

## Southern View President and Board of Trustees Agenda for the Regular Monthly Meeting

Tuesday / October 24, 2023 / 6:00 p.m.

- 1) CALL TO ORDER: Mike Patsche, Village President
- 2) ROLL CALL: Nate Briggs, Trustee  
Robert Eskew, Trustee  
Bill Haines, Trustee  
Rebecca LaRussa, Trustee  
Betsy Richbark, Trustee  
Mike Tavernor, Trustee
- 3) PLEDGE OF ALLEGIANCE: Mike Patsche, Village President
- 4) APPROVAL OF MINUTES: Approve September 26, 2023 Regular Board Meeting Minutes  
Approve June 27, 2023 Executive Board Meeting Minutes  
Approve September 26, 2023 Executive Board Meeting Minutes  
Approve October 3, 2023 Special Board Meeting Minutes
- 5) BILLS TO BE PAID: Approval of the Bills to be paid, with checks issued 10/24/2023
- 6) APPROVE TREASURERS REPORT: Approve September 2023 Treasurer's Report
- 7) CITIZEN REQUESTS TO ADDRESS THE BOARD:
- 8) POLICE REPORT: Police Department Report for September 2023
- 9) OLD BUSINESS DISCUSSION:
  - a) Discussion and Approval of the IDOT Condemnation of Village Property
  - b) Discussion and Approval of Ordinance 23-09-01 Approving an Agreement with the Southern View Neighborhood Watch and the Village of Southern View for future events
  - c) Discussion and Approval of the FY 2023 Audit
- 10) NEW BUSINESS DISCUSSION:
  - a) Discussion and Approval the Hiring of Administrative Assistant
  - b) Discussion and Approval of Resolution with IMRF
  - c) Discussion and Approval of the Enterprise Lease for Fleet Vehicles
  - d) Discussion and Approval of Purchasing and Installing 4 car computers from Matrix Systems for the Police Department
  - e) Discussion and Approval to Change Locks at the Martin Pavilion
  - f) Discussion and Approval of Removing Trees at 3304 and 3321 Spring
  - g) General Business Discussion

**President's Comments-**

**11) EXECUTIVE SESSION:**

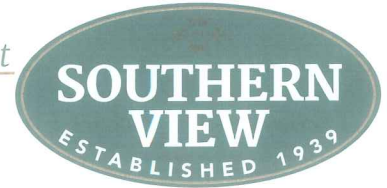
- a) The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of a Specific Employee or Legal Counsel for the Public Body (5 ILCS 120/2(c)(1))
- b) Discussion of Minutes of Meetings Lawfully Closed Under the Open Meetings Act for Purposes of Approval by the Body (5 ILCS 120/2(c)(21))
- c) Discussion Relating to IDOT Condemnation of Village Property (5 ILCS Exemption 2(c)(6))

**Return from Executive Session--may take action on the items discussed in Executive Session**

**12) ADJOURNMENT:**

**Any subject matter placed on the agenda, regardless of how the matter is stated on the agenda or where it is placed, may be acted upon by the President and Board of Trustees.**

**Posted: October 20, 2023 1:30 p.m.**



Minutes of the Regular Board Meeting of the  
Village of Southern View Board

**CALL TO ORDER:** The President and the Board of Trustees held the regular scheduled meeting on Tuesday, October 24, 2023, at the Southern View Municipal Building, 3410 South Fifth Street, Southern View, Illinois. The meeting was called to order at 6:00 pm by President Patsche, followed by Roll call and the Pledge of Allegiance.

**ROLL CALL:** The following were present:

Nate Briggs, Trustee of Economic Development  
Robert Eskew, Trustee of Building Permits  
Bill Haines, Trustee of Parks  
Rebecca LaRussa, Trustee of Public Relations  
Betsy Richbark, Trustee of Health & Safety  
Mike Tavernor, Trustee of Grants, Business Development

Also Present:

Lisa Cave, Village Treasurer & Clerk  
Don Craven, Attorney

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**APPROVAL OF THE MINUTES:** President Patsche asked whether the Board had reviewed the September 26, 2023, Regular Meeting Minutes and if they found need for any changes, corrections, or amendments. President Patsche stated after hearing none, the September 26, 2023, minutes stand approved as presented.

