

May 2, 2018

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting May 2, 2018 at City Hall. Mayor Rex McIntire called the meeting to order, with the following council members present: Ron Bell, Lawrence Coultas, Randy Fisher, Terry Gregory, Jeff Pittman, Bill Jacquot and City Clerk, Brenda Robinson.

Also in attendance: Amy Brown, City Treasurer; George Lindsey, Police Chief; John Simmons, Supt. of Public Works; John Paul Coonrod, City Attorney; Reg Benton, Benton & Associates; Chuck Frost, Winchester Civic Group; Donna Lawrence, Eric & Cassie Tuey; Steve Granger; Emery Wood, John Davidson, Katie Howard and Troy Eddinger, Winchester Wild Cats Group.

MOTION: Bill Jacquot moved and Ron Bell seconded to pay bills as presented. Roll call resulted in all yeas. Motion carried.

MOTION: Terry Gregory moved and Lawrence Coultas seconded to approve and dispense with the reading of the minutes from the previous meeting noting the corrections. Roll call resulted in all yeas. Motion carried.

Chuck Frost, Civic Group stated the Mapping is completed. The groups were Dining & Retail; Business & Entrepreneurship; Recreation & Festivities in town. A mural will be placed on the north side of the old Winchester Times office but has been postponed. The group plans to start Looking for Lincoln along with Douglas and Lincoln in the square. Also, they will be looking at information on Dr. Black the first dentist in Winchester. Frost asked if help was needed on the infrastructure project, he has volunteers willing to help. Tom Scott was asked if a marquee could be placed on his empty lot on Main and Cherry to advertise events in town. Scott agreed but did not want anything permanent. The bands for Music in the Park have been booked. The first band will perform June 7. The first Farmer's Market will be May 10 from 4 – 7. Food will be available. He is looking for someone to cook June 21, 28 and July 26. They can rent the food truck for \$125 and keep the profits. July 19 will be the annual Glow Run after the music in the park. Cost is \$10 per person. Last year they had 160 people in the park and 100 people participated. The group is looking at vinyl banners to hang off the light poles for different seasons. The cost per banner is \$120. The light poles on Main around the square and north on Hill will be replaced. Upcoming projects are new trash receptacles and nice planters on the square and at Monument Park. They would like to match the benches purchased earlier.

Bryan Hubbert, Great Scott Community Market said they had raised \$80,000+ in less than two (2) months. They are still taking in money for common stock shares & expenses. They hope to open in one to two months. They will have produce, fruit and deli. Possibly will be wholesaling from business. He was asking for city approval for a liquor license for package liquor and wine only. They will have a small selection of 6-pack beer and six (6) – eight (8) different wines (hopefully local brands). There is a 40% profit in liquor, 36% in deli and 15% in groceries. Shawn Park from Western Illinois University with rural development is helping to

bring this together. Hubbert was asked if selling alcohol would up their liability insurance. Right now they are accepting application and looking for a manager with experience. He was told the manager **must** live in city limits. Scotty's sells package beer only and the Old Fanco no longer has a liquor license. The Mayor is the liquor commissioner and can say where the license goes. The grocery store would be selling beer and wine for off-premises consumption. The wines in the market will be six (6) different and four (4) deep and in a small area along with the beer. Lawrence Coultas said we need a market in town.

Reg Benton, Benton & Associates presented the MFT fund sheet. On April 19, John Simmons and Benton rode the streets. There is a tree on corner of Maple and Market, the tree base is on private property. North Main Street is in dire need of repair with the heavy traffic, garbage trucks and moisture. Benton suggested using oiled trap rock, which is as close to asphalt as you can get. Simmons hopes to work with county and use the dura patcher. Lawrence Coultas did not like the idea of using oiled trap rock on Main Street. The cost for North Main from old 36 to Cornerstone St will be \$21,000. This is the same material used on Commercial St. Cornerstone St needs some repairs but would be around \$14,000. May not be able to spend money on culverts this year. The total estimated maintenance operation cost is \$66,421.60 plus \$3,250 for estimated cost of maintenance engineering for a total of \$69,721.60. Benton's has a resolution rounded off to \$70,000. Can use MFT for square, easiest way is to use city vehicles.

