

**MINUTES OF A REGULAR MEETING AND SWEARING-IN OF NEW OFFICERS OF THE
ZION CITY COUNCIL HELD ON TUESDAY, MAY 6, 2003, AT 7:00 P.M. IN THE CITY
COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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SWEARING-IN OF OFFICERS

Mayor Harrison introduced Judge Ray McKoski.

Judge McKoski administered the oath of office to Frank A. Flammini, Jim E. Taylor for City Commissioners and W. Lane Harrison for Mayor.

Mayor Harrison called the meeting to order at 7:08 p.m.

On call of the roll the following answered present: Commissioners Bennett, DeTienne, Flammini, Taylor and Mayor Harrison.

SPECIAL PRESENTATIONS

The Mayor and City Council presented plaques to Commissioner Juanita Winfrey and former Commissioner Delaine Rogers for their dedicated efforts to improving the quality of life for the citizens of the City of Zion.

CALEA AWARD PRESENTATION

Police Chief Malcolm stated the Police Department has recently completed a three-year intensive effort in order to achieve CALEA compliance. On March 22, 2003, the Zion Police Department was officially awarded accreditation status. This effort was headed up by Lt. Clyde Watkins and Sgt. Syndy Nugent, and involved the entire department. CALEA Commissioner and Elgin Police Chief William Miller acknowledged the City's accomplishments and efforts. Commissioner Miller stated Zion has met 404 international standards, and is only one of 600 agencies to be accredited. Commissioner Miller presented a picture of the award ceremony to Commissioner DeTienne, noting the certificate would soon be delivered. Commissioner DeTienne stated he is very proud of the Zion Police Department and their accomplishments.

CITY COUNCIL

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to appoint the City Council to their areas of responsibility as follows:

Lane Harrison -	Mayor and Commissioner of Public Affairs
L. Howard Bennett -	Commissioner of Accounts And Finance And Mayor Pro Tem
Jim E. Taylor -	Commissioner of Public Works
Lloyd E. DeTienne -	Commissioner of Public Health And Safety
Frank A. Flammini -	Commissioner of Building And Public Property

The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

DEPARTMENT HEADS AND CITY OFFICIALS

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to appoint the following Department Heads and City Officials:

Robert Rolek and the Law Firm of Ancel, Glink, Diamond, Bush, DiCianni & Rolek - City and Prosecuting Attorneys
 Judy Mackey - City Clerk
 Douglas Malcolm - Police Chief
 David LaBelle - Fire/Rescue Chief
 Brian Usher - Director of Public Works & Engineering
 Delaine Rogers - Director of Economic Development
 John Jones - Director of Building and Zoning & Health and Safety Officer
 Gregory Schneider - Director of Finance
 Ken Anderson - ESDA Coordinator
 Ken Ranta - Asst. ESDA Coordinator
 Rachel Fisher - Treasurer

The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

BOARDS AND COMMISSIONS

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to appoint the following members to City Boards and Commissions:

Accident Review Board

Art Hoyt
 Chief David LaBelle

Building Advisory Panel

John Brown

Cable TV Commission

Guy Glenn Garrison
 Charles King

Citizens' Law Enforcement Advisory Commission

Hazel Frost
 Larry Johnson
 Debbie Lewis
 Doug Roberts
 Amos Taylor
 Elyse Fitzpatrick
 Clarence Holley
 Harriet Holley
 Donna Linder
 Larry Sullivent
 Leah Sullivent

Electrical Commission

John Jones
 Chief David LaBelle
 Erwin Christensen
 Constance Corder (ComEd)
 Charlie Revis

Festival of Lights Commission

Al Hill
 Janet Jones
 Pete Reinier
 Diane Burkemper

Liquor Control Commission

Terry McNabb

Organization Committee

Jane Henry
 Carol Ruesch
 Debbie Lewis

Planning and Zoning Commission

Juanita Winfrey, Chairman

Police Pension Board

Mariann Carlton

TIF Review Board

Debbie Lewis
 Donna Flammini
 Leroy Cliff
 Mike White

The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

WATER MAIN CONNECTION/9TH STREET

A letter (03-DOC-107) was received from Roger Stried, requesting permission to connect to Zion's water main. Mr. Stried's property is on 9th Street, east of Green Bay Road. Commissioner Taylor suggested since this property is contiguous to the City of Zion, Mr. Stried should pursue annexation and then receive City services.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve Roger Stried's request to connect his property on 9th Street to Zion's water main, contingent upon annexation of this property. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

