

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 5, 2023, 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 Frierson, McDowell, Holmes, Fischer, and Mayor McKinney. A quorum was present.

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

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

**AGENDA CHANGES**

It was moved by Commissioner Holmes, 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**

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. Mayor McKinney thanked Ms. Hiltibran and ESDA for all they continue to do for the City.

Raymond Gilmore, Zion, voiced his concerns with a torn down streetlight in Cyprus Park. He noted that he and others did some maintenance on the entrance island. He asked if the City will be taking care of the island or should they continue to take care of it. Additionally, he asked for the following: The City to provide a "No Outlet" sign for the subdivision. The City to remove the entrance island. The City to move the streetlight to the side.

**CONSENT AGENDA**

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

- (a) **APPROVAL OF MINUTES:** a Regular Meeting held August 15, 2023 at 7:00 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:

- (a) **BILLS:** Vouchers 144008 through 144126 drawn on Huntington National Bank, N.A. Total: \$415,064.44

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

**ORDINANCE/SURPLUS PROPERTY/PUBLIC WORKS**

A memo (23-DOC-80) was received from Director Roberts requesting vehicles in the Public Works Department be declared surplus property. Director Roberts stated the Fleet Maintenance Department has inspected the list of vehicles and equipment and has deemed them too costly to repair or no longer safe for operation. Staff requests and recommends that the vehicles and equipment be declared surplus property and scheduled to be auctioned. All vehicles and equipment will be sold "as is" and minimum bid prices will be determined by staff and the City Administrator.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell, that an Ordinance (23-O-54) be passed declaring various vehicles and equipment as surplus property in the Public Works Department and be auctioned and sold “as is”. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

### **ORDINANCE/AGREEMENT/BRYCER, LLC**

A memo (23-DOC-81) was received from Chief Stried requesting approval of an agreement with Brycer, LLC. Chief Stried presented the service agreement proposal and executive summary for Brycer, the Compliance Engine. Brycer is a Chicago-area company with a nationwide presence, and assists with ensuring fire protection compliance by our local properties with fire and sprinkler systems. The brief background as to why this is important: occasionally, through no fault of our own, fire alarm and/or sprinkler system connections and annual maintenance is missed or disconnected without our knowledge. Brycer is a third-party compliance company that takes responsibility for working with fire alarm and sprinkler vendors and collects annual inspection and testing data on our behalf. This not only enhances the confirmation of compliance of these important safety mandates, but it has also shown to decrease false alarms due to ensuring ongoing and necessary maintenance of these systems is completed annually. There is no cost to the City for this – Brycer collects a small administrative fee directly from the vendor for supplying the annual information. Numerous municipalities nationwide – large and small – have been using their service for years and have nothing but good things to say about the company and service they provide. He suggests and requests approval of the agreement. Commissioner Fischer asked what the current process was. Chief Stried stated currently there is not a process. The BCs split the businesses by doing a quick inspection and check that the sprinkler system is working. It is up to the contractor to send the specs to the Fire Department. They are not really sure if the businesses are up to date. He noted that other municipalities vouch for this company. This company will be sure that the businesses are in compliance. Commissioner Frierson asked if things will change from an operational standpoint. Chief Stried stated that the company will be responsible for the enforcement and the inspections. Commissioner Frierson asked if they will put together a list of the businesses or if it will be provided by the City. Chief Stried stated they will provide a list of businesses to the system online. They hope to perfect the system by next month.

