

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, JULY 20, 2021, AT 7:07 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 McDowell, Fischer, Frierson Holmes, and Mayor McKinney. A quorum was present.

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

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

AGENDA CHANGES

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

PUBLIC HEARING/APPROPRIATION ORDINANCE

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to open the Public Hearing for the Appropriation of the City of Zion for Fiscal Year beginning May 1, 2021 and ending April 30, 2022 at 7:11 p.m. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

City Administrator David Knabel stated that as required by State statute, the City must pass an Appropriation Ordinance within ninety days of the start of the fiscal year. This is the City's legal authority to spend money. The City adopts a budget that is used annually as an internal guideline. Typically the ordinance is inflated for unknown or emergency expenditures. He stated the Appropriation Ordinance is in the total amount of \$43,999,165 and has been on file in the Clerk's Office available for anyone to view.

There were no additional comments/questions from the Public.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell to adjourn the Public Hearing for the Appropriation of the City of Zion for Fiscal Year beginning May 1, 2021 and ending April 30, 2022 at 7:13 p.m. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell to return to the regular City Council meeting. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

Mayor McKinney acknowledged Lake County Circuit Court Judge Reginald Mathews who was present in the audience.

CITIZEN COMMENTS

Mary Lou Hiltibran, Director of ESDA, gave a report of the recent activities that ESDA performs in assistance to the City. Ms. Hiltibran invited those interested in seeing what ESDA does to stop by the ESDA Center at 3222 27th Street on Thursday nights from 7:00 p.m. to 9:00 p.m. She also invited those interested in becoming part of the ESDA program to fill out an application that is available on the City's website.

CONSENT AGENDA

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

- (a) **APPROVAL OF MINUTES:** of a Special Meeting held June 29, 2021 at 4:00 p.m. approval but not release of Closed Session Minutes of a Special Meeting held June 29, 2021 at 5:35 p.m.; a Regular Meeting held on July 6, 2021 at 7:00 p.m. approval but not release of Closed Session Minutes of a meeting held on July 6, 2021 at 8:00 p.m.

The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, 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 137798 through 137879 drawn on Huntington National Bank, N.A. Total: \$544,797.69

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

APPROPRIATION ORDINANCE

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that an Ordinance (21-0-41) be passed making appropriations, totaling \$43,999,165 for all funds, for the City of Zion, Illinois for the Fiscal Year beginning May 1, 2021 and ending April 30, 2022. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/AMENDING ZION MUNICIPAL CODE/CHAPTER 2, ARTICLE XII, SECTION 2-497

Administrator Knabel presented an amendment to the Zion Municipal Code Chapter 2, Article XII, Section 2-497. He stated this section of the code relates to the compensation and duties of the secretary for the Board of Fire & Police Commissioners. This section has not been updated in a while as the duties have expanded and happen more frequently. He recommends the change in compensation from \$100.00 per meeting to \$400.00 per month for all related duties. Commissioner Fischer asked what the current expenditure was annually. Administrator Knabel stated annually would depend on the number of meetings. Currently Human Resources Director Karin Graves handles the duties and receives compensation as part her salary. In the past it has been a volunteer position. This year there has been at least one meeting a month which would typically be \$1,200.00. Commissioner Frierson asked if they were previously paying out the stipend or was it on the books as being folded into existing positions. Administrator Knabel stated he would have to check the payroll system on that. He believes it has been there historically for when it was a volunteer position versus a compensated employee position. He stated it is something that is budgeted for on an annual basis. Commissioner Frierson stated the Code does not separate out whether it applies to a volunteer or an employee. He asked if it was material as to whether they are an employee or a volunteer. Administrator Knabel stated it may only matter from an IRS standpoint. Commissioner Frierson asked if there was anything showing what the expanded duties were. Administrator Knabel stated he and Karin Graves are working on the list of duties and responsibilities and what the position will entail. Currently the duties have been encompassed in the HR duties. Commissioner Frierson asked how the list will be communicated back to the Council. Administrator Knabel stated he will send the list to the Commissioners. He stated there are times when there is a lot more involved based on the needs of testing and expiration of lists versus other months. Commissioner Frierson stated if there are times when the secretary is not dealing with the lists or meetings by taking away the "per meeting" stipend the City will be paying in those months as well. He asked if the duties that are going to be redefined will cover the duties that are more than just attending the regular meetings. He asked when the list of the role and responsibilities will be completed. Administrator Knabel stated he is hoping to get the list finalized by next week.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes, that an Ordinance (21-O-42) be passed amending Chapter 2, Article XII, Section 2-491 of the Zion Municipal Code regarding the Board of Fire &

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

ORDINANCE/DISPOSITION OF SURPLUS PROPERTY/ POLICE DEPARTMENT

A memo (21-DOC-61) was received from Chief Barden requesting a list of firearms be declared as surplus property and traded with an approved vendor of law enforcement firearms and equipment. Chief Barden stated a full description of each firearm, to include the make, model, and serial number is listed. These firearms are property of the police department, the majority of which were previously duty weapons. Similar trades have been performed in the past and allow the Department to augment budgetary needs for its firearms and tactical programs. All responsibility for the requisite documentation of transfer will be managed by the FFL Dealer which removes the liability held by the Department in retaining these items. The trade-in value of these items is \$1,125.00

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that an Ordinance (21-O-43) be passed declaring various unwanted firearms in the Police Department as surplus property and approving the trading of these firearms with a local Federal Firearms Licensed Dealer. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/AMENDING ARTICLE III, CHAPTER 62, SECTIONS 62-202, 62-203 & 62-204

A memo (21-DOC-62) was received from Chief Barden requesting approval of a text amendment to Chapter 62, Article III, Sections 62-202, 62-203 & 62,204 of the Zion Municipal Code regarding Tobacco Use. Chief Barden stated the police department responds to and addresses issues of tobacco use by persons under 21 years of age. The Illinois compiled statutes amended the legal age from 18 to 21 years of age. This amendment to the ordinance allows for an enforcement arm for violations while aligning the ordinance with Illinois State Statute.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes that an Ordinance (21-O-44) be passed amending Chapter 62, Article III, Sections 62-202, 62-203 and 62-204 of the Zion Municipal Code regarding the purchase and sale of tobacco products. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/AGREEMENT/LAKE COUNTY HEALTH DEPARTMENT AND COMMUNITY HEALTH CENTER ANIMAL CONTROL PROGRAM

A memo (21-DOC-63) was received from Chief Barden requesting approval of an agreement between the City of Zion and the Lake County Health Department and Community Health Center Animal Care and Control Program. Chief Barden stated on November 7, 2018, the Council approved an agreement between the City of Zion and the Lake County Health Department and Community Health Center Animal Care and Control Program. The changes to this agreement are that of a housekeeping matter. The contact information in the agreement will be updated with current police Chief Barden's information at the request of the Lake County Health Department.

It was moved by Commissioner Frierson, seconded by Commissioner Fischer that an Ordinance (21-O-45) be passed authorizing and approving an agreement for an Animal Care and Control Program between the City of Zion and the Lake County Board of Health. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/AGREEMENT/FLOCK INC/LICENSE PLATE READER CAMERA INSTALLATION

A memo (21-DOC-64) was received from Chief Barden requesting approval of an agreement between the City of Zion and Flock Group Inc. for the install of license plate reader cameras. Chief Barden stated on July 6, 2021 Council approved the City budget that included funding for license plate reader technology. Staff has researched innovative ways to assist with crime reduction and methods to assist with active investigations specific to vehicles involved in crimes. Staff has filtered the vendors and now requests approval to enter into an agreement with Flock Group, Inc. for the installation of ten (10) license plate reader cameras within the City. Commissioner Fischer asked what the record retention policy was regarding the transfer of data from Flock to the agency. Chief Barden stated Flock has specifically worked with the NAACP on this issue and they have come to an agreement that there will be a 30 day retention period. Once they have reached the 30 day period there will be an automatic roll-off

unless they choose to capture the data. The only time they would capture the data would be if it was used for evidence based knowledge. Commissioner Fischer stated within the policy it states that Flock maintains as part of the agreement to come back and retrieve relevant information for other purposes and essentially, they maintain ownership of the data even though the City is storing it over a long period of time. Chief Barden in his discussions with the Flock, he learned the lists that are created will fall off after 30 days. Additionally, the program is part of a data sharing program with other agencies. The idea is that Flock would be able to share the data with surrounding agencies. He has spoken with the Chief of Gurnee and it is his intention to also acquire the program. Commissioner Fischer stated he does have some concerns with Section 4.4 part 2 of the agreement. Commissioner Frierson stated it is his understanding that the system is set up with a 30 day retention period. Flock has set up their business model to be friendly with other agencies. They own the equipment but the PD will own the data. If the City turns on the sharing feature their software can go in and pull the data for investigative purposes. Chief Barden stated they will not keep video coverage after the 30 days. Commissioner Fischer stated he wants to assure the public that they are not keeping video data for a long period of time on City servers. Chief Barden stated they are hoping this can provide leads for crimes involving stolen cars or crimes relating to certain vehicles. He stated it is not video but still pictures of license plates on the back of cars. He stated it is a growing technology and feels it will be a great benefit in assisting to help solve crimes involving stolen vehicles.

It was moved by Commissioner Frierson, seconded by Commissioner Fischer that an Ordinance (21-O-46) be passed authorizing and approving an agreement for the installation of license plate cameras between the City of Zion and Flock Group Inc. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/AMENDING ZION MUNICIPAL CODE/CHAPTER 94 "UTILITIES"

A memo (21-DOC-65) was received from Director Roberts requesting approval of a text amendment to Chapter 94, Section 94-356, Water service outside City. Director Roberts stated on October 1, 2019, the City Council approved a \$1.60 per 1,000 gallons rate increase to the water rates within the City limits. In a housekeeping measure, staff is requesting and recommending that the rate for the water supplied outside the corporate limits of the City shall be amended to \$8.25 per 1,000 gallons. Commissioner Fischer asked how many accounts there are outside the City. Director Roberts stated between Beach Park, unincorporated areas and the Township he believes between 1,000 and 1,500. Mayor McKinney asked where the City's rates were in comparison to other municipalities in the County. Administrator Knabel stated based on a new independent rate study, it has been determined that Zion is \$2.50 per 1,000 below the average.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that an Ordinance (21-O-47) be passed amending Chapter 94, Section 94-356 of the Zion Municipal Code amending the rate for the water supplied outside the City to \$8.25 per 1,000 gallons. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

DISSOLVING NOSTALGIA DAYS AND JUBILEE DAYS COMMISSIONS

Mayor McKinney stated the City has made a decision to dissolve the Nostalgia Days and Jubilee Days Commissions and create a Special Events Commission. Last year these events were canceled due to COVID. We were still unsure how COVID was going to impact us this year based on State protocols and mandates. Earlier this year Nostalgia Days was cancelled as we were still in the midst of COVID. He stated they have also decided to cancel Jubilee Days as they were unable to properly prepare for the event. In planning an event of this magnitude there is much detail and preparation that goes into reaching sponsors and participants for the events. Planning these kinds of events requires a full year preparation. He stated the events will not be permanently cancelled but will be brought back under the new Special Events Commission in 2022.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that an Ordinance (21-O-48) be passed dissolving the City of Zion Nostalgia Days Commission and the City of Zion Jubilee Days Commission. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ESTABLISHING THE SPECIAL EVENTS COMMISSION

Mayor McKinney stated the City has made a decision create a Commission that will be an umbrella for all special events that come through the City of Zion. Details for the Commission will be forthcoming. Commissioner McDowell asked why the at-large members are expanded to Lake County. Mayor McKinney stated the parade is one of the most popular events in the County and brings in a huge amount of tourism. They often work together with the Lake County Tourism Board to promote events.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (21-O-49) be passed establishing the City of Zion Special Events Commission. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

TABULATION OF BIDS/DEMOLITION OF 2753, 2771, AND 2785 GALILEE AVENUE

A Tabulation of Bids (21-DOC-66) was received from Director Ianson for the demolition of 2753, 2771 and 2785 Galilee Avenue. Director Ianson stated a bid opening was held on July 7, 2021 and the City received three responsive bidders.

Doetsch Contractors, Inc.	\$247,999.00
Green Demolition Contractors Inc.	\$297,880.00
KLF Enterprises, Inc.	\$349,000.00

Staff is recommending the lowest responsible bidder, Doetsch Contractors, Inc. in the amount of \$247,999.00. The demolition will be funded by the Lake County CDBG Grant. Commissioner McDowell asked what the timetable was for the demolition. Director Ianson stated he is hoping the demolition will start in the next couple of weeks. He stated this building has been abandoned for 3-4 decades. The hope is that there will be some interest in the site from developers that will have an opportunity to transform the area.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson to award the contract for the demolition of 2753, 2771 and 2785 Galilee to Doetsch Contractors, Inc. in the amount of \$247,999.00. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

REQUEST TO FILL VACANCIES/POLICE DEPARTMENT

A memo (21-DOC-67) was received from Chief Barden requesting approval to fill two (2) Police Officer vacancies. He stated on July 2, 2021, he was informed that one of the junior officers was accepting a lateral transfer from another police department within the next 45 days. Additionally, a senior officer has indicated that he will retire early next year. This will create a vacancy in the ranks of patrol and negatively impacts staffing numbers and police response. He requested that the Council approve filling two Police Officer positions, and request the names of the next candidates on the current Police Officer eligibility list from the Board of Fire and Police Commissioners. If approved, the candidates will attend the police academy on August 10, 2021. He has discussed the need for the replacement of these officers with Administrator Knabel and the filling of the positions will have no negative impact on the budget due to replacing both officers currently in the step scale with starting salary officers.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve filling two Police Officer vacancies and requesting the names of the next eligible Police Officer candidates from the Board of Fire and Police Commissioners eligibility list. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

APPOINTMENTS/PLANNING & ZONING COMMISSION

Mayor McKinney presented two appointments to the Planning & Zoning Commission for the Council's consideration. He suggested the appointment of Adam Miller to replace Juanita Winfrey. He thanked Ms. Winfrey for her many years of service on the all the Zion Commissions and Boards and wished her well. Additionally he suggested the appointment of Kendra Huffleman to replace Madeline Santana. He thanked Ms. Santana for all she has done for Zion. Commissioner Frierson asked what the backgrounds were of the appointments. Mayor McKinney

stated Kendra Huffleman is a Carthage College employee and is interested in being involved in Zion. Adam Miller is a local contractor, a Nostalgia Days volunteer and is part of ESDA.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer to approve the appointments of Adam Miller and Kendra Huffleman to the Planning & Zoning Commission. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

FOP/PATROL OFFICERS CONTRACT AGREEMENT

Administrator Knabel stated they have completed the negotiations with the FOP union and they have agreed to a one year contract. He stated there has been one minor change regarding the uniform allowance in Sec. 13.6 as it relates to newly hired employees.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve the contract agreement with Fraternal Order of Police, David M. Parker Memorial Lodge No. 91 and the Illinois FOP Labor Council, for May 1, 2021 through April 30, 2022 for Patrol Officers as presented. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

WAIVER OF FEES/CITY MOVIE SCREEN RENTAL

A memo (21-DOC-68) was received from Administrator Knabel requesting the Council waive the fees for the rental of the City movie screen. Administrator Knabel stated a request has been made for the waiver of fees for the rental of the City movie screen for an event held by the Coalition for Healthy Communities as detailed in the application submitted. The City has utilized the screen primarily for City sponsored events (Nostalgia Days and Community of Character Walk) but will make it available to others if they meet the requirements set forth in the application. The fee is to cover the cost of the employee's overtime and the maintenance of the screen and related equipment. If waived, the City's cost would be under \$1,000 for the two days requested and would be considered the City's contribution to the community event.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to waive the fees for the rental of the City's movie screen for a Coalition for Healthy Communities event. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Frierson, abstain; Holmes, aye and Mayor McKinney, abstain. Motion carried.

It was noted by Mayor McKinney that Commissioner Frierson was the President of the Coalition for Healthy Communities and he was the Vice President, therefore, they abstained from the vote.

DEPARTMENTAL COMMENTARY

Director Ianson reminded residents of the Zion Clean-Up Days on August 7, 2021 from 8:00 a.m. to 12:00 p.m. Dumpsters will be on-site to drop off electronics and tires. Mayor McKinney stated citizens must show proof of residency with a Zion Driver's License or Zion City sticker to participate. Director Ianson noted that there will be a maximum of 8 tires per resident.

Director Roberts gave updates on current projects. IDOT is milling 17th St. to Wadsworth the second week of August. The 2021 water main project is wrapping up and the street program will be starting. A list of the streets affected is posted on the City's website. The HMA patching program is completed covering 11,000 square yards of large patches.

Chief Stried reminded residents of the Blood Drive sponsored by Vitalant on Thursday, July 22nd from 9:00 am to 2:00 p.m. in the Bay at Zion Fire Station #1. An appointment is encouraged but walk-ins are welcome.

Administrator Knabel stated the City suspended late fees and shut-offs during COVID. Currently, over 2,000 accounts are eligible for shut-offs. They are considering re-implementing the late fees and shut-offs in September. Notices have been sent out to those who would qualify. He encouraged residents to pay as much as they can now so that they can be caught up by the time the late fees and shut-offs are implemented. He also encouraged residents that are having trouble paying their bill to contact Zion Township or call 211. There are funds available for utility assistance. Mayor McKinney stated 211 is a great resource for those in need. They offer assistance in many different areas; mental wellness, medical and rent.

Chief Barden stated officers will be enforcing parking violations and no City sticker violations. He encouraged residents to purchase City stickers. He also stated there will be a drug drop-off in the police department lobby.

HR Department – Karin Graves stated she and Darlene Pickett are currently working with Firefighter candidates and should have an eligibility list soon. Soon they will begin recruitment for entry Police Officers.

Commissioner Holmes thanked Police Officer Barber for his efforts in addressing speeders in her neighborhood.

Commissioner Fischer stated he and the Mayor attended the Ahmadiyya Muslim Community Foundation Stone Ceremony for the Zion Mosque on July 10th. He thanked ESDA for the great job with traffic control. He spoke with the Financial Director of the Foundation and it is estimated that there will be between 25,000-35,000 visitors coming to Zion. Mayor McKinney stated the Ahmadiyya Muslim Community started 125 years ago with John Dowie. There were International audiences with TV cameras and Dignitaries from other countries as well as the US at the event. The Ahmadiyya Community has a love for the City of Zion and they welcome all citizens.

Commissioner Frierson shared information regarding Zion Together Days August 5-7. He also reminded citizens of the Movie in the Park on July 30th.

ANNOUNCEMENTS

August 3	7:00 p.m.	Zion City Council Meeting
August 7	8:00 a.m. to 12:00 p.m.	City of Zion Electronics & Tire Drop Off – 2771 Galilee Ave.

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner Frierson, seconded by Commissioner Fischer, and unanimously approved the meeting be adjourned at 8:17 p.m. Motion carried.

City Clerk