

May 5, 2021

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting May 5, 2021 at City Hall.

Mayor McIntire called the meeting to order at 7 p.m. with the following council in attendance: Ron Bell, Lawrence Coultas, Terry Gregory, Bill Jacquot, Sandy Long, Jeff Pittman, and City Clerk Brenda Robinson.

Also, in attendance were Wanda Cody, City Treasurer; Caleb Handy, Police Chief; John Paul Coonrod, City Attorney; Greg Hillis, Benton & Associates; Teri Little; John Simmons City; RJ and Janet Paslay; Tim Schade, Jake Waidman & Jim Schweigert, Core & Main; Jill Cox; Jackie Kuchy; Amanda Still.

Sandy Long led those attending meeting in the Pledge of Allegiance.

Swearing in of elected officials as follows: Teri Little newly elected City Clerk was sworn in by exiting Clerk Brenda Robinson. Teri Little, City Clerk swore in re-elected officials. Rex McIntire – Mayor; Wanda Cody - City Treasurer; Ron Bell - Alderman Ward 3; Sandy Long – Alderwoman Ward 2; Lawrence Coultas – Alderman Ward 1.

MOTION: Bill Jacquot moved, and Lawrence Coultas seconded to pay the bills as presented. Roll call resulted in all yeas. Motion carried.

Mayor McIntire asked for any corrections about the April 7 meeting, and none were noted.

MOTION: Terry Gregory moved, and Sandy Long seconded to approve and dispense with the reading of the minutes of the regular April 7 meeting. Roll call resulted in all yeas. Motion carried.

Jill Cox, Pool Board; gave update on pool grand opening. It is scheduled for May 29, 2021. Ribbon cutting ceremony at 10 am. Dedication ceremony and open house to follow. Hoping to have Media coverage from local news media. With every paid admission person will receive a ticket to be entered in raffle for 1 of 3 single passes. There will be an ice cream cart – borrowed from Rebecca Barnett and Matt Barber will bring to pool – and pool board members will be handing out free ice cream bars and drumsticks until they run out. Bill Jacquot graciously donated the ice cream treats.

RJ Paslay asked if the pool could be included in this year's Spring Fling put on by the Civic Group on June 12th. This is focusing on celebrating the different recreational activities throughout the town as well as celebrating families being together. A cookout and dedication of the new playground equipment in honor of his daughter. The pool board had discussed offering free admission on May 29th, but decided to offer this on June 12th instead to be included in the celebration.

The Pool Board/Committee recommends the following persons for positions at the swimming pool for 2021:

Manager: Lucy Phelps Non-Lifeguard at \$12.00/hr.

Assistant Manager: Whitney Kunz (pending lifeguard certification) at \$11.50/hr.

Lifeguards at \$11.00/hr.

Gabe Cox (recertifying in May to be completed by middle June)

Jack Albers (recertifying in May to be completed by middle June)

Eli Brown

Tristan Lashmett

The following are hired pending certification

Rian Neff Elise Brown

Laura Garrett Anna Sellars

Jocelyn Dolen Brody Gregory

Karsyn Wardlow

There are no Jr lifeguards this year. Swim lesson coordinator/instructor: to be determined

2021 Winchester pool Rates are attached and Menu items will remain the same for this year.

Mayor McIntire requested guidelines be checked prior to pool opening on capacity. The pool has capacity of 100 people and it is believed at this time that is 50% which is 50 people.

RJ Paslay gave update on the new playground equipment. Carter Slagle is making 2 benches and 2 trash cans for the area. Hoping to start dirt and concrete work on 05/13 with John Simmons assistance. He originally thought that they would only need 23 cubic yards of mulch but looks to be more like 50. This is coming by semi load and the limit is 80 cubic yards at price 30.00 per cubic yard. The freight charge is the same for 50 as it is the 80 and he requested that the city purchase the 30 cubic yards for the already existing play yard. John Simmons advised that the old play yard needs dug out and redone. The high school FFA will be assisting in putting down the mulch. He also advised that the ribbon cutting/dedication of the play area will be June 12 in conjunction with the Civic Groups Spring Fling events. They are in the process of planning those events in hopes of that Thursday having the farmers market and music on the square, maybe bowling specials on Friday and movie in the park, Saturday dedication ceremony for play area, picnic in the park and pool activities and working on a golf outing on Sunday.

