

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST  
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF  
COLUMBIA, ILLINOIS HELD MONDAY, NOVEMBER 10, 2014 IN THE  
COUNCIL ROOM OF CITY HALL**

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**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 7:00 P.M.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Committee Members - Aldermen Ebersohl, Huch and Holtkamp.

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, City Engineer Ron Williams, Director of Community and Economic Development Paul Ellis and Deputy Clerk Donna Mehaffey.

Guests Present: None.

Chairman Roessler stated the meeting was called to (1) discuss the City's Tax Levy and (2) discuss any other items to be considered.

**II. TAX LEVY DISCUSSION**

Chairman Roessler opened the meeting and called upon City Administrator James Morani to address the Committee/Council Members on this issue. Mr. Morani reviewed the tax levy analytical data sheet for tax years 2010-2013 & proposed tax year 2014. Mr. Morani stated the data was updated to include the Illinois Municipal League Risk Management Association (IMLRMA) City's insurance renewal and added that Accounting Manager Linda Sharp did an Illinois Municipal Retirement Fund (IMRF) estimate. Mr. Morani also announced that he will not know what the Police Pension Fund will be; that he will know sometime in December and that it is just an estimate at this time. Mr. Morani added that the tax levy is still under five percent (5%).

The Mayor and Committee/Council members were all given the opportunity to ask questions and give their opinions

**MOTION:**

It was moved by Alderman Huch and seconded by Alderman Ebersohl to recommend to the City Council that an ordinance be prepared setting the City's real estate tax levy (for its various funds) for the current fiscal year (ending on April 30, 2015) in the aggregate amount of \$2,136,000.00 Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Holtkamp voted yes.

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

**Hotel/Motel Tax**

City Administrator James Morani recommended that instead of placing Hotel/Motel Tax revenues into the General Fund, that it would be better to place it into a separate fund, since these proceeds are restricted for tourism related purposes. Morani said that he contacted several area municipalities that do this. He discussed this issue with Accounting Manager Linda Sharp and Director of Community and Economic Development Paul Ellis, who both agreed this would be a beneficial practice. It was the consensus of the committee that as of May 1, 2015, the budget will reflect a separate fund for the Hotel/Motel Tax.

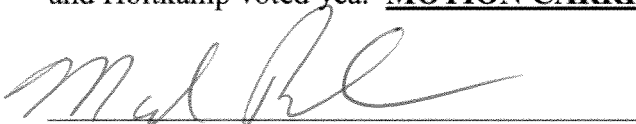
**Crown Linen Service Bill**

Chairman Roessler inquired about the Crown Linen Service water bill late charges. Administrator Morani reported he will speak to City Attorney Terry Bruckert regarding the late charges on the bill.

**IV. ADJOURNMENT**

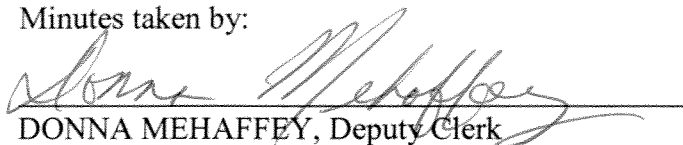
**MOTION:**

It was moved by Alderman Ebersohl and seconded by Alderman Huch to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, November 10, 2014 at 7:09 P.M. Upon voice vote, Chairman Roessler and Aldermen Ebersohl, Huch and Holtkamp voted yea. **MOTION CARRIED.**



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

Minutes taken by:



DONNA MEHAFFEY, Deputy Clerk

**MINUTES OF THE LICENSE, INSURANCE CLAIMS, CEMA AND  
CONTRACTS COMMITTEE MEETING OF THE CITY COUNCIL OF THE  
CITY OF COLUMBIA, ILLINOIS HELD MONDAY, NOVEMBER 10, 2014 IN  
THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Mathews called the License, Insurance Claims, CEMA and Contracts Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:10 P.M.

Upon Roll Call, the following members were:

Present: Chairman Mathews and Committee Members - Aldermen Roessler, Reis and Holtkamp.

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, City Engineer Ron Williams, Accounting Manager Linda Sharp, Director of Community and Economic Development Paul Ellis and Deputy Clerk Donna Mehaffey.

Guests Present: None.

Chairman Mathews stated the meeting was called to (1) discuss the IMLRMA Policy Renewal and (2) discuss any other items to be considered.

