

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, MAY 17, 2022, AT 7:00 P.M. 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 McDowell, Frierson, Fischer, Holmes and Mayor McKinney. A quorum was present.

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

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

Mayor McKinney asked for a moment of silence for Mr. Al Rogers and stated Mr. Rogers did a lot in the community. Additionally, he asked for prayers for the recent shooting victims and the safety of all citizens.

AGENDA CHANGES

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

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

CITIZEN COMMENTS

Holly Kim, Lake County Treasurer, shared information regarding payment options for the upcoming property tax bills. Additionally, she shared information regarding the “Fiscally Fit Program” in which she partners with local banks in Lake County to teach healthy money habits. She also paid tribute to Asian American & Pacific Islander Heritage Month and thanked Mayor McKinney for recognizing the importance of it.

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 May 3, 2022 at 7:00 p.m.; and approval but not release of Closed Session Minutes of a meeting held on May 3, 2022 at 7:40 p.m.

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, 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 140575 through 140717 drawn on Huntington National Bank, N.A. Total: \$881,142.25.

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

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

- (c) **PROCLAMATION:** Memorial Day, May 30, 2022

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

MAINTENANCE CONTRACT/BIO-TRON, INC.

A memo (22-DOC-44) was received from Chief Stried requesting approval of a preventative maintenance contract for cardiac monitors in the Fire/Rescue Department. Chief Stried stated Bio-Tron, Inc. from Tinley Park, IL has been providing preventative maintenance on the Zoll cardiac monitors for the last few years. The cost for this service is \$1,500. The contract will be effective June 1, 2022 through May 31, 2023.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that an Ordinance (22-O-17) be passed authorizing and approving a preventative maintenance contract between the City of Zion and Bio-Tron, Inc. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

VARIANCE/SECTION 102-32/ZION MUNICIPAL CODE/1012 SHILOH BLVD

A memo (22-DOC-45) was received from Director Ianson requesting approval of a Variance from Section 102-152(c) of the Zion Municipal Code. Director Ianson stated Mr. Yonke is seeking a Variance to Section 102-32(c) of the Zion Municipal Code to exceed lot coverage by 1,349 square feet for parking because he would like to asphalt his existing gravel driveway for the property located at 1012 Shiloh Blvd., Zoning Docket 22-Z-4. At the May 5, 2022 meeting, the Planning & Zoning Commission recommended approval of the Variance request.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (22-O-18) be passed a granting a Variance to Section 102-152(c) of the Zion Municipal Code to exceed the lot coverage by 1,349 square feet for parking located at 1012 Shiloh Blvd. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/SPECIAL USE PERMIT/AUTO REPAIR/2107 GALILEE AVENUE

A memo (22-DOC-46) was received from Director Ianson requesting a Special Use Permit to operate an automotive repair business for property located at 2107 Galilee Avenue, petitioner James Scanlon, Zoning Docket 22-Z-5. Director Ianson stated the proposed business, Everything on Wheels, LLC will be a full services auto repair shop with two technicians and one office personnel. Business hours will be Monday through Friday 8:30 a.m. to 5:00 p.m., Saturday 9:00 a.m. to 2:00 p.m. and closed on Sundays. At the May 5, 2022, Planning and Zoning Commission meeting, the Commission recommended to approve the Special Use Permit request. Commissioner Fischer asked if the location was previously used as an auto repair business. Director Ianson stated it was previously used as an excavation company. Commissioner Fischer asked if there was sufficient space available for parking. Director Ianson stated there was additional parking on the side and in the back of the building. Commissioner Frierson asked if there would be any additional improvements made to the property. Director Ianson stated they will be doing additional landscaping, repaving and repainting.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (22-0-19) be passed granting a Special Use Permit to James Scanlon to operate an Auto Repair Business for property at 2107 Galilee Avenue. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye; and Mayor Harrison, aye. Motion carried. Ordinance passed.