Motion to approve the September 26, 2023, Regular Meeting Minutes as presented by: Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor  
Upon roll call vote, all voted AYE; except Trustee Briggs and Trustee LaRussa  
Voted present  
**MOTION PASSES.**

President Patsche asked whether the Board had reviewed the June 27, 2023, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Patsche stated after hearing none, the June 27, 2023, minutes stand approved as presented.

Motion to approve the June 27, Executive Meeting Minutes as presented by: Trustee Tavernor and 2<sup>nd</sup> by Trustee Eskew  
Upon roll call vote, all voted AYE; except Trustee Trustee Haines and Trustee LaRussa voted present  
**MOTION PASSES.**

President Patsche asked whether the Board had reviewed the September 26, 2023, Executive Meeting Minutes and if they found need for any changes, corrections, or amendments. President Patsche stated after hearing none, the September 26, 2023, minutes stand approved as presented.

Motion to approve the September 26, Executive Meeting Minutes as presented by: Trustee Tavernor and 2<sup>nd</sup> by Trustee Eskew  
Upon roll call vote, all voted AYE; except Trustee Trustee Haines and Trustee LaRussa voted present  
**MOTION PASSES.**

President Patsche asked whether the Board had reviewed the October 3, 2023, Special Meeting Minutes and if they found need for any changes, corrections, or amendments. President Patsche stated after hearing none, the October 3, 2023, minutes stand approved as presented.

Motion to approve the October 3, Special Meeting Minutes as presented by: Trustee Eskew and 2<sup>nd</sup> by Trustee Briggs  
Upon roll call vote, all voted AYE; except Trustee Trustee Haines and Trustee LaRussa voted present  
**MOTION PASSES.**

**APPROVAL TO PAY BILLS:** President Patsche asked whether the board had reviewed the October 24, 2023, Bills to be Paid, and whether there were any changes, corrections, or amendments. President Patsche stated there were quite a few additions to the bills in front of everyone. There was a change in the previous bill list that was in the packet and it reduced the costs by \$25.00 from Shaner's Towing. President Patsche asked for a motion to approve the bills as presented.

Motion to Approve the Bills to be Paid for October 24, 2023, as presented by Trustee Briggs and 2<sup>nd</sup> by Trustee Eskew  
Upon roll call vote, all voted AYE; except for Trustee Haines and Trustee LaRussa who voted present  
**MOTION PASSES.**

**APPROVAL OF THE TREASURER REPORTS:** President Patsche asked whether the Board had reviewed the September 2023 Treasurer Report and if they found need for any changes, corrections, or amendments. President Patsche said hearing none, the September 2023 Treasurer Report stand approved as submitted.

Motion to approve the September 2023 Treasurer Report as presented by: Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor  
Upon roll call vote, all voted AYE; except for Trustee LaRussa who voted present  
**MOTION PASSES.**

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#### **PUBLIC COMMENTS:**

Cyndi Tavernor stated the Neighborhood Watch Weiner Roast was on Saturday and they passed out over 100 hot dogs. Most of the supplies for that night were donated. Neighborhood Watch purchased extra boats and cups for the hot chocolate and apple cider which was under \$40.00. Cyndi expressed that it means a lot to the residents when the Trustees show up and she thanked the ones that did for being there.

**POLICE DEPARTMENT REPORT:** Chief Maki addressed the Board on the department report for September of 2023. The Police Department answered 230 service calls, 2 traffic accidents, 50 traffic tickets, 29 warnings, and there are 19 vacant homes in the Village. Chief Maki stated that the paper files have been destroyed. The Police Department is investigating several storage unit thefts, several fraud cases and a felony possession of a firearm by a felon out of state. Chief Maki stated that all general orders have been updated and have been implemented as of October 1, 2023 and they are still working with Enterprise on the Possible Lease Program.

