

CITY OF WASHINGTON, ILLINOIS

City Council Meeting

Monday, December 7, 2020

Remote Web Meeting via ZOOM

6:30 p.m.

Call to Order	Mayor Manier called the regular meeting of Monday, December, 2020 to order at 6:30 p.m. in a remote meeting from Washington City Hall.
Roll Call	Present and answering roll call were Aldermen Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens and Yoder.
Pledge of Allegiance	All present stood for the Pledge of Allegiance.
Agenda Review	The Agenda was reviewed and stood as presented.
Approve Consent Agenda	Mayor Manier present the Consent Agenda for approval of the following items: Approval of minutes of November 16, 2020 City Council Meeting, Stratford Pay Request #6, Lawndale Pay Request #7, Holland Pay Request #3, and Washington Historical Society TIF Pay Request. Alderman Cobb moved and Alderman Brownfield seconded to accept the Consent Agenda. On roll call on the motion to approve was: <u>Ayes: 8</u> Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u>
Announcements and Proclamations	None at this time.
Audience Comments	City Clerk Brod stated that she received one public comment via email from Ms. Pokarney. It was read aloud and attached to the minutes. She also noted that due to audio issues, public comments will be shared via email upon request.
Standing Committee-Finance & Personnel Committee	Chairman Daniel Cobb, Finance & Personnel Committee, shared that the Finance and Personnel Committee will recommend for approval the Washington Historical Society TIF Payment Request.
Standing Committee-Public Safety Committee	Chairman Butler, Public Safety Committee, shared that there are no business items open this meeting. He provided that Police Chief McCoy distributed an update earlier in the week and is open to any questions. Chairman Butler invited Chief McCoy to share any comments or questions. Chief McCoy shared that there is one employee out due to COVID-19 and one employee has left the department. Chairman Butler introduced Fire Chief Brown to provide any comments. Chief Brown shared that he distributed an update earlier in the week and the Fire Department has a few employees with COVID-19 but feel that it has minimal impact.

Standing Committee-
Public Works
Committee

Chairman Mike Brownfield, Public Works Committee, invited City Engineer Dennis Carr to provide information regarding a construction agreement for Bobolink (Safe Routes to School Project). Mr. Carr provided that IDOT had solicited bids to install sidewalks on Bobolink and Eagle near Central School. The city budgeted to hire a construction engineer for the project and because it is an IDOT project, it requires specific documentation and the use of their new CMMS software which in turn takes more time and will increase the cost of construction engineering. It has become a mandate from IDOT in the past year so some projects were not budgeted to include this increase. He shared that the N. Main project had a similar construction engineering fee. Both the N. Main and Holland projects used Millenia to provide the construction engineering and Mr. Carr feels those projects went well. He is recommending moving forward with Millenia for the cost of \$34,500 to complete this project. He noted that Bobolink and N. Main were budgeted in the same account resulting in \$10,479 overages and will transfer the funds from the general street budget to cover these overages.

Alderman Dingledine moved and Alderman Adams seconded to approve.

On roll call the vote was:

Ayes: 8 Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder

Nays: 0

Motion declared carried.