**II. IMLRMA POLICY RENEWAL DISCUSSION**

Chairman Mathews opened the meeting and called upon City Administrator James Morani to address the Committee/Council Members on this issue. Mr. Morani presented the Illinois Municipal League Risk Management Association – IMLRMA (City's Insurance Coverage) Contribution Analysis for 2014-2015 Renewal, a Minimum/Maximum Status Report based on claims data as of September 30, 2014 and the IMLRMA policy renewal invoice/options for payment. Mr. Morani pointed out several items:

- There is a 3 % increase for year 2015 from the previous year which indicates the City had a good year.
- Recommends the minimum/maximum rate for 2015 as has been done in the past. The City has had good luck with the program and if the City goes over the minimum amount (\$155,211), the City is required to make payments for the difference up to the maximum amount \$237,381).

- The City has a workers compensation claim that is still open.
- This is the last year for the STS Custom Homes litigation settlement payment.
- The City completes safety meetings and training for all departments which helps to prevent claims, especially workers compensation claims.

The Committee Chairman, Committee Members, Mayor and other Aldermen were given the opportunity to ask questions and offer comments.

**MOTION:**

A motion was made by Alderman Holtkamp and seconded by Alderman Reis to recommend to the City Council that an ordinance be prepared authorizing the Illinois Municipal League Risk Management Association (IMLRMA) Minimum/Maximum Contribution Agreement Option 1 amount of \$224,576.06 to be paid by November 21, 2014 to receive the early 1.5% discount for the City’s insurance coverage for calendar year 2015. On Roll Call vote: Chairman Mathews and Aldermen Roessler, Reis and Holtkamp voted yea. **MOTION CARRIED.**

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

There were no other items to be considered or discussed by the License, Insurance Claims, CEMA and Contracts Committee.

**IV. ADJOURNMENT**

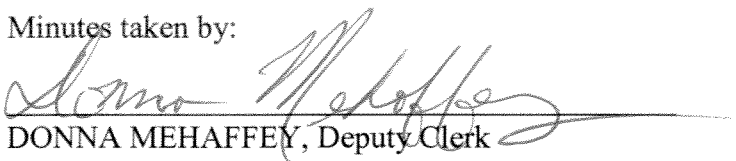
**MOTION:**

It was moved by Alderman Reis and seconded by Alderman Roessler to adjourn the License, Insurance Claims, CEMA and Contracts Committee Meeting held Monday, November 10, 2014 at 7:19 P.M. Upon voice vote, Chairman Mathews and Aldermen Roessler, Reis and Holtkamp voted yea. **MOTION CARRIED.**



T.J. MATHEWS, Chairman  
 LICENSE, INSURANCE CLAIMS, CEMA AND CONTRACTS COMMITTEE

Minutes taken by:



DONNA MEHAFFEY, Deputy Clerk

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
NOVEMBER 10, 2014 IN THE COUNCIL ROOM OF CITY HALL**

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**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 7:20 P.M.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Committee Members - Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp. Mayor Hutchinson was also present.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, City Engineer Ron Williams, Accounting Manager Linda Sharp, Director of Community and Economic Development Paul Ellis and Deputy Clerk Donna Mehaffey.

Plan Commission members present: Chairman Paul Khoury and Commissioners Eugene Bergmann, Caren Burggraf, Karin Callis, Russell Horsley and Amy Mistler. (Arrived at 7:48 P.M.)

Guests Present: Columbia Community Unit School District No. 4 - Assistant Superintendent Dr. Beth Horner (Left meeting at 7:35 P.M.) and Columbia Athletic Association and Play Commission member - Mr. Dave Bernhard. (Left meeting at 7:35 P.M.)

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Facilities Plan (Joint Discussion with Plan Commission); (2) Metter Park Playground Shade Structure Bids (Joint Discussion with Play Commission); (3) Batting Cage Proposal from Columbia Community Unit School District No. 4 (Joint Discussion with Play Commission); (4) any other items to be considered or discussed and (5) Executive Session for the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the public body.

**II. BATTING CAGE PROPOSAL FROM COLUMBIA CUSD NO. 4 (JOINT DISCUSSION WITH PLAY COMMISSION)**

Chairman Ebersohl opened the meeting and called upon guest, Columbia CUSD No. 4 Assistant Superintendent Dr. Beth Horner to address the Committee/Council Members on this issue.

