

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION  
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF  
COLUMBIA, ILLINOIS HELD MONDAY, JANUARY 14, 2013 IN THE  
COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Mary Ellen Niemietz called the Parks, Playgrounds and Recreation Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:01 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Aldermen Ebersohl and Mathews.

Absent: Alderman Agne.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch and Reis.

Administrative Staff Present: City Administrator Al Hudzik, Director of Community and Economic Development Paul Ellis, City Engineer Ron Williams (arrived at 7:08 p.m.), Chief of Police & EMS Director Joe Edwards (arrived at 7:10 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: None.

Chairman Niemietz stated the meeting was called for the purpose of discussing (1) the purchase of the American Legion property; and (2) any other items to be considered.

**II. AMERICAN LEGION PROPERTY PURCHASE UPDATE/DISCUSSION**

Chairman Niemietz made opening remarks and asked Community and Economic Development Director Paul Ellis to address the Committee/Council Members on this issue. Paul reviewed his Memo re: OSLAD Grant & Acquisition of American Legion Fields, which had previously been distributed to the Committee/Council Members, summarizing the results of a meeting Chairman Niemietz and he had with the leadership of American Legion Post 581 pertaining to the purchase of said property by the city. The Memo contained several issues to be discussed (Paul addressed another issue for discussion – an easement will need to be granted to allow access to some of the American Legion property) at this meeting so Chairman Niemietz and he could respond to the American Legion representatives at a meeting to be held in February. A general discussion was held in which all in attendance were able to make comments and ask questions. It was the general consensus of the Committee/Council Members (i) that the City agree to the requests of the American Legion representatives (as detailed on Paul's Memo), including the granting of any easements needed, as long as said requests comply with the requirements of the OSLAD grant; and (ii) that Accounting Manager Sharp and

City Administrator Hudzik recommend a payment plan regarding the \$70,000 funding gap.


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

At the beginning of the meeting, Community and Economic Development Director Ellis informed the Committee/Council Members that (a) he submitted the grant application today for the National Endowment for the Arts "Our Town" Grant authorized by the council at the January 7<sup>th</sup> City Council meeting; and (ii) he met today with employees of Maverick Technologies to update them on the Admiral Trost Park Master Plan.


**IV. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Mathews and seconded by Alderman Ebersohl to adjourn the Parks, Playgrounds and Recreation Committee Meeting held Monday, January 14, 2013 at 7:18 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl and Mathews voted yea. **MOTION CARRIED.**

  
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MARY ELLEN NIEMIETZ, Chairman  
PARKS, PLAYGROUNDS AND RECREATION COMMITTEE

Minutes Taken by:

  
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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, JANUARY 14, 2013 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Ebersohl called the Streets, Sidewalks, Drainage and Public Utilities Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:19 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 Huch and Reis.

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

Guests Present: None.

Chairman Ebersohl stated the meeting was called for the purpose of discussing (1) the speed limit on Bluff Road; and (2) any other items to be considered.

**II. BLUFF ROAD SPEED LIMIT DISCUSSION**

Chairman Ebersohl made opening remarks and called upon City Engineer Ron Williams to address the Committee/Council Members on this issue. Ron distributed an aerial photo of Bluff Road as it runs through the city (including portions located in Monroe County) showing the speed limit changing from 35 mph (between DD Road and Sandbank Road in the city) to 45 mph (between Sandbank Road and Old Bluff Road, initially in the city extending into the county) to 55 mph (from Old Bluff Road in the city extending into the county) from north to south in short stretches of the roadway. Ron informed the Committee/Council Members that he had been contacted by Monroe County Engineer Aaron Metzger concerning the rapid speed limit increases and decreases – Mr. Metzger felt a traffic study should be conducted to see if the 45 mph speed limit should be extended for a greater distance on Bluff Road (south of the county's portion) within the city limits near the Briarhill and Indian Hills subdivisions – Mr. Metzger felt the

extension would provide northbound traffic more time to slow down before entering the rapid speed limit change areas (from 55-45-35 mph), as well as delay speed increases in southbound traffic (from 35-45-55 mph) – Williams stated the county was willing to pay for the traffic study but council approval was needed since it will be conducted within the city limits. A general discussion was then held pertaining to the speed limits on Bluff Road and County Engineer Metzger’s traffic study suggestion.

**MOTION:**

It was moved by Alderman Roessler and seconded by Alderman Mathews to recommend to the City Council that Monroe County be allowed to conduct a traffic study in the 55 mph speed limit area of Bluff Road in the city limits. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Roessler and Mathews voted yea. **MOTION CARRIED.**

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

Alderman Roessler asked City Engineer Williams for an update on the street light pole maintenance issues discussed at the November 13, 2012 meeting. Ron gave a brief update on this issue – a general discussion then took place pertaining to pole types/ maintenance options. Ron informed the Committee/Council Members that he will check further into various styles and durability of street light poles.

