

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, FEBRUARY 6, 2024 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, Holmes, Frierson, Fischer and Mayor McKinney. A quorum was present.

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

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

AGENDA CHANGES

It was motioned 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; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

CITIZEN COMMENTS

W. C. Bremner commented about the article in the Chicago Tribune related to the closing of Sheridan Road and the closing of Vista Medical Center Trauma center.

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.

Brian Cashmore commented about the state of the former Helia Building and asked what the City plans to do about the building.

Wendy Driver commented that a free seed library is now at the Zion Benton Library thanks to the efforts of the volunteers with Building Up Zion, the Illinois Extension, the Illinois Dunesland Garden Club and the Zion Benton Library. Anyone who is interested in planting a garden to choose up to 10 packets of free seed. If you would like to volunteer with the Zion Benton Seed Library, the group meets on the 3rd Wednesday of the month from 1 – 3pm at the Zion Benton Library.

CONSENT AGENDA

- (a) **APPROVAL OF MINUTES:** a Regular meeting held on January 16, 2024 at 7:00pm.; approval but not release of Closed Session Minutes of a Meeting held on January 16, 2024 at 7:19pm. It was motioned by Commissioner Holmes, seconded by Commissioner McDowell to approve as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.
- (b) **BILLS:** Vouchers 145137 through 145221 drawn on Huntington National Bank, N.A. Total: \$1,046,268.98. It was moved by Commissioner Fischer seconded by Commissioner McDowell to approve as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.
- (c) **PROCLAMATIONS:**
 - a. Special Recognition of 211 Day. It was moved by Commissioner Frierson, seconded by Commissioner Holmes to approve the Proclamation as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

- b. Billy McKinney Day - It was moved by Commissioner Fischer, seconded by Commissioner Frierson to approve the Proclamation as presented. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, abstain. Motion carried.

ORDINANCE/FULTON FIRE SERVICES MAINTENANCE AGREEMENT

A Memo (24-DOC-7) was received from Fire Chief Stried stating the City’s contract for the maintenance of the emergency outdoor siren notification system is up for renewal. Fire Chief Stried recommends approval of this contract with Fulton Siren Services in the amount of \$1,644.04. This is a budgeted ESDA item, Emergency Notification line 102-170.

It was motioned by Commissioner McDowell and seconded by Commissioner Holmes that an Ordinance (24-O-4) be passed Authorizing and Approving Maintenance Agreement with Fulton Siren Services. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

ORDINANCE/PURCHASE OF COMMUNICATION SERVICES

A Memo (24-DOC-8) was received from Fire Chief Stried stating the City’s BlackBoard Connect (the company is now officially Finalsite) coverage is up for renewal. The current agreement for service ends 3/25/2024 and the attached renewal is effective 3/26/2024. Fire Chief Stried is recommending approval of this renewal in the amount of \$13,057. Per previous agreement, the City will pay the invoice, and half of this amount (\$6,528.50) will be reimbursed from the Joint Dispatch Board (JETS), and the other half is a budgeted figure from fund 10-67-102-170 (ESDA Emergency Notification Line).

It was motioned by Commissioner McDowell and seconded by Commissioner Frierson that an Ordinance (24-O-5) be passed Authorizing and Approving the Purchase of Communication Services for the City of Zion. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

ORDINANCE/BILLING SERVICES/ACCOUNTS & FINANCE

A Memo (24-DOC-9) was received from Director Conway stating that the approval of the contract from Third Millennium Associates will allow the Accounts and Finance Department to outsource the printing and mailing of utility bills. Third Millennium is a company many local communities use to streamline their utility bill printing process. This company will provide all paper, mailing envelopes and remittance envelopes for the amount presented on the Service Agreement. By utilizing Third Millennium, we can both free up staff time as well as decrease the annual expense to print and mail bills.

It was motioned by Commissioner Fischer and seconded by Commissioner Holmes that an Ordinance (24-O-6) be passed Authorizing and Approving Agreements with Third Millennium Associates, Inc. for Billing Services for the City of Zion. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

APPROVAL/ENVIRONMENTAL ENGINEERING SERVICES FOR CLOSED LANDFILLS

A Memo (24-DOC-10) was received from Director Roberts requesting approval of a proposal for the Environmental Engineering Services for the City’s closed landfill. Services will include groundwater monitoring and reporting, landfill inspections and reporting that is required by the IEPA closed landfill permit. Staff requests and recommends approving the proposal for Environmental Engineering Services for the City’s closed landfill from Deigan and Associates of Libertyville in the amount of \$32,945.00.

