

March 3, 2024

WINCHESTER CITY COUNCIL MEETING

The Winchester City Council held their monthly meeting March 3, 2024 at City Hall.

Mayor McIntire called the meeting to order at 7 p.m. with the following council in attendance: Terry Gregory, Ron Bell, Jeff Pittman, Melinda Hembrough, Tina Brown and City Clerk Teri Little. Alderman Bill Jacquot was absent.

Also, in attendance were Wanda Cody, City Treasurer; John Paul Coonrod, City Attorney; Drew Ruholl, Benton & Associates; Carmen Ensinger, Scott County Times; Steve Doolin, City Police Chief; AJ McAdams, part time officer; Rick Willis.

Mayor McIntire led those attending the meeting in the Pledge of Allegiance.

Wanda Cody, City Treasurer presented bills for approval.

MOTION: Ron Bell 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 of February 7, 2024.

MOTION: Terry Gregory moved and Jeff Pittman seconded to approve and dispense with the reading of the minutes of the regular February 7, 2024 meeting. Roll call resulted in all yeas. Motion carried.

Drew Ruholl, Benton and Associates, update on pending projects: Library no change at this time; Nothing to report on N Main sewer grant and USDA water main project is in review process hoping to close on loan at next council meeting.

Reporting that the MFT program with IDOT had 3 warrants that were not MFT approved and would need to be reimbursed. Also, the payments exceeded initial approved amounts by \$15,670.00. Need a resolution to allow the addition amount.

MOTION: Ron Bell moved and Terry Gregory seconded to approve Resolution 2024-03-01 for IDOT yearly total to pay additional \$15,670.00. Roll call resulted in all yeas. Motion carried.

Rick Willis, advised that he would be mowing again this year and wanted to go over contract. He agreed to new contract for 2024 at 7 payments of \$5590.21 for a total \$39,131.47. Willis has been mowing the has cemetery since 2019 and all agree he has done a wonderful job.

MOTION: Ron Bell moved and Terry Gregory seconded to approve mowing contract for Rick Willis of \$39,131.47 in 7 monthly payments. Roll call resulted in all yeas. Motion carried.

Wanda Cody, City Treasurer, passed out financial reports. Advised that renewed Milliken CD at UCB for 12 months at 5%.

Steve Doolin, Police Chief, passed out monthly report.

Animal complaint – 3; arrests – 2; Assist EMS – 1; Assist outside agency(police) – 7; Assist fire department/fire call – 2; Assist motorist – 6; Attempt to locate – 1; Court – 1; DCFS – 1; Domestic disturbance – 1; Golf cart inspection – 1; Harassment – 2; Investigations – 1; Paper service – 2; Speak to officer – 33; Suspicious person – 2; Suspicious vehicle – 3; Traffic stops, citations – 2; Traffic stops, verbal warnings – 3; Trespassing – 2; Vehicle complaint – 1; Well-Being Checks – 1.

Touchbase on body camera's these will be mandated as of 01/01/2025. At this time grants are closed. Additional funding may come available and recommend holding off on this right now.

Current two-way radios are not compatible with the new radio system being installed for all Morgan County and is already in place at Scott County with exception of software upgrades. Doolin advised to begin upgrading our radios so that not caught with having to purchase all at once. Current portable radios we have now are needing new batteries with another being sent for repair. Estimated repair cost is \$150.00 and new batteries are \$150.00 each. His recommendation is not to repair or get new batteries but replace with new ones. New portable radios \$1375.00 each x 5 = \$6875.00, Mobile radios - \$1226.40 each x 2 = \$2452.80 for total of \$9327.80. There are no grants available and nothing in future.

Advised recently Midland Farm and Home had a sale on 12 ga. shotguns for \$129.95 each. Spoke with mayor as sale was too good to pass up so purchased 3 for \$391.97 for the 3 police vehicles.

MOTION: Ron Bell moved and Terry Gregory seconded to approve purchase of 3 shotguns for \$391.97. Roll call resulted in all yeas. Motion carried.

