

Committee of the Whole

Monday, April 11, 2022 at 6:30 P.M.

Five Points Banquet Room, Washington, 360 N. Wilmore Road, Washington, IL

Mayor Manier called the regular Committee of the Whole meeting of April 11, 2022 to order at 6:37 p.m. with a quorum present.

Present: Alderpersons Adams, Blundy, Boyles, Brownfield, Butler, Dingledine, Stevens and Yoder

Also Present: City Administrator Snider, Finance Director Baxter, P & D Director Oliphant, Public Works Director Rittenhouse, City Engineer Carr, Police Chief McCoy, City Treasurer Strubhar, City Clerk Brod and Attorney Derek Schryer

MINUTES

1. *Alderpersons wishing to be heard:* none at this time.
2. *Public Comments:* none at this time.
3. *Approval of Minutes:* Alderperson Stevens moved to approve the minutes of the March 16, 2022 Special Committee of the Whole Meeting with the following corrections: remove Abbey Strubhar, spell Chris with a K and correct the spelling of Stevens. Alderperson Brownfield seconded the motion.

Motion carried unanimously by voice vote.

4. BUSINESS ITEMS

- A. *City/Township ADA Paratransit Agreement Discussion:* City Administrator Snider shared that this agreement has been previously discussed and this is an agreement between the City and Township to share in the financial contribution of \$50,000 each. He also noted that there is an expectation for an extension to occur and it should be known that if at any time there is no federal funding, the financial commitment could fall upon the City. Mr. Snider introduced Township Supervisor Jim Bremner to share details. Mr. Bremner shared that mass transit feels strongly that we will get an 80% grant depending on need at that time and this trial period will help determine our direction with the service. Alderperson Dingledine asked if the services are provided free to everyone. Mr. Bremner stated that they have more research to do in that area. He noted that Peoria rates are \$2.00 in the city and \$5.00 in the county and we will likely follow that lead. Alderperson Dingledine asked if CityLift will monitor the program and provide reports. Mr. Bremner confirmed that they will. Mr. Bremner stated that

we will want to advertise the service, so we have confirmed ridership when the program starts. Alderperson Dingleline asked if scheduled appointments are needed and Mr. Bremner confirmed that they are. Alderperson Stevens asked if people over the age 59 are included. Mr. Bremner shared that in the urban area, they are covered for ages 60 and over and this expense is covered by the Agency on Aging. Mayor Manier noted another service who is in the area but can't pick up patrons. He asked for direction and the consensus showed the desire to move forward with the agreement.

- B. *TIF Guidelines/Scoring Matrix*: Mr. Oliphant shared that this is a scoring model for potential future TIF projects as well as an adjustment to TIF guidelines. He shared that there isn't a lot of new information in tonight's packet except for the inclusion of language regarding prevailing wage, which leaves it up to council to decide at the time of application.
- C. *City Wards Redistricting Discussion*: Mr. Snider shared that the last time the Wards were evaluated was in 2011 and this usually takes place with the census. Mr. Snider explained that this is the first step in the process and asked Mr. Oliphant to take a look at it and provide a detailed report. Mr. Snider said we have until November to make a decision. Mr. Oliphant stated that they are looking for feedback based on population and noted that the census report puts us into a category that could allow for five wards and ten alderpersons unless we decide to pass a resolution to keep the four wards and eight alderpersons. Mr. Oliphant shared that the ordinance to redistrict has to be approved 30 days before the first date that petitions can be turned in for the next election. Mr. Oliphant shared details regarding the maps that were provided in the packet including the first map showing current ward boundaries, and the second map showing a proposed idea to move ward lines. Mr. Oliphant noted that Ward 4 needs to reduce by more than 1,000 people to obtain the goal of keeping the wards within 2% of each other. He clarified that the proposals are not final and shared how certain blocks in each map would move to an adjacent ward to meet the 2% goal. Mr. Oliphant pointed out that 16,071 is our actual population and 16,031 is what you get when you add up the populations from the blocks, so the proposed maps are based on the lower number which puts about 4,000 residents in each ward. Mr. Oliphant explained the movement of some of the ward boundaries. Mr. Snider shared that the state allows wards to vary up to 10% but Mr. Oliphant has a goal of about 2%. He also noted the anticipated growth in Ward 4. Alderperson Stevens discussed the option to increase the number of wards due to the increase in population and stated that it is a State Statute. Mayor Manier explained that this was reviewed, and it is not a requirement. Mr. Snider stated that the task was to keep this non-political but this is a political issue. He stated that this report is to show details of growth and provide a tool to work with. Mr. Oliphant clarified that only four wards were researched in order to remain political-free, and now it is up to Council to start the discussion. Alderperson Stevens noted the current size of Ward 4. Alderperson Butler noted that Council represents the whole city not just their ward. He also provided details regarding the surrounding communities and their number of Wards/Council members by capita and felt Washington should retain the four wards. Alderperson Dingleline agreed and stated that he cares about the City as a whole and stated that most people don't want more government. Alderperson Brownfield asked for clarification when Washington went to eight alderpersons. It was noted that it would have been prior to 1969. Alderperson Brownfield agreed that eight Alderpersons is good and noted

