

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, DECEMBER 15, 2020, AT 7:02 P.M. (VIA ZOOM) IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

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Mayor McKinney called the meeting to order.

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

Also present: Police Chief Kirk Henderson, Public Works Director Ray Roberts, City Administrator David Knabel, Building & Zoning Director Richard Ianson and City Attorney James Vasselli.

Mayor McKinney read the following disclaimer: *While the City Council meeting is open to the public and public comments are welcomed, in light of concerns related to the spread of Coronavirus Disease (COVID-19), the meeting will be streaming live online and can be found on the Zoom Link platform below and the City very strongly encourages residents and participants to submit written comments to the City Clerk prior to the meeting if they wish to participate at the meeting. Persons will be allowed to make in-person comments if they desire to do so, however individuals will be brought into the meeting room one at a time and all federal, state and local protocols currently in place to alleviate the spread of COVID-19, including social distancing requirements, including the wearing of masks, will be observed. Again, the City welcomes and encourages your participation in this process and thanks you in advance for your interest in the City's finances and affairs. Thank you for understanding this temporary change in procedure for the health, safety and welfare of our residents.*

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

Mayor McKinney asked for a moment of silence for all First Responders and Military personnel and for the Country as they continue to battle through the pandemic. He stated that during this Holiday Season he asked residents be free to celebrate in their own way.

AGENDA CHANGES

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

The vote on roll call was: Commissioners Holmes, McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

CITIZEN COMMENTS

There were no citizen comments. Attorney Vasselli stated he was currently at City Hall and there was no one from the Public present. It was also noted that there were not Citizen Comments sent to the City Clerk for this meeting.

CONSENT AGENDA

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

- (a) **APPROVAL OF MINUTES:** a Regular Meeting held on November 17, 2020 at 7:00 p.m.

The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

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

- (b) **BILLS:** Vouchers 136270 through 136488 drawn on Huntington National Bank, N.A. Total: \$749,172.09

The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

ORDINANCE/TAX LEVY – CORPORATE PURPOSES

The levy is the amount asked for from the taxpayers; businesses and residents to fund the City's operations and the pension funds. This amount is submitted to the County, put on the tax bills and remitted to the City. The Property Tax Extension Limitation Law (PTELL) cap is the maximum levy. As a non-home rule unit the City is limited by the consumer price index (CPI) or 5% whichever is lower. The City is only 14% of the property tax bill and has no control over the levy of other taxing bodies. The City's total levy is \$7,839,456 which represents a \$229,852 increase over the prior year extension. The City's tax rate would go from 2.360 to 2.286, which is a decrease of approximately 3.14%. The effect on the City's portion of taxes on a \$150,000 house (assuming a 7% increase in value from the prior year) would be an increase of \$40 annually. The total levy is allocated among 9 different functions and the revenue is allocated as follows.

	2020 Levy	2019 Extension	Increase (Decrease)
Corporate	418,148	1,122,193	(704,045)
Street & Bridge	220,592	220,592	-
Fire Protection	760,067	760,067	-
Ambulance Service	550,589	550,589	-
IMRF	509,320	250,884	258,436
Liability Insurance	1,134,693	930,364	204,329
Social Security	153,292	343,351	(190,059)
Police Pension	2,560,776	2,057,468	503,308
Fire Pension	1,531,979	1,374,096	157,883
Total	7,839,456	7,609,604	229,852

- Fire pension levy amount proposed is \$1,531,979. This is the statutory minimum requirement and represents a \$157,883 increase over the prior year. The recommended actuarial levy amount is \$1,874,316. The plan is currently 45% funded.
- Police pension levy amount proposed is \$2,560,776. This is the statutory minimum requirement and represents a \$503,308 increase over the prior year. The recommended actuarial levy amount is \$3,299,787. The plan is currently 48% funded.
- I project that, as 4/30/21, the social security fund will have a fund balance of \$211,570 which represents roughly 9 months of expenses. Based on our current financial crisis, I would recommend that we reduce the levy in the social security fund to fully utilize this fund balance. Therefore, I recommend reducing the social security levy to \$153,292 to free up \$190,059 compared to the prior year. However, this will need to increase back to the regular amount to cover expenses in FY23, so it only one year of relief.
- Liability insurance levy is increasing by \$204,329 due to renewal premium increases in workers compensation insurance and addition of lines of insurance.
- IMRF levy is increasing by \$258,436. Our IMRF rate is higher due to reduced investment returns and early retirement incentives. However, the biggest reason for the increase is that we decreased the levy in prior years to use up a remaining fund balance. Now that the fund balance is exhausted, the levy is restored to the level necessary for annual costs.
- Fire Protection and Ambulance Service were kept at the same levels as prior year. These funds are transferred to the general fund to offset the costs of these services.

