

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 28, 2011 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7: 00 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Director of Community and Economic Development Paul Ellis, Chief of Police and EMS Director Joe Edwards, Chief of the EMS Division Ken Buss (arrived at 7:18 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Gene Haller, representing the Columbia Historical Society, and Dennis Patton, Chairman of the Columbia Heritage and Preservation Commission.

Chairman Ebersohl stated the meeting was called for the purpose of discussing (1) the Fort Piggot property; and (2) any other items to be considered.

II. FORT PIGGOT PROPERTY DISCUSSION

Chairman Ebersohl opened the meeting and called upon Director of Community and Economic Development Paul Ellis to address the Committee Members on this issue. Paul introduced Gene Haller, a member of the Columbia Historical Society. Gene referred to his letter (of November 7th) addressed to the Mayor (that was previously distributed to the Committee Members), which expressed the Columbia Historical Society's desire for the City to accept conveyance of the property at 11562 Bluff Road (Lot 11 in Bluff View Estates Subdivision - Piggott Fort Site and Museum) from the Historical Society – the letter included the Historical Society's desire that this site be used as a city park. Gene stated due to the Historical Society's present financial condition the members are requesting that the City Attorney review the legal process necessary to complete this property conveyance. Paul informed the Committee Members the legal process to transfer the property had begun a few years ago, however it had not been completed and he has many of those records/files in his possession. He reviewed several items contained in his Memo of November 23rd (previously distributed to the Committee Members), including that the property (i) is subject to restrictions imposed by the Meadow Ridge Subdivision; and (ii) is zoned R-3 (One-Family Dwelling District), each

of which may prohibit the uses envisioned for the property. During the property transfer update(s)/presentation(s) a general discussion was held wherein all in attendance were given the opportunity to ask questions and make comments, which included: (a) references to a Cooperation Agreement for transfer of the property (drafted by former City Attorney Tom Adams (in 2007)) and signatures collected from a large number of homeowners from the Meadow Ridge Subdivision; (b) the need to acquire current (written) approval from a majority of the property owners in the Meadow Ridge Subdivision (since some ownership changes have occurred since 2007) to release the site from subdivision restrictions and for rezoning purposes; (c) the financial condition of the Columbia Historical Society and its inability to maintain the property; (d) the possible future use(s) of the property; (e) whether the city should explore leasing the property until final conveyance can be accomplished; (f) all or a portion of the site may be zoned S-1 (Historical District); (g) the historical significance of Piggot's Fort – it played a role in the founding of the State of Illinois; (h) various studies have been undertaken to locate the exact site of Piggot's Fort; and (i) the Columbia Historical Society has spent approximately \$8,000 in past years stabilizing the foundation at the site. It was the consensus of the Committee that city staff should compile and review information/documentation to allow for the conveyance of the Piggot's Fort site to the city, as well as determine the site's zoning designation(s) and allowable uses – lease options should also be explored.

MOTION:

It was moved by Aldermen Niemietz and seconded by Alderman Agne to recommend to the City Council that city staff be authorized to explore lease options for the lease of the Piggot's Fort site (Lot 11-A of Bluff View Estates subdivision) from the Columbia Historical Society. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED**

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Niemietz to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, November 28, 2011 at 7:27 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea.

MOTION CARRIED.



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, NOVEMBER 28, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the Finance, Claims, Bonds and Interest Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:29 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl, Huch and Piazza.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Niemietz, Mathews and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards, Chief of the EMS Division Ken Buss, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was to discuss (1) the Illinois Municipal League Risk Management Association insurance renewal; and (2) any other items to be considered.

**II. ILLINOIS MUNICIPAL LEAGUE RISK MANAGEMENT ASSOCIATION
("IMLRMA") INSURANCE RENEWAL DISCUSSION**

Chairman Roessler opened the meeting and called upon City Administrator Al Hudzik to address the Committee on this issue. Hudzik touched upon documentation distributed to Committee/Council Members prior to this meeting and reviewed revised data distributed at this meeting (the revisions were received earlier today from IMLRMA via e-mail). Documents reviewed consisted of (i) the 2012 Contribution Invoice/Renewal (in the amount of \$212,411); (ii) the Min/Max 2012 Contribution Invoice/Renewal (in the amount of \$189,630); (iii) the IMLRMA Minimum/Maximum Contribution Agreement (2 pages); and (iv) a worksheet entitled "Analysis of IMLRMA Contribution Amounts" for CYs 2006 thru 2011, as well as the proposed premium options for CY 2012 – said worksheet contained detailed information (a) describing how premium contribution

amounts were calculated; and (b) showing annual claims paid information. During Hudzik's presentation all in attendance were given the opportunity to ask questions, make comments and express their opinions concerning the data presented and the continued use of IMLRMA as the city's insurer.

MOTION:

It was moved by Aldermen Ebersohl and seconded by Alderman Huch to recommend to the City Council that an ordinance be prepared authorizing the City to enter into the IMLRMA Minimum/Maximum Contribution Agreement for the City's insurance coverage for CY 2012. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Piazza voted yea. **MOTION CARRIED.** A straw poll was taken: Aldermen Agne, Niemietz, Mathews and Reis voted yea.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Huch and seconded by Alderman Piazza to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, November 28, 2011 at 7:42 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Piazza voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 28, 2011 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Jeff Huch called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:43 p.m.

