



**Board of Trustees
Revised Agenda
Regular Meeting
Tuesday, November 17, 2020
6:00PM**

Due to Covid-19 case increases in the area, some board members of the board, as well as the public, may choose to attend and participate in the meeting remotely. To participate remotely, call 312 626 6799. When prompted, enter meeting ID: 672 221 2599.

In addition to the above option to join the meeting by telephone, public comment can be submitted in advance by e-mail to mayor@oreanil.com or by dropping off written comments in the water bill slot at the Whitmore/Oreana community building. Public comments must be submitted by 5:00 PM on November 17, 2020.

Call to Order

Consent Agenda

- Approval of Treasurer's Report
- Approval of Minutes 10-20-2020 Meeting

Public Comment

Old Business

New Business

- Approval of the purchase (Municipal Lease) of a new truck from Ridings Ford for the public works department.
- Approval of a quote with Becktech to replace landline phones with VOIP phones.

Adjournment



Meeting Minutes
For the October 20, 2020
Regular Meeting of the Village Board

Call to Order

PUBLIC MEETING –CALL TO ORDER @6:00 PM:

The Village of Oreana conducted a public meeting on a sidewalk project utilizing Illinois Department of Transportation, Illinois Transportation Enhancement Program Funds.

Matt Foster from Chastain and Associates gave a presentation providing a brief overview of the proposed sidewalk project. There was an opportunity for public comment. None was heard. There was a brief general discussion among the board.

Regular Board Meeting

The meeting was called to order at 6:00 p.m. by Mayor Aaron Keathley.

Roll Call

Trustee Ballard	Present	Trustee Ward	Present
Trustee Bruns	Present	Trustee Welch	Present
Trustee Hiser	Absent	Trustee Guntle	Present
Mayor Keathley	Present	Attorney Weatherford	Present
Clerk Kirby	Present	Treasurer Koszesza	Present

Mayor Keathley declared a quorum present.

Consent Agenda:

A **motion** was made by Trustee Bruns, **seconded** by Trustee Ward to accept the Consent Agenda.

Bills: \$98,481.24

Income: \$ 57,898.90

Minutes from the September 1, Meeting

A general discussion was held.

A roll call vote was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

Administrative Reports:

Mayor – Mayor Keathley gave an update on Dollar General.

Attorney – None

Engineer- None

Police – None

Public Comment:

Old Business: None

New Business:

The **first** item on the Agenda is Approval of Resolution 2020-10-20-01, authorizing an application to the Illinois Department of Transportation’s Transportation Enhancement Program (ITEP), for Route 48 Sidewalk Interconnect Project.

A Motion was made by Trustee Ward seconded by Trustee Guntle to Approve of Resolution 2020-10-20-01, authorizing an application to the Illinois Department of Transportation’s Transportation Enhancement Program (ITEP), for Route 48 Sidewalk Interconnect Project.

A roll call was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

The **second** item on the Agenda is the Approval of a bid from Stello Products for the purchase of new street signs in the amount of \$3,115.39.

A Motion was made Trustee Bruns seconded by Trustee Ballard to approve of a bid from Stello Products for the purchase of new street signs in the amount of \$3,115.39.

A roll call vote was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

The **third** item on the Agenda is Approval of a donation/sponsorship to Small Town Living.

A motion was made Trustee Bruns seconded by Trustee Ward to donate \$250.00 worth of Christmas Decorations from Menards to Small Town Living for donation/sponsorship.

A roll call vote was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

The forth item on the Agenda is the consideration and/or approval of the purchase of bidding on a second squad car. Mayor Keathley informed the board that it would be a bid. Trustee Bruns stated that a bid for \$15,750.00 would be a good bid to go with.

A motion was made by Trustee Welch seconded by Trustee Ward to approve a bid in the amount of \$15,750.00 for of consideration of purchase of a second squad car.

A roll call vote was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

The last item on the agenda is the Approval of Ordinance 2020-10-20-02, revising the Tax Levy.

A motion was made by Trustee Bruns seconded by Trustee Ballard of the Approval of Ordinance 2020-10-20-02, revising the Tax Levy.

A roll call vote was taken.

Trustee Ballard	Yes	Trustee Ward	Yes
Trustee Bruns	Yes	Trustee Welch	Yes
Trustee Hiser	Absent	Trustee Guntle	Yes

Mayor Keathley declared **Motion Carried.**

Adjournment

A **motion** was made by Trustee Ward to adjourn, **Seconded** by Bruns.

A voice vote was taken. Yes-5, No-0. Mayor Keathley declared the **motion** carried and the meeting adjourn.