WATER MAIN CONNECTION/10462 WEST YALE AVENUE, BEACH PARK

A letter (03-DOC-108) was received from the Village of Beach Park, requesting that 10462 West Yale Avenue, Beach Park, Illinois be allowed to connect to the Zion water main. The Village of Beach Park has no objection to this property receiving water from Zion, as it is not available through the Village of Beach Park.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to grant permission for 10462 West Yale Avenue, Beach Park, Illinois to connect to the Zion water main. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

NORTH SHORE SANITARY DISTRICT/REAL ESTATE CONTRACT

Commissioner Taylor stated the City wishes to move forward with the development of the proposed Trumpet Technology Park and commercial corridor. This area would include property to the north of Route 173, south of Russell Road, west of Green Bay Road and east of the Union Pacific railway tracks. City staff has been in discussion with North Shore Sanitary District regarding a proposed amendment to the existing real estate contract, including a decrease in the cost of the property. Brian Usher stated there is a need to provide essential services to this area, and needed improvements have been identified. Improvements to 9th Street from Green Bay Road to the railway tracks have started with completion expected by the end of summer. Delaine Rogers stated this property has been a tax-exempt landfill, which could now be viable property. Ms. Rogers noted the proposed revised agreement would end landfilling by North Shore Sanitary District, and all architectural designs must be approved by the City. A 3-acre parcel would be provided to the City at no cost for a fire prevention facility. The purchase of this property could now be accomplished over a 20-year period, rather than a 7-year period. Mayor Harrison stated the City is forging partnerships in order to develop Trumpet Park.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve the revised agreement with North Shore Sanitary District, subject to the City Attorney's approval. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

It was moved by Commissioner Taylor, seconded by Commissioner DeTienne to direct staff to contact Lake County and the Northern Illinois Planning Commission regarding a change in the Sanitary Sewer Facility Planning Area for the parcels within the proposed Trumpet Technology Park. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

POLICE DEPARTMENT VACANCY

A memo (03-DOC-109) was received from Chief Malcolm, requesting permission to hire one full-time Records Clerk to fill a vacancy created by a retirement.

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to grant permission to post and advertise for one full-time Records Clerk for the Police Department. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

SUMMER EMPLOYEES/PUBLIC WORKS

Brian Usher requested permission to accept applications and hire temporary summer employees in the Public Works Department.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to grant permission to accept applications and hire temporary summer employees for the Public Works Department. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

NORTHERN ILLINOIS POLICE ALARM SYSTEM/MUTUAL AID AGREEMENT

A memo (03-DOC-110) was received from Chief Malcolm, requesting approval of a Mutual Aid Agreement with Northern Illinois Police Alarm System (NIPAS). When needed, NIPAS would provide immediate extra police manpower and equipment, as well as, assistance for crowd control.

It was moved by Commissioner DeTienne, seconded by Commissioner Flammini that an Ordinance (03-0-22) be passed authorizing a Mutual Aid Agreement with Northern Illinois Police Alarm System. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried. Ordinance passed.

TAXICAB LICENSING

A memo (03-DOC-111) was received from Clerk Mackey, regarding taxicab permits and licensing. Ms. Mackey recommended amending the Municipal Code eliminating out-of-date procedures. Ms. Mackey suggested including qualifications for issuing permits to drivers, which will provide the Police Department criteria for conducting background checks.