**IV. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Roessler and seconded by Alderman Mathews to adjourn the Streets, Sidewalks, Drainage and Public Utilities Committee Meeting of the City Council of the City of Columbia, Illinois held Monday, January 14, 2013 at 7:40 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Roessler and Mathews voted yea. **MOTION CARRIED.**



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

Minutes taken by:



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SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
JANUARY 14, 2013 IN THE COUNCIL ROOM OF CITY HALL**

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**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 7:40 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Others Present: Mayor Hutchinson and Aldermen Mathews and Reis.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Director of Community and Economic Development Paul Ellis (arrived at 8:35 p.m.), Chief of Police & EMS Director Joe Edwards, Accounting Manager Linda Sharp, Interim EMS Chief Shannon Bound (left at 8:00 p.m.) and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Columbia EMS employees including Tim May, Darin Hartman, Megan Krueger, Phil Bassett and Ryan Markovich (all left at 8:00 p.m.).

Chairman Huch stated the meeting was called for the purpose of discussing (1) departmental staffing; and (2) any other items to be considered.

**II. DEPARTMENTAL STAFFING DISCUSSION**

Chairman Huch opened the meeting and called upon City Administrator Al Hudzik to address the Committee/Council Members on this issue. Hudzik indicated various Department Heads would be addressing the Committee/Council Members to describe the duties and staffing of their respective departments.

**EMS Department**

Interim EMS Chief Shannon Bound reviewed documentation previously distributed entitled "Assigned Duty List" detailing the EMS departmental duties of the full-time employees, as well as the paid volunteers. Shannon's review included the current staffing level (26) vs. the department's normal staffing level (35-40) and listed the certification held by each employee (i.e., EMT-Basis or Paramedic). Shannon then addressed the scheduling difficulties she encounters in staffing the department's ambulances due to the current staffing level, and asked the Committee/Council Members to consider allowing hiring addition EMS staff. A general discussion was held wherein all in attendance were given the opportunity to make comments, ask questions and

express their opinions, which included (i) an update on the ongoing discussions with Monroe County pertaining to ambulance services; (ii) the difficulty in scheduling 24/7/365 with a limited number of full-time personnel and paid volunteers; and (iii) that Interim Chief Bound should submit paid volunteer hiring recommendations (she said she had five (5) to submit) at the next City Council meeting, and advertise for additional paid volunteer personnel.

#### **DOPW Personnel - Water**

City Engineer Ron Williams then reviewed a three (3) page Memorandum re: Duties and Work Performed by DOPW – Water, which had previously been distributed to the Committee/Council Members. The Memo’s attachments contained information detailing Current Personnel, Monthly Duties, Water Meter Readings, General Monthly Duties, Other Duties, and Examples of Specialty Duties – during his presentation Ron indicated that all DOPW employees can handle many of the duties detailed on his Memo – he also briefly described some of the duties handled by personnel in the Sewer, Streets and Parks areas of the DOPW. Ron explained that Ray Fischer retired from the DOPW – Water Department effective July, 2012 and asked that he be allowed to replace that position. During Ron’s presentation, a general discussion took place in which all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (a) whether a part-time employee could be considered rather than a full-time employee; (b) whether water meter estimates could be utilized so meter reading didn’t have to occur every month; (c) the continued use of city personnel to install water line replacements helps offset the cost of DOPW personnel expenses; and (d) consideration is to be given to the use of auto meter reads (Ron will put together an analysis for the upcoming budget) in an effort to make our operations more efficient.

#### **Police Department (Officers, Telecommunicators and Administrative Personnel)**

Police Chief Joe Edwards reviewed a PowerPoint presentation containing various information on the Police Department including current staffing levels (and staffing level adequacy), an Organization Chart, the duties and essential functions of departmental personnel (including a listing of additional duties and responsibilities), the various organizations and memberships in which department personnel participate, a summary of the calls answered in 2012, and departmental scheduling and training.

City Administrator Hudzik informed the Committee/Council Members that additional departmental staffing presentations would be presented at the next Personnel Committee meeting.

### **III. EXECUTIVE SESSION**

Chairman Huch entertained a motion to go into Executive Session to discuss collective bargaining negotiations and employee wages.

#### **MOTION – EXECUTIVE SESSION**

It was moved by Alderman Niemietz and seconded by Alderman Roessler to go into Executive Session at 9:14 p.m. to discuss collective bargaining negotiations and employee wages. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

**MOTION – REGULAR SESSION**

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to return to the Regular Session of the Personnel Committee Meeting at 9:20 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Personnel Committee Meeting, the following Committee Members were present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Mathews and Reis.

Chairman Huch asked if there was any action to be taken as a result of the Executive Session of the Personnel Committee Meeting – there was none.

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

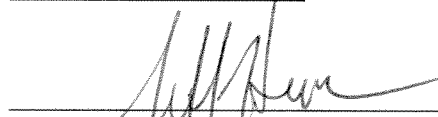
None.

**V. ADJOURNMENT**


**MOTION:**

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to adjourn the Personnel Committee Meeting held Monday, January 14, 2013 at 9:20 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea.

**MOTION CARRIED.**

  
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JEFF HUCH, Chairman  
PERSONNEL COMMITTEE

Minutes Taken by:

  
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SANDRA GARMER, Accounting/Clerical Assistant