Upon Roll Call, the following members were:

Present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Mathews, Piazza and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards, Chief of the EMS Division Ken Buss, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garner.

Guests Present: None.

Chairman Huch stated the purpose of the meeting was to discuss (1) the Columbia EMS Lieutenant recommendation; and (2) any other items to be considered.

II. COLUMBIA EMS LIEUTENANT RECOMMENDATION DISCUSSION

Chairman Huch opened the meeting and called upon Chief of the EMS Division Ken Buss to address the Committee/Council Members on this issue. Ken reviewed the full-time command structure at the EMS Department (i.e, four full-time employees – one captain, two lieutenants and one other non-officer employee (paramedic)) and indicated that a vacancy existed in the rank of lieutenant (due to the recent termination of Michelle Wrigley). It was Ken's recommendation that full-time paramedic Darin Hartman be promoted to the rank of lieutenant and receive a wage increase equivalent to the lieutenant's pay rate.

MOTION:

It was moved by Alderman Roessler and seconded by Alderman Ebersohl to recommend to the City Council approval of the recommendation of Ken Buss, Chief of the EMS Division, that Darin Hartman (i) be promoted to the rank of Lieutenant in the Columbia EMS Department; and (ii) receive a wage increase to the pay rate associated with such

rank. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

EMS Chief Buss then responded to questions concerning the EMS Department's internal billing system (which has recently been instituted) and repairs to the city's ambulances (one has been completely repaired and is back in service, the other is expected to be back in service shortly, and the rental ambulance will be returned on Wednesday).

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to adjourn the Personnel Committee Meeting held Monday, November 28, 2011 at 7:47 p.m. Upon Roll Call Vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea.

MOTION CARRIED.



JEFF HUCH, Chairman
PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE STREETS, SIDEWALKS, DRAINAGE AND PUBLIC
UTILITIES COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY
OF COLUMBIA, ILLINOIS HELD MONDAY, NOVEMBER 28, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Gene Ebersohl called the Streets, Sidewalks, Drainage and Public Utilities Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:48 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Niemietz, Roessler and Mathews.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Huch, Piazza and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards (left at 8:13 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Ebersohl stated the purpose of the meeting was to discuss (1) the Transportation Improvement Program (TIP); (2) the Motor Fuel Tax Maintenance Program for Streets; and (3) any other items to be considered.

II. TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DISCUSSION

Chairman Ebersohl made opening remarks and called upon City Engineer Ron Williams to address the Committee/Council Members on this issue. Ron informed the Committee that (i) applications for TIP projects will be due in early 2012; (ii) approximately \$400,000/annually has been awarded to projects in Monroe County for the past several years (TIP projects are normally funded on an 80/20 basis with the local government paying 20% of the project construction costs plus engineering fees, as well as any excess above the project's federal/state funding amount award); (iii) the cities of Columbia and Waterloo have been alternating application years and Waterloo received a TIP project last year; (iv) Columbia is scheduled to receive TIP funding (for resurfacing a portion of N. Main St.) in the state's 2014/2015 budget year; and (v) a ranking system is used to determine which TIP projects receive funding. Ron suggested that consideration be given to submitting a TIP project application (when applications are being accepted in early 2012) for additional resurfacing work on Main Street. City Administrator Al Hudzik then distributed worksheets entitled "Motor Fuel Tax Fund – Budget Projections" (a) dated 11/05/10 (distributed at the Finance Committee Meeting on 11/08/10) showing

budgeted and projected financial data from 2010 through 2014/2015; and (b) dated 11-28-11 showing budgeted and projected financial data from 2009 through 2015/2016. He then reviewed some of the receipts/expenses contained on the 11-28-11 worksheet (that did not appear on the 11/05/10 worksheet) reflecting actual receipts/expense data from the past year – this resulted in a larger imbalance in Motor Fuel Tax (“MFT”) funds currently than was projected last year. Hudzik indicated it didn’t appear MFT funds would be available in the 2015/2016 fiscal year and that other funding sources may have to be used if the council decides that a TIP application should be submitted. During the presentations a general discussion was held, which included (i) TIP funding provides approximately 80% of construction costs, which allows the city to undertake larger projects than it would otherwise be able to afford; and (ii) other funding sources should be considered to meet the city’s funding obligations for the TIP project. Ron indicated that a decision (on submitting a TIP project application) does not need to be made at this meeting – he was just bringing the issue to the Committee/Council Members attention so consideration could be given to applying for a TIP project this funding cycle.