Chairman Brownfield introduced staff to share updates. Public Works Director, Kevin Schone provided that Lone Wolf was to start curb repairs last week but didn't show and would like to wait to start next spring. Mr. Schone shared that they would like to get a little work done this fall so he will be contacting them. Mr. Schone shared that the Gillman project has started and he has been in contact with the residents so they have his contact information if there are any problems. He shared that there is a lead line running from the Gross Building on The Square. They would like to find the line end due to the potential sale of the building. The crews have made a few exploratory holes without luck. The City contacted Ditch Witch to help using a new technology. If this doesn't work, the City will have to probe for it until they find it. Mr. Schone also shared that Public Works completed 79 service requests. Chairman Brownfield introduced Dennis Carr to provide an update. Mr. Carr provided that the Stratford Project asphalt has been corrected. There is no longer puddling. He shared that the Holland Street project laid 99% of bricks and they have a few more to cut before they start to sand tomorrow. Mr. Carr shared that Holland Street should open up to residents by Friday and the general public by Monday of next week. Mr. Carr provided that survey work is complete on Hilldale and entering the design phase. He also shared that the North Street culvert is on schedule and will be ready to bid out in April. Chairman Brownfield introduced Planning and Development Director, Jon Oliphant to provide updates. Mr. Oliphant provided that we will be bringing a resolution for a comprehensive plan to the next Council meeting. He shared that staff has completed interviews and has chosen a team lead by Civic Artworks which was assembled using architects, planners, transportation engineers, and market analysts and is led by a former Washington resident with family still in the City. He shared that they are excited that they could start as early as next year and will use an IDOT grant to fund 80% of the project up to \$150,000. The grant agreement states that the project be completed by September 30, 2022 but feels that it will be completed early. Lastly, Mr. Oliphant shared that City Staff is excited to get the project kicked off.

Mayor

Mayor Gary Manier provided an update regarding the new Fire Department contract. He shared that Police Chief McCoy and Fire Chief Brown worked diligently on the contract between Northern Tazewell and Washington Fire Department in regards to ambulance services. Mayor Manier introduced Chief McCoy who shared that the contact came about when they were approached by Northern Tazewell to take over the ambulance duties because they were unable to continue. Chief McCoy shared that there were many meetings that he feels produced the best deal possible. This contract will allow all the residents of Washington, Northern Tazewell and unincorporated areas to receive Advanced Life Support ambulance service (ALS). Chief McCoy thanked Jim Campbell of Northern Tazewell for all the work that he put in. Chief Brown added that the contract started December 1st and the relationship is getting better. They have been utilizing the second ambulance in both areas. Chief Brown shared that the contract is in the final stages and hopes to have it approved by the end of December. Mayor Manier shared that an ordinance was passed that requires the City to provide ALS designated ambulance service to all residents, and now we can provide the service, in a timely manner, even on the far west side of our city.

City Administrator

City Administrator, Ray Forsythe shared the following presentation regarding the contract between the City of Washington and the Washington Fire Department. Mr. Forsythe noted that Fire Chief Brett Brown, Assistant Fire Chief Jeramy Doerr, Firefighter/Fire Department President Kevin Byrd, and Accounting Manager Paula Skory are in attendance and can answer any questions. Mr. Forsythe provided that an agreement was made in which the City of Washington, the Washington Volunteer Fire Department and Rescue Squad Inc., agreed to extend the current contract for six weeks allowing for research and development of this new contract which includes an agreement for services and compensation. Mr. Forsythe shared that the previous Fire Chief had explored a grant that would partially fund training full-time fire fighters to cross over as paramedics but would be a long-term commitment for their retention. The grant was turned down by the Fire Department against the advice from Council and City Staff. Earlier this year the Fire Department indicated to the Public Safety Committee and the Committee of the Whole that there was a need to add a second ambulance due to increased demand for services. No formal action was taken at that time however, the Fire Department started operating a second ambulance during peak times with funding from other means. Mr. Forsythe shared that there is an increased demand due to COVID, and the addition of assisted living centers and medical facilities in the area that use the service. Due to Northern Tazewell's relatively low call load, the absorption of their ambulance service would help. He also noted that the City passed an ordinance a year ago which included Advanced Life Support to any ambulance service operating in the City of Washington. It was also noted that the State of Illinois is increasing the minimum wage which will impact the funds needed to run the ambulance service. Mr. Forsythe shared that this agreement would also reduce the need to build an extra building to house another ambulance as the Northern Tazewell building will still operate at its current location, which in turn will provide advanced life support to residents on our far west side and that all Washington residents are treated the same. The City historically covers 80% of the personnel costs and approximately 50% of the total expenses. Mr. Forsythe explained that volunteer paramedics are hard to find during the day so full-time paramedics are necessary and that grants can be sought to help cover expenses associated with the training of ALS certified paramedics. He also noted that as time goes on, personnel costs may decrease once extra training is complete. Mr. Forsythe shared the yearly fiscal impacts to the 2021-2020 budget as well as future budgets. The Budget worksheet has been attached to these minutes.

