

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, FEBRUARY 6, 2018, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS**

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Mayor Pro Tem DeTienne called the meeting to order.

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

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

W. C. Bremner led in the Pledge of Allegiance to the Flag.

**AGENDA CHANGES**

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to accept the City Council meeting agenda as presented.

The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

**CONSENT AGENDA**

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

- (a) **APPROVAL OF MINUTES:** of a Regular Meeting held on January 16, 2018 at 7:00 p.m.
- (a) **BILLS:** Vouchers 128168 through 128273 drawn on Huntington National Bank, N.A., Total: \$743,494.64

Approved by omnibus vote as follows: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

**QUALITY BASED SELECTION POLICY & PROCEDURES/ENGINEERING**

A memo (18-DOC-14) was received from Director Colangelo requesting approval of a Quality Based Selection Policy and Procedures for Engineering. He stated when the City of Zion receives federal funding for engineering services for road projects they are required to go through a Quality Based Selection process before awarding the final Phase 3 engineering construction services to a selected consultant. He stated the attached policy and procedures comply with the Illinois Department of Transportation's requirement for consultant selection. He recommended approval of the policy and the appointment of the Director of Public Works and one Engineering Inspector for the selection committee.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell, to approve the Quality Based Selection Policy and Procedures and the appointment of the Director of Public Works and one Engineering Inspector for the selection committee. The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

**1920-22 SHERIAN ROAD/LETTER OF CREDIT**

A memo (18-DOC-15) was received from Director Colangelo, considering a request for reduction of a Letter of Credit for 1920-22 Sheridan Road. He recommended reducing the letter of credit to 10% of its original amount and beginning the two-year warranty/maintenance period. He stated as part of the project several public improvements were needed to accommodate the development. All public utilities have been inspected and tested.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell to approve the reduction of the Letter of Credit to 10% for 1920-22 Sheridan Road, as requested, beginning a two-year warranty/maintenance period. The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

### **SALE OF SURPLUS REAL ESTATE**

A memo (18-DOC-16) was received from Director Ianson requesting permission to advertise for bids to sell eight (8) City-owned residential vacant lots. He stated at the November 7, 2017 City Council meeting, the Council requested a revision in the Surplus Real Estate bid specifications. He stated the revisions included; reducing the minimum bid requirements by fifty percent; a deed restriction requiring the property to be owner occupied for a minimum of twenty years; the 40 ft. lots to be reduced to \$750.00 and the 50 ft. lots reduced to \$1,250.00. The deed restriction will require the property to remain vacant or the principal structure will have to be owner occupied for a minimum of twenty years.

Commissioner McDowell asked if there was language in the deed restriction that would allow changes.

Attorney Randall stated the restriction was added by the consensus of the Council and they can vote to amend the deed restriction if they choose.

It was moved by Commissioner McKinney, seconded by Commissioner McDowell to grant permission to advertise for bids for the sale of eight (8) City owned residential vacant lots. The vote on roll call was: Commissioners DeTienne, aye Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

### **TABULATION OF BIDS/AMBULANCE**

A Tabulation of Bids (18-DOC-17) was received from Chief Lewis for the purchase of a new ambulance for the Fire/Rescue Department. Chief Lewis stated the new ambulance will become a front line unit replacing the 2011 AEV ambulance as it moves to reserve. He stated only two bids were received for review. Alexis Fire Equipment submitted a bid for a McCoy Miller ambulance body and American Response Vehicles submitted a bid for an AEV ambulance body. The bid prices are:

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|---------------------------|-----------|
| 1. Alexis (McCoy Miller): | \$230,193 |
| 2. ARV (AEV):             | \$230,942 |

Chief Lewis stated the increase cost of the ambulance over what was initially budgeted was a result of a chassis price increase, addition of industry mandated equipment and conversion increases. Additionally, there was an added increase in the cost of the PowerLoad and PowerCot which were written into the specifications to replace the current unit which has exceeded its life expectancy. In looking over the bid packages, Alexis Fire Equipment had multiple deficiencies. He stated the Alexis deficiencies are based on the bid specifications that were distributed to interested vendors. To conform to the bid specifications, the items will most likely increase the cost enough that it will almost certainly make ARV the lower bid. The ARV bid package complies with all bid specifications as written. He recommended purchasing the ambulance from the responsive bidder who met all specifications, American Response Vehicles bid in the amount of \$230,942.

It was moved by Commissioner McDowell, seconded by Commissioner McKinney to award the bid for an AEV Ambulance to American Response Vehicles in the amount of \$230,942. The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

### **APPOINTMENT/PLANNING & ZONING COMMISSION**

It was moved by Commissioner McKinney, seconded by Commissioner McDowell to appoint Richard Frierson to the Planning & Zoning Commission. The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

**REQUEST FOR WAIVER/RAFFLE MANAGER’S FIDELITY BOND**

A memo (18-DOC-18) was received from Clerk Spooner regarding a request for waiver of the raffle manager’s fidelity bond requirement from the Kiwanis Club of Zion Benton. The Club submitted a raffle application requesting permission to conduct a raffle for fundraising purposes during their annual pancake breakfast at Zion-Benton Township High School. The applicant is requesting a waiver of the manager’s fidelity bond. Clerk Spooner stated that, per the Zion Municipal Code, only the City Council can waive the bond requirement.

It was moved by Commissioner McDowell, seconded by Commissioner McKinney, to waive the raffle manager’s fidelity bond requirement, as requested by the Kiwanis Club of Zion Benton, per their application to conduct a raffle for fundraising purposes. The vote on roll call was: Commissioners Fischer, aye; McDowell, aye; McKinney, aye; and Mayor Pro Tem DeTienne, aye. Motion carried.

**ANNOUNCEMENTS**

February 20	6:30 p.m.	Zion Township Board Meeting
	7:00 p.m.	Zion City Council Meeting
March 6	7:00 p.m.	Zion City Council Meeting

**ADJOURN**

There being no further business to come before the Council at this time, it was moved by Commissioner McDowell, seconded by Commissioner Fischer and unanimously approved the meeting be adjourned at 7:16 p.m. Motion carried.

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City Clerk

Approved February 20, 2018