

# VILLAGE OF CATLIN

Commission Form of  
Municipal Government

Adopted 1914

MEMBER ILLINOIS  
MUNICIPAL LEAGUE

**JAMES I. ROBINSON**  
Mayor

**MICHELLE D. CARTER**  
Village Clerk  
217-427-2136  
Fax: 217-427-2131

## Agenda for Village Council Meeting, Tuesday, April 2, 2013

- Roll Call
- Approval of Minutes from Meeting held March 19, 2013
- Approval of the bills
- John Puzey/John Russell Memorial

### Commissioner Reports:

- Commissioner of Accounts and Finance
  - Building Permits
  - Audit Proposal
- Commissioner of Public Health and Safety  
Park Maintenance and Equipment Repair
- Commissioner of Streets and Public Improvements  
Road Repair / Sidewalk Replacement / Trees
- Commissioner of Public Property  
Equipment Repair and Replacement

107 & 109 Prairie (Surplus Real Estate Date Change for Sealed Bids)

Combined Annual Budget and Appropriation Ordinance #710 (File for Public Inspection)

Village Clerk Resignation

Resolution #711 Appointing Authorized Agent

Executive Session

Old Business:

Correspondence:

Additions to Agenda:

Received \$3,956.46 from State of IL Sales Tax

Received \$10,576.63 from State of IL Income Tax

Village of Catlin  
County of Vermilion, State of Illinois  
April 2, 2013

The Council of the Village of Catlin met in the Village Boardroom in regular session at 7:00 PM with Mayor James I. Robinson presiding. Mayor Robinson called the meeting to order and instructed the Clerk to call the roll.

Mayor: Jim Robinson

Commissioners: Jim Miller, Rick Brown, Barry Voorhees, Kevin Kirk

Also, present: Rachel Boyd, Sharon Brady, Tim McFadden, Carl Barnes, Cash Cook, Tad Beddow, David Biggerstaff, Butch Schmink, John Puzey, Bob Pirie and Tom Baird.

A motion was made by Barry seconded by Kevin to approve the minutes from the March 19, 2013 board meeting.

Aye Barry, Kevin, Mayor Robinson

Abstain Jim, Rick

Nay none

The following bills were presented:

General funds to be presented:

17012	Payroll Clearing	\$10,532.74
17013	Verizon Wireless	\$76.10
17014	Constellation NewEnergy, Inc.	\$279.22
17015	Void	\$0.00
17016	AT&T	\$277.41
17017	Cintas	\$102.56
17018	Illini FS	\$1,935.14
17019	Power Net Global Communication	\$17.32
17020	AT&T	\$19.79
17021	Safi Sana	\$100.00
17022	Payroll Clearing	\$10,143.23
17023	Sharon Keller	\$200.00
17024	Joyce Hussar	\$200.00
17025	Progressive Chemical	\$297.66
17026	Law Targets Inc	\$94.83
17027	Champaign Signal	\$453.84
17028	Catlin Fire Dist	\$703.17
17029	Catlin Fire Dist	\$305.94
17030	Ameren IL	\$1,369.67
17031	Ameren IL	\$435.41

17032	LOCIS	\$125.00
17033	Rachel Boyd	\$91.53
17034	Verm Co Animal Reg	\$25.00
17035	B&D Sales	\$7,127.28
17036	Bills Auto	\$709.78
17037	Fastenal Company	\$301.59
17038	Municipal Electronics	\$70.00
17039	Service Termite	\$65.00
17040	LGHP	\$3,525.00
17041	AT&T	\$273.19
17042	Constellation NewEnergy, Inc.	\$268.78
17043	US Bancorp Equipment	\$86.02
17044	US Postal Service	\$58.00
17045	Ray O'Herron Co	\$2,121.00

Water Fund bills to be presented:

11005	Catlin W&S	\$11.60
11006	Teresa Nally	\$88.40
11007	Payroll Clearing	\$3,461.42
11008	Catlin W&S	\$100.00
11009	Cintas	\$60.08
11010	Illini FS	\$170.75
11011	AT&T	\$29.15
11012	Payroll Clearing	\$3,337.68
11013	Catlin W&S	\$82.04
11014	Brian Lambert	\$17.96
11015	General Fund/Postage	\$200.00
11016	The News Gazette	\$145.88
11017	Ameren IL	\$299.52
11018	Bill's Auto	\$792.78
11019	LGHP	\$924.00
11020	Aqua IL	\$15,502.61
11021	Constellation NewEnergy	\$156.71

Wastewater Fund bills to be presented:

4643	Payroll Clearing	\$2,150.90
4644	Cintas	\$28.28
4645	Illini FS	\$170.75
4646	AT&T	\$69.20
4647	AT&T	\$12.45
4648	Payroll Clearing	\$2,198.13

4649	General Fund/Postage	\$200.00
4650	W&S Bond & Interest	\$2,500.00
4651	IL Funds Sewer	\$932.00
4652	The News Gazette	\$145.87
4653	Fastenal Co	\$55.70
4654	Ameren IL	\$524.30
4655	Constellation NewEnergy	\$18.80
4656	LGHP	\$924.00
4657	AT&T	\$76.82

Payroll Clearing Fund bills to be presented:

