

**CITY OF WASHINGTON, ILLINOIS**  
**CITY COUNCIL MEETING - MONDAY, FEBRUARY 17, 2020**  
**LIBRARY MEETING ROOM**  
**380 N. WILMOR ROAD – 6:30 P.M.**

Call to Order	Mayor Manier called the regular meeting of Monday, February 17, 2020 to order at 6:32 p.m. in the Library Meeting Room at Five Points Washington.
Roll Call	<p>Present and answering roll call were Aldermen, Adams, Black, Brownfield, Butler, Cobb, Dingledine, and Stevens. Alderman Yoder was absent.</p> <p>Also present was City Administrator Ray Forsythe, Finance Director Joanie Baxter, Public Works Director Kevin Schone, P &amp; D Director Jon Oliphant, Chief of Police Mike McCoy, Deputy Chief of Police Jeff Stevens, City Treasurer Ellen Dingledine, and City Clerk Pat Brown.</p>
Pledge of Allegiance	All present stood for the Pledge of Allegiance.
Agenda Review	The Agenda was reviewed and stood as presented. Mayor Manier noted that there will be an Executive Session following Aldermen’s Comments.
Approve Consent Agenda	<p>Alderman Brownfield moved and Alderman Butler seconded to approve the Consent Agenda as presented. Items included on the Consent Agenda were minutes of the February 3, 2020 regular and February 10, 2020 special City Council meetings; bills &amp; payroll, contract extension option authorization: Audit services, Phillips-Salmi, LLC; contract authorization: water tower #1 painting inspections, Dixon Engineering; and accept &amp; place on file: Glendale Cemetery annual Board of Managers report 2019. On roll call on the motion to approve the vote was:</p> <p><u>Ayes: 6</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine <u>Nays: 1</u> Stevens <u>Motion declared carried.</u></p>
Announcements	None.
Audience Comments	None.
Finance & Personnel Committee	Alderman Daniel Cobb, Finance & Personnel Committee, reported no items on the agenda for consideration.
Public Safety Committee	Alderman Brian Butler, Public Safety Committee, reported no items on the agenda for consideration. Fire Chief Traver provided a brief report for the month of January noting that 153 calls were received. He reported firefighter training classes are beginning and they will be hosting firefighters who come to the training from all over the state.
Public Works Committee	Alderman Mike Brownfield, Public Works Committee, reported one item (D) on the consent agenda for consideration. Public Works Director Schone reported that they will not have the truck that was ordered last July by May 1 <sup>st</sup> which is a disappointment and that during the recent snow event many mailboxes were hit, mainly on one route, and repairs will be taking place. Alderman Brownfield commended Public Works on the great job they do in clearing our streets. Alderman Dingledine asked the status of our salt supply and Schone shared they have approximately 500T remaining which will get us through the remaining season.
Mayor’s Comments	Mayor Manier expressed his congratulations to former Street Supervisor Kirk Hoog on his retirement which was effective today and thanked him for his years of service to the community.
Budget review, Group 2 (Public Safety & Planning & Development)	<p>City Administrator Forsythe asked Council to be aware that the budgeting process begins with a number of unknown factors making it somewhat challenging in bringing forward projections as we continue to work in the current fiscal year. He shared that numbers will continue to come in throughout the end of this current fiscal year and as they do some of the numbers you see today may change as a result of our projections.</p> <p>Finance Director Baxter provided a summary of the Group 2 (Public Safety &amp; Planning and Development) budget review which is attached and made part of these minutes. She provided comments related to personnel, health insurance, revenue, transfers, and MERF. Following her comments both the Public Safety and Planning &amp; Development departments made comments and answered questions related to their perspective budget requests. It was noted by several Aldermen that line item details will be valuable to them as the review process moves forward. City Administrator Forsythe asked Council to reach out to the department directors or himself on any further questions they may have.</p>
Adopt ord, authrz intergovernmental agreement w/Tazewell County, recycling collection program	<p>City Administrator Forsythe provided second 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 Tazewell County 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 approved recycling collection program. Alderman Dingledine moved and Alderman Cobb seconded to adopt the ordinance as read. On roll call the vote was:</p> <p><u>Ayes: 7</u> Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens <u>Nays: 0</u> <u>Motion declared carried.</u></p>

City Administrator Forsythe provided second reading of the following ordinance, by title and brief synopsis: an ordinance amending §112.02 of the Code of Ordinances of the City of Washington, Tazewell County, Illinois, entitled “Prohibited Acts.” Adoption of this ordinance would bring Section 112.02 in line with Section 112.50 that was amended under Ordinance 3329, which removed ‘beer and wine’ and inserted ‘alcoholic liquor’ as it pertains to what can be consumed on premise of a non-retail Public Accommodation licensed establishment. Alderman Brownfield moved and Alderman Butler seconded to adopt the ordinance as read. On roll call the vote was:

Ayes: 7 Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens

Nays: 0

Motion declared carried.

