



**REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN,
ILLINOIS, MONDAY, APRIL 24, 2017**

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, April 24, 2017, at 7:00 p.m. at the Elizabeth Titus Memorial Library, 2 West Water Street, Sullivan. The meeting was called to order by Mayor Short. Grant Wade was sworn in to the office of Commissioner of Health and Safety by Mayor Short. A roll call was taken.

Commissioner Mike Mossman	- present
Commissioner Mike Kirk	- present
Commissioner Grant Wade	- present
Commissioner Jerry Risley	- present
Mayor Ann Short	- present

2. The minutes of the regular meeting held on April 10, 2017, were submitted by the City Clerk. A motion was made by Commissioner Risley and seconded by Commissioner Mossman that the foregoing minutes be approved as printed. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

3. The claims were read by Mayor Short. A motion was made by Commissioner Risley and seconded by Commissioner Kirk to approve the claims report as submitted. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

4. Commissioner Mossman reported that this is a busy time at the park. Baseball has started, grass is growing quickly, and many programs are planned or underway at the Civic Center.

5. Commissioner Kirk reported that Big D Electrical is in town and has started the construction rebuilding projects. Three of the seven projects have been completed thus far. The local crew is working on the alley behind the Toy Bar. Cable is ready to be pulled and those services will then be underground.

6. A motion was made by Commissioner Wade and seconded by Commissioner Mossman to approve Change Order 2 for the Sanitary Sewer Main Project for a decrease in price of \$10,481. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

7. A motion was made by Commissioner Wade and seconded by Commissioner Risley to approve Pay Estimate 1 for the Sanitary Sewer Main Project to Followell Construction in the amount of \$51,144.53. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

8. City Clerk Monte Johnson began discussion regarding the City of Sullivan – Wyman Park Urban Multi-Use Path Project. It was explained that a grant was applied for last year but not received to tie in the Eastlawn Subdivision, Cottontail Lane, Tabor Park, the handicapped fishing pier, the school, the Civic Center, and the downtown area with an ADA complaint path for pedestrian and non-motorized transportation use. Issues with getting to those areas on foot or bicycle were discussed, and pictures of those issues were made available to the Council and to the public. A motion was made by Commissioner Risley and seconded by Commissioner Mossman to move forward with any grant opportunity that may be available for such a path project, and to set aside money to help fund the project if a grant were to be received. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

9. City Administrator Dan Flannell began discussion regarding an ITEP Grant opportunity. It was explained that federal money might be available to help with problem intersections that deal with public safety and property safety issues. Areas of town that have been identified are the Water/Hamilton intersection, the Eden/Hamilton

intersection, and the Worth/Jackson intersection. It is also proposed to try and find a way to make it safer for vehicle and pedestrian traffic on Patterson Road from the cemetery to the south City limits. A motion was made by Commissioner Risley and seconded by Commissioner Kirk to move forward with applying for any related grant opportunity and to set aside money to help fund the project if a grant were to be received. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

10. Mayor Short explained that the practice has been that every other year the Police Department trade in an old vehicle for a new one. The department would like to get rid of the 2012 SUV and purchase a police-ready SUV. The State contract for a 2017 Ford SUV is \$29,211. It was discussed trading in the old SUV or keeping it as a municipal vehicle. The dealer would only give \$12,500 as a trade in, but it is reported that the vehicle is worth \$15,000. The item will be placed on the agenda for consideration at the next meeting.

11. City Administrator Dan Flannell reported the following:

- The price for the fiber infrastructure work is still being reviewed, as the bid came in higher than expected. Commissioner Kirk pointed out that the money in the Revolving Loan Fund is available to the City, is not earmarked for any projects, and this work would benefit the entire City's operations
- We are waiting to hear from the architects on the Civic Center roof issue
- He is still waiting on documentation for the mold remediation at Fields Wright
- He is considering the possibility of Doug Daily and the Street Department performing demolition on properties instead of paying a private company. We are still waiting on the Fleener property remediation
- Wood Insurance has given us good news with the City Building awning. The adjuster agreed to pay for the full replacement of the awning
- A meeting was had with the Fire Department about the City's water distribution survey. There is no current intention of building a second water tower. Steps will be taken to address problems on the east side of the City with pressure issues and firefighting concerns at a nursing home.
- Work on the City Building basement will begin in late May
- The Park Department will be responsible for mowing the Street & Sewer Departments. Bill White has been working half days at the Civic Center and half days at the Park/Cemetery
- A cooperative agreement is in place with the Gun Club, and work began today
- Mark Jackson has been contacted regarding their old building and weeds, and a formal memorandum of understanding is being worked up about their boulevard on the east part of their current facility

- Weed eating and spraying was discussed for the street/sewer departments, for the downtown area, and for the intersection at Route 121/32.

12. SCED Director Laurrie Minor reported the following

- Two façade agreements were turned in this past week
- Tourism outreach work is continuing
- She met with representatives of Lake Shelbyville about plans specific to our side of the lake. There are plans to do shows
- She requested that the State Illinois Tourism Director come in June for a tour of Sullivan
- The annual City business luncheon was held, with over 100 students attending
- An update of the Shopko building was given. Shopko pulled their lease, dropped the price, and might be ready to sell in June
- She continues to see if her phone system can be updated

13. The following ordinance was presented:

ORDINANCE 17-10

Authorizing the Disposal of Personal Property Owned by the City of Sullivan

The 2010 Ford F550 dump truck from the Street Department needs to be sold, and an ad will be placed in the newspaper about specifics for the sale by bids. A motion was made by Commissioner Riskey and seconded by Commissioner Wade to waive the reading and accept the ordinance as submitted. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Riskey	- yea
Mayor Ann Short	- yea

and the motion was declared carried and the Ordinance adopted and the Mayor did sign the same in open meeting and did direct the Clerk to record the same in full in the records of the Council.

