

Village of Cordova
Committee Meeting
December 8, 2011

Trustees in attendance were Larry Dhooge, John Myers, Dean Moyer, Patsy Fidler, John Haan and Bruce Wood.

Citizens and guest: Steve Elliott-Dispatch, Jim Hines, Ken McCool, Shelly Strombach, Laurie Knight, Arlan McCool, Brad Cox-Erie School District, Lyle Ernst-Dispatch, Bill Somers, Julie Hager, Jon Noland and Del Moyer.

The purpose of the Committee meeting is to form the Agenda for the Regular Board meeting of December 15, 2011. Any item on the Committee Agenda could result in possible action at the Regular meeting.

Erie School District Superintendent Brad Cox introduced himself and noted that he had been in contact with the Village President after finding out the possible future development of Cordova Pioneer Village is in the Erie School District. He noted he had worked with a TIF District in Erie and with prior employment. Brad had also been involved with TIF Districts and they would like to be a part in the development of the TIF District process. They are not against TIF and it can be good for both the community and the School District. Feel free to give me a call if you have any questions.

Larry, if we are talking senior citizens there will not be any additional students to the School District – is he familiar with the law?

Bob, when Brad and I talked there is room for everyone on the playing field if the capital improvement to the community serves everyone. He will be an intracal part of the development of the TIF District if it happens.

Diana Muir, the potential developer for Cordova Pioneer Village has been talking to a firm that does Senior Housing projects and will be getting back to the Village when all of the T's are crossed and the I's dotted with a final presentation. That may be into February.

The TIF Agreement with Riverdale is under way. Kathy Orr, Ron Jacobs and I have been communicating and things are materializing. If the School District gets a payment in March when the Developers are paid that is OK. Bruce questioned if a proposal had been made? Bob, an agreement would have to be based on a per capita figure and the question is what dollar figure do we want to put on the per capita of students enrolled in the School District.

Cordova now owes the School District due to the resurfacing of the main thoroughfare through the community, the new well and other projects that affect the entire community. We need to spread the payment out over a period of years and work on that aspect also. The School District is reimbursable for the cost of the project. An example was given if

we were to pay the School District \$50,000 per year for the next 4 years that is the \$200,000 for the resurfacing project. We also have the well and lift station upgrades when the project is completed.

We should also be looking at replacing some of the sewer system and if we do a small area at a time. The area we are working on would be the only students affected and the payment to the school would be based on those students only in that specific area.

The Board needs to come up with a dollar amount per student to be able to come up with an agreement and be able to complete our TIF projects. We do not need to be locked into a set figure as our student enrollment varies per year.

We need to be cautious of what ever we do as Cordova Library District and Cordova Fire Protection District can be asking for their reimbursement also.

Larry, they also need to be looking at what they would have received without the TIF District. Bob: Riverdale School gets 60.87% of our total property taxes that we pay. Just like was said prior, there is room for everyone but we don't need the greediness and we can still get our TIF projects done.

Riverdale expressed concern that the Village had a previous agreement and I explained to them our TIF attorney said the agreement was illegal. I feel they are interested in a per capita agreement.

Bruce questioned how many students in the village go to the Erie School District? Pat, currently there are none. Larry, there will be students from the Senior Housing Project either.

Bob, I will need to hear from the Board what you want me to instruct Kathy Orr to do. She needs a sense of direction from the Village.

Ken McCool, the school already gets their money. We do not have a surplus of TIF funds. We have projects that are not done. You can't give the funds to the School then come back and ask the taxpayers for an increase. It is a wash anyhow if we give them money than the State cuts them because they have additional revenue.

Bob if the Village distributes 20% of the annual TIF revenue we still have 80% for our projects.

Ken: we can never have enough money. As a previous Board member I know the Board needs to be diligent and see what is best. We don't need to spend money foolishly. We can all play but we only need to take the fair share.

Bruce: I would like to see the former agreement with Riverdale School to see what it said. Bob: I think it was something like 8% and they needed to provide proof of capital

improvement expenses. The funds we give them based on per capita are not designated as to how it must be applied. With the previous agreement it was designated.

