

**CITY OF WASHINGTON, ILLINOIS
CITY COUNCIL MEETING - MONDAY, DECEMBER 16, 2019
LIBRARY MEETING ROOM
380 N. WILMOR ROAD – 6:30 P.M.**

<p>Mayor Manier called the regular meeting of Monday, December 16, 2019 to order at 6:30 p.m. in the Library Meeting Room at Five Points Washington.</p>	<p>Call to Order</p>
<p>Present and answering roll call were Aldermen, Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, and Yoder.</p>	<p>Roll Call</p>
<p>Also present was City Administrator Ray Forsythe, Public Works Manager Kevin Schone, P & D Director Jon Oliphant, Chief of Police Mike McCoy, Deputy Chief of Police Jeff Stevens, Consulting Engineer John Anderson, City Treasurer Ellen Dingledine, City Clerk Pat Brown, and Press.</p>	
<p>All present stood for the Pledge of Allegiance.</p>	<p>Pledge of Allegiance</p>
<p>The Agenda was reviewed and stood as presented.</p>	<p>Agenda Review</p>
<p>Alderman Adams moved and Alderman Cobb seconded to approve the Consent Agenda as presented. Items included on the Consent Agenda were minutes of the December 2, 2019 regular City Council meeting; bills & payroll; and payment authorization: TIF pay request, Jeff Pohl, 104 Walnut Street. On roll call on the motion to approve the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>	<p>Approve Consent Agenda</p>
<p>Mayor Manier asked Carol Moss to comment on the recent Wreaths Across America event held at Glendale Cemetery on Saturday, December 14, 2019. She shared the following: attendance was good for the ceremony; 7 local veterans placed wreaths at the Memorial; the Honor Guard was present; the Boy Scout's provided a hot chocolate table; sponsored wreaths were down slightly this year with 731 as opposed to 830 last year; thanked all those that helped in so many ways to make the ceremony successful again this year; and next year's date has been set on December 12, 2020.</p>	<p>Wreaths Across America Update</p>
<p>Mayor Manier shared the new Ronald McDonald house opened today and congratulated Police Chief McCoy who was surprised on Saturday morning with having one of the rooms in the facility named after him. Alderman Butler shared that there are 22 suites in the facility and the last one announced was in honor of Chief McCoy for all the work he has done. Chief McCoy thanked them for the recognition this evening.</p>	
<p>Toni Minton, Washington Historical Society and Chairman of the Waldogs Committee for the Bicentennial Celebration provided an update which has been attached and made part of these minutes.</p>	<p>Audience Comments</p>
<p>Thomas fuller, 110 W. Holland Street, expressed his interest in seeing the progress of the W. Holland Street Reconstruction Project move forward. He commented that he is holding off on driveway improvements and encourages the advancement of the project and if delays occur, the residents would like to be notified.</p>	
<p>Alderman Daniel Cobb, Finance & Personnel Committee, brought forward for Council approval the following job descriptions: City Engineer, Engineering Technician, Public Works Director, Utilities Superintendent, and Distribution & Collections Foreman. Alderman Black moved and Alderman Butler seconded to approve the job descriptions as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>	<p>Finance & Personnel Committee – job descriptions approval</p>
<p>Alderman Daniel Cobb shared that Committee had good discussion on the proposed Department Director pay plan at their meeting this evening and is withdrawing this item from Council consideration. He shared Committee has asked City Administrator Forsythe to prepare an amended plan showing position pay ranges and merit-based criteria for wage increases. Alderman Cobb moved and Alderman Black seconded to table this item. On roll call the vote to table was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>	<p>Finance & Personnel Committee – Department Director pay plan approval Item Tabled</p>
<p>Alderman Brian Butler, Public Safety Committee, reported one item on the agenda for consideration (Ordinance F, WCHS School Resource Officer Agreement). Fire Chief Roger Traver provided a brief summary of Fire Department activities that included writing a testimonial for the IL Fire Safety Alliance regarding the city's successful smoke detector installation program, new hires, and November's call totals.</p>	<p>Public Safety Committee</p>
<p>Alderman Mike Brownfield, Public Works Committee, brought forward for Council authorization the 2019 MFT Construction Engineering Services Agreement with Maurer-Stutz, Inc. in an amount of \$20,005. Alderman Dingledine moved and Alderman Cobb seconded to authorize the request as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>	<p>Public Works Committee – 2019 MFT construction engineering agreement</p>

