

**MINUTES OF THE MUNICIPAL BUILDINGS, PROPERTY AND CAPITAL  
IMPROVEMENTS COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY  
OF COLUMBIA, ILLINOIS HELD MONDAY, JULY 27, 2015 IN THE COUNCIL  
ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Steve Holtkamp called the Municipal Buildings, Property and Capital Improvements 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 Holtkamp and Aldermen Agne and Niemietz.

Absent: Alderman Huch.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Roessler, Reis and Martens.

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, Director of Community and Economic Development Paul Ellis, Chief of Police and EMS Director Joseph Edwards, Interim Director of Public Works Tim Ahrens and Donna Mehaffey, Deputy Clerk.

Guests Present: None.

Chairman Holtkamp stated the purpose of the meeting was called to discuss (1) Property Maintenance at City Facilities.

**II. PROPERTY MAINTENANCE AT CITY FACILITIES**

Chairman Holtkamp turned the meeting over to City Administrator James Morani who then turned the meeting over to Mayor Hutchinson to explain the concern. Mayor Hutchinson went on to report to the committee that there is a small grove of trees behind the City of Columbia Public Safety Complex at 1020 N. Main Street which is the City's property. It has been brought to the City's attention that this area needs to be mowed and cleaned up. There is also a fence line area that is mowed and one that is not. Mayor Hutchinson said that the City cannot clean it up as a brush hog or other equipment will not work due to tree stumps, etc. Alderman Ebersohl stated that he has received numerous complaints that the area needs to be cleaned up; the area has a mosquito problem and snakes. It was noted there are some neighbors who would like it cleaned up and some who do not; some neighbors want it left as is to provide a privacy screen. There was a discussion that some properties in Columbia have woods in their back yards with natural growth around trees and should be left natural and where others have their lawns mowed and are cleaned up. It was questioned whether or not back yards should be cleaned up and mowed or

could be left natural. Mr. Morani suggested obtaining pictures of the area and bringing them back to the committee and that the committee members also take a look at the area of concern.

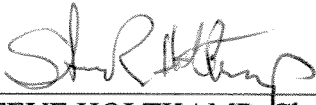
Alderman Roessler asked City Attorney Terry Bruckert about the legality of the situation. Mr. Bruckert stated it is a very difficult to enforce.

It was the consensus of the committee for the members to look at the location, obtain pictures of the area in question and bring them back to the next committee meeting.

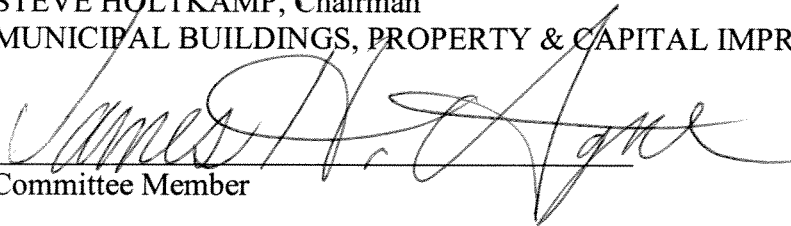
**III. ADJOURNMENT**

**MOTION:**

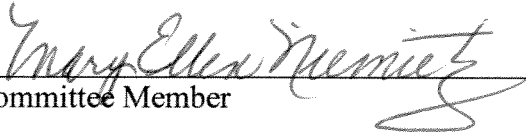
It was moved by Alderman Agne and seconded by Alderman Niemietz to adjourn the Municipal Buildings, Property and Capital Improvements Committee Meeting of the City of Columbia, Illinois held Monday, July 27, 2015 at 7:18 p.m. Upon voice vote, Chairman Holtkamp and Aldermen Agne and Niemietz voted yea. **MOTION CARRIED.**



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STEVE HOLTKAMP, Chairman  
MUNICIPAL BUILDINGS, PROPERTY & CAPITAL IMPROVEMENTS COMMITTEE