4498	Carl Barnes	\$1,401.33
4499	Ed Bean	\$1,096.77
4500	Tad Beddow	\$386.46
4501	David Biggerstaff	\$455.19
4502	David Booe	\$118.70
4503	Rachel Boyd	\$744.98
4504	Michelle Carter	\$1,137.04
4505	Vince Chambliss	\$402.70
4506	Cash Cook	\$295.34
4507	Jerry Cummings	\$91.54
4508	Toby Krabel	\$195.04
4509	Tim McFadden	\$1,442.72
4510	Richard Oakley	\$211.04
4511	Brad Prunkard	\$351.02
4512	Gary Simmons	\$273.56
4513	David Trimmell	\$245.77
4514	Rick Brown	\$172.70
4515	Karen Cooley	\$60.03
4516	Kevin Kirk	\$174.70
4517	Jim Miller	\$74.70
4518	James Robinson	\$262.05
4519	Barry Voorhees	\$172.70
4520	Carl Barnes	\$1,575.49
4521	Ed Bean	\$1,104.96
4522	Tad Beddow	\$221.20
4523	David Biggerstaff	\$431.80
4524	David Booe	\$131.90
4525	Rachel Boyd	\$744.98
4526	Michelle Carter	\$1,137.05
4527	Vince Chambliss	\$498.57

4528	Cash Cook	\$312.49
4529	Jerry Cummings	\$296.33
4530	David Harrold	\$402.87
4531	Toby Krabel	\$195.03
4532	Tim McFadden	\$1,308.35
4533	Janice Nelson	\$104.86
4534	Richard Oakley	\$211.04
4535	Brad Prunkard	\$430.15
4536	Gary Simmons	\$180.04
4537	David Trimmell	\$88.70
4538	Director Of Employment Security	\$737.36
4539	Nationwide Retirement	\$24.06
4540	NCPERS	\$16.00

Upon reading of said bills a motion was made by Jim seconded by Rick that the Treasurer pay said bills.

Aye Kevin, Rick, Jim, Barry, Mayor

Nay none

- John Puzey informed the Board that the John Russell memorial plaque will cost \$1743.90. The Village is responsible for the amount of \$871.95 to be paid to the Township.

A motion was made by Kevin seconded by Rick to pay \$871.95 to Catlin Township for the John Russell Memorial.

Aye Barry, Jim, Rick, Kevin, Mayor

Nay none

- Kevin asked Mr. Puzey if the Township would be interested in forming a surveying committee for the maintenance of Village Hall. Mr. Puzey agreed and they discussed having two members from each Board.

Commissioner Miller:

A motion was made by Jim and seconded by Rick to approve a building permit for Wade Anderson at 901 W Vermillion for an 8' x 48' front porch. Estimated cost is \$1,500.00.

Aye Kevin, Jim, Barry, Rick, Mayor

Nay none

A motion was made by Jim seconded by Rick to approve a building permit for Jan Lafoe at 117 Short Street for repairs due to fire damage including partial roof, partial siding, drywall, trim, cabinets and electrical work. Work to be done by Smoot Construction. Estimated cost is \$32,000.

Aye Jim, Rick, Barry, Mayor

Abstain Kevin

Nay none

A motion was made by Jim seconded by Kevin to approve a building permit for Brian and Cassie Johnson at 308 Webster Street for roof replacement. Work to be done by owners.

Aye Barry, Rick, Kevin, Jim, Mayor

Nay none

A motion was made by Jim seconded by Kevin to accept the proposal from Daughhetee & Parks Management Consulting Company to perform our annual audit for the amount of \$6,500.00.

Aye Rick, Kevin, Jim, Barry, Mayor

Nay none

Commissioner Brown:

- Rick inquired about the Police uniforms and wanted to know if we had received the new patches and who would be applying the patches to the uniforms. Chief Cook informed the Board that Ray O'Herron would be applying both the patches and the stripes.

Commissioner Kirk:

- Kevin commended the Street Department for the job they did with the most recent snow storm. The department worked through the night to keep up with the snow and the streets were very well maintained. Kevin informed the Board that both departments are continuing to work on the Maintenance Building.

Commissioner Voorhees:

- Barry asked the Village Clerk about the progress on the Village Website and she informed the Board that she and the Deputy Clerk had met with the Web designer earlier today for a tutorial and the Website should be ready in the next few weeks. The Village Clerk and the Deputy Village Clerk are to have another training session next week.

A motion was made by Kevin seconded by Barry to amend the day for accepting sealed bids for the property at 107 and 109 Prairie Street until the appraisal can be completed and published.

Sealed bids are to be read at the May 7<sup>th</sup> meeting and must be returned no later than 5:00pm.

Aye Jim, Barry, Kevin, Rick, Mayor

Nay none

A motion was made by Rick seconded by Jim file for public inspection, Ordinance #710 the Combined Annual Budget and Appropriation Ordinance For The Village Of Catlin, In the County Of Vermilion, State Of Illinois, for The Fiscal Year Beginning May 1, 2013 and Ending April 30, 2014 and setting the public meeting for 7:00 pm on May 7, 2013.

Aye Kevin, Rick, Jim, Barry, Mayor

Nay none

A motion was made by Jim seconded by Barry to accept the resignation of Village Clerk, Michelle Carter, and effective April 19, 2013.

Aye Barry, Jim, Rick, Kevin, Mayor

Nay none

A motion was made by Jim seconded by Barry to pass Resolution #711 Appointing Rachel Boyd as the IMRF Authorized Agent for the Village of Catlin.

Aye Rick, Barry, Kevin, Jim, Mayor

Nay none


Kevin informed the Board that the Street project has been posted with the Department of Transportation and will appear in the News Gazette.


The Mayor confirmed with Tim McFadden that we are still in the progress of moving forward with the restoration of the Catlin Water Tower.

A motion was made by Jim seconded by Rick to adjourn the meeting by vote.

Aye Jim, Rick, Kevin, Barry, Mayor

Nay none

  
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James I. Robinson, Mayor

  
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Michelle D. Carter, Village Clerk