

Committee of the Whole

Monday, March 8, 2021 at 6:30 P.M.

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

Mayor Manier called the regular Committee of the Whole meeting of February 8, 2021 to order at 6:30 p.m.

Present: Aldermen Adams, Blundy, Brownfield, Butler, Cobb, Dingledine, Stevens and Yoder
City Administrator Forsythe, Police Chief McCoy, Attorney Derek Schryer, and
City Clerk Brod

Also Present: Police Chief McCoy, Finance Director Baxter (remotely), P & D Director Oliphant, City
Engineer Carr, Public Works Director Schone, City Treasurer Dingledine and Kris Hasten
from the Chamber of Commerce

MINUTES

1. *Aldermen wishing to be heard:* none
2. *Public Comments:* Sharon and John Amdall were present and provided comments thanking management and the progress of the City of Washington. Their comments are included and made a part of these minutes.
3. *Approval of Minutes:* Alderman Cobb moved and Alderman Butler seconded to approve the minutes of the February 8, 2021 Committee of the Whole meeting.

Clerk Brod provided a comment that on the second page of the minutes, under Budget Review, she will specify the name and amount of the bond as requested by Alderman Stevens.

Motion carried unanimously by voice vote.

4. BUSINESS ITEMS

- A. *Chamber of Commerce Update:* Kris Hasten of the Chamber of Commerce, shared that the annual meeting will take place virtually on Thursday, March 11th at 12:15pm.
- B. *Enterprise Leasing Program:* City Administrator Forsythe introduced Dennis Carr and Matt DeLand who provided details about the program including the quantity of vehicles being considered for the start of the leasing program. They are comparing the costs between using a local dealer order versus Enterprise and noted the local option is about a \$3,000 more. Mr. Carr shared that we would have a credit per vehicle because that is how each vehicle was budgeted through the MERF. Mr. DeLand shared a screen presentation. Mr. DeLand shared that there is an annual management fee for the vehicles purchased locally that is approximately \$20 per vehicle, per month and with 36 vehicles could total \$6,900-\$8,000 per year if ordered through the dealer. Mr. DeLand also shared a breakdown of possible aftermarket parts needed for the large pick-up trucks and police vehicles. Mayor Manier asked

Alderman Yoder to share his view about vehicle availability. Alderman Yoder stated his approval for the program due to the savings, so long as the vehicles are available. Alderman Cobb clarified that the initial purchase would be \$89,000 and include ten vehicles and it was noted that six of the vehicles are for the police department. Mr. DeLand has monitored the availability and the vehicles are still available. He noted the Durango deadline is April 8th and other vehicles have had their deadlines moved up without notice. Alderman input was requested. Alderman Brownfield stated that he was in favor of the program but would like to discuss the dealer purchase versus Enterprise purchase. Mr. Carr noted that the city could choose to purchase the vehicles using both means and we are not locked into one option. City Treasurer Dingledine pointed out that by acquiring many vehicles at one time, especially with the police vehicles, we will see a larger one-time expenditure to outfit the vehicles. Mr. DeLand shared that half the aftermarket materials cost can be included in the cost of the vehicle and the lease can add half of the expense in the payments. He also shared that the City could use a local source to outfit of police vehicles. Mayor Manier asked if parts are interchangeable and can they be used again. It was confirmed yes. Alderman Adams likes the cost savings and feels it needs to be the least burden on the taxpayers. Alderman Yoder agreed. Alderman Stevens agreed and provided the question about rotating ten vehicles in and ten out. McCoy said the vehicles will rotate out to get a trade-in value. Alderman Cobb provided that there are 18 vehicles in program and six vehicles will be rotated each year. Alderman Dingledine shared his approval of the program. Alderman Butler shared his only concern is that we don't spend reserves. Alderman Cobb shared his favor for the cost savings and suggested easing into it so we aren't buying 38 vehicles in the next 18 months. Ms. Baxter noted that the paver was never funded so we need to pay for the entire machine at \$160,000. Alderman Blundy supports the program. Mr. Forsythe suggested we do the first year and see if it works before we continue and shared that more information will be coming out next meeting.

