

STATE OF ILLINOIS }
COUNTY OF CHRISTIAN } SS.
VILLAGE OF STONINGTON }
COMBINED
FINANCE MEETING and
SEWER AND WATER COMMITTEE
MEETING
March 15, 2023

The Board of Trustees met for a Finance Meeting Wednesday, March 15, 2023, at 6:00 p.m. at the Village Hall.

The Meeting was called to order by Mayor Bruce Dowdy with the following Members present:

Trustees: David Blakeman, via GoToMeeting; Tara Ramsey, Tammy Wilson, Andrew Callan, and Anthony Rusher
Clerk: Jill Gilpin
Superintendent: Jake Heberling
Chief of Police: Travis Peden
Office Manager: Kari Scott

Others in attendance: Rex Wheeler, Village Employee; James Lupton, Village Employee; and Gary Younker, Sharpsburg Neighboring Area Water System (SNAWS)

The Sewer and Water Committee meeting is being held to discuss a 3% increase of water and sewer rates for the Village and Sharpsburg Neighboring Area Water System (SNAWS).

President Dowdy stated the financials show currently the water department is holding its own, the sewer department is currently losing money and gas department is showing a loss because of the restructuring of the billing. The 3% increase can be rolled and continue with the increase or decide to hold it off another year. The Board decided to raise the Village water and sewer, and Sharpsburg Neighboring Area Water System (SNAWS) water rates 3% and to add when the meter when the meter change out fee will sunset. They also changed 7.106D) from Facilities charge to Maintenance charge and to add the charges that make up the Maintenance charge.

The new rates are as follows:

7.106 Village Rates: Rates are hereby fixed and established and shall be collected by the Village Collector for all water furnished by the Village from its water works system to water users within the Village limits as hereinafter provided.

A) The base amount: \$11.65

- B) Water consumption per 1,000 gallons per month: \$7.12 after minimum
- C) There will a 3% increase annually.
- D) Maintenance charge: \$13.00 (\$4.00 water, \$4.00 sewer, and \$5.00 gas)
- E) There will be a \$5.00/month meter change out fee. The \$5.00 debt repayment fee will sunset after 8 years. (March 2024)

7.107 Outside Village Rates: Rates are hereby fixed and established and shall be collected by the Village for all water furnished by the Village from its water works system to water users outside the Village limits as hereinafter provided.

- A) Minimum rate per month for each user not using more than 1,000 gallons per month: \$23.29
- B) Each additional 1,000 gallons in excess of 1,000 gallons per month: \$8.57
- C) There will be a 3% increase annually.
- D) There will be a \$5.00/month meter change out fee. The \$5.00 debt repayment fee will sunset after 8 years. (March 2024)

7.127 Sharpsburg and Neighboring Area Water System (SNAWS) Rates: Rates are hereby fixed and established and shall be collected by the Village Collector for all water furnished by the Village from its water works system to water users within Sharpsburg Neighboring Area Water System (SNAWS) as hereinafter provided.

- A) The base amount per 1,000 gallons per month: \$4.74
- B) An annual 3% increase will be reviewed.

10.901 Rates: Rates are hereby fixed and established and shall be collected by the Village Collector for the use of the Village Sanitary Sewage System based entirely on the volume of all water furnished by the Village from its water works system to water users within the Village limits as hereinafter provided.

- A) Minimum rate per month for each user not using more than 1,000 gallons per month: \$11.65
- B) Each additional gallon in excess of 1,000 gallons per month: \$7.12 per gallon

- C) A "Permit Fee" charge of \$1.00 per month shall be added to the utility bill of each sewer customer.

A Finance meeting was held to discuss wages of employees and to update the Employee Policy.

President Dowdy welcomed employees to address the Board and let them know how things are going.

Superintendent Jake Heberling informed the board that Rex Wheeler and James Lupton have passed their sewer tests. They take care of approximately 800 water meters, 140 hydrants, and 800 locates last year. He explained they go to gas training approximately six times a year. It costs \$300 for each gas training they attend. The cost for the gas training will be going up to \$330 for each meeting. The Village will be spending about \$2,500 a year on gas training to be in compliance. He stressed the importance to keep Rex and James employed with the Village. He also requested the clothing allowance be raised.