Pat; the Village needs funds for their projects but we also need to look at without the good schools and transportation for the students we would not get any new residents. It is our responsibility to provide the good schools.

Bob: I like the idea of the funds being unrestricted and the School District can use the money as they wish.

Bruce: before the January Committee meeting I want to see the history of the payments formerly made to the School District. Bob; in the early phases of TIF we were not generating revenue. Bruce questioned if the former payments were based on the percentage as stated in the agreement? Bob: part of the problem also was that no one fully understood the agreement.

John Haan questioned why the Village stopped paying the school? Bob: the TIF Districts were originally designed by a firm from Bloomington and they based their fees on the annual revenue generated by the TIF. In the early years there was very little revenue but as the Districts grew they were getting paid for not doing their job. Sharon did the accounting and they were behind years on the TIF Annual Reports. There was no correspondence. Kathy told us the fee can't be based off of the annual TIF revenue not could the payment to the School District.

Larry: the School District still would not be eligible for reimbursement if it weren't for the projects we did that benefit the entire community.

Pat: if the Village were to declare a surplus all of the taxing bodies get money.

Bob: Kathy gave the example of the fire truck at the meeting when she was here. To try to solve the problem it makes sense to approach the situation on the basis as she has recommended of per capita based on the student enrollment from the Village. Bruce: the enrollment will need to be adjusted annually. Bob: we do not need to be tied to a dollar amount. If the time comes when we no longer need the TIF it can be closed and at that time the property tax distribution returns to the pre-TIF status. I would at this time like to talk about extending the life of the TIF Districts.

Bruce noted he appreciated the presentation from Kathy Orr.

We have the **annual Insurance premiums due**. John Myers: I talked to IML and we need to wait and see what happens next week. If we pass the Ordinance to disband the Police Department the premium will need to be adjusted accordingly and it may affect more than just the Police premium. The motion to prepare the Ordinance is not good enough. They need the actual Ordinance. The premium is due the 16th and the Board Meeting is the 15th. It is easiest to not pay until we know what the meeting brings.

Larry: what Ordinance are they waiting for? Bob: Clay was instructed to prepare the Ordinance. There will be some premium due for police matters with the residual items. John Myers: they did not say anything about that to me. All I was told was they need a copy of the Ordinance when we pass it. I can't see paying them now and next week asking for the adjustment. Bob: the annual payment can be split into 2 payments. John Myers: we need to wait and have the total premium review.

Office Hour Survey- Larry questioned if Michele's problem had been resolved? Bob: she is scheduled for an MRI next week and she is on pain meds. Larry: she is still just working 4 hours? yes.

Bruce do we have a survey report? Sharon: the returned surveys are in a box and no one has looked at them. Bruce and John Haan noted they would like to see them. Larry: we need a report for next week. Sharon: some surveys also have notes regarding the Police Department.

Well connection and lift station update- they are waiting for the pitless connector so they can get the excavation are filled before it freezes. The prints for the electrical panels are taken care of. We will need to send the operator to their facility for training and review of the equipment before it is shipped and installed. Discussion on changing the electrical service to the lift station on 3rd Avenue South so that all of the lift stations can easily accommodate the generator. There will be some cost beared by the Village for the meter base and the weather head. There is still a struggle to reduce the box size of the box to be mounted on the pole. Bob: the changing of the electrical service will also allow us to switch out a pump as/when needed.

Bruce: this is a great time to be doing that. When will they discuss the actual change over and let us know so we can contact the community? Dean: we still have pipes that will need to be insulated. They may need an extension due to the bad prints that were originally furnished and waiting for control panels. Bob: I can't see them doing that before January. Sharon: they said at the phone construction meeting that would be discussed at the January Construction meeting which will be held here.

Dean questioned if the change order had been signed? Bob: I want you to review the change order before I sign it.

John Myers questioned if the guard rail change was included in the change order. Dean: they should be but I don't see it at a glance. Bruce: not only the size change but also the change to stainless.

Tax Levy- Larry questioned the impact of the tax levy on the taxpayers? That is to be determined by Rock Island County. We tell them what we need and they determine the percentage based on the EAV.

