

CITY OF WASHINGTON, ILLINOIS
CITY COUNCIL MEETING - MONDAY, APRIL 16, 2018
LIBRARY MEETING ROOM
380 N. WILMOR ROAD – 6:30 P.M.

Mayor Manier called the regular meeting of Monday, April 16, 2018 to order at 6:30 p.m. in the Library Meeting Room at Five Points Washington.

Call to Order

Present and answering roll call were Aldermen, Adams, Brownfield, Butler, Cobb, Dingledine, Gee, and Moss. Alderman Brucks was absent.

Roll Call

Also present was City Administrator Jim Culotta, Controller Baxter, Public Works Director Ed Andrews, P & D Director Jon Oliphant, Deputy Chief Jeff Stevens, City Treasurer Ellen Dingledine, City Clerk Pat Brown, and members of the press.

All present stood for the Pledge of Allegiance.

Pledge of Allegiance

The Agenda was reviewed and stood as presented.

Agenda Review

Alderman Gee moved and Alderman Butler seconded to approve the Consent Agenda as presented. Items included on the Consent Agenda were minutes of the April 2, 2018 regular & April 9, 2018 special City Council meetings; bills & payroll; payment authorization: TIF pay request #1, Black Panther Holdings, LLC, 104 N. High Street; change order #4, WTP #1 Improvement Project, brine pit additional flashing protection; purchase authorization: Air-Paks, WTP's 1 & 2; and accept & place on file: monthly financial report period ending 2/28/2018. On roll call on the motion to approve the vote was:

Approve Consent
Agenda

Ayes: 7 Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss

Nays: 0

Motion declared carried.

P & D Director Oliphant read a proclamation proclaiming April 27, 2018 as Arbor Day in the City of Washington. Alderman Dingledine moved and Alderman Adams seconded to accept the proclamation as read. On roll call the vote was:

Proclamation: Arbor
Day

Ayes: 7 Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss

Nays: 0

Motion declared carried.

None.

Audience Comments

Alderman Cobb, Finance & Personnel Committee reported nothing on the agenda. Alderman Butler, Public Safety Committee Chairman reported nothing on the agenda. Alderman Brownfield, Public Works Committee Chairman reported nothing on the agenda.

Standing Committees

Mayor Manier reminded everyone of the annual Take Pride in Washington cleanup day that is scheduled for this coming Saturday. He shared that this is the 13th year for this event and registration begins at 8:00 a.m.

Mayor's Comments

City Administrator Culotta requested Council approval of the FY18-19 Non-Union Pay Plan. He shared that his recommendation would be the 2.5% increase as opposed to the 2% option as it would mirror the Council's recently approved increases for both police officers and full-time dispatchers. He noted that the difference between the two percentages is less than \$7,000 so there would not be a need to alter the proposed budget. He shared that the three Department Head positions (Controller, Public Works Director, and Planning & Development Director) have been removed from the pay plan and will receive consideration for a merit-based increase as determined by the City Administrator based on performance evaluations. Alderman Dingledine moved and Alderman Brownfield seconded to approve the pay plan as presented. Alderman Dingledine asked for clarification on the numbers within the pay plan and how it works. Administrator Culotta and Controller Baxter stepped through a particular range and how an employee moves through the 7-step pay plan. It was noted that the plan itself has been in place for 15-years and the proposed change is in the percentage increase of the plan. On roll call the vote was:

FY18-19 Non-Union
Employee Pay Plan

Ayes: 7 Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss

Nays: 0

Motion declared carried.

City Administrator Culotta read a resolution, by title only and brief synopsis, approving a Geographic Information System (GIS) Technical Services Contract with Cloudpoint Geographics, Inc. Adoption of this resolution would formally approve a technical services contract with Cloudpoint Geographics, Inc. for the City's geographic information system for a one-year term beginning May 1, 2018 in a not-to-exceed amount of \$60,000. Alderman Dingledine moved and Alderman Gee seconded to adopt the resolution as read. On roll call the vote was:

Adopt resl, approving
GIS contract,
Cloudpoint
Geographics, Inc.

Ayes: 7 Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss

Nays: 0

Motion declared carried.

City Administrator Culotta read a resolution, by title only and brief synopsis, for temporary signage along a state-maintained roadway for a public event. Adoption of this resolution would request permission from IDOT to place temporary signage along U.S. Business 24, between N. Cummings Lane and Gillman Avenue during the Washington Good Neighbor Days festival scheduled May 30th, through June 3rd, 2018. Alderman Dingledine moved and Alderman Cobb seconded to adopt the resolution as read.