- Street & Bridge was kept at the same level as prior year in this proposal. The MFT fund will have additional funds available for road projects due to the increase in the State MFT tax as well as the Rebuild Illinois Bond Grant funds.
- The general fund levy is a remainder available after all of the other funds have been accounted for. Unfortunately, due to the items above, this only leaves \$418,148 in the general fund for operations, which represents a \$704,045 decrease in revenue from the prior period.

Administrator Knabel stated there has been an increase of \$900,000 in the pensions. This is a loss of \$700,000 in the general fund. If there is an increase by \$400,000 next year, they will lose all money to the general fund. With the current levy the additional loss of revenue is adding to the deficit. He recommends adopting the levy in the amount of \$7,839,456. Commissioner McDowell asked if there was a consideration to keep the levy flat. Administrator Knabel stated that the consideration was that the City cannot afford to not maximize the levy. There have been a few budget discussions but they have been unable to address the budget therefore he cannot recommend other options or an alternative plan. Commissioner McDowell asked if the levy is not approved tonight, would there be an opportunity to present a flat levy. Administrator Knabel stated they would have to convene a Special Meeting or make a motion to amend the amount. Commissioner McDowell stated while he appreciates Administrator Knabel's work on the levy, he made a commitment to his constituents to not increase the levy and will stick to that. Commissioner Holmes stated she will not commit to a flat levy.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that an Ordinance (20-O-75) be passed providing for the levy of taxes for corporate purposes in the total amount of \$7,839,456.00 for the tax levy year 2020 to be collected in the year beginning January 1, 2021 and ending December 31, 2021 for the City of Zion, Lake County, Illinois. The vote on roll call was: Commissioners Holmes, aye; McDowell, nay; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENTION/SPECIAL USE PERMIT/MEDICAL CANNABIS CULTIVATION CENTER IN G1 GENERAL INDUSTRIAL DISTRICT

Administrator Knabel stated the City previously approved a Special Use Permit and a ground lease for a medical cannabis cultivation center for property located at 2809 Damascus Avenue. The Flat Rock Holdings, LLC (Medponics) case is still in the hands of the Supreme Court. He stated the City has continued to extend the Special Use Permit and ground lease every 6 months while Flat Rock continues to defend their position and to also keep the site viable.

It was moved by Commissioner Fischer, seconded by Commissioner Frierson that an Ordinance (20-O-76) be passed extending a Special Use Permit for a medical cannabis cultivation center in the G1 (General Industrial) Zoning District for property located east of Deborah Avenue at 2809 Damascus, in Zion, Illinois from December 30, 2020 to June 30, 2021. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENSION/GROUND LEASE AGREEMENT/2809 DAMASCUS AVENUE

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (20-O-77) be passed approving an extension of the ground lease agreement between Flat Rock Holdings, LLC and the City of Zion for certain property located at 2809 Damascus Avenue to June 30, 2021. The vote on roll call was: Commissioner Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/RETAIL STRATEGIES/CONSULTING SERVICES

A memo (20-DCO-79) was received from the Economic Development Department regarding a contract with Retail Strategies. Administrator Knabel stated the City previously entered into an agreement with Retail Strategies to provide demographic studies and to market the City of Zion to retailers. The current contract between the City and Retail Strategies expired in September. Previous marketing tools included attending national conferences in order to promote Zion. They have had to revamp on how they market the City. They have been doing Zoom meetings to be sure that Zion's name stays on the radar. The relationships that they have fostered and developed with brokers and site selectors over the last several years has provided many opportunities for Zion locations to be vetted for retail projects. It is the hope that next year things can go back to being done normal. Retail Strategies is responsible for bring in Popeye's which is currently in permit review. He recommends renewal of the agreement as they do not want to lose momentum.