14. The following resolution was presented:

RESOLUTION 17-C

Approving TIF Expenditures for the Fiscal Year Ending April 30, 2017

It was explained that the payment to Salisbury was for lockers at the Civic Center, and the payment to Parkson was for the MIOX system at the Water Plant. A motion was made by Commissioner Mossman and seconded by Commissioner Kirk to waive the reading and accept the ordinance as submitted. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried and the Resolution adopted and the Mayor did sign the same in open meeting and did direct the Clerk to record the same in full in the records of the Council.

15. The following resolution was presented:

RESOLUTION 17-D

Making Adjustments to Appropriations for the Fiscal Year Commencing May 1, 2016, and ending April 30, 2017

Treasurer Sarah Golden commended department heads on staying within their budgets for this past year. She adjusted 20 lines less than a year before. The Street Department and Civic Center required no adjustments, and most adjustments in other departments were due to major purchases that were unforeseen. A motion was made by Commissioner Kirk and seconded by Commissioner Mossman to waive the reading and accept the ordinance as submitted. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried and the Resolution adopted and the Mayor did sign the same in open meeting and did direct the Clerk to record the same in full in the records of the Council.

16. A motion was made by Commissioner Risley and seconded by Commissioner Kirk to approve the submitted five year employment contract with the linemen for the International Brotherhood of Electrical Workers, Local 51. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

17. Clerk Johnson explained that the City is once again eligible to apply for a CDAP grant. Water main leaks or additional sewer mains could be fixed if the grant were to be awarded. This would be another opportunity to get the City's infrastructure updated at a fraction of the actual cost. A motion was made by Commissioner Risley and seconded by Commissioner Wade to take the appropriate steps to apply for a CDAP grant. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

18. Mayor Short explained that a zoning variance was approved by the Zoning Board of Appeals for Frank Hutchcraft to build a front porch 9 feet from the west property line at 310 S. Washington Street.

19. Treasurer Sarah Golden explained that Payment Service Network (PSN) is an option that the City has to help with utility billing. Customers would be able to create an online account, manage payments, and do paperless billing. Customers would have a number of options for paying their bills online. They can get email notifications when their bills are due, see two years utility history, make recurring payments, make payment plans, and pay online with a credit card. The system would also allow the City to accept credit card payments for utilities in the office. Giving customers more options should make the shutoff process less of a fiasco, help avoid embarrassing situations for customers, and give customers more opportunities to pay their bills.

Ms. Golden has talked to Mt. Zion and Tuscola, both of whom use PSN and have the same billing software as the City of Sullivan. Both have had success with the system. Fees are involved for the system, and Mt. Zion absorbs all fees, while Tuscola passes the fees on to the customers. Ms. Golden is confident that the PSN system would cut down on the work required of our billing staff. Because an ultimate goal of the system would be to cut down on staff, she feels absorbing fees would help us get to that goal by getting more people to use the system. Estimated fees could range from \$800 to \$1200 per month. The Council will study the submitted materials for the PSN network, and the item will be added to the agenda for the next meeting.

20. Treasurer Golden brought forth discussion regarding the Broadband Fund for budgeting purposes. She explained that annually each department pays into the fund, but she needs to know if that number should be increased this year due to possible infrastructure improvements. The Council agreed to wait until more information is available for the possible fiber network upgrades.

21. Clerk Johnson explained that the City Council needs to determine which day Christmas Eve would be recognized on for this year. Christmas Eve is a City Holiday for all employees except those in the police union. Christmas Eve falls on a Sunday this year. A City Holiday is observed on a Monday if the holiday falls on a Sunday. That Monday is already a holiday because of Christmas. Clerk Johnson said that some other

municipalities are observing the holiday on Friday, some on Tuesday, and some are just observing it on the Sunday and paying employees an extra 8 hours of pay for the holiday. Clerk Johnson said his belief is that there is no wrong answer, but that something needed to be decided because employees are already planning vacation time. The Council decided to table a decision until the next meeting.

22. A motion was made by Commissioner Mossman and seconded by Commissioner Risley to authorize Mayor Short to execute the Intergovernmental Agreement with Moultrie County in regards to GIS data. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

23. Clerk Johnson has asked the Council to consider budgeting of education expenses for a Master of Public Administration degree. Commissioners Mossman and Risley think this is a good idea, but aren't sure how to manage it with funding and with an appropriate policy that is fair to all. Dan Flannell will research how it could be properly funded, and Commissioner Risley will communicate with other communities to see how they are handling such a process.

24. Treasurer Golden needs to know which projects submitted by each department should be funded by TIF. Her goal is to have the Council prioritize those projects so that she can properly prepare the budget. Commissioner Mossman suggested that each councilman should work with Mr. Flannell and Ms. Golden to figure out what would be appropriate. Mr. Flannell explained that he would be happy to make the decision to prioritize each project, and that we will consult with each department as projects come up.

25. Mayor Short asked if anybody in attendance had any comments, and there were none.

26. A motion was made by Commissioner Mossman and seconded by Commissioner Wade that the minutes of the meeting be engrossed by the Clerk. Upon roll call being taken, the results were as follows:

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Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

27. A motion was made by Commissioner Kirk and seconded by Commissioner Wade that the meeting be adjourned. The motion was reduced to writing and read to the Council. Upon roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Grant Wade	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried and the meeting was adjourned at 8:27 p.m.

Attest

Monte A. Johnson
Monte Johnson, City Clerk

Ann G. Short
Mayor Ann Short