

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, NOVEMBER 15, 2022 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

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Mayor Pro-Tem Fischer called the meeting to order.

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

Also present: Police Chief Eric Barden, Fire/Rescue Chief Justin Stried, 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 Holmes to accept the City Council meeting agenda with the following change:

Delete: Item 11 - **CLOSED SESSION** – (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 Pro-Tem Fischer aye. Motion carried.

CITIZEN COMMENTS

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.

Kathy Champine, Zion, stated she was happy to see that the City has a balanced budget. She thanked Administrator Knabel and the City employees for their sacrifices over the years to get to this point.

CONSENT AGENDA

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

(a) **APPROVAL OF MINUTES:** of a Regular Meeting held on October 18, 2022 at 7:00 p.m.

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

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

(b) **BILLS:** Vouchers 141735 through 141735 drawn on Huntington National Bank, N.A. Total: \$1,982,325.42.

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

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that the Treasurer’s Report for Fiscal Year Ending April 30, 2022 be approved as follows:

(c) **RECEIVE & PLACE ON FILE:** Treasurer’s Report for Fiscal Year Ending April 30, 2022

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

ORDINANCE/SURPLUS PROPERTY/POLICE DEPARTMENT

A memo (22-DOC-101) was received from Chief Barden requesting that items in the Police Department be declared as surplus property. Chief Barden stated that they recently completed some housekeeping and organizational tasks within the department. They have identified several items of surplus equipment mainly old, broken or non-serviceable items. Commissioner Frierson asked if the hard drives on the computers have been deleted or destroyed. Chief Barden stated they will go through the approved method to be sure everything is wiped clean.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell, that an Ordinance (22-O-57) be passed declaring various items presented in the police department as surplus property. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

ORDINANCE/AMENDING ZION MUNICIPAL CODE/SECTION 34-19

A memo (22-DOC-102) was received from Chief Stried requesting an amendment to the Zion Municipal Code regarding the locking of school doors located in the City of Zion. Chief Stried stated previous discussions with local school safety and security officials discovered wording in the City Code that stated school doors and exits be unlocked during school hours. The updated ordinance amends the text to reflect compliance with State School Code Section 10-20.72 which states, that doors can be locked from the outside so no unauthorized persons can enter without proper screening. City legal counsel has reviewed and suggested the ordinance update. School officials have assured that emergent egress (exit) would not be hindered with their protocols and door technology updates.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that an Ordinance (22-O-58) be passed Amending Section 34-19 of Article 1, Chapter 34 of the Zion Municipal Code regarding the locking of school doors located in the City of Zion. The vote on the roll: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

ORDINANCE/LEASE RENEWAL/18TH STREET RIGHT-OF-WAY

A memo (22-DOC-103) was received by Director Ianson stating that Lucienne Ventures, LDT, is requesting to renew the lease agreement with the City for the use of the 18th Street right-of-way containing approximately 2,430 square feet for access to tenant parking.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (22-O-59) be passed to lease certain property, approximately 2,430 square feet situated on the 18th Street right-of-way, adjacent to 1721 North Sheridan Road for the purpose of having paved access to tenant parking. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

ORDINANCE/RIGHT-OF-WAY LEASE RENEWAL/ADJACENT TO 2260-2264 SHERIDAN ROAD

A memo (22-DOC-104) was received from Director Ianson requesting the renewal of a lease between the City of Zion and MJK Group, LLC for property consisting of approximately 1,584 square feet situated on the 23rd Street right-of-way, adjacent to 2260-2264 Sheridan Road, to provide for five (5) additional tenant parking spaces.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson, that an Ordinance (22-O-60) be passed authorizing renewal of a lease between the City of Zion and MJK Group, LLC for property consisting of approximately 1,584 square feet situated on the 23rd Street right-of-way, adjacent to 2260-2264 Sheridan Road, to provide for five (5) additional tenant parking spaces. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

APPROVAL/OTHER FUNDS BUDGETS FOR FISCAL YEAR 2023

A memo (22-DOC-105) was received from Administrator Knabel requesting approval of the remaining funds budgets for Fiscal Year 2023. Administrator Knabel stated the Council approved the Fiscal Year 2023 budget for the General, Street and Bridge, Water and Sewer and Motor Fuel Tax funds at prior meetings. Those funds compromise approximately 90% of all the City's expenditures and operations leaving a total of 20 remaining funds. He presented the proposed budgets for all remaining City funds, which are compromised largely of special revenue funds, TIF funds and the Capital Fund. Commissioner Frierson stated as a Council they have discussed alternate options on paying down debt such as not adding

to staff at this time. He asked Administrator Knabel to discuss some of the other options. Administrator Knabel stated when they were looking at the actuals for the last fiscal year coming in better and this fiscal year budget coming in better than anticipated, largely due to ARPA funds, Care Act funds and some influxes of sales tax. Once they knew they would be getting these funds, they had to have the discussion on how they would utilize them. Currently the City has significant liabilities. They could put \$2.5 million into streets every year to maintain current levels of disrepair but this would just be to maintain them. There is also a lot of aged infrastructure in the water mains. They are underfunded in the pension obligations versus the actuarial recommended amounts that they contribute. They are understaffed in many departments and have aging facilities that continue to be a problem. All of that was looked at to see where the focus would be to where the priorities were. They also had to decide where they would be putting funding first because a lot of it has been deferred in the past to just meet immediate needs. He believes adding staff at this time would be a bad idea not knowing what funds will continue to come in. Anything added to the budget becomes perpetually included and becomes hard to remove if the funds go away. They would then go right back in deficit positions. At that point you may be talking potential layoffs of people you just added and he doesn't think it's a good immediate decision with potential one-time surpluses. The pension obligation to be fully funded is driven by an arbitrary 2040 date. A lot of pension funds have extended out obligations to 2050 or have rolling actuarial calculations. He is optimistic that there is going to be more pressure legislatively to extend the date to be fully funded and although it is an immediate problem, it is a little farther down the road. City facility issues are here now. He has quotes for much needed repairs; a \$1 million at Station 2 and between \$4 & \$5 million for the police station for things that need to be done. He stated it has become very hard to justify putting that kind of money into those facilities. So instead they are looking at putting money aside for new facilities and trying to figure out how to address that. If they did not start setting aside money they would have to finance something at a much larger amount.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve the remaining fund budgets for Fiscal Year May 1, 2022 through April 30, 2023. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried.

HOURLY RATE INCREASE/CSO POSITIONS

A memo (22-DOC-106) was received from Chief Barden requesting approval of an hourly rate increase for part-time Community Service Officers (CSO). Chief Barden stated after review of a comparison to hourly rate of pay for part-time CSO positions, it was determined that the Zion Police Department is well below the going rate for equivalent positions. He is requesting an hourly rate increase for all CSO positions to the rate of \$20 per hour. With the increase they are hoping to fill several positions that have been unable to be filled to date. Mayor Pro-Tem Fischer asked what the current rate was. Chief Barden stated \$13.00 up to \$14.86 an hour.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to approve an increase to the hourly rate for all CSO positions to \$20.00. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried.

TABULATION OF BIDS/2023 TIF 3 IMPROVEMENTS PROJECT

A Tabulation of Bids (22-DOC-107) was received from Director Roberts for the 2023 TIF 3 Improvements Project. Director Roberts stated that a bid opening was held on October 19, 2022 for the 2023 TIF 3 Improvements Project. After verification of the submitted bids, several errors were found. The recommendation letter and bid tabs from Burke Engineering reflect the submitted bid as read at the opening and the corrected bid. Based on the corrected bids, Campanella & Sons was the lowest bidder for the base bid and the 3 alternate bids. Staff requests and recommends awarding the project to Campanella & Sons, Inc. from Wadsworth, Illinois for the base bid and 3 alternate bids in the total amount of \$3,465,039.33. Copies of the bid tabulation are on file in the City Clerk's office, the Public Works office and posted on the City's website. Commissioner Holmes asked how this will impact the budget. Director Roberts stated that it will not affect budget as the funds are coming from TIF funds. Commissioner Frierson asked what the discrepancies were with the bid tab. Director Roberts stated there were addition errors resulting in a \$300,000 difference in the bid received from Schroeder & Schroeder. It was noted that more contractors bid on this project than past projects. Director Roberts stated that he believes it is due to the size and type of project.

It was moved by Commissioner McDowell, seconded by Commissioner Frierson to award the 2022 TIF 3 Improvements Project to the lowest responsible bidder Campanella & Sons, Inc. for the base bid plus 3 alternate bids in the total amount of \$3,465,039.33. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried.

PROPOSAL/PROFESSIONAL ENGINEERING SERVICES/BURKE ENGINEERING/2023 TIF IMPROVEMENTS PROJECT

A memo (22-DOC-108) was received from Director Roberts requesting approval of the proposal from Christopher Burke Engineering for Construction Observation and Engineering Services for the 2023 TIF 3 Improvements 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 \$242,900.00.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to accept the proposal of Christopher Burke Engineering for Construction Observation & Engineering Services for the 2023 TIF Improvements Project in the amount of \$242,900.00. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; and Mayor Pro-Tem Fischer, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson reminded residents to check their sump pumps frequently to be sure they do not freeze in the cold weather.

Director Roberts commented on the following.

- Public Service will be putting up Christmas Lights on Sheridan Road
- Leaves – The contractor is struggling to get crews out there to finish the leaf program and are trying to catch up the best they can. Commissioner Fischer asked if there will be an extension to the program. Director Roberts stated he will be having a conversation with the contractor to push for an extra week. He stated residents can call Public Works and they will put them on a list that they will send the contractor but they should call Waste Management direct to report any issues.
- Public Works has 3 projects ending. The Alley Program and 2 Road Projects are in their final stages.

Chief Stried commented on the following:

- They recently put out a news release regarding the small fire they responded to at the hospital. The sprinkler system did its job of extinguishing the fire.
- There will be an update to the Illinois Smoke Detector Act beginning January 2023. All detectors must have new sealed type batteries and be hard wired. He will talk more about this in the future.

Chief Barden thanked Administrator Knabel for giving the City a balanced budget. Additionally, he reminded residents as the weather changes to be cognizant when driving.

Administrator Knabel praised the Department Heads and Staff for helping him get to a balanced budget. Staff has been reasonable and cognizant of the City’s finances and it has been a team effort.

Commissioner McDowell stated that the Zion Park District has approved the project for the Landmark Ester’s Well located west of the Shiloh Pool. It will be managed by the Zion Historical Society is currently looking for funding.

Commissioner Holmes thanked Administrator Knabel for his hard work on balancing the budget.

Mayor Pro-Tem Fischer stated that last Friday he and Mayor McKinney attended the Veterans Day celebration at District 126 and noted that it was a nice way to honor Veterans.

ANNOUNCEMENTS

November 24, 25		City Offices Closed for the Holiday
December 6	7:00 p.m.	Zion City Council Meeting
December 20	6:00 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting

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 7:48 p.m. Motion carried.

City Clerk