Public Works Committee – 2019 MFT improvement resolution	<p>Alderman Mike Brownfield, Public Works Committee, brought forward for Council authorization the 2019 MFT Improvement Resolution for construction engineering. Alderman Adams moved and Alderman Stevens seconded to authorize the 2019 MFT resolution as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Public Works Committee – Engineering services supplement, Centennial Rec Trail Connection Project	<p>Alderman Mike Brownfield, Public Works Committee, brought forward for Council authorization the Phase 1 Engineering Services Contract Supplement: Maurer-Stutz, Inc., Centennial Recreation Trail Connection Project in an amount of \$14,000. Alderman Butler moved and Alderman Black seconded to authorize the contract supplement as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Public Works Committee – Engineering services supplement, Stratford Bridge Project	<p>Alderman Mike Brownfield, Public Works Committee, brought forward for authorization the Phase 2 Design Engineering Contract Supplement: Hutchison Engineering, Inc., Stratford Bridge Project in an amount of \$24,500. Alderman Dingledine moved and Alderman Stevens seconded to authorize the contract supplement as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Public Works Committee – Design engineering change order, N. Lawndale Avenue	<p>Alderman Mike Brownfield, Public Works Committee, brought forward for authorization the Phase 2 Design Engineering Change Order: Mohr & Kerr Engineering, N. Lawndale Avenue Reconstruction Project in an amount of \$32,936. Alderman Adams moved and Alderman Cobb seconded to authorize the change order as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p> <p>Alderman Brownfield shared that Committee is also recommending approval of the Mailbox Replacement Policy resolution as well as the Storm Water Runoff Control ordinance.</p>
Mayor’s Comments	None.
Consulting Engineer services agreement, Maurer-Stutz, Inc.	<p>City Administrator Forsythe requested Council authorization to enter into a consulting engineer services agreement with Maurer-Stutz, Inc. (John Anderson) to provide day-to-day engineering services in a maximum contract amount of \$61,750. Alderman Brownfield moved and Alderman Adams seconded to authorize the request as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Capital Improvement Plan (CIP), contract for services, CMT	<p>City Administrator Forsythe requested Council authorization to enter into a contract with Crawford, Murphy, & Tilly (CMT) to develop a Capital Improvement Plan (CIP) in an amount not-to-exceed \$50,000. He shared staff is recommending CMT to prepare that CIP following direction given at the last Committee of the Whole meeting. Alderman Dingledine moved and Alderman Black seconded to authorize the request as presented. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt resl, W223 farm lease	<p>City Administrator Forsythe read a resolution, by title only and brief synopsis, authorizing the execution of a Cash Rent Farm Lease with Aaron Vercler. Adoption of this resolution would approve & authorize the extension of a Cash Rent Farm Lease with Aaron Vercler for the 2020/2021 growing seasons. Among other things, the agreement provides for two 1-year options (2022/2023), an annual lease payment to the city in the amount of \$59,744, and a profit-sharing clause determined by the actual harvest of the commodity grown. Alderman Cobb moved and Alderman Black seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt resl, mailbox reimbursement policy	<p>City Administrator Forsythe read a resolution, by title only and brief synopsis, approving a City Council Policy Statement regarding mailbox reimbursement. Adoption of this resolution would set a policy for mailbox reimbursement when mailboxes are damaged during winter operations or other times when and where appropriate. Alderman Dingledine moved and Alderman Brownfield seconded to adopt the resolution as read. On roll call the vote was: <u>Ayes: 8</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens, Yoder <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Adopt ord, 2019 tax levy	<p>City Administrator Forsythe provided second reading of the following ordinance, by title and brief synopsis: an ordinance levying the annual 2019 Municipal property tax for the City of Washington, County of Tazewell, State of Illinois. Adoption of this ordinance would set the City’s property tax levy for 2019, taxes payable in 2020, in the total amount of 1,647,741. Alderman Adams moved and Alderman Stevens seconded to adopt the ordinance as read. On roll call the vote was: <u>Ayes: 7</u> Adams, Black, Brownfield, Butler, Cobb, Stevens, Yoder <u>Nays: 1</u> Dingledine <u>Motion declared carried.</u></p>

City Administrator Forsythe provided first reading of the following ordinances, by title and brief synopsis: an ordinance granting a Special Use to allow for poultry to be housed at 617 Simon Street; an ordinance amending the Code of Ordinances of the City of Washington, Illinois, by amending Chapter 53.004 entitled "Design Criteria". Adoption of this ordinance would insert language into the City of Washington's Storm Water Runoff Control regulations to address current peak flow rates and discharge rates to utilize in the design of storm water drainage systems; an ordinance amending Chapters 10, 30, & 31 of the Code of Ordinances of the City of Washington, Illinois regarding votes required for action by the City Council of the City of Washington. Adoption of this ordinance would clarify the definition of Corporate Authorities with respect to voting, details when the Mayor is permitted to vote, and clarifies the voting procedure for disposition of City-owned surplus property; an ordinance amending Chapter 32 of the Code of Ordinances of the City of Washington, Illinois entitled "Departments, Boards, & Commissions" relating to Department of Public Works and Administration. Adoption of this ordinance would revise language to reflect the proposed job titles of Public Works Director and Utilities Superintendent, amend the Administrative Services section to reflect the current structure of Department Director level employees, and allow the city to have a stand-alone Public Works Department, and a City Engineer; and an ordinance authorizing the execution of an Intergovernmental Agreement between the City of Washington, Illinois 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 \$80,000 to the City for services provided. These ordinances will be listed on the next meeting agenda for action.

