

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 6, 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 Holmes, McDowell, Fischer, Frierson 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 Frierson, seconded by Commissioner McDowell to accept the City Council meeting agenda as presented.

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

SPECIAL PRESENTATION/ZBTHS STUDENTS

Chris Kubic, ZBTHS stated he was in attendance on behalf of the National Honor Society (NHS). He stated that two members; Sofia Villalobos and Maddie Garris were present from NHS to present a project in conjunction with the Commission of Special Events Commission. The students would like to paint the windows in downtown Zion for Homecoming which is October 7th. Mayor McKinney stated he believes it is a great idea and recalled his days back in High School when the ZB spirit was present throughout the City. He stated the Council will take a vote and reach out to the businesses. He believes High School teams and activity groups have brought the City together. A list of Homecoming activities will be provided along with a google form for businesses outlaying the project and for help with donations, supplies and clean-up. They would like to begin painting the windows two weeks before Homecoming.

SPECIAL PRESENTATION/RAZZLE DAZZLES

Mayor McKinney stated that at the last Council meeting a Resolution of Commendation was passed commending the Razzle Dazzle' on their outstanding performance in winning the WFNBT World Baton Twirling Championships. The Razzle Dazzles were present to formally accept the congratulations from the City Council. Mayor McKinney thanked the team and coaches for bringing the Championship back to Zion. Additionally, he thanked the parents for supporting their children.

CITIZEN COMMENTS

LaShaundra Barnes, Zion, stated she has been having a lot of issues in her rental home and she is very displeased with the condition of the home. She is also dissatisfied with the City of Zion and Lake County Housing Authority's inspection process. She does not believe the property should have passed the inspection from both the City and Housing Authority. She noted that it is important for tenants to know their rights. She is ready to seek legal counsel if needed and cannot afford to be silent.

Clyde McLemore, Zion, referenced the water situation in Jackson Mississippi and would like to assist by bringing donations of water as he did in Flint Michigan. Additionally, he expressed his disappointment with the Mayor's performance over the past few years.

Mary Lou Hiltibran, Zion ESDA Director, gave a monthly report of the recent activities that ESDA performs in assistance to the City. She invited those who wish to serve as a volunteer with ESDA to go to the City's website and fill out an application. Additionally, she stated that she believes Mayor McKinney is doing a great job and truly cares about the City.

Dhiya Bakr, Zion, stated she is a representative from the Ahmadiyya Muslim Community. She was present back in September of 2021 in support of the variance for the place of worship on Lewis Avenue and 27th Street. She rendered great gratitude to the City Council for their support and has asked that the City consider giving a key to the City to his Holiness who advocates for Global Peace and looks to resolve differences through peacefulness and prayer. He has received keys for Los Angeles and Philadelphia and is no stranger to Zion. She believes it would establish a great milestone for a key to be presented at the inauguration of the Mosque on October 1st.

W. C. Bremner, Zion, thanked Director Roberts and his crew for their assistance with a fallen tree branch by his house.

Kathy Champine, Zion, stated she feels that the current Council is one of the best Councils the City has seen and shared some of their accomplishments. Additionally, she brought attention to the Land Acknowledgement for the Native Americans.

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 August 16, 2022 at 7:05 p.m., approval but not release of Closed Session Minutes of a meeting held on August 16, 2022 at 8:41 p.m.

The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, 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 141275 through 141481 drawn on Huntington National Bank, N.A. Total: \$2,245,194.70.

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

RESOLUTION/AMENDING PERSONNEL AUTHORIZATION

Administrator Knabel stated twice a year the departments review the Personnel Authorization for any needed updates. The Authorization is a guide they use for staffing. Things can change based on the budget and operational planning. The biggest change is in the police department due to the addition of two School Resource Officers (SRO) for District #6. Also added are 5 grant funded positions that will applied for the COPS grant which allows underserved communities to hire additional full-time officers. The City has applied for 5 officers but is not assured of receiving the grant and will only hire the officers if they are awarded the grant. Commissioner Fischer noted that the Authorization is striking 2 part-time administrative position from Accounts & Finance and Fire. Administrator Knabel stated that those positions were left in the Authorization until the full-time positions were approved. Additionally, Commissioner Fischer asked about the change in the Fire/Rescue Department for Firefighter/Paramedics from 17 to 16. Administrator Knabel stated 16 is in line with the number of full-time on each shift and the ability to fill with a POP. Commissioner Frierson asked what the grant covered position look like. Chief Barden stated that the grant is good for 5 years. The first 3 years of the officer's salary are covered by the grant. The intension is to allow time for recruitment and hiring before the grant expires. Administrator Knabel stated that there are also provisions in the grant that require a City match. If the grant is received, it will be brought back before the Council for approval.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes that a Resolution (22-R-8) be passed Amending the Personnel Authorization. The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Resolution passed.

ORDINANCE/LETTER OF UNDERSTANDING/ILLINOIS DEPARTMENT OF TRANSPORTATION

A memo (22-DOC-85) was received from Director Roberts regarding approval of an Illinois Department of Transportation (IDOT) Letter of Understanding. Director Roberts stated that IDOT is currently designing and planning a project to replace the Bull Creek culvert under IL 137 (Sheridan Road). The State notified the City that an existing 8" water main will be required to be relocated. Additionally, during the construction of the culvert a temporary water main will be installed in order to provide continued water service to 700 customers. The Letter of Understanding describes the responsibilities of the State and the City of Zion. The State has agreed to fully fund the cost of relocation and installation of the temporary water main. The City of Zion will continue to own, operate and maintain the new water main. Staff requests and recommends approval of the IDOT Letter of Understanding. Commissioner Frierson asked for an explanation regarding the difference of \$250,000 that was originally proposed and the increase to \$700,000. Director Roberts stated the initial estimate was done two years ago. During the design phase, IDOT made additional suggestions which alone raised the costs to \$800,000.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that an Ordinance (22-O-45) be passed authorizing and approving a Letter of Understanding between the State of Illinois and the City of Zion. The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**MEMORANDUM OF UNDERSTANDING/DEPARTMENT OF JUSTICE/JUSTICE ASSISTANCE
GRANT/POLICE DEPARTMENT**

A memo (22-DOC-86) was received from Chief Barden requesting approval of a memorandum of understanding (MOU) between the City of Waukegan, the County of Lake and the City of Zion regarding the 2022 Edward Byrne Memorial Justice Assistance Grant (JAG). The grant is awarded annually by the US Department of Justice. The City of Waukegan completes the application for the grant on behalf of the signed parties and funds are distributed to the parties through the City of Waukegan. The MOU is necessary for the City of Waukegan to act as the fiscal agent for the grant. The City of Zion has been awarded a grant in the amount of \$11,642, of that amount, \$2,000 will be forwarded to the Lake County's State's Attorney's office. The police department has used this grant in the past to pay for equipment installed in squad cars and a speed radar trailer. They are currently considering purchasing updated equipment in the training room; a ballistic shield, riot munitions and gear.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes that an Ordinance (22-O-46) be passed approving and authorizing a certain Memorandum of Understanding between the City of Waukegan, Lake County and the City of Zion in order to receive \$11,642.00 in JAG grant funds. The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/REDEVELOPMENT AGREEMENT/ROGER WHITMORE'S AUTOMOTIVE SERVICES

Administrator Knabel stated Roger Whitmore's Automotive Services Inc. applied for a TIF Grant to pay for the costs associated with abandoning his well and hooking up to City water as required by the EPA and to repave his parking lot at 3525 Il Route 173. The TIF Board has approved the request for \$174,000.00. Due to the increase on the quote for the asphalt, there is a revised quote to include the increase of \$6,200.00 with a new total of \$180,767.00. Commissioner Frierson asked the age of the TIF and if there were sufficient funds to support the request. Administrator Knabel confirmed there was enough money in the TIF to support the request. Commissioner McDowell asked if there were any objections from the TIF Board. Administrator Knabel stated there were not.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell that an Ordinance (22-O-47) be passed approving and authorizing a Redevelopment Agreement between the City of Zion and Roger Whitmore's Automotive Services, Inc. The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, nay; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ORDINANCE/CONVEYANCE OF PROPERTY

Director Ianson stated at the last Council meeting the bid was awarded for the sale of City property at 2819 31st Street and 0 31st Street. The proposed ordinance is in regards to the agreement associated with the sale of that property.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (22-O-48) be passed authorizing the conveyance of certain real property within the City of Zion. The vote on roll call was: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

TABULATION OF BIDS/2022 CDBG SIDEWALK PROGRAM

A Tabulation of Bids (22-DOC-87) was received from Director Roberts for the 2022 CDBG Sidewalk Program. A bid opening was held on August 2, 2022 and the following bids were received:

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| 1. Schroeder & Schroeder, Inc. | \$276,100.00 |
| 2. Alliance Contractors, Inc. | \$347,000.00 |

Director Roberts stated the Lake County CDBG program requires a minimum of 3 bidders. Staff requested that Lake County waive this requirement. Lake County has approved the following:

Schroeder & Schroeder, Inc. was the lowest bidder, however, the bid was significantly higher than the approved budget for the project. Staff has requested that Schroeder & Schroeder, Inc.'s approved quantities be reduced and the proposed unit bid prices stay the same. Information was presented detailing the unit bid prices along with the adjusted quantities. Staff requests and recommends awarding the project to the lowest responsible bidder, Schroeder & Schroeder, Inc. from Skokie, Illinois in the amount of \$190,730.00. The project amount of \$30,730.00 is funded through the Street & Bridge Fund and the remaining \$160,000.00 will come from the Community Development Block Grant funding. Copies of the bid tabulations are on file in the City Clerk's office, in the office at Public Works and posted on the City's website. Commissioner Fischer asked which areas of the City will be focused on for the project. Director Roberts stated there are various locations throughout the City. He stated that there is so much in the City that needs to be repaired but being able to do the repairs widely depends on money.

It was moved by Commissioner McDowell and seconded by Commissioner Fischer that the bid for the 2022 CDBG Sidewalk Program be awarded to Schroeder & Schroeder, Inc. in the amount of \$190,730.00. The vote on the roll: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

TABULATION OF BIDS/SANITARY SEWER INSPECTION CAMERA

A Tabulation of Bids (22-DOC-88) was received from Director Roberts for the purchase of a Sanitary Sewer Inspection Camera. Director Roberts stated a bid opening was held on July 5, 2022 for the Purchase of a Mainline Sanitary Sewer Inspection Camera System and the following bids were received

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| 1. Standard Equipment Company: | |
| a. Used Equipment bid | \$ 89,995.00 |
| b. New Equipment bid | \$112,309.71 |
| 2. EJ Equipment | |
| a. Used Equipment. | \$127,684.72 |
| b. New Equipment | \$163,958.80 |

He stated after demonstrations of both proposed camera systems, Staff requests and recommends awarding the Purchase of the Mainline Sanitary Sewer Inspection Camera System to Standard Equipment in the amount of \$112,309.71. Funding for the equipment purchase is a budgeted item in the Water Fund. Copies of the bid tabulation are on file in the City Clerk's office, at Public Works and is posted on the City's website. Commissioner McDowell asked why they decided to go with a new camera in lieu of a used one. Director Roberts stated that a new one will have a much clearer picture. If there is a suspected collapse in the sanitary, they can send the camera down and see if there is a blockage. A new camera can also do an inspection in order to prevent issues. Commissioner Fischer stated he saw one of the old cameras in the process and it was 23 years old and the software is no longer supported.

It was moved by Commissioner McDowell and seconded by Commissioner Fischer that the bid for the Purchase of a Mainline Sanitary Sewer Inspection Camera System be awarded to Standard Equipment Company in the amount of \$112,309.74. The vote on the roll: Commissioners Holmes, aye; Fischer, aye; McDowell, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

ZONING CHANGE/3905 IL ROUTE 173

A memo (22-DOC-89) was received from Director Ianson requesting a Zoning change for the north parcel at 3905 IL Route 173, PIN #04-18-400-035, Zoning Docket 22-Z-14. Director Ianson stated 3905 IL Route 173 currently has three parcels, two of which are zoned Light Manufacturing and one as Highway Business. ReelWheels, Corp. is requesting a Zoning change for the aforementioned property from Highway Business to Light Manufacturing in order to be consistent with the other parcels and the use. At the September 1, 2022 meeting, the Planning & Zoning Commission recommended approval of the Zoning change request. Commissioner Fischer asked if this property is the out lot that the City will retain. Director Ianson stated it is the northern most lot and will be split in half which the City will retain half. It may have to be rezoned if necessary depending on the use. Mayor McKinney noted that the property being referred to is the property across from Walmart and has been vacant for many years.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that an Ordinance (22-O-49) be passed a granting a Zoning change for the north parcel, PIN #04-18-400-035 at 3905 IL Route 173 from Highway Business to Light Manufacturing. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

DEPARTMENTAL COMMENTARY

Director Ianson stated residents have been inquiring about how to dispose of electronics. He stated he has been referring people to SWALCO or to call Waste Management for a special pick-up for an additional fee.

Director Roberts shared the following:

- The Water Main Project has been completed
- The Joppa Alley Project is getting the pipes relined on 27th Street, the concrete is complete and should be ready for asphalt by Friday or Saturday

He noted the City has a lot of projects going on and asked that citizens pay attention to the workers.

Chief Stried stated they will be having an Open House at the Fire Station on October 8th from 9:00 a.m. to 12:00 p.m. in coordination with Fire Prevention Week.

Chief Barden noted as he drove around the City he noticed that many of the construction sites are near schools. He stated kids are constantly running out into the streets and asked that citizens obey the school zone speed limits.

Administrator Knabel asked that if people have questions about City operations that they contact City staff instead of trying to get information on social media. People on social media do not always comment with correct information. Staff does not monitor social media sites and he would like residents to go right to the source. Mayor McKinney stated much of the City's information is available on the City website and Facebook page.

Commissioner McDowell thanked the Mayor and the Commissioners for attending the Mayor's Prayer Breakfast. He noted that next year there will also be a parade.

Commissioner Frierson reminded residents that the easiest way to get things done is to create a dialog. There are many people who want to help. He stated he is also here to help and invited people to text him with any questions. The City must follow a process to get things done. He asked that residents have patience and empathy. The staff in the City is top notch and does the best they can with the budget they have. He reminded people that everyone struggles with something at one time or another.

Commissioner Holmes echoed Commissioner Frierson's comments. She also noted that City employees do their jobs to the best of their abilities. Additionally, she stated she had the opportunity to go on an inspection with the building department and believes they are doing the best they can.

Commissioner Fischer stated that he recently attended a SWALCO Executive Board Meeting and learned more people are throwing things out and this helps Zion with the tipping fees received from the landfill. He noted that the landfill is important to the community and is a major support to the budget. Additionally, he encouraged residents to recycle.

Mayor McKinney stated he recently received a frantic call from a woman who believed she had mice and racoons in her walls. He immediately contacted the Building Department to investigate. He reminded residents that the Department Heads are very busy and usually out of the building doing their jobs. His office phone is tied to his cell phone and will answer calls or get back to people as soon as possible to address any concerns. He also reminded residents that they can receive assistance from the United Way by calling 211. They can help with various issues and needs. Resources are available if people need them. Additionally, he hopes to bring back the tenant/landlord meetings in September.

ANNOUNCEMENTS

September 20	6:00 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting
October 4	7:00 p.m.	Zion City Council Meeting

CLOSED SESSION

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that the Council recess to Closed Session at 8:15 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 Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to reconvene the Regular Council meeting at 8:40 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.

ORDINANCE/SETTLEMENT AGREEMENT

It was moved by Commissioner Fischer, seconded by Commissioner Frierson that an Ordinance (22-O-50) be passed authorizing and approving a settlement agreement between the City of Zion and Mr. Martin. The vote on roll call was: Commissioners Holmes, aye; McDowell, aye; Fischer, aye; Frierson, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner Frierson, seconded by Commissioner Holmes and unanimously approved the meeting be adjourned at 8:42 p.m. Motion carried.

City Clerk