

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
December 10, 2018**

The City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session December 10, 2018 at 7:00 P.M. Mayor Donald Z. White called the meeting to order at 7:00 P.M.

The Pledge of Allegiance, to the Flag of the United States of America, was recited.

Chairman White directed Clerk Hurd to take roll.

Present: Mayor Donald Z. White
City Clerk Margaret Hurd
City Treasurer B.L. Bredeman

Aldermen: Dean Braun, Danny Colwell,
Patricia Connor, Dennis Gould,
Michael Hughes, Jeffrey Jenkins,
Gary Sharp, James Thornton

Also Present: City Attorney Michael Seghetti
City Engineer Ken Coulter
Office Manager Denise Passage
Economic Development Director Rachael Parker
Police Chief Scott Mettillie
Superintendent of Public Works, Shawn Sutherland
Fire Chief Jim Benisch
City Engineer Ken Coulter

Absent: None

Chairman White declared a Quorum present.

The Minutes of the Regular Council Meeting held on November 26, 2018, were presented. Motion Alderman Colwell, second Alderman Gould that the Council dispense with the reading of the Minutes of the November 26, 2018 Regular Council Meeting and approve the Minutes as presented.

Motion carried via voce vote.

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Clerk Hurd presented the following committee, commissions and public hearing minutes:

Public Works Committee - December 5, 2018

Public Safety Committee - December 4, 2018

Economic Development Committee - December 5, 2018

Finance Committee – November 27, 2018

Plan Commission – November 6, 2018

Public Hearing – October 22, 2018 and November 26, 2018

Clerk Hurd presented the annual financial statement (audit) for year-end April 30, 2018 as prepared by the accounting firm Phillips, Salmi & Associates, LLC.

Clerk Hurd presented the annual 2017 Motor Fuel Tax Review Compliance Review. She informed the Council that additional documents were requested by IDOT and that City Engineer has submitted those documents.

Clerk Hurd presented the Quarterly Economic Development Update as prepared by Rachael Parker, ED Director.

Clerk Hurd presented the following reports:

City Treasurer Report for month end November 2018

City Collectors Report and the Budget Comparison Report for month end November 2018

Clerk Hurd read a thank you letter from the Sons & Daughters of Pearl Harbor Survivors Illinois Chapter #2.

Clerk Hurd presented communications from Mediacom on upcoming rate changes.

Clerk Hurd presented a letter to the Council from Illinois Valley Central School District #321 Superintendent Dr. Chad Allison formally asking the City Council to approve the Intergovernmental Agreement authorizing an additional School Resource Officer.

Motion Alderman Gould, second Alderman Colwell that the communications as presented by Clerk Hurd be placed on file. **Motion carried via voce vote.**

There were no communications from the Aldermen.

Chairman White reported that the PUATTS Grant was to be announced December 5th however it has been delayed until January.

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Chairman White announced that he has received a letter from Jim St. Clair, attorney for the Chillicothe Fire Protection District informing him there will be a hearing January 4, 2019 at the Peoria County Courthouse in regards to the annexation of property to the Chillicothe Community Fire Protection District.

Chairman White then gave a brief review of the City's accomplishments for 2018.

Motion Alderman Colwell, second Alderman Gould that the communications presented by the Mayor be placed on file. **Motion carried via voce vote.**

Alderman Connor, Chairman of Cemetery Parks Committee informed the Council that a donation was received from Helping Hands in the amount of \$500.00 for the Sycamore Trail Park.

Alderman Colwell, Chairman of Economic Development Committee informed the Council that the Help Revolving Loan Program Application was streamlined.

Jeff Anderson appeared before the Council. He informed the Council that many of the lights are not working on the 4th Street Christmas lights. He asked that the City look at getting them fixed.

Brent Cranford, member of the School Board, appeared before the Council. He thanked the Council for the current School Resource Officer and encouraged the Council to consider approving a 2nd School Resource Officer.

Motion Alderman Thornton, second Alderman Gould that the bills as presented be paid and the payrolls and transfers be approved.

Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton

Nays: None

Chairman declared motion carried.

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Motion Alderman Colwell, second Alderman Jenkins that the Council approve **Ordinance No. 18-12-35**, an Ordinance Amending Chapter 2 Administration of the City Code. (Rules for Public Participation).

Roll Call Vote was:

Ayes: **Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared Ordinance No. 18-12-35 passed and signed the same.

Chairman White informed the Council that a grant through Senator Chuck Weaver has been applied for. The grant will be a matching grant in the amount of \$25,000.00 for sidewalk replacement in the downtown city park.

Chairman White informed the Council that a grant through Representative Ryan Spain has been applied for. The grant amount is up to \$50,000.00 and will be used for a video billboard on Fourth Street.

