

CITY OF WASHINGTON, ILLINOIS
CITY COUNCIL MEETING - MONDAY, NOVEMBER 5, 2018
LIBRARY MEETING ROOM
380 N. WILMOR ROAD – 6:30 P.M.

Mayor Manier called the regular meeting of Monday, November 5, 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, Brucks, Butler, Cobb, Dingledine, and Moss. Alderman Gee was absent.	Roll Call
Also present was Controller Joanie Baxter, Public Works Director Ed Andrews, Public Works Manager Kevin Schone, P & D Director Jon Oliphant, Police Chief Mike McCoy, Deputy Chief of Police Jeff Stevens, City Treasurer Ellen Dingledine, Attorney Keith Braskich (arrived 6:50 p.m.), and City Clerk Pat Brown.	
All present stood for the Pledge of Allegiance.	Pledge of Allegiance
The Agenda was reviewed and stood as presented.	Agenda Review
Alderman Brucks moved and Alderman Cobb seconded to approve the Consent Agenda as presented. Items included on the Consent Agenda were minutes of the October 15, 2018 regular City Council meeting; approval of TIF joint review board report; agreement authorization: street/traffic light electric energy agreement; bid award: roadway salt; Westlake watermain repairs materials: final cost adjustment; concrete assistance additional authorization; accept & place on file: police pension municipal compliance report FY ending April 30, 2018; and accept & place on file: monthly financial report for periods ending July-September 2018. On roll call on the motion to approve the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Approve Consent Agenda
Mayor Manier recognized the Robotics FIRST LEGO League Team for their efforts that included a local creek cleanup project. Mr. Matthew Ward, team coach, introduced the team members present and provided a brief background of the team which teaches science and engineering to 4 th , 5 th , and 6 th graders.	Recognition: FIRST LEGO League Team, Creek Cleanup Efforts
Mayor Manier presented a replacement plaque for 50 years in business to Mr. Brian Brubaker, Hillcrest Golf Center whose plaque was blown away in the 2013 tornado. He read the plaque that was originally presented to the Brubaker family in November, 2008. Mr. Brubaker thanked the Mayor and City Council not just for the plaque but also for what they do every day. He thanked his wife Kathy and all the employees who helped them get back to where they are today. He shared his appreciation for the support they have had through the past 60 years and his thankfulness in providing such a great opportunity in the community. He expressed his thanks to all the fire, police, emergency services, churches, and neighbors who stepped up big time in helping to restore our community following the tornado.	Plaque Presentation
Police Chief McCoy and Deputy Police Chief Stevens presented certificates to the recent Citizen’s Police Academy graduates that were present. The program graduates included John Amdall, Barbara Appleby, Jeremiah Araujo, Brian Butler, Christian Dohleman, Sue Freeberg, Ben Harkleroad, Angie Hobbs, Becky Kumer, Patricia Kweram, Eli Miller, Angela Murray, Carl Murray, Gary Siebold, Julie Seibold, and Courtney Williams.	Citizen’s Police Academy Certificate Presentation
Mayor Manier read a proclamation proclaiming November 24, 2018 as Small Business Saturday. Alderman Dingledine moved and Alderman Butler seconded to accept the proclamation as read. On roll call on the motion to approve the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Proclamation: Small Business Saturday
Mr. Aaron Phillips, Phillips-Salmi, LLC, presented the audited financial statements for FY ended April 30, 2018. He provided a brief overview of the audit and communication letter that was submitted and shared the following: the overall accuracy was very good with only a few miscalculations on spreadsheets which are nothing to be concerned about; there were no changes in internal control procedures and policies and no deficiencies; a recommendation was made on risk management explaining that most organizations have a detailed accounting policy a procedures manual and encouraged Council to make this a priority; and a recommendation was made that although the final numbers are accurate and good, the speed in which processes occur could be improved upon, noting that staff is currently working on implementation of electronic time keeping software and encouraged Council and staff to be mindful of defining what you want a new accounting system to look like and how fast you want financial information and build the system accordingly. He shared that from a financial position standpoint, there are no concerns and management and Council has done well over the years in responsibility to tax payers. Alderman Butler asked what type of firm we would engage with on a polices and procedures manual and Mr. Phillips shared that a consulting firm could handle it or it could be done internally as well. Mayor Manier thanked Mr. Phillips for all the time spent on this year’s audit and shared his appreciation for all of staff’s time that was put in as well. Alderman Dingledine moved and Alderman Brownfield seconded to accept and place on file the audited financial statements for fiscal year ending April 30, 2018 as presented. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	FY 2017-2018 Audited Financial Statements

Audience Comments	Gloria McNett expressed her appreciation for the repair work that was recently done on the N. Main Street and Jefferson Street railroad crossings. She shared a big thank you to all the Springfield IL Sacred Heart Griffin football team and fans who were so gracious and generous to us 5 years ago shortly after the tornado and the wonderful gestures that were made back to them this year as we welcomed them to our community.