III. MOTOR FUEL TAX MAINTENANCE PROGRAM FOR STREETS **DISCUSSION**

Chairman Ebersohl stated the purpose of this portion of the meeting was to discuss the feasibility of discontinuing the oiling and chipping of streets as the city’s street maintenance program. He then called upon City Engineer Williams to address the Committee/Council Members on this topic. Ron informed the Committee that the city normally spends approximately \$80,000 annually on the current oil and chip maintenance program, which does nothing to upgrade the integrity of the city’s streets. He suggested that other methods be considered, but stated some oiling and chipping of city streets would have to continue even if an alternate maintenance method is selected. Ron then distributed and reviewed a document entitled “Pavement Restoration Methods” containing columns labeled “Type” (containing five (5) different methods of restoration (including the current oil and chip method)), “Life Expectancy” (showing the estimated life expectancy of each of the methods in the “Type” column) and “Cost” (showing the estimated cost/square yard of each of the methods in the “Type” column). Said document also contained financial information detailing the amounts spent annually from 2007 - 2011 on the city’s street maintenance program (using the oil and chip method) – it also contained information estimating that each city block requires approximately 1,000 square yards of street maintenance. During Ron’s presentation a discussion took place wherein all in attendance were able to ask questions, make comments and express their opinions, which included (a) a different method of street maintenance to allow for the upgrading of city streets should be considered; (b) whether any of the methods discussed required engineering by MFT guidelines – only the asphalt overlay method does (per Ron); (c) which method shown is the most cost effective; (d) whether street upgrading maintenance methods would affect water drainage; (e) the difficulty in tying in (milling) the overlay methods at the edges on some of the city streets; and (f) whether the city should consider buying a paver (possibly jointly with other local governmental agencies to be shared) if one of the overlay methods is chosen. It was the consensus of the Committee/Council Members that City Engineer Williams continue in his efforts to identify a street maintenance program that will not only maintain the city’s streets, but also upgrade them. Ron stated that he would present additional information with more detailed figures at a future committee meeting.

IV. **OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

A brief discussion was held pertaining to the Streetscape Program and the funding available for that project.

V. **ADJOURNMENT**

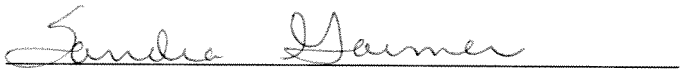
MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Roessler to adjourn the Streets, Sidewalks, Drainage and Public Utilities Committee Meeting of the City Council of the City of Columbia, Illinois held Monday, November 28, 2011 at 9:06 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Roessler and Mathews voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
STREETS, SIDEWALKS, DRAINAGE AND PUBLIC UTILITIES COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE WATER AND SEWER COMMITTEE MEETING OF THE
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 28, 2011 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman John Piazza called the Water and Sewer Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:08 p.m.

Upon Roll Call, the following members were:

Present: Chairman Piazza and Aldermen Agne, Mathews and Reis.

Absent: None

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Niemietz, Roessler and Huch.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garner.

Guests Present: None.

Chairman Piazza stated the purpose of the meeting was to discuss (1) the Carr Creek Lift Station Solid Waste Grinder Repairs; and (2) any other items to be considered.

**II. CARR CREEK LIFT STATION SOLID WASTE GRINDER REPAIRS
DISCUSSION**

Chairman Piazza opened the meeting and called upon City Engineer Ron Williams to address the Committee/Council Members on this issue. Ron reviewed his Memo on this subject (previously distributed to the Committee/Council Members), including its attachments, and indicated that the solid waste grinder at the Carr Creek Lift Station needed to be removed, repaired/rebuilt and reinstalled; he also informed the Committee/Council Members that (i) the grinder runs 24/7, 365 days a year, and has been in operation since 1998; (ii) similar solid waste grinder repairs were required earlier this year at the Palmer Lift Station; (iii) JWC Environmental (located in Buford, Georgia) rebuilt the Palmer Lift Station solid waste grinder and has submitted a proposal for the repairs/rebuilding of the Carr Creek Lift Station solid waste grinder (including transportation) at a price not to exceed \$19,066; (iv) it is the recommendation of Wastewater Superintendent Morris Linnemann (as well as Ron's) that JWC Environmental's proposal to repair/rebuild the solid waste grinder be accepted;

(v) Council approval is needed since the repair/rebuilding costs will exceed \$10,000; and
(vi) no budget amendments will be necessary since some of the sewerline improvements
(contained in the budget) will be reduced to allow for the grinder repair/rebuilding. A
brief discussion was then held wherein all in attendance were given the opportunity to ask
questions, make comments and express their opinions.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Agne to recommend that the
City Council approve of the Carr Creek Lift Station solid waste grinder repairs as
discussed at this committee meeting (with the cost not to exceed \$19,066). Upon Roll
Call vote, Chairman Piazza and Aldermen Agne, Mathews and Reis voted yea.

MOTION CARRIED.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED


None.

IV. ADJOURNMENT

MOTION:


It was moved by Alderman Reis and seconded by Alderman Mathews to adjourn the
Water and Sewer Committee Meeting held Monday, November 28, 2011 at 9:14 p.m.
Upon Roll Call vote, Chairman Piazza and Aldermen Agne, Mathews and Reis voted yea.

MOTION CARRIED.



JOHN PIAZZA, Chairman
WATER AND SEWER COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant