May 1, 2019

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting May 1, 2019 at City Hall.

Mayor Rex McIntire called the meeting to order, with the following council members present: Ron Bell, Lawrence Coultas, Cathy Debold, Terry Gregory, Bill Jacquot, Jeff Pittman and City Clerk, Brenda Robinson.

Also in attendance: Amy Brown, City Treasurer; George Lindsey, Police Chief; John Paul Coonrod, City Attorney; Greg Hillis, Benton & Associates; R J Paslay, & Katie Gregory, Parks & Rec. Committee of Winchester Civic Group, Don Campbell; Chuck Frost, Civic Group; Matt Watson, potential new police officer.

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

**MOTION**: Lawrence Coultas moved and Terry Gregory seconded to approve and dispense with the reading of the minutes from the previous meeting. Roll call resulted in 5 yeas and 1 abstention. Cathy Debold abstained since she was not at the last meeting. Motion carried.

**George Lindsey, Police Chief:**  introduced Matt Watson. With council approval he will take Caleb Handy’s place as assistant Police Chief. He has all his qualifications and is from Brown County. He lives in Winchester now.

**Brenda Robinson, City Clerk** swore in the following elected officials: Jeff Pittman, Ward I; Bill Jacquot, Ward II; Cathy Debold, Ward II; and Terry Gregory, Ward III.

 **R.J. Paslay** gave proposed projects for the Winchester Civic Group: He had talked to the gentleman that sold the playground equipment in White Hall Park. The new playground area and existing playground equipment/area would be more handicap accessible. The city crew could remove some of the mulch & make a concrete ramp from the current sidewalk to the existing equipment to make this ADA compliant. The playground equipment (for ages 2 – 7 years old) is quite pricey about $10,000 and the committee would like to pursue it. They plan to do fund raisers to help purchase this. They could go to Indiana to pick up the equipment and save on shipping. The colors of equipment will be on display during the Spring Fling, May 18 from 9 - 2. They hope to decide on colors then.

**Katie Gregory** said they had a good turnout of help during cleanup at the park. Justin Daws donated his tractor to move the mulch or they wouldn’t have gotten it done. Gregory asked if the park pavilion was available for their use May 18. Robinson will check the schedule on Thursday morning. The Civic Group asked about a permit to hold their raffle. It was decided to waive the fee. Gregory asked the council would donate an individual pool pass for the raffle. It was decided to donate four (4) admission punch cards as well. Someone will be selling pool passes during this. They said they had several other great prizes to raffle off. The Plum Creek Golf Course had a deal for kids the weekend. There will be a 3 on 3 basketball tournament that day as well beginning at 9 am. It was suggested to contact Kevin Evans for any press releases. Winchester Bowl will be offering a special on fish and bowling night on Friday, May 17.

**MOTION**: Cathy Debold moved and Jeff Pittman seconded to donate an individual pool pass and four (4) admission punch card to the Spring Fling raffle. Roll call resulted in all yeas. Motion carried.

**Chuck Frost, Civic Group** said the group is going to purchase six (6) trash cans for around the square. They wanted to get ones to match the benches but were too expensive. The trash cans they are looking at have heavy plastic lids so water can’t get into them. They are $250 each. There are eleven (11) receptacles around the square and along Hill & South Main St. They may work with Westermeyers Industries on these receptacles or trash cans?

**Frost** asked for council approval for open containers carry at special events. They have liquor liability insurance for Ladies Night Out or other special events. Council would have to approve liquor on streets & sidewalks. They would work with the bars to make sure they were aware of this. Cathy Debold did not feel it was appropriate even for special events. Other council members felt the same way. No action was taken.

**Greg Hillis, Benton & Associates** told the council they had received the grant from DNR for the pool project for $335,000 with the city coming up with $335,000. Angie has been getting things up to date. He asked if the city had gotten the money aligned and it has been. They will draw up plans and get bid sheets ready to send out soon. They hope to start in early September tearing down the pool house, etc. You get $250,000 up front to begin with. The total cost will be $670,000 this has the engineering service agreement of $88,000 was included in the bid.

**MOTION**: Ron Bell moved and Terry Gregory seconded to pass Resolution 19-5-01; A Resolution to enter into the Grant Agreement between the State of Illinois, Department of Natural Resources and the City of Winchester. Authorize the Mayor to enter into and execute all instruments necessary to implement said agreement including the borrowing of funds by the City of Winchester from an appropriate financial institution in an aggregate principal amount not to exceed terms of said agreement. Roll call resulted in all yeas. Motion carried.

**MOTION**: Ron Bell moved and Cathy Debold seconded to enter into an engineering service agreement of $88,000 to Benton & Associates. Roll call resulted in all yeas. Motion carried.

**Amy Brown, City Treasurer** passed out her monthly financial report. She stated the city had received the first (1st) grant payment of $29,000. There was a $66,000 loan payment and $30,000 loan payment for the pump at water plant. Mayor McIntire stated there was an outstanding bill of $39,000 from Illinois Valley Paving (IVP) for the oiling and chipping of streets in August. He asked Angie about it and she said she didn’t know what account to pay it out of. She was told to ask in the future.

**Mayor McIntire** talked about an infrastructure fee added to the water meter. This would go into a special fund to help with things like sidewalks or any infrastructure projects. It was discussed to think about it and implement it next month. After much discussion it was decided to implement a $5 fee as a maintenance fee and begin with the June billing.

**MOTION**: Lawrence Coultas moved and Cathy Debold seconded a motion to charge a $5 fee per city water meter for usage on any infrastructure use in the city per billing cycle referred as maintenance fee effective with June billing. Roll call resulted in all yeas. Motion carried.

**Brenda Robinson, City Clerk** asked about city wide clean-up. Mayor said he thought we were doing it every other year but several thought it might be good to do again this year. Last year cost was $2,200 for 3 – 40-yard dumpsters. Robert “Bob” Sander Waste Sanitation was the provider. Residents will have to take to lagoon again this year. Can’t get the prisoners.

**MOTION**: Cathy Debold moved and Bill Jacquot seconded to approve City Wide Clean-Up, June 10 – 14 with Sander’s Waste Sanitation. Roll call resulted in all yeas. Motion carried.

**Mayor McIntire** stated John Simmons could not be at meeting but handed out his monthly report as such: Brush pickup; Monthly odorant readings; Meter reading; Worked with State Highway crew cleaning drains; Patching several potholes; Changed out a few gas meters; Parks opened up, all waters turned on and restrooms open; New employees doing well; Wash out area, street water drain box rebuilt. Cleaned out brush in front of pipes; Put in French drain on South side of street that runs East and West on the side of Gene Henson’s house to help with drain problem; Put snow plows away for the summer; Charlie mowing all other city properties; Straightened fire hydrant on South Main St; 42 work orders; 52 locate tickets; Received pool chemicals; Repaired large sink hole in Karen Coopers back yard, Storm sewer collapsed and we repaired; Worked with Ameren to put in 5 of the new lights on South Side of square; Located pot holed utilities North of library to make parking spaces; Poured 3-yards of concrete on South East corner, Fixed broken storm pipe under parking spot on square; Took out fence posts along West side of cemetery; Received mulch for playground; Trevor passed his C and B class water tests! Jim will retake his test. He received a 68 and needed a 70 to pass.

**Simmons** has to get Doyle Plumbing to install the pool motor the week of May 13.So it will be ready to go for Denny Savage to do the lifeguard certification. Rebecca Erickson’s pool is a backup.

**Mayor McIntire** said the new crew is awesome. They are doing a great job.

**McIntire** said since Randy Fisher had resigned they need someone from council to be on library board. Cathy Debold has graciously agreed to serve on the library board. The library needs more parking. They will start north of the library and make three (3) parking spaces on the west side of North Main. Pictures of the new light poles on the south side of the square were passed out.

**McIntire** said there was a tree on Melinda Hembrough’s property that is leaning over the library. He is afraid if it falls it will damage the library. He suggested getting a verbal agreement with Ms. Hembrough to remove it. It is rotten. He got bids from the two (2) tree trimmers to remove and grind out stump. Danny Powell bid $780 to remove the tree and grind out stump and Car VanGeison bid $1,100 to remove tree and grind out stump.

**MOTION:** Bill Jacquot moved and Jeff Pittman seconded to approve the low bid of $780 from Danny Powell to remove the tree behind the library and grind out the stump. Roll call resulted in all yeas. Motion carried.

**Ron Bell** reported on the maintenance agreement with Vandevanter Engineering for the lift station. Cost is $2,494 for first inspection plus $675 annually for a total of $3,169. The main thing is the circuit boards and the lift station on the new property. It does not renew automatically but if the City opts out, then the City needs to give 30-days notice.

**MOTION**: Ron Bell moved and Jeff Pittman seconded to enter into a contract with Vandevanter Engineering at a cost of $3,169 for the Scott new lift station and current lift station. Roll call resulted in all yeas. Motion carried.

**Lawrence Coultas** received quotes from Sundown One, Springfield, Advanced Audio & Lighting System, Peoria and AirNetix, LLC, Atlanta, GA. He called the cities of Minonk, IL; Anamosa, IA; and Belle Plaine, IA. The AirNetix would be around $8,000. It is a wireless public address system and could be used in several areas including Monument Park as well as the square. He will get more information and bring to the next meeting.

**McIntire** said the crew would finish the parking spaces at the library and then start at Douglas Alley and head south around the square.

**McIntire** talked to the owners of the old IGA lot. They still want to build but the pumps are too expensive at the present time.

**McIntire** received a call from Scott Gregory about the Hickory Flats Building. They have dissolved partnership. The roof is leaking and running down the walls in Studio 29. Hickory Flats Group was the owner of the property. There is a federal tax lien from 2009. The First National Bank had a lien of $30,000 in 2009 and they went belly up and ordered to vacate its lien.

**McIntire** would like to get a drone to take pictures of the roof. According to Gregory it is about to fall in. Gregory had thought about purchasing to move his business to town.

**McIntire** said a lot of homes had sold in the last few months such as Davidson, Staples Jones and McLaughlin to name a few.

**John Paul Coonrod, City Attorney** passed out a draft resolution Authorizing Façade & Roof Improvement Program. He asked council to look it over and let him know if any changes are needed. Discuss it next month.

**Coonrod** informed the council that the city did not get the Safe Route to School Grant. There were several cities who applied for this.

**Coonrod** passed out the annual tax appropriation for approval at the next meeting. Also he passed out the annual appropriations ordinance to be approved next month.

**ALDERMAN REPORTS:**

**Ron Bell** said a new blower motor for the sewer plant is needed. Cost is $2,613.75. This would be a back up for the current motors.

**MOTION**: Ron Bell moved and Lawrence Coultas seconded to purchase a blower motor from Municipal Equipment for $2,613.75. Roll call resulted in all yeas. Motion carried.

**Bell** stated license plates for the city fire trucks are needed. They are $10 per vehicle and never expire. The only cost would be to transfer to another truck and the cost would be $3.

**MOTION**: Ron Bell moved and Lawrence Coultas seconded to purchase license plates for all fire department vehicles cost is $10 for each plate. Roll call resulted in all yeas. Motion carried.

**Bell** said the annual water tower cathodic inspection is due cost is $565. Need new warning light bulbs on top of water tower as well. Bulbs are $25 each.

**MOTION**: Terry Gregory moved and Cathy Debold seconded to the annual service cathodic protection plan costing $565. Roll call resulted in all yeas. Motion carried.

**Bell** stated new security lights were needed at the sewer plant. Gregory Electric gave a bid of $660 for electricity and $140-$200 for security lights.

**MOTION**: Ron Bell moved and Cathy Debold seconded the motion for Gregory Family Electric to install electrical system at sewer plant for $660 and security lights for $140-$200. Roll call resulted in 5 yeas and 1 abstention. Terry Gregory abstained. Motion carried.

**Bill Jacquot** emailed the 2019 pool employees as follows: Manager & Swim Instructor – Isabella Cox; Assistant Manager – Logyn Little; Lifeguards: Dante Hoover, Madison Lashmett, Sara Piechowski, Darcie Weder, Reagan Harold, Aaron Brown, Jack Albers, Gabe Cox, Jesse Wade, Maggie Cox, Riann Neff, Josh Hamilton, Austin Young, Sarah McEvers, and Whitney Kunz. Pending passing certification for lifeguards are as follows: Alyssa Gregory; Jr lifeguards: Danette Strang, Cole Meyer, Tristan Lashmett, Ashley Gregory.

The pool plans to open May 25, 2019. New Pool hours are 11:30 a – 6 p; Pool parties 6:30 p – 8:30 p. cost is $125 for 30 people with additional $1 per extra person.

New admission prices: Ages 0-4 are free with paid adult; 5- 64 are $4; 65 and up $2.00.

New season passes (max 6 people on one pass)

Individual: $100; Individual +1 = $150; Individual + 2 = $175; Individual + 3 = $200: Individual + 4 = $225; Individual + 5 = $250. New punch card for 10 visits is $30. (Can be used for multiple people.)

**Jeff Pittman** said Dennis Devino said we needed a large clock in Douglas Park to tell time.

**PUBLIC COMMENT**:

Don Campbell talked about the cemetery since he has inherited a lot. He noticed some parts had been mowed and some had not. He noticed it had been mowed before Easter and it needs weed eating. McIntire and John Simmons have been talking to them about this and they are aware of what needs to be done.

**MOTION:** Lawrence Coultas moved and Terry Gregory seconded to go into closed session to discuss potential sale of City property, Personnel and Grievance - Wages and Hiring; discuss purchase of Anita Newman property. Roll call resulted in all yeas. Motion carried. Go into closed session after a short break.

**MOTION:** Ron Bell moved and Bill Jacquot seconded to come out of closed session. Roll call resulted in all yeas. Motion carried. Came out of closed session at 11:48 p.m.

**MOTION:** Lawrence Coultas moved and Ron Bell seconded to employ Matthew Watson as a police officer @ $15 per hour and after five (5) months increase it to $16. Roll call resulted in all yeas. Motion carried.

**MOTION**: Lawrence Coultas moved and Terry Gregory seconded to hire temporary summer help Gabe Drake at $8.25 and E. J. Korte at $8.50 since he worked last year. Roll call resulted in all yeas. Motion carried.

**MOTION**: Lawrence Coultas moved and Cathy Debold seconded to give the following a 2% raise: Angie Doolin, Herschel White, George Lindsey, Darlene Smith, Reba Witwer, Barb Prather and Linda Slagle. Roll call resulted in all yeas. Motion carried.

**MOTION**: Lawrence Coultas moved and Ron Bell seconded to increase John Simmons pay to $25 per hour effective May 1, 2019. Roll call resulted in all yeas. Motion carried.

**MOTION**: Lawrence Coultas moved and Bill Jacquot seconded to give James Dobson and Trevor Cawthon a $1 raise retroactive on their six (6) month probation. Roll call resulted in all yeas. Motion carried.

**Lawrence Coultas** stated the probation period needs to be addressed at five (5) months and go into effect at six (6) months. So Austin Axley and Derek Evans will be evaluated on August 25 or at September meeting. Nathan White will be reviewed on September 25 for his five (5) months evaluation.

**MOTION:** Jeff Pittman moved and Terry Gregory seconded to adjourn the meeting. Roll call resulted in all yeas. Motion carried. Meeting adjourned at 11:55 p.m.

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Rex McIntire, Mayor Brenda Robinson, City Clerk