

MINUTES

PALESTINE VILLAGE BOARD OF TRUSTEES MEETING

October 6, 2011

The Palestine Board of Trustees met on October 6, 2011, at 6:00 PM. Trustees answering the roll call were Gene Purcell, Greta Dennison, Larry Miller, Larry Surrells, and J.R. Dunlap. J.D. Kimberlin was absent.

Other Staff members present: Police Chief Jim Clark, Margaret Littlejohn, Utility Clerk; Kathy Fuller, DPW Superintendent; and Shirley Adams, Village Clerk.

Visitors present: Carol Holbert from Kemper CPA Group, James Houston, Bob Taylor, and Chris Forde from WTYE.

Meeting called to order by Mayor Schofield.

The meeting began with all present reciting the Pledge of Allegiance

Minutes were taken by the Village Clerk.

The Minutes of September 1, 2011, were accepted as presented.

OLD BUSINESS:

Removed from table – Dog Ordinance. Larry Miller has researched the Animal Control Act and it is his opinion that our Dog Ordinance covers everything pretty well. We received a letter of complaint from an individual concerning some dog issues recently. The issues cannot be addressed unless it is reported. What it boils down to is that it is up to the individual to report an incident when it happens and then to back it up in order for our Police Department to do what is necessary to enforce the Ordinance.

Fall Clean-up. Palestine's fall clean-up is scheduled for Wednesday, October 26 2011, followed by Dennis Salvage for the appliance and old metal parts pick-up. We have not had confirmation from Mark Dennis yet but feel sure he'll be able to pick up that day also.

Discussion: Condemnation of property at 205 N. Rush St. The Board tabled the condemnation of property at 205 N. Rush Street. After some afterthought, this situation is being re-addressed. Larry Surrells said in no way does he want to give the impression we are not pursuing this matter, but we may want to take another path to get the situation resolved. Larry Miller said we backed off before but we didn't drop it. It was suggested that we have a new ordinance written or revise the one we have to have 'more teeth' in it as to what can and cannot be done, and be more definitive as to what kind of fines can be imposed before a lien is placed against the property and when condemnation proceeds can be started. It was the consensus of the Trustees that we take this back to Frank Weber (our Attorney) and let him look at the ordinance and redefine what we are looking for and then bring it back to the Board at the next meeting.

MUTCD specifications re: All street signs in the village. Requirements: State approved Retro-reflectivity for Stop, Yield, Street, etc. signs. The sign assessment and management method plan has to be in place in January 2012. The DPW will be involved in helping to determine how many signs will be needed. All ground mounted signs are required by January 2015 and overhead signs are required by January 2018. This is a totally unfunded mandate and we have to seek our own funding. Mayor Schofield is working on getting a grant from the State and she will also be seeking grants locally.

Request for \$500 donation for continued work in Palestine Trap/Spay or Neuter/Release Program – Feral cats. Our last donation to the Crawford County Spay & Neuter Foundation was in February 2010. They sent Mayor Schofield an updated report showing their program results. Their cost has been over \$1200.00 for us. Larry Surrells made a motion to donate \$500 to the Crawford County Spay & Neuter Foundation. Greta Dennison seconded motion. Motion carried.

NEW BUSINESS:

Kemper Audit. Carol Holbert presented each Board of Trustee with a copy of the Fiscal Year 2010 Audit. She went over a few items in the report and said there were no major problems. The General Fund expenditures were more than the revenue we received, but she said that is not uncommon with municipalities who are dependent on State funds, which are three and four months behind. We are being quite conservative in our spending and keeping within our appropriations. The Sewer Fund held its own and actually made a little money. Overall, the audit went quite well.

Discuss the renewal of Larry Quick's Contract on assisting us with our Wastewater Treatment Plant. It was felt that Larry is qualified and licensed and has been instrumental in assisting our people this past year. Larry Surrells moved to renew Larry Quick's Contract for one year. Greta Dennison seconded motion. Motion carried.

Approval to close one block on Main St. for Bicentennial Finale Day. The request was from Fred McNair. It will be held on Saturday, October 8, 2011, from 8:00 am to 4:00 pm. Larry Surrells made a motion to permit the specified block to be a closed area for the Bicentennial Finale. Greta Dennison seconded motion. Motion carried.

Approve new Pioneer Room Reservation Forms. The Pioneer Room Reservation Forms have been updated. Copies were distributed to the Board of Trustees. After the Board reviewed the forms, Larry Miller moved to approve the new Pioneer Room Reservation Forms. Larry Surrells seconded motion. Motion passed.

Halloween Trick or Treat. Monday, October 31, 2011, from 6:00 pm to 8:00 pm. was suggested. Residents must have lights on. The Board agreed to this suggestion.

Hepatitis-Tetanus Protection for Wastewater Employees. The CDC recommends and encourages that our Wastewater employees have the Hepatitis vaccination but it is not required. The Tetanus vaccination is required. The employees are in favor of the vaccinations. The Hepatitis vaccinations come in a packet of 10 for \$600.00. The employees will be given three shots each within a period of time. Gene Purcell made a motion to require our Wastewater employees to have the Hepatitis and Tetanus vaccinations at the Village's expense. Larry Surrells seconded motion. Motion carried with four ayes and one nay.

Other Business:

Mayor Schofield received an e-mail from Verizon. They are still working with the Rail Road to get a lease completed. They do not expect tower construction until spring.

We have heard from an individual that he would like to see another handicap space in front of the Fife Opera House, maybe two. Mayor Schofield asked the Trustee to please take time in the next few weeks to drive by the Opera House and the Village Inn (especially on Thursday or Friday's nights) to assess the value of adding more handicap spaces. There are a lot of elderly people who frequent both places and a lot of them do require handicap spaces. We'll discuss your findings at the next Board meeting.

DPW Report: The DPW have been working on raising manholes in alleys. They will be rodding sewers soon. The sand shed has been re-roofed. Kathy has ordered fire/smoke detectors for the barn with outside alarm. The NDTs permits have not been received yet. Mayor Schofield will follow up. The DPW will get a list of our surplus equipment and put it up for sale.

Police Report: Jim Clark, Chief of Police. Jim has passed all tests for NIMS! Mayor Schofield recommended that we appoint Jim as the NIMS contact person. Gene Purcell moved to make Jim our National Incident Management System's Officer. Larry Surrells seconded motion. Motion carried. Chief Clark reported that there were no complaints about the "Beer Tent" during Labor Day and that the Wine & Arts Festival went well.

Pioneer Room – October – Gene Purcell

COMMITTEE REPORTS:

Budget Committee: Shirley Adams, Chairman. The second installment of the Village's Property Tax Distribution has been received. Financials for August and September were given out.

With no further business to discuss, Larry Miller moved to adjourn. Meeting adjourned at 7:20 PM.

PRESIDENT

CLERK