**OLD BUSINESS DISCUSSION:** President Patsche asked for discussion and approval of the IDO T Condemnation of Village Property. Kevin Kuhn and Attorney Craven they have not heard from IDOT. President Patsche asked to table this till the next agenda.

President Patsche asked for discussion and approval of Ordinance 23-09-01 Approving an Agreement with the Southern View Neighborhood Watch and the Village of Southern View for future events. Trustee Eskew explained the agreement would give the Neighborhood Watch Committee \$1,500.00 towards the events and the balance of the donations they had collected from the National Night Out event totaling \$376.26 and that the Neighborhood Watch Committee would be required to submit to the Village Board quarterly a financial statement on where and how the funds are being spent. President Patsche stated that the Village appropriates \$3,000.00 towards special events and that the amount of \$1,500.00 would allow the Neighborhood Watch to have funds for their activities. Trustee LaRussa stated that any funds should be expended through the Village Board. President Patsche also stated that he sponsors the Veterans Day Dinner for the Veterans and their families but that Neighborhood Watch should be in charge of all future events. Trustee LaRussa stated if the Neighborhood Watch is its own entity then why do they need funds? Trustee LaRussa stated that she had not spent any village funds on any event that she has put on. Resident Anna Berkley stated that the funds that had been spent on Neighborhood Watch in the past had been for banners and signs and that most of the items for events were donated. Trustee LaRussa expressed transparency and that Neighborhood Watch should present to the Board for approval and review as they plan their events. President Patsche stated that Neighborhood Watch is their own entity with their own committee members separate from the Village Board.

Motion to approve Ordinance 23-09-01 Approving an Agreement with the Southern View Neighborhood Watch and the Village of Southern View for future events by Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor  
Upon roll call vote, all voted NO; Trustee Eskew and Trustee Tavernor voted AYE

**MOTION FAILED.**

President Patsche asked for discussion and approval of the FY 2023 Audit. President Patsche introduced Mike Canny with Canny Accounting, the Village Auditor. Mr. Canny stated that his firm tests the Village income and expenses. Mr. Canny discussed several pages with the Village Board on the Audit to help explain. Mr. Canny stated the audit of the Village looks good, the Village has a healthy net position and this last fiscal year the Village spent \$555,000 less than what the Village brought in. Attorney Craven asked if there was any suggestions, he would recommend to the Village Board. Mr. Canny stated they evaluate the Internal Controls and due to the small Village and staff he recommends that at least 2 sets of eyes are on both the bills and payroll and the Audit produced no red flags, no yellow and that from what he saw this evening the Village Board is an actively engaged Board.

Motion to approve the FY 23 Audit by Trustee Tavernor and 2<sup>nd</sup> by Trustee Eskew  
Upon roll call vote, all voted AYE;

**MOTION PASSES.**

**NEW BUSINESS DISCUSSION:** President Patsche asked for discussion and approval of the Hiring of an Administrative Assistant. President Patsche stated he would like to hire Janie Stanley at \$20.00 per hour part time 20 hours per week. President Patsche stated that he and Trustee Tavernor interviewed four candidates, and all were great but Janie's experience in grant writing set her apart from the other candidates. Janie would be there to answer phones, open mail, rent the hall, speak to the residents that come in and various other duties. President Patsche stated that the applications were in the office available for the Trustees to review them. Trustee LaRussa stated she did not review the applications and felt that her opinion did not matter, and that President Patsche had conducted interviews without allowing the opportunity of the Village Board to interview the candidates. Trustee LaRussa went on to state that the Village Board held a special meeting on October 3, 2023, for staff changes as Lisa had accepted a job with the State. Trustee LaRussa stated she congratulates Lisa for that but still feels it is too much on one person's plate. Trustee LaRussa stated that during the Executive Session, she had expressed her desire to be involved with the interview process. Trustee LaRussa also stated she received no information before the October 3, 2023, meeting and had to cancel her own plans to make the meeting. Trustee LaRussa stated that she does not feel included in decisions, where is the communication? President Patsche stated that if they do not hire someone, there would be no one to answer the phones come November 1, 2023. Trustee Briggs stated that he was interested in interviewing for the office position and for public works. Trustee Briggs wished he could have been involved in the interviewing and that he did go through all 12 candidates and that the President Patsche picked the top four candidates. Trustee Haines states he gets questioned on when the office is open? Trustee Richbark would like to see a split schedule to allow someone to be in the office past 5:30 pm for the residents that work. Trustee Richbark stated that as a working person it is hard to get into the office. Trustee LaRussa stated she feels that the position should be full time and provide benefits having the Clerk's duties. Trustee LaRussa stated that the Clerk position has always been in the office full time. President Patsche stated that if they were in the office, they would realize that the Village is not that busy to be open 40 hours a week. Attorney Craven stated that the Clerk and the Treasurer are appointed positions. Following a spirited discussion.

