

City of Geneseo, Henry County, Illinois
Committee of the Whole Meeting
September 27, 2016

Pledge of Allegiance

Roll Call

The City Council of the City of Geneseo met Tuesday September 27, 2016 at the Council Chambers, 115 South Oakwood Avenue. Mayor Kathy Carroll-Duda called the meeting to order at 6:02 pm. Alderman Bob Wachtel, Martin Rothschild, Brenda Johnson, Jason Robinson, Paula Simosky, Sue Garlick and Kent Anderson answered roll call. James Roodhouse was absent. Others in attendance included City Administrator Lisa Kotter, City Clerk Loree K Phlypo, Finance Director Kara Wiesemeyer, Public Works Director Chad VanDeWoestyne and Director of Electrical Operations Lewis Opsal, IT Manager Garrett Griswold, HR Generalist Brandon Maeglin, City Attorney Dan Alcorn, Chief Piotrowski, Inspector Rick Mills and Bob Johnson.

A Quorum was present.

Swearing In Police Officer – City Clerk Phlypo Swore In Police Officer Elliot Vermiere. Elliot will begin work with the Geneseo Police Department next week and start attending the Academy the week of October 3 in Springfield.

Recognition of Employee Anniversaries – The following employees were recognized with anniversaries by the Mayor presenting each employee with a Certificate of Acknowledgment and a gift certificate:

Ken Martins – 5 years

Shaun Russell – 5 years

Harvey Morton – 5 years

Christina Brown – 5 years

Paula Swint – 15 years

Randy Russell – 25 years

Steve Wittington – 25 years

Public Comment

Kathy Allen stated that she saw that there is an ordinance on the agenda for Cannabis. She wants less not more Cannabis legal. She stated that there are problems with the Medical Cannabis with regards to young boys not maturing naturally.

Consideration of Resolution R-16-170 Approval if the Final Plat for Stoneview Estates Subdivision.

Administrator Kotter stated that the final plat for the subdivision of Stoneview estates needs to be approved. Resolution R-16-170 was handed out to you and next month at City Council the improvements of streets and sewer will need to be accepted. Bob Pettit stated that the approval is needed to install the gas service.

Motion by Wachtel, second by Robinson to recommend to City Council approval of the Stoneview Estates subdivision Final Plat and Resolution R-16-170.

Voice Vote. 7 Ayes. 0 Nays. 1 Absent.

Motion Carried

Consideration to reject September 12, 2016 bids for Electric and Water Department Buildings and either waive the bidding process and negotiate with _____ or rebid both projects with an October 10, 2016 deadline.

Administrator Kotter reported that the bid time was short and one bid was not within the bid specs and the other bid was over budget. Council needs to decide if they want to throw out the one bid and start over or negotiate with a contractor of their choosing. It could be rebid with a couple adjustments and give contractors more time to submit a bid. One of the changes would be that the City would do their own electrical on both buildings. Kotter stated that if the Council chooses to rebid it then a simple majority is needed on the vote, if they choose to negotiate with a contractor and waive the bid process then it requires 2/3 vote. Director Opsal figured that the

savings with the City doing their own electrical work would be \$10 to \$15 thousand dollars. City Attorney Alcorn stated that he would suggest that the Council reject the bids and change the specs to rebid the project. Director Opsal stated that the new deadline on the buildings will be March 15, 2017 and the new deadline on the submission of bids is October 10, 2016. Bob Johnson stated that he would not rebid the project.

Motion by Rothschild, second by Johnson to recommend to Council the re-bid of the process with bids being due October 10.

ROLL CALL

Ayes 7 Robinson, Garlick, Wachtel, Rothschild, Anderson, Johnson, Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of Resolution R-16-166 to appoint Brandon Maeglin as IMRF Representative.

Administrator Kotter reported that now that Brandon Maeglin has been hired for Human Resources she would recommend appointing him as the City's IMRF representative.

No Discussion

Motion by Garlick, second by Rothschild to recommend to City Council approval of Resolution R-16-166 which appoints Human Resource Generalist Brandon Maeglin as the City's IMRF authorized agent.

ROLL CALL

Ayes 7 Garlick, Robinson, Wachtel, Rothschild, Anderson, Johnson, Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of a land lease, entry and testing agreement with Central States Tower – 504 E. Exchange Street (on behalf of Verizon).