ORDINANCE/SPECIAL USE PERMIT/TATTOO PARLOR/2109 LEWIS AVENUE

A memo (22-DOC-47) was received from Director Ianson requesting a Special Use Permit for a Tattoo Parlor and Body Piercing business for property located at 2109 Lewis Avenue, Unit H, petitioner Howell Sidney Longworth, Zoning Docket 22-Z-6. Business hours will be Monday through Saturday 11:00 a.m. to 10:00 p.m. and Sundays 11:00 a.m. to 8:00 p.m. At the May 5, 2022 meeting, the Planning & Zoning Commission recommended approval of the Special Use Permit.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer, that an Ordinance (22-O-20) be passed granting a Special Use Permit to Howell Sidney Longworth for a Tattoo Parlor and Body Piercing Business in the Local Business District for property located at 2109 Lewis Avenue, Unit H. The vote on roll call was: Commissioners, McDowell, aye; Frierson, aye; Fischer aye; Holmes, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/TEXT AMENDMENT/CHILDCARE FACILITIES

A memo (22-DOC-48) was received from Director Ianson requesting a Text Amendment to Section 102-56(a)(5) of the Zion Municipal Code to add Childcare as a permitted use with the issuance of a Special Use Permit, Zoning Docket 22-Z-7. At the May 5, 2022 meeting, the Planning and Zoning Commission recommended approval of the text amendment.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson, that an Ordinance (22-O-21) be passed approving a Text Amendment to Zion Municipal Code Section 102-56(a)(5) adding Childcare as a permitted use with the issuance of a Special Use Permit. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/SPECIAL USE PERMIT/DAYCARE CENTER/3021 31ST STREET

A memo (22-DOC-49) was received from Director Ianson requesting a Special Use Permit for a daycare center, for property located at 3021 31st Street, petitioner, Martha Salazar, Zoning Docket 22-Z-8. Director Ianson stated Ms. Salazar is seeking a Special Use Permit to build and operate a daycare center. She is currently operating a daycare center located at 27th and Elisha and is licensed to have up to 61 children with 11 Staff members. She would like to build and operate a second location licensing up to 140 children and also hire all the required Staff. At the May 5, 2022 meeting, the Planning & Zoning Commission recommended approval of the Special Use Permit.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson, that an Ordinance (22-O-22) be passed granting a Special Use Permit for a daycare center for property at 3021 31st Street. 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/2022 HMA PATCHING PROGRAM

A Tabulation of Bids (22-DOC-50) was received from Director Roberts for the 2022 HMA Patching Program. On May 3, 2022 the City held a bid opening for the 2022 HMA Patching Program. Director Roberts requests and recommends awarding the bid to the lowest responsible bidder, Schroeder Asphalt Services, Inc. from Huntley, Illinois in the amount of \$164,000.00. Funding for the project has been budgeted from the Motor Fuel Tax Fund. Copies of the bid tabulations are on file in the City Clerk and Public Works offices and posted on the City of Zion website.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that the bid for the 2022 HMA Patching Program be awarded to Schroeder Asphalt Services, Inc., Huntley, Illinois in the amount of \$164,000.00. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

TABULATION OF BIDS/JOPPA ALLEY IMPROVEMENT PROJECT

A Tabulation of Bids (22-DOC-51) was received from Director Roberts for the Joppa Alley Improvement Project. On May 3, 2022 the City held a bid opening for the Joppa Alley Improvement Project. Director Roberts stated only one bid was received and Staff has informed the grant manager for the DCEO Grant of receiving only one bid. They have approved awarding the bid to a single bidder. The lowest responsible bidder was Campanella and Sons, Inc. of Wadsworth, Illinois for the base and alternate bids 1,2 and 3. Staff recommends awarding the base bid to Campanella and Sons, Inc. in the amount of \$798,659.68. Funding for the project has been awarded from the DCEO (Department of Commerce and Economic Opportunity) Grant. Copies of the bid tabulations are on file in the City Clerk and Public Works offices and posted on the City of Zion website.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that the bid for the Joppa Alley Improvement Project be awarded to Campanella and Sons, Inc., Wadsworth, Illinois in the amount of \$798,659.68. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

