

CITY OF OLNEY
CITY COUNCIL MEETING
MARCH 12, 2018

AGENDA #1 “CALL TO ORDER” The March 12, 2018, 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. Mike Munden 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, Assistant City Treasurer Jane Guinn, City Attorney Bart Zuber, and City Engineer Charleston.

AGENDA #4 “PRESENTATION OF CONSENT AGENDA”

4-A “Approve Minutes of Council Meeting on February 26, 2018”

4-B “Approve and Authorize Payment of Accounts Payable March 13, 2018” Pooled Cash \$97,929.33, Manual Pooled Cash \$108,778.12, IMRF \$29,449.10, MFT \$1,670.40, Liability Insurance \$687.95, Tourism \$2,500.00, Christmas Light Display \$150.00, Petty Cash \$203.82, Utility Refunds \$914.57

4-C “Ordinance: Require the Spiller to Pay for the Mitigation, Remediation and Removal of Hazardous Substances Within and Outside of the Corporate Limits of the City of Olney (Spiller Pays Ordinance)” **2018-17**

4-D “Raffle License: MS Join the Movement of Richland County”

4-E “Raffle License: ERFAE”

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 Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

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 “Resolution: Accept a Quote for a Cutter Head for the Asphalt Zipper in the Street Department and Waive Formal Bidding Procedures” The Council was provided with a proposed resolution to accept a quote for a cutter head for the Street Department’s asphalt zipper, and

waive formal bidding procedures. The Council was also provided with a copy of the quote received from Asphalt Zipper of Pleasant Grove, Utah.

Mr. Barker told the Council that the Street Department Supervisor was ready to move forward with the purchase of a cutter head for the asphalt zipper. The purchase had been budgeted for in the current fiscal year. One quote had been received from Asphalt Zipper in the amount of \$12,990.00. The company was the only supplier of after-market materials for this piece of equipment.

Councilwoman Henton moved to approve 2018-R-08, seconded by Councilman Harrison. A majority affirmative voice vote was received.

8-B “Request: Fiscal Year 2018/2019 Budget Funding for the Olney Public Library” The Council was provided with a letter of request from Olney Public Library Director Judy Whitaker. Mrs. Whitaker was present to speak on the request.

Mrs. Whitaker stated that the request was for funding in the upcoming 2018/2019 fiscal year to assist with utilities and book purchases. The library was requesting \$8,600.00 for funding of utilities, and \$7,000.00 for the purchase of books.

Mrs. Whitaker added that last year, 48,000 people had visited the library. She was proud of the patronage, and wanted to be able to expand the book collection to meet the needs of the visitors.

Mayor Lambird thanked Mrs. Whitaker, noting that her request would be considered. He also thanked Mrs. Whitaker for her years of service, and congratulated her on her upcoming retirement.

8-C “Ordinance: Approve Granting of a Special Use Permit for Placement of a Mobilehome More than 10 Years of Age at 602 S. Shields Street” The Council was provided with a copy of the draft minutes from the March 5, 2018, Plan Commission meeting, and a proposed ordinance that would grant a Special Use Permit for placement of a mobilehome more than 10 years of age at 602 S. Shields Street.

Mr. Barker told the Council that at the March 5, 2018, Plan Commission meeting, the Commission voted to recommend a Special Use Permit for placement of a 2006 model mobilehome at 602 S. Shields Street. The mobilehome would be owned by two gentlemen from Alabama that had been coming to Olney frequently for hunting and fishing trips over the past 18 years.

Councilman McLaughlin moved to approve Ordinance 2018-18, seconded by Councilwoman Henton. A majority affirmative voice vote was received.

8-D “Ordinance: Rezone 100 Block of S. Camp Avenue from R-3 (Two Family Residence District) & C-2 (Commercial District) to C-3 (Central Business District) as Applied for by Prairie Farms Dairy, Inc.” The Council was provided with a copy of the draft minutes

from the March 5, 2018, Plan Commission meeting, and a proposed ordinance that would rezone the closed 100 block of S. Camp Avenue to C-3 (Central Business District).