MOTION: Ron Bell moved and Jeff Pittman seconded approval of Municipal Estimate of Maintenance cost as presented \$69,721.60. Roll call resulted in 5 yea and 1 nay. Lawrence Coultas voted nay. Motion carried.

MOTION: Bill Jacquot moved and Ron Bell seconded to a Resolution for Maintenance Under the Illinois Highway Code as presented by Benton & Associates in the amount of \$70,000. Roll call resulted in 5 yea and 1 nay. Lawrence Coultas voted nay. Motion carried.

So as a follow up on water new tank improvement Benton passed out an agreement between owner and engineer for professional services. This will be a grant with USDA like the one on the square. More grant money is available in some time. USDA has to review then have a conference with the city. Need to spend all loan dollars first, but have to do several things before hand.

An engineering agreement for USDA written by engineers and attorneys over the country need to be in place. Should consider another meeting later in May to approve this before going forward.

George Lindsey, Police Chief passed out his monthly report as such: Aggravated battery – 1; Disorderly conduct -1; Drive off – 1; Domestic reports – 8; Prowler reports – 2; Runaways – 1; Speak to officer – 17; Suspicious person – 1; Suspicious vehicles – 3; Theft reports – 1; Traffic crashes – 4; Well-being check – 2.

Animal Control Officer monthly report: Dog calls received – 10; taken to vet – 0; Cat calls – 2; taken to vet – 1; Number of violations warnings given – 7; (running at large/off owners premise and failure to provide necessary care). Number of fines issued – 7; Total amount in fines \$160 - impoundment fees.

Lindsey had estimates to fix up the 2005 blue police car. Waid's bid was \$2,121.20 (removed \$84.24 in tax) and Marshall's bid was \$2,370. Waid's bid was the lowest, so it take it there.

MOTION: Randy Fisher moved and Terry Gregory seconded to have the 2005 blue police car repaired at Waid's for \$2,121.40. Roll call resulted in all yeas. Motion carried.

John Simmons passed out his monthly report as such: 21 working days, 1 rain; picked up trash daily; monthly brush pickup; monthly sniff test; odorizer test; oderant report; disconnect notices – 12; shut offs – 0; work orders/finals from office – 22; meter reading – 4 days; funeral/grave fills – 6; cremation – 1; vault – 5; gas calls – 3; water leaks – 1; new meters installed (gas) – 0, (water) – 9; locate tickets – received/marked – 39; called in – 4; employee time off – Leland Evans – 1; Mark Howard – whole month of April; Bill McNeece – 0; Herschel White – 1; John Simmons – 2; ICC Public Awareness audit – 1 day; leak survey – 3 days; Relocate gas line – 1; cut water and gas service to double-wide on N Elm St; repair Brad Kemper service line; open restrooms at park, Brian Schafer repaired split copper lines; cut off gas & water at Shive house torn down; rode streets with Reg Benton; exercise gas valves.

Simmons needs to schedule an emergency gas meeting (hopefully Thursday, June 7 at Funk building, Brenda will check availability) This is a yearly meeting with all emergency personnel attending. The gas system is in good shape. Simmons said the carnival is in town May 22 – 26. The city has to clean up each morning. Since the fire department receives the income for this event, he would like to see the firemen stay and clean up after the carnival closes. He suggested having the fire department get their own dumpster and parking it close to the Old Hotel. A suggestion was made they get more trash receptacles. Mayor McIntire told Simmons to write up a letter and he would sign it & send to them.

Brenda Robinson, City Clerk gave a report on the cost of 40-yard dumpsters for citywide clean up. Sanders Waste Sanitation quote is \$445 per dumpster. Area Disposal quote is \$550 per dumpster. Citywide clean-up will be June 11 – 15. Simmons will see if he can get the work camp and do curb side pickup.

MOTION: Randy Fisher moved and Bill Jacquot seconded to accept Sanders Waste Sanitation bid for citywide curb side clean-up at \$445 per 40-yard dumpster, June 11 – 15. Roll call resulted in all yeas. Motion carried.

