

CITY OF OLNEY
CITY COUNCIL MEETING
JULY 10, 2017

AGENDA #1 “CALL TO ORDER” The July 10, 2017, meeting of the Olney City Council was called to order at 7:00 p.m. in the Council Chambers of the Olney City Hall located at 300 S. Whittle Avenue, Olney, Illinois, with Mayor Mark Lambird presiding.

AGENDA #2 “PLEDGE OF ALLEGIANCE TO THE FLAG-PRAYER” Council members and visitors joined in the pledge of allegiance to the flag. Steve Wingert led the group in prayer.

AGENDA #3 “ROLL CALL” The following Council members were present: Morgan Fehrenbacher, Les Harrison, Belinda Henton, John McLaughlin, and Mark Lambird. Also present were City Manager Allen Barker, City Clerk Kelsie Sterchi, City Treasurer Chuck Sanders, and City Engineer Charleston.

AGENDA #4 “PRESENTATION OF CONSENT AGENDA”

4-A “Approve Minutes of Council Meeting on June 26, 2017”

4-B “Approve and Authorize Payment of Accounts Payable July 11, 2017” Pooled Cash \$122,343.57, Manual Pooled Cash \$103,034.78, IMRF \$41,512.97, Unemployment \$2,150.59, Route 130 TIF \$380.00, Petty Cash \$89.96, Fire Pension \$433.21, Police Pension \$827.18

AGENDA #5 “REMOVAL OF ITEMS FROM CONSENT AGENDA” No items were requested for removal from the consent agenda.

AGENDA #6 “CONSIDERATION OF CONSENT AGENDA” Councilman McLaughlin moved to approve the items on the consent agenda, seconded by Councilman Harrison. A majority affirmative voice vote was received to approve the consent agenda.

AGENDA #7 “CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA” No consideration was necessary since no items were removed from the consent agenda.

AGENDA #8 “PRESENTATION OF ORDINANCES, RESOLUTIONS, ETC.”

8-A “Ordinance: Approve Granting of a Special Use Permit for Placement of a Motorhome at 5387 N. South Shore Drive” The Council was provided with a copy of the drafted minutes from the Plan Commission meeting on July 3, 2017, and a proposed ordinance that would grant a special use permit at 5387 N. South Shore Drive for the placement of a motorhome to be used seasonally.

Mr. Barker told the Council that the Plan Commission had voted to recommend approval of the proposed special use permit.

Councilman McLaughlin asked if N. South Shore Drive was near Vernor Lake. Mr. Barker confirmed.

Councilman McLaughlin moved to approve Ordinance 2017-38, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

8-B “Ordinance: Approve Granting of a Special Use Permit for Placement of a Manufactured Home at 100 E. Bower Street” The Council was provided with a copy of the drafted minutes from the Plan Commission meeting on July 3, 2017, and a proposed ordinance that would grant a special use permit at 100 E. Bower Street for the placement of a manufactured home.

Like the prior agenda item, Mr. Barker told the Council that the Plan Commission also voted to recommend approval of this special use permit.

Councilwoman Henton moved to approve Ordinance 2017-39, seconded by Councilman Harrison. A majority affirmative voice vote was received.

8-C “Resolution: Approve Final Plat of Parkside Plaza, Lots 1-5” The Council was provided with a copy of the drafted minutes from the Plan Commission meeting on July 3, 2017, a proposed resolution that would approve the final plat of Parkside Plaza, Lots 1-5, and a copy of the final plat.

Mr. Barker explained that the Plan Commission had voted to recommend approval of the final plat. The Commission’s recommendation for approval was pending IECC’s final approval of an agreement to allow the existing IECC pond to be used for storm water detention for the development, and for approval granting an easement for relocating a ditch on the southern portion of the property.

Councilwoman Fehrenbacher asked when IECC would finalize their approval or denial. RCDC Executive Director Courtney Yockey indicated that IECC would be finalizing their decision on July 18, 2017.