Adopt resl, IDOT
temporary signage
request, Good Neighbor
Days

Adopt resl, IDOT temporary signage request, Good Neighbor Days, Cont.)	<p>On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt resl, Chamber of Commerce, Class H liquor license request, Good Neighbor Days	<p>City Administrator Culotta read a resolution, by title only and brief synopsis, authorizing the issuance of a Class H (Festival Garden) Liquor License to the Washington Chamber of Commerce. Adoption of this resolution would authorize the issuance of a Class H liquor license to the Washington Chamber of Commerce in conjunction with its annual Good Neighbor Days festival schedule for May 30th through June 3rd, 2018. Alderman Gee moved and Alderman Moss seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, authrz agreement, WACOH School Resource Officer	<p>City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis, an ordinance authorizing the execution of an Intergovernmental Agreement between the City of Washington, IL and Washington Community High School District 308. Adoption of this ordinance would continue the School Resource Program between the City of Washington and Washington Community High School which places one Washington Police Officer at the High School during school hours. Among other things, the agreement provides for the payment of \$75,884 to the City for services provided. Alderman Moss moved and Alderman Brownfield seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, adopt Budget for FY18-19	<p>City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis, an ordinance adopting a Budget for corporate purposes for the Fiscal Year beginning May 1, 2018 and ending April 30, 2019. Adoption of this ordinance would approve the City of Washington’s budget for the Fiscal Year beginning May 1, 2018 and ending on April 30, 2019 in the amount of \$23,657.525. As required by state statute, a public hearing on the City’s FY18-19 Tentative Annual Budget is scheduled for 6:30 p.m. on Monday, April 9, 2018. Alderman Dingledine moved and Alderman Brownfield seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, approve official 2018 Zoning Map	<p>City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis, an ordinance adopting City of Washington Official Map of Zoning Districts for 2018. Adoption of this ordinance would approve the City of Washington Official Zoning Map for 2018 as required by state statute. Alderman Brownfield moved and Alderman Adams seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, authrz agreement, PACVB	<p>City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis, an ordinance authorizing the Mayor and City Clerk of the City of Washington, Tazewell County, Illinois, to enter into an Intergovernmental Agreement between the City of Washington and Peoria Area Convention and Visitors Bureau. Adoption of this ordinance would approve an agreement with the Peoria Area Convention and Visitors Bureau regarding tourism development, promotion and recruitment services for a one-year period ending on December 31, 2018. Alderman Brownfield moved and Alderman Adams seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, authrz sale of surplus property	<p>City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis, an ordinance authorizing the disposal and/or sale of various items and property owned and used by the City of Washington as “Surplus Property”. Adoption of this ordinance would authorize the sale of certain designated surplus property. Alderman Dingledine moved and Alderman Gee seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u></p>
1 st reading ord, amending Chapter 154.236, regarding accessory structure building permit fees	<p>City Administrator Culotta provided first reading of the following ordinance, by title and brief synopsis: an ordinance amending the Code of Ordinances of the City of Washington, Illinois by amending Chapter 154.236 entitled “Permits”. Adoption of this ordinance would increase the filing fee for an accessory structure building permit from \$20 to \$40 to better account for the administrative cost associated with the required inspections. This ordinance will be listed on the next meeting agenda for action. Alderman Dingledine asked if the increase is adequate to cover costs and P & D Director shared that they are trying to balance to capture our cost but not put a burden on residents. Alderman Dingledine shared that if we are not covering our costs it’s a concern and Oliphant shared that it would cover those with a lower number of inspections required but not the higher number of inspections. Following discussion, it was the consensus to amend the ordinance to add language to relate the cost of the fee to the number of inspections required and increase the fee for the higher number of inspections. It was noted to bring this back to the next meeting as a first reading with a waiver of second reading.</p>

Public Works Director Andrews requested Council approval of an IDOT MFT resolution allocating \$750,000 in MFT funds for the 2018 Street Maintenance Program. Alderman Dingledine moved and Alderman Adams seconded to approve the MFT resolution appropriating \$750,000 in MFT funds for the 2018 MFT Street Maintenance Program. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	2018 MFT program and resolution
Public Works Director Andrews requested Council authorization to make progress payments #5 & 6 to River City Construction in the amount of \$32,211.12. Alderman Gee moved and Alderman Cobb seconded to authorize the payment request as presented. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Authrz progress payment #5 & 6, River City Construction, WTP No. 1 Improvement Project
Deputy Police Chief Stevens requested Council authorization to make payment to Emergency Telephone Systems Board (ETSB) in the amount of \$11,801.60 for software modules. He provided the following information on the request: Tazewell County Police & Fire agencies operate using the same records management, reporting, & dispatch software, provided by ETSB; a few years ago ETSB determined it could no longer pay the complete cost of the software and announced that agencies would have to pay for specific parts of the software they use with each module cost being prorated by the number of users; we budgeted \$11,000 two years ago but ETSB was unable to timely bill agencies; the current FY budget allocates \$22,500 for the modules as funding has rolled over; ETSB’s current invoice of \$11,801.60 reflects billing from May 1, 2017 through December 31, 2018 (20-months); our next bill in the fall will reflect January 2019 through May 2019; authorization of this payment includes splitting costs by fiscal year, with 12-months of service in the current FY budget and 8-months in next year’s FY budget; and the costs came in less than what we expected. Alderman Dingledine moved and Alderman Butler seconded to authorize the payment request as presented. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Payment authrz, ETSB annual CAD OSSI module fees
Deputy Police Chief Stevens reminded everyone, referencing recent burglaries, that if it has a lock it should be locked.	Aldermen’s/Staff Comments
At 7:05 p.m. Alderman Butler moved and Alderman Gee seconded to move into Executive Session for the setting of a price for sale or lease of property owned by the public body per 5 ILCS 120/2(c)(6) of the Illinois Open Meetings Act. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Butler, Cobb, Dingledine, Gee, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Executive Session
At 7:21 p.m. Council reconvened in regular session and Alderman Moss moved and Alderman Adams seconded to adjourn. <u>Motion carried unanimously by voice vote.</u>	Adjournment

Patricia S. Brown, City Clerk