

September 7, 2022

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting September 7, 2022 at City Hall.

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

Also, in attendance were Wanda Cody, City Treasurer; John Simmons, Supt of Public Works; John Paul Coonrod, City Attorney; Greg Hillis, Benton & Associates; Carmen Ensinger, Scott County Times; Ben Cox, WLDS, Bobbi Jo Smith, Gwen Hardy, Danelle Hardy, Linda Howard, Paul Cody and Jennifer McMillen.

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

Wanda Cody, City Treasurer presented bills for approval.

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

Mayor McIntire asked for any corrections for the regular meeting minutes August 3, 2022.

MOTION: Bill Jacquot moved and Sandy Long seconded to approve and dispense with the reading of the minutes of the regular August 3, 2022 meeting. Roll call resulted in all yeas. Motion carried.

Mayor McIntire asked for any corrections for the special meeting minutes August 15, 2022.

MOTION: Bill Jacquot moved and Ron Bell seconded to approve and dispense with the reading of the minutes of the special August 15, 2022 meeting. Roll call resulted in all yeas. Motion carried.

Jennifer McMillen, Winchester EMS, was present to ask for a current approval letter. The last letter was from 2019. This states that the city supports the approval of the special service tax.

MOTION: Bill Jacquot moved and Terry Gregory seconded to approve the new letter of approval for 2022 for the EMS in support the service tax. Roll call resulted in all yeas. Motion carried.

Greg Hillis, Benton & Associates, presented the payment application #7 for Trotter Construction for \$72,841.93. Reduced the retainage to 5%. They are hoping to have all their work completed this Friday or next Friday.

Change order needs to be approved for the finishing touches for lighting, carpet, furniture and additional electrical work. This is going to run thru Trotter at their cost to avoid mark up. This will in turn help save the project a few costs. Change order is in the amount of \$30,372.44.

MOTION: Ron Bell moved and Terry Gregory seconded to approve Change order #1 for Trotter Construction for \$30,372.44. Roll call resulted in all yeas. Motion carried.

Hillis went back to Dwight Reynolds with USDA and they approved up to \$18,100 more in funds to help pay for the driveway and drainage on the side of the library. This will cover 45% of the cost. Ballard Brothers quote is for \$19,925.00. This means USDA will cover \$8966.00 and that leaves \$10,958.75. There is \$8627.56 that was saved on equipment and legal fees and \$8000.00 will be reallocated to this project to cover costs.

MOTION: Ron Bell moved and Sandy Long second to approve Ballard Brother quote for \$19,925.00 for driveway and drainage work at library. \$8966.00 from USDA Grant and reallocate \$8000.00 from legal fees. Roll call resulted in all yeas. Motion carried.

Hillis passed out the preliminary sections for the residential lots on North Main. These were oversized for septic guidelines and are ½ acre lots. This will allow for 15-16 lots. Also, we could add a 6-acre lake to help with drainage on old 36 and Commercial Street.

It was announced that Winchester did miss out on the Downtown Beautification Grant.

Fred Andrew, Fire Chief, advised of the OSHA regulations that the department is going to have to come up to code on. Department of Labor is cracking down on the standard operating guidelines for volunteer fire departments. He has updated the regulations and it went from 4 to 22 pages. This covers equipment, vehicles, clothing and the building down to outlets and exit lighting. There is going to be a lot to do to come up to code in all areas and this will cost money. There are grants available and he would like permission to hire a grant writer. This will be discussed at next month's meeting.

Ordinance 944 adopts the new guideline statement and standard operating guidelines for fire department. There are a few changes needed such as town to city and South Jacksonville to Winchester.

MOTION: Ron Bell moved and Terry Gregory second to approve Ordinance 944 with noted changes. Roll call resulted in all yeas. Motion carried.

Bobbi Jo Smith, Civic Group, requested to be able to hold Hometown Christmas December 3rd, the first Saturday of December. The Santa house is being revamped by the WHS woods class. It will be placed on a trailer that can be set on the concrete slab in Douglas square. The group is requesting help with sponsoring Santa this year. It is normally about 16 hours, 4 Saturdays, Parade and nursing home. Pay is normally \$25.00 an hour. It was stated that Herschel White also portrays a good Santa Claus and she will check with him. It was requested that she come up with figures on the house and Santa and bring them back for a decision.