Standing Committees	Alderman Brucks, Finance & Personnel Committee Chairman reported one item on the agenda (Resolution C). Alderman Butler, Public Safety Committee Chairman reported nothing on the agenda. Alderman Brownfield, Public Works Committee Chairman reported two items on the agenda (Consent D & Staff Reports A).
Mayor's Comments	Mayor Manier echoed the comments spoken about Sacred Heart Griffin and thanked them for such a great football game on Saturday.
Adopt resl, safe routes to school grant, Dist. 51	Mayor Manier read a resolution, by title only and brief synopsis, supporting an Illinois Safe Routes to School Program Grant Request in School District 51. Adoption of this resolution would support a Safe Routes to School grant request to construct new sidewalk on Bobolink Drive and Eagle Avenue near Central Schools. Alderman Dingledine moved and Alderman Cobb seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>
Adopt resl, safe routes to school grant, Dist. 52	Mayor Manier read a resolution, by title only and brief synopsis, supporting an Illinois Safe Routes to School Program Grant Request in School District 52. Adoption of this resolution would support a Safe Routes to School grant request to construct a shared use path on N. Main Street and sidewalk on N. Main Street near Washington Middle School. Alderman Butler moved and Alderman Adams seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>
Adopt resl, authrz City Administrator recruitment & selection contract, S. Renee Narloch Associates	Mayor Manier read a resolution, by title only and brief synopsis, authorizing the Mayor and City Clerk to enter into a Contract with NP&S Management, Inc., d/b/a S. Renee Narloch & Associates for Executive Recruitment and Selection Services for a new City Administrator. Adoption of this resolution would authorize a contract with NP&S Management, Inc., d/b/a S. Renee Narloch & Associates for services relating to the executive recruitment and selection of a new City Administrator. Alderman Dingledine moved and Alderman Adams seconded to adopt the resolution as read. Aldermen Cobb and Butler shared that sevens firms were considered and this firm stood out strong with over 25 years of experience and will work very hard to suit our needs. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>
Adopt ord, granting variance, 407 Edgewood Ct., acreage waiver, horse stable	Mayor Manier provided second reading of the following ordinance, by title and brief synopsis: an ordinance granting a variance from the terms of the Zoning Code of the City of Washington, Tazewell County, Illinois, to the property regulation that requires a minimum of five acres to permit a horse stable as a Special Use in the R-1 District. Adoption of this ordinance would grant a variance at 407 Edgewood Court allowing for a waiver of the regulation that requires a minimum of five acres of real estate to permit a horse stable as a special use for any parcel in the R-1 zoning district. Alderman Moss moved and Alderman Brucks seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 0</u> <u>Nays: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Motion did not carry.</u>
Motion did not carry	
Adopt ord, providing for annexation, part of 600 Ernest St.	Mayor Manier provided second reading of the following ordinance, by title and brief synopsis: an ordinance providing for the annexation of certain territory contiguous to the City of Washington, Illinois, and is not now embraced within the corporate limits of the City of Washington, Illinois, owned by Daniel J. Manikowski located at 600 Ernest Street. Adoption of this ordinance would annex a part of a parcel at 600 Ernest Street totaling 0.265 acres into the City of Washington corporate limits and to zone it R-1 residential. Alderman Dingledine moved and Alderman Brownfield seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>
1 st reading ords, authrz intergovernmental agreement Tazewell County recycling collection	Mayor Manier provided first 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 County of Tazewell for a County approved Recycling Collection Program. Adoption of this ordinance would authorize an Intergovernmental Agreement with Tazewell County which provides to the City of Washington a grant in the amount of \$20,500 to use in support of and in connection with the County approve recycling collection program. This ordinance will be listed on the next meeting agenda for action.