MOTION: Lawrence Coultas moved, and Terry Gregory seconded to approve the purchase of 30 cubic yards of mulch for the existing park play area not to exceed \$900.00. Roll call resulted in all yeas. Motion carried.

Greg Hillis, Benton & Associates gave an update on the pool. It will be completed on 05-14-2021. Trotter will also be completed by May 14, 2021

Hillis gave an update and pay request of \$3636.30 to Rouland Trucking for the emergency water connection. Water has been tested and road also repaired from the ground settling. This has been completed and they requested the Bit Bond (certified check) back and Wanda Cody will check into that.

MOTION: Ron Bell moved, and Terry Gregory seconded to approve the contractor Rouland Trucking's remaining balance of \$3636.30. Roll call resulted in all yeas. Motion carried.

Caleb Handy, Police Chief passed out his monthly report. His report is as follows: Arrests – 2; Assist EMS – 4; Assist fire department – 2; Building alarms – 2; DCFS – 1; Domestic disturbance – 8; Dumped trash – 1; Fight -1; Gas station drive off – 1; Golf cart inspection – 1; Harassment – 2; Order of protection – 2; Property damage – 1; Property exchange – 1; Prowler – 2; Speak to officer – 21; Suicidal Subject – 3; Suspicious vehicle – 1; Theft – 1; Traffic accident – 2; Traffic stops – citation -1; Traffic stops – verbal warning – 6; Vandalism – 1; Vehicle complaint -6; Well-being checks – 1. He did also add a topic that lists mileage for the month of 1453 miles. Sandy Long asked about the restrictions of where a golf cart can be driven and parked. It was stated that they are not allowed to be driven on state roads such as Cherry St. Also, was stated that not allowed to park on the square. John Paul advised can amend the ordinance to allow parking on the square. Chief Handy requested a list of people that have golf cart registrations.

Chief Handy submitted his budget requests for 2021-2022. These were passed out by Lawrence Coultas. He advised that the body cameras that they have now will be non-compliant with the new law going into effect. The new ones would enable him to be able to log in on his phone and view an officer's body cam in real time as they are on the scene. There is a state grant that will help in the purchase of the cameras and he is applying for it next week. The half cage requested for the unmarked car is for the safety of not only the officer but the perpetrator as well. Lawrence stated they would go over budget at purchasing committee meeting and requested Officer handy be present in case of questions. Chase Burke will have his power test in August.

Wanda Cody, City Treasurer asked if everyone had their financial report. Trotter was added to March. It was stated that the ACH payments are not listed on the payables only the checks are listed. Need to look into having this listed so it is noted. Last month the payment of \$8148.43 was questioned for the City of Winchester. She advised that this is the fee to cover all the city locations and that was higher due to the vortex and gas fees being higher. Wanda asked if it would be possible to pay more bills online. In particular the payment to EPA Illinois. This was mailed several weeks ago for payment that is due 05/11/2021, however, they have not received it and stated that they are having issues with mail not being received or actually taken from the mailbox. Wanda requested that we stop payment and reissue the check but Mayor McIntire asked that wait until the 11th to see if it is received. If reissued may need to send certified mail with return receipt. The pool loan amount of \$47,303.18 should be transferred to the Pool account. A substantial donation to the library was received from an estate of \$177,502.92. A special money market account was set up for this donation (Library Estate Contribution). More may come once

the estate is settled. Will discuss at a later date on better way to invest the money which has to be with a local bank according to the will. At this time only the interest can be used.

Infrastructure for the month was \$4117.09

The gas fund of \$689,322.38 includes the loan amount. The gas revenue was \$118,488.00.