Dr. Horner reviewed with the Committee the concept proposal for the batting cages at the Bolm-Schuhkraft Memorial Park – Columbia CUSD No. 4 Partnering with the City of Columbia. The following points were made:

- The district is working to secure grant money for this project.
- The CHS construction class could perform a portion of the work on the project.
- There will be two (2) cages, one for baseball and one for softball.
- The cages will be open to the public except when the school has preferential usage after school (3:00 P.M. to 6:00 P.M.) and on Saturdays (8:00 A.M. to 12:00 P.M.) during the official seasons.
- The nets for the cages as well as the baseball and softball screens would be removed during winter months (December through February) to reduce wear and tear and stored at the school district.
- Attorney Terry Bruckert indicated that an Intergovernmental Agreement between the City and the School District would be needed, not a Memorandum of Understanding.
- The abandoned batting cage area at the Bolm-Schuhkraft baseball field needs to be removed. City Engineer Ron Williams stated that it can be removed.
- There are no underground utilities at the location selected for the new batting cages.
- Mrs. Horner stated that the CHS Junior Varsity plays their games on the Bolm-Schuhkraft Baseball Field. (CHS Varsity plays at the Eagleview Baseball Field.)
- Alderman Mathews added that portable pitching mounds could be placed in the cages as well for the pitchers use.
- City Administrator Morani stated that the City would have to have the batting cages insured under the City's policy as it is located on City property.
- Mrs. Horner said the project will cost approximately \$28,000.00 and the maintenance would be a 50/50 split between the school district and the City.

All in attendance were given the opportunity to ask questions and offer comments.

It was the consensus of the Committee members for the school district to proceed with this project and that City Attorney Terry Bruckert begin working on an Intergovernmental Agreement between the City and the School District.

**MOTION:**

It was so moved by Alderman Roessler and seconded by Alderman Niemietz to direct the City Attorney to begin working on an Intergovernmental Agreement between the City of Columbia and the Columbia Community Unit School District #4 for two (2) batting cages to be constructed at Bolm-Schuhkraft Memorial City Park. On Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

**III. METTER PARK PLAYGROUND SHADE STRUCTURE BIDS – (JOINT DISCUSSION WITH PLAY COMMISSION)**

City Engineer Ron Williams reviewed the bids for the Playground Shade Structure Project at Metter Memorial Park. The shade structure will only be able to cover the 30 ft. x 35 ft. tallest area of the playground equipment and the rest will have to be completed at another time. The low bidder, All Inclusive Recreational, (\$17,840.00 bid), is a playground shade structure supplier and they have their own contractor do the installation. Mr. Williams noted work would begin April 1, 2015. Mr. Williams added that the City received \$12,000.00 from the Oerter Foundation for this project which is a shortfall, but there are additional monies available in the parks budget from donations to resurface the tennis courts from the Oerter Foundation. Mayor Hutchinson added the City also has monies from gaming that was earmarked for Parks and Recreation that could be used as well. Mr. Williams will have the ordinance for the project ready for the November 17<sup>th</sup> City Council meeting.

**MOTION:** A motion was made by Alderman Niemietz and seconded by Alderman Reis to recommend to the City Council that the Playground Shade Structure Project at Metter Memorial Park be awarded to All Inclusive Recreational of Farmington, Missouri in the amount of \$17,840.00. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

**IV. CROWN LINEN SERVICE WATER AND SEWER BILL**

City Administrator James Morani conferred with City Attorney Terry Bruckert on the late charge percentage for the Crown Linen Service water and sewer bill. Currently the City charges a five percent (5%) late charge on all past due utility bills and is compounded. Mr. Morani stated that if the City could do a three percent (3%) late charge on just the original charges of the water and sewer on the Crown Linen bill, the late charges would be \$6,320.42. It was noted that once the City negotiated a lower late charge percentage for Crown Linen Service, then the City would do a new late charges ordinance. There was a discussion on different scenarios of late charges: separate late charges for commercial and residential accounts; minimum fee late charge and if over a certain amount, then a percentage is charged of the total bill with no compounding of late fees; and a need to

reflect a more reasonable amount of late fees. Another scenario suggested was a five percent (5%) late charge up to a certain amount of the bill, then down to one and a half percent (1 ½ %) thereafter.