Mr. Barker explained that the Plan Commission had also voted to recommend this rezoning at their last meeting. The ordinance would change the zonings along the closed 100 block of S. Camp Avenue from R-3 (Two Family Residence District) and C-2 (Commercial District) to C-3 (Central Business District). Prairie Farms requested the rezoning in order to accommodate their upcoming expansion that would include a cold storage warehouse and a staging area for trucks.

Councilman Harrison moved to approve Ordinance 2018-19, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received with Councilman McLaughlin abstaining.

8-E “Parks & Recreation Board Request: East Fork Lake Trails Signage for the 2018/2019 Budget” Parks & Recreation Board Chair Morgan Henton was present to speak to the Council. Mr. Henton reminded the Council that a few years ago, money had been budgeted for a sign at the East Fork Trails, but the project had not moved forward. At the last meeting of the Parks & Recreation Board, the Board voted to recommend that the Council include approximately \$1,500.00 for a sign at the East Fork Trails.

While speaking, Mr. Henton asked for permission to address Agenda Item 9-D “Parks & Recreation Board Report.” Mayor Lambird approved.

Mr. Henton reported that the two new Parks & Recreation Board members had attended the last meeting. The Board had introduced them to the the Parks & Recreation Comprehensive Plan that was created in 2015.

The Board would also be moving forward with the 2018 Adopt-a-Bed Program.

Mr. Henton had also been made aware that plans were progressing for the addition of a stage at Bower Park. Councilwoman Fehrenbacher asked when the stage would be ready. Mr. Henton replied that a few issues were still being addressed, but expected the stage to be in place in time for the 2018 Sounds of Summer Free Concert Series that would begin in June.

8-F “Resolution: Amend the 2017/2018 Water Distribution Budget for a Trash Pump” The Council was provided with a proposed resolution to amend the 2017/2018 budget in the Water Distribution Department for the purchase of a trash pump, and a copy of a quote received from Xylem of Evansville, Indiana.

Mr. Barker told that the Water Distribution Department had funds left over in the Hand Held Meter Reading line item in the current budget. The Water Distribution Supervisor had originally planned to put funds for a trash pump in the 2018/2019 budget, but was now requesting a budget amendment in the current fiscal year to accommodate the purchase.

A quote had been received for the trash pump by Xylem in the amount of \$1,944.00.

Councilman McLaughlin moved to approve 2018-R-09, seconded by Councilwoman Henton. A majority affirmative voice vote was received.

8-G “Resolution: Accept Quote for Rodder Pump for the Sewer Department Vacuum Truck, Waive Formal Bidding Procedures, and Amend the 2017/2018 Budget” The Council was provided with a proposed resolution to accept a quote for a rodder pump for the Sewer Department’s vacuum truck. The proposed resolution would also waive formal bidding procedures, and amend the 2017/2018 budget. The Council was also provided with copies of two quotes received for the pump.

The Sewer Department currently had one vacuum truck and one flusher truck that were both inoperable. The Sewer Department Supervisor requested a budget amendment to take left over funds from the Digester Rehab/Boiler Repair line item in the 2017/2018 budget to accommodate the purchase of a rodder pump for the vacuum truck.

Two quotes had been received for the pump. KM Specialty Pumps, Inc., of Chandler, Indiana, quoted \$13,895.00 for a rebuilt pump, but the quote did not include labor cost of \$95.00 per hour. Coe Equipment of Rochester, Illinois, quoted \$17,050.26 for a brand new pump, and would not have any additional labor fees. The City Manager and the Sewer Department Supervisor recommended approving the quote from Coe Equipment.

Councilman McLaughlin asked for the age of the vacuum truck. Sewer Department Supervisor Jeff Lathrop replied that the truck was a 2000 model.

Councilman McLaughlin moved to approve 2018-R-10, seconded by Councilman Harrison. A majority affirmative voice vote was received.

8-H “Ordinance: Authorize the Sale of a 2005 Ford Crown Victoria from the Police Department on GovDeals.com” The Council was provided with a proposed ordinance that would authorize the sale of a 2005 Ford Crown Victoria from the Police Department on GovDeals.com.