Needing additional ammo as Amanda will have to have soon for qualifications.

MOTION: Ron Bell moved and Tina Brown seconded to approve to purchase ammo at \$750.00. Roll call resulted in all yeas. Motion carried.

Needing new batteries and cartridges prior to Amanda's qualifications as well. Two out of four of our batteries are bad. For 5 batteries \$240.00 and 10 cartridges \$350.00.

MOTION: Jeff Pittman moved and Ron Bell seconded to approve purchase of taser batteries and cartridges for \$590.00. Roll call resulted in all yeas. Motion carried.

AJ McAdams of the Roodhouse Police Dept was present to show the compact SIG rifle that would best fit the squads needs. Cost per rifle is \$1300.00 for a total of \$3900.00 In need of the vehicle locking gun racks as well total would be \$2900.00

MOTION: Ron Bell moved and Jeff Pittman seconded to approve purchase of rifles for \$3900.00 and locking gun racks for \$2900.00 for cars. Roll call resulted in all yeas. Motion carried.

Teri Little, City Clerk, advised that city wide yard sales will be June 8th, 2024.

Have had several questions if we are having city wide clean up this year. We did not have it last year. John advised he doesn't mind having it but does not have the time to call and schedule. Little advised would call area disposal business and get quotes for April meeting.

Contract for the Watts copier is due to be renewed. We are currently paying almost \$60.00 over the quarterly contract fee due to being over the allowed number of 4500. New contract includes new copier and higher number of copies allowed per quarter. This will actually save us about \$30.00 a quarter. Contract fee is \$78.00 per month to be billed quarterly for \$234.00. This is for 9500 copies per quarter.

MOTION: Ron Bell moved and Jeff Pittman seconded to approve new Watts copier contract for \$234.00 per quarter. Roll call resulted in all yeas. Motion carried.

John Simmons, Supt of Public Works, monthly report: Work orders – 12; grave openings – 4; read meters – 1 day; locates – 26; monthly odorant reading; monthly sniff test; picked up brush; replaced gas meters – 7; recalibrate CGI; ICC audit – 3 days; cold patch streets – 1 day; Gas Leaks – 3; water leaks – 0; replaced water meters – 2; sent odorometer off for calibration; Painted several gas meter sets; washed the trucks; public liaison meeting at the Funk Building; Broke out curve on N hill St for extended Drive; plowed snow – 1 day; repaired sink hole on S Main St; installed stop sign as Ball Diamond Rd, behind the school; several water disconnects; atmospheric corrosion survey; work on Odorizer.

Only received one bid for the rip rap project. This was from Jerry Moore for \$3910.00. This is for the area on S Mechanic St that needs to be done to protect the ditch area by the new homes that is on city property.

MOTION: Ron Bell moved and Melinda Hembrough seconded to approve \$3910.00 for Rip Rap done by Jerry Moore on S Mechanic St. Roll call resulted in all yeas. Motion carried.

The small shop at the old city hall needs a new furnace. Little's Heating bid was \$2087.00 and Rice Heating and Air was \$2794.46. The old furnace is over 40 years old.

MOTION: Ron Bell moved and Terry Gregory seconded to approve bid, from Little Heating, on new furnace at old city hall for \$2087.00. Roll call resulted in all yeas. Motion carried.

The backhoe is in need of new tires. Priced thru Kenneth Ford would be a cost of \$5010.00 plus mounting fee. With new water main project and other jobs has to have new tires.

MOTION: Jeff Pittman moved and Ron Bell seconded to approve backhoe tires Kenneth Ford for \$5500.00 plus mounting. Roll call resulted in all yeas. Motion carried.

All new gas reports are starting to be digital and will need an IPAD to do gas jobs and reports. This is a necessity for the job now days.

MOTION: Jeff Pittman moved and Tina Brown seconded to approve purchase of IPAD for gas department not to exceed \$600.00. Roll call resulted in all yeas. Motion carried.

Needing to replace a couple critical gas valves. This is a project that was tabled many years ago. There are now 5 that need replaced. Total will be \$56,610.00 USDI and the city will work to replace them.

