

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, APRIL 2, 2013, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, ZION, ILLINOIS**

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Mayor Harrison called the meeting to order.

On call of the roll the following answered present: Commissioners DeTienne, Shantal Taylor, Flammini and Mayor Harrison. Commissioner Jim Taylor was absent.

Mayor Harrison led in the Pledge of Allegiance to the flag.

**AGENDA CHANGES**

It was moved by Commissioner Shantal Taylor, seconded by Commissioner Flammini to approve the Council agenda with amendments as follows:

- Add discussion of the purchase and sale of real estate to Closed Session
- Delete Item 9o – Discussion regarding amending Chapter 3 of the Zion Municipal Code re: Administrative Code Hearing Department and consideration of proposed ordinance

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

**CITIZEN COMMENTS**

Morgan Battley, 2820 Ezekiel Avenue, thanked the Mayor and Commissioners for their service. He stated their positions are positions of calling. He stated that anything directed toward one member of the Council is directed to the Council as a whole. He stated that residents do not take the time to acquaint themselves with Council members. He stated that he is bothered when Council members are attacked out of ignorance. He called for residents to stop the public attack on elected officials and candidates.

Michelle Campbell, 3232 Gilead Avenue, stated that the property across the alley from her property on Gilead is an adult group home. A problem exists with garbage in the alley which is causing a health problem and an unsightly condition. She asked why she has to call the City repeatedly to have it cleaned up. She requested that the situation be permanently resolved. Mayor Harrison stated that it is the responsibility of the tenants and the City will take her concern seriously and rectify the situation.

**CONSENT AGENDA**

It was moved by Commissioner Flammini, seconded by Commissioner DeTienne, that the Consent Agenda be approved as follows:

- (a) **APPROVAL OF MINUTES:** a Public Hearing held on March 19, 2013 at 6:00 p.m.; Regular Meeting held on March 19, 2013 at 7:00 p.m. and approval but not release of Closed Session Minutes of a meeting held on March 19, 2013 at 7:50 p.m.
- (b) **BILLS:** Vouchers 115312 through 115401 drawn on PNC Bank, Total: \$527,236.25
- (c) **PROCLAMATION:** Code Enforcement Officer Appreciation Month, April 2013

The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye. Mayor Harrison voted aye but with reference to the bills and proclamation only. Motion carried.

**RESOLUTION/IDOT STREET & HIGHWAY MAINTENANCE BY MUNICIPALITY**

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor that a Resolution (13-R-4) be passed for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code appropriating \$45,000 of Motor Fuel Tax funds for the year 2013. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried. Resolution passed.

**ORDINANCE/GRANTING VARIANCE/SIGN HEIGHT/4551 RT. 173**

It was moved by Commissioner Shantal Taylor, seconded by Commissioner Flammini that an Ordinance (13-O-18) be passed granting a variance from Zion Municipal Code Section 70-109(c)(1), which restricts pylon sign height in the HB Zoning District to 20 feet, to allow for the installation of a 26 foot 3 inch pylon sign for the gas station development at 4551 Rt. 173 at the southeast corner of Rt. 173 and Green Bay Road. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried. Ordinance passed.

**BUDGET/FISCAL YEAR MAY 1, 2013 – APRIL 30, 2014**

Finance Director David Knabel presented the Fiscal Year 2013/2014 proposed budget. He stated that the City was able to freeze the levy, control costs as a result of working closely with department heads and staff, and prepare a balanced budget with a \$46,694 surplus. Mayor Harrison stated that this is the first time in a long time that a proposed balanced budget with a surplus has been presented for approval. Commissioner Flammini stated that, with this budget, projects that had been cut previously due to financial constraints are being reinstated and new projects are being initiated. Commissioner Shantal Taylor stated that the City was blessed to have Director Knabel who is highly qualified, has developed positive relationships with the bargaining unions, and eliminated the loss of jobs.

It was moved by Commissioner Flammini, seconded by Commissioner DeTienne to approve the May 1, 2013 through April 30, 2014 Fiscal Year City Budget with a \$46,694 surplus. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

**TIF GRANT APPLICATION/ZION CYCLERY**

A memo (13-DOC-27) was received from David Knabel regarding an application for TIF assistance from Zion Cyclery who is requesting funds to assist in renovating their showroom with carpeting and vinyl flooring. The TIF Board unanimously voted to approve the grant in the amount of \$8,975.

