

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, JULY 6, 2021, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

.....

Mayor McKinney called the meeting to order.

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

Also present: Fire/Rescue Chief Justin Stried, Police Chief Eric Barden, City Administrator David Knabel, Building & Zoning Director Richard Ianson Public Works, Director Ray Roberts and City Attorney James Vasselli.

Mr. William Bremner led in the Pledge of Allegiance to the Flag.

AGENDA CHANGES

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

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

CITIZEN COMMENTS

Raymond Gilmore, Zion, Cyprus Park subdivision, addressed the Council with a few issues in his neighborhood including the need for a larger picnic shelter. Mayor McKinney suggested Mr. Gilmore contact Zion Park District regarding the picnic shelter.

CONSENT AGENDA

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

- (a) **APPROVAL OF MINUTES:** a Regular Meeting held on June 15, 2021 at 7:00 p.m.; and approval but not released Closed Session Minutes of a meeting held on June 15, 2021 at 7:52 p.m.

The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, 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 137721 through 137797 drawn on Huntington National Bank, N.A. Total: \$620,738.13.

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

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

- (c) **PROCLAMATION:** Ahmadiyya Muslim Community USA

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

RESOLUTION/AMENDING PERSONNEL AUTHORIZATION

Administrator Knabel stated the Department Heads have gone through the Authorization to check for accuracy and it is being adjusted accordingly. The Personnel Authorization is a City guideline for hiring but based on the needs of each department. It does not mean all positions are required to be filled. Commissioner Holmes asked why the Authorization is shown as an Exhibit. Attorney Vasselli stated this is the way the City has always presented it. He stated the style is not a State requirement and can be changed at any time. Commissioner Holmes asked that the format be changed. Attorney Vasselli stated he will work with the Clerk to come up with a new format.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell, that a Resolution (21-R-8) be passed amending the Personnel Authorization as presented. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye and Mayor McKinney aye. Motion carried. Resolution passed.

RESOLUTION/MFT FUNDS/2021 ROAD PROGRAM

A memo (20-DOC-55) was received from Director Roberts requesting approval of an IDOT resolution. Director Roberts stated the resolution is required by IDOT for the utilization of Motor Fuel Tax (MFT) funds. Additionally, he recommends extending the proposed repair on Elisha Avenue 350 feet. An estimated cost for the additional work is \$34,182.20. An amendment to the MFT Fund budget is requested. The funds are to be utilized for the 2021 Road Program. Staff requests and recommends approving the resolution for the expenditure of \$741,485.26 from the Motor Fuel Tax Fund and approval for an MFT Budget amendment in the amount of \$34,182.20.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that a Resolution (21-R-9) be passed approving the expenditure of \$741,485.26 from the Motor Fuel Tax Fund and approval of an MFT Budget amendment in the amount of \$34,182.20. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Resolution passed.

RESOLUTION/REBUILD ILLINOIS BOND FUND/2021 ROAD PROGRAM

A memo (20-DOC-56) was received from Director Roberts requesting approval of an IDOT resolution. Director Roberts stated the resolution is required by IDOT for the utilization of the Rebuild Illinois Bond MFT funds. The Rebuild Illinois Bond fund is an additional allotment to the City's Motor Fuel Tax fund. Expenditures of these funds are required to be tracked separately. The funds are to be utilized for the 2021 Road Program. Staff requested and recommended approving the IDOT resolution for the expenditure of \$268,152.13 from the Rebuild Illinois Bond MFT fund.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that a Resolution (21-R-10) be passed approving the expenditure of \$268,152.13 from the Rebuild Illinois Bond MFT fund to be utilized for the 2021 Road Program. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye Fischer, aye; and Mayor McKinney, aye. Motion carried. Resolution passed.

ORDINANCE/AMENDING CHAPTER 56/ZION MUNICIPAL CODE/LIQUOR CONTROL REGULATIONS

Mayor McKinney stated the attached ordinance reflects an amendment to Chapter 56, Article III, Section 56-56 (13)(a) of the Zion Municipal Code regarding Liquor Control Regulations. The amendment is recommended by the Liquor Control Commission which clarifies language for a Class L Liquor License.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes, that an Ordinance (21-O-38) be passed amending Chapter 56 of the Zion Municipal Code regarding Liquor Control Regulations. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/TEMPORARY EXTENSION OF FEES/LIQUOR LICENSES

Mayor McKinney stated the City continues to work with businesses with Liquor Licensees recovering from COVID by allowing a temporary payment plan for license fees.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that an Ordinance (21-O-39) be passed granting a Temporary Extension for the fee payment period for current businesses licensed under the Zion Liquor Control Ordinance. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

