No correspondence to the board.

7. Standing Committee reports

## 7.1 Parks & Recreation (Angie Martinez, Holly Zirkle, and Russ Geisler)

Martinez motioned to approve the parks & recreation committee meeting minutes of April 15, 2019 as presented. Geisler seconded the motion. The motion carried.

Wilson stated that the pool will open June 1<sup>st</sup>. Wilson asked the board about the concession items she needed to purchase and what the proper procedure was for this, if she needed board approval every time, she was out of something and the re-purchasing of these items. Wilson stated to start up the concession stand she will need to purchase \$800 worth of goods.

Geisler motioned to approve the purchase of no more than \$800 worth of products for the pool concession stand. Zirkle seconded the motion. The motion carried.

Ramirez asked if a profit was made from concession sales. Wilson said no. The board thinks that a possible price increase may be needed so the Village is making at least a little amount of profit. Cultra instructed the committee to look into this.

Hamilton stated that he needs 15 tons of the diamond material for Talbert Field, which will be a 3 to 4-year supply which costs \$3800.

Geisler motioned to approve the spending \$3800 for diamond material. Martinez seconded the motion. The motion carried.

Martinez discussed the purchase of a pool umbrella costing \$2,470.13. The board discussed this purchase and decided to table this discussion until the next board meeting.

7.1.1 The 4<sup>th</sup> of July Vendor fees were discussed. Zirkle asked if there were more vendors at last years celebration due to the major decrease in pricing. Wilson stated that there was the same number of vendors from the previous year. Zirkle motioned to leave the fees the same as last year, non-profit organizations free for both days and for-profit organizations pay \$50, which this is \$50 charge is paying for both days. Martinez seconded the motion. The motion carried.

7.1.2 The Summer in the Park Donation will be discussed later, and the committee will contact McIntyre with what they plan on donating.

## 7.2 Infrastructure (Holly Zirkle, Sarah Barnett, and Fred Walraven)

7.2.1 There was nothing new at this time for flooding relief.

7.2.2 Walraven informed the board he has been trying to get a hold of Steve Rapp to re-seed the ditches on East Seminary with no luck. Walraven will continue to try to get a hold of him.

7.2.3 Walraven stated that the board will be receiving the final calculations on the evergreen street project and that Piggush will be attending the July Board Meeting with this information.

Zirkle motions to approve the Infrastructure committee meeting minutes of May 9, 2019 as presented.

Martinez seconded the motion. The motion carried.

Zirkle presented two quotes for the generator replacement. Zirkle recommends the Watseka B & D Enterprises Inc. quote to be approved. Cultra wants to hold off on this approval and have Watseka B & D at a meeting to discuss this quote. The committee will get this set up.

## 7.3 Safety, Security & Enforcement (Fred Walraven, Russ Geisler, and Angie Martinez)

Walraven motioned to approve the Safety, Security, & Enforcement meeting minutes of April 15, 2019 as presented. Geisler seconded the motion. The motion carried.

Walraven stated that Brenner is working on getting another part-time police officer and that Anderson who works for Gilman may help.

Walraven informed the board that Tungate stated that there is no way to legally enforce the truck routes.

## 7.4 Finance (Matt Clark, Fred Walraven, and Sarah Barnett)

Walraven motioned to approve the Finance committee meeting minutes as presented. Martinez seconded the motion. The motion carried.

7.4.1 Ramirez handed out the budgets for each department. Walraven motioned to approve the budgets as presented. Rabe seconded the motion. The motion carried.

Ramirez informed the board of Hamilton's recommendation of opening a new account and transferring \$2000 into it every month from the general account to get some funds built up for the Village.

Walraven motioned to reopen the money market account at First State Bank of Forest and transfer funds into it every month. Martinez seconded the motion. The motion carried.

7.4.2 Walraven motioned to approve the garbage contract as presented. Geisler seconded the motion. The motion carried.

7.4.3 Walraven motioned to approve the Annual Audit Engagement Letter of Fox CPA Group LTD. as presented. Geisler seconded the motion. The motion carried.

7.5 Local and Intergovernmental Communications (Angie Martinez, Holly Zirkle, and Russ Geisler)

7.6 Building Standards (Matt Clark, Fred Walraven, and Sarah Barnett)

7.7 TIF Committee (Matt Clark, Angie Martinez, and Sarah Barnett)

7.7.1 Clarage sent the clerk an email that stated D & S Excavating will be starting the demolition of Behrend's properties June 3<sup>rd</sup>. Cultra stated he needs to see the contract before this happens and instructed the committee to meet with Clarage on this matter and to let him know when they will be meeting.

8. Old business

9. New business

10. Executive session (if needed) for any lawful purpose including but not limited to: Appointment, employment, discipline, performance or dismissal of specific employees; Salary schedules for one or more employees; Selection of person to fill a public office or discipline, performance or removal of the occupant of a public office; Purchase or lease of real property or setting of a price for sale or lease of village property; Litigation, pending or probable.

Walraven motioned to open executive session at 8:18pm on the grounds of employment and other matters. Martinez seconded the motion. The motion carried.

Walraven motioned to close executive session at 8:38pm. Zirkle seconded the motion. The motion carried.

11. Possible action on any executive session item

Walraven motioned to approve the following employee wage increases as outlined in the budget beginning immediately. For parks Alvarez will obtain a 50 cent raise, increasing his pay from \$11.00 to \$11.50, for streets and sidewalks, Hurtado will remain at the same wage as previously approved and Jaworski will obtain a 25 cent raise, increasing his pay from \$12.50 to \$12.75, for sewer Newman will obtain a \$2.00 raise, increasing his pay from \$15.00 to \$17.00, and for water Hamilton will have \$1000 added to his yearly salary, which comes out to be a little over 50 cents an hour. All wage increases were approved in the budget. Geisler seconded the motion of wage increases. The motion carried.

Zirkle motioned to approve the hiring of Roy Salazar and Leroy Salazar both at a rate of \$20.00 per hour for brick street repairs to be paid out of TIF funds, if possible, beginning as soon as Hamilton wants them to start. Walraven seconded the motion. The motion carried.

VonDrehle will contact Schuering, the Villages TIF attorney and see if it is possible to pay the brick street workers out of TIF funds.

Walraven motions to hire Christy Fink at a rate of \$16.50 as a training wage at 20 hours per week for the Village Treasurer position beginning as soon as possible. Zirkle seconded the motion. The motion carried.

12. Adjournment

Martinez moved to adjourn the meeting at 8:52pm. Zirkle seconded the motion. The motion carried.