Adopt ord, amending §112.02 entitled “Prohibited Acts”

None.

Alderman’s Comments

At 7:17 p.m. Alderman Cobb moved and Alderman Adams seconded to move into Executive Session for collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees per 5 ILCS 120/2(c)(2) of the Illinois Open Meetings Act. On roll call the vote was:

Ayes: 7 Adams, Black, Brownfield, Butler, Cobb, Dingledine, Stevens

Nays: 0

Motion declared carried.

Executive Session

At 7:41 p.m. Council reconvened in regular session and Alderman Adams moved and Alderman Cobb seconded to adjourn. Motion carried unanimously by voice vote.

Adjournment

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Patricia S. Brown, City Clerk

## **Budget Review**

### **Public Safety and Planning & Development**

#### **Police**

- Personnel increase due to:
  - Still in negotiations for FY19-20 and FY20-21. An increase of 3.25% assumed for retro/projection purposes for each year for patrol officers
  - Health insurance increase projected at 10%.
- Operations decrease of 3% due to:
  - \$15,000 reduction due to showing training reimbursement as offset to expense rather than revenue
  - \$8,700 decrease in contract charge from TC3
  - \$6,600 decrease in Communications
  - \$5,400 decrease in R & M – Building Contractual
  - \$11,000 increase in legal fees anticipated due to contract negotiations
- Budgeted capital includes Evidence Building requirements, forensic computer, tasers-yr. 3 payment, training room chairs, Honor Guard gear, replacement computers and office vests. Reduction of \$16,800 from prior year.
- Overall budget increase – 3.9%

#### **Fire & Rescue**

- Operations increase of 2.6% due to:
  - Increase of \$19,382 in WVFD & RS contract payments. The contract is due for renewal October 31, 2020. A 3% increase was assumed.
  - Increase of \$13,000 in legal fees anticipated due to contract negotiations
  - Decrease of \$7,000 in contract charge from TC3
- Budgeted capital includes blacktop resurfacing, paving of training center, kitchen cabinets, and entry way windows. Reduction of \$91,500 from prior year.
- Overall budget decrease – 7.5%

#### **Emergency Management Agency (EMA) Fund**

- Operations increase due to:
  - Increase of \$21,000 in R & M – Building Contractual due to automated siren project and two-way polling
  - Offset by reduction in R & M – Equipment Commodities and Miscellaneous Equipment
- Includes annual transfer for funding for replacement of eleven (11) warning sirens -- \$21,849
- Increased transfer from General Fund (total \$42,000) required to cover the warning sirens funding and the automated siren and two-way polling project
- Overall budget increase – 53.6%
- Projected ending balance 4/30/21 – \$55,490

#### **Police – Special Projects – Misc.**

- Overall budget decrease \$7,000
- No capital purchases budgeted
- Projected ending balance combined accounts 4/30/21 - \$103,369

#### **Police – Special Projects – Vehicle Seizure**

- Expenditures are less than the beginning cash balance so no projected revenue budgeted to be spent
- Operations decrease of \$5,000 due to reductions in Software and Communications
- Projected ending balance 4/30/21 - \$73,796

### Tourism/Econ. Dev.

- Personnel increase due to:
  - Health insurance increase projected at 10%
- Operations – no increase – all budgets remain unchanged
- Overall budget increase – 2.5%

### Planning & Zoning

- Personnel increase due to:
  - Health insurance increase projected at 10%
- Operations increase due to:
  - \$123,735 increase in Consultation/Contractual which includes \$150,000 for the Comprehensive Plan
  - \$8,000 increase in Miscellaneous Expense for Nuisance abatement work
  - Offset by other decreases in Consultation/Contractual
- Budgeted capital purchases for computer replacement
- Overall budget increase – 39.5%

### TIF #2

- Personnel increase due to:
  - Health insurance increase projected at 10%
- Operations decrease due to:
  - Decrease of \$18,600 in Building Renovation Fund – Committed
  - Increase of \$6,000 in Miscellaneous Expense for Square decorating efforts and electrical repairs
- TIF due to expire in 2021 but is eligible for extension request
- Overall budget decrease -- 2%
- Projected ending balance 4/30/21 - \$255,573