



**REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN,  
ILLINOIS, TUESDAY, FEBRUARY 14, 2017**

1. The City Council of the City of Sullivan, Illinois, met in regular session on Tuesday, February 14, 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. A roll call was taken.

Commissioner Mike Mossman	- present
Commissioner Mike Kirk	- present
Commissioner Bill Hagen	- present
Commissioner Jerry Risley	- present
Mayor Ann Short	- present

2. The minutes of the regular meeting held on January 23, 2017, were submitted by the City Clerk. A motion was made by Commissioner Kirk 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 Bill Hagen	- abstain
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

3. The Treasurer's Report by City Treasurer Sarah Golden for the period of January 2017 was read by the Clerk. A motion was made by Commissioner Risley and seconded by Commissioner Mossman that the foregoing report be approved as read and placed on file in the records of 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 Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

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

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

5. Commissioner Kirk reported the following regarding the Electric Department:

- Kyle Myler passed his 3<sup>rd</sup> year apprentice training, and can now work on high voltage live wires
- The problem with the Cottontail Lane street lights has been found and a plan is being studied to fix the issue without tearing up yards
- Work is starting on underground projects and underground replacements
- Finished cutting down trees and ready to remove stumps
- Meeting was had with BHMG Engineers to discuss an upgrade project, and firm numbers for costs should be available by the next meeting
- Work is being done on the Pielstick engine at the Plant... large wires were found that were paper wrapped, and that will be replaced along with an upgraded panel and alternator

6. Commissioner Hagen announced that he will resign from the City Council effective March 27, 2017. He stated that the City has been good to him and wished everybody good luck going forward.

7. Commissioner Risley reported that research is being done on how to handle the broken dump truck at the Street Department. Dan Flannell should have cost estimates of a new truck by the next meeting.

8. Mayor Short reported receiving a note that the City could look into saving money on the 2010 Build America Bonds. The issue with refinancing those would be that the City would lose the interest rebate, and that money is being used for improvements to the water & sewer systems. Mayor Short suggested passing on this opportunity, and there were no disagreements from the rest of the Council.

9. City Administrator Dan Flannell reported the following:

- He has completed all visits to various departments except the Civic Center, although he had a lengthy discussion with Sue Weaver, the Director
- He will be asking the Council to appoint Judy Sumner to the Cemetery Board at the next meeting
- A notice was placed in the News Progress by a company possibly erecting a 123 foot tower at Seymour & Monroe Streets. The notice was placed in error, and they do not possess a permit to erect such a tower. If a tower is constructed, it will probably be relocated to a City owned property.
- Applications are being accepted for a merged foreman position for the Park & Cemetery Departments
- Has implemented a daily employee activity report that must be emailed from each foreman daily regarding tasks that employees are performing
- Attended a conference last week in Peoria for Illinois City Administrators

- Some departments experienced an internet outage last week. Zak Horn and his employees were instrumental in getting the City back up and going. A company will be contacted to see what it will take to get the City's fiber network rehabbed
- Met with Cincinnati Insurance, the City's general liability carrier, and will conduct department wide safety reviews. Completion may give suggestions of safety to employees and citizens, and may have a premium savings cost
- Researching the cost of a truck for the Street Department
- In the process of drafting a letter to all contractors in the area explaining that they can give the City their information if they would like to be considered for construction jobs in the future that the City may need done

10. The following ordinance was presented:

ORDINANCE 17-2

Amending Section 1-2-33 – Bidding and Contract Procedures, Division 2 – Rules of the City Council, Chapter 1 – Administration of the Revised Code of Ordinances of the City of Sullivan, Illinois

State statutes require all projects or purchased materials over \$20,000 be handled through a bidding process. The City's code currently states that amount is \$10,000, and this ordinance raises that amount to \$20,000 to match the State's regulations. A motion was made by Commissioner Mossman and Seconded by Commissioner Risley 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 Bill Hagen	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

11. The following resolution was presented:

RESOLUTION 17-A

Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code

The resolution is the annual Motor Fuel Tax Resolution that is passed each year that allows the City to use Motor Fuel Tax Funds. A motion was made by Commissioner Hagen and seconded by Commissioner Mossman to waive the reading and accept the resolution as submitted. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- yea
Commissioner Jerry Risley	- yea

and the motion was declared carried.