Motion Alderman Thornton, second Alderman Connor that the Council authorize the auditors Phillips, Salmi & Associates, LLC, to change the audit process from accrual to modified cash.

Roll Call Vote was:

Ayes: **Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared motion carried.

Motion Alderman Thornton, second Alderman Jenkins that the Council authorized the auditors Phillips, Salmi & Associates, LLC, to obtain a cost for an actuarial to be completed for the Police Pension Fund.

Motion carried via voce vote.

Motion Alderman Colwell, second Alderman Jenkins that the Council direct the City Attorney to prepare the necessary documents for a HELP LOAN between the City and Nicholas Phillips, owner of Nick's Auto Repair in the amount of \$15,000.00 at the rate of 3.0% for a term of 5 years securing the note with Uniform Commercial Code Filing on equipment. Payable from HELP Fund.

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Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton

Nays: None

Chairman declared motion carried.

Motion Alderman Colwell, second Alderman Hughes that the Council approve an application for the Facelift Grant Program for Wes and Sarah Williamson for property located at 948 and 952 N 2nd Street in the amount of \$5,000.00 and authorize payout once project is complete, receipts submitted and work verified by ED Director. Payable from the Central Business TIF Project Facelift.

Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Jenkins, Sharp, Thornton

Nays: Hughes

Chairman declared motion carried.

Alderman Hughes presented a first read on an Ordinance permitting sidewalk cafes. He asked that all Alderman review before a vote is taken in January.

Motion Alderman Hughes second Alderman Connor that the Council approve **Ordinance No. 18-12-36** an Ordinance Approving the execution of two Intergovernmental Agreements between the City of Chillicothe and Illinois Valley Central School District for a second School Resource Officer. Discussion was held. Police Chief Mettille presented a power point presentation outlining the cost and funding of the current and proposed School Resource Officer.

Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Jenkins, Sharp, Thornton

Nays: Hughes

Chairman declared Ordinance No. 18-12-36 passed and signed the same.

Motion Alderman Hughes, second Alderman Braun that the Council authorize the Police Chief to begin the process of hiring a police officer once the Intergovernmental Agreement regarding the second School Resource Officer is signed by the School District.

Motion carried via voce vote.

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Motion Alderman Gould, second Alderman Colwell that the Council approve **Resolution No. 18-12-08**, a Resolution that the City of Chillicothe appropriates the sum of \$57,000.00 of Motor Fuel Tax Funds for the purpose of maintaining streets and highways under the applicable provision of the Illinois Highway Code, from January 1, 2019 to December 31, 2019.

Ayes: **Braun, Colwell, Connor, Gould
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared Resolution NO. 18-12-08 passed and signed the same.

Motion Alderman Gould, second Alderman Hughes that the Council approve **Ordinance No. 18-12-37**, an Ordinance approving the disposal of surplus property (2002 Chevy Pickup)

Ayes: **Braun, Colwell, Connor, Gould
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared Ordinance No. 18-12-37 passed and signed the same.

Motion Alderman Gould, second Alderman Hughes that Council approve and expenditure of \$14,948.00 payable to Koenig Body and Equipment for the purchase of a plow/plow hitch. Payable from the Road & Bridge Fund. Discussion was held. Alderman Gould informed the Council that the plow was hit by a vehicle that ran a red light, therefore it was not in the budget to purchase however there is enough in the appropriation to purchase. A claim has been submitted to the insurance.

Roll Call Vote was:

Ayes: **Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared motion carried.

Motion Alderman Colwell, second Alderman Jenkins that the Council approve the City of Chillicothe Deferred Compensation 457(b) Plan submitted by Nationwide Trust Company and the Third Party Administrator Compliance Engagement Agreement with National Benefit Services, Inc, and authorize and direct the mayor and city clerk to execute such documents and all documents related thereto.

Roll Call Vote was:

Ayes: **Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton**

Nays: **None**

Chairman declared motion carried.

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Motion Alderman Colwell, second Alderman Gould that the council adjourn into closed session at 8:26pm for personnel Section 2 C 1 upon returning from closed session action may be taken.

Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton

Nays: None

Chairman declared motion carried.

Council returned to open session at 8:53pm.

Motion Alderman Colwell, second Alderman Gould that the Council approve a Christmas bonus of \$150.00 for full time and part time active employees. Payable from: General Fund, Water/Sewer Fund and Road and Bridge Fund.

Roll Call Vote was:

Ayes: Braun, Colwell, Connor, Gould,
Hughes, Jenkins, Sharp, Thornton

Nays: None

Chairman declared motion carried.

Alderman Colwell withdrew agenda item: Supervisor Salary Adjustments.

Council adjourned at 8:55pm.

Margaret E. Hurd
City Clerk

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