Commissioner Fischer asked if they were responsible for bringing in Sports Clips. Administrator Knabel stated they cannot directly connect them to this but he knows they have been reaching out to them at the last few conferences they attended. He believes that they have contributed to the success of the businesses. They continue to keep Zion in their data base. Commissioner Frierson stated he had a good conversation with the Economic Development Coordinator stating they will continue to pay 75% of the cost through TIF leaving only \$7,500 coming from the general fund. He stated they will be looking at ways to address retail post COVID and feels they will have better leverage continuing their services with Retail Strategies. The City does not have the capacity to add to the Economic Development Department. Mayor McKinney stated he has met with them at shows and they have an outreach to many different networks.

It was moved by Commissioner Frierson, seconded by Commissioner Fischer that an Ordinance (20-O-78) be passed approving and authorizing a Professional Services Agreement to renew consulting services between the City of Zion and Retail Strategies, LLC. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

ORDINANCE/CLINTON AUTO AUCTION AGREEMENT

A memo (20-O-80) was received from Chief Henderson requesting the renewal of the contract between the City of Zion and Clinton Auto Auction. Clinton Auto Auction is the City's chosen vendor for the purpose of the transport, auction and awarding of proceeds from vehicles seized pursuant to asset forfeiture. The Clinton Auto Auction is approved by the State of Illinois to fulfill this role for law enforcement agencies within the state. The City of Zion and Clinton Auto Auction have had a contract for these services for more than ten years. The current agreement expires on December 31, 2020 and requests the Council approve the renewal agreement with no changes.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell that an Ordinance (20-O-79) be passed authorizing the execution of an agreement by and between the City of Zion and Clinton Auto Auction for the purpose of the transport, auction, and awarding of proceeds from vehicles. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENTION/VARIANCE/SECTION 102-606(8)/3101-3199 16TH STREET

A memo (20-DOC-81) was received from Director Ianson requesting an extension to the Variance from Zion Municipal Code 102-606(8). Elevated Organics, LLC is requesting a 180 day extension for the Variance for a Cannabis Infuser at the property located at 3101-3199 16th Street.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (20-O-80) be passed approving the extension of a Variance for a Cannabis Infuser for property located at 3101-3199 16th Street in Zion, Illinois from December 30, 2020 to June 30, 2021. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENTION/VARIANCE/SECTION 102-608(8)/3101-3199 16TH STREET

Director Ianson is requesting an extension to the Variance from Zion Municipal Code 102-608(8). Elevated Organics, LLC is requesting a 180 day extension for the Variance for an Adult Use Transporting Organization at the property located at 3101-3199 16th Street.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (20-O-81) be passed approving the extension of a Variance for an Adult Use Transporting Organization for property located at 3101-3199 16th Street in Zion, Illinois from December 30, 2020 to June 30, 2021. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENTION/SPECIAL USE PERMIT/ADULT USE CANNABIS CRAFT GROW IN THE HB ZONING DISTRICT

Director Ianson stated Elevated Organics, LLC is requesting a 180 day extension for the Special Use Permit for an Adult Use Cannabis Craft Grow at the property located at 3101-3199 16th Street.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (20-O-82) be passed extending a Special Use Permit for an Adult Use Cannabis Craft Grow in the HB (Highway Business) Zoning District for property located 3101-3199 16th Street in Zion, Illinois from December 30, 2020 to June 30, 2021. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/WATERSHED DEVELOPMENT

A memo (20-DOC-82) was received from Director Roberts requesting approval of an ordinance adopting the twenty eight (28) amendments to the County-wide Watershed Development Ordinance approved by the Lake County Board. Director Roberts stated all communities in Lake County are required to adopt the revised ordinance. The amended Watershed Development Ordinance is now effective and includes the minimum County-wide standards for regulated development. The amendments pertain to increased rainfall, site design options for storm water detention, hydrologic soil groups, wetlands, sediment and erosion control, definitions, and administrative items. He stated the entire ordinance is on file in the City Clerk and Public Work's offices for review by the general public.

It was moved by Commissioner McDowell, seconded by Commissioner Frierson that an Ordinance (20-O-83) be passed Adopting by Reference of the Lake County Watershed Development Ordinance. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EARLY VOTING SITE AGREEMENT

Administrator Knabel stated the County is requesting an agreement between the City of Zion and the County of Lake for the City to be a designated Early Voting Site. The agreement includes the terms as defined by the State Election Code. Mayor McKinney stated there has been some confusion in the past with the regulations of the Early Voting Site. The County oversees all decisions and monitors protocols. The City received calls regarding issues with the last election but those concerns must be addressed by the County Clerk's office.