Mr. Barker explained that the vehicle had been used by Lake Patrol. Another vehicle would be coming out of service from the Department, and would be used by Lake Patrol.

Councilwoman Fehrenbacher asked if the 2005 vehicle could be used by the City for any other purpose. Mr. Barker replied that there was no other need for the vehicle.

Councilwoman Henton moved to approve Ordinance 2018-20, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

8-I “Discussion/Resolution: Water Supply Agreement Between the City of Olney and EJ Water Cooperative, Inc.” The Council was provided with a proposed resolution that would authorize the execution of a water supply agreement between the City and EJ Water Cooperative, Inc., and a copy of the proposed agreement.

Mr. Barker detailed that the agreement would provide that the City would charge \$3.35 per 1,000 gallons of water. Currently, the \$3.35 per 1,000 gallons of water was the rate for water service to other municipalities and water districts which then resell water purchased from the City. The agreement would also establish service areas for both parties.

The City Council had originally approved an agreement on August 25, 2016, however, it had taken a considerable amount of time to negotiate the service area language and maps. Both the City Attorney and the City Engineer had reviewed and recommended moving forward with the agreement.

Councilman Harrison moved to approve 2018-R-11, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

8-J “Discussion/Possible Action: Road Study Recommendation” This item was tabled until the next meeting of the City Council.

8-K “Resolution: Authorize City Treasurer to Implement Steps to Retain EDA Funds” The Council was provided with a proposed resolution that would authorize the City Treasurer to implement necessary steps to retain EDA funds, a copy of an e-mail sent by the U.S. Department of Commerce, and a copy of guidelines for updating and creating revolving loan fund (RLF) plans.

Since the last City Council meeting, Assistant City Treasurer Guinn told that Catherine Canavan, with the U.S. Department of Commerce, had been working with City Treasurer Sanders on how to retain the federal share of the RLF excess funds. A list of items had been sent that would need to be completed in order to update the City’s EDA plan. If the steps were completed, the City would most likely be able to hold on to the federal share of the funds for a longer amount of time.

Councilwoman Fehrenbacher moved to approve 2018-R-12, seconded by Councilman McLaughlin. A majority affirmative voice vote was received.

AGENDA #9 “REPORTS FROM ELECTED AND APPOINTED OFFICIALS”

9-A “Status Report-City Manager” Mr. Barker reported that Tina Seesengood had started her new position as Junior Accountant. The excess CDAP funds had also been returned to the State. The City would continue exploring how the funds could be used in order to apply for their return. Mr. Barker expected that some bridge work could be an appropriate project for the funds. If the Council wished for another project to be explored, Mr. Barker requested that they make him aware.

9-B “RCDC Report” RCDC Executive Director Courtney Yockey reported that the recent business workshop had gone well. He hoped to be able to continue offering such programs for local businesses.

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

9-D “Parks & Recreation Board Report” This item was discussed under 8-E.

9-E “Tourism Board Report” Councilwoman Henton indicated that no Tourism Board meetings were scheduled until April.

AGENDA #10 “PUBLIC COMMENTS/PRESENTATIONS”

10-A “Brian O’Neill” Mr. O’Neill was not present.

From the audience, Sharon Craig wished to speak. Ms. Craig mentioned that she had sent the Council an e-mail regarding the meth problem in town. She requested that a special “Town Hall Meeting” be scheduled to address the issue. Ms. Craig had been a resident of Olney for about one year, and within that time, her children had been exposed to meth. Before moving to Olney, her family lived near Chicago, where she stated that her children never got into trouble.

Ms. Craig continued to share her feelings that the County should be doing more outreach in the schools, and that the town needed an anti-drug coalition. Ms. Craig also wanted treatment centers in the area. She went further to explain that federal funding was available to help reduce substance abuse in youth.

Ms. Craig’s daughter’s friends were meth users, and she did not know what warning signs to look for in her daughter. When her daughter turns 18, she will be moving from Olney because she feels Olney has nothing for her. Ms. Craig did not feel that it was right that her daughter chose to try meth because she wanted to “see why everyone does it in this town.”