Councilwoman Henton asked if the Council was happy with the location of the water and sewer lines as presented on the plat. She added that if the plat was approved, so would the location of the lines. Mr. Barker commented that the Sewer and Water Distribution Supervisors both expressed concern with the location of the lines.

If the final plat was approved, Mayor Lambird asked if the plat could be amended. The City Engineer confirmed that the plat could be amended. Councilwoman Henton pointed out that if the plat was approved as presented and then amended, that would double the time spent and money spent on recording the plats.

Councilman McLaughlin recommended taking up item 8-D “Discussion/Possible Action: Water and Sewer Extension Agreement to Serve New Proposed Hotel” before making a decision on item 8-E.

8-D “Discussion/Possible Action: Water and Sewer Extension Agreement to Serve New Proposed Hotel” Mr. Barker addressed the Council by reminding them that Eric and Karen Seals

had requested that the City provide water and sewer to their proposed development which would include a hotel on Route 130. According to the estimate provided by Mr. Seals, the cost would be approximately \$251,000.00.

Councilman McLaughlin felt that many things should be considered before a decision could be made. Things to consider should include if the City wants to pay for running the water and sewer lines, and if so, how far the City should run the lines. He also felt that consideration should be given to who would maintain the water and sewer lines. Lastly, he felt the Council should decide if the project should be funded through the Route 130 TIF.

Councilwoman Fehrenbacher expressed some concern with the lines going under concrete.

Mr. Barker provided information that to his understanding, the lines the City would lay would be mains that would provide water and sewer to the different lots within the subdivision. Because the lines would in fact be mains, they would need to be maintained by the City.

City Engineer Charleston indicated that the proposal was such that water and sewer lines would be taken to the border of Lot 1. Such a proposal is similar to that of a residential subdivision where a developer would put in lines and turn ownership over to the City. Mr. Charleston and Councilman McLaughlin felt the biggest point of contention would be laying lines under a concrete parking lot not owned by the City. An easement of approximately 15 feet would be needed. The City could also be responsible for repairs to the parking lot if the lines needed to be serviced. Mr. Charleston added that typically, the City only runs water and sewer lines to the property line. From there, a developer would typically run their own lines to different locations and turn those over to the City for maintenance.

Councilman Harrison felt that the proposal was no different than running water and sewer lines under a concrete street.

Councilman McLaughlin asked if the running of water and sewer lines for commercial purposes would make the project TIF eligible. Mr. Yockey indicated that the project would be TIF eligible.

If not running lines underneath of the parking lot, Councilman Harrison asked for an alternative solution. Mr. Charleston replied that the only alternative for the water line would be to loop it around the property. That would increase the cost of the water line work three to four times the original estimate. Sewer lines would be more difficult to place elsewhere due to elevation concerns and requirements to be at least 10 feet away from any water lines. Water and sewer lines typically go about 50 years without needing maintenance.

Councilman McLaughlin then stated that he would be in favor of running water and sewer lines into the property if there was an agreement made that the Sealses would need to repair the concrete parking lot at their cost if the lines needed to be serviced.

The Council was then curious if the Seales would expect funding up front or if they expected to be reimbursed periodically over the life of the TIF. Councilman McLaughlin added that he felt no reimbursements should be given at all until hotel construction was underway. Councilwoman Henton pointed out that the proposed funding for water and sewer would be in addition to what the Seales would be rebated over 17 years.

Mr. Yockey indicated that the Seales would like to be reimbursed during the construction period.

Councilwomen Henton and Fehrenbacher wondered if any TIF money would be left if another project presented itself. Mr. Yockey replied that the TIF would not be completely drained and that no other TIF applications were being drafted. Additionally, the TIF would be receiving revenues of approximately \$115,000.00 per year.

Acting on item 8-C, Councilman McLaughlin moved to approve 2017-R-49 (Final Plat of Parkside Plaza, Lots 1-5), seconded by Councilman Harrison.