Chief of Police Peden informed the Board that part-officer Kyle Corriveau has been out. He stated that he has a part-officer in training and should be graduating in June. He stated that the Village used to have two part-time officers on duty. He stated the police officer field is very limited now.

President Dowdy asked the board if they had any questions for the staff. No questions were asked.

Chairman David Blakeman had sent a wage increase spreadsheet to the board with different scenarios of possible wage increases. Board members looked up the cost-of-living increase, and after much discussion, decided the Village employees will receive a 5% increase.

The updated hourly wages are as follows:

Jake Heberling	\$33.69
Rex Wheeler	\$24.32
James Lupton.....	\$24.32
Travis Peden	\$32.29
Kari Scott.....	\$23.65
Debbie Niles.....	\$22.36

Discussion moved into making changes to the Employee Policy.

2.01 Work Week

c. Chief of Police

The working hours are to be determined by the Chief of Police with Board approval. It is not contemplated that the Chief of Police, being ~~salaries~~ hourly, shall receive overtime pay.

e. Weekend Call for Outside Employees

~~• The employee on call for the weekend shall be paid \$125.00 on his/her next pay day.~~

On call weekend pay rates are as follows:

Friday - \$25.00

Saturday - \$50.00

Sunday - \$50.00

2.05 Overtime

Stricken – repeat of 2.01 f.

2.06 Compensatory Time

Stricken – repeat of 2.01 g.

2.16 Computer/Internet/e-mail

a. The computer/internet/email systems are the Village of Stonington's property and may only be used for approved purposes. Employees may use the Systems to assist them in the performance of their jobs. All recovery e-mails and passwords are to be turned into the acting Mayor.

2.22 Vehicle Policy

b. The Village of Stonington may require an employee to use his/her personal automobile as a means of transportation on the job. An employee will be reimbursed for all mileage driven during the time the employee is on the job. The rate of reimbursement will be ~~according to Federal guidelines~~ at current Federal guidelines. Payment for mileage shall be requested on a travel expense voucher.

2.07-2.22 – to be renumbered since 2.06 and 2.06 are stricken

3.04 Sick Leave

d. Medical Statement – ~~The Village President or Supervisor may request, and employees must provide, written verification by a health care provider at any time that sick leave benefits are requested.~~

It is mandatory to provide to the Village President or Supervisor a written verification from a healthcare provider after using three (3) consecutive sick days.

f. Accumulation of Sick Leave – ~~Sick leave cannot be accumulated or carried over.~~

Sick leave can be accumulated, and employee can carry over up to 30 sick days.

5.01 Insurance Benefits, Retirement Plan and other Employee Benefits

a. All full-time employees ~~shall receive~~ are offered full medical insurance coverage, IMRF, and specified paid holidays. (See PAID HOLIDAYS above.)

Whistleblower Policy Acknowledgement was discussed, and President Dowdy will see if it must be signed by each employee annually.

Trustee Rusher asked if it is required for employees to have Sexual Harassment Training and Inclusion and Diversity training? He also stated that employees will have to have OSHA Bloodborne Pathogens Certification. He offered for the Village employees to join the Fire Department in January to do some of the training.

The Board discussed the current clothing allowance and decided to up the allowance from \$300.00 to \$750.00.

President Dowdy stated that he is working on the budget to be presented at the April regular board meeting.

President Dowdy informed the board there will be discussions regarding the current phone and internet service the Village currently has through Consolidated at the cost of \$780.00 a month. The Village could change to CTI for phone and internet service between the Village hall and the plant at a cost of \$467.00 a month. There will be a one-time fee of \$1,400.00 to get new equipment and the phones will be digital internet phones.

With no further business coming before the Board, a motion was made by Rusher, seconded by Callan, to adjourn the meeting at 8:35 p.m. Motion passed by all “Yea” votes.

APPROVED:

Bruce Dowdy, Village President

ATTEST:

Jill Gilpin, Village Clerk