**PROPOSAL/PROFESSIONAL ENGINEERING SERVICES/BURKE ENGINEERING/JOPPA ALLEY
IMPROVEMENT PROJECT**

A memo (22-DOC-52) was received from Director Roberts requesting approval of the proposal from Christopher Burke Engineering for Construction Observation and Engineering Services for the Joppa Alley Improvement Project. Director Roberts stated services will include the observation of the progress and quality of work executed and determination if the work is proceeding in accordance with the contract documents. Staff requests and recommends approval of the proposal from Christopher Burke Engineering in the amount of \$60,415. Funding for the project has been awarded from the DCEO (Department of Commerce and Economic Opportunity) Grant. Commissioner McDowell noted that Senator Melinda Bush helped secure the grant for the project. Mayor McKinney stated there has been a slight delay on the project with concrete and asphalt. There have been many issues throughout the country but the Infrastructure Bill has money coming to help with projects.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to accept the proposal of Christopher Burke Engineering in the amount of \$60,415 for Construction Observation & Engineering Services for the Joppa Alley Improvement Project. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

TABULATION OF BIDS/2022 STREET AND ALLEY PROGRAM

A Tabulation of Bids (22-DOC-53) was received from Director Roberts for the 2022 Street and Alley Program. On May 3, 2022 the City held a bid opening for the 2022 HMA Patching Program. The lowest responsible bidder was Schroeder Asphalt Services, Inc. from Huntley, Illinois for the base bid and alternate bids 1, 2 and 3 and is a budgeted item in the FY23 MFT (Motor Fuel Tax) and RBI (Rebuild Illinois) funds in the amount of \$819,670.00. A budget amendment to the FY23 Street and Bridge Fund will be required in the amount of \$92,346.35. Director Roberts requests and recommends awarding the bid to Schroeder Asphalt Services, Inc. in the amount of \$912,016.35. Copies of the bid tabulations are on file in the City Clerk and Public Works offices and posted on the City of Zion website. Commissioner Fischer asked how big of an area will be covered. Director Roberts stated with the base bid it will cover 3 alleys and 4 streets which totals about 2 miles. Commissioner Fischer asked how Schroeder Asphalt was able to put together a price that was this low. Director Roberts stated this is happening all across the country. Most municipalities are getting only 1 bid. Most local companies have a full schedule and bid higher. Peter Baker and Payne & Dolan provide the materials to the smaller companies so are still making money. They reached out to the smaller companies but they are having a hard time securing material. They may also be afraid of the requirements for the DCEO grant.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that the base bid for the 2022 Street and Alley Program be awarded to Schroeder Asphalt Services, Inc., Huntley, Illinois in the amount of \$912,016.35. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

**PROPOSAL/PROFESSIONAL ENGINEERING SERVICES/BURKE ENGINEERING/2022 STREET AND
ALLEY PROGRAM**

A memo (22-DOC-54) was received from Director Roberts requesting approval of the proposal from Christopher Burke Engineering for Construction Observation and Engineering Services for the 2022 Street and Alley Program. Director Roberts stated services will include the observation of the progress and quality of work executed and determination if the work is proceeding in accordance with the contract documents. Staff requests and recommends approval of the proposal from Christopher Burke Engineering in the amount of \$100,330.00. The service is a budgeted item in the FY23 MFT (Motor Fuel Tax) Fund.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to accept the proposal of Christopher Burke Engineering in the amount of \$100,330.00 for Construction Observation & Engineering Services for the 2022 Street and Alley Program. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

PROPOSAL/PROFESSIONAL ENGINEERING SERVICES/BURKE ENGINEERING/2022 WATER MAIN REPLACEMENT PROJECT

A memo (22-DOC-55) was received from Director Roberts requesting approval of the proposal from Christopher Burke Engineering for Construction Observation and Engineering Services for the 2022 Water Main Replacement Program. Director Roberts stated services will include the observation of the progress and quality of work executed and determination if the work is proceeding in accordance with the contract documents. Staff requests and recommends approval of the proposal from Christopher Burke Engineering in the amount of \$103,800.00. The service is a budgeted item in the FY23 Water Fund. Commissioner Frierson asked if Christopher Burke has had any pricing increases. Director Roberts stated they have not.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to accept the proposal of Christopher Burke Engineering in the amount of \$103,800.00 for Construction Observation & Engineering Services for the 2022 Water Main Replacement Project. The vote on roll call was: Commissioners McDowell, aye; Fischer, aye; Holmes, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