It was moved by Commissioner Fischer, seconded by Commissioner Frierson that an Ordinance (20-O-84) be passed authorizing and approving a certain Early Voting Site Agreement between the City of Zion and the County of Lake. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

TABULATION OF BIDS/HVAC ANNUAL MAINTENANCE SERVICES

A tabulation of bids (20-DOC-83) was received from Director Ianson regarding the 2021 HVAC Annual Maintenance for City Hall, Police Administration, Public Works and Fire Station I & II. A bid opening was held on November 23, 2020 for the HVAC Annual Maintenance Service for City Hall, Police Administration, Public Works and Fire Station I & II with the following results:

1. Northern Weathermakers, Inc.	\$16,899.00
2. YMI Group	\$26,800.00

Staff recommends awarding this project to the lowest responsible bidder, Northern Weathermakers, Inc., Northbrook IL in the amount of \$16,899.00.

It was moved by Commissioner Fischer and seconded by Commissioner McDowell that an Ordinance (20-O-85) be passed authorizing and approving a Service Agreement between the City of Zion and Northern Weathermakers, Inc., for HVAC Annual Maintenance in the amount of \$16,899.00. The vote on the roll: Commissioners Holmes, aye; Fischer, aye; Frierson, aye; McDowell, aye and Mayor McKinney, aye. Motion carried.

TABULATION OF BIDS/CLEANING & MAINTENANCE SERVICES FOR CITY FACILITIES

A Tabulation of Bids (20-DOC-84) was received from Director Ianson for the combined cleaning and maintenance services for City Hall, the Police Administration Building and the Public Works facility. Director Ianson stated that four responsive bids were received.

1. Bravo Services	\$33,180.00
2. Multi-System Management	\$34,800.00
3. Alpha-Building Services	\$36,780.00
4. VMG Quality Services	\$38,400.00

He stated based upon the continuing and increasing spread of the COVID-19 Virus and related health concerns, Staff recommends that all bids be rejected and retain VMG Quality Services and revisit in 180 days or until the stoppage of all mitigation efforts imposed by the State of Illinois to mitigate COVID-19. He feels it would be unsafe to invite more people into City buildings during the pandemic and possibly expose them to the Virus. Staff will bring the item back to Council when doing so is not a danger to the health and safety of the Staff.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that all bids for the combined cleaning and maintenance services for City Hall, the Police Administration Building and the Public Works facility be rejected and the City retain the services of VMG Quality Services for 180 days or until the stoppage of all mitigation efforts imposed by the State of Illinois to mitigate COVID-19. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

ORDINANCE/EXTENSION AGREEMENT/VMG QUALITY SERVICES

Administrator Knabel stated it is necessary to adopt an ordinance to retain the services of VMG Quality Services. He stated the City has been hit hard internally with COVID-19 cases. He stated switching vendors at this time may cause additional risk to the employees. The ordinance allows for an extension up to six months or until the restrictions are lessened.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell, that an Ordinance (20-O-86) be passed authorizing and approving the extension of a certain agreement between the City of Zion and VMG Quality Services for the Cleaning and Maintenance Services for City Hall, Police Administration and Public Works. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/TEXT AMENDMENT/ZION MUNICIPAL CODE/SECTION 102-60(a)(2)

A memo (20-DOC-85) was received from Director Ianson requesting a Text Amendment to Section 102-60(a)(2). Director Ianson stated Childcare is listed in two Sections of the Highway Business District. Staff is recommending a Text Amendment to Section 102-60(a)(2) of the Zion Municipal Code, Zoning Docket 20-Z-24, to delete Childcare as a Permitted Use and continue listing it as a use with the issuance of a Special Use Permit. At the November 19, 2020 Planning & Zoning meeting, they recommended to approve the request of the Text Amendment.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (20-O-87) be passed approving the Text Amendment to Section 102-60(a)(2) of the Zion Municipal Code to delete Childcare as a Permitted Use and continue listing it as a use with the issuance of a Special Use Permit. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/TEXT AMENDMENT/ZION MUNICIPAL CODE/SECTION 102-31(6)