It was motioned by Commissioner Holmes and seconded by Commissioner Fischer to accept the proposal from Deigan and Associates for Environmental Engineering Services for the Closed Zion Landfills. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

APPROVAL/2024 BULL CREEK CULVERT REPLACEMENT

A Memo (24-DOC-11) was received from Director Roberts requesting approval of a proposal for construction observation services for the 2024 Bull Creek Culvert Replacement Project. IDOT is funding this project which includes the installation of temporary and replacement of an existing City owned Water Main. Services will include the observation of the progress and quality of the executed work and liaison with the IDOT engineer during the construction portion of the City owned water main. Staff requests and recommends approving the proposal for construction observation & Engineering Services from Christopher Burke Engineering for a cost of \$21,650.00

It was motioned by Commissioner Holmes and seconded by Commissioner McDowell to accept the proposal from Christopher Burke Engineering for Construction Observation & Engineering Services for the 2024 Bull Creek Culvert Replacement Project. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

APPROVAL/2024 STREET PROGRAM

A Memo (24-DOC-12) was received from Director Roberts requesting approval of a proposal from Christopher Burke Engineering Services for the 2024 Street Program. The proposal will provide engineering design and preparation of bidding documents for the resurfacing and/or reconstruction of:

Base Bid

- 31st Street from Lewis Avenue to Lebanon Avenue
- Lebanon Avenue from 31st Street to Galilee Avenue

Alternate Bid

- 31st Street from Lebanon Avenue to Galilee Avenue

Staff requests and recommends approving the proposal for Engineering Services from Christopher Burke Engineering for a cost of \$24,580 and to advertise for bids. Funding for these services are a budgeted item in the FY24 MFT Fund.

It was motioned by Commissioner Holmes and seconded by Commissioner Fischer to accept the proposal from Christopher Burke Engineering for Engineering Services for the 2024 Street Program. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, aye and Mayor McKinney, aye. Motion carried.

DEPARTMENTAL COMMENTARY

Director Ianson reminded residents to bring their cans in after trash pickup.

Director Roberts said that Sheridan Road will be closed beginning February 12, 2024. Project will probably last 8 – 10 months. Detour route will be Wadsworth Road west to Lewis, then south to Yorkhouse then back to Sheridan. Notices have been mailed. Construction dates were confirmed last week.

Fire Chief Stried said that Vista Hospital will continue to be our most common transport destination. service for medical problems and minor trauma patients. If injury rise to a Category 2 or Category 1, we will have to use another hospital such as Condell or hospital in Pleasant Prairie.

Police Chief Barden commented on the Dispatch Consolidation Efforts that the Lake County Board has funded and put together. He said that staff is doing its due diligence is still be performed to ensure this is the best move for the City.

Director Conway welcomed a new Account Technologist to the City. Her name is Diana, she is fluent in Spanish and she will mainly be in charge of Utility Billing.

Administrator Knabel announced he will start his Dollars and Sense sessions in the spring. These sessions are held once a month at various locations throughout the City to discuss various topics in greater detail.

Commissioner McDowell congratulated Mayor McKinney and his Proclamation.

Commissioner Frierson also congratulated Mayor McKinney on his Proclamation and thanked Chief Stried for his information related to Vista Medical Center. He also announced the Community Hub meeting on 2/7/24 from 1 – 4:30pm. Organizations such as CAP, City of Hope, University Illinois Extension, Lake County Health Department will be in attendance.

Commissioner Holmes also congratulated Mayor McKinney on his Proclamation.

Commissioner Fischer congratulated Mayor McKinney on his Proclamation. He also asked if we could circle back to Mr. Cashmore’s question about the Helia Building.

Mayor McKinney thanked everyone for the Proclamation of March 2 as Billy McKinney Day.

Attorney Vasselli provided an overview of the city's efforts to demolish a property due to safety concerns. The owner has been difficult to reach over these past several years, which has delayed the process. The owner has finally responded to our letters and we hope to have this issue resolved soon.

ANNOUNCEMENTS

February 20	6:00 p.m.	Zion Township Board Meeting
	7:00 p.m.	Zion City Council Meeting
March 5	7:00 p.m.	Zion City Council Meeting

CLOSED SESSION

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that the Council recess to Closed Session at 8:10 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: The vote on roll call was Commissioners Frierson, aye; Fischer, aye; McDowell, aye and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Frierson seconded by Commissioner McDowell to reconvene the Regular Council meeting at 8:23 p.m. with all members present. The vote on roll call was Commissioners Frierson, aye; Fischer, aye; McDowell, aye and Mayor McKinney, aye. Motion carried.

APPROVAL/SETTLEMENT AUTHORITY

It was motioned by Commissioner Frierson and seconded by Commissioner Fischer to grant the City Attorney Settlement Authority regarding an agreement between the City of Zion and Coravir. The vote on roll call was: Commissioners McDowell, aye; Holmes, aye; Frierson, aye; Fischer, 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 Frierson, seconded by Commissioner McDowell and unanimously approved the meeting be adjourned at 8:25 p.m. Motion carried.

Recording Secretary