

Minutes for the Spencer Town Council  
May 16, 2011  
Municipal Building  
7 p.m.

The meeting was called to order by Town Council president, Jon Stantz.

Roll call- All three board members, town clerk and the attorney arrived shortly after roll call.

Jon Stantz motioned to accept the minutes as presented, with the exception of adding the letter from Tony Stevens concerning his 457B retirement withdrawals and Mr. Lorenz was asked to send a letter to John Truax regarding the rental property's sanitary conditions, seconded by Dean Bruce and the motion passed 3-0.

Public Issues-

DoughBoy Freedom Run Event Registration Form was presented for June 11, 6:30 a.m. to 11:30 am. on Main St. This represents a conflict with the Harley Riders event on the same day. Eric Anderson will be contacted by Jon Stantz before approving the Freedom Run.

Police Dept-

Ed Westgate's last day will be on Wednesday, May 25<sup>th</sup>.

Complaints have been received about the sidewalk that was torn out and not replaced when the State did the construction of the new entrance to 5<sup>th</sup> Ave. The local children and residents have been traveling along the road which is dangerous for pedestrians. During ball season at the Sports Complex there is increased foot traffic. Jon Stantz will inspect the area and make recommendations.

EVOC (Emergency Vehicle Operating Course) training is scheduled for July 19 and 20, 4-10 p.m. at ILEA. The department will use built up training hours in exchange for use of the track and cars for high speed driving experience. Officer Bonebrake guest teaches at the ILEA and has made arrangements to take all officers (half on each day) however, the deputies and reserves have to be on active status while utilizing the course/training. The current department's has accumulated 196 hours and 84 hours are needed to complete the two day's training.

Jon Stantz motioned to approve the training and allow the officers to be on paid duty, seconded by Dean Bruce and the motion passed 3-0.

Jon Stantz motioned to reimburse Tony Stevens \$500.00 for deductions taken from his payroll checks but not applied to his 457B account, Cynthia Hyde seconded and the motion passed.

Street Department

Cynthia Hyde motioned to approve the bid from Jerry Benton Contracting to replace sidewalks on South Main and Market, North Main and Market, and Main and Jefferson for \$10,457.00 with the Town Street Department removing existing concrete and supplying fill material as needed, Jon Stantz seconded and the motion passed 3-0.

Dave O'Mara and Milestone provided bids on asphalt paving for street and sewer projects. Dean Bruce motioned to approve Dave O'Mara's proposal for \$54.50 per ton on various town streets and sewer plant projects, Jon Stantz seconded and the motion passed 3-0.

Several complaints have been received concerning parking on the corner on north side of Garden Dr. at the bend which is causing unsafe conditions. The board agreed to make that area no parking. An ordinance making a no parking zone will be drawn up by Mr. Lorenz.

The board gave permission to seek bids for a new backhoe for the street department.

Sewer Department

CVS Update -Sewer line/manhole will be moved and sewer department will provide some electrical work.

Building Dept.

The Fire Prevention and Building Safety Commission approved a variance for the Tivoli. The council and will conduct a briefing and training on rehabilitation review the week of

May 23<sup>rd</sup> with Tim Callace. Myra Snyder of the Safety commission was contacted regarding the board's view on the variance. A meeting will possibly be scheduled on May 26. Jon Stantz will make the arrangements and inform all parties.

#### Attorney

Jon Stantz motioned to approve/sign the invitation for quotes on demolition and appraisal of properties involved with the Hazard Mitigation Grant. Bids will be taken until June 30<sup>th</sup> at 4:30 p.m., seconded by Cynthia Hyde and the motion passed 3-0.

Five to seven properties will be chosen initially to begin the process of demolition.

Jon Stantz motioned for the acceptance of the Compliance with Statement of Benefits /Real Estate Improvements and Compliance with Statement of Benefits/ Personal Property for the Cook tax abatement. Dean Bruce seconded and the motion passed 3-0.

Dean Bruce motioned to approve the signature to David Smith, Code Enforcement Division of the Homeland Security Division indicating that the Town Building inspector is Bobby Bandy, seconded by Jon Stantz and the motion passed 3-0.

#### Fire Territory

Nothing to report.

#### Old Business

No old business was discussed.

#### New Business

Flood damage information should be reported to Jack White who is responsible for compiling the data and possibly applying for relief through FEMA.

The Town Council participated in a work session with the County Commissioners . The town board and the commissioners have heard Denise Shaw's information and the commissioners will possibly make some kind of decision at their June 6, 2011 meeting. The town council will revisit the issue at their next board meeting.

Jon Stantz received an email from Richard Lorenz concerning accounting issues. Mike Williams, CPA has also contacted Jon Stantz with an update of the reconciliation of the 2010 financial reports. He has billed the town for \$2000.00 which is 1/5 of the budgeted amount and has completed 30% of the reconciliation.

Connie Brock indicated that she was worried that money was not being transferred into the payroll account from the wastewater account, creating shortfalls. Jon Stantz did not have any qualifying information regarding the statement, nor did the Clerk/Treasurer have any knowledge about what this was concerning. Further investigation would be needed before further discussion could occur.

Jon Stantz reported that Linda Trefry has provided 26 pages of changes to be made in the budget. The changes were in fact, changes within the **funds** not the cash accounts and most were only changes that, in the new program, did not automatically put the charges in the correct account as the old system did.

There have been W-2 issues. There were two changes made for the whole town for 2010.

Jon Stantz reported that \$45,000.00 worth of expenses have been incurred since the Clerk/Treasurer took office including a board approved \$20,000.00 computer program which apparently is not working correctly, the possibility of paying Michael Williams up to \$10,000.00 for reconciling the 2010 books and for a \$12,000.00 IRS tax bill for tax payments not sent on time in 2009. Richard Lorenz has offered to help the clerk put together a letter to abate these charges.

The OCSB reported to Richard Lorenz that the town payroll account did not have sufficient funds to cover the employee's health insurance bill; however the bank did cover the expense. The board thanked the bank for its action. The Clerk/Treasurer reported that the check to cover that expense did not get deposited the day before and was in the night deposit bag.

Cynthia Hyde spoke about using the part time employee for a set number of days a week and then more during vacation/sick time. The board will make a decision in the future.

Dean Bruce spoke about general concerns in the accounting, employee deductions and a \$1500.00 check cut to Connie Brock from the payroll account. Again, no qualifying information could be provided regarding the check.

Discussion was held regarding OSHA approved first aid kits being available in all town vehicles. Department heads will look into how many kits will be needed.

Dean Bruce motioned to accept claims as presented, seconded by Jon Stantz and the motion passed 3-0.

Jon Stantz motioned to adjourn at 8:35 p.m., seconded by Dean Bruce and the motion passed 3-0.

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Jon Stantz, President

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Dean Bruce, Vice-President

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Cynthia Hyde, Board Member

Attested by:

Minutes at accepted on June 6, 2011