

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, AUGUST 19, 2003, 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 Flammini, Taylor, Bennett, DeTienne and Mayor Harrison.

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

**AGENDA CHANGES**

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

- Deleting approval of preliminary plans for 16-unit subdivision on 23<sup>rd</sup> Street, item 7.j.
- Moving item 10.a. to 7.j.
- Moving items 7.h. and 7.i. until after Closed Session to items 10.c. and 10.d.
- Adding the discussion of collective bargaining to Closed Session, item 9.

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

**ZION-BENTON TOWNSHIP HIGH SCHOOL**

Mayor Harrison presented a plaque to Zion-Benton Township High School's Superintendent Dr. Bud Marks, recognizing the students and staff for their contributions to the community in academics, athletics, clubs and organizations. This plaque will be erected near the entrance of City Hall.

**CONSENT AGENDA**

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

- (a) **MINUTES** of a Regular Meeting and Closed Session held on August 5, 2003 at 7:01 P.M., with all members having previously received copies.
- (b) **DEPARTMENTAL REPORTS:** Detailed Balance Sheet & Detailed Revenue & Expense Report, period ending July 31, 2003; Building Inspector's Report, July 2003; Public Works Monthly Report, July, 2003
- (c) **BILLS:** Vouchers 84068 through 84301 drawn on National City Bank, \$914,431.04
- (d) **PAYMENTS:** Terracon, Brownfield Grant Program, \$31,607.67
- (e) **PROCLAMATION:** Buddy Poppy Days – September 12 & 13, 2003

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

**VARIANCE/2903 ELIZABETH AVENUE**

It was moved by Commissioner Taylor, seconded by Commissioner Flammini that an Ordinance (03-0-35) be passed granting a variance from the Municipal Code of the City of Zion, as amended, Accessory Uses, for construction of a deck at 2903 Elizabeth Avenue. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, pass. Motion carried. Ordinance passed.

**VARIANCE/3237 GABRIEL AVENUE**

It was moved by Commissioner Flammini, seconded by Commissioner Taylor that an Ordinance (03-0-36) be passed granting a lot width and minimum lot size variance from the Municipal Code of the City of Zion, as amended, at 3237 Gabriel Avenue. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, pass. Motion carried. Ordinance passed.

**PART TIME CLERK/CITY CLERK'S OFFICE**

A memo (03-DOC-167) was received from Clerk Mackey, requesting the addition of a part-time temporary and a part-time permanent clerk in the City Clerk's office. The cost for the temporary employee would be \$2,560. The approximate cost for the permanent employee for the balance of this fiscal year would be \$2,800. Clerk Mackey also requested changing one-half of the copy room into an office space at a cost not to exceed \$3,000. Funds could be transferred from line item 10-01-1-02-150 (Consultant) to 10-01-1-01-050 (Clerk and staff) for this purpose. Mayor Harrison noted the City Clerk's office maintains important documents, which must be kept organized.

It was moved by Commissioner DeTienne, seconded by Commissioner Taylor to approve hiring a part-time temporary clerk and a part-time permanent clerk in the City Clerk's office, to approve the construction of an office, as requested, to transfer funds from the Public Affairs Consultant line item to Clerk and staff line item, and to amend the Personnel Authorization accordingly. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**FIREMAN'S PENSION FUND TAX LEVY**

A memo (03-DOC-168) was received from Mike Stried and Robert Guerin, Zion Fireman's Pension Fund, requesting approval of the annual tax levy. The requested tax levy is \$335,227, which would be a 3% increase. The Illinois Department of Insurance has recommended using this percentage increase.

It was moved by Commissioner Bennett, seconded by Commissioner Taylor to approve the Zion Fireman's Pension Fund tax levy in the amount of \$335,227. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**RELOCATION OF ELECTRICAL POLES/2800 BLOCK OF CALEDONIA**

A memo (03-DOC-169) was received from Brian Usher, requesting approval for Commonwealth Edison to relocate two electrical poles in the 2800 block of Caledonia Avenue. The electrical poles are currently in the middle of the site for Aldi Food Store. The cost of this relocation would be \$24,187.27, which would be paid from the Economic Development Fund.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve contracting with Commonwealth Edison for the relocation of two electrical poles in the 2800 block of Caledonia Avenue, authorizing payment in the amount of \$24,187.27 from the Economic Development Fund. The vote on roll call was: Commissioners Flammini, pass; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**2500 & 2600 LYDIA AVENUE REPAIRS**