It was moved by Commissioner DeTienne, seconded by Commissioner Shantal Taylor to approve a TIF Grant in the amount of \$8,975 for Zion Cyclery. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

**EMPLOYEE HEALTH & DENTAL INSURANCE BENEFITS**

David Knabel presented a benefits proposal for City of Zion employee health and dental insurance benefits. He stated that medical and dental plans renew on May 1, 2013. Life insurance does not renew until May 1, 2014. This year's renewal with Professional Benefits Administrators (PBA) called for a 9.87% increase or a \$218,000 increase in premiums. Fully insured and self-insured proposals were received from BlueCross BlueShield (BCBS) with the plans being similar to current plans in place. Accepting the proposal of BCBS would result in a \$325,000 savings. Mr. Knabel recommended that the City move to BCBS on a self-insured basis effective May 1, 2013 for both medical and dental employee insurance coverage.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor, to accept the proposal of BCBS on a self-insured basis effective May 1, 2013 for both medical and dental insurance coverage. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **AMERICAN TRANSMISSION COMPANY/RIGHT OF ENTRY ON CITY PROPERTY**

A memo (13-DOC-28) was received from Ron Colangelo stating that American Transmission Company (ATC) is requesting permission from the City to begin pre-construction activities on City-owned property in Trumpet Park. These activities would include clearing and grubbing of vegetation and the placing of matting in preparation for the transmission line project line scheduled for this spring and summer. Right of entry access agreements are currently being reviewed by the City Attorney and the proper certificates of insurance are in place. Mr. Colangelo requested and recommended the execution of the agreement following legal approval, therefore, granting access to ATC.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor, to approve execution of the necessary right of entry access agreements allowing pre-construction activities on City-owned property in Trumpet Park, upon completion of legal review. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **2013 SIDEWALK PROGRAM**

A memo (13-DOC-29) was received from Ron Colangelo requesting permission to advertise for bids for the 2013 Sidewalk Program. All engineering services for the project will be completed in-house by staff. The cost of the program is not to exceed \$50,000 which will be funded by the Street and Bridge Fund and has been budgeted accordingly.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor, to grant permission to advertise for bids for the 2013 Sidewalk Program. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **2013 ROADWAY PATCHING & DOWNTOWN SIDEWALK SEALING**

A memo (13-DOC-30) was received from Ron Colangelo requesting approval of a contract with Bollinger, Lach and Associates to create bid specifications and documents for the Comprehensive Roadway Patching Program and for the sealing of the downtown decorative sidewalks in an amount not to exceed \$2,900. Funding for preparation of the documents is provided in the Motor Fuel Tax Fund. Mr. Colangelo requested permission to advertise for bids upon completion of the documents required for both projects.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor, to 1) enter into a contract with Bollinger, Lach and Associates for the creation of bid specifications and documents for the Comprehensive Roadway Patching Program and for the sealing of the downtown decorative sidewalks in an amount not to exceed \$2,900, and 2) grant permission to advertise for bids for both projects upon completion of the bid documents. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **2013 CITYWIDE PAVEMENT ANALYSIS**

A memo (13-DOC-31) was received from Ron Colangelo requesting approval of a contract with Bollinger, Lach and Associates for preparation of the 2013 Citywide Pavement Analysis in an amount not to exceed \$32,850. The goal of the study is to establish a roadway inventory which will categorize the roads by condition, methods of preservation, and maintenance and to determine those eligible for state and federal funding. Funding for this study is provided for in the Street and Bridge Fund.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor, to enter into a contract with Bollinger, Lach and Associates for preparation of the 2013 Citywide Pavement Analysis in an amount not to exceed \$32,850. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

### **2013 CDBG ROAD PROJECT**

A memo (13-DOC-32) was received from Ron Colangelo requesting permission to enter into a contract with Bollinger, Lach and Associates for engineering services for the 2013 CDBG Road Project in an amount not to exceed \$44,697 and to advertise for bids upon completion of bid documents and drawings. Roads included in the 2013 project are 1) Gilead Avenue, 33<sup>rd</sup> Street to 29<sup>th</sup> Street, 2) Carmel Blvd., 1900, 2100, 2200 and 2300 blocks, and 3) alternate bids for the 1900 and 2000 blocks of Elim Avenue. Funding for engineering and construction of this project is from the Street and Bridge Fund.

It was moved by Commissioner Shantal Taylor, seconded by Commissioner Flammini, to enter into a contract with Bollinger, Lach and Associates for engineering services for the 2013 CDBG Road Project in an amount not to exceed \$44,697 and to advertise for bids upon completion of bid documents. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

### **TABULATION OF BIDS/FUEL, BITUMINOUS & CONSTRUCTION MATERIALS**

A Tabulation of Bids (12-DOC-33) was received from Ron Colangelo regarding the annual purchase of fuel, bituminous and construction materials for the 2013/14 fiscal year. Mr. Colangelo recommended awarding contracts to the lowest responsible and responsive bidders as follows:

Avalon Petroleum	SAE 10W 30 Motor Oil, Automatic Transmission Fluid, HD #30 Motor Oil, SAE #15 W 40 Motor Oil, Hydraulic Fluid, Permanent Type Anti-Freeze, 90W Gear Lube, All Purpose Grease
Olson Service	Summer Diesel, Winter Blend
Lester's Materials	Pulverized Top Soil
Curran	Hot-mix Surface, Hot-mix Binder
Payne & Dolan	UPM Cold Patch, #7 Road Gravel, #8 Stone
Kirschhoffer Trucking	TB Sand Backfill, Seal Coat Aggregate, ¾ Inch Chips, CA-6 Crushed White Limestone
No bids received	2-Cycle Oil, Dex Cool Anti-freeze/coolant, Emulsified Asphalt, Cold-Patch