Dated this 20th October 2020

Anne Kirby, Village Clerk

Approved:

Aaron Keathley, Mayor

Village of Oreana
Treasurer's Reports
November 20, 2020 Board Meeting

	Nov 13, 20
ASSETS	
Current Assets	
Checking/Savings	
01-1110 · Checking Acct	13,103.34
01-1150 · General	142,565.60
11-1150 · Audit MMDA	19,836.43
12-1150 · Insurance MMDA	8,731.11
13-1150 · IMRF MMDA	17,983.31
14-1150 · Social Security MMDA	14,003.65
15-1120 · MFT MMDA	103,333.98
16-1140 · Clearinghouse	1,000.16
50-1100 · Water/Sewer	
51-1130 · Surplus MM	15,855.44
51-1150 · Water	-78,583.54
52-1150 · Sewer	145,623.75
Total 50-1100 · Water/Sewer	82,895.65
51-1125 · Bond Int & Repayment	50,286.77
Total Checking/Savings	453,740.00
Other Current Assets	
Certificates of Deposit	
01-1153 · CD-General-8575	15,000.00
15-1151 · CD-MFT-7137	10,000.00
51-1152 · CD-Bond Reserve-10618	9,500.00
51-1153 · CD-Depreciation & Cont	8,000.00
51-1158 · CD-Surplus	9,000.00
Total Certificates of Deposit	51,500.00
Total Other Current Assets	51,500.00
Total Current Assets	505,240.00
Fixed Assets	
Fixed Assets	
01-1610 · Land.	136,697.17
01-1700 · Infrastructure	329,007.76
01-1709 · Accum Depr-Infrastructure	-179,585.47
01-1720 · Buildings	11,165.04
01-1729 · Accum Depr-Buildings	-11,165.04
01-1740 · Machinery & Equipment	308,875.30
01-1749 · Accum Depr-Machinery & Eq...	-268,046.05
51-1505 · Land	18,420.00
51-1530 · Equipment	61,753.75

	Nov 13, 20
51-1535 · Accum Depr-Equipment	-61,753.75
51-1541 · Treatment Plant & Pump Stat...	1,630,893.42
51-1546 · Accum Depr.-Treat. Plnt & P...	-933,968.13
52-1620 · Sewer System	4,134,103.00
52-1629 · Accum Depr-Sewer System	-661,456.48
Total Fixed Assets	4,514,940.52
Total Fixed Assets	4,514,940.52
Other Assets	
01-2012 · General - Due to/from INS Fund	-453.18
12-2000 · INS - Due to/from Gen Fund	453.18
01-2015 · General - Due to/from Water	32,070.02
51-2006 · Water - Due to/from General	-32,070.02
Total Other Assets	0.00
TOTAL ASSETS	5,020,180.52
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	
2110 · Fed/SS/Med Payable	895.24
2120 · State Withholding	161.52
2131 · IL Unemployment	20.59
2151 · IMRF Withholding	504.50
Total 2100 · Payroll Liabilities	1,581.85
2570 · Customer Deposit Liab	9,820.28
2600 · Water Bond Payable 2012	300,000.00
2610 · SDD Contract	3,046,829.75
2700 · Loan Payable - Ford Credit	11,810.12
2800 · Park Walking Path Note Paya...	35,000.00
Total Other Current Liabilities	3,405,042.00
Total Current Liabilities	3,405,042.00
Total Liabilities	3,405,042.00

	<u>Nov 13, 20</u>
Equity	
01-3000 · Fund Balance-General	442,350.60
11-3000 · Fund Balance-Audit	19,816.85
12-3000 · Fund balance INS	7,818.63
13-3000 · Fund balance - IMRF	15,549.19
14-3000 · Fund balance - S.S.	6,074.11
15-3000 · Fund balance - MFT	102,509.66
51-3900 · Retained Earnings Unres-Water	61,284.07
51-3950 · Retained Earnings Res-Water	317,755.73
52-3900 · Retained Earnings - Sewer	564,502.93
Net Income	77,476.75
	<hr/>
Total Equity	1,615,138.52
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TOTAL LIABILITIES & EQUITY	<u>5,020,180.52</u>

