

The regular meeting of the Village of Divernon Board of Trustees was held on Wednesday, February 28, 2018 at the Divernon Village Hall. Village President Jim Copelin called the meeting to order at 6:30 p.m. After the Pledge of Allegiance was recited by all in attendance, Clerk Rod Molnar called roll: Jim Copelin "Here", Wayne Jones "Here", Melissa Layton "Here", Daryl Spelman "Here", Derek Hedges "Here". Also in attendance were Police Chief Barclay Harris, and Treasurer Christine Nichols. Dianne Brenning and Larry Baer were absent.

A motion was made by Layton and seconded by Spelman to approve the minutes of February 14, 2018. The motion passed 4-0.

Hedges presented the Village bills with a motion that they be approved after adding invoices for USPS for \$225.00, Staples for \$180.00 and Emerson Press for \$288.00 Spelman seconded and the motion carried 4-0.

Visitors:

Hunter Cody was present to request adjustment to his water bill due to a leak. The request was approved. William Adams was in attendance to request an adjustment to his bill and to work out an arrangement for a payment plan to bring his account up to date. His request was approved and he will have his account paid in full by the end of March.

Supervisors Reports:

Public Works:

Mayor Copelin reported that the problem with the meter readings resides within the Midwest Meter programming and had nothing to do with the Munibilling system. They have corrected the problem. Treasurer Nichols said that a sample of all codes will be tested with the next run of the bills before they are mailed.

Police:

Chief Harris reported that the property at Lincoln and Dodds had been cleaned up. He has his new officers outfitted in uniforms and equipment. Part-time Officer Tom Hiatt has been a big help since joining the force.

Committee Reports:

Zoning, TIF, Building Permits:

Hedges reported that the EPA sent a letter to the property owner of the gas station properties approving the Site Investigation Completion Report. The owner now must provide the EPA with a corrective action plan. Depending on which corrective action plan the owner chooses, will depend on the next steps for the property.

Public Utilities, Water, Sewer and Gas:

Copelin said that he advised Office Manager Rideout that she could handle requests for adjustments when a customer had a leak if it was in accordance the Village's policy. She should supply the Board with a report of adjustments made. Only other requests for adjustments will be required to come before the Board. A motion was made by Jones to approve one request for an

adjustment for a late fee. Hedges seconded and the motion carried 4-0. There will be one shutoff of gas service in Glenarm for non-payment.

Finance, Personnel, GIS:

Nichols expects to hear from the underwriter any day concerning the credit card payment system. She hopes to have the system in place soon. Brenning and Baer are working with her to verify cost estimates for a payroll processing system. A motion was made by Hedges to accept the audit proposal from Patton and Associates at a cost not to exceed \$8500.00. Jones seconded and the motion passed 4-0. Nichols said she has received comments concerning the fraud manual from Hedges and is waiting on input from Brenning and Baer before putting together a final draft. Copelin will begin looking for part time help for the office and there was a discussion concerning hiring part time summer help.

Public Safety, Health and Safety:

Layton reported that the Village Cleanup Day will be May 12, 2018 from 7:00 to Noon. She is working on a cost for dropping off waste. A police officer will be present to check id's for Divernon residents. A board member will take payments. Residents should have the correct amount of cash. She supplied the Board with a list of events that will be taking place in the Village. She is also working of a flyer for the Village Wide Garage Sale. She has been doing some research on the marker on the north side of the park. It may have been a marker from when Charles Rettberg donated land for the park when the Village was settled. She also pointed out that there is a memorial chair in the cemetery that marks the original site of the Presbyterian Church. The American Legion Auxiliary will be landscaping the area around the new Veterans Memorial.

Public Works, Streets, Alleys and Sidewalks:

Nothing to report.

Village Communication/Building Grounds and Lights, Parks:

Nothing to report.

Old Business:

Molnar presented a draft of a legal notice advertising the request for bids for the properties at 333 and 609 State Street. After approval of the Village Attorney the notice will need to run in the *Auburn Citizen and Divernon News* for three weeks prior to the bid opening. The annual TIF Joint Review Board meeting will be held at 6:00 p.m. on Wednesday March 28, 2018 prior to the regular board meeting.

New Business:

Layton pointed out that both the Divernon Township Library and Emerson Press were each celebrating 50 years in business. There was discussion of honoring these and other businesses in the community that have been operating for a long time. Molnar reported that the Sangamon County Mobile Records Unit will be at the Village Hall on Wednesday May 23, 2018 from 5:00

to 6:00 p.m. Residents needing to take care of county business are invited to take advantage of this service at that time.

Motion by Hedges to adjourn at 8:03 p.m.

Jim Copelin
Village President

Rodney Molnar
Village Clerk