It was moved by Commissioner DeTienne, seconded by Commissioner Bennett that an Ordinance (03-0-23) be passed amending the Municipal Code of the City of Zion, as amended, as follows:

- Deleting Sections 14-422, 14-423, 14-427 (b) & (c), 14-432 (b), 14-436 and 14-437
- Amending Section 14-433, wherein rate schedules and records are maintained by the City Clerk
- Amending Section 14-460, wherein identification cards are issued for drivers and taxicab companies, and
- Amending Section 14-425, setting qualifications of drivers

The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried. Ordinance passed.

2003 STREET IMPROVEMENT PROGRAM/ENGINEERING SERVICES

A memo (03-DOC-112) was received from Brian Usher regarding the 2003 Street Improvement Program. After the original contract with Baxter & Woodman Consulting Engineers was approved, three streets were added to the project. Due to this change, additional engineering is needed in the amount of \$135,000 for design and construction management services.

It was moved by Commissioner Taylor, seconded by Commissioner Flammini to approve the 2003 Street Improvement Program Engineering Services Supplement #1 with Baxter & Woodman Consulting Engineers in the amount of \$135,000. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

SOFTWARE CONVERSION/PUBLIC WORKS

A memo (03-DOC-113) was received from Brian Usher, requesting to enter into a contract for software conversion for the Public Works Department. The Water Division has been utilizing a DOS based computer program since 1987. This system is not capable of being updated, and is not compatible with the existing Windows based system. The conversion will cost approximately \$25,000 plus an additional \$3,000 for software licenses. Mr. Usher recommended contracting with Computer Help Key for these professional services. Commissioner Bennett questioned whether or not this project could wait until after approval of the budget. Commissioner Taylor stated this contract was already submitted in the preliminary budget and is a necessary item.

It was moved by Commissioner Taylor, seconded by Commissioner Flammini to approve entering into a contract with Computer Help Key for the software conversion for Public Works, as presented, in an amount not to exceed \$25,000. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

ILLINOIS DEPT OF NATURAL RESOURCES/RESTORATION GRANT AGREEMENT

A memo (03-DOC-114) was received from Brian Usher, regarding an Intergovernmental Agreement with the Illinois Department of Natural Resources for a Great Lakes Coastal Restoration Project grant. This grant, which amounts to over \$200,000, will allow for the environmental cleanup and demolition of the former Candy Factory building located at 29th Street and Ebenezer.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve the Intergovernmental Agreement with the Illinois Department of Natural Resources for the Great Lakes Coastal Restoration Project Grant. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

SIDEWALK & CONCRETE REPAIR PROGRAM

A memo (03-DOC-115) was received from Brian Usher, requesting permission to advertise for bids for the 2003 Sidewalk and Concrete Repair Program. Mr. Usher stated this project is funded in the proposed budget up to \$135,000.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to grant permission to advertise for bids for the 2003 Sidewalk and Concrete Repair Program. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

TAB OF BIDS/DEMOLITION OF 1900 SHERIDAN ROAD

A Tabulation of Bids (03-DOC-116) was received from John Jones regarding the demolition of 1900 Sheridan Road. Mr. Jones recommended rejecting the lowest bidder, who did not meet all specifications, and awarding the contract to the lowest responsible and responsive bidder meeting all specifications, Aces Demolition, in the amount of \$9,600.00.

It was moved by Commissioner Flammini, seconded by Commissioner Bennett to reject the low bid and award the contract for the demolition of 1900 Sheridan Road to Aces Demolition in the amount of \$9,600.00. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

SUGAR 'N' SPICE HOME INTERIORS/TIF GRANT

A memo (03-DOC-117) was received from Delaine Rogers, regarding a proposed TIF Business Grant for Sugar 'N' Spice Home Interiors at 2730 Sheridan Road. The TIF Review Board recommends approval of a \$5,000 grant for assisting this business in locating in the Central Business District. The project costs would involve new signage, lighting and entryway. The Organizational Committee has identified this business as a preferred operation. Commissioner Bennett is compiling a report regarding what funds are available in TIF District #1 and #3 and the Economic Development accounts, and he estimated that expenses will outweigh revenue. Commissioner Taylor stated he has met with the new owner, and she is putting forth effort for her business to succeed. Mayor Harrison stated money could be temporarily borrowed from the Economic Development Fund for this project, noting the deadline has passed for submitting façade grant applications. Commissioner Bennett requested future applications for TIF funds be held until he is able to complete the review of these funds.