Complaint form review and procedures- Bruce: we gave it to the attorney and he did not have any problem with it but Pat took issue and I don't know if that has been communicated with the attorney. Bob: now is the time for discussion not next week at

the Board meeting. Are we deferring this to January? Bruce: I would appreciate if anyone has comment they get them to me or at least copy me. I don't want this to drag on. Ken: we need to know how the complaints will be handled. Bob: that was outlined in the procedures. Bruce: the Village's current procedures are not in compliance- there are issues that must be kept confidential and we must abide with HIPPA, Sensitive issues and the possibility of sexual harassment. The draft we looked at is from a State of Illinois model.

Ken: I just had to take a refresher course.

Bruce: there is a sequence to be followed. I have spent my time to complete the research and we need to move forward.

We have a complaint from Richard Vincent. Dean: I sent Austin up there and he has located it twice. Bob: I have been an insurance agent for some time and I don't see why an insurance agent would have a concern. There is an emergency shut off in the basement. John Haan: we need to know where all of the shut off's are. I know that may be hard to do. Bob: Paul was working on locating shut offs.

Arlan: there are 3 or 4 up there we were having trouble locating- Smith , Vincent and the next one. We have made several attempts.

Dean: he has asked for this more than once.

Arlan: the curb box should be above ground. If we found any below the ground we have brought them up.

Larry: we need to physically show Richard Vincent where it is located and he has requested a written response.

Parliamentary procedures- Pat: we are not ready yet.

Misconduct-John Myers: there still seems to be issues as to whose job, when and where.

We have a request from the Review and do we want to print the annual holiday greetings message from the Village. The cost is \$50.

Ken McCool: Austin had the locate but did he know he was supposed to tell him when he did the locate. The locate was for putting up a fence.

Larry questioned if the time clock was going? It is in programmed and functioning. Sharon got a call today from Austin that he forgot to punch out for lunch and he wanted her to do it for him. If they don't punch in and out the supervisor needs to be issue a written response. Bruce: this week has been a trial and we will go live next week the start of the payroll period. Sharon was asked to get the cost of a surge protector with a battery back up. Ken McCool: you also need a written time clock procedure and you need to amend the Employee Handbook.

Committee Reports-

Finance- John Myers

I got the Cash Receipts Journal and the Cash Distribution Journal and I did not see any great problems. Who is West Group? Sharon: Illinois Compiled Statutes. John Myers: who is Kyle? Sharon: computer guy. John Myers: I still need to review the VISA and Wright Express bills and I haven't been in to do that. John Myers also questioned the bill for Outhouse. Bob: give Sharon a call if you have any other questions.

Larry questioned who pulls the boat dock? Is it time for it to come out?

John Myers questioned the lease for Leisure Harbor and if the payment had been made? Bob: the payment was made and it is based on per footage if there are any boats on the dock that is on the ground leased from the Village. That involves one pier and there were 210' of boat. John Myers: I didn't know the lease only covers one pier. Bob: last year with the flood I only owed the minimum amount of \$50.

Waste-Patsy Fidler

We are still short garbage receptacles.

Larry: how do we get rid of our old cans? Pat: they will take them if you set them out.

Pat: we need to thank the Cordova Boosters. They had a wonderful Christmas party for the kids. John Haan; the Fire Department did a good job too. Ken McCool: the attendance numbers are growing. We also need to thank John Haan and Dean for putting up the Christmas lights and they are still fixing some of them.

Bob: in the past we have awarded cash prizes for 5 categories. John Haan: I will have that information by Thursday. Bob: you will need to call Lyle so he can get the winners in the newspaper and we will need to post the categories and the time and date that the judging will be done. Bruce: we can also use the website to post that information.

John Haan: we need to contact Mid American Energy and get some plugs repaired. Bob: we were told they are ours.

Bob: I about had a coronary when I seen you in the bucket of the tractor and I am not sure if something were to happen you would be covered. I offered the use of my lift.

Bruce: any additional light purchases should be LED lights.

Arlan noted the last lights we got do not have mounting brackets.

