

REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN,
ILLINOIS, MONDAY, APRIL 12, 2010 A.D.

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, April 12, 2010 at 7:00 p.m.. The meeting was called to order by Mayor Ann Short. A roll call was taken, which showed the following members as present:

Commissioner Mike Mossman - present
Commissioner Mike Kirk - present
Commissioner Bill Hagen - present
Commissioner Jeff Lane - present
Mayor Ann Short - present

2. The minutes of the previous meeting held on March 22, 2010 were read by the Clerk. A motion was made by Commissioner Hagen and seconded by Commissioner Lane that the foregoing minutes be approved. The motion was reduced to writing and read to the Council. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman - yea
Commissioner Mike Kirk - yea
Commissioner Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

3. The Treasurer's report by City Treasurer Myron Salmon for the period from February 28, 2010 thru March 31, 2010 was read by the Clerk. A motion was made by Commissioner Mossman and seconded by Commissioner Kirk that the foregoing report be approved as read and placed on file in the records of the Council. The motion was reduced to writing and read to the Council. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman - yea
Commissioner Mike Kirk - yea
Commissioner Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

4. The claims were read by Mayor Short. Commissioner Kirk noted the two payments that were being made for property demolitions. Commissioner Kirk stated there are three property demolitions in the process. A motion was made by Commissioner Hagen and seconded by Commissioner Lane that the foregoing claims be approved as read and that City Warrants be drawn in payment of the same. The motion was reduced to writing and read to the Council. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman - yea
Commissioner Mike Kirk - yea
Commissioner Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

5. Commissioner Mossman reported spring activities have begun in the park. Employees have begun mowing and cleaning up the Park.

6. Commissioner Kirk reported on the Transformer bid opening that was held at 10:00 a.m. on April 7, 2010. Bids were accepted for one (1)- 1500 KVA (to be purchased with TIF funds); two (2)-225 KVA (to be used for the new VFW location and storage); five (5) 25 KVA (to be used for Habitat for Humanity homes – from TIF funds) and ten (10) 37.5 KVA (for storage). Bids received included:

Jerry's Electric Colman, SD	1500 kva 225 kva 25 kva 37.5 kva	\$ 27,750.00 14,520.00 7,200.00 <u>16,800.00</u>	\$66,270.00
HD Supply Utilities Mattoon, IL	1500 kva 225 kva 25 kva 37.5 kva	\$ 26,210.00 18,818.00 8,360.00 <u>18,300.00</u>	\$ 71,688.00
T & R Electric Colman, SD	1500 kva 225 kva 25 kva 37.5 kva	\$ 14,481.00 8,100.00 5,625.00 <u>13,270.00</u>	\$ 41,476.00
Brownstown Electric (ABB) Brownstown, IN	1500 kva 225 kva 25 kva 37.5 kva	\$ 23,222.00 17,792.00 8,795.00 <u>18,130.00</u>	\$ 67,939.00
Brownstown Electric (GE) Brownstown, IN	1500 kva 225 kva 25 kva 37.5 kva	\$ 22,216.00 16,222.00 6,995.00 <u>14,810.00</u>	\$ 60,243.00
Fletcher-Reinhart (CG Power Systems) Bridgeton, MO	1500 kva 225 kva	\$ 18,343.00 <u>13,606.00</u>	\$31,949.00
Fletcher-Reinhart (Cooper Power Systems) Bridgeton, MO	1500 kva 225 kva 25 kva 37.5 kva	\$ 25,444.00 18,150.00 7,740.00 <u>16,970.00</u>	\$68,304.00

Commissioner Kirk noted Shannon Risley, Distribution Foreman, reviewed the bids and recommended to accept the bid submitted by T & R Electric. A motion was made by Commissioner Kirk and seconded by Commissioner Mossman to accept the bid from T & R Electric for \$ 41,476.00. Commissioner Lane will abstain from vote due to use of TIF funds. The motion was reduced to writing and read to the Council. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- yea
Commissioner Jeff Lane	- abstain
Mayor Ann Short	- yea

and the motion was declared carried.

