

April 5, 2017

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting April 5, 2017 at City Hall. Mayor Rex McIntire called the meeting to order, with the following council members present: Freddie Andrews, Steve Hoots, Bill Jacquot, Barb Nash, Chris Renner and City Clerk, Brenda Robinson. Randy Fisher was absent.

Also in attendance were: Barb Hoots, Deputy City Clerk; Amy Brown, City Treasurer; George Lindsey, Police Chief; John Simmons, Supt. of Public Works; John Coonrod, City Attorney; Carmen Ensinger, *Scott County Times*; Bill Sleeman, Benton & Associates; Mike Niehaus, Windsor Homes; concerned citizens: Donna Lawrence, Ruth Early, Nancy Stice, Ron Bell, and Lawrence Coultas.

MOTION: Steve Hoots moved and Barb Nash seconded to pay bills as presented. Roll call resulted in all yeas. Motion carried.

MOTION: Steve Hoots moved and Bill Jacquot seconded to approve and dispense of the reading of the minutes from the March 1 meeting prior to the regular council meeting. This meeting was an update on the city website. The website will go live April 1. Roll call resulted in all yeas. Motion carried.

MOTION: Barb Nash moved and Steve Hoots seconded to approve and dispense of the reading of the minutes from the March 1 Regular Council Meeting. Roll call resulted in all yeas. Motion carried.

MOTION: Freddie Andrews moved and Steve Hoots seconded to approve and dispense of the reading of the minutes from the March 8 Special Meeting. This special meeting was pertaining to the new police squad car; awarding demolition bid for house at 208 S Main; mowing bids for Winchester Library, Monument Park & Douglas Park and an electrical bid for Monument Park and Douglas Park. Roll call resulted in all yeas. Motion carried.

Mayor McIntire started the meeting by congratulating Steve and Barb Hoots on the birth of a new grandson, Kash Steven Pfeiffer. He also congratulated everyone who won seats at the election and thanked everyone for running.

Mike Niehaus, Windsor Homes was present and Mayor McIntire turned this item over to City Attorney John Coonrod. Bill Sleeman, Benton & Associates recently received two sets of documents (site development plats) from Windsor Homes. It is very thorough work on the additional plans. Sleeman said he should have the plats updated a week before the next council meeting. It should be ready for council approval next month. Sleeman will go over the city ordinances for the water, sewer, streets and storm sewers. Niehaus said the street would be better than what the ordinances states.

PUBLIC COMMENTS: None

George Lindsey, Police Chief passed out his monthly report as follows: Well-being checks – 3; Domestic Calls – 6; Child Custody Incidents – 1; Lost Child – 1; Civil Property Issues – 5; Fireworks Complaint – 1; School Student Issues – 1; Noise Complaints – 2; Bank/Burglar Alarms – 3; Suspicious Vehicle – 1; Suspicious Person – 1; Child Abuse Report – 1.

Lindsey stated that since he became a police officer he has carried a red light in his personal vehicle in case he came upon an accident, he could get out and direct traffic. When he was sick this past week he did some research and found out he needs a letter from the city stating he can use the red light. Coonrod said they could approve a resolution and be specific on what vehicle he can use it in. Lindsey said he just wanted to be legal. It was suggested to table it to next month. The mayor would have to issue a letter. It was brought up the fire department uses blue lights. There are only a couple of firemen that use them.

Mayor McIntire passed out pictures of a rat in a cage and then bags of trash behind a house. He said George talked to the violators and they cleaned up the trash the next day.

John Simmons, Supt of Public Works wants to purchase a Central MSA Electrofusion Processor with Scanner. This tool is for welding plastic gas lines. He has one that was purchased in 2000 and said he would have to buy special leads for it. The cost is \$4,309.75. He was asked if he went to committee with it and said no; he was asked if he thought he should, and he said not really. This was referred to the purchasing committee.

Simmons would like to purchase 8 (eight) sets of fan blades for the fans at Monument Park Pavilion as they are wilted. Cost per set is \$25.67 or \$205.36.

MOTION: Steve Hoots moved and Barb Nash seconded to purchase 8 (eight) sets of fan blades, cost per set \$25.67, for Monument Park Pavilion. Total cost \$205.36. Roll call resulted in all yeas. Motion carried.

Mayor McIntire had a resignation from the Zoning Board. He would like to appoint R.J. Paslay to the board for the 1 (one) month remaining on the board to replace Shirley Eddinger who resigned. There is a Zoning Board meeting scheduled for April 19 and Chairman Merrillyn Fedder would like to have a full board. Next month Paslay will be appointed to a 5-year term.