QuickBooks update: Mike Hurrelbrink has updated all computers except for the one that is still in Springfield. Mayor McIntire stated would need to contact the state police to see if it can now be returned. Once it is received it can be updated as well. Robin will be doing training on the program Saturday May 8 from 9-3 for the ones that will be utilizing it. (Wanda, Teri, Amanda, Jozie). Wanda requested permission to gain online viewing access only to the bank accounts to be able to view statements and transactions. This will avoid having to call the bank to ask about transactions. Mayor McIntire and John Paul Coonrod stated that they see no issue is this being allowed. She will get in touch with the bank to gain this access. New signature cards will be done to remove Brenda Robinson and add Teri Little to the accounts.

Core & Main representatives; Tim Schade, Jake Waidman & Jim Schweigert, were present to give bid proposal for meter radio and gas index installation. Tim gave a very informative and descriptive presentation as to how well their products can improve many aspects of the meter reading process. At this time, it takes almost a week to read all the meters with many manually. With their products and software, it would enable drive by reading with the hand-held radio. The radio will also already work on existing touch read meters that we have. The radio has its own primary frequency so no others can interfere. Lawrence Coultas questioned if the software would cause computers to need upgraded and Tim assured us that it is a very small file and would not interfere with existing space. Terry Gregory asked if would be compatible with Locis and he assured her that it is. There are several towns in the area that utilizes this meter system with Roodhouse, Jersey County Water District and Auburn is being set up with an all-access system that will allow them to read meters from the office and avoid driving to read individual homes. This system is the higher priced system and one that can be upgraded to in future if that is a direction a town wishes to do. The meters they offer have a 15-year warranty with a 5-year pro rate (20-year total). Cost for this system would be \$317,000 for everything that is gas and water meters (750 gas meters and 471 water meters. The system can be customized to what is requested. There is also a 3rd party that can finance as well for 5-7 even maybe 10 years. At this time, it is believed to be an interest rate of 3.14%. Lawrence Coultas requested a breakdown of just the cost of the water system and the gas system. They stated could get that to us by the end of the week. Tim stated that it would take 4-6 weeks to get materials and about 2 weeks to install and get all set up. It was decided to look more into it once the break outs were received. The council thanked them for the presentation and the time the spent.

John Simmons, Supt Of Public Works presented a bid from Marshalls Chevrolet for tires for the front of the backhoe. The bid was \$534.12 for 2 tires.

MOTION: Lawrence Coultas moved, and Ron Bell seconded to approve 2 tires for the backhoe not to exceed \$534.12. Roll call resulted in all yeas. Motion carried

John requested a city credit card and Wanda Cody, Treasurer advised that there are already 2. He would check into that.

A tree on 131 E Jefferson is causing issues with the sewer and water lines. The owner requested the tree be taken out. It is on City property and is half dead and a hazard. The owner of the residence will pay half of the removal. John presented a bid from Danny Powel of \$850.00 that includes the removal, clean up and stump removal. City portion would be \$425.00.

MOTION: Lawrence Coultas moved, and Sandy Long seconded to approve tree removal by Danny Powell on E Jefferson not to exceed \$425.00. Roll call resulted in all yeas. Motion carried.

John Simmons, Supt of Public Works report as follows: Meter reading, started on April 27-May3, on and off 4 men; Brush pick-up – 2 days; Locate tickets-24; Work orders-18 (3 grave openings); Gas leak calls-7 this is up; 22, 23 gas leak survey with U.S.D.I Jake and Derik; Remove pool liner, took weeks; Finish gas service and sewer line to pool; Repairs to valves at softener plant; Dan Powell-2 trees removed; Randy Ford-mowing, spraying and help with problems at lagoons and softener plant; Empty water shed on the 5th(\$249.00), also on the 20th(\$147.25); Wrote up several people for inoperable vehicles; Met with Greg Hillis on measuring and plans for Hardin St water main; Fixed several gas leaks; Turned on the water to monument park and opened restrooms; Pool clean up, took out all grates and power washed; Put down 5 tons of cold patch-Jeff and Jeremy; Changed out a few gas and water meters; Monthly odorant reading and sniff test; Pump #1 down at the sewer plant alarm did not work, waiting to hear about it from Vandevanter on problem and cost; Posted several other ordinance violations.