7. Commissioner Kirk announced the electronics recycling project will take place on Saturday, May 8, 2010 from 10:00 a.m. until 2:00 p.m. at the north parking lot in Wyman Park. More information will be published in the paper.

Commissioner Kirk updated the Council on the meeting held recently with Mayor Short, the contractors and the engineers for the enhancement grant. The meeting produced less than satisfactory results. Verizon has removed their lines from the City poles and Mediacom will have their lines removed by April 15th. Egizzi Electric will start their portion of the project on April 19th and hope to be finished within two weeks.

Commissioner Kirk reported he had received notice from the IEPA stating there is no funding at this time for a hazardous waste pick-up day.

8. Commissioner Hagen reported the Water & Sewer Department will be advertising for bids for the sale of a 1995 Ford Truck and a 1970's FMC sewer blaster. Bids will be accepted until 7:00 p.m. on April 26, 2010. Bids will be opened at the Council meeting.

Commissioner Hagen reported he has spoken to the contractor doing the work on the Jibby building and the owner of the building at 2 E. Harrison concerning the repair of the buildings. The Council agreed Commissioner Hagen should inform both of the owners that repairs should be completed, or nearly completed, within two (2) weeks. Police Chief John Love inquired who would give the approval to the repairs. Commissioner Hagen will have the structural engineer from Sodemann & Associates verify the repairs are satisfactory.

9. Commissioner Hagen reported he has received a proposal of \$ 9,500.00 to complete the Wilborn Creek project. The proposal is for boring and pipe but does not include the two lift stations.

Commissioner Hagen reported the sewer line going into the City gas department building has been completed.

10. Commissioner Lane reported notice had been received from IDOT approving the engineers pay estimate and final showing the total net construction cost for the Mattox Street project. Commissioner Lane will abstain from vote due to use of TIF funds. A motion was made by Commissioner Hagen and seconded by Commissioner Kirk to authorize the Mayor to sign Pay Estimate #7 (final) from Cross Construction in the amount of \$ 45,579.97. 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 Bill Hagen	- yea
Commissioner Jeff Lane	- abstain
Mayor Ann Short	- yea

and the motion was declared carried.

11. Commissioner Lane reported on the oil/gravel bid letting that was held at 10:00 a.m. on April 12, 2010. A representative from IDOT was present. One bid was received for oil. The bid received was:

Earl Walker Co.	2.65/8.00	\$ 145,700.00
Sullivan, IL		

Two bids were received for 1,650 ton of gravel:

Charles Heuerman Trucking Co. Teutopolis, IL	14.55/ tn	\$ 24,007.50
Barney Ozier Trucking Sullivan, IL	17.20/tn	\$ 28,380.00

A motion was made by Commissioner Lane and seconded by Commissioner Mossman to accept the bid for oil submitted by Earl Walker Co in the amount of \$ 145,700.00 pending any protest and the gravel bid submitted by Charles Heuerman Trucking Co in

the amount of \$ 24,007.50 pending any protest. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

12. Commissioner Lane reported the GASB34 requirement has been completed and submitted to the auditors. Monte Johnson assisted with determining the figures using the GIS system.

13. A motion was made by Commissioner Kirk and seconded by Commissioner Hagen to authorize the Mayor to sign the request for Approval of Change in Plans for the Mattox St. project. 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 Bill Hagen - yea
Commissioner Jeff Lane - abstain
Mayor Ann Short - yea

and the motion was declared carried.

14. A motion was made by Commissioner Mossman and seconded by Commissioner Hagen to approve the Memorandum of Understanding document submitted by the SCED Restoration and Enhancement Committee (REC). (NOTE: Exhibit "A"). 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

15. A motion was made by Commissioner Hagen and seconded by Commissioner Mossman to approve the purchase of a replacement tree (\$360.00) and the purchase of 2 tree guards (\$ 980.00), which will be fabricated by Sullivan Mechanical, for the trees in the Jibby parking lot project. Agri-Fab stated they would paint and powder coat the tree guards for no cost if they are under 5 feet tall. The total cost of the repairs is \$ 1,340.00. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

16. A motion was made by Mayor Short and seconded by Commissioner Hagen to approve the reappointment(3 year term) of Library Board trustees:

- a) Karen Lane
- b) Brad Lane
- c) Lynn Elder

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 Bill Hagen - yea
Commissioner Jeff Lane - present
Mayor Ann Short - yea

and the motion was declared carried.