Authrz roadway crack sealing contract, Ace in the Hole	Public Works Director Andrews requested Council authorization to enter into a contract with Ace in the Hole of Washburn, IL, under a unit price contract, for crack sealing at a unit price amount of \$1.60 per pound for a not to exceed amount of \$12,250. Alderman Brownfield moved and Alderman Moss seconded to authorize the request as presented. Alderman Brownfield asked if we can get this done this season and Andrews shared that 40 degrees is ambient but as we get

cooler temperatures it could be done in the spring. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Authrz roadway crack sealing, Cont.)
Public Works Director Andrews requested Council approval of a 2016 MFT updated resolution in the amount of \$793,652.59. He shared that the 2016 MFT resolution was on the heels of the City’s MFT portion of the Tornado Roadway Restoration Contract at \$898,297, such that the recommendation was made at a more cautious \$500,000. He shared the 2016 maintenance award was made in an amount of \$709,996.89 to RA Cullinan, with a final adjusted contract amount of \$793,652.59 for additional spray patch. He shared under IDOT’s recent review of our MFT balances it was offered that a supplemental resolution in the total amount be made. Alderman Butler moved and Alderman Brucks seconded to approve the updated 2016 MFT resolution appropriating \$793,652.59 in MFT funds. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	2016 MFT Updated Resolution
Public Works Manager Schone shared that with the help of Washington Township crews were able to complete the railroad crossing work with railroad personnel on the scene. He shared that plans are on schedule to complete the Square coping wall repairs; the work on S. Main is complete; and a dedication of the new salt shed at the Legion Road facility was held this past Thursday and should allow us to keep a full year supply on hand. Fire Chief Traver provided a brief report for the months of September and October noting that 135 calls were received in September and 126 calls were received in October bringing the total to 1351 to date which is up from 1241 at this time last year. He shared that Public Works did a good job on the railroad crossings thanked them for making signs that will help alleviate some of the problems they are having with parking in their lot. Police Chief McCoy shared that they are working through a few things with TC3 and dispatching and things are working out better than anticipated. Alderman Brownfield asked how the staffing transition is going at PD and McCoy shared that there have been no issues and staff is doing a great job.	Public Works & Public Safety Updates
Alderman Moss shared the following regarding the upcoming Wreaths Across America event in Glendale Cemetery: the event takes place Saturday, December 15 th at 11:00 a.m. and this year marks our 11 th year taking part in the event; the Wreaths Across America website says the event begins at Noon but that is Eastern Time so our event will begin at 11:00 to coincide with the event at Arlington Cemetery; wreaths are available to be ordered on their website and if you are wanting your wreath to be placed on a specific grave let me know; the deadline to order wreaths is November 23 rd ; the local Police Department Color Guard will be part of the ceremony this year; local veterans will lay wreaths as part of the ceremony; and the American Heritage Girl troops will be helping to lay wreaths throughout the cemetery.	Aldermen’s Comments
At 7:32 p.m. Alderman Dingledine moved and Alderman Moss 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) and 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) and for collective negotiating matters between the public body and its employees or their representatives per 5 ILCS 120/2(c)(2) of the Illinois Open Meetings Act. On roll call the vote was: <u>Ayes: 7</u> Adams, Brownfield, Brucks, Butler, Cobb, Dingledine, Moss <u>Nays: 0</u> <u>Motion declared carried.</u>	Executive Session
At 8:27 p.m. Council reconvened in regular session and Alderman Moss moved and Alderman Cobb seconded to adjourn. <u>Motion carried unanimously by voice vote.</u>	Adjournment