

**Village of Lovington
Regular Board Meeting
August 14, 2017**

Call to order: President Roger Walker called the meeting to order at 7:01 p.m.

Pledge of Allegiance Walker led the Pledge of Allegiance.

Trustees present were: Doug Smith, Brenda Wood, Pam Anklam, Dennis Garmon, Jim McMahan and April Daily. President Roger Walker and Clerk Alma Fair were also present.

Guests: The following guests were present and wished to speak:

New Business

1. Discussion and action on request to put portable storage units in the lot north of the Otto Wash (car wash)
The storage units would be portable units and would be on the parking lot area. After some discussion -
A Motion was made by McMahan and seconded by Anklam to not allow Otto Wash to put portable storage units in the lot north of the Otto Wash (car wash).
YEA: Smith, Wood, Anklam, Garmon, McMahan, Daily
Nay: None
MOTION CARRIED
2. Discussion and action on off-site data storage for the Village Hall computers.
After much discussion, as to what could be done. It was decided that Garmon will contact QNS regarding a solution for the off-site backup.

Old Business

1. Discussion and action on employee evaluation forms
A Motion was made by Anklam and seconded by Garmon to table the evaluation form which was presented at the July 24, 2017 meeting until the form can be redone to remove the salary portion and add more room for strengths and areas for improvements.
YEA: Wood, Anklam, Garmon, McMahan, Daily, Smith
Nay: None
MOTION CARRIED
2. Discussion and action on direct deposit of payroll
Fair reported that she has contacted ASYST regarding direct deposit. They provided her with a form that the employees will need to fill out and provide a voided check with the form. She needs to do some training on the program before she can implement it.
A Motion was made by McMahan and seconded by Anklam to do direct deposit for all employees; as soon as the payroll clerk learns how to do the process.
YEA: Anklam, Garmon, McMahan, Daily, Smith, Wood
Nay: None
MOTION CARRIED
3. Discussion and action on using Community Service workers
Our Village worker's want to know if they can still have community service workers because they have some work that they could use them for. After some discussion, a motion was made.
A Motion was made by Smith and seconded by Anklam on using community service workers with the discretion of the Village supervisor (trustee) and that we have them sign a waiver.

YEA: Garmon, McMahan, Daily, Smith, Wood, Anklam

Nay: None

MOTION CARRIED

Daily will contact the attorney to see if we need a waiver signed.

Minutes and action of Village Clerk

1. Discussion and action on July 2017 invoices

A Motion was made by McMahan and seconded by Anklam to approve the June 2017 invoices as presented.

YEA: McMahan, Daily, Smith, Wood, Anklam, Garmon

Nay: None

MOTION CARRIED

2. Discussion and action on July 10, 2017 meeting minutes

A Motion was made by McMahan and seconded by Garmon to approve the July 10, 2017 Regular board meeting minutes as presented.

YEA: Daily, Smith, Wood, Anklam, Garmon, McMahan

Nay: None

MOTION CARRIED

3. Discussion and action on July 24, 2017 Special Board meeting minutes

A Motion was made by Anklam and seconded by Garmon to approve the July 24, 2017 special board meeting minutes as presented.

YEA: Smith, Wood, Anklam, Garmon, Daily

Abstain: McMahan

Nay: None

MOTION CARRIED

4. Discussion and action on July 24, 2017 closed session minutes

A Motion was made by Daily and seconded by Anklam to approve the July 24, 2017 closed session minutes as presented.

YEA: Wood, Anklam, Garmon, Daily, Smith

Abstain: McMahan

Nay: None

MOTION CARRIED

Treasurer's Report

1. Discussion and action on July 2017 treasurer's report.

A Motion was made by McMahan and seconded by Anklam to approve the July 2017 treasurers report as presented.

YEA: Anklam, Garmon, McMahan, Daily, Smith, Wood

Nay: None

MOTION CARRIED

Department Reports

Presidents Report – Roger Walker

1. Regarding to the 2nd time clock – Doggett stated to Walker that it would be a waste of our money. If we want him to clock in and out he can go to the village shed where the current time clock is located.

A Motion was made by Garmon and seconded by Anklam that when there is a call out and a need for overtime the overtime needs to be documented by the time clock and if the call is of an urgent nature the overtime period can be written in on the time card but must be initialed by the supervising trustee, and if the trustee is not available than the mayor, prior to the end of the pay period. If the supervisor is NOT notified overtime pay is not granted. This pertains to all employees currently required to clock in. This will also be in the employee handbook currently being revised.

YEA: Garmon, Daily, Smith, Wood, Anklam

Nay: McMahan

MOTION CARRIED

2. Do we want another meeting this month? Yes – August 28, 2017 will be the special planning meeting at 6:30 pm. At least four will be able to attend. If there is anything any trustee wants to discuss at this meeting – let Walker know ahead of time.

Water and Sewer Report – Jim McMahan

A report that well #5 has come back with some bacteria but it is an advisory only and Doggett is looking into it.

McMahan then stated that he is resigning effective immediately. He then handed in a written resignation and left the meeting.

A Motion was made by Anklam and seconded by Garmon to accept McMahan’s resignation.

YEA: Garmon, Daily, Smith, Wood, Anklam

Nay: None

MOTION CARRIED

Parks and Special Projects – Dennis Garmon

Garmon received an email from Tamara McRill Chambers Chairperson for the Lovington Revitalization Coalition stating they would like to have a community wienie roast at the park on October 15th at 2pm. They would also like to bring in portable fire pits.

A Motion was made by Anklam and seconded by Wood to allow the Lovington Revitalization Coalition to have the wienie roast at the park on October 15th at 2:00 pm.

YEA: Garmon, Daily, Smith, Wood, Anklam

Nay: None

MOTION CARRIED

The Family movie night went well - there were about 40 people there. Garmon had great feed-back regarding it. They plan to do a couple of more before the bad weather sets in. They well come to us and let us know when and if they do it again. They are looking into purchasing a popcorn popper. It was suggested that they try to do more advertising of the event next time.

Garmon reported that every sidewalk has been edged by Connelly and the park looks very nice.

Wood asked Garmon if he had done anything about the Emergency Coordinator. Not yet but he is looking into it.

Police – Pam Anklam

Nothing

Streets and Alleys – Doug Smith

He and Wood met with Roland and Connelly but other than that he has nothing to report.

Buildings and Grounds – Brenda Wood

She reported about the meeting with Roland and Connelly – They were to provide to them a list of their job duties for tonight’s meeting – she will contact them again this Wednesday.

Insurance – April Daily

FMLA doesn’t need to be offered she will look into it some more.

CF&H insurance, will give us bids for health insurance. They only handle Blue Cross/Blue Shield and Health Alliance which is who we have now. If CF&H does the price checking then we need to provide a letter stating that we are looking for other health insurance to Health Alliance. It will need to be looked in to more.

Illinois Municipal League form to be signed by president and clerk is a resolution and she will do more checking and bring it up at the 8/28 meeting.

Adjournment

A **Motion** was made by Anklam to adjourn at 9:01 p.m.



Alma M. Fair, Village Clerk

September 11, 2017

Date Approved