A memo (20-DOC-86) was received from Director Ianson requesting a Text Amendment to Section 102-31(6). Director Ianson is recommending a Text Amendment to Section 102-31(6) of the Zion Municipal Code, Zoning Docket 20-Z-25, to add Childcare as a Permitted Use with the issuance of a Special Use Permit. At the November 19, 2020 Planning & Zoning meeting, they recommended to approve the request of the Text Amendment.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (20-O-88) be passed approving the Text Amendment to Section 102-31(6) of the Zion Municipal Code to add Childcare as a Permitted Use with the issuance of a Special Use Permit. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/TEXT AMENDMENT/ZION MUNICIPAL CODE/SECTION 102-92(d)

A memo (20-DOC-87) was received from Director Ianson requesting a Text Amendment to Section 102-92(d). Director Ianson is recommending a Text Amendment to Section 102-92(d) of the Zion Municipal Code, Zoning Docket 20-Z-26, to add Childcare as a Permitted Use with the issuance of a Special Use Permit. At the November 19, 2020 Planning & Zoning meeting, they recommended to approve the request of the Text Amendment.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (20-O-89) be passed approving the Text Amendment to Section 102-92(d) of the Zion Municipal Code to add Childcare as a Permitted Use with the issuance of a Special Use Permit. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/SPECIAL USE PERMIT/2701 DEBORAH AVENUE

A memo (20-DOC-88) was received from Director Ianson regarding a Special Use Permit for a Childcare Facility at 2701 Deborah Avenue. Director Ianson stated Krystle McNeely is requesting a Special Use Permit, Zoning Docket 20-Z-23, for a Childcare Facility located at 2701 Deborah Avenue. The site has been inspected and approved by DCFS and Zion Fire and Building Departments for the use. At the November 19, 2020 Planning and Zoning Commission meeting, they recommended approval of the Special Use Permit with conditions that they place a stop sign at the walkway. Commissioner Frierson stated he would like to propose moving the item to the next meeting as he has some questions. It appears there is nothing available for outdoor activities and there is a concern for this type of business to be located in an industrial area. Krystal McNeely, requestor of the Special Use Permit stated her facility will have a separate entrance to the building and there are DCFS requirements that she must follow. There will be a stop sign placed at the walkway to the building and they will have a dedicated parking lot. The facility will be on the second floor with access by both stairs and an elevator. There will be a 6ft fence around dedicated outdoor space. The hours will be from 8:00 am to 5:00 pm. Commissioner Frierson asked if that area was on the plowing route. Director Roberts stated that they do not plow that side of the building only area of Deborah and 27th Street. Commissioner Holmes asked if it is in compliance with the required distance from the Cannabis facility. Director Ianson stated they location and distance would have to be looked at. Commissioner Frierson stated the requirement is 250 ft. for schools. He stated he has concerns and hasn't had a chance to get all his questions answered. Mayor McKinney stated they will continue the motion and vote.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes to table the approval of a Special Use Permit to operate a Child Care Facility for property located at 2701 Deborah Avenue until the next City Council meeting. The vote on roll call was: Commissioners Holmes, aye; McDowell, nay; Fischer, nay; Frierson, aye; and Mayor McKinney, nay. Motion failed.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer, that an Ordinance (20-O-90) be passed granting a Special Use Permit for a Childcare Facility in the General Industrial Zoning District for property located at 2701 Deborah Avenue. The vote on roll call was: Commissioners Holmes, abstain; McDowell, aye; Fischer, aye; Frierson, abstain; and Mayor McKinney, aye. Motion carried.

ORDINANCE/SPECIAL USE PERMIT/1727 27TH STREET

A memo (20-DOC-89) was received from Director Ianson regarding a Special Use Permit at 1727 27th Street. Director Ianson stated Dane Cruz is requesting a Special Use Permit, Zoning Docket 20-Z-27, to operate a Head Start Daycare inside the Christian Faith Fellowship Church at 1727 27th Street. The site has been inspected and approved by DCFS and Zion Fire and Building Departments for the use. At the November 19, 2020 Planning and Zoning Commission meeting, they recommended approval of the Special Use Permit.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (20-O-91) be passed to approving a Special Use Permit to operate a Head Start Daycare inside the Christian Fellowship Church for the property at 1727 27th Street. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/EXTENSION AGREEMENT/ROGER'S TOWING SERVICES