MOTION: Steve Hoots moved and Freddie Andrews seconded to confirm R.J. Paslay to the Zoning Board for the period of 1 (one) month, replacing Shirley Eddinger. Roll call resulted in all yeas. Motion carried.

McIntire reported on a non-smoking on city property policy. He passed out the policy last month and has asked the Parks and Recreation Committee look it over and bring to council next month for approval.

John Coonrod, City Attorney presented the ordinance amending the liquor code he passed out last month for review. This is for Not-for-Profit organizations. The only change was they could only have 12 events a year and must contact city hall prior to the events so they can keep track of events. There will be a \$100 annual charge for the license, but they would have to get a state liquor license as well. The American Legion and Winchester EMS were the only entities mentioned. A Class C License would be issued.

MOTION: Freddie Andrews moved and Steve Hoots seconded to adopt Ordinance 846, An Ordinance amending Chapter 21, Article II, Paragraph 5 and 6 of the Revised Code of Ordinances of the City of Winchester, Scott County Illinois. Roll call resulted in all yeas. Motion carried.

Coonrod stated conditional approval of the subdivision plats will be presented next month. If approved they will start construction in the early summer. Need to put a new tower in the north end of town.

Coonrod suggested the council consider selling the Dobson property at 208 S Main. There were vehicles on the property, but they have been moved to another location in town. We need to market this as surplus property, if not it could be a continuing property tax issue. Bids could be opened at the June meeting with closing thirty (30) days after that. There is no driveway to the property and property owners on both sides have shown interest in purchasing it; the sidewalks are shot. A sale advertisement will be prepared. At this time there is \$7,008 invested in the property. It will be stated as sealed bids and the City may accept or reject all bids.

MOTION: Bill Jacquot moved and Freddie Andrews seconded to authorize City Attorney John Coonrod to proceed with offer for sale of the Dobson property. Roll call resulted in all yeas. Motion carried.

Coonrod and Mayor McIntire updated the council about the Rural Business Development Grant. The grant is \$99,000 and would help update the square. Benton & Associates estimate the cost to be \$231,000 and most of the cost would not come out of our pocket. We would be able to use MFT funds. Letters were sent to the businesses around the square. They all agreed it would help their businesses. This is a very competitive grant. Mayor McIntire added, "If you don't win this year you can re-apply next year. The old saying is "if you don't apply, you won't get anything."

Mayor McIntire gave an update on the squad car grant application. Rural Development had indicated we had enough money to purchase a car outright. Coonrod sent a letter stating any funds available are earmarked for other projects, such as a new water tower in the north end of town.

Coonrod gave updates on the pending gas line easements. Requirements for the gas line at Blue Villa and old Sunset. Claudia Krueger and Jim Kirkpatrick have agreed to the easements that would have to run parallel to the old water main to the property on US 36. This is a bigger project than assumed. They have not asked anyone from FS yet. We will also need to upgrade the subdivision code and work on zoning code.

Coonrod said in May, June or July the council should pass an appropriation ordinance. There is a zoning hearing April 19. It concerns lot size and minimum setbacks and revisions to residential areas, special use. Could come to council next month.

Coonrod attended the IML Conference last Friday in Bloomington. One discussion was on open meeting acts and closed sessions need to be more specific.

Freddie Andrews asked about the sewer on High Street. Coonrod sent a letter to the landowner and they have not responded. It needs to be fixed. The city can enter the property without consent and the landowner could pay for repairs. Could set out some proposals. Coonrod will follow up with landowner soon.

ALDERMAN REPORTS:

Bill Jacquot the city website is up and going. Address is winchesteril.com. JRDC links to Winchester; Jared has put pictures of the buildings that are used and other that are available. Also there were some minutes and agenda on line.

Jacquot received a letter of resignation from Krista Kunz from the pool board, since she has moved out of town. The pool board met in March and suggested Wendy Smith as her replacement.

MOTION: Steve Hoots moved and Bill Jacquot seconded to confirm Wendy Smith to replace Krista Kunz on the pool board. Roll call resulted in all yeas. Motion carried.

Steve Hoots met with Jim Bigelow on March 16 and asked him to prepare a bid for the square, Monument Park Pavilion and tennis courts. He said he would submit a bid. No bid was turned in. A bid was received from Gregory Electric.