It was moved by Commissioner Taylor, seconded by Commissioner DeTienne to approve the TIF Business Grant for Sugar 'N' Spice Home Interiors at 2730 Sheridan Road in the amount of \$5,000, subject to future TIF grants being held in order to ascertain the availability of TIF District and Economic Development funds. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

MEMORIAL UNITED METHODIST CHURCH/TIF GRANT

A memo (03-DOC-118) was received from Delaine Rogers, regarding a proposed TIF District grant for Memorial United Methodist Church at 2935 Sheridan Road. The TIF Review Board recommends denying this request, noting the church doesn't contribute to the TIF Fund, even though it is located in the Downtown Business Corridor. The church is asking for assistance in the renovation of the building's exterior and installation of a new sign. Attorney Rolek recommended tabling this item, in order to allow him to provide a legal opinion on the request.

It was moved by Commissioner Flammini, seconded by Commissioner Bennett to table the request for a TIF grant for Memorial United Methodist Church. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

BIKE AUCTION PROCEEDS

A memo (03-DOC-119) was received from Delaine Rogers, requesting allocation of the Police Bike Auction proceeds for the Gypsy Days and Nostalgia Days weekend. Auction proceeds have been allocated to various causes in the past. Ms. Rogers requested utilizing these funds for the provision of a trolley car service for residents and visitors the weekend of June 19-21, shuttling guests between events. The cost for this service would be \$700.

It was moved by Commissioner Taylor, seconded by Commissioner Flammini to allocate the Spring Police Bike Auction proceeds in the amount of \$700.00 to the Gypsy Days/Nostalgia Days committees for the provision of a trolley car service the weekend of June 19-21. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

CITY WEBSITE

A memo (03-DOC-120) was received from Delaine Rogers, considering a consulting contract for the City's website. Ms. Rogers recommended utilizing Padfield Consulting Services for providing monthly updates, as well as adapting the current site to better serve our local level of Internet access. These web design services would cost \$3,400.

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to approve contracting with Padfield Consulting Services in the amount of \$3,400 for the reconfiguration of the City's website and the provision of monthly website updates, subject to the City Attorney's review of the contract. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

ENVIRONMENTAL ASSESSMENTS/2683 & 2700 SHERIDAN ROAD

A memo (03-DOC-121) was received from Delaine Rogers, requesting to conduct Phase I environmental site assessments and visual asbestos-containing inspections for 2683 Sheridan Road, Salvation Army building, and 2700 Sheridan Road, Bicket Building. ENSR International has submitted a quote for this service at a cost of \$5,900 for both buildings. Ms. Rogers stated the City has utilized the professional services of this company, and recommended contracting with them for these assessments.

It was moved by Commissioner Bennett, seconded by Commissioner Taylor to approve contracting with ENSR International for Phase I environmental site assessments and visual asbestos-containing inspections for 2683 and 2700 Sheridan Road for a total amount not to exceed \$5,900. The vote on roll call was: Commissioners Bennett, aye; DeTienne, aye; Flammini, aye; Taylor, aye; and Mayor Harrison, aye. Motion carried.

ILLINOIS BEACH STATE PARK

The Council agreed for Mayor Harrison, with the direction of Attorney Rolek, to prepare a letter to State officials objecting to the closure of roadways in the Illinois Beach State Park.

ANNOUNCEMENTS

May 8	City Council Workshop/Special Meeting
May 16	Fine Arts Council "Bowling Ball" fundraiser
May 20	Swearing-in Ceremony and Regular Town Board Meeting at 6:00 P.M.
	Regular City Council Meeting at 7:00 P.M.
May 30	Last day to purchase vehicle stickers without a penalty

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner DeTienne, seconded by Commissioner Taylor and unanimously approved the meeting be adjourned at 8:46 p.m. Motion carried.

Approved May 20, 2003

City Clerk