

**Village of Lovington  
Regular Board Meeting  
January 8, 2018  
7:00 p.m.**

- ❖ **Call to order**
- ❖ **Pledge of Allegiance**
- ❖ **Guests**
- ❖ **Closed Session**

Meeting of “The Mayor & Commissioners of a municipality organized under article 4 of the Municipal Code held to discuss matters, which relate solely to exercise their executive or administrative responsibilities.”

  1. 5 ILCS 120/2 Sec.2 (1) Personnel
- ❖ **New Business**
- ❖ **Old Business**
  1. Discussion and action on revised Employee Handbook
  2. Discussion and action on the Sexual Harassment Ordinance
  3. Discussion and action on designs for “Welcome to Lovington” signs
- ❖ **Minutes and action of Village Clerk**
  1. Discussion and action on December 2017 invoices
  2. Discussion and action on December 11, 2017 Regular Board meeting minutes
- ❖ **Treasurer’s Report**
  1. Discussion and action on December 2017 treasurer’s report.
- ❖ **Department Reports**
- ❖ **Presidents Report**
  1. Report and action if needed
- ❖ **Water and Sewer Report**
  1. Report and action if needed
- ❖ **Parks and Special Projects**
  1. Report and action if needed
- ❖ **Police**
  1. Report and action if needed
- ❖ **Streets and Alleys**
  1. Report and action if needed
- ❖ **Buildings and Grounds**
  1. Report and action if needed
- ❖ **Insurance**
  1. Report and action if needed
- ❖ **Adjournment**

**Village of Lovington  
Regular Board Meeting  
January 8, 2018**

**Call to order:** President Roger Walker called the meeting to order at 7:00 p.m.

**Pledge of Allegiance** Walker led the Pledge of Allegiance.

**Trustees present were:** Doug Smith, Brenda Wood, Dennis Garmon, Gary Clem and April Daily. Absent: Pam Anklam

President Roger Walker and Clerk Alma Fair were also present.

**Guests:** None

**Closed Session:**

Meeting of “The Mayor & Commissioners of a municipality organized under article 4 of the Municipal Code held to discuss matters, which relate solely to exercise their executive or administrative responsibilities.”

1. 5 ILCS 120/2 Sec.2 (1) Personnel

**A Motion** was made by Garmon and seconded by Wood to go into closed session at 7:02 pm for the purpose of personnel.

**YEA:** Smith, Wood, Garmon, Clem, Daily

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

**A Motion** was made by Garmon and seconded by Daily to come out of closed session at 8:09 pm.

**YEA:** Wood, Garmon, Clem, Daily, Smith

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

**A Motion** was made by Wood and seconded by Daily to have an extra meeting before the February 12<sup>th</sup> meeting on Wednesday January 31<sup>st</sup> at 6:00 pm.

**YEA:** Garmon, Clem, Daily, Smith, Wood

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

**New Business**

None

**Old Business**

1. Discussion and action on revised Employee Handbook  
This will be discussed and decided on at the Jan. 31<sup>st</sup> meeting.
2. Discussion and action on the Sexual Harassment Ordinance

**A Motion** was made by Smith and seconded by Garmon to approve Ordinance No. 2018-01 Policy Prohibiting Sexual Harassment

**YEA:** Clem, Daily, Smith, Wood, Garmon

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

3. Discussion and action on designs for “Welcome to Lovington” signs

Garmon presented a suggested design he created and received some suggestions from the board. He will bring back the suggested designs to the January 31<sup>st</sup> meeting.

### **Minutes and action of Village Clerk**

1. Discussion and action on December 2017 invoices

**A Motion** was made by Daily and seconded by Wood to approve the December 2017 invoices as presented.

**YEA:** Daily, Smith, Wood, Garmon, Clem

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

2. Discussion and action on December 11, 2017 meeting minutes

**A Motion** was made by Daily and seconded by Garmon to approve the December 11, 2017 Regular board meeting minutes as presented.

**YEA:** Smith, Wood, Garmon, Clem, Daily

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

### **Treasurer's Report**

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

**A Motion** was made by Daily and seconded by Garmon to approve the December 2017 treasurers report as presented.

**YEA:** Wood, Garmon, Clem, Daily, Smith

**Nay:** None

**Absent:** Anklam

**MOTION CARRIED**

Walker stated that he has talked to Clerk Fair about breaking out on the treasurer report the amount that is in the Capital Improvement (CIC) and the Sewer System Maintenance (SSM) amounts under the General Fund list. Garmon would also like to see the Electric Aggregation and Gaming Tax funds listed there also. There is no need to have another bank account just list how much is in each fund.

### **Department Reports**

#### **Presidents Report – Roger Walker**

Nothing to report

#### **Water and Sewer Report – Gary Clem**

A sludge pump at the sewer plant may need to be replaced. There will be an inspection tomorrow and Clem plans to be there as well.

Walker reported that there have been several meters freezing up.

#### **Parks and Special Projects – Dennis Garmon**

Nothing to report

#### **Police – Pam Anklam absent**

#### **Streets and Alleys – Doug Smith**

Nothing to report.

Wood asked if we are responsible for salting the crosswalk to the sidewalks at the 4-way stop. The Village is responsible. Smith will mention it to Roland.

#### **Buildings and Grounds – Brenda Wood**

Wood has notice that the big truck is left running when they are not in the truck. Smith recommended a 3 or 5-minute idle time if no one is in the truck.

#### **Insurance – April Daily**

The new insurance is taken care of with an almost \$2,000 savings. The temporary cards have arrived.

Fair reported that a Motor Fuel person will be here on Thursday January 11<sup>th</sup> at 9:30 am for an audit.

**Adjournment**

A **Motion** was made by Daily to adjourn at 9:04 p.m.

*Alma M. Fair*

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Alma M. Fair, Village Clerk

February 12, 2018

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Date Approved