Village of Oreana
Payroll Summary

October 2020

	Ballard, Julia F	Bruns, Jason	Coloni, Larry J	Guntle, Dustin	Hiser, Loren G	Keathley, Aaron
Employee Wages, Taxes and Adjustm...						
Gross Pay						
Salary - Elected	90.00	90.00	0.00	90.00	90.00	600.00
Salary - Employee - ADM	0.00	0.00	0.00	0.00	0.00	0.00
ADM - Hourly	0.00	0.00	0.00	0.00	0.00	0.00
Health Coverage Stipend	0.00	0.00	0.00	0.00	0.00	0.00
Overtime (x1.5) hourly-Street	0.00	0.00	0.00	0.00	0.00	0.00
Park - Hourly	0.00	0.00	0.00	0.00	0.00	0.00
Police - Hourly	0.00	0.00	0.00	0.00	0.00	0.00
Street - Hourly	0.00	0.00	0.00	0.00	0.00	0.00
Water - Hourly	0.00	0.00	879.75	0.00	0.00	0.00
Total Gross Pay	90.00	90.00	879.75	90.00	90.00	600.00
Deductions from Gross Pay						
IMRF-VAC	0.00	0.00	0.00	0.00	0.00	0.00
IMRF Emp.	0.00	0.00	0.00	0.00	0.00	0.00
Total Deductions from Gross Pay	0.00	0.00	0.00	0.00	0.00	0.00
Adjusted Gross Pay	90.00	90.00	879.75	90.00	90.00	600.00
Taxes Withheld						
Federal Withholding	0.00	0.00	-100.00	0.00	0.00	0.00
Medicare Employee	-1.31	-1.31	-12.76	-1.30	-1.31	-8.70
Social Security Employee	-5.58	-5.58	-54.55	-5.58	-5.58	-37.20
IL - Withholding	0.00	-4.46	-16.99	-4.46	-4.46	-20.11
Medicare Employee Addl Tax	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes Withheld	-6.89	-11.35	-184.30	-11.34	-11.35	-66.01
Additions to Net Pay						
Reimbursement	0.00	0.00	9.25	0.00	0.00	0.00
Total Additions to Net Pay	0.00	0.00	9.25	0.00	0.00	0.00
Net Pay	83.11	78.65	704.70	78.66	78.65	533.99
Employer Taxes and Contributions						
Medicare Company	1.31	1.31	12.76	1.30	1.31	8.70
Social Security Company	5.58	5.58	54.55	5.58	5.58	37.20
IL - Unemployment	0.00	0.00	5.50	0.00	0.00	0.00
IMRF Co. Match	0.00	0.00	0.00	0.00	0.00	0.00
Total Employer Taxes and Contributions	6.89	6.89	72.81	6.88	6.89	45.90

Village of Oreana
Payroll Summary

October 2020

	Kirby, Anne	Koszesza, Sherry L	Ward, Angela	Welch, Matthew	Welker, Austin G	Welker, Perry L
Employee Wages, Taxes and Adjustm...						
Gross Pay						
Salary - Elected	0.00	0.00	90.00	90.00	0.00	0.00
Salary - Employee - ADM	0.00	1,012.31	0.00	0.00	0.00	0.00
ADM - Hourly	267.81	0.00	0.00	0.00	0.00	0.00
Health Coverage Stipend	0.00	0.00	0.00	0.00	400.00	0.00
Overtime (x1.5) hourly-Street	0.00	0.00	0.00	0.00	32.13	0.00
Park - Hourly	0.00	0.00	0.00	0.00	1,100.99	0.00
Police - Hourly	0.00	0.00	0.00	0.00	736.00	0.00
Street - Hourly	0.00	0.00	0.00	0.00	1,100.99	0.00
Water - Hourly	115.70	0.00	0.00	0.00	539.79	48.00
Total Gross Pay	383.51	1,012.31	90.00	90.00	3,909.90	48.00
Deductions from Gross Pay						
IMRF-VAC	0.00	0.00	0.00	0.00	-312.79	0.00
IMRF Emp.	0.00	0.00	0.00	0.00	-175.95	0.00
Total Deductions from Gross Pay	0.00	0.00	0.00	0.00	-488.74	0.00
Adjusted Gross Pay	383.51	1,012.31	90.00	90.00	3,421.16	48.00
Taxes Withheld						
Federal Withholding	0.00	-70.00	0.00	0.00	-433.00	0.00
Medicare Employee	-5.56	-14.68	-1.30	-1.31	-56.69	-0.70
Social Security Employee	-23.77	-62.76	-5.58	-5.58	-242.41	-2.98
IL - Withholding	-18.99	-50.11	-4.46	0.00	-184.83	-2.38
Medicare Employee Addl Tax	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes Withheld	-48.32	-197.55	-11.34	-6.89	-916.93	-6.06
Additions to Net Pay						
Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00
Total Additions to Net Pay	0.00	0.00	0.00	0.00	0.00	0.00
Net Pay	335.19	814.76	78.66	83.11	2,504.23	41.94
Employer Taxes and Contributions						
Medicare Company	5.56	14.68	1.30	1.31	56.69	0.70
Social Security Company	23.77	62.76	5.58	5.58	242.41	2.98
IL - Unemployment	2.40	6.33	0.00	0.00	0.00	0.30
IMRF Co. Match	0.00	0.00	0.00	0.00	285.04	0.00
Total Employer Taxes and Contributions	31.73	83.77	6.88	6.89	584.14	3.98