Mayor McIntire said Benton's had contacted three (3) electrical and three (3) landscaping businesses to bid the square project. He hopes to get started soon.

McIntire said people had come up to him and told him he shouldn't have taken action on Barb Hoots and he told them they didn't know the whole story and it would come out later.

McIntire as chief executive officer read the following article from the IML book "As chief executive officer of the city responsible for seeing that all laws and ordinances are enforced, the mayor is, in effect, the administrative superior of all officers and employees, other than then aldermen. The mayor's degree of control is subject to the power of the council to prescribe the duties of various officers and employees. Many of those duties, however, are specified by statute.

The council may only add duties that are consistent with duties established by statute. The mayor has the power and obligation to assure that all administrative officers and employees perform their duties properly. To this end, the mayor is authorized to, at all times, “examine and inspect the books, record and papers of any agent, employee, or officers of the municipality.”

McIntire said on April 11 the State’s Attorney filed charges on the deputy city clerk for misconduct and felony theft. These are Class 2 and Class 3 felonies. He is hopeful this will be resolved in a few months.

McIntire stated there is Resolution 2018-5-1 to censure City Clerk Robinson. Robinson removed a pool folder from the office on April 12 and returned it April 13. McIntire said he didn’t think Robinson was taking this seriously. She was asked if she had planned to give the file to Hoots and she said no. After discussion, Terry Gregory said it was he said, she said so she could not vote on it, Bill Jacquot voiced the same opinion. The resolution did not come to a vote. The Mayor told her it could be a felony and files were missing. Robinson stated again she did not remove any files. John Paul Coonrod publicly read the censure.

John Paul Coonrod, City Attorney thanked the council for sending him to the IML Seminar. There were classes on TORT Liability and FOIA (Freedom of Information Act) and Open Meetings Acts. He said there were whole sessions on body cameras for police officers and wondered how many communities were involved. He said in a few years everyone will be using them.

Coonrod presented an Amendment to the Liquor Code – Public Officials, Interest in Liquor Licenses. Ordinance 869 – is An Ordinance Amending Chapter 21, Article 2, Section 3 of the Revised Code of Ordinances of the City of Winchester, Scott County, Illinois. This ordinance is to amend to liquor code to mirror state law regarding select officials’ interest in businesses holding a liquor license.

MOTION: Lawrence Coultas moved and Terry Gregory seconded to adopt Ordinance 869, An Ordinance Amending Chapter 21, Article 2, Section 3 of the Revised Code of Ordinances of the City of Winchester, Scott County, Illinois. Roll call resulted in 4 yeas, 1 nay and 1 abstention. Ron Bell voted nay and Jeff Pittman abstained, since he owns the building where the market is located. Motion carried.

Coonrod passed out the Annual Appropriation Ordinance for council approval. Total appropriation is \$9,634,000.

MOTION: Lawrence Coultas moved and Jeff Pittman seconded to approve Ordinance 870 An Annual Appropriations Ordinance Fiscal Year 2018-2019 of the City of Winchester, Scott County, Illinois with total appropriation of \$9,634,000. Roll call resulted in all yeas. Motion carried.

Coonrod presented a Reciprocal Reporting Agreement Between the Board of Education of Winchester Community School District #1, Scott County, Illinois and the City of Winchester Police Department for council approval to be reviewed and voted on next month.

Coonrod passed out an Ordinance Amending the Employee Handbook for the City of Winchester.

MOTION: Ron Bell moved and Jeff Pittman seconded to approve Ordinance 871, An Ordinance Amending the Employee Handbook for the City of Winchester. Roll call resulted in all yeas. Motion carried.

PUBLIC COMMENTS:

The Winchester Wildcats Group headed by Katie Howard and Troy Eddinger, would like to be recognized for their group. There is a feral cat problem in town. They would like to educate the public. They would like to use the city traps and use city property to trap, neuter and return (TNR) program. This is for feral cats in the community. They would like monetary assistance in lieu of cost of impoundment/euthanasia for animal control services regarding cats. They would transfer them to Springfield APL or PAWS in Jacksonville. They ask the city to recognize their group as feral caretaker's under the Illinois Animal Control Act. (510 ILCS 5/35 indemnifies the City). Check with Leigh Winner and get on the agenda next month.

John Davidson who lives on 137 South Main hired a gentlernan do some remodeling on his property in 2013. He is temporality living in MO taking care of his mother. The work was shoddy. His gentleman used his trailer to haul off the scrap lumber to his sisters in Alsey who burns wood and never returned it. He gave a list of the tools and trailer to Chief Lindsey in 2013. He was told to talk to Police Chief Lindsey about this matter.

ALDERMAN REPORTS:

Randy Fisher reported on the USDA grant help. The Personnel and Grievance Committee met and interviewed eight (8) people to help with this project. They recommended Rick Willis, Matt Baker and Richard Neff as needed. Salary will be \$15.50/hr. This will be discussed more in closed session.

The Committee recommended to re-hire Charlie Shelts again as summer help at \$11 an hour. They recommended hiring high school kids and Clayton Wynn at \$10 an hour. They would like to hire two (2) students at minimum wage. There would be mowing around where not contracted out, painting around the city, playground equipment, picnic tables, streets need to be striped. Also, there are numerous tombstones starting to lean maybe they could help straighten them out.

Jesse Faul was interviewed as a part-time police officer at \$14.86. They also interviewed two (2) other part-time officers. One (1) was from Quincy but not interested in the job. He was told to hold off on the hiring anyone at the present time.

Amy Brown, City Treasurer passed out her monthly report.

Bill Jacquot gave an update on the swimming pool. They had a board meeting recently and hired Isabella Cox as Manager at \$9.25/hour. Assistant Manager is Logyn Little at \$8.75/hour. The following lifeguards were hired at \$8.25/hour: Dante Hoover; Madison Lashmett; Kaitlyn Kemper; Sara Piechowski; Darcie Weder; Reagan Harold; Aaron Brown; Gabe Cox; Jesse

Wade; Maggie Cox and Rian Neff. Jack Albers will be considered a jr. lifeguard until his 16th birthday, June 29 and will be paid \$8.25 after that time. Swim lesson coordinator/instructor will be Isabella Cox. There is a new policy in place for two (2) people at the pool count and sign off on the money and turn it into city hall where two (2) employees will count the money and sign off.

McIntire asked if the alderman had considered giving to the scholarship fund for a high school student. McIntire has given for the past five (5) years.

MOTION: Randy Fisher and Bill Jacquot seconded to go into closed session at 10:30 p.m. to discuss Personnel and Grievance – Hiring of Seasonal Help; Discussion on Hiring Personnel on USDA Grant; and Personnel – Discipline. Roll call resulted in all yeas. Motion carried.


MOTION: Lawrence Coultas moved and Randy Fisher seconded to come out of closed session. Roll call resulted in all yeas. Motion carried. Came out of closed session at 11:10 p.m.

MOTION: Lawrence Coultas moved and Terry Gregory seconded to hire the personnel for USDA Grant as follows: Jeff McIntire at \$16.50/hr; Matt Baker at \$15.50/hr; Richard Neff at \$10.50/hr and Clayton Wynn as \$10.50/hr. Roll call resulted in all yeas. Motion carried.


MOTION: Lawrence Coultas moved and Terry Gregory seconded to hire summer seasonal help at \$9.90/hour and Charlie Shelts will be hired at \$11/hr beginning at 5-3-2018. Roll call resulted in all yeas. Motion carried.

MOTION: Randy Fisher moved and Bill Jacquot moved to put Barb Hoots on unpaid leave immediately but leave health insurance in effect until further notice. Roll call resulted in all yeas. Motion carried.

MOTION: Ron Bell moved and Randy Fisher seconded to adjourn. Roll call resulted in all yeas. Motion carried. Meeting adjourned at 11:25 p.m.



Rex McIntire, Mayor



Brenda Robinson, City Clerk