A memo (03-DOC-170) was received from Brian Usher, requesting approval of the temporary repair of Lydia Avenue between 25<sup>th</sup> Street and 27<sup>th</sup> Street. Mr. Usher recommended contracting with Campanella and Sons, Inc., the contractor of the 2003 Street Improvement Project, for this work at a cost not to exceed \$37,000. This repair would provide a drivable surface until funds are received from the Shepherd's Crossing Subdivision, and the reconstruction of the road commences. Commissioner Bennett noted that the funds to be received from the Shepherd's Crossing Subdivision would not cover all of the costs for the road construction. Mr. Usher stated this repair would be paid from the Street and Bridge Fund. Mayor Harrison stated pavement improvements at various locations throughout the city need to be considered for repairs.

It was moved by Commissioner Taylor, seconded by Commissioner Flammini to approve contracting for the temporary repair of Lydia Avenue between 25<sup>th</sup> Street and 27<sup>th</sup> Street with Campanella and Sons, Inc. at a cost not to exceed \$37,000. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**ELECTRICAL SERVICE/2700 SHERIDAN ALLEY**

A memo (03-DOC-171) was received from Brian Usher, requesting approval of a contract for underground electrical service in the 2700 Sheridan Road alley. Commonwealth Edison has estimated the cost for this service to be \$10,729.19.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve contracting for the underground electrical service in the 2700 Sheridan alley with Commonwealth Edison in the amount of \$10,729.19. The vote on roll call was: Commissioners Flammini, pass; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**UTILITY RELOCATION/SHERIDAN ALLEY PROJECT**

A memo (03-DOC-172) was received from Brian Usher, requesting approval of a contract for the relocation of overhead utilities to underground installations for the Sheridan Road alley project. Comcast Cable Communications has designed the work for this project for a total cost of \$40,425.04.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve contracting for the relocation of utilities for the Sheridan Road alley project with Comcast Cable Communications in the amount of \$40,425.04. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**COUNTRY INN & SUITES DEVELOPMENT**

Delaine Rogers stated the Council previously discussed agreements for the development of Country Inn & Suites pertaining to municipal property tax abatement and hotel occupation tax reimbursement. Attorney Rolek stated documents have been prepared for these purposes.

It was moved by Commissioner Taylor, seconded by Commissioner DeTienne that a Resolution (03-R-27) be passed approving and authorizing execution of a Hotel Room Tax Reimbursement Agreement with Zion Investments, LLC for the Country Inn & Suites Development. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried. Resolution passed.

It was moved by Commissioner Flammini, seconded by Commissioner DeTienne that a Resolution (03-R-28) be passed approving and authorizing execution of a Municipal Property Tax Abatement Agreement with Zion Investments, LLC. Commissioner Bennett questioned the formula for the cash-on-cash return, stating this could vary based on the amount of investment equity. Greg Schneider stated this is based on the investors' cash, which is a fixed amount of \$500,000. Commissioner Taylor noted the agreement states that formulas are determined in accordance with established U.S. Generally Accepted Accounting Principles. Attorney Rolek stated that his office would provide a detailed explanation in writing. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried. Resolution passed.

#### **BUILDING DEPARTMENT/JOB RECLASSIFICATION**

A memo (03-DOC-173) was received from John Jones, requesting a job reclassification in the Building and Zoning Department. The Property Maintenance Inspector has assumed duties previously assigned to the position of code enforcement officer. This new position was evaluated at a Pay Grade 10. Mr. Jones recommended reclassifying the Property Maintenance Inspector as a Lead Property Maintenance Inspector with a Pay Grade 10. Mr. Jones also recommended that Robert Miller, the current employee in this position, assume this new title with a wage increase to Pay Grade 10 Step 5.

It was moved by Commissioner Flammini, seconded by Commissioner Taylor to approve the job reclassification of the Property Maintenance Inspector to a Lead Property Maintenance Inspector in the Building and Zoning Department, assigning this position to Pay Grade 10, promoting Robert Miller to this new position at Pay Grade 10 Step 5, and amending the Personnel Authorization accordingly. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

#### **ECONOMIC DEVELOPMENT VACANCY**

A memo (03-DOC-174) was received from Delaine Rogers, requesting permission to fill a clerical support staff vacancy in the Economic Development Department. Commissioner Bennett stated the current job description would have to be reevaluated prior to advertising for a position.