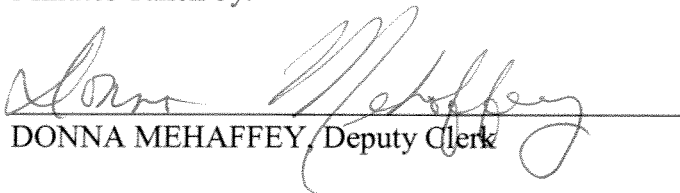
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Committee Member



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Committee Member

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Committee Member

Minutes Taken by:



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DONNA MEHAFFEY, Deputy Clerk

**MINUTES OF THE PARKS, PLAYGROUNDS AND RECREATION  
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF  
COLUMBIA, ILLINOIS HELD MONDAY, JULY 27, 2015 IN THE COUNCIL  
ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Niemietz called the Parks, Playgrounds and Recreation Committee Meeting of the City of Columbia, Illinois to order at 7:19 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Alderman Ebersohl, Agne and Martens.

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, Chief of Police and EMS Director Joseph Edwards, Director of Community and Economic Development Paul Ellis, Interim Director of Public Works Tim Ahrens and Deputy Clerk Donna Mehaffey.

Guests Present: None.

Chairman Niemietz stated the meeting was called to discuss: 1) Potential Projects for the Oerter Foundation.

**II. POTENTIAL PROJECTS FOR OERTER FOUNDATION**

Alderman Niemietz turned the meeting over to Director of Community & Economic Development Paul Ellis. Mr. Ellis reviewed with the committee the potential grant project list for the City of Columbia. Mr. Ellis informed the Committee that the next Oerter Foundation meeting is August 12. It was discussed by the Committee which project the City could ask for funds from the Oerter Foundation. Mr. Ellis said that the City could ask for \$100,000.00 over two years for the Safe Routes to School (SRTS) grant project. Mr. Ellis noted that there has not been a response yet from the State of Illinois on the letter that the Columbia Community Unit School District #4 (CUSD#4) sent favoring the joint project with the City of Columbia and the school district. Interim Director of Public Works Tim Ahrens stated the school district is committed to their portion of the project. Mr. Ahrens added that if no State of Illinois grant is received, the trail would be cheaper to construct without state involvement plus \$50,000.00 could go a

long way. Mr. Ellis stressed that the SRTS project has been a priority for everyone and it has received many letters of support.

It was the consensus of the committee for Mr. Ellis to send a letter to the Oerter Foundation requesting \$100,000.00 over two years from the foundation concentrating on the SRTS project as a joint effort with the City of Columbia, Columbia CUSD#4 and the SRTS Committee.

Mr. Ellis added that he wants to add to the City's website a list of the items needed for the City of Columbia if someone would like to leave a legacy.

### **III. OTHER ITEMS**

#### **A. Tennis Courts**

City Administrator James Morani informed the committee that the concerns over the improved tennis courts have been passed on to the manufacturer and we will have information at the next committee meeting on options for the remaining two courts.

#### **B. No Trespassing Signs**

Alderman Agne questioned the no trespassing signs at each end of the trails (Old railroad right-of-way.) Per Alderman Niemietz, the signs are located there because the trails are not finished.

#### **C. Shrubs on Veterans Parkway**

Alderman Roessler asked about any future plans for the shrubs along Veterans Parkway across from the Parkview Elementary School. These shrubs serve as a screen for the residents that live on Cascade Drive. Interim Director of Public Works Tim Ahrens said that this item needs discussion and there is \$10,000.00 set aside for it from the bond issue.

#### **D. Proposed Creekside Park**

Alderman Roessler asked about getting the area mowed at the proposed Creekside Park and the old railroad right-of-way. Interim Director of Public Works Tim Ahrens said there is no way for emergency services to get back to this area if there is some kind of problem as there is no road constructed.

