

**COMMITTEE OF THE WHOLE
MONDAY – OCTOBER 8, 2018
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of October 8, 2018 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Gee, and Moss.

Absent: None.

Also present: Controller Baxter, Public Works Director Andrews, Public Works Manager Schone, P & D Director Oliphant, Police Chief McCoy, City Treasurer Dingledine, City Clerk Brown, and the Press.

MINUTES

1. Aldermen wishing to be heard on non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Approval of Minutes: Alderman Dingledine moved and Alderman Cobb seconded to approve the minutes of the September 10, 2018 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.

4. **BUSINESS ITEMS**

- A. Police Department Monthly Review – Police Chief McCoy provided the September 2018 monthly review statistics as they compare to September 2017, as well as 2018 year-to-date statistics and how they compare to 2017. He shared the following: 1) traffic citations were up by 78 with 63 being handheld violations as a result of the recent 2-week monitoring time period that was recently set aside; 2) year-to-date is trending about the same the last few months; 3) today the FBI released 2017 crime stats for 83 Illinois cities between 10K and 20K in population with the following information as it pertains to Washington: the average number of violent crimes was 29 with the high being 183 and low being 0 with Washington at 9; and the average number of property crimes was 247 with Washington at 157. He shared that these numbers show that Washington is trending fine in mid-America.
- B. Administrative Directive Amendment: Employee Training & Development, Meal Per Diem – Controller Baxter shared the following: 1) Finance & Personnel Committee provided feedback and supports the direction to make a change in the payment of meals as required during training to coincide with General Services Administration (GSA) guidelines; 2) it's been over 15-years since the reimbursement rates were changed; 3) looked at what surrounding communities are using and they are using per diem GSA guidelines which are updated each year; 4) the per diem structure would eliminate the time consuming reconciliation with receipts as well as tracking any overpayments that might occur; 5) it would be a non-taxable income to employee so we would avoid any payroll taxes; 6) it would still allow for City credit card use for meal charges and turning in receipts as an option; 7) this will be an administrative amendment to the current 1990 Administrative Directive governing employee training & development; and 8) it will eventually be incorporated into the Personnel Manual that is currently under revision. Alderman Brucks suggested that GSA section numbers be used in lieu of updating numbers in the document each year and Controller Baxter shared that she will make that change. Alderman Butler asked if this would be the policy for business travel as well and Controller Baxter shared that we have treated business travel the same in the past without having a separate policy but could incorporate it into this as well.

