

February 5, 2020

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting February 5, 2020 at City Hall. Mayor McIntire called the meeting to order at 7 pm with the following in attendance: Ron Bell, Lawrence Coultas, Cathy Debold, Terry Gregory, Bill Jacquot, Jeff Pittman, and City Clerk Brenda Robinson.

Also in attendance were: Amy Brown, City Treasurer; George Lindsey, Police Chief; John Simmons, Supt. of Public Works; John Paul Coonrod, City Attorney; Reg Benton and Greg Hillis, Benton & Associates; Leland Evans, Assistant Superintendent of Public Works.

Mayor McIntire stated today was John Simmons birthday and the council wished him a happy birthday..

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

MOTION: Bill Jacquot moved and Ron Bell seconded to approve and dispense with the reading of the minutes. Roll call resulted in all yeas. Motion carried.

McIntire stated Leigh Winner was assaulted by Father Nelson several months ago. She pressed charges but later dropped them when Father Nelson went into a Springfield Nursing home. Someone is going to have to decide what to do with his vehicles.

McIntire stated Lawrence Coultas had made a proclamation for Winchester Schools Key Club Week as follows:

Whereas, Community Service, in its many forms, constitutes an important part of the community and contributes to the development of civic responsibility of our youth, and;

Whereas, participation in and fulfillment of community service can take many forms, including serving the community and individuals; and

Whereas, the Kiwanis Club of Winchester, has sought to promote the involvement of our youth in various projects to the betterment of their character and the community as a whole.

Now, Therefore, Let it be Proclaimed by the Honorable Mayor and City Council of the City of Winchester that the first week of April each year, be recognized as: **KEY CLUB WEEK**

Let it also be proclaimed that all businesses, industries, government entities and citizens in the Winchester community are urged to support and encourage the students of Winchester schools to participate in the Key Club.

Duly proclaimed by the Winchester City Council on this the 5th day of February 2020, while in regular session.

Signed: Mayor Rex McIntire

There is no obligation on our part, meet with them and maybe make a small donation. They do community service and are self-starters. McIntire said it was a wonderful situation. Invite the officers to the April meeting and may make a small donation.

MOTION: Lawrence Coultas moved and Terry Gregory seconded to make a Proclamation Making the first week in April Key Club Week. Roll call resulted in all yeas. Motion carried.

Reg Benton, & Greg Hillis, Benton & Associates addressed the council on the swimming pool alternative plans, driving this are two (2) things, dollars and schedule. They suggested doing this project in 2-phases.

Phase I - New filter equipment and a wood framed filter building to the South. A CMU building will be an alternated bid. The existing filter building will become the Chemical Feed Building. This work will require an IDPH Permit.

Phase II – New bathhouse (100 bather load), pool liner and the remaining OSLAD Grant work. This work will require an additional IDPH Permit.

Benton's will advertise for bidding on Phase I and open the bids February 27. They hope to accept the bid at the March 4 city council meeting. He hopes to have the IDPH Permit by March 12, 2020, then sign the contract by March 18. The equipment will be ordered but will take 6 – 7 weeks to arrive. They hope to have the pool ready to open by June 6, 2020.

Benton's are asking the city to compensate them for the additional work in a lump sum of \$29,760. They are volunteering a lot of time into the new scope of services. Previously they planned to work 6 months and now it will be closer to 8 months. Repairs will need to be done to the pool liner. Total due to Benton's will now be \$88,000 + \$29,760 for a total engineering cost being \$117,000.

Phase II the bathhouse will be smaller about 1500 – 1800 square foot. They hope to leave the family toilet in. They should have the plans soon and submit to public health in middle of March to receive a construction permit. Plans are to advertise for bids and then in mid-June then sign the contracts. They suggested closing the pool early and the city workers tear the old bathhouse down Aug 3 -15. Construction could begin in mid-August. The grant closeout must be completed by May 6, 2021 or we will have more problems. The overall cost of improvements would be \$200,000, less than previous construction cost of \$210,000 – \$240,000. Previous cost was \$675,000. The pool grant is \$335,000. Since this is being done in two (2) phases they hope to attract smaller contractors. Benton's said a couple of smaller contractors have shown interest. Prices have gone in up in the steel and concrete products, which made the bids higher.