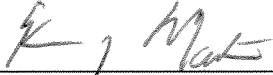
**IV. ADJOURNMENT**

**MOTION:**


It was moved by Alderman Ebersohl and seconded by Alderman Martens to adjourn the Parks, Playgrounds and Recreation Committee Meeting of the City Council of the City of Columbia held Monday, July 27, 2015 at 7:48 p.m. Upon voice vote, Chairman Niemietz, Alderman Ebersohl, Agne and Martens voted yea. **MOTION CARRIED.**



MARY ELLEN NIEMIETZ, Chairman  
PARKS, PLAYGROUNDS AND RECREATION COMMITTEE



Committee Member

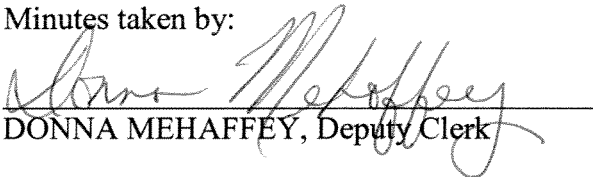


Committee Member



Committee Member

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,  
JULY 27, 2015 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 7:49 P.M.

Upon Roll Call, the following members were:

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

Absent: Alderman Huch.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney Terry Bruckert, Chief of Police & EMS Director Joseph Edwards, Director of Community and Economic Development Paul Ellis, Interim Director of Public Works Tim Ahrens and Deputy Clerk Donna Mehaffey.

Guests Present: None.

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of Minutes from the July 13, 2015 Committee of the Whole Meeting; (2) Approval of Executive Session Minutes from the July 13, 2015 Committee of the Whole Meeting; (3) Oak Street Building Lease Agreements; (4) Noise Ordinance; (5) Police Department Staffing; (6) Personnel Code Updates; (7) Flexible Spending Account; (8) Vision Care Plan; (9) Citizen Comments; (10) Other items to be considered; and (11) Executive Session – 5 ILCS 120/2(c).

**II. APPROVAL OF MINUTES – JULY 13, 2015 COMMITTEE OF THE WHOLE MEETING**

The minutes of the July 13, 2015 Committee of the Whole committee meeting were submitted for approval.

**MOTION:**

It was moved by Alderman Holtkamp and seconded by Alderman Niemietz, to approve the minutes of the July 13, 2015 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

**III. APPROVAL OF EXECUTIVE SESSION MINUTES – JULY 13, 2015 COMMITTEE OF THE WHOLE MEETING**

The Executive Session minutes of the July 13, 2015 Committee of the Whole committee meeting were submitted for approval.

**MOTION:**

It was moved by Alderman Holtkamp and seconded by Alderman Martens, to approve the Executive Session minutes of the July 13, 2015 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

**IV. OAK STREET BUILDING LEASE AGREEMENTS**

Director of Community and Economic Development Paul Ellis reported that the dentist office, Drs. White and Raney, at the Oak Street building are ready to sign their lease agreement and that the dentist office just recently invested \$50,000.00 into their office facility. The agreement will be approved at the next City Council meeting. Mr. Ellis added that the CPA firm, J.W. Boyle & Co., Ltd., still needs to sign their agreement and it was the consensus of the committee that the CPA firm's agreement does not have to be brought to the committee.

**V. NOISE ORDINANCE**

City Attorney Terry Bruckert recommended approval of the proposed noise ordinance. It was the consensus of the committee to move forward with the ordinance which is scheduled for approval at the next City Council meeting. Alderman Holtkamp questioned "any sound that unreasonably interferes with the enjoyment of life" portion of the ordinance. Mr. Bruckert said that common sense will need to be used when enforcing the proposed ordinance.

**VI. PERSONNEL CODE UPDATES**

City Administrator James Morani brought to the attention of the committee the need to update the Drug Free Workplace policy and the No Harassment policy for the City. Mr. Morani added that these need to be updated urgently since it will bring the City into compliance for grant purposes. It was the consensus of the committee to move forward on these updated policies.

Alderman Ebersohl questioned when harassment training should be completed and Mr. Morani and City Attorney Terry Bruckert said it should be completed at least every two years.

**VII. FLEXIBLE SPENDING ACCOUNT**

City Administrator James Morani reviewed with the committee the proposed Flexible Spending Account (FSA) worksheet with fees. Quality Benefits is the company that will be the third party administrator. Mr. Morani stated the employee will need to have a minimum contribution of \$780.00 per year which figures to \$30.00 per pay period. The City will only be charged for employees enrolled in the FSA. Mr. Morani will pass on the information to the bargaining units.