Larry suggested letting the people purchase lights of their choice and the Village will store them and hang and remove them.

John Haan: I would like to see a decoration on every 3rd pole from the Shamrock to the gas station. Bruce: do we have any idea what the pricing would be? Information is available. There is nothing on River Road North.

Dean: we need to get the lights up right after Thanksgiving.

Pat: I heard a compliment on Andrew- very helpful and polite.

Park & Recreation- John Haan: Bill Churchill and Bill Somers have been real assets and we need to express our appreciation.

I am still looking into a digital recorder with an external microphone and have found one for \$250. Bruce: this recorder is digital. John Haan: the digital recorder would be better than using the laptop to record meetings.

Jim Hines: I ask for a recording of a meeting and I got a copy of the minutes. I put in an additional request and am still waiting. Pat: the request need to be done within a certain period of time. Sharon: I have told him I will need to record the meeting on to the digital recorder to load it in the computer so it can be recorded off for him digitally as he has requested but I need to have the time to do it and I have been getting priorities and the tax levy information compiled and trying to keep the hours down. Larry: we can tell her to go ahead and do it. Bruce questioned what needed to be done. Bob: we need to run the 2 recorders end to end to get it recorded on the proper recorder to input it to the computer. It is a situation like Dean had when he needed to erase a closed session from his recorder and he couldn't do it without erasing the entire meeting as well as the closed session.

John Haan: I was looking at a better recorder with a microphone, Phillips. Bruce: we need something that will pick up the audience. A wireless on a stand at the end of the table may work best. John Haan: I want to listen to the one we are using to check the quality of the recording.

Ken McCool: you talk about the park project and there needs to be some money for guidance in the park and the wood needs to be stacked. We can clear the area more when the ground freezes or we will be right back to where we were next spring. Larry: did you see what they have done at my neighbors? It looks great. Bob: we had a rake made to work that area too. Larry: we may need an excavator with a thumb to pile up the logs. Bob: we need burn the logs. Larry: I can talk to Wainwright, Brooks or Stitcher. Bruce: why not also contact Chad Hale?

Jon Noland questioned what the camera was for running in the front corner of the room? Dean: that is mine for my own use. Jim Hines: are you saying that is not an official recording? Dean: it is mine. Bob: we currently have a request for a copy of a meeting Dean recorded and the FOIA request has been forwarded to Dean. Dean: not for him. I am not giving it to him.

Police- Bruce Wood

I have met with Port Byron as the Board requested and it looks like we may be able to share a contract. The next meeting was Scott Sidor, Bob Willson, Bob and myself. It looks like they are talking 27 hours weekly or a little less. We need to have a meeting with the Rock Island County Sheriff's Department to form a 3 party agreement as we are not contingent to Port Byron and that was suppose to have happened today but Port Byron was not there. Bob: Bustos is crunching the numbers as there is a differential for the cost of fuel to our area. Bruce: we still have to have the meeting with Port Byron and Sheriff. We are going to need some time to get everything hammered out and it doesn't look like that will likely happen until after the first of the year. We need to still work with our attorney after we work things out with Port Byron and Rock Island County and I believe January is a better shot. Based on this the Board needs to revisit the disbanding of the Cordova Police Department and kick it back to the end of January. We will be getting varied hours during 2 shifts 7 days a week that will be decided by the officers when they want to come on up here and the times will vary. There will not be any office time here.

John Haan: when Pat and I talked to the Port Byron mayor he said they spend time sitting in the office down there and he thought that time could be spent in Cordova.

Bob: Boyd said the officers belong on the streets and not in an office. All of our open and pending investigations would be taken over by Rock Island County.

Shelly: we just heard extend our local Police Department till the end of January; do we have anyone working now? Bob: yes-the get 10 hours per week and you can't do much in 10 hours. Bruce: the 10 hours is because of the Board reducing the hours. The Sheriff's Department is aware of our situation and they have been patrolling the area more.