communication obstacles with more people. Alderpersons Dingledine, Yoder, and Adams express interest in retaining eight alderpersons. Alderperson Adams noted that out of five spots in the last election, only one was running with someone opposed. Alderperson Blundy said he spent time researching other cities and agrees that ten alderpersons would be too much. Alderperson Boyles express concern for the cost to the City when adding two more alderpersons and appreciated the clean boundaries provided in Option 2. Alderperson Butler expressed interest in Option 2 and noted the lines south of Rt24 which create two small pockets. He feels keeping them together would still stay under the 10%. Alderperson Brownfield likes the adjustment to the boundary near Gillman. Mayor Manier asked Council to review the maps and reach out to Mr. Oliphant if they have any questions and asked if Mr. Oliphant could bring new maps back.

- D. *Review of Audit Services Proposals:* Mr. Snider shared that the current contract with Phillis Salmi has expired, and that Lauterbach & Amen is an excellent firm. He noted his history with them when he was in Canton. Mr. Snider stated that the GOFA recommends and change in auditors about every six years. Mr. Snider shared that Ms. Baxter put out an RFP which received two bids. He noted the numerous other municipalities that use Lauterbach & Amen and also noted that they are a little less money over a five-year period. Alderperson Stevens asked if their travel is included, and Mr. Snider stated he will confirm that information. Alderperson Stevens asked for the reason for the RFP. Mr. Snider replied that it is best practice to get a new firm every six years. It was clarified that this is specifically for audits. Mayor Manier and Ms. Baxter clarified that insurance is also evaluated every 5-6 years as well. Alderperson Butler said he agrees this is a best practice especially with the amount of money we have at stake and likes that this is a reputable firm. He thinks this is the right thing to do. Ms. Baxter noted that this will come to the April 18th meeting.
- E. *Landscaping Bid Award Discussion:* Public Works Director Rittenhouse shared the bid from JIMAX for 2021 and 2022. He noted that we now we add language to use a mix of color and the use of perennials and annuals as well as plants that are hearty for snow plowing. He noted the biggest change is with watering service and stated that watering will take place regardless of rainfall, unless it is approved by public works. Mr. Rittenhouse stated that there is \$10,000 in the budget and staff has researched with other communities. He also noted that staff can monitor JIMAX to ensure we get the results we want. Alderperson Dingledine was shocked by the unit prices on the proposals and wondered if it was due to fuel prices. He also asked if staff reached out to local landscaping companies and noted issues with JIMAX in the past. Mr. Snider stated that we can ask them to report to Brian when they are in town to create a log. Alderperson Brownfield said we need to look at this harder next year to do some of these items in-house. Alderperson Boyles recommended looking at competitive quoting then compare that to hiring a dedicated seasonal employee. It was noted that the City also hired Susan to help with landscaping last year and noted that we contracted with Kristy Howell when the previous administrator was here, for decorative items. A brief conversation took place regarding the poor condition of the plants near the City signage. Alderperson Stevens gave ideas on how to handle small projects around town. Mayor Manier asked Mr. Snider about considering hiring individuals. Mr. Snider said we can look into it.

5. OTHER BUISNESS

Mr. Snider acknowledged Mr. Rittenhouse as the new Public Works Director and shared that he had his first TV interview regarding the recent water main breaks.

Aldersperson Dingleline said it is nice to be back after a health issues and said that he prefers in-person meetings over remote meetings

Aldersperson Stevens stated that there was no avenue to address someone's request like the form that Peoria has. She asked how residents get requests to the City. Mayor Manier said people can contact City Hall with requests. Aldersperson Stevens asked how a person would receive feedback. A brief conversation took place regarding a previous project on Birch Street.

Mayor Manier announced that this would be Mr. Boyles last meeting as he is moving to Florida for work. Mr. Boyles shared that he is moving with his family to the Orlando area but will be in Washington until his house sells. Mayor Manier wished him the best of luck.

6. *Adjournment:* At 7:38 p.m. Aldersperson Yoder moved and Aldersperson Brownfield seconded to adjourn. Motion carried unanimously by voice vote.



Valeri L. Brod, City Clerk