Alderman Butler shared that the budget would need to be adjusted in regards to dispatched services. Mr. Forsythe agreed to look into it. He went on to recommend the use of some of the CARES Act funding to make up overage and that this is acceptable because the second ambulance was added during this fiscal year and COVID has increased call volume. After discussion including multiple funding options, Mr. Forsythe shared that the City would need \$65,142.63 of new funding and recommended the possibility of using new sales money to help cover the cost as well as a portion of the Telecommunications Tax. He shared that starting in 2021, the state will collect remote sales tax that we have not received in the past, as well as the possibility of slightly increasing the tax levy annually so that we are not dependent on an unstable funding source. Mr. Byrd shared that the second ambulance has been needed and is being used and thanked everyone for their hard work. Mr. Forsythe summarized that the first reading is on the agenda tonight and we will need to bring an amendment at a later date to cover the \$100,000 but this can continue to be reviewed in the next several months. Mr. Forsythe provided that this also has benefits because the added ambulance is housed at Northern Tazewell, allowing no need for a building to be constructed, as well as adding the ALS services in the Northern Tazewell area and the addition of another ambulance that can either be retrofitted to provide additional ALS support or sold. He stated that he feels the timing is good but understands this is a commitment for City Council in the future. Mr. Forsythe opened it up for questions and the following was provided. Alderman Stevens asked when these negotiations started. Mr. Forsythe shared that it was during the time that the six-week extension was made but it was paused to allow work on the Northern Tazewell contract and that the contract was solidified last Friday. Alderman Stevens stated, last year, when the Safer Grant was discussed, it was turned down due to lack of knowledge at that time, but there were similar needs and she feels that the grant could have come in handy. Alderman Stevens asked if she understands correctly that money was going to be taken from the Telecommunication Tax. Mr. Forsythe answered that it is the staff's recommendation to look into it as a revenue source. Alderman Cobb confirmed that TC3 is being funded from the Telecommunications Tax. Alderman Stevens asked if there was a big hurry to pass this or was it going to be talked about in the Committee of the Whole meeting. Mayor Manier provided that as a Council, we do not negotiate contracts and that is the job of the City Administrator. Alderman Dingleline stated that we need to start talking about the increase in cost to provide these services and we need to keep up with those costs by either maintaining the levy or considering a Public Safety Tax which he feels would not be of interest to the community. He shared that we are thankful, for many years, to be able to use dedicated volunteers for these services, but paid employees may be a future need. Mr. Forsythe provided an example, the police budget is \$4,870,849 this year and if we needed to pay for all fire and ambulance services, we would need a similar budget for that as well. Alderman Dingleline agreed and would like to keep talking about this topic because the cost of labor and equipment keep going up. If we don't talk about the future, we won't be able to maintain our Capital Improvement projects.

Resolution:
Item A

City Administrator Forsythe read a resolution, by title and brief synopsis, allowing for the installation of dilemma zone detection at two US 24 intersections, as well as upgraded LED lighting, and the installation of detector loops on Boyd Parkway.

Alderman Dingleline moved and Alderman Stevens seconded to approve the resolution.

Alderman Brownfield introduced City Engineer Dennis Carr to provide the following details. IDOT put together, with other local municipalities, this package allowing dilemma zone detection at US Route intersections. Mr. Carr explained that the dilemma zone sits just outside of the zone in which a vehicle can continue through a yellow light safely. This is a detection system that will identify if a vehicle enters that designated zone during specific timing and it will extend the red light for cross traffic with the goal of deterring an accident. Mr. Carr shared that the City would be responsible for under 10% of the package which totals \$7,860.