Mayor Lambird thanked Ms. Craig for the information.

AGENDA #11 “2018/2019 BUDGET DISCUSSIONS”

11-A “Water Fund” Earlier, the Council had been provided in their mailboxes with a memo from Mrs. Guinn, and copies of the projected 2018/2019 budgets for Water, Sewer, and Tourism.

Mrs. Guinn started off with the Water Fund. For the 2017/2018 year, revenues were projected to come in at \$1,707,351.00. The 2018/2019 budget expected revenues to be \$1,714,700.00. Increases from utility income were not anticipated.

Personnel expenses in the Water Plant for 2017/2018 were projected to be \$414,583.00. The 2018/2019 budget expected \$454,750.00 in personnel expenses. The only capital item listed for the Water Plant in 2018/2019 was a half ton pick up in the amount of \$11,000.00.

Personnel expenses in Water Distribution for 2017/2018 were projected to be \$303,672.00. The 2018/2019 budget expected \$332,600.00 in personnel expenses. An amount of \$85,800.00 was also expected for contractual services in 2018/2019, an almost \$30,000.00 increase from the prior year.

Capital expenses proposed for 2018/2019 included \$350,000.00 for the painting of the Industrial Park water tower. Also included was \$238,000.00 for water main replacement near Jasper and Lincoln Streets. And additional amount of \$70,000.00 would be budgeted for additional water main work, as necessary. The proposed \$29,000.00 for the GIS system would be half of the total cost because the service would also be used by the Street Department.

Moving on to debt service, one EPA loan would be paid off in the current fiscal year, dropping next year's debt service amount by \$14,476.00.

Total expenditures for Water Distribution in 2018/2019 were expected to be at \$1,205,618.00. In summary, the budget would show (\$349,346) unfavorable, however, Mrs. Guinn pointed out that was due to the inclusion of the water tower painting expense. She reminded the Council that funds had been set aside in the Water Fund over the years for the project. The Water Fund reserved approximately \$456,000.00 for water tower painting that would be used for the project. Additionally, since the Council had voted to approve the trash pump purchase during the current fiscal year, the \$2,500.00 expense would be removed from the 2018/2019 budget.

11-B "Sewer Fund" Mrs. Guinn told the Council that the revenue for the Sewer Plant would remain almost the same as the current fiscal year. The 2018/2019 budget proposed income to be \$1,017,530.00.

Personnel expense was expected to increase by \$32,019.00 in 2018/2019. Contractual services would also increase by \$23,852.00. Due to an expected increase in chemicals, supplies were expected to also increase by \$59,765.00. Debt service would remain the same at \$55,701.00.

Capital expenses would be decreasing by \$49,221.00. Included in capital for 2018/2019 would be \$10,000.00 for a half ton pick up truck, \$9,000.00 for zinc and phosphorous pumps, \$78,500.00 for the final #3 pump rebuild and painting, \$21,700.00 for sewer line replacements, \$25,000.00 for a crane truck, and \$32,000.00 for the Fehrenbacher lift station rehab. Mrs. Guinn again pointed out that since the Council had approved the rodder pump purchase earlier in the meeting, the proposed \$20,000.00 would be removed.

The Council's summary sheet for the Sewer Fund showed an unfavorable amount of (\$19,979). Again, due to the removal of the rodder pump expense, the 218/2019 budget in Sewer would break even.

11-C "Tourism Fund" The Tourism budget showed an anticipated increase of income by \$24,876.00. This was due to an estimated amount of \$25,000.00 to be received in 2018/2019 from donations towards the Walldogs project.

An amount of \$20,000.00 was proposed to be used with the ILLINOISouth Tourism Bureau. Tourism Promotion was proposed at \$3,000.00 for general tourism purchases and Tourism Grants.

An unknown donation amount was expected to be given for use during the 2018 Squirrel Count. At this time, \$500.00 was budgeted for that purpose until the actual donation amount was known. Firework contributions, Chamber of Commerce donations, postage, mileage and meals, and website expenses were expected to remain flat. While also remaining flat, Mrs. Guinn pointed out the \$10,000.00 transfer from Tourism to General Corporate to offset some of the City Clerk's salary, and \$10,000.00 for community events. An amount of \$500.00 was also budgeted for a few initial expenses related to the Walldogs.