1st reading ords,
granting Special Use,
617 Simon St.;
amending Chapter
53.004; amending
Chapters 10, 30, & 31;
amending Chapter 32;
authorize agreement
with WCHS, School
Resource Officer

Alderman Brownfield thanked staff for all the work they are doing in getting projects moving forward and thanked Carol Moss for all her work that resulted in another successful Wreaths Across America ceremony as well.

Alderman's Comments

Alderman Stevens asked what the process is for filling the terms of the two seats the City has on the Washington Volunteer Fire Department Board. She indicated that she heard that one of the terms is up and asked why the City has two representatives on the Board and how a person gets chosen to serve on the Board. Mayor Manier shared that the seats are appointed by the Mayor, the City has two representatives due to the funding the City provides serving as a liaison between the Board and Council, and the current representative of the term that is expiring is wanting to and willing to serve another term so there will not be a new appointment for this expiring term. He noted that Board provides for an audit each year as well which is provided to Controller Baxter. Treasurer Dingledine shared the audit is not distributed to Council but is available for review through Controller Baxter.

Alderman Dingledine provided an explanation for his 'no' vote on the Tax Levy ordinance that provides for a zero percentage increase from last year's levy that included the following: 1) the amount of mandated costs the City has continues to rise; 2) would have liked to see some kind of agreement on a slight increase; 3) how the new CIP plan gets funded going forward as the increase in sales tax and water rates will not provide what is needed; and 4) does not want to see City services being cut due to lack of funding. He also pointed out a slight error in the School Resource Officer ordinance where the written amount says forty thousand four hundred and should say forty thousand. He also shared his dissatisfaction with the special use allowing for poultry at 617 Simon Street and would have liked to see them following the rules and not constructing the chicken coop without approval from the City. He also asked about the status of the roof replacement at the Wilmor Road Fire Station and Fire Chief Traver indicated the majority is done and Public Works Manager Schone indicated that the City will check the roof before any payments are made on the project.

Alderman Brownfield thanked Public Works crews for doing a good job on the recent snow removal.

At 7:12 p.m. Alderman Brownfield moved and Alderman Stevens seconded to adjourn. Motion carried unanimously by voice vote.

Adjournment

Patricia S. Brown, City Clerk

Dec 16th 2019

My name is Toni Minton I am President of the Washington Historical Society and Chair of the Walldogs committee.

First off thank you for allowing me to address the council and Happy Holidays!

WHS- I wanted to give you some information that has been evolving with the WHS for the past year and a half. I was asked by the board at our strategy planning meeting in July 2018 to get estimates for repairing &/or restoration for both of the buildings & garage that the society owns. I was also asked to identify urgent future space needs. Since our buildings are in the historical registry I contacted experts for direction and guidance. I drew up a 24 page Preservation Plan for both buildings and contacted Jon Oliphant for his expertise and help with what we needed to do to comply with the city. Jon was extremely helpful with giving us direction. I had the plot survey done, came to the city meeting for variance and had appraisals done on both buildings. Through this whole process the board also asked to pursue the possibility of purchasing another building. We had an advisory committee do a financial study, a forecast to show which direction would be fiscally wise. Our board met this past Friday Dec. 13th and I wanted to share this information with you to bring you up to date, so that you are aware of the types of big decisions we will need to make; whether to repair/restore both buildings, to potentially sell one of our buildings, or to look for another location to address our growing needs. The historical society will be overwhelmed with the tasks ahead of us whatever we may choose. WHS would like to still support the Walldog festival with the archiving material that will be needed and possibly a donation.

Walldogs update- With the New Year fast approaching the Walldog committee has already started organizing a committee of professional people with expertise in the following fields, city officials, business owners, lawyer, financial expert and the Chief Manager of PACVB. It's very important to have the city, local business and the community involved. The group will be another way to communicate as a liaison between the city officials, Walldog committee and the Walldog organization. We have met with Matt Moehle president of the Washington Illinois Area Foundation to have a secure financial account for "Walldogs 22". We look forward to all working together to bring this once in a lifetime event to our town!

Again thank you for your time,

Toni Minton President
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Washington Walldogs 2022

Toni Minton-Chair