Councilwoman Fehrenbacher wondered if the final plat should be approved with conditions. It was agreed that wording should be included in the easement that repairs made to the concrete parking lot due to water and/or sewer line repair be at the cost of the developer, and that the plat would be approved contingent upon IECC's approval of a storm water detention agreement and easement agreement. Councilmen McLaughlin and Harrison amended their motions as such.

Councilmen McLaughlin, Harrison, Mayor Lambird, and Councilwomen Fehrenbacher and Henton voted yes. There were no opposing votes. The motion carried.

To begin the permitting process with the Illinois Department of Transportation (IDOT) and the Illinois Environmental Protection Agency (IEPA), plans would need to be prepared. Mr. Charleston felt once plans were submitted, it could take as long as 90 days for permits to be issued. The permits would last for two years. Past that time frame, the City could apply for extensions, if needed. Mr. Charleston also recommended applying for permits to run lines into the property instead of stopping at the property line. That would cover more ground than may be necessary, and additional permits would not need to be sought.

Councilman McLaughlin moved to authorize Charleston Engineering to design plans to run water and sewer at and into Parkside Plaza to be submitted to IDOT and the IEPA, seconded by Councilman Harrison.

Before voting, Councilwoman Fehrenbacher wanted to be clear that the action of authorizing the plans and application for permits would not commit the City to any funding or projects. The Council agreed. It was also noted that the creation of the plans would be a TIF eligible expense.

Mayor Lambird, Councilwomen Fehrenbacher, Henton, and Councilmen Harrison and McLaughlin voted yes. There were no opposing votes. The motion carried.

Councilman McLaughlin felt that the Council needed to decide by the date of the next Council meeting what they were willing and not willing to provide. Mayor Lambird added that because Mr. Charleston would also be providing more solid numbers for the proposed project at the next meeting, the Council should be able to more easily decide how the project should be funded.

8-E “Resolution: Authorize Sale of 304 Lee Avenue by Public Auction” The Council was provided with a proposed resolution to authorize the sale of 304 Lee Avenue by public auction.

Mr. Barker reminded the Council that no bids were received on June 26, 2017, for the sale of 304 Lee Avenue. The proposed resolution listed a public auction date of Monday, August 21, 2017. The auction would be held at City Hall at 4:00 p.m.

Councilman McLaughlin moved to approve 2017-R-50, seconded by Councilwoman Henton. A majority affirmative voice vote was received.

8-F “Resolution: Authorize Sale of 539 S. Shields Street by Public Auction” The Council was provided with a proposed resolution to authorize the sale of 539 S. Shields Street by public auction.

Similar to 304 Lee Avenue, no bids were received on June 26, 2017, for the sale of 539 S. Shields Street. The proposed resolution listed a public auction date of Monday, August 21, 2017. The auction would be held at City Hall at 4:00 p.m.

Councilwoman Fehrenbacher moved to approve 2017-R-51, seconded by Councilman Harrison. A majority affirmative voice vote was received.

8-G “Resolution: Accept MFT Oil & Chip Bid” The Council was provided with a proposed IDOT resolution to accept an MFT oil and chip bid, and a copy of the bid tabulation.

Mr. Barker told the Council that bids were opened earlier that day at 10:00 a.m. with only one bidder. Mt. Carmel Stabilization Group of Mt. Carmel, Illinois, bid \$69,390.10.

The summer maintenance program would be ran as in years past. Mr. Barker told that it was possible the Council might be asked to extend the pricing for a project at the Vernor Lake area. Mt. Carmel Stabilization Group agreed to honor the pricing.

Councilwoman Henton asked the City Engineer if he was pleased with the bid submitted by the contractor. Mr. Charleston replied that he was pleased, and that the bid came in about \$2,000.00 less than he anticipated. The program should begin in about three weeks.

Councilwoman Henton moved to approve the IDOT resolution accepting the MFT oil and chip bid from Mt. Carmel Stabilization Group in the amount of \$69,390.10, seconded by Councilman McLaughlin. A majority affirmative voice vote was received.