It was moved by Commissioner Flammini, seconded by Commissioner Taylor to grant permission to post and advertise for a clerical support staff position in the Economic Development, subject to the reevaluation of this position, amending the Personnel Authorization accordingly. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

#### **MEDICAL LEAVE OF ABSENCE/FIRE/RESCUE DEPT**

A memo (03-DOC-175) was received from Chief LaBelle, requesting a medical leave of absence for Firefighter/Paramedic Tim Urbanik. Firefighter Urbanik has requested a three-month medical leave. Chief LaBelle stated Firefighter Urbanik would be responsible for paying his insurance during this leave.

It was moved by Commissioner DeTienne, seconded by Commissioner Bennett to grant approval of a three-month medical leave of absence for Firefighter/Paramedic Tim Urbanik. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**CHOSEN ROYALTY BARBER SALON/TIF GRANT**

A memo (03-DOC-180) was received from Delaine Rogers, regarding a proposed TIF Grant for Chosen Royalty Barber Salon, opening soon at 2736 Sheridan Road. The TIF Review Board recommends approval of a \$2,000 grant for the installation of new signs. This business plans to open on August 24.

It was moved by Commissioner Taylor, seconded by Commissioner Bennett to approve a TIF Business Grant not to exceed \$2,000 for Chosen Royalty Barber Salon at 2736 Sheridan Road. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**ANNOUNCEMENTS**

Mayor Harrison thanked the community for their patience during the road improvements throughout the city. Brian Usher stated the street project is ahead of schedule and should be completed prior to the original completion date in mid-November.

Ken Anderson recommended that no parking be permitted on Elisha Avenue between 21<sup>st</sup> Street and the hospital during the Jubilee Days Parade. Mayor Harrison stated that detours around Sheridan Road should also be for more than one block for ease of traffic flow.

Commissioner DeTienne stated his concerns regarding the need for a new post office facility.

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| September 1  | City Hall closed for Labor Day<br>Mayor's Prayer Breakfast<br>Jubilee Days Festival Parade & Festivities |
| September 2  | City Council Meeting   |
| September 6  | Police Department Open House   |
| September 16 | Township Board Meeting   |

**CLOSED SESSION**

It was moved by Commissioner Taylor, seconded by Commissioner Flammini that the Council recess to Closed Session at 8:13 p.m. to discuss personnel, sale and purchase of real estate, and collective bargaining. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

It was moved by Commissioner Bennett, seconded by Commissioner Flammini to reconvene the Regular Council meeting at 9:41 p.m. with all members present. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

**POLICE DEPARTMENT VACANCIES**

Mayor Harrison stated a vacancy is being created in the Police Department by the retirement of Deputy Chief Greg Nugent. Deputy Chief Nugent's official retirement date is September 12. The Council discussed filling this vacancy, as well as changes in other positions in the Police Department.

It was moved by Commissioner DeTienne, seconded by Commissioner Bennett approving and authorizing Chief Malcolm to appoint Lieutenant Clyde Watkins to the position of Deputy Chief effective September 12, decreasing one Lieutenant position, adding one Patrol Officer position, allowing the Police and Fire Commission to hire the next eligible Patrol Officer, and amending the Personnel Authorization accordingly. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

8/19/03

**BICKET BUILDING/2700 SHERIDAN ROAD**

This matter was deferred, and no action was taken at this time.

**FACADE GRANT REIMBURSEMENT/PALU-AY MEDICAL BUILDING**

A memo (03-DOC-181) was received from Delaine Rogers, recommending a façade grant reimbursement to owner Pedro Palu-ay for renovations made at the Palu-ay Medical Building at 2606 Elisha Avenue. All improvements have been completed, inspected and approved by the Building and Fire Departments. Recommended reimbursement to Mr. Palu-ay is in the amount of \$150,000.00.

It was moved by Commissioner DeTienne, seconded by Commissioner Flammini to authorize a façade grant reimbursement to Pedro Palu-ay for renovations at the Palu-ay Medical Building at 2606 Elisha Avenue in the amount of \$150,000.00 with payment to be paid from TIF funds. The vote on roll call was: Commissioners Flammini, aye; Taylor, aye; Bennett, aye; DeTienne, 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 Bennett, seconded by Commissioner Flammini and unanimously approved the meeting be adjourned at 9:45 p.m. Motion carried.

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City Clerk

Approved September 2, 2003