Alderman Butler asked for clarification on the “cannot pass zone”. Mr. Carr explained that this is the area where the driver would not make it through the intersection before the red light would change to green for cross traffic. Alderman Butler asked if this could encourage running red lights because people will know they have more time. Alderman Dingledine stated that we can’t control people’s driving habits but maybe this prolongs the red light just enough to avoid an accident.

On roll call the vote was:

Ayes: 8 Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder

Nays: 0

Motion declared carried.

1st reading ords,
Agreement,
Item A

City Administrator Forsythe provided first reading of the following ordinance, by title and brief synopsis: an ordinance authorizing an agreement between the City of Washington and the Washington Volunteer Fire Department and Rescue Squad for fire protection services, ambulance and emergency medical services for the period beginning November 1, 2020 and ending April 30, 2024

1st reading ords,
Adopting the City’s Tax
Levy
Item B

City Administrator Forsythe provided first reading of the following ordinance, by title and brief synopsis: an ordinance setting the City’s property tax levy for 2020, taxes payable in 2021, in the total amount of \$1,729,290

1st reading ords,
Intergovernmental
Agreement
Item C

City Administrator Forsythe provided first reading of the following ordinance, by title and brief synopsis: an ordinance authorizing the City of Washington to enter into an intergovernmental agreement between the City of Washington and the Peoria Area Convention and Visitors Bureau for a one-year period ending on December 31, 2021.

Alderman’s
Comments

Alderman Stevens requested an item to be placed on the Committee of the Whole agenda regarding discussion on how to support small businesses at this time. She asked how to place something on the agenda. Mayor Manier explained that it is done on item five of the meeting agenda. Alderman Stevens clarified that she would like it for the next meeting. Mayor Manier asked for a motion.

Alderman Stevens moved and Alderman Adams seconded to approve.

On roll call the vote was:

Ayes: 8 Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder

Nays: 0

Motion declared carried.

Alderman Cobb asked Mr. Forsythe to clarify the Fire Department contract that was presented. Section 2.01, mentions the Northern Tazewell Fire Protection District and contracting with them for emergency medical services and its validity. Mr. Forsythe

stated that the contract mention in that chapter is currently under negotiations and should be approved by the end of December. Alderman Cobb clarified that Council is likely to approve this contract before that contract is adopted. Mr. Forsythe confirmed. Mr. Cobb asked if we have paid the PACVB this year. Mr. Forsythe shared that we have not, but funds were budgeted to do so. No agreement was reached for 2020 and this agreement starts 2021.

Executive Session: At 7:35 p.m. Alderman Cobb moved and Alderman Brownfield seconded to move into Executive Session for the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. (5ILCS 120/2(C)(5)).

On roll call the vote was:

Ayes: 8 Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder

Nays: 0

Motion declared carried.

Adjournment: At 8:18 p.m. Alderman Cobb moved and Alderman Brownfield seconded to move into Executive Session

Motion carried unanimously by voice vote.

A handwritten signature in cursive script, appearing to read "Valeri Brod", written over a horizontal line.

Valeri Brod, City Clerk

FROM: Melissa Pokarney
SENT: Sat 12/5/2020 9:52 PM
TO: Valeri Brod vbrod@ci.washington.il.us
SUBJECT: Please read on my behalf at Monday's City Council meeting

As a lifelong resident of Washington and clinical nurse educator on one of the designated COVID units in Peoria, Illinois, I am writing to express my concern over multiple city-sanctioned gatherings over the past several months. The most recent Candlelight Stroll appeared to be our town's attempt at a superspreader event.

Washington currently has the highest infection rate of all of the cities of Tazewell County. Our mitigation efforts have not been as successful as they need to be. I understand that local businesses need shoppers but inviting people in a city with a high infection rate to gather in a 1 block radius with nothing more than a general direction to "wear your mask" when our local infection trend is on the rise and hospitals are already full is a recipe for disaster.