- C. GIS Aerial Photography Consideration – P & D Director Oliphant provided the following: 1) we were asked by Tazewell County to partner again to produce new orthophotography which is scheduled to be flown in spring 2019; 2) the last flight was in 2015; 3) the cost sharing is set up based on the number of improved parcels in each community participating; 4) the total cost is offset through a TCRPC grant in the amount of \$45K; 5) Tazewell County is proposing to incur 50% of the cost with municipalities sharing the other 50%; 6) Eagle View Pictometry is the likely vendor and has proposed two different proposals: 1. standard 6-inch imagery (our current) and the Rapid Access – Disaster Program, which provides post-event imagery within 2-3 days within a disaster has a municipal cost of \$6,600 making our cost just over \$1K and 2. enhanced 3-inch imagery w/4-way obliques within incorporated portions of the county, 6-inch imagery for unincorporated portions, and 9-inch imagery w/4-way obliques within unincorporated portions has a municipal cost of \$88,250 making our cost \$13,500 and would allow access to Change Finder, which shows the before-and-after photos to more easily determine changes in infrastructure, land use, and the environment since 2015; 7) the costs are assuming all seven (7) municipalities are on board (currently only waiting to hear from Creve Coeur); 8) Tazewell County will pay the entire bill upfront and we would be billed next fall that would include a 3-year payment plan option as well; and 9) will require an intergovernmental agreement to be executed later this fall. He shared that the consensus of the communities involved is to support the second option for the benefit of having more clarity definition. Alderman Brownfield shared that Public Works Committee leans toward the 3-inch because the benefits outweigh the cost and the billing will not happen until fall 2019. Following discussion, it was the consensus of Committee to move this forward to Council for consideration.
- D. 407 Edgewood Court Horse Stable Variance Request – P & D Director Oliphant provided the following: 1) received a request from the property owner at 407 Edgewood Court to waive the requirement that allows for a minimum of 5-acres to house horses on a residential property as part of a special use; 2) the requirement went into effect in 1987 and is handled as a special use; 3) if the request is approved the resident will make a request for the special use; 4) the City issued a building permit for a barn on the property in 1990, three years after requirement; 5) there were residents who voiced concerns at the recent Planning & Zoning Commission (PZC) public hearing on the request; and 6) following the PZC discussion, it was their recommendation to Council to deny the request on a vote of 4-2. He shared that of the properties 3.09 acres only a little more of one acre is usable in terms of open space. He shared that one Commissioner recommended in favor as horses were once on the property. Alderman Gee asked what the objections were from the residents and P & D Director Oliphant shared that they were not wanting horses in a residential area, the property not being suitable for horses, and one resident indicated a minimum acreage per horse of 2 acres for one horse and 1 acre per horse after that. Alderman Gee asked how many horses the petitioner wanted and Oliphant shared the desire was to have two. He shared that the City Code allows one horse per acre, noting that a special use would allow more restrictions to be placed. He shared the request will be coming as a first reading ordinance at the next City Council meeting.
- E. Water Tower #2 Cleaning – Public Works Manager Schone shared that this year's budget allows for the cleaning of Water Tower #2 and two quotes have been received for the work. He shared that National Wash is low bid at \$5,890 with an additional \$1,850 if any touch up painting is necessary and will be in Pekin on Friday and can be at our tower on Monday. He shared his intention was to bring this to Council for consideration next Monday evening before proceeding with the work, but wanted to get direction to proceed while National is still in the area and not create a delay for the work to commence. It was the consensus of Committee to proceed with the work to begin on Monday and brought before Council for approval on Monday evening.
- F. Water/Sewer Rate Study – Public Works Director Andrews shared that Mr. Tom Beckley from Raftelis is here this evening to go over preliminary findings that have been compiled as part of the water and sewer rate study and that they are considering this as a working session to share from both sides. Mr. Tom Beckley shared a PowerPoint presentation that included the following topics: Current Rates; Water & Sewer CIP; Water & Sewer Financial Plan; Typical Water & Sewer Bill (4,500 gallons); Water & Sewer Bill Comparison; Typical Combined Bill (4,500 gallons); and

Combined Bill Comparison. Following the presentation Mayor Manier reminded everyone that this component is a rate study only and other funding options will be looked at to generate the funds needed to sustain these systems. Further discussion ensued on the following: water utility running in the deficit and our need to get to a point where it is cash financed every year with 1-2% being used for future replacement needs to keep up with our aging infrastructure; concerns with the lack of detail presented and Mr. Beckley shared that this presentation is preliminary in order to solicit input from Council before the final report is presented; how the Consumer Price Index (CPI) is factored into rate increases and how its structure skews the percentages; different types of rate structures and their effects on all our customers; grant funding and low cost loans getting more difficult to obtain as funding sources; the structure of our current two meter option and connection fees and how they can impact alternative revenues; and the need for other creative methods to structure rate increases. Public Works Director Andrews shared they will investigate more on the City's two meter system and provide more information relating to a volumetric charge and block type rate structure system. Mayor Manier shared his appreciation for Mr. Beckley's input and is looking forward to the presentation of more information in the final report.

5. Other Business – None.
6. Executive Session – for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body per 5 ILCS 120/2(c)(1) of the Illinois Open Meetings Act. At 8:01 p.m. Alderman Dingleline moved and Alderman Cobb seconded to move into Executive Session. On roll call the vote was:
Ayes: 8: Adams, Brownfield, Brucks, Butler, Cobb, Dingleline, Gee, Moss
Nays: 0
Motion declared carried.
7. At 8:31 p.m. Committee reconvened in regular session and Alderman Gee moved and Alderman Brucks seconded to adjourn. Motion carried unanimously by voice vote.



Patricia S. Brown, City Clerk