17. A motion was made by Mayor Short and seconded by Commissioner Hagen to approve the appointment of Sue Sides as Open Meetings Act Officer. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

18. A motion was made by Commissioner Mossman and seconded by Commissioner Kirk to waive the fees and approve the raffle license request by Sons of American Legion Post #68. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

19. A motion was made by Commissioner Mossman and seconded by Commissioner Kirk to waive the fees and approve the raffle license request by the Sullivan Chamber & Economic Development. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

20. Treasurer Myron Salmon presented a memorandum about Clean- The Uniform Company regarding a 10% special price increase for service to City departments. A motion was made by Commissioner Mossman and seconded by Commissioner Hagen to reject the proposed price increase. Check # 63708, which is included on the claims list approved earlier in the meeting, is to be voided and reissued for the amount of the original pricing rates. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

21. Mayor Short reminded residents of the Animal Ordinance that is included in the Ordinance book. By ordinance, dogs and cats are to be leashed and attended to. Dogs are not to be allowed to run loose. Mayor Short strongly reminded residents of the necessity to clean up the waste products that have been deposited by their dog.

22. Treasurer Myron Salmon provided the Council members with an analysis of sales tax and income tax receipts. The State of Illinois is slow to distribute income tax receipts.

Mayor Short noted the upcoming Open House at the C.E.F.S. office to be held on Wednesday, April 14, 2010.

Mayor Short reported notice had been received from Mediacom regarding an upcoming price increase to some of their services such as directory assistance and HBO ala cart.

Mayor Short noted a CIMOA meeting will be held in Monticello on Thursday, April 22, 2010.

Mayor Short stated notice has been received from the Sullivan Chamber & Economic Development concerning plans for the 2010 Oktoberfest/ Chili Cook-Off to be held on Saturday, October 16, 2010.

23. A motion was made by Commissioner Hagen and seconded by Commissioner Mossman to approve Pay Estimate #3 – final to R. Callahan Construction for the Police Garage addition. The amount approved is \$ 27,019.51. Commissioner Lane voted to abstain due to the use of TIF funds. 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 Bill Hagen - yea
Commissioner Jeff Lane - abstain
Mayor Ann Short - yea

and the motion was declared carried.

24. Stepheny McMahon updated the Council on the progress of the EK and Petro Mart façades.

Ms. McMahon reported there will be ribbon cutting ceremonies at Goldies Front Porch and the New Prairie Gallery on Saturday, April 17, 2010.

25. The Council addressed the issue of the clothing allowance and safety equipment. Commissioner Hagen stated he feels the employees should have shirts with their names and city logo. The Council needs to determine what is safety equipment.. Commissioner Mossman stated safety equipment should only be worn at the workplace and also inquired if the City insurance carrier might have any specifications. Each department will provide the Council with a list of expected/required safety equipment by the next Council meeting.

26. A motion was made by Commissioner Hagen and seconded by Commissioner Lane that the minutes of the meeting be engrossed by the Clerk. 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 Bill Hagen - yea
Commissioner Jeff Lane - yea
Mayor Ann Short - yea

and the motion was declared carried.

27. A motion was made by Commissioner Kirk and seconded by Commissioner Mossman 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
Commissioner Mike Kirk
Commissioner Bill Hagen
Commissioner Jeff Lane
Mayor Ann Short

- yea
- yea
- yea
- yea
- yea

and the motion was declared carried and the meeting was adjourned at 8:25 p. m..

Attest *L. Sue Sides*
City Clerk

Ann Short
Mayor Ann Short

Memorandum of Understanding

Between the

City of Sullivan

and the

SCED Restoration and Enhancement Committee (REC)

Purpose:

Recognizing the interest of the Sullivan Chamber & Economic Development Restoration and Enhancement Committee (REC) in the beautification and enhancement of public properties, this MEMORANDUM OF UNDERSTANDING is hereby made and entered into on _____ by the following parties: City of Sullivan and the Sullivan Chamber & Economic Development. This MOU is an agreement in principal outlining the roles and responsibilities of the above named parties relative to joint projects on public properties within the City of Sullivan.