SPECIAL DUTY PAY CHANGE

A memo (22-DOC-56) was received from Chief Barden requesting approval of a change in the fee schedule for Special Duty pay for officers. Special Duty is not paid by the City of Zion but rather by the entity that contracts for police services (e.g. ZBTHS basketball games and football games or other gatherings where police services will be needed above and beyond the regularly scheduled services). Chief Barden recommends approval of the fee adjustment and suggests that the contract fee amount commensurate with the current CBA reflecting the overtime rate of the officer's position on the step scale. The CBA fee amount would be attached as an exhibit to the governing agreement and would reflect the most current CBA as negotiated by the City of Zion.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes to approve the change in the fee schedule for Special Duty pay for police officers as presented. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

WATER/SEWER FUND BUDGET

A memo (22-DOC-57) was received from Administrator Knabel requesting approval of the Water and Sewer Fund Budget. Administrator Knabel stated in the interest of moving forward with capital purchases, which are experiencing large delays, he is asking for approval of the Water and Sewer Fund Budget for FY 2023 in advance of the remainder of the City funds. This fund is a standalone fund and has no impact on the General Fund or other fund budgets so they can isolate and approve accordingly. He presented the budget for the Water and Sewer fund for the year ending April 30, 2023. He noted that there is an increase in expenses due to some of the following:

- The increase of the cost of water to the Lake County Public Water District
- Anticipated emergency repairs and a sewer grinder
- Replacement water meters
- Increase of Capital Outlay Motor Equipment
- Large transfer due to the \$1.3 million Water Project

It was moved by Commissioner Fischer, seconded by Commissioner McDowell to approve the Budget for the Water and Sewer Fund for May 1, 2022 through April 30, 2023 as presented. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye and Mayor McKinney, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson reminded residents of the requirements for the collection of Landscape and Yard Waste. Information is available on the City's website.

Director Roberts stated batch plants are now open and they will be concentrating on doing the main roads first. Additionally, he received information from Wisconsin DOT regarding the closing of Sheridan Road from 9th Street to 52nd Street beginning May 31st.

Chief Stried reminded residents that only recreational fires are permitted in Zion. He urged residents to review the City code regarding burning.

Chief Barden stated the City is actively seeking applicants for police officer. Applications will be received until May 31, 2022. Applicants may apply at applytoserve.com.

Administrator Knabel invited residents to attend the 2nd meeting for the Zion Community Leaders State of the Community on June 4, 2022 at 10:00 a.m. at ZBTHS South Cafeteria. They received feedback from the last meeting from the questions on how to improve the community and will be sharing the information. The meeting can provide an opportunity for residents and businesses to share ideas on what they would like to see happen in the community. There are 24,000 residents in Zion and their feedback is needed in order to make things work.

Commissioner Frierson thanked Ms. Kim for attending the City Council meeting and providing the residents with information regarding the property tax payments and the Fiscally Fit Program. Additionally, he encouraged residents to get out and investigate the various activities going on this summer.

Commissioner Fischer asked citizens as Memorial Day approaches to remember those we have lost and gave up their lives for this country's freedom.

Commissioner Holmes encouraged residents to get outside and get to know their neighbors.

Mayor McKinney stated he is thankful for the people that work for the City. Employees are the ones that are tasked with changing the City with limited resources available. He stated he appreciates the Council's input and thanked them for their dedication. Additionally, he thanked the Police and Fire Chiefs for going with him to visit the elementary schools. They did a masterful job with the children and the reception they received was wonderful.

ANNOUNCEMENTS

May 30		City Offices Closed for the Holiday
June 4	10:00 a.m.	Zion Community Leaders State of the Community at ZBTHS South Cafeteria
June 7	7:00 p.m.	Zion City Council Meeting
June 21	6:00 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting

CLOSED SESSION

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that the Council recess to Closed Session at 8:06 p.m., Pursuant to 5 ILCS 120/2 "Open Meetings", for the discussion of filed, pending and/or probable or imminent litigation, sale or purchase of real estate, collective bargaining, legal counsel and personnel. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Frierson, seconded by Commissioner Fischer to reconvene the Regular Council meeting at 8:20 p.m. with all members present. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Fischer, aye; Holmes, 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