There has been consistent, specific instruction from our local health department to physically distance, wash hands, and wear a mask correctly but general health illiteracy is a persistent problem. Members of our community who are questioning efficacy of these guidelines are inferring their personal risk from the actions of our city. When our city invites residents to attend a mass gathering and does not implement the CDC's comprehensive guidance on gatherings, it implies that we, as a community, do not agree with the guidance of the Center for Disease Control or our local health department and/or our local risk is minimal.

I don't know how to make it clearer that our local risk isn't minimal. The virus is spreading in our community at a time when our residents are tired of restrictions, holiday gatherings are imminent, and all local hospitals are already near capacity.

I do know that another lockdown isn't the best answer because it hurts our small businesses.

I also know that consistent, specific, easily accessible information and reinforcement of guidelines does improve health literacy and lowers infection rates.

Our city needs to be asking how we can support local businesses with minimal in-person exposure and enforce infection prevention strategies during this critical time.

I need my neighbors to know that proper mask wear, physical distancing, and frequent handwashing are all more necessary now than ever.

If all of you could see what I now see every single day, you would do everything in your power to stop the spread. I have been a nurse on my floor for 6 years and I can tell you without a doubt, these patients are the sickest I have ever cared for. COVID doesn't just cause respiratory issues, it can cause blood clots, heart problems, stroke, organ damage and death. You don't need to be old or have comorbidities. My patients range in age from 20-100. Some are high risk, some aren't. COVID can progress quickly or it can continue to eat away at you slowly, causing long-term health issues and physical debilitation. The one thing all of my patients have in common is that they're alone during one of the scariest times of their life. It's too dangerous to allow visitors.

If our city's leaders don't immediately stop and reassess how we can prevent the tidal wave of infections that is already swelling, Washington residents will suffer. Please stop supporting mass gatherings of people until we have control of this virus. Please promote and enforce CDC and local health department guidance. Please be consistent and specific in the message you send your neighbors about infection control guidance and the increased importance of vigilance through the winter months. You have the power to save lives and livelihoods. If we all work together, we can slow the spread again.

I am including a link to CDC guidelines for group gatherings as a reference for my claim that guidelines weren't followed for the Candlelight Stroll:

<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/considerations-for-events-gatherings.html>

Thank you for your time,
Melissa Pokarney

Washington Fire Department
2021/22 Estimated Budget by City of Washington
 By Program Department