8-H “Resolution: Accept Quote for Waste Water Treatment Plant Boiler Retube and Service, Waive Formal Bidding Procedures, and Amend a Line Item Description in the 2017/2018 Budget” The Council was provided with a proposed resolution to accept a quote for boiler retube at the Sewer Plant, waive formal bidding procedures, and amend a line item description in the 2017/2018 budget.

Mr. Barker explained that Sewer Department Supervisor Jeff Lathrop had received a quote from CleaverBrooks Sales & Service to make repairs to the boiler located in the digester building at the Sewer Plant. Another company was contacted to submit a quote, but no other quote had ever been received. Due to the nature of the work and the necessity for repairs to be made, Mr. Barker recommended that the Council accept the quote in the amount of \$16,000.00.

Mr. Barker continued that money was available in the Sewer Department’s budget for the project, but the line item name should be changed. Instead of “Digester Rehab,” the line item should read “Digester Rehab/Boiler Repair.”

Councilwoman Henton moved to approve 2017-R-52, seconded by Councilman McLaughlin. A majority affirmative voice vote was received.

8-I “Discussion/Possible Action: Form Committee to Explore Street Plans” At the last Council meeting, the Council preliminarily discussed the creation of a committee to explore future street plans. Since that time, Councilmen McLaughlin and Harrison had gathered more information.

Councilman McLaughlin indicated that he and Councilman Harrison had a recommendation for the Street Committee. Councilman McLaughlin recommended himself, Councilman Harrison, City Treasurer Sanders, City Manager Barker, City Engineer Charleston, Bryce Fehrenbacher and Bob Guinn. The Councilman felt that within three months, the committee could have a listing of recommendations.

Councilwoman Fehrenbacher moved to appoint Councilman McLaughlin, Councilman Harrison, City Treasurer Sanders, City Manager Barker, City Engineer Charleston, Bryce Fehrenbacher, and Bob Guinn to the Street Committee, seconded by Councilman McLaughlin. A majority affirmative voice vote was received. The committee will not be a permanent committee, and will dissolve within a few months.

8-J “Resolution: Selection of City Hall Mural” The Council was provided with a copy of the Request for Proposals for Mural, and four mural proposals submitted by Robert Treece, Michael Clark, Scott Lindley, and Rudy Kistler.

City Clerk Sterchi explained that proposals had been sought for a mural design to be painted on to the south wall of City Hall. Four excellent submissions had been received, so it was time for the Council to review the submissions and make a choice. The budget for the project was \$10,000.00 and would be funded out of Tourism.

The Council reviewed their likes and dislikes for each submission, but all agreed the decision would be difficult.

Councilwoman Henton moved to select the submission by Robert Treece. The motion died due to lack of a second.

From the audience, Dr. David Eckiss suggested that the community be polled to see which design they liked the most. The Council agreed that a poll could be helpful.

Mrs. Sterchi would create an online poll with results to be given to the Council at the July 24, 2017, meeting.

8-K “Ordinance: Authorize Disposal of Personal Property from the Police Department to the Richland County Emergency Management Agency (Radios, Batteries, & Chargers)” The Council was provided with a recommendation memo from Police Chief Paddock and Sergeant Nuttall, and a proposed ordinance that would authorize disposal of two Vertex Standard radios, batteries, and chargers to the Richland County Emergency Management Agency (REMA).

Mr. Barker told the Council that the radios were not able to operate on the new digital radio frequency. Kevin Parker with REMA is able to reprogram the radios and use them for communications between other forms of government that still use the analog channels.

Councilman McLaughlin moved to approve Ordinance 2017-40, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

8-L “Discussion/Possible Ordinance: Yield Sign at the Intersection of White Squirrel Circle and White Squirrel Drive in the Olney City Park” Mr. Barker reminded the Council that in October of 2016, the Parks & Recreation Board explained the need for a yield sign at the western intersection of White Squirrel Circle and White Squirrel Drive in the City Park.