Administrator Kotter reported that the lease submitted has been approved by City Attorney Alcorn and Consultant Jim Weinmann. The monthly lease is \$1,000 with \$200 per co-locator. The first year option is \$1,500 and if they don't exercise the lease then they have a second year option at \$1,500 if after the second year the lease isn't exercised then it would not be valid anymore. This lease is a 30 year term, with a removal clause after 120 days if the lease ends. There is a 3% increase per year on both the rent and co-locator fee. City equipment will be on the tower at the 100 foot level and the tower will be located in the southwest corner of the lot. Environmental testing has already started with some red flags but not enough to stop the process, Central States Tower will take care of any issues. Alderman Simosky stated that it appears to be a good lease but just doesn't want a cell tower.

Motion by Rothschild, second by Garlick to recommend to City Council the approval of the Option and Lease Agreement and Entry and Testing Agreement and sublease agreement and testing between the City and Central States Tower III, LLC, to construct a wireless cell tower at 504 E. Exchange Street as presented.

ROLL CALL

Ayes 6 Garlick, Robinson, Wachtel, Rothschild, Anderson, Johnson, Simosky

Nays 1 Simosky

Absent 1 Roodhouse

Motion Carried

Consideration of new utility budget billing, shut off and payment arraignment policies.

Administrator Kotter reported that there needs to be some changes made to payment arraignments, budget billing and shut offs. Clear parameters for the utility girls to follow need to be in place so that consistency is followed for all situations. The inconsistencies include late fees being charged, payments being made in a timely manner, how budget billing works and why at some time you may have a credit as well as a deficit on your account and collections of charges. If the Council concurs with these changes staff will work with Attorney Alcorn to bring the appropriate ordinance, resolution or policy to the City Council meeting in October. A newsletter would then be sent out to all customers informing them of the changes and implementing them as of January 1, 2017.

Motion by Rothschild, second by Wachtel to recommend to City Council the approval of the new budget billing, shut off notice and payment arraignment policies as presented.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of Ordinance O-16-175 An Ordinance Repealing the water and sewer rates set by Ordinances O-12-052 and O-12-053 and Chapter 53 Appendix A providing for establishment of water and sewer rates by resolution and approval of Resolution R-16-168 Water and Sewer Rates.

Administrator Kotter reported that all the water and sewer rates were adopted by Ordinance, by repealing Ordinance O-16-175 it would take them out of an ordinance and by adopting the next resolution that would set the fees by Resolution and some were added that were left out.

Motion by Wachtel, second by Anderson to recommend to City Council approval of Ordinance O-16-175 An Ordinance Repealing the Water and Sewer Rates set by Ordinances O-12-052 and O-12-053 and in Chapter 53 Appendix A providing for establishment of Water and Sewer Rates by Resolution and also approval of Resolution R-16-168 that establishes new meter rates for water and sewer as presented and previously determined rates that are being removed from the Ordinance and included in R-16-168.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of Resolution R-16-167 A Resolution of the City Council of the City of Geneseo, Illinois to approve the use of Hotel Tax Funds for Television Advertising.

Administrator Kotter reported that the Chamber held a Quarter Mania last spring with the goal to use the proceeds on advertising the community. They raised \$2,000 and have been looking into Television Advertising. With a joint effort between the Chamber, City and local businesses we can share in the expense and all benefit from the partnership. The maximum that would be spent is \$6,300, with the Chamber and City having matching funds. The recommended City funding would be a max of \$2,100. These funds would come out of the Hotel Tax Fund and it has a fund balance of \$130,340. The Commercials would air the last six weeks of the year with participation of 8 businesses.

Motion by Johnson, second by Robinson to recommend to City Council approval of Resolution R-16-167 to approve the use of Hotel Tax Funds for a Television Advertising Campaign up to \$2,100.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of a policy to take applications to use hotel tax funds for event non-profit and government entity marketing.

Administrator Kotter reported that this would provide an opportunity for non-profit and government entities to apply for some of the Hotel tax funds to further promote events to try and draw additional attendance. The Hotel Tax Ordinance states that it is to be used to promote tourism, conventions, expositions, theatrical, sports and cultural activities within the City or otherwise to attract a non-resident overnight visitors to the City. City Council would approve any applications submitted for funds. Alderman Robinson requested Finance Director Weisemeyer create a spreadsheet to show excess from the account for the last 5 years. Examples of activities would be Non-profit sports related activities and expanding Chamber events.

