

# **Village of Rochester Board of Trustees Board Meeting February 9, 2015**

President David Armstrong called the meeting to order at 7:00 p.m.  
The Pledge of Allegiance was recited.

ROLL CALL:           President Armstrong  
                          Trustee Eandi  
                          Trustee Hill  
                          Trustee Hendrickson  
                          Trustee ShoudeI  
                          Village Clerk Munroe

ABSENT:               Trustee Matt Greer  
                          Trustee Mike Greer

## **APPROVAL OF MINUTES:**

**APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING OF THE JANUARY 12, 2015.** *Trustee ShoudeI made a motion to approve January 12, 2015 minutes. Motion seconded by Trustee Hill. Motion passed.*

## **BOARD AND COMMISSION REPORTS**

**Plan Commission-** No Report.

**Zoning Board of Appeals –**No report.

**PUBLIC FORUM-** No matters of the Public Forum.

## **OLD BUSINESS**

### **Noise Ordinance**

*Trustee ShoudeI made a motion to table this matter and have the Police, Parks, Public Health and Safety Committee review the matter in March. Trustee Hill seconded the motion. Motion tabled.*

**TRUSTEE REPORTS**

**SEWER**-Trustee Matt Greer -Absent.

**STREETS**- Trustee Eandi –No report.

**WATER**- Trustee Hendrickson – No report.

**POLICE**- Trustee Shoudel- that stats are in the box.

**PUBLIC HEALTH & SAFETY** –Trustee Greer- Absent.

**FINANCE**- Trustee Hill noted that he reviewed the financial statements.

*Trustee Hill made a motion to approve the financial reports. Trustee Shoudel seconded the motion. Motion passed.*

*Trustee Hill made a motion to approve the bills. Trustee Shoudel seconded the motion. Roll call.*

<i>President Armstrong</i>	<i>YES</i>
<i>Trustee Eandi</i>	<i>YES</i>
<i>Trustee Hill</i>	<i>YES</i>
<i>Trustee Hendrickson</i>	<i>YES</i>
<i>Trustee Shoudel</i>	<i>YES</i>

*5 AYES  
0 NAYS  
0 PRESENT*

*Motion passed.*

**NEW BUSINESS**

**Approval of CMT Work Order 14-2**

*Trustee Hendrickson made a motion to approve the amendment to the CMT Work Order 14-2, Primary Pump Station. Motion seconded by Trustee Hill. Roll Call.*

<i>President Armstrong</i>	<i>YES</i>
<i>Trustee Eandi</i>	<i>YES</i>
<i>Trustee Hill</i>	<i>YES</i>
<i>Trustee Hendrickson</i>	<i>YES</i>
<i>Trustee Shoudel</i>	<i>YES</i>

5 AYES  
0 NAYS  
0 PRESENT

*Motion passed.*

**Approval of CMT Work Order 15-1**

*Trustee Hendrickson made a motion to approve the amendment to the CMT Work Order 15-1, 2105 Retainer Agreement for Professional Services. Motion seconded by Trustee Hill. Roll Call.*

<i>President Armstrong</i>	YES
<i>Trustee Eandi</i>	YES
<i>Trustee Hill</i>	YES
<i>Trustee Hendrickson</i>	YES
<i>Trustee Shoudel</i>	YES

5 AYES  
0 NAYS  
0 PRESENT

*Motion passed.*

**Approval of Work Order 15-2**

*Trustee Hendrickson made a motion to approve the amendment to the CMT Work Order 15-2, Primary Pump Station Flood Protection Improvements. Motion seconded by Trustee Hill. Roll Call.*

<i>President Armstrong</i>	YES
<i>Trustee Eandi</i>	YES
<i>Trustee Hill</i>	YES
<i>Trustee Hendrickson</i>	YES
<i>Trustee Shoudel</i>	YES

5 AYES  
0 NAYS  
0 PRESENT

*Motion passed.*

**Approval of Water Bill Repayment Contract**

*Trustee Hendrickson made a motion to table this contract for further review by the Public Works Committee on 2-23-15. Trustee Hill seconded the motion. Motion tabled.*

**Village Managers Report**

ATTACHED.

Trustee Shoudel made a motion to adjourn. Motion seconded by Trustee Hill. Unanimous aye vote. Motion passed.

Meeting adjourned 7:29PM.

Respectfully Submitted,

Stacia Munroe  
Clerk  
Village of Rochester

**REPORT FROM THE VILLAGE MANAGER  
FOR FEBRUARY 9, 2015**

I have found the first few weeks as the Village Manager have been very busy. I have taken a tour with the police chief and been shown village boundaries, as well as schools and subdivision locations. I have also taken a tour with the public works supervisor and have been shown locations and some history was shared for the pump stations, water mains and breaks, and being the "deluxe tour" enjoyed seeing the public works buildings, fleet, and discussed needs and wish list with the superintendent. I really appreciate the time that they both took to show me around. I also enjoyed meeting the Township Road Commissioner and touring the township facility. It is great to have mutual respect with both entities to help each other when needed.

The village has some very nice subdivisions, but it was pointed out that there are some issues that will need to be addressed in some areas with the small water main connections and roads that are breaking up and need to be repaired. I have asked Todd to make a list of prioritized needs and wants for the trustees to discuss during the budget process.

There seem to be issues with my computer that I have made several phone calls to IT and having problems tracking it down. I am currently unable to see in the LOCIS account software to review for the budget process. I asked the village IT to get some costs for what would be needed to replace my computer and he has recommended a Dell Opti Plex 3020M for \$708.99. The following dates have been scheduled by the mayor for budget meetings on Thursdays March 5, 12, 19, and 26 at 6:30pm.

Our village building code inspector does not have a computer that works at the current time and needs something to type his reports and use for GIS needs. He would like to have a laptop for convenience. The village IT has recommended a Dell Inspiron 15, 3543 for \$652.99 for the code inspector to use in the field. I have also discussed a couple of properties with him and addressed the issues.

The information for both computers will be given to the Finance Committee to review at their next committee meeting and bring back to the full board if needed.

I think that the village has very capable employees in the office and other departments and I have been very pleased with their work ethics and how well everyone appears to gets along.

I'm trying to get everything back to the prior routines when possible. The office and I would like to try having all of the needed agenda items emailed to me at [delderton@rochesteril.org](mailto:delderton@rochesteril.org) to get things ready for the board meeting agendas. After Mayor Armstrong has approved putting the items on the agenda I can sent everything to Lisa to type the agenda, post it, and send it out to the board and others as needed. My understanding is that Lisa needs all the information and items for the agenda by 1:00 pm on the Friday before the board meeting.

Please feel free to contact me with any issues that come up for me to address. I can usually be reached at the village hall 217-498-7192 or my cell phone 309-830-3867. The office staff can also take messages and I will return your calls when needed.

*Deb Elderton, Village Manager*