Village of Oreana
Payroll Summary

October 2020

	Wheeler, Gregory...	TOTAL
Employee Wages, Taxes and Adjustm...		
Gross Pay		
Salary - Elected	0.00	1,140.00
Salary - Employee - ADM	0.00	1,012.31
ADM - Hourly	0.00	267.81
Health Coverage Stipend	0.00	400.00
Overtime (x1.5) hourly-Street	0.00	32.13
Park - Hourly	0.00	1,100.99
Police - Hourly	1,271.52	2,007.52
Street - Hourly	0.00	1,100.99
Water - Hourly	0.00	1,583.24
Total Gross Pay	1,271.52	8,644.99
Deductions from Gross Pay		
IMRF-VAC	0.00	-312.79
IMRF Emp.	0.00	-175.95
Total Deductions from Gross Pay	0.00	-488.74
Adjusted Gross Pay	1,271.52	8,156.25
Taxes Withheld		
Federal Withholding	-36.00	-639.00
Medicare Employee	-18.43	-125.36
Social Security Employee	-78.84	-535.99
IL - Withholding	-62.94	-374.19
Medicare Employee Addl Tax	0.00	0.00
Total Taxes Withheld	-196.21	-1,674.54
Additions to Net Pay		
Reimbursement	0.00	9.25
Total Additions to Net Pay	0.00	9.25
Net Pay	1,075.31	6,490.96
Employer Taxes and Contributions		
Medicare Company	18.43	125.36
Social Security Company	78.84	535.99
IL - Unemployment	2.55	17.08
IMRF Co. Match	0.00	285.04
Total Employer Taxes and Contributions	99.82	963.47



November 6, 2020

RE: Route 48 Interconnect Project | Phase I, ITEP Grant Application

Dear Mayor Keathley,

We are honored to have submitted an ITEP application on the Village's behalf and are providing you with two full copies of application for your records. It is a great project and one that will greatly benefit your community. As we await word from the state, we wanted to fill you in on anticipated timelines and expected processes.

IDOT has stated that award announcements will be made in spring, so we anticipate hearing something sometime in May or June 2021.

If grant funds are awarded, here is initial the process:

- 1) A Notification letter will be sent to the Village. A kick-off meeting with the IDOT District Enhancement Coordinator will then need to be set up within 6 weeks.
- 2) Post-Award documents will need to be prepared which will be coordinated with the Village.
- 3) The Village will then accept the Notice of State Award (NOSA). This will be accomplished within the Catalog of State Financial Assistance. Once this is in place the Village will start financial reporting through the various forms including GATA.

Once awarded, these processes can take an additional six (6) months to complete.

There is another process that the Village will need to consider as you wait to hear regarding the award. The Village may be required to undergo a **Qualification Based Selection (QBS) of an engineering firm to do the work**. This process involves the Village having written policies and procedures for the selection of engineering firms in place and then following those policies and procedures for selection of a firm for this project. If the Village has a QBS Policy and Procedure in place, that document should be reviewed soon to verify it complies with current State and Federal guidelines. If the Village does not have QBS Policy and Procedure in place, the Illinois Department of Transportation does provide guidelines and examples in their Bureau of Local Roads & Streets Manual. This manual is available online at www.idot.illinois.gov or Chastain can provide a copy of the relevant chapter if you prefer. We are also available to discuss this process in more detail if you would like. This process can happen at any time, even before award which could be helpful to have out of the way, although not 100% necessary.

Again, this is all information of which we wanted the Village to be aware. Assistance will be available through all of this should a grant be awarded to Oreana.

Please let us know if you have any questions and we wish you all the best with the state review of your application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt B. Felt'.

Financing Quote # 100704

November 10, 2020

Municipality: Village of Oreana
Dealer: Bob Ridings Inc.

Ford Credit Municipal Finance is pleased to provide the following quote for your consideration.
Expiration Date: 1/8/2021

VEHICLE INFORMATION

Description	Unit Price
2021 Ford F-350 w/equipment	\$46,827.00

COST INFORMATION

Total Asset Cost	Underwriting Fee	Amount Financed
\$46,827.00	\$545.00	\$47,372.00

FINANCING OPTIONS

Number of Payments	Payment Timing	Rate	Payment Amount
3	Annual	5.65%	\$16,666.05
4	Annual	5.49%	\$12,808.66

This quote was prepared assuming the lease qualifies for Federal Income Tax Status for Ford Credit Company LLC under Section 103 of the IRS Code and is not a commitment by Ford Credit Municipal Finance. Financing is subject to credit review.

Thank you for the opportunity to provide this quote. If you have any questions, need additional options, or would like to proceed with the application process, please contact by using the information below.

Sincerely,

Tom O'Donnell

Tom O'Donnell
Marketing Coordinator
todonne8@ford.com
1-800-241-4199, press 1