The committee agreed to move forward with the proposed FSA to be effective January 1, 2016. Mr. Morani added that it will be a win-win situation since it enhances employee benefits while reducing payroll costs for the City.

#### **VIII. VISION CARE PLAN**

Mr. Morani went over the Vision Care Plan Benefit Proposal with the committee. He added that the current vision plan is self insured by the City. Mr. Morani added that he obtained costs from local eye care facilities which are shown on the proposal as the retail cost. The proposal also shows the current benefit plus the proposed benefit. He also checked with other municipalities regarding their benefit amounts. Mr. Morani said that right now, he does not have a good way to keep track of the benefits, but will be working in the future with staff to keep track of them.

Alderman Roessler suggested that a Health Reimbursement Account (HRA) for the vision benefits be created to simplify the current process. Alderman Roessler said that he has seen it used before. Mr. Morani stated he will check into the HRA for the vision benefits, but he still wants to tweak the benefits and look at other carriers. Mr. Morani also said that maybe the vision HRA could be lumped into the health insurance HRA.

It was the consensus of the committee that Mr. Morani proceed with the proposed new vision benefits in addition to the possible HRA for vision benefits.

#### **IX. POLICE DEPARTMENT STAFFING**

Police Chief Joe Edwards presented a Police Department Staffing slide show to the committee asking for two additional police officers. Chief Edwards would like to have 17 total police officers so there could be three police cars on each shift. The City currently has 15 police officers. Chief Edwards also distributed an overtime spreadsheet showing money that could be saved by hiring the additional officers. Chief Edwards' goal is to increase traffic safety. Chief Edwards pointed out that 17 police officers would reduce their overtime, would put three uniform officers on each shift and would assign one of the three uniformed police officers to traffic enforcement. Chief Edwards also reviewed with the committee that traffic enforcement is law enforcement and will also be expanding the Drug Abuse Resistance Education (DARE) program to the Columbia High School. Mr. Morani stated that he feels the City has been operating under budget and revenues have been higher than projections. Furthermore, based on information from the Illinois Municipal League, the Local Government Distributive Fund (LGDF) may only be cut a small amount – if not at all.

Mayor Hutchinson added that potential developers look at the strength of police departments and the stronger and better police department, the better chance for attracting developers.

It was the consensus of the committee to hire one additional police officer. It was noted that this was already in the current budget.

Mayor Hutchinson also added that the State of Illinois budget possibly will not be approved until September or October and that the LGDF is off the table. The Mayor also said that the state has been listening to the cities and mayors regarding funding and believes the City of Columbia will not be affected.



X. **CITIZEN COMMENTS**

There were no citizen comments.

XI. **OTHER ITEMS TO BE CONSIDERED**

A. **BUILDING CODE**

City Administrator James Morani stated that he will be bringing an amendment to the next meeting regarding the permit section of the Building Code as it relates to fences. City Attorney Terry Bruckert added this needs to be done as soon as possible.

B. **IML CONFERENCE**

Mayor Hutchinson discussed the upcoming IML conference in Chicago. The Mayor stated that the City needs to show a good presence representing the Southern Illinois Conference and encouraged the Aldermen to sign up as soon as possible.

C. **COLUMBIA CENTRE STREETS**

Alderman Niemietz questioned the repair status of the Columbia Centre streets. Mr. Morani stated Mr. Joe Koppeis informed the City that work on the streets will start after his Fox Run Estates improvements are completed.

XII. **EXECUTIVE SESSION – 5 ILCS 120/2(C)**


There was no Executive Session called.

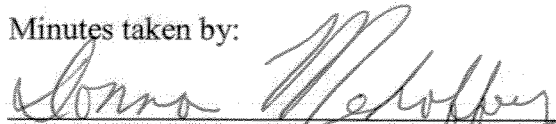
XIII. **ADJOURNMENT**

**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Martens to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, July 27, 2015 at 9:30 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp and Martens 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