BUDGET/FISCAL YEAR 2021/2022

Administrator Knabel stated he is requesting approval of the General Operating Fund Budget along with all remaining funds. The Street & Bridge, MFT, and Hotel/Motel Tax fund budgets were approved at a prior meeting. A budget workshop was held on June 29th at which time he went through the budget line by line. The City is in a financial deficit and must borrow money to be able to continue to do business unless they can find other revenue sources. Commissioner McDowell asked if the City is still collecting money from GFL. He also asked what the projection was for receiving ARPA Funds. Administrator Knabel stated funds were released in mid-June but is not sure if the State has received the funds yet. He is hoping the City will receive funds soon and has put the receipt of the funds in the current budget. Commissioner McDowell asked what the line item "Other Financing Sources" referred to. Administrator Knabel stated it was the amount needed to borrow to cover the deficit. Commissioner McDowell noted that not only will they need the ARPA funds but also other funding sources. He stated they have not yet approved the issuance of Tax Anticipation Warrants. He asked if they expect to receive any funds from the Spent Fuel Rods by then. Administrator Knabel stated he does not believe so. The bill is in committee in the Senate and they are trying to get it to the floor. The bill is gaining traction slowly but doesn't expect anything in this fiscal year. Commissioner McDowell asked if there have been any discussions if funds are not available. Administrator Knabel stated they received \$1.8 million in Cares Act funding last year. The sales tax and income tax did come in higher than expected. The likelihood of ARPA funds coming in is low. He is comfortable with borrowing \$1.2 million. They would have to make significant cuts to cover that amount or find other revenue sources. Commissioner McDowell thanked Administrator Knabel for all his hard work in preparing the budget. Administrator Knabel stated they will be working with the State on tax intercepts for outstanding fines and fees due to the City. They currently have \$3 million of outstanding fees and fines. Anyone that files a tax return will be eligible for a tax intercept. The State will intercept monies owed and give it to the City. He is optimistic that the City will receive a good amount (\$300,000-\$400,000) in the next budget year. It was asked if people will be contacted informing them they have been sent to collections. People will receive a total of 3 notices giving them a chance to pay. They will be provided with a phone number if they have any questions.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes to approve the Budget for Fiscal year 2021/22 as presented. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye Fischer, aye; and Mayor McKinney, aye. Motion carried.

HOTEL/MOTEL TAX GRANT APPLICATION/POTAWATOMI TRAILS

A memo (21-DOC-57) was received from Administrator Knabel requesting the Council's consideration of hotel/motel tax grant applications for Potawatomi Trails. He stated staff has scored the hotel/motel tax grant application in an amount not to exceed \$8,000 for the costs of goods and services associated with printing and marketing of the 2021 Potawatomi Trails Powwow.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell to approve a hotel/motel tax grant for Potawatomi Trails Powwow Inc. in the amount of \$8,000. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

AGREEMENT/SPYGLASS GROUP/TELECOMMUNICATION SERVICE AUDIT

A memo (21-DOC-58) was received from Administrator Knabel requesting approval to enter into a SpyGlass Snapshot Audit Agreement for the performance of a telecommunication service audit. He stated that, they create an inventory of all lines and services and then tests for inactivity, rate, contract compliance, etc. to see if there are opportunities for savings. The results of the last audit were a savings of \$28,203. There is no cost to the City unless the recommendations found are implemented, in which case they will be charged as indicated in the agreement. Since it has been five years, he thought it would be worth looking at again and updating our inventory and services.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell to enter into an agreement with SpyGlass for the performance of a telecommunication service audit. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

PAID ON PREMISE/HOURLY RATE INCREASE

A memo (21-DOC-59) was received from Chief Stried requesting approval of a rate increase for the Paid-on-Premise (POP) Firefighter/Paramedics. Chief Stried stated after budget discussions with Administrator Knabel in an effort to both recruit new part-time FFPs, as well as retain those the City currently employs, he is requesting an increase to \$28.00/hour after a POP has worked 600 hours with the department. While this will mean a 10% increase to the POP budget line, it will eventually result in a decrease in the overtime budget as less POP slots will need to be filled by sworn full-time employees working overtime.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to increase the hourly rate of pay for a Paid on Premise Firefighter/Paramedic to \$28.00/hour after they have worked with the department for 600 hours. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

BATTALION CHIEF/EXTRA SHIFT STIPEND

A memo (21-DOC-60) was received from Chief Stried regarding a stipend for the Battalion Chiefs for taking on extra shifts. Chief Stried stated the department currently has three full-time sworn positions vacant due to recent retirements and resignations. The hiring list has previously been exhausted and the Fire & Police Commission is currently working diligently on establishing a new hiring list. Unfortunately, this will take a number of months before it is completed and new hires are properly processed to begin working. Some Battalion Chiefs are willing to work some extra shifts, even though historically no

provision has been available to have exempt management personnel work extra but more specifically to receive compensation for working above and beyond their normal hours. He is requesting approval for a \$1,000 stipend for 24-hour shifts that the Battalion Chiefs are able to fill in. This will decrease the overtime burden currently facing the Lieutenants and Firefighter/Paramedics. This will become effective immediately until October 1, 2021 at which time there should be three new hires in place.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve a \$1,000 stipend for Battalion Chiefs when filling a 24-hour shift until October 1, 2021. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson stated the City will be hosting an electronics and tire drop event for Zion residents on Saturday, August 7th from 8:00 am to 12:00 pm at 2771 Galilee. Residents must have a Zion city sticker or present a valid ID showing a Zion address.