John Simmons and Derik Evans will be attending USDI-OM, OQ training on new systems and upgrades. This will be in Effingham IL on 11-12-21. This is a one-day training. Cost for John is \$225.00 and Derik \$100.00.

MOTION: Ron Bell moved, and Lawrence Coultas seconded to approve cost of training for John \$225.00 and Derik \$100.00. Roll call resulted in all yeas. Motion carried.

Trevor Cawthon, Water Plant Supt; reported that Well 101 needed rehabilitation performed and time frame would be a couple days to complete. Total cost to Lane Christian would be \$27,518.00

MOTION: Lawrence Coultas moved, and Jeff Pittman seconded to pay Lane Christian to perform rehabilitation on Well 101 not to exceed \$27,518.00. Roll call resulted in all yeas. Motion carried.

Cawthon also, presented a proposal for new WTP SCADA Upgrade. The product and supplies will be supplied by Hydro-Kinetics Corp and installation by Richards Electric Motor Co. Bid included 4 new flow meters that are not needed at this time. Base Price for Hydro Kinetics is \$37,650.00 and Fee for Richards Electric \$34,000. This system is run by a cellular plan which would be AT&T. The yearly fee for this is \$2553.60. The first year is included with the total cost of \$71,650.00. It was discussed that this is a necessary upgrade to keep the city water system working properly.

MOTION: Lawrence Coultas moved, and Ron Bell seconded to Purchase equipment and supplies for the WTP SCADA Upgrade from Hydro-Kinetics Corp. not to exceed \$37,650.00. Roll call resulted in all yeas. Motion carried.

MOTION: Ron Bell moved, and Jeff Pittman seconded to pay Richardson Electric Motor Company for the installation of the WTP SCADA Upgrade. Not to exceed \$34,00.00. Roll call resulted in all yeas. Motion carried.

Mayor McIntire; An application was received for Rural Life, LLC located at 121 S Main St for Façade and Roof Improvement Plan. This is for Façade only at this time as tuckpointing has to be completed prior to roof work. Resolution 2021-5-1 for assistance totaling \$5000.00. Work has already begun on the building. This work is being done by Dwayne Crocket. New windows have been installed by Pike County Glass.

MOTION: Lawrence Coultas moved, and Jeff Pittman seconded to approve Rural Life, LLC application \$5000.00 for the Façade and Roof improvement program for 21 S Main St. from the TIF fund upon completion. Resolution 2021-05-01. Roll call resulted in all yeas. Motion carried.

Resolution 2021-05-2 presented for rebate of the increase of Property taxes following renovations to property located at 21 S Main St. Satisfactory proof of actual completion of renovations to said property valued at a minimum of \$20,000.00.

MOTION: Lawrence Coultas moved, and Bill Jacquot seconded Resolution 2021-05-02 for tax rebate for 21 S Main St. Roll call resulted in all yeas. Motion carried.

McIntire wanted to know if we received the local cares act money that was stipulated for the police department for future new vehicle. Treasurer Cody stated this was received for \$65,717.16. The purchasing committee will discuss purchasing of police vehicles.

Sealed bids were opened on the sale of a 1996 Chevrolet ¾ ton pickup truck. This was fire departments old truck.

Bids were: Alvin Foster – \$3051.99; Dahman Farms – \$2470.00; Kenny Mayner – \$2173.00.

MOTION: Ron Bell moved, and Jeff Pittman seconded to award the winning bid to Alvin Foster for 3051.99. Roll call resulted in all yeas. Motion carried.

McIntire advised that the Illinois Rural Electric Annual Meeting will be 6-12-2021. They are having things a little different this year. Drive thru registration will be held at the Winchester Grade School and the annual meeting will be held at the park in the open span.