Procedures:

The REC Committee will bring new project proposals to the City of Sullivan in open public meetings once the project has been approved by the SCED Board of Directors. The proposal will outline the basic ideals of the project and why the project would be beneficial to the community.

Upon hearing the presentation, the City Council for Sullivan will then vote on whether the REC Committee should do further research on the proposed project or not. If the majority has no interest in the project potentially happening, no further work will be done in regards to the proposed project.

If the Council majority votes in favor of more research for the proposed project, the Mayor or the Mayor's designee will then become the main contact for the REC Committee on the proposed project. The council should also provide feedback at this time as to which engineering firm(s) if any should be involved in the proposed project.

The REC Committee will return to City Council after further research to present the following:

1. ~~Estimates of engineering costs for the project~~
2. Drawings and estimates by landscape architects if necessary.
3. Feedback from any stakeholders such as ~~Moutrie County~~, businesses and residents and any local organizations if applicable. Any assistance for the project offered by the stakeholders will also be outlined.
4. A list of items to be purchased for the project including the cost, color, size, item number and source of each. Examples include but are not limited to landscape, bollards, garbage receptacles, benches, fences, planters, etc.
5. ~~An outline of necessary work to complete the project and a proposal of who will be responsible for each of the work items.~~
6. A proposed plan for maintenance of the project if relevant.

7. _____

8. _____

Upon hearing the more detailed proposal, the Council should then vote on the proposed project. If the Council majority votes no then no further work will be done. If the Council majority votes to proceed, an agreement between the City and the SCED REC Committee will be signed in duplicate agreeing to the outlined details of the specific project. Any changes after the original agreement is signed must be initialed and dated by both parties. The City of Sullivan will take the lead on the project with the REC Committee acting as an Advisory group from this point forward.

The City would then do the following:

1. Research if City staff can do any of the work as a cost savings
2. Request bids as necessary
3. Complete the project with the assistance of the REC Committee and any stakeholders.
3. Take ownership of any property purchased by the REC Committee or any other stakeholders for the project. Examples include but are not limited to landscape, bollards, garbage receptacles, benches, fences, planters, etc.
4. Add any property purchased for the project to the City's insurance
5. Assign work to City departments as appropriate for maintenance of the project when complete.
6. _____
7. _____

Participation in Similar Activities:

This MOU in no way restricts the above named parties from participating in similar activities with other public or private agencies, organizations and individuals.

Commencement/Expiration/Termination:

This MOU takes effect upon the signature of all parties and shall remain in effect until _____ . This MOU will be reviewed every four years after each general election of the City Council for the City of Sullivan. This MOU may be extended or amended upon written request from either of the above named parties and the subsequent written concurrence of the other. Either of the parties may terminate this MOU with a 60-day written notice to the other.

Responsibilities of Parties:

The above named parties and their respective agencies and offices will handle their own activities and utilize their own resources, including the expenditure of their own funds, in pursuing these objectives. Each party will carry out its separate activities in coordinated and mutually beneficial manner.

City of Sullivan

Signature

Mayor Ann Short

Date

Sullivan Chamber & Economic Development

Signature

Stephany McMahon, Executive Director

Date

Project Worksheet

For projects on public property between the City of Sullivan and the SCED REC Committee

Project Name: _____

Project Description

Scope of Work to be done:

Job Description	Responsible Party	Estimated Date of Completion

Items to be purchased for the Project:

Item Name	Source	Item #, Color Size, etc.	Responsible Party	Date to be ordered

The details outlined on this Workshop are agreed upon by the City of Sullivan and the SCED REC Committee. The responsible parties will take action by the dates outlined above.

Signature _____ Date _____

Mayor Ann Short

Signature _____ Date _____

Stephenny McMahon, SCED Exec. Dir.