Director Roberts stated he recently received notice from Lake County DOT requesting public input on the potential improvements at the intersection of Kenosha Road at 21st St. Citizens can visit the Lake County DOT website to submit ideas and questions. Additionally he stated that the 2021 Road will start on July 12th and will go for about 2 ½ months. The list of roads being impacted is available on the City's website.

HR Department – Karin Graves stated the City has a new part-time position available in the Accounting Department. Information is available on the City's website.

Chief Stried stated the Fire Department will be hosting a Blood Drive on July 22nd from 9:00 am to 2:00 pm at Station 1. He stated there is a shortage of blood asked that citizens spread the word. He also reminded citizens to use extreme caution when swimming in a lake. Currents can change rapidly and it could take 20-30 minutes for rescue personnel to get them.

Administrator Knabel stated the current stay on water shutoffs will be ending the end of August. They are looking to reinstate shutoffs for past due bills on September 1st. He encouraged residents to bring their accounts current as soon as possible. Residents can contact the Township for assistance or call 2-1-1. In March notices were sent out to residents that are past due. He also stated that in the next edition of the Zion Quarterly, there is a notification regarding the Stranded Act asking the public to contact their State Representatives in support of the Act. Mayor McKinney asked if the City has payment plans for those who have received shutoff notices. Administrator Knabel stated residents can do a 3-6 month payment plan if they contact the City prior to the due date. He encouraged residents to pay as much as they can towards their bills. Mayor McKinney encouraged residents to call 2-1-1 if they are in need of emergency assistance. He spoke with 2-1-1 United Way and they want to get more involved in assisting residents. They have been providing assistance throughout Lake County.

Chief Barden commended his officers for their work over the weekend. They diffused problems because of their pro-active plan. There were still a lot of fireworks that were set off and police issued 50 separate warnings. After one warning, a citation will be issued. He stated residents can contact Sergeants assigned to their neighborhood with any issues. District Maps and contact information is posted in the Police web page and Facebook page. Mayor McKinney stated this is a great tool for residents. He stated last year's fireworks offenders were sent letters in advance of the 4th of July this year warning of the City's noise ordinance.

Commissioner McDowell stated early morning on July 4th a 9mm bullet was found on the Church property. He stated that people were discharging firearms. He warned that not only are they illegal but dangerous. It could have resulted in a fatality or property damage and it is not considered celebratory. Additionally he mentioned the Many Hands Project that helped 10 homeowners with small projects.

Commissioner Frierson thanked the Police and Fire Departments for their hard work over the weekend. He was out this weekend and saw that police were out engaging with the residents. Although there were gun shots in neighborhoods, police were quick to respond. Police will be training with the Lake County Health Department for mental health crisis.

Commissioner Holmes stated while driving around town, she has noticed people are taking care of their properties. She thanked the Building Department for doing a great job with a limited staff.

Commissioner Fischer asked Administrator Knabel what was happening with Popeye’s. Administrator Knabel stated they were supposed to be done at the end of last year but there were issues with the permitting from the State for the entrance. They now are looking at putting an entrance off of 34th Street and one off of Colgate Avenue while continuing to work with the State. Director Roberts stated things should be moving forward as he has done the plan review.

Mayor McKinney thanked the Department Heads for their great work for the City. He stated it has been a tough year often working short staffed but they have found creative ways to get things done. The City has been lucky enough to not have to lay anyone off during the pandemic.

Mayor McKinney assured citizens that present issues to the City Council that they are being heard. They continue to try and connect residents with resources for their issues.

ANNOUNCEMENTS

July 20	6:00 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting
August 3	7:00 p.m.	Zion City Council Meeting
August 7	8:00 am to 2:00 pm	Electronics & Tire Drop Off 2771 Galilee Avenue

CLOSED SESSION

It was moved by Commissioner Holmes, seconded by Commissioner Frierson that the Council recess to Closed Session at 8:00 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/or sale of real estate. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to reconvene the Regular Council meeting at 8:18 p.m. with all members present. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

ORDINANCE/LETTER OF INTENT/IMPERIEN

It was moved by Commissioner Fischer, seconded by Commissioner Frierson that an Ordinance (21-O-40) be passed approving and authorizing a certain Letter of Intent with Imperien. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, 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 8:21 p.m. Motion carried.

City Clerk