Ron Bell said he was upset that no one from the pool board was interested in the pool to come to the meetings.

Benton said if the cost came in more than \$240,000 he would not charge engineering cost for phase II. If the City would return the loan the IDNR might have trouble getting future grants.

MOTION: Terry Gregory moved and Jeff Pittman seconded to advertise for bids for the new filter housing in Phase I. Roll call resulted in 5 yeas and 1 nay. Lawrence Coultas voted nay. Motion carried.

MOTION: Terry Gregory moved and Ron Bell seconded to accept Benton & Associates engineering agreement in the amount of \$29,760. Roll call resulted in 4 yeas and 2 nays. Cathy Debold and Lawrence Coultas voted nay. Motion carried.

Brenda Robinson, City Clerk reported on the Locis training. Rick from Locis came to the office on January 15 to give Angie, Shelby and myself more training shortcuts. It was suggested beginning May 1, the pay period would be every two weeks instead of weekly and it was suggested doing direct deposit. It was also suggested we install a fingerprint time clock which would work with the Locis program. Overtime pay is paid after employees have worked 40 hours. Bill Jacquot asked after the audit if all the accounts have been corrected. Robinson said there was a problem with the January gas bills. Some bills were all over the place in cost. **Cathy Debold** would like to have a report from the audit stating that each point from the audit had been taken care of. Robinson stated she looked at her social security and there was nothing posted for 2017, 2018, or 2019. She was told to bring her W2 to Springfield and they would get it taken care of.

George Lindsey, Police Chief passed out his monthly report. His report is as follows: Suspicious persons – 5; Speak to officer – 17; Disabled motorist – 1; Scam report – 1; Well-being check – 3; Lifeline calls – 2; Child custody – 3; Extra patrol request – 1; Noise complaints – 1; Domestic issues – 4; Civil complaints – 2; Battery – 1; Drive-off – 1; Bank alarm – 1; Truancy report – 1; Downed line down – 1.

Lawrence Coultas asked Lindsey about citations. He could have a checklist and mark off what the citation was for. He would like to see a report on the citations. He said it would be hard to do since they turn in their reports to the sheriff's department. **Bill Jacquot** asked why they were not turned in to him. He said he could come up with something.

Leigh Winner, City Animal Control turned in her report as such: She had 11 calls on dogs and 2 calls on cats.

Amy Brown, City Treasurer passed out her report. The TIF money was taken from General Funds and returned to the TIF Fund so General Fund was less. The water and sewer funds were corrected. Brian Schafer Plumbing was paid \$38,000 for sewer work on Mechanic St. and the big water loan payment was made. The infrastructure fund looks good. It was suggested some of the sewer repair could have come from that fee. Terry Gregory said they needed new water lines down where she lives. Every other month she has to replace the guts in her toilets. There is residue that collects and in the washing machine. McIntire asked about the minus \$54,044 in the pool fund. Does this include what we paid Benton's and repair this year? So far we have paid Benton's close to \$35,000 and had \$15,000 in repairs. Money could come from the grant money and will have to bring up to a positive.

John Simmons, Supt of Public Works passed out his monthly report as follows: Monthly brush pick-up (2-3 days); Monthly meter-reading (3-4 days); Monthly odorant readings to USDI; Monthly sniff test for odorant; sewer & water samples; Monthly disconnect notices (15-20); Daily Julie locate tickets – 12; Daily work orders; Funerals – 3; Telephonic gas customer leak calls – 2; Emptied water shed on 1/10/2020 -\$169.00; Served 8 ordinance violations notices on 1/28/2020 to clean-up property and 2 on zoning violations; Oderator shipped off for yearly calibration; re-plumbed and moved gas meter at new city hall.

Bids were opened for the addition to the south side of the maintenance shed. Bids are as follows: Scott Brown Construction bid \$23,500; CST Construction bid \$25,900; Sandy Creek Construction bid \$19,853; and Wahl Construction bid \$25,850. Low bid was Sandy Creek Construction.

MOTION: Lawrence Coultas moved and Jeff Pittman seconded to accept the bid for addition to maintenance shed from Sandy Creek Construction for \$19,853. This will be split between the gas, water and sewer funds. Roll call resulted in all yeas. Motion carried.

Simmons received a bid from Marshall Chevrolet for a used door to replace the door on the 2007 flat-bed dump truck for \$810. Ron Bell asked if he got 2 bids and he said no. Ron said he thought it was policy to get at least 2 bids for a project.

MOTION: Lawrence Coultas moved and Cathy Debold seconded to accept the bid from Marshall's to replace the door on the 2007 dump truck for \$810. Roll call resulted in 5 yeas and 1 nay. Ron Bell voted nay. Motion carried.

Simmons passed around pictures of ordinance & zoning violations. It was stated liens may have to be put on the properties if not cleaned up. Liens will have to be filed with county clerk.

Simmons said Jim Dobson will be going to Edwardsville for his sewer license, May 18-22. He will be spending the week there. Upon completion he will receive a \$1.50 per hour raise. Trevor Cawthon received his B license for water and his \$1.50 an hour raise retroactive to January 14. When Jim gets his B license for sewer, we can stop paying Benton's the \$800 a month for the use of their license. Their license will be kept in the city vault.

MOTION: Ron Bell moved and Lawrence Coultas seconded to send Jim Dobson to Edwardsville to attend sewer license. The school cost will be \$550 + room and board for May 18-22. Roll call resulted in all yeas. Motion carried.

McIntire said the library will be pursuing the library grant. The City needs to send a letter of support for this.

McIntire said Pan Handle Eastern Pipeline is proposing a 400% rate increase for the transportation cost. Several municipals have hired lawyers to stop this. As of now the City of Winchester will not participate in this, because the cost to the city is too unclear.

McIntire asked all department heads to have their yearly budget completed by the April meeting.

McIntire talked about the renovation of the new City Hall. They met with USDA about the grant which is 55/45 total grant application was for \$38,500. The city to pay 45%. There will be a public meeting February 24 at 6 pm at the new City Hall.

MOTION: Lawrence Coultas moved and Bill Jacquot seconded to put a notice in the Jacksonville Journal Courier about accepting Federal money at a public meeting February 24 at 6 pm at the new City Hall Council Chambers. Roll call resulted in all yeas. Motion carried.

UPDATE TO CITY HALL: **Bill Jacquot** looked into blinds for the windows at new City Hall. The 51½ x 71½ blinds at Home Depot were \$66 a set for horizontal vinyl blinds. McIntire said he was thinking about getting wooden blinds. Robinson said she thought Vertical wooden blinds would be best. The windows are all different sizes. Jeff Pittman was supposed to get the sizes to Bill Jacquot. Ten sets of blinds will be needed. Levolor blinds were \$106 each. The cabinets are in but not installed yet. They plan to move things to the new facility next week. Additional electricity needs to be completed.

Ron Bell wanted to know about policy and procedures for the police department. He said cars are running all the time with no one in them. The police equipment should be kept in the police department. He wanted an inventory of the police department and asked if the police were being drug tested. He stated if they were injured on the job they should be tested.

No Public Comments

McIntire said the EMS meeting that was supposed to be held tonight was canceled due to bad weather. He had talked to Randy Dolen and Libby Nobis and told them he thought they needed to be accountable for the money and present the books to the county.

Lawrence Coultas asked for a personnel meeting. He invited City Clerk Robinson to attend as well. It was set for February 12 at 6 p.m. He said they would discuss overtime pay, holiday pay then go into closed session to evaluate employees.

George Lindsey, Police Chief gave a review of Matt Watson. In November his probation was extended for another 3 months. Since that time he has shown considerable improvement.

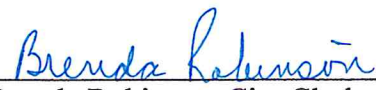
MOTION: Ron Bell moved and Jeff Pittman seconded to approve Matt Watson's probation complete and give him \$1 an hour raise retroactive to November 1, 2019. Roll call resulted in all yeas. Motion carried.

McIntire said Angie had sent her the Social Security reports. He showed a report that had Barb Hoots name on it. Don't know how that happened, since everything should have been changed when Hoots was let go. **Ron Bell** stated Hoots knows all the passwords and could go on her computer from home and get into the accounts and change thing.

MOTION: Cathy Debold moved and Terry Gregory seconded to adjourn the meeting. Roll call resulted in all yeas. Motion carried. Meeting adjourned at 11 pm.



Rex McIntire, Mayor



Brenda Robinson, City Clerk