Administrator Knabel stated the Towing Contract between the City of Zion and Roger's Towing Service expires this month. Based on the burden of COVID-19 and the reduced staffing levels, he recommends extending the current contract for up to six (6) months or until the current restrictions are lifted by the State of Illinois.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that an Ordinance (20-O-92) be passed authorizing and approving the extension of a certain agreement between the City of Zion and Roger's Towing Services. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

PURCHASE/ENGINEERING PLOTTER/PUBLIC WORKS DEPARTMENT

A memo (20-DOC-90) was received from Director Roberts regarding a quote for a new Engineering Plotter in the Engineering Department. Director Roberts stated the current Engineering Plotter in the Engineering Department is requiring a replacement. The plotter is used to print development drawings for in-house civil reviews, City Infrastructure mapping and locating, zoning map updates, plating and multiple map printing requirements. He requests approval of the quote from B&H Technical Services in the amount of \$20,690.00. Commissioner McDowell asked if this item was budgeted and if not how would they pay for it. Director Roberts stated they will forgo other items to allow for the purchase. Commissioner Holmes asked what the lifespan of a plotter is. Director Roberts stated the current plotter has lasted 18 years.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to approve the quote from B&H Technical Services for a replacement Engineering Plotter in the amount of \$20,690.00. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

PROPOSAL/2021 WATER MAIN REPLACEMENT CONSTRUCTION OBSERVATION ENGINEERING SERVICES

A memo (20-DOC-91) was received from Director Roberts regarding Construction Observation Engineering Services. Director Roberts stated the City Council approved the 2021 Water Main Replacement Project as the October 28, 2020 meeting. He presented a proposal for the construction observation of the Water Main Replacement Project. He stated Staff requests and recommends approving the proposal for Construction Observation Engineering Services from Christopher Burke Engineering for a cost of \$66,478.00. The service is budgeted in the Water Project Fund.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to accept the proposal from Christopher Burke Engineering for Construction Observation Engineering Services in the amount of \$66,478.00. The vote on roll call was: Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

PATROL OFFICER VACANCY

A memo (20-DOC-92) was received from Chief Henderson requesting approval to fill a police officer vacancy and request the next candidate from the Police and Fire Commission Eligibility List. He stated the hiring is necessary to replace an officer who was terminated last July for failing to pass the law enforcement certification exam. Although the department is allotted forty-six (46) sworn officers, they will be fully staffed at forty-five (45) upon hiring this officer. The department has a spot reserved for this officer to receive Basic Law Enforcement Academy training at the Macon County Law Enforcement Training Center beginning on January 10, 2021. The Zion Board of Fire and Police Commissioners will approve and provide the name of the next qualified candidate at their next meeting, pending City Council approval at this meeting.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve filling a police officer vacancy and request the next candidate from the Police and Fire Commission Eligibility List. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; Mayor McKinney, aye. Motion carried.

MOLD REMEDIATION/POLICE DEPARTMENT

A memo (20-DOC-93) was received from Chief Henderson requesting approval to remediate mold at the Police Department. Chief Henderson stated in September 2020, mold was visibly detected upon several overhead HVAC vents inside the Zion Police Department. Working with Director Ianson, he was able to have an environmental services company, Ekkert Environmental Services (EES), perform an inspection on September 14, 2020. EES provided an inspection report on September 24, 2020 that indicated that they had identified three samples obtained from the suspected mold growth to have high concentrations of Cladosporium. EES provided guidance informing them that there was no immediate threat to the health of the employees but, that remediation should be done. EES provided a proposal for remediation at a cost of \$8,650. City Administrator Knabel authorized acceptance of the proposal on November 12,

2020; due to a concern for the health of the employees. He stated he is seeking formal Council approval for the expense to remediate the mold at the Police Department. It was asked how long the mold has been there. Chief Henderson stated they found the mold in several spots due what the vents were made of. In the upstairs they will replace the vents which will prohibit mold in the future.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson to accept the proposal from Ekkert Environmental Services in the amount of \$8,650 to remediate the mold in the Police Department. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; Mayor McKinney, aye. Motion carried.