	Corporate	Fire	EMS	Total
Revenues				
COW Contract	\$ 112,977.00	\$ 136,582.50	\$ 718,316.00	\$ 967,875.50
COW NTW		\$ -	\$ 50,000.00	\$ 50,000.00
PVFPD Contract	\$ -	\$ 14,538.00	\$ 21,808.00	\$ 36,346.00
CFPD Contract	\$ -	\$ 65,435.00	\$ 98,153.00	\$ 163,588.00
Ambulance Billing	\$ -	\$ -	\$ 550,000.00	\$ 550,000.00
Other Income & Interest	\$ 1,000.00	\$ 5,025.00	\$ 12,000.00	\$ 18,025.00
Grants	\$ -	\$ 6,210.00	\$ -	\$ 6,210.00
Engine Contract	\$ -	\$ 66,016.00	\$ -	\$ 66,016.00
Dispatch passthrough		\$ 11,050.00	\$ 44,202.00	\$ 55,252.00
Total Revenues	\$ 113,977.00	\$ 304,856.50	\$ 1,494,479.00	\$ 1,913,312.50
Expenses				
Salaries	\$ 111,832.00	\$ 55,496.00	\$ 901,828.00	\$ 1,069,156.00
Payroll Taxes	\$ 8,947.00	\$ 4,440.00	\$ 72,146.00	\$ 85,533.00
Benefits	\$ 3,355.00	\$ -	\$ 108,390.00	\$ 111,745.00
Personnel Supplies	\$ -	\$ 30,025.00	\$ 25,100.00	\$ 55,125.00
Training & Physicals	\$ 1,442.00	\$ 18,525.00	\$ 11,980.00	\$ 31,947.00
Ambulance Consumable Supplies	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
Equipment	\$ 2,060.00	\$ 7,725.00	\$ 15,000.00	\$ 24,785.00
Commercial Insurance	\$ 1,545.00	\$ 40,685.00	\$ 92,860.00	\$ 135,090.00
Dispatch Fees		\$ 13,000.00	\$ 52,000.00	\$ 65,000.00
Professional/Technology Fees	\$ 31,492.00	\$ 1,030.00	\$ 3,090.00	\$ 35,612.00
Utilities/Phone/Internet	\$ 22,042.00	\$ 773.00	\$ -	\$ 22,815.00
Equipment Maintenance	\$ -	\$ 14,420.00	\$ 18,000.00	\$ 32,420.00
Vehicle Maintenance	\$ -	\$ 26,702.00	\$ 24,000.00	\$ 50,702.00
Fuel	\$ 3,605.00	\$ 7,416.00	\$ 17,500.00	\$ 28,521.00
Communications	\$ 1,545.00	\$ 6,335.00	\$ 10,000.00	\$ 17,880.00
Building Maint. Supplies Hz Waste	\$ 13,446.00	\$ 1,030.00	\$ 4,635.00	\$ 19,111.00
Office/Administration Expenses	\$ 6,695.00	\$ 3,296.00	\$ 8,775.00	\$ 18,766.00
Public Relations	\$ 10,300.00	\$ 6,386.00	\$ 1,854.00	\$ 18,540.00
Miscellaneous	\$ 438.00	\$ 8,740.00	\$ 3,060.00	\$ 12,238.00
Capital Expenses	\$ 7,210.00	\$ 27,141.00	\$ 16,414.00	\$ 50,765.00
Capital Vehicle/Apparatus/Equipment	\$ -	\$ 66,016.00	\$ -	\$ 66,016.00
Total Expenses	\$ 225,954.00	\$ 339,181.00	\$ 1,436,632.00	\$ 2,001,767.00
Net Income/(Loss)	\$ (111,977.00)	\$ (34,324.50)	\$ 57,847.00	\$ (88,454.50)

	2021	2020	Increase
Contract	\$ 967,875.50	\$ 646,088.00	\$ 321,787.50
Engine	\$ 66,016.00	\$ 66,016.00	\$ -
Dispatch	\$ 55,252.00	\$ 55,252.00	\$ -
	\$ 1,091,164.50	\$ 769,376.00	

2020/2021

\$ 112,977.00	\$ 136,582.50	\$ 718,316.00	\$ 967,875.50
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April 30,2021

\$ 56,488.50	\$ 68,291.25	\$ 359,158.00	\$ 483,937.75
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September 30,2021

\$ 56,488.50	\$ 68,291.25	\$ 359,158.00	\$ 483,937.75
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2021/2022

\$ 116,366.31	\$ 140,679.98	\$ 739,865.48	\$ 996,911.77
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April 30,2022

\$ 58,183.16	\$ 70,339.99	\$ 369,932.74	\$ 498,455.88
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September 30,2022

\$ 58,183.16	\$ 70,339.99	\$ 369,932.74	\$ 498,455.88
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2022/2023

\$ 119,857.30	\$ 144,900.38	\$ 762,061.44	\$ 1,026,819.12
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April 30,2023

\$ 59,928.65	\$ 72,450.19	\$ 381,030.72	\$ 513,409.56
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September 30,2023

\$ 59,928.65	\$ 72,450.19	\$ 381,030.72	\$ 513,409.56
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2023/2024

\$ 123,453.02	\$ 149,247.39	\$ 784,923.28	\$ 1,057,623.69
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April 30,2024

\$ 61,726.51	\$ 74,623.70	\$ 392,461.64	\$ 528,811.85
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Admin	\$ 410,927.12
Fire	\$ 496,786.55
EMS	\$ 2,612,704.57
	\$ 3,520,418.23