The proposed Tourism budget showed a favorable amount of \$15,785.00, but Mrs. Guinn pointed out that was due to the expected donations for the Walldogs event. Without that \$25,000.00, the budget would actually be (\$9,215.00) unfavorable.

Mrs. Guinn then indicated that the Tourism Fund itself currently held around \$92,000.00.

Councilman McLaughlin observed that approximate \$7,000.00 remained in the Tourism Fund from the 175th Anniversary. He asked what those funds could be used towards. Mrs. Sterchi reminded the Councilman that the remaining funds shown were earmarked as seed money for the 200th anniversary, and for a donation to a new "welcome" sign in the amount of \$2,500.00, when the Dodransbicentennial Commission dissolved.

Mayor Lambird asked where Olney ranked as a contributor, compared to other counties, to the ILLINOISouth Tourism Bureau. Councilwoman Henton, also a member of the Tourism Board, replied that the Bureau offered different membership levels. Each membership level provided for different incentives. Richland County was currently a Diamond Level Member paying \$4,000.00 in dues annually. It had been decided that Tourism money would be much better spent through the Bureau than trying to do all of the same things in-house.

Councilman McLaughlin commented that he was not in favor of the \$10,000.00 transfer from Tourism to the General Fund to help to offset the City Clerk's salary. Councilwoman Henton disagreed, noting that \$10,000.00 was also being given to the Chamber of Commerce for tourism-related work. She pointed out that Mrs. Sterchi spent a good amount of time on tourism-related work, and she felt it may be more time spent than the Chamber of Commerce. She then added that Mrs. Sterchi's job was intended to be that of the City Clerk, not for tourism. For this reason, she felt that the \$10,000.00 would be justified. Even so, Councilman McLaughlin was not convinced.

AGENDA #12 "CLOSED SESSION: SALE OR LEASE PRICE OF REAL PROPERTY; ACQUISITION OF REAL PROPERTY; AND APPOINTMENT, EMPLOYMENT, COMPENSATION, AND PERFORMANCE OF SPECIFIC EMPLOYEES" Councilman

Harrison moved to adjourn to closed session to discuss sale or lease price of real property; acquisition of real property; and appointment, employment, compensation, and performance of specific employees, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

Councilmen Harrison, McLaughlin, Councilwomen Fehrenbacher, Henton, Mayor Lambird, Assistant City Treasurer Guinn, City Attorney Zuber, and City Clerk Sterchi left the Council Chambers at 7:30 p.m.

AGENDA #13 “RECONVENE OPEN SESSION” Upon return of those who were in closed session to the Council Chambers, Councilman McLaughlin moved to enter back into open session, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received. Open session resumed at 7:54 p.m.

13-A “Ordinance: Establish the Hourly Rate of the Junior Accountant in the City Treasurer’s Office” The Council was provided with a proposed ordinance that would establish the hourly wage for the Junior Accountant.

Mr. Barker reminded the Council that Tina Seesengood had been hired as the Junior Accountant, and a wage would need to be established for her. The proposed ordinance would set the pay for the Junior Accountant at \$15.00 per hour. After six months of employment, and a recommendation from the City Treasurer, Mrs. Seesengood would be eligible for \$15.50 per hour as of September 12, 2018.

Councilwoman Henton moved to approve Ordinance 2018-21, seconded by Councilman Harrison. A majority affirmative voice vote was received.

Councilwoman Henton told the Council that she had received an e-mail from Austin Ridgely about potential rebates from Ameren on the efficiency of variable frequency drives. Mr. Barker would take a look at the information.

AGENDA #14 “ADJOURN” With no further business to discuss, Councilman McLaughlin moved to adjourn, seconded by Councilwoman Fehrenbacher. A majority affirmative voice vote was received.

The meeting adjourned at 7:57 p.m.

Kelsie J. Sterchi
City Clerk

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