John P. Coonrod, City Attorney ask for council to approve the municipal court ordinance violations for seven (7) violations as follows:

1. Lloyd Camerer, Lewis St – Accumulation of trash and debris
2. Kayden Savage, High St – Accumulation of trash and debris and animal feces
3. James Mackey, Maple St – Inoperable vehicles – 2 vans
4. Jessica Holmes, W Cross – hazardous liquids, accumulation of trash and debris.
5. Darrell Thompson, Lewis St – Inoperable vehicle F150 and accumulation of trash and debris

6. Toby Hammond, Lewis St – Inoperable vehicles, flatbed trailer and accumulation of trash and debris
7. Ryan King and Tracy Reed, W Cherry St – Inoperable vehicle and accumulation of trash and debris.

MOTION: Terry Gregory moved, and Sandy Long second to file the 7 Municipal Citations. Roll call resulted in all yeas. Motion carried.

Molly Taylor has requested the issuance of a special use permit for the construction of a structure intended for personal and professional service uses, to be located at 1 Nichole Drive, Winchester, Illinois. Zoning meeting is set for 05-24-2021 at 7:00 P.M.

Coonrod stated that since we are following normal FMLA guidelines without pay nothing will have to be drawn up or approved. For maternity leave it is up to 12 weeks without pay.

Ordinance 915 was brought for approval. Ordinance is to approve the withdrawal of the City of Creal Springs, Williamson County, IL and the Village of Tamms, Alexander County, IL as members of the Interstate Municipal Gas Agency and to authorize execution of a supplement to the agency agreement establishing the Interstate Municipal Gas Agency.

MOTION: Bill Jacquot moved, and Jeff Pittman seconded to approve Ordinance 915. Roll call resulted in all yeas. Motion carried.

There is a liquor license violation for the Foodmart located on the corner of Cherry and Main. They were cited for selling alcohol to a minor. City Liquor Commission will hold a hearing 05-19-2021 at 6pm

ALDERMEN REPORTS:

Lawrence Coultas stated that the finance committee (Lawrence, Bill and Terry) approved 10 Business relief applications for \$1000.00 each. They are; Dorsey's Hardware, Winchester Bowl, Pit Stop, Bryan Taylor: Stine Seed, Pipes Gym, Square Trade, Alice Attic, Russet Cup, Lashmett Meat Market, Studio 29.

Lashcon applied but was denied as they are not in the TIF district.

MOTION: Lawrence Coultas moved, and Sandy Long second to approve the 10 applications for 1000.00 each. Roll call resulted in all yeas by Ron, Lawrence, Bill and Sandy. With Terry and Jeff Abstaining. Motion carried.

Bill Jacquot brought up the cemetery stone repair project. Last time was 2019. In the past was \$5000 to \$7000 annually. Need to mark stones to repair, send for bids and then will discuss funds and man power. Lawrence stated that this is beneficial not only for time it takes to mow and trim but should be done to keep the cemetery looking nice not just for the city but in respect of the families and the deceased.

Jeff Pittman windows are in and delivered and installation can start. The locks for the main door and the council room are being changed and new keys will need to be picked up at city hall after 10:30 am 05-6-2021.

Pittman requested 7 blinds are purchased to complete the windows in City Hall. Total cost \$1221.46.

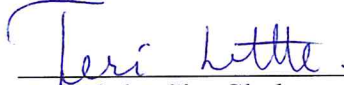
MOTION: Jeff moved, and Lawrence second the purchase of 7 blinds not to exceed \$1221.46. Roll call resulted in all yeas. Motion carried.

Pittman stated that letter was sent to Rita Howland to let her know that her lawn has been mowed by the city and that the bill for 2019 and 2020 is \$640.00. She is now in the nursing home and unable to pay. Jeff Pittman stated he spoke with her son and he would see what he could do. McIntire suggested that we move to condemn the home and have it torn down and lot sold. Pittman will speak with her son to see if he would be willing to sell. Not sure if anyone is her power of attorney at this time.

Pittman stated that the cost of mowing for the empty home on 258 E Cherry is now at \$1000.00. McIntire also requested that we proceed to condemn the home as well. Wanted to know if a way to put a lean on either or both properties. Attorney Coonrod would need to check into process.



Rex McIntire, Mayor



Teri Little, City Clerk