- C. Budget Review: Ms. Baxter provided information about the MERF in a visual presentation. She showed the difference costs between the Enterprise Program versus using the MERF. She included items such as motorcycles, mowers, the paver and Public Works equipment and vehicles. She noted that some have credits due to an adjustment with their replacement costs. She shared that some of the numbers presented will change depending on which direction we use for vehicle leasing. Ms. Baxter stated the MERF is well funded and we came under budget last year. She also a \$350,000 transfer from the MERF to a new Building and Maintenance Fund. Mr. Forsythe shared that not all vehicles will be replaced this year, and noted there is a column showing the year the vehicle will be replaced. Mr. DeLand noted that using Enterprise is a partnership and the plan may change as we go which may change numbers. He also noted that there may be a year when the resell market is strong so we may take advantage with it.

Ms. Baxter presented the new Building Maintenance Fund which is funded from MERF. She noted that there is one building that is being demolished so its maintenance will be removed from the example. Ms. Baxter shared that City Hall and the Police Department need to be painted so it is included. Mr. Forsythe stated that this will give us incentive to maintain our properties and that this came out of the capital improvement plan and it is a plan like this that allowed us to replace the HVAC at the Police Department in one year instead of over time. Alderman Cobb confirmed that the purchase of the vehicles using the MERF is all funded and Ms. Baxter confirmed that it is. There was a brief discussion in regards to the addition of radar equipment added to the annual cost of the police motorcycles and the age of the motorcycles. Chief McCoy stated that he will follow up with Council for future considerations and discussion.


Ms. Baxter presented the Capital Replacement Fund which was started a while ago with little direction. She explained how this is necessary to replace items like generators or servers but some items should be removed. It was noted that there are no expenses out of this fund. Mr. Forsythe stated that they will reevaluate this fund and provide a future plan. Ms. Dingedine agreed. Alderman Dingedine commented that this will give us a false indication of a cut and we should be prepared for future expenditures. A brief discussion took place regarding what the fund may be used for in the future and it was noted that it should cover expenses that are not anticipated. It was also noted that this fund might be rolled into the Building Maintenance Fund. Ms. Baxter stated that she will review the fund and bring it back for further review.

Ms. Baxter shared a preview of the Water/Sewer and ancillary funds that go with it. A brief discussion took place regarding the new paver and whether we had one before, how much it was used, the personnel to use it and the specifics as to the capabilities. Mr. Schone shared that the new paver can be used any time of year. It was noted that currently, if a paver is rented and it rains, we lose that time and money. Alderman Stevens asked why a town our size needs license plate readers and asked Chief McCoy present at a later date. Alderman Butler stated that the General Fund is up about 10% and we are operating out of reserves. He is concerned that we are spending too much. Alderman Cobb shared his support with Mr. Butler and wondered if we can really afford this. Alderman Adams shared that he wished the budget process started earlier to give more time to review the package. The general consensus was that Council liked this process that started out at the committee level. Mr. Forsythe noted that a special meeting could be utilized.

D. Liquor License Reclassification: Mayor Manier introduced Chief McCoy who shared that the Liquor License classifications would reduce from 15 to 5. He noted that there are no major changes to the fees, everyone carrying a Class A License could sell for consumption or packaged and a beer garden, they could sell from 6am to 2am, and it removes the regulations concerning window coverings. Alderman Cobb liked the fine-tuning from 28 pages to 18 so people who have the licenses can follow them more easily. Mayor Manier Agree.

5. *Other Business:* none

6. *Adjournment:* At 7:53 p.m. Alderman Adams moved and Alderman Cobb seconded to adjourn. Motion carried unanimously by voice vote.



Valeri L. Brod, City Clerk

City Council Comments

Monday, March 8, 2021

We read national news and we are thrilled to be living in Washington, IL. Over and over again, we see news about other cities that are poorly managed... and the residents suffer the impacts as a result, such as high utility bills, no water, lack of services, high taxes, etc. All driven by poor fiscal responsibility, poor management decisions, and lack of long-term planning.

So we want to say “Thank You” to City of Washington leadership and staff for doing a great job over the years. This includes fiscal responsibility (so we have the money to maintain the infrastructure and provide the services), qualified, ethical, and experienced staff (because real expertise is needed for good results), long-term planning (so we have the infrastructure we need when it is needed), and more.

THANK YOU!

John & Sharon Amdall

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