Bruce: Marty is never returned. Bob: I am concerned but 10 hours beats a poke in the eye with a sharp stick. We do not have adequate protection. The guy we have working uses us for a second job. Bruce: he is working a lot on administrative duties and making sure things are in order and our records are correct. That is the focus rather than patrolling. Bob: Port Byron has Rock Island County officers 4 minutes away if they come with lights and siren.

Jon Noland questioned the advantage to Cordova of having Rock Island County. I already see them and I am happy with that. If they are here 27 hours a week that still leaves us without protection. Bruce: I am talking a guaranteed 27 hours in the Village. Jon Noland: and they still pick up the balance of time as available. Bob: 1/3 of the protection per Port Byron's contract.

John Haan: the option to share with Port Byron is better than us having to purchase our own and be tied to 40 hours and only one shift of coverage.

Jon Noland: my question has not been answered- what do we get for purchasing 27 hours? John Haan: from going from having a Police Department to nothing. We will have officers making a presence and quicker response time if we need them. Jon Noland: I already see them more. Bruce: that is because we have requested that with our current situation. Bob: we can place a call if we need them and they respond. We do not have to wait for dispatch. Larry: we may be talking 4 minutes vs. 45 if they are on duty in the area. Bob: there may be an instance where they are required a lengthy time to remedy a situation. There are still the unanswered what if's.

Jon Noland: we are paying for 27 hours-what does the village get! Bruce: a warm fuzzy feeling of having their presence and a sense of security. Bob: the fact they are driving our streets is a deterrent. Jim Hines: the presence will not prevent crime but there is a sense of security.

Bruce: I assume this Board still is interested in this option. The Sheriff has told us repeatedly he is not trying to take our Police Department away and the decision is ours. If we ask they are willing to work with us on an agreement.

John Myers: the insurance is a factor if we extend our current Police Department. Bob: they will work with us for a month. John Myers: if we grant a month extension that only invites people to drag their feet and we need to get this expedited. Bob: we don't need to be in a big hurry and find out we made a mistake and need an amendment-this is a contract. We need our interest to be what is needed and what we want now. Bruce: we also need to make sure we receive an accounting of the time spent in the Village. They are aware of several issues that have risen with joint contracts.

Larry questioned the items in the evidence locker. Bob: most of the items have been destroyed or disposed of. We still have some items and they will be analyzed by Bustos

to determine if they are sellable and may be sold publically. Bruce: all items tied to any criminal cases will be transferred to Rock Island County. Tim is making sure no evidence gets tainted.

There is no interest in our equipment. We have been approached by a municipality expressing interest in a vehicle. John Myers: I was contacted too by someone showing interest. Bruce: let me know who you are talking about-we may have 2 interested bidders and that is better than 1. John Myers: we can also sell them in the Illinois Municipal League magazine as operating squad cars but would need to clear the computers.

Bob: one of the vehicles was purchased with a grant and we need to make sure we follow the correct procedures per the terms of the grant. We need to do some research. Bruce: do we know what grant purchased the car? Sharon: Illinois Justice. Bob: our low mileage is probably better than some other squads.

Bill Somers: to answer Jon Noland better-the benefit is the presence of a patrolling office can deter theft. If we have someone casing the community and they see an officer at all different times of the day that is a plus for me.

Shelly questioned when we are going to get the drop box for the utility bill payments. Pat: that never got done. Larry: it is not too late and they can still pour concrete. I also have a tree and need to know who it belongs to- Village, State, Green or me. It blocks the view when looking North. Bob: I remember our crew removing branches blocking the view for the school buses. Shelly: my grandson gets on right there and they did not do anything to it. Arlan questioned if the fence was on the property line? Bob: we will look at it before next spring when it leaves out. Larry: I can also talk to a guy who burns wood.

A motion was made by Bruce Wood and 2nd by Larry Dhooge to enter into a closed session for personnel at 8:32PM. Roll call.

CLOSED SESSION

A motion was made by Larry Dhooge and 2nd by Dean Moyer to reopen the meeting at 9:49 PM. Roll call.

Bob reported no action taken at this time.

A motion was made by Bruce Wood and 2nd by Larry Dhooge to adjourn the meeting at 9:50PM. Meeting adjourned.