Mayor McIntire passed out the monthly police report. His report is as follows: Animal Complaints – 1; Assist EMS – 2; Assist Outside Agency (Police) – 5; Attempt to Locate (Warrant) – 2; Burglary – 1; Building Alarm – 3; Child Exchange – 1; DCFS – 1; Domestic Disturbance – 2; Golf Cart Inspection – 1; Juvenile – 2; Ordinance Violation - 1; Property Damage – 1; Property Exchange – 1; Speak to Officer – 17; Suicidal Subject/Mental Health – 1; Suspicious Person – 3; Traffic Stops-Verbal Warnings – 1; Trespassing – 1; Vandalism – 1; Vehicle Complaint – 4; Well-Being Checks – 2. Total Vehicle Miles – NA

Wanda Cody, City Treasurer, passed out the profit/loss statement for the month and the expenses.

Teri Little, City Clerk, presented a quote for a new website supporter. Currently the city uses Jared Evans to support the web site but this has become an issue with him not having the time to keep up with service. The quote is from Hanson Information Systems. They currently handle the email portion for the city. Basic web hosting is \$30.00 per month and any change/updates to the site is billable at \$95.00 per hour. It will take an estimated 2 hours to move the site.

MOTION: Bill Jacquot moved and Jeff Pittman second to approve hiring Hanson Information Systems to handle web hosting for the city. Roll call resulted in all yeas. Motion carried.

John Simmons, Supt of Public Works, looking at clearing the right of way on the water transmission line coming to town. There has been no maintenance done on keeping brush and trees down for quite some time. He would like to hire someone to go in and clear out what they can. This will enable the employees access to be able to make repairs when needed on the line. Lance Smith has a small skid loader that can cut small stuff with a quote of \$95.00 per hour. He does have some time available currently and can get started soon.

MOTION: Ron Bell moved and Jeffery Pittman second to approve hiring Lance Smith to clear right of way transmission line at \$95.00 per hour not to exceed \$4000.00. Roll call resulted in all yeas. Motion carried.

Cady Aquatics Inc buy and install CP System. This is protection for tanks at the water plant. Quote for 2 aquatic tanks \$5700.00 for both. Old ones are starting to eat away. It was decided to table for next month meeting.

Quote for GIS Proposal USDI was handed out. This system will move everything that is currently paper that John has to keep up to date to digital form. Fees are \$3750.00 per year and one-time fee of \$2200.00. This will have maps also loaded to the system for easy location.

MOTION: Ron Bell moved and Jeffery Pittman second to approve GIS Field mapping and compliance tools USID for \$3750.00 per year and one-time fee of \$2200.00. Roll call resulted in all yeas. Motion carried.

There are several trees that need trimmed and thinned out in Monument and Douglas Park. Quote from Danny Powell to trim all trees is \$2000.00 and \$300.00 for dead limb clean up.

MOTION: Ron Bell moved and Sandy Long second to approve tree trimming by Powell Tree Trimming for \$2000.00 and dead limbs on the square \$300.00. Roll call resulted in all yeas. Motion carried.

Monthly report – Locate tickets – 29; Work orders – 18; Brush pick up – 3 days; Funerals and grave openings – 5; Gas leaks – 1; Grass and weed spraying; Zoning permits – 1; Sidewalk work next to REA completed; House demolition – 2; Installed new meters and equipment – 8 days; Serviced pumps at sewer plant; New regulators installed at Reg.; Plant, Enlow; Water leaks – 1; Water and gas disconnections – 2; Gas leak at odorizer – fixed; Lots of street patching; Monthly sniff test; Water installation for Dollar General; Water shed - \$416.50.

John Paul Coonrod, City Attorney, passed out Ordinance 945 this is to add authority for the animal control officer to site leash law and defecation citations.

MOTION: Bill Jacquot moved and Terry Gregory second to approve Ordinance 945. Roll call resulted in 4 yeas and Sandy Long voting no. Motion carried.

Ordinance 946 for revised code of ordinances for utility shut off guidelines. All bills are due on or before the 25th of the month after that a 10% penalty will be applied. Any customer who fails to pay by the 25th of the month shall be subject to disconnection of service.

MOTION: Bill Jacquot moved and Ron Bell second to approve Ordinance 946. Roll call resulted in all yeas. Motion carried.

No Public Comments

MOTION: Bill Jacquot moved and Ron Bell second to approve move into closed session. Roll call resulted in all yeas. Motion carried.

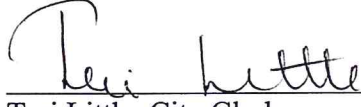
MOTION: Ron Bell moved and Terry Gregory second to approve move out of closed session. Roll call resulted in all yeas. Motion carried.

MOTION: Bill Jacquot moved and Terry Gregory approved to hire Steven Speaks as Police Chief At \$31.35 per hour full time position with no health insurance Roll call resulted in all yeas. Motion carried.

MOTION: Bill Jacquot moved and Jeff Pittman second to adjourn at 11:00 pm. Roll call resulted in all yeas. Motion carried.



Rex McIntire, Mayor



Teri Little, City Clerk