MOTION: Jeff Pittman moved and Terry Gregory seconded to approve purchase of critical gas valves that need replaced for \$56,700.00 USDI and City will replace. Roll call resulted in all yeas. Motion carried.

Need well treatment and pump inspection plus survey done on well 103. Layne would be the company to do the work. To do treatment and televised after would be a total of \$26,850.00. This will be tabled for next month.

Simmons advised that the city needs to raise gas and water rates if we are to be able to maintain the gas and water services. All areas around raise each year or so. A gradual increase each year would be easier on the consumer than a large increase all at once.

Also, would like to see be stricter on fines and non-payments shut off. The municipal fines need to be stricter and enforced as most just shrug them off and nothing gets done.

Rex McIntire, Mayor, Scott County Health Department sent the city a Memorandum of Understanding. This asks the city to agree to collaborate, communicate, respond and support one another during a disaster or other public health emergency.

MOTION: Ron Bell moved and Jeff Pittman seconded to approve to sign the SCHD memorandum of understanding. Roll call resulted in all yeas. Motion carried.

McIntire wanted to address the level pay members. It seems every year we still have people that do not understand the process even though the ordinance is sent out each year explaining the process. Amanda made a list of pros and cons for level pay. (attached to minutes) Would like to look over this and maybe see if anything can be done to ease some of the issues.

John Paul Coonrod, City Attorney, presented Resolution 2024-03-02 which is to vacate easement of Leiner property. This basically vacates the prior agreement when the city had a well on the property. This no longer exists

MOTION: Ron Bell moved and Jeff Pittman seconded to approve resolution 2024-03-02 to vacate easement of Leiner property. Roll call resulted in all yeas. Motion carried.

Still waiting on bids for recodification

Property at 151 S Main St can be declared vacant and post notice on building for 30 days. If no remedy can tear it down. The property was sold to Fannie Mae will call them and report that it is a nuisance property.

Report on dangerous dog case. Virginia, dog of Brooke and Earl Smith, was deemed dangerous. There are 5 steps to take care of situation:

1. 11-29-2023 files with county court
2. 12-16-2023 filed summons had 30 days to respond
3. 01-29-2024 no response

4. 02-21-2024 court order motion of default for dog Diesel
5. 02-28-2024 filed new complaint with correct dog Virginia
6. 03-13-2024 file order for Virginia and has 2 days to respond

There are 5 municipal violations that need approval:

1. Debbie Watkins, 28 Arch St. Burned garage debris inoperable vehicles, mattress on front porch, accumulation of junk and trash.
2. Nault, 314 N Main St accumulation of trash, rodents, inoperable vehicles, TVs on porch.
3. Toby Hammond, Lewis St. accumulation of junk, trash, weeds, inoperable vehicles and conditions exist for rodents.
4. John Nott, Camper on property being used as a home, trash and no sewer, use of propane for heat, burning garbage
5. 151 S Main St. nuisance conditions exist. Holes in foundation.

MOTION: Terry Gregory moved and Tina Brown seconded to approve 5 Municipal Court Violations. Roll call resulted in 4 yeas and Ron Bell voting no. Motion carried.

No Public Comments


MOTION: Terry Gregory moved and Jeff Pittman second to move into closed session. Roll call resulted in all yeas. Motion carried.

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

Terry Gregory, Alderman, advised they held 4 interviews for the city work crew positions and it was their recommendations to hire Chris King and Hunter Lawson full time at \$16.00 per hour with a \$1.00 increase after 6 month probation. They will start on 03/25/2024

MOTION: Terry Gregory moved and Jeff Pittman second to hire Chris King and Hunter Lawson Fulltime at \$16.00 per hour. To start 03/25/2024. Roll call resulted in all yeas. Motion carried.

MOTION: Ron Bell moved and Tina Brown second to adjourn 11:09 pm. Roll call resulted in all yeas. Motion carried.



Rex McIntire, Mayor



Teri Little, City Clerk