PURCHASE/SECURITY CAMERA/POLICE DEPARTMENT

A memo (20-DOC-94) was received from Chief Henderson requesting approval to purchase the 180-degree security camera for the Accident Investigation/Public Service facility as detailed in the proposal from Current Technologies. The current video security system for the facility, a consumer-grade model, has failed and is in need of replacement. The Public Works Department will be purchasing additional security video cameras that serve the needs of Public Service at the site. The Police Department is seeking to purchase, and provide, a commercial-grade security camera for the exterior of the facility since they store seized vehicles and vehicles involved in serious fatal and/or serious injury accidents under investigation. Chief Henderson stated the equipment would be purchased from Current Technologies, the vendor for the other commercial-grade security cameras at the Police Department and at City Hall. The camera would be connected to the existing software and allow the Accident Investigations/Public Service site to be remotely monitored. The total cost is \$2,151.84. If approved by Council, the purchase would be made using seized funds in the Drug Traffic Prevention Fund and have no impact on the City budget.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes to approve the purchase and accept the proposal from Current Technologies for the outdoor 180-degree security camera in the amount of \$2,151.84. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; Mayor McKinney, aye. Motion carried.

MOU/FIREFIGHTER IN CHARGE STIPEND/IAFF LOCAL 1999

Administrator Knabel stated that they have been working with the union to try and address the overtime. Due to contract requirements, currently acting lieutenant pay is that of the higher rank for each hour in that rank. The proposed MOU states; When daily staffing allows for two commissioned officers or a commissioned officer and an acting lieutenant to be on duty, the position of Firefighter-in-Charge (F.I.C.) will be assigned according to department policy. Staff serving as the F.I.C. for four or more hours in a shift will receive a stipend of \$2.25 per hour worked in the role. This will save the City \$20,000 in differential pay. This will be in effect until April 30, 2022. Administrator Knabel recommends approval.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve the Memorandum of Understanding for a Firefighter-in-Charge Stipend to the IAFF Local 1999 Collective Bargaining Agreement currently in place. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

ANNUAL CALENDAR

Clerk Spooner presented the City of Zion Annual Calendar for 2021 annual meetings and holidays as required by State statute.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes to approve the City of Zion Annual Calendar for 2021 as presented. The vote on roll call was: Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson reminded residents that their sump pumps need to discharge on their own property and not into the street or on to a neighbor's property. Mayor McKinney asked that the information be put on the City website and Facebook page.

Director Roberts reminded residents that with the snow and ice season here there will be trucks out plowing and salting. He asked that they slow down and far behind the trucks. He stated the Public Works Department deploys between 7-9 trucks per event with the primary streets being plowed first, then the secondary streets and finally the alleys if they can get to them. The information will be posted on the City website on how the streets are cleared.

Administrator Knabel stated he appreciates the understanding of the public on how the City has been operating. He wished everyone Happy Holidays.

Chief Henderson stated on December 5th the Police Department participated in the “Shop with a Cop” event. They were able to include 28 children. There were many employees that worked the event. He thanked Walmart for their donation of \$2,500 and North Shore Gas for their donation of \$1,000. Officers also donated \$1,500 of their own money. Commissioner Frierson stated it is nice to see the community working together. He thanked Chief Henderson for putting the event together.

Commissioner Frierson stated the Coalition for Healthy Communities is partnering with Rosalind Franklin University Health Clinic for a flu shot clinic at Hermon Park Community Center Thursday, December 17th from 3:00 pm to 5:00 pm. He suggested calling to schedule in advance.

Commissioner McDowell wished everyone a Merry Christmas and Happy Holidays. He stated he has seen the generosity of the community when a group came through to help residents in need.

Mayor McKinney stated it is nice to see the acts of kindness in the community. He thanked the Police Department and Building Department for working on an issue with an abandoned building. Departments must continue to work together to help the City. He thanked the employees and the Commissioners for all their hard work. He also encouraged residents to provide wellness checks on their neighbors during the pandemic.

ANNOUNCEMENTS

December 24, 25		City Offices Closed for the Holidays
January 5	7:00 p.m.	Zion City Council Meeting
January 18		City Offices Closed for Martin Luther King Jr. Day
January 19	6:15 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting

CLOSED SESSION

It was moved by Commissioner Holmes, seconded by Commissioner Frierson that the Council recess to Closed Session at 8:34 p.m., pursuant to 5 ILCS 120/2 “Open Meetings”, for the discussion of filed, pending and/or probable or imminent litigation, personnel, collective bargaining and real estate. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to reconvene the Regular Council meeting at 9:13 p.m. with all members present. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye and Mayor McKinney, aye. Motion carried.

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner McDowell, seconded by Commissioner Holmes, and unanimously approved the meeting be adjourned at 9:14 p.m. Motion carried.

City Clerk