12. Dan Flannell discussed issues with the request for citizens to volunteer help with the Christmas light displays. There is a concern that any workers injured by the actions of volunteers could cause a denial of coverage from the workers compensation carrier. It is also possible that the City's general liability insurance may not cover volunteers for this type of a project. Due to the insurance and liability concerns, Mr. Flannell strongly advises against volunteers being used for the construction, erection, or upkeep of the light displays. He did note, however, that volunteers could be used in fundraising and solicitation efforts. He also noted that Mattoon has a lot of extra displays that aren't being used, and Sullivan might be able to make use of those.

13. Aaron Kirby was present to discuss his application for a vehicular food vendor license. He explained that he has been working with the health department to get approval, and has now applied for a license through the City. He does not want to run this full time, and it now looks like it will be used more for charity. He is exploring opportunities to sell at certain businesses, at football games, and possibly in the park during baseball or softball games. One issue is that the City's ordinances are restrictive on the times allowed for food vendors. Mr. Kirby stated that he might want to be open at 7:00 a.m. for breakfasts and possibly until 9:00 p.m. for football games. The Council might consider changing the ordinance to accommodate this request. A motion was made by Commissioner Hagen and seconded by Commissioner Kirk to approve the vehicular food vendor license application of Aaron and Marsha Kirby. Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- yea
Commissioner Jerry Riskey	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

14. Commissioner Kirk reported that Courtice Grason was hired to do indoor air quality tests at the City Building. Tests showed that air quality was within acceptable levels on the main floor, but the basement needs attention. It is recommended that a water intrusion prevention plan be in place, and the air needs proper ventilation. Mr. Flannell will contact an appropriate firm to help fix the issues.

15. Treasurer Sarah Golden explained that the City's TIF consultants can provide municipal advisor services at no cost to the City. The Council was given information regarding the services available. Mr. Flannell asked the Council to defer action until he has time to research this opportunity.

16. Mayor Short acknowledged the receipt of and accepted the resignation of Commissioner William Hagen effective March 27, 2017. She thanked Commissioner Hagen for his service to the City.

17. Mayor Short opened up the meeting for comments from the public in attendance. One attendee asked if Mayor Short and Commissioner Mossman were giving up their powers to Mr. Flannell since the City is hiring one foreman for both the Park Department and Cemetery. Commissioner Mossman explained that they will still be Commissioners over those departments, but they are deferring to Mr. Flannell to help make decisions. The Council will still have the power and authority to vote on certain matters. It was also noted that combining these departments with one foreman should save money.

Another attendee asked if an advertisement will be placed for Commissioner Hagen's position. Mayor Short explained that citizens are welcome to come forward and express their interest in the position. Interested citizens may contact the Mayor, Dan Flannell, or any of the sitting Council members. The Council will have 30 days after March 27, 2017, to name a replacement to fill the remainder of the term. All Council members have terms expiring in April of 2019.

18. A motion was made by Commissioner Kirk and seconded by Commissioner Mossman to adjourn to closed session at 7:55 p.m. to review closed session minutes (5 ILCS 120/2(c)(21).); to discuss litigation (5 ILCS 120/2(c)(11).), for collective negotiation matters (5 ILCS 120/2(c)(2).), and for the selection of a person to fill a public office, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance (5 ILCS 120/2(c)(3).). Upon a roll call being taken, the results were as follows:

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- yea
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried.

19. Mayor Short reconvened the meeting at 9:14 p.m.

*Clerk's note: Commissioner Hagen left the meeting immediately after the vote to adjourn to closed session, did not attend the closed session, and was not present for the rest of the reconvened meeting.*

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

Commissioner Mike Mossman	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- absent
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

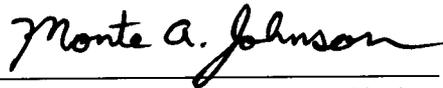
and the motion was declared carried.

21. A motion was made by Commissioner Risley 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	- yea
Commissioner Mike Kirk	- yea
Commissioner Bill Hagen	- absent
Commissioner Jerry Risley	- yea
Mayor Ann Short	- yea

and the motion was declared carried and the meeting was adjourned at 9:15 p.m.

Attest

  
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Monte Johnson, City Clerk

  
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Mayor Ann Short