Motion to approve the hiring of Janie Stanley as an Administrative Assistant at \$17.50 per hour for 20 hours per week by Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor

Upon roll call vote, all voted AYE; except for Trustee LaRussa who voted NO

**MOTION PASSES.**

President Patsche asked for discussion and approval of IMRF Resolution Form 6.72. Attorney Craven stated that this is clean up paperwork from IMRF, that allows reportable earnings to IMRF to be gross payroll not net payroll when it comes to AFLAC. IMRF has been receiving the correct gross wages and the employees that have AFLAC policies are calculated before the tax deductions.

Motion to approve the IMRF Resolution Form 6.72 by Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor

Upon roll call vote, all voted AYE;

**MOTION PASSES.**

President Patsche asked to table the discussion and approval of the Enterprise Lease for Fleet Vehicles. Chief Maki stated that we had cancelled the zoom call for tonight and that a special meeting would be set in the future for the Village Trustees to ask questions before any decision. Chief Maki stated that the Board has copies of all documents that have been provided and he asks for the Trustees to review prior to the meeting. Trustee Briggs asked how many miles do the squads do a year? Chief Maki stated that he can investigate that and get back to the Village Trustees and write down their questions for the meeting. President Patsche is thinking of scheduling the special meeting on November 14, 2023, for the zoom call with Enterprise. If anyone cannot make it, please let us know. Treasurer Cave stated that the WEX bills will have the mileage each time the police officers fill up.

President Patsche asked for discussion and approval of the Purchase and Installation of 4 car computers from Matrix Systems for the Police Department. Matrix System provided the Board with a quote of \$17,471.44. Chief Maki stated these computers are in police cars and the equipment in the cars can be moved to any other vehicle.

Motion to approve the Purchase and Installation of 4 car computers from Matrix Systems in the amount of \$17,471.44 by Trustee LaRussa and 2<sup>nd</sup> by Trustee Eskew

Upon roll call vote, all voted AYE;

**MOTION PASSES.**

President Patsche asked for discussion to Change Locks at the Martin Pavilion. Trustee Eskew stated that he would like to table this. Trustee LaRussa stated that she is more than happy to return her key.

President Patsche asked for discussion and approval of Removing Trees at 3304 and 3321 Spring Street. Joe Rechner bid totaling \$2,400.00. 3321 Spring Street is a complete removal of tree and stump for \$1,500.00 and \$900.00 for 3305 Spring Street leaving 2-3 feet of the stump for the resident. Joe had stated that the home address of 3304 was actually 3305 Spring. President Patsche stated that the trees had been damaged by the storm in June 2023.

Motion to approve the Removing of Trees at 3305 and 3321 Spring Street by Joe Rechner in the amount of \$2,400.00 by Trustee Eskew and 2<sup>nd</sup> by Trustee Tavernor

Upon roll call vote, all voted AYE;

**MOTION PASSES.**

**ADJOURNMENT:** With no further business, President Patsche asked for a motion to close the meeting at 7:14 pm. The motion was made by Trustee LaRussa and 2<sup>nd</sup> by Trustee Tavernor.

**PREPARED BY:** Lisa Cave, Clerk

**DATE APPROVED:** November 28, 2023