All in attendance were able to ask questions and offer comments. A new ordinance would be needed and Mr. Morani will come up with a proposal with different scenarios of late charges for the committee's review before the ordinance is drafted.

#### **V. FACILITIES PLAN - (JOINT DISCUSSION WITH PLAN COMMISSION)**

Plan Commission Chairman Paul Khoury addressed the Mayor and Committee members to get input from all City Departments for the Community Facilities Plan which is in the very early stages. The Outline for the Community Facilities Plan was distributed to the Mayor and Committee members for their review as was the handout form for each City facility description. Director of Community and Economic Development Paul Ellis stated that the different buildings should have photos and a floor plan. Alderman Agne noted some of the buildings should have as built drawings. City Administrator James Morani will coordinate the Community Facilities Plan with the Department Heads and will be due back in two (2) weeks. It was noted all City properties should be listed on the City's insurance policy and should also get input from the Columbia Fire Protection District for their facilities. It was indicated that the facilities plan is basically an inventory of all City Buildings and how they are being used.

#### **VI. A CATALYST FOR PROGRESS & PRESERVATION – FISH LAKE I-255 INTERCHANGE**

Plan Commission Chairman Paul Khoury introduced Plan Commissioner Gene Bergmann for his presentation on the Fish Lake I-255 Interchange. Mr. Bergmann's presentation handout was distributed to the Mayor and Committee Members. Mr. Bergmann stated the City needs to contact Union Pacific Railroad and said the document distributed is just a thought document and would be continuing to look into it at the Plan Commission meetings. There was a discussion on the Fish Lake I-255 Interchange regarding the history of it, the Columbia Crossings history, the Village of Dupo negotiations that are ongoing for the major railroad expansion and the need for a new access to I-255, and new Congressman elect Mike Bost who is supportive of development across his district. It was the consensus of the Mayor and Committee that the Fish Lake I-255 Interchange would make more sense for the railroad expansion since it is ready to go.

The Mayor and Committee Members were favorable that the City aggressively move forward with negotiations with the Village of Dupo, Union Pacific Railroad, Congressman Elect Mike Bost, Illinois State Representative Jerry Costello, II, Illinois State Senator David Luechtefeld and the Monroe County Commissioners and most importantly getting a meeting with Union Pacific Railroad.



## **VII. EXECUTIVE SESSION**

Chairman Ebersohl entertained a motion to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the public body.

### **MOTION:**

It was moved by Alderman Reis and seconded by Alderman Huch to go into Executive Session at 8:27 P.M. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the public body. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

## **VIII. REGULAR SESSION**

### **MOTION:**

It was moved by Alderman Reis and seconded by Alderman Holtkamp to return to the Regular Session of the Committee of the Whole Meeting at 8:45 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

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

Chairman Ebersohl asked if there was any action to be taken as a result of the Executive Session of the Committee of the Whole Meeting. There was none.

## **IX. CITY ENGINEER REPLACEMENT**

Mayor Hutchinson and Committee members discussed the replacement for City Engineer, Ron Williams, who is resigning effective December 5, 2014.

There was a discussion regarding Assistant City Engineer Tim Ahrens to be the Interim City Engineer. Other items discussed was the use of consulting engineers for some plan review in the interim period; possibly need to re-write the City Engineer job description; Mr. Williams to make a list of all of his duties as City Engineer; and need to think about the pros and cons of the time frame on filling the position.

All in attendance were given the opportunity to offer their comments and ask questions.

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

There were no other items to be considered or discussed by the Committee of the Whole.


**XI. ADJOURNMENT**

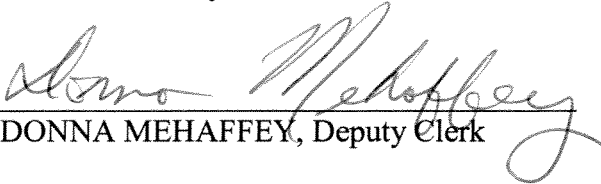
**MOTION:**

It was moved by Alderman Roessler and seconded by Alderman Reis to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, November 10, 2014 at 9:00 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea.

**MOTION CARRIED.**

Minutes taken by:

  
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GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

  
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DONNA MEHAFFEY, Deputy Clerk