It was moved by Commissioner McDowell, seconded by Commissioner Frierson, that an Ordinance (23-O-55) be passed authorizing and approving an agreement with Brycer, LLC to provide a Fire Compliance Solution to the City of Zion. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

### **TABULATION OF BIDS/WATER DISTRIBUTION SYTEM/LEAK DETECTION SURVEY**

A Tabulation of Bids (23-DOC-82) was received from Director Roberts for the Water Distribution System Leak Detection Survey. Director Roberts stated a bid opening was held for the Water Distribution System Leak Detection Survey on August 15, 2023. Staff requested and recommended awarding the project to the lowest responsible bidder, McKim and Creed, Inc. in the amount of \$33,816.90. Funding for the project is a budgeted item in the FY24 Water Fund. Copies of the bid tabulation will be posted on the City of Zion website. Commissioner Fischer asked what the current water loss rate was. Director Roberts stated it has been sitting at 20% and for the last 80 years has been between 18-20%. IDNR suggests the loss should be between 10-12%. They must do a leak detection survey every 2 years. There has not a lot that has been found but there have been repairs that have been made. They are considering putting in additional metering between the City and North Shore Public Water District (LCPWD). Mayor McKinney noted that IDNR oversees the water distribution systems and permitting goes through them. Director Roberts stated their requirement is 10-12% but he doesn't know a municipality that has 10-12%. LCPWD treats the City's water along with Winthrop Harbor who is reporting a 29% water leakage.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that the bid for the Water Distribution System Leak Detection Survey be awarded to McKim & Creed, Inc. in the amount of \$33,816.90. The vote on roll call was: Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

### **TABULATION OF BIDS/2023 WATERMAIN REPLACEMENT PROJECT**

A Tabulation of Bids (23-DOC-83) was received from Director Roberts for the 2023 Water Main Replacement Project. On August 8, 2023 the City held a bid opening for the 2023 Water Main Replacement Project. The City received five (5) bids consisting of a Base Bid and four (4) Alternate Bids. The lowest Base Bid was in the amount

of \$1,418,744.67. The lowest Base Bid is \$232,627.00 over the approved FY27 budgeted amount. Due to the increase of the base bid, Staff suggests and recommends rejecting all bids, restructuring the project and re-advertising the project. Commissioner Holmes asked how soon they could go back out to bid. Director Roberts stated they will have to restructure and do the construction and observation. They are thinking of doing the project in late April of 2024 and combining both Fiscal Years.

It was moved by Commissioner Holmes, seconded by Commissioner Fischer that all bids for the 2023 Water Main Replacement Project be rejected so the project can be restructured and re-bid. The vote on roll call was: Commissioners Frierson, aye; McDowell, aye; Holmes, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

**DEPARTMENTAL COMMENTARY**

Director Roberts stated City crews have been working on patching the alleys and should be completed by the end of November. He asked anyone that has an alley that may need patching to contact the Public Works Department to get the alley on the list.

Chief Stried thanked Mary Lou Hiltibran and the ESDA crew for all they do for the City. He appreciates all who volunteer their time. He also noted that Fire Prevention month was coming up in October and there will be an open house at Station #1.

Chief Barden also thanked ESDA for all they do considering sometimes they receive short notice of events. Additionally, he reminded citizens that the Police Department is a Cooling Center if needed. Mayor McKinney noted that the Police Department recently posted information on heat stroke and what to do.

Commissioner McDowell stated that he was happy to see Labor Day activities back. He thought the parade was great and the Mayor’s Prayer Breakfast went well. Mayor McKinney stated it was a very taxing day and appreciated all the months of work and preparation that went into it.

Commissioner Frierson reminded residents of the Movie in the Park on Fridays in September. He invited all to come out and bring their families.

Commissioner Holmes commented that it was great to see the many faces in the parade and the excitement in people again.

Commissioner Fischer commented that this summer they were able to bring back some of the public events people enjoy.

Mayor McKinney stated they are looking to bring back a carnival next year and will continue to bring back activities to the City. He is thankful for the people he works with and believes the successes that are happening in the City are due to the efforts of the Department Heads and Staff. Additionally, he appreciates the thought process of the Commissioners. He noted that he is proud to be the Mayor of the City and is proud of the accomplishments and conversations on what they can do to improve the City. He appreciates the residents who come to the Council meetings and voice their concerns. Their voices are needed to help improve things.

**ANNOUNCEMENTS**

September 19	6:30 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting
October 3	7:00 p.m.	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 7:35 p.m. Motion carried.

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City Clerk