

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, OCTOBER 4, 2016, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS**

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Mayor Hill called the meeting to order.

On call of the roll the following answered present: Commissioners McDowell, McKinney, DeTienne, Frierson, and Mayor Hill. A quorum was present.

Also present: Police Chief Steve Dumyahn, Fire/Rescue Chief John Lewis, Accounts/Finance Director David Knabel, and City Attorney Paula Randall. Public Works Director Ron Colangelo and Building & Zoning Director Richard Ianson were absent.

**AGENDA CHANGES**

It was moved by Commissioner Frierson, seconded by Commissioner McKinney to accept the City Council meeting agenda as presented. The vote on roll call was: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried.

**CITIZEN COMMENTS**

Jim Wiedner, Zion, stated he had to say goodbye to a friend recently. He stated Lisa and Jessie Jarrett lost their daughter Amanda to ovarian cancer. She left behind a husband and four year old son Henry. He stated there will be a fundraiser for Henry's future education on October 5, 2016 at Culvers restaurant in Zion from 10:00 am to 10:00 pm. He stated he hopes all will be there.

**CONSENT AGENDA**

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

- (a) **APPROVAL OF MINUTES:** of a Regular Meeting held on September 20, 2016 at 7:00 p.m.; approval but not release of Closed Session Minutes of a meeting held on September 20, 2016 at 7:45 p.m.
- (b) **BILLS:** Vouchers 124683 through 124776 drawn on First Merit Bank, Total: \$64,090.09

Approved by omnibus vote as follows: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried.

**RESOLUTION OF COMMENDATION/20 YEARS OF SERVICE/ALAN W. LOTHER**

It was moved by Commissioner McDowell, seconded by Commissioner Frierson that a Resolution (16-R-19) be passed commending Police Sergeant Alan W. Lother for twenty years of service to the Zion Police Department. The vote on roll call was: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried. Resolution passed.

**ORDINANCE/USE OF RIGHT-OF-WAY LEASE/18th STREET**

A memo (16-DOC-82) was received from Director Ianson stating that Shannen Butts, Lucienne Ventures, Ltd. purchased the property located at 1721 Sheridan Road, and is in the process of updating the property. He stated to date she has replaced the roof and is currently updating the electrical system and would like to pave the existing parking lot. He stated she is requesting to lease a portion of the 18<sup>th</sup> Street right-of-way, approximately 2,430 square feet, for the purpose of having paved access to tenant parking. He stated currently, the existing tenant parking and the City right-of-way are gravel. Director Ianson stated that he is recommending the annual payment for the lease be \$250.00.

It was moved by Commissioner McKinney, seconded by Commissioner McDowell that an Ordinance (16-O-34) be passed authorizing the City to enter into a lease agreement to use the property consisting of approximately 2,430 square feet situated on the 18<sup>th</sup> Street right-of-way, adjacent to 1721 North Sheridan Road for access to tenant parking. The vote on roll call was: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried. Ordinance passed.

### **USE OF CITY PROPERTY POLICY**

A memo (16-DOC-83) was received from Clerk Burkemper requesting that the Council adopt the revised Policy for Use of City Property. Deputy Clerk Spooner stated that the Department Heads have reviewed the City's current policy for the use of City property which was established in 1998. She stated it was agreed that it is not in the best interest of the City to allow the use of city property by private individuals or organizations. The policy has been revised which includes the purpose of the policy, a City property description, a list of authorized users, and what constitutes proper approval should it be required. She stated the policy includes a Hold Harmless Agreement and an application form. Commissioner Frierson asked if once a citizen has secured an agreement would there be an expiration date. Mayor Hill stated the application would not expire as long as it was approved. Commissioner Frierson asked if a completed application would go to the Department Head or to the City Clerk. Mayor Hill stated the completed application is filed with the City Clerk first and then forwarded to the Department Head for approval.

It was moved by Commissioner DeTienne, seconded by Commissioner McDowell to adopt the revised Policy for Use of City Property as presented. The vote on roll call was: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried.

### **ONE-TIME REVENUE SPENDING POLICY**

A memo (16-DOC-84) was received from Mayor Hill requesting that the Council adopt the proposed One-Time Revenue Spending Policy. Mayor Hill stated he often tries to find ways to generate more revenue. He stated there might be instances where the City will receive one-time revenue. He stated he has drafted a short but clear One-Time Revenue Spending Policy. He stated this policy will limit use of one-time money to pay down debt, emergency repairs, infrastructure repairs and one-time purchases that do not increase the annual operating budget. He stated the Council is welcome to add or make changes to the policy, but he would like to have a policy adopted at this meeting. He stated he would like to keep one-time money from going into the City's operating budget as to not appear the City is operating on a balanced budget when it is not. He stated one-time items listed would not show up in a normal operating budget. Director Knabel stated he would like to see the City develop future goals focusing on expansion and adopt unifying all departments in the same direction.

It was moved by Commissioner Frierson, seconded by Commissioner McKinney to adopt the Policy for One-Time Revenue Spending as presented. The vote on roll call was: Commissioners McDowell, aye; McKinney, aye; DeTienne, aye; Frierson, aye; and Mayor Hill, aye. Motion carried.

### **DEPARTMENTAL COMMENTARY**

Mayor Hill commended Commissioner Frierson and Director Colangelo for the chosen contractor for the tree removal. He stated he has received more phone calls on this subject than any other. He stated many of the calls were to compliment Homer Tree Service. He stated they have done an incredible job.

Mayor Hill stated he was driving around the City last weekend and he came upon a resident having a new roof put on. He stated there was a dumpster and materials on the property. He stated as he pulled up to the home all the roofing employees left the property. He stated he asked the homeowner to see his permit. He stated the homeowner said the contractor had the permit. He stated ultimately, there was not a permit for this job. He stated after all the fines assessed; no permit, no workers compensation, no insurance and non-certified employees the total was about \$1300.00, whereas a roofing permit would have cost about \$100. He stated the City will have people driving around during the weekend checking for the abuse by citizens not obtaining permits. He stated currently, when citizens are caught doing work without permits on the weekends; they are contacted the next Monday and informed of the necessity to get the proper permits and pay the assessed fines. He stated often times the City never collects the money for the fines or the permits. He stated he is giving the residents a fair warning; the City will be checking for permits on the weekends. He called for all City employees and citizens to please keep an eye out for non-permitted work going on in the City on the weekends and inform the Building Department.

**ANNOUNCEMENTS**

October 18	6:30 p.m. 7:00 p.m.	Zion Township Meeting Zion City Council Meeting
October 24 – November 5		Early Voting at Zion City Hall Monday thru Friday - 9:00 a.m. to 5:00 p.m. Saturday – 9:00 a.m. to 2:00 p.m.
October 28	5:00 p.m.	“Trail of Treats” sponsored by Lake County’s Lakeshore Chamber of Commerce, the City of Zion and Zion Park District
October 30	2:00 p.m. to 5:00 p.m.	Zion Trick or Treat

**ADJOURN**

There being no further business to come before the Council at this time, it was moved by Commissioner Frierson, seconded by Commissioner McDowell and unanimously approved the meeting be adjourned at 7:27 p.m. Motion carried.

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Deputy City Clerk