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor to award contracts for various fuels, bituminous and construction materials, as recommended. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

### **LEASE PURCHASE/STREET SWEEPER**

A memo (13-DOC-34) was received from Ron Colangelo requesting permission to place an order for a new Elgin Street Sweeper from Standard Equipment as their low bid contract was extended through the Suburban Purchasing Cooperative, a joint purchasing program for local government agencies. This equipment will be lease purchased at the rates provided by the Tax Exempt Leasing Corporation or at a rate

obtained and approved by the Accounts/Finance Department, whichever is less. Funding for this purchase is budgeted in the Capital Projects Fund.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor to grant permission to place an order for a new Elgin Street Sweeper from Standard Equipment at the rates provided by the Tax Exempt Leasing Corporation or at a rate obtained and approved by the Accounts/Finance Department, whichever is less. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **LEASE PURCHASE/5 AND 10 YARD DUMP TRUCKS**

A memo (13-DOC-35) was received from Ron Colangelo requesting permission place orders for two 10-yard dump trucks and one 5-yard dump truck from Prairie International Trucks as they were awarded the low bid contract through the State of Illinois Joint Purchasing Program. This equipment will be lease purchased at the rates provided by the State of Illinois Truck Lease Program or at a rate obtained and approved by the Accounts/Finance Department, whichever is less. Funding for this purchase is budgeted in the Capital Projects Fund and the Water Fund.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor to grant permission to place orders for two 10-yard dump trucks and one 5-yard dump truck from Prairie International Trucks at the rates provided by the State of Illinois Truck Lease Program or at a rate obtained and approved by the Accounts/Finance Department, whichever is less. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **SERVICE TECHNICIAN/PUBLIC WORKS DEPARTMENT**

A memo (13-DOC-36) was received from Ron Colangelo requesting permission to fill a vacant Service Technician position in the Public Works Department. He stated that with the retirement of James Meyers last summer, the Department is down three Service Technicians. He stated that no amendment to the Personnel Authorization is necessary. He requested permission to post the position and hire a Service Technician.

It was moved by Commissioner Flammini, seconded by Commissioner Shantal Taylor to grant permission to post the position and hire a Service Technician in the Public Works Department. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **NO PARKING SIGNS/WEST SIDE OF 2600 BLOCK OF GABRIEL**

A memo (13-DOC-37) was received from Chief Brooks recommending the installation of "No Parking on School Days" signs along the west side of the 2600 block of Gabriel Avenue, directly in front of Shiloh Park School. He stated this area is very congested with the drop off and pick up of children from school. Installation of these signs are recommended by the Police Department staff and the school staff.

It was moved by Commissioner DeTienne, seconded by Commissioner Flammini to approve the installation of "No Parking on School Days" signs along the west side of the 2600 block of Gabriel Avenue, directly in front of Shiloh Park School, and that an ordinance be prepared accordingly. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

#### **ORDINANCE/AMENDING MUNICIPAL CODE/PARKING VIOLATION PENALTIES**

A memo (13-DOC-38) was received from Chief Brooks recommending an amendment to Zion Municipal Code Sections 90-145 and 90-203 regarding parking violation penalties. He stated that these amendments

are a housekeeping measure and are necessary to accurately reflect the City’s current practices and bring those practices more accurately in line with the State of Illinois laws, updated fines, fees and timelines.

It was moved by Commissioner DeTienne, seconded by Commissioner Shantal Taylor that an Ordinance (13-O-19) be passed amending Zion Municipal Code Sections 90-145 and 90-203 regarding parking violation penalties. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried. Ordinance passed.

**DEPARTMENTAL COMMENTARY**

Ron Colangelo stated that the spring chipper service begins on April 15, 2013. The schedule is available on the City’s website. The schedule and a map will be published in the ZB News and is available for pick-up at City Hall.

**ANNOUNCEMENTS**

April 6		Last day of Early Voting at City Hall
April 6	9:00 a.m. to 12:00 noon	Electronic Recycling at the Public Works Facility, 3220 27 <sup>th</sup> St.
April 9		Election Day
April 16	6:00 p.m. 6:15 p.m. 6:30 p.m. 7:00 p.m.	Annual ZionTownship Meeting Zion Township Budget Hearing Town Board Meeting Zion City Council Meeting

**CLOSED SESSION**

It was moved by Commissioner Shantal Taylor, seconded by Commissioner DeTienne that the Council recess to Closed Session at 7:42 p.m. to discuss personnel and the purchase and sale of real estate. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

It was moved by Commissioner Flammini, seconded by Commissioner DeTienne to reconvene the Regular Council meeting at 8:08 p.m. with all members present. The vote on roll call was: Commissioners DeTienne, aye; Shantal Taylor, aye; Flammini, aye; and Mayor Harrison, aye. Motion carried.

**ADJOURN**

There being no further business to come before the Council at this time, it was moved by Commissioner DeTienne, seconded by Commissioner Shantal Taylor and unanimously approved the meeting be adjourned at 8:10 p.m. Motion carried.

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City Clerk