The square bid was \$950 for material and \$1,250 labor; total was \$2,200

Monument Park Pavilion bid for LED lights and outlets outside was \$1,550 for material and \$1,350 labor; total was \$2,900

Tennis Court bid for 6 LED lights 200 amp meter with timer and switch, \$2,400 for material and \$5,100 for labor; total was \$7,500.

Total for the 3 (three) projects is \$12,600. It is a safety hazard, so needs to be completed as soon as possible.

MOTION: Freddie Andrews moved and Steve Hoots seconded to approve Gregory Electric's bids for improvements to the tennis court, square and pavilion at Monument Park of \$12,600. Roll call resulted in all yeas. Motion carried.

Amy Brown, City Treasurer passed out her monthly report. Brown wants to make several permanent transfers. She needs to get all funds in a positive balance. Her first permanent transfer is from the General Fund to the Pool Fund in the amount of \$8,000. This will help with getting the pool ready this year.

MOTION: Freddie Andrews moved and Steve Hoots seconded to a permanent transfer of \$8,000 from the General Fund to the Pool Fund. Roll call resulted in all yeas. Motion carried.

Brown's second permanent transfer is from the General Fund to the Library Fund in the amount of \$22,000. The library is \$7,000 in the hole and needs to have a positive balance. This will help out until the tax money comes in, in August.

MOTION: Steve Hoots moved and Bill Jacquot seconded to a permanent transfer from the General Fund to the Library Fund for \$22,000. Roll call resulted in all yeas. Motion carried.

Brown's final transfer is from the Sewer Fund to the Sewer Contingency Fund in the amount of \$7,200.

MOTION: Freddie Andrews moved and Barb Nash seconded to a permanent transfer of \$7,200 from the Sewer Fund to the Sewer Contingency Fund. Roll call resulted in all yeas. Motion carried.

Library Week is April 10 – 14 and an open house will be April 13 from 1 – 5 p.m.

McIntire talked to Tracy Ashbaugh about the squad car and said we could purchase a car outright. Mr. Coonrod wrote a letter stating the general fund had several items earmarked for water tower, work done on bath house. We have been very conservative with our money in the past.

Brenda Robinson, City Clerk gave the rates for Robert Sanders Sanitation and Area Disposal for a 40-yard dumpster. Sanders bid was \$440 per dump, limit 70 tons and Area Disposal's bid was \$465 per dump with a limit of 70 tons. City-wide cleanup will be June 12 – 16 from 7 a.m. to 7 p.m. at the city lagoons.

MOTION: Bill Jacquot moved and Steve Hoots seconded to approve Robert Sanders Sanitation to provide 40-yard dumpsters at \$440 per dump for city-wide clean up. Roll call resulted in all yeas. Motion carried.

Robinson also brought up the annual city-wide yard sales. This usually brings a lot of people to town and they eat out. It usually runs the Saturday before city-wide cleanup, which would be June 10. Sandy Long usually coordinates this event.

MOTION: Steve Hoots moved and Barb Nash seconded to approve city-wide yard sales June 10. Roll call resulted in all yeas. Motion carried.

Take a break before going into closed session.

MOTION: Bill Jacquot moved and Freddie Andrews seconded to go into closed session to discuss employee compensation, seasonal employment and review closed session minutes. Roll call resulted in all yeas. Motion carried. Went into closed session at 9:10 p.m.

MOTION: Bill Jacquot moved and Freddie Andrews seconded to go out of closed session. Roll call resulted in all yeas. Motion carried. Came out of closed session at 9:35 p.m.

MOTION: Bill Jacquot moved and Barb Nash seconded to approve a 2% pay increase for all city employees, except seasonal extra help and/or any high school help effective May 1. Roll call resulted in four (4) yeas and one (1) abstention. Steve Hoots abstained. Motion carried.


MOTION: Bill Jacquot moved and Chris Renner seconded to offer seasonal employment to Robert Johnson, to begin April 10; salary will be \$10 per hour. Roll call resulted in three (3) yeas, one (1) nay and one (1) abstention. Freddie Andrews voted nay and Steve Hoots abstained. Motion carried.

MOTION: Bill Jacquot moved and Steve Hoots seconded to open all closed session minutes from July to September 2016. Roll call resulted in all yeas. Motion carried.

MOTION: Bill Jacquot moved and Chris Renner seconded to adjourn the meeting. Roll call resulted in all yeas. Motion carried. Meeting adjourned at 9:50 p.m.



Rex McIntire, Mayor



Brenda Robinson, City Clerk