Councilman McLaughlin moved to approve Ordinance 2017-41, seconded by Councilwoman Henton. A majority affirmative voice vote was received. The ordinance would be created.

8-M “Discussion/Possible Action: Approval of Expenditure from Tourism Promotion for Advertisement in the Richland County Discount Booklet” City Clerk Sterchi told the Council that an opportunity had come up to be included in the Richland County Discount Booklet being created by The Olney Gazette. The feature would cost \$175.00. A total of 5,000 booklets would be printed. These booklets would be available at the local businesses and hotels, and would be distributed at local events. She felt that being included in the booklet would be a nice opportunity to showcase other Olney events, and would hopefully create repeat visitors.

Councilwoman Henton moved to approve a \$175.00 expenditure from Tourism Promotion for the advertisement in the Richland County Discount Booklet, seconded by Councilman McLaughlin. A majority affirmative voice vote was received.

8-N “Discussion/Possible Action: Tourism Grants” Mr. Barker stated that some discussion had taken place at previous Council meetings regarding criteria to consider when awarding Tourism Grants. He recommended that the Tourism Grant program be suspended until the program was revised.

Councilman McLaughlin had thought a committee had been created to change the program. Councilwoman Henton replied that had not materialized, but felt that more specific guidelines were needed.

Councilwoman Henton moved to suspend the Tourism Grant program. The motion died due to lack of a second.

Councilman McLaughlin felt that the program should not be suspended because only a few applications were received each year.

Councilwoman Henton felt that the money would be better spent promoting City events and activities such as the Sounds of Summer, Chocolate Tour, and Scarecrow Contest.

Mayor Lambird commented that he would not be in favor of limiting Tourism funds for events that would truly bring people into town. He did, however, agree that for-profit entities should not receive Tourism funds.

Councilwoman Fehrenbacher asked if there had been past problems with Tourism Grants. Councilwoman Henton felt that there had been problems. Councilman McLaughlin agreed that some grants had been questionable.

Tourism Grants would not be suspended at this time.

AGENDA #9 “REPORTS FROM ELECTED AND APPOINTED OFFICIALS”

9-A “Status Report-City Manager” The Council was provided with a status report from the City Manager. Mr. Barker was also pleased to announce that work had resumed on the Whittle Avenue Project.

9-B “RCDC Report” RCDC Executive Director Courtney Yockey informed the Council that a RCDC Board meeting would be held the next day, a U.S. 50 Coalition meeting would be held on July 18th, and a business writing plan workshop would be held on August 1st.

9-C “Chamber of Commerce Report” Councilman McLaughlin had nothing new to report.

9-D “Parks & Recreation Board Report” The Parks & Recreation Board had not yet met for this month.

9-E “Tourism Board Report” Councilwoman Henton told that the next Tourism Board meeting would take place on August 2nd at the Gateway Raceway in Madison, Illinois.

City Treasurer Sanders told the Council that during the last fiscal year, income tax was lower than that of the year prior. The trend was continuing with the new fiscal year's income tax receipts coming in \$8,400.00 less than even last year. The same trend was taking place with telecommunications tax. Currently, those tax receipts were \$8,600.00 lower than the prior year.

Councilman McLaughlin commented that Governor Rauner was visiting with students at Pizza Fast earlier in the evening.

AGENDA #10 "PUBLIC COMMENTS/PRESENTATIONS"

10-A "Brian O'Neill" Mr. O'Neill expressed his opinion that the waterline work done on W. Main and E. Main Streets was done incorrectly. Mr. O'Neill also stated that the sidewalk area near Blank's Detailing was not A.D.A. compliant. He also felt that the Police Department was not enforcing laws and that he should file a junction against the officers.

AGENDA #11 "ADJOURN" Councilman McLaughlin moved to adjourn, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

The meeting adjourned at 8:00 p.m.

Kelsie J. Sterchi
City Clerk