Motion by Simosky, second by Rothschild to recommend to City Council the creation of an event funding program to encourage the use of Hotel Tax Funds by non-profit and government entities to promote tourism, conventions, expositions, theatrical, sports and cultural activities within the City or otherwise to attract non-resident overnight visitors to the City.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration of Resolution R-16-171 A Resolution of the City Council of the City of Geneseo, Illinois, to publish a Public Hearing Notice to consider purchasing from and selling land to William W. Cole Memorial Cabin.

Administrator Kotter reported that Cole Cabin has requested to purchase 1.89 acre parcel to the east of and abutting their land off Roos Hill Road. Part of what the City sold them a few years ago was more than they thought they were getting and due to this a small triangle piece will be sold back to the City that will make another piece that the City owns more attractive to development with this piece being used for setback areas. Two appraisals have been completed to facilitate the sale and swap. To begin the process a Public Hearing will be held on October 25, 2016.

Motion by Wachtel, second by Garlick to recommend to the City Council the approval of Resolution R-16-171 to publish a Public Hearing Notice to sell land to and purchase land from William W. Cole Memorial Cabin.

Voice Vote. 7 Ayes. 0 Nays. 1 Absent.

Motion Carried

Consideration of Resolution R-16-169 A Resolution of the City Council of the City of Geneseo, Illinois, to approve the renaming of the Public Services Department to the Public Works and establish Five Divisions within the Department.

Administrator Kotter reported that sometimes Chad's department is called the Public Services department and sometimes it is the Public Works Department. Currently the department is 4 divisions: Streets, Parks, Cemeteries, Water and Sewer. This Resolution titles the department as Public Works and establishes 5 divisions: Street, Park, Cemetery, Water and Wastewater.

Motion by Johnson, second by Robinson to recommend to City Council approval of Resolution R-16-169 that establishes the name of the Public Works Department, previously Public Services, and establishes 5 divisions within the Department: Street, Park, Cemetery, Water and Wastewater.

Voice Vote. 7 Ayes. 0 Nays. 1 Absent.

Motion Carried.

Consideration to use one City logo (Newer Maple Leaf)

Administrator Kotter reported that currently we use 2 different logos on various things around the City. Staff recalls an ordinance requiring the use of State outline as the logo but it hasn't been located yet. The new recommended one would only be used as items need to be replaced, we would not purposely spend money to transfer everything to the new logo.

Motion by Wachtel, second by Anderson to recommend to the City Council the approval to use the newer maple leaf logo as things are replaced in the future.

Voice Vote. 7 Ayes. 0 Nays. 1 Absent.

Motion Carried.

Consideration of Ordinance O-16-176 the Prohibition of the Possession of Cannabis.

City Administrator Kotter reported that there have been changes to the State Law regarding the possession of Cannabis. In order for the City to be able to coincide with the State Law and have the ability to write a City Ordinance violation for possession Attorney Alcorn has written an ordinance that will take care of this. Chief Piotrowski confirmed the need for this ordinance. Attorney Alcorn stated that the Illinois Cannabis Control Act

has decriminalized up to 10 grams and if this went to court the City Attorney Alcorn would represent the City. Paraphernalia and Synthetic drugs are already outlined within another ordinance. This does not include Medicinal use as you have to have a medical card for medicinal purpose use. The City has a general penalties section that can be utilized for a guide on fines.

Motion by Robinson, second by Rothschild to recommend to Council adoption of Ordinance O-16-176 which prohibits the possession of Cannabis in the City of Geneseo.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Consideration to purchase a skid-steer loader for Public Works Department.

Administrator Kotter reported that this has been budgeted for at \$45,000. Chad is in the process of getting prices and will have final prices October 11.

Motion by Wachtel, second by Garlick to recommend to City Council the purchase of a Public Works Department skid-steer loader with final prices to be presented on October 11 at the City Council meeting.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Payment of City and Utility Bills

There are no extra bills at this time. Refuse collection cost the City \$5,800 and we collected \$300 from non-resident collection.

Motion by Robinson, second by Simosky to approve City and Utility bills as presented.

ROLL CALL

Ayes 7 Garlick,Robinson,Wachtel,Rothschild,Anderson,Johnson,Simosky

Nays 0

Absent 1 Roodhouse

Motion Carried

Public Comment

None

Motion by Wachtel, second by Johnson to adjourn the meeting at 7:40 pm.

Voice Vote. 7Ayes. 0 Nays. 1 Absent.

Respectfully submitted,

Loree K. Phlypo
City Clerk