

**MINUTES OF THE REFUSE COLLECTION AND RECYCLING COMMITTEE
MEETING OF THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS
HELD MONDAY, AUGUST 24, 2015 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Reis called the Refuse Collection and Recycling 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 Reis and Aldermen Ebersohl, Agne and Niemietz.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch, Holtkamp and Martens.

Administrative Staff Present: City Administrator James Morani, City Attorney J.D. Brandmeyer, Accounting Manager Linda Sharp, Building Inspector Justin Osterhage and Deputy Clerk Donna Mehaffey.

Guests Present: None.

Chairman Reis stated the meeting was called to discuss: 1) Refuse Collection and Recycling RFP.

II. REFUSE COLLECTION AND RECYCLING RFP

Chairman Reis turned the meeting over to City Administrator James Morani. Mr. Morani updated the committee with regard to the refuse collection and recycling contract that will be expiring, is in the process of preparing a Request for Proposals (RFP) and would like the committee's input for it. Mr. Morani said that he has spoken to current contract holder, Reliable Sanitation owner, Mr. Tim Scheibe, for his ideas and has also spoken to two (2) other vendors. Mr. Morani reviewed the items from his memorandum.

1. 65-gallon or 90-95 gallon containers - It was the consensus of the committee to stay with the current 65 gallon container for refuse and recycling. Alderman Martens asked about a smaller container for the elderly. Mayor Hutchinson said that Reliable Sanitation already picks up smaller containers for the elderly if needed.

2. Bulk item pickup four (4) times per year - It was the consensus of the committee to stay with the bulk item pickup four (4) times per year.
3. Mr. Morani will add outsourcing to vendors for the billing as an alternate on the RFP. Mr. Morani added that this will be more expensive.
4. Additional yard waste services - Yard waste services should be year round and Mr. Morani will possibly get this contracted for the whole year. Alderman Niemietz said that all yard waste should really be mulched and not placed in the yard waste bags not mulched. It was noted that possibly this could be placed in the quarterly newsletter to educate residents. Alderman Niemietz will send her information on the mulching to Mr. Morani.
5. Electronic Recycling Services – Mr. Morani is trying to consolidate electronic recycling services. This will be added to the RFP.
6. Hazardous materials (e.g. chemicals) disposal services – Mr. Morani reported that this has to be coordinated through the EPA. It was noted that St. Clair and Madison counties have had hazardous materials disposal days and Monroe County has had one in the past. It was suggested to check with Administrative Assistant Jackie Hausmann on this subject since she did a lot of research on it back in 2007 per Alderman Niemietz.
7. Length of contract – The committee was in agreement to keep the contract length at three (3) years.

Mr. Morani stated that he is still formulating the RFP and will bring it back for the next committee meeting on September 14.

III. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Ebersohl to adjourn the Refuse Collection and Recycling Committee Meeting of the City Council of the City of Columbia held Monday, August 24, 2015 at 7:20 P.M. Upon voice vote, Chairman Reis and Aldermen Ebersohl, Agne and Niemietz voted yea. **MOTION CARRIED.**



STEVEN D. REIS, Chairman

REFUSE COLLECTION AND RECYCLING COMMITTEE

Gene Elsworth

Committee Member

James H. Agne

Committee Member

Mary Ellen Niemietz

Committee Member

Minutes taken by:

Donna Mehafeey

DONNA MEHAFFEY, Deputy Clerk

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF
THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
AUGUST 24, 2015 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois to order at 7:21 P.M.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Attorney J.D. Brandmeyer, Building Inspector Justin Osterhage, Accounting Manager Linda Sharp 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 August 10, 2015 Committee of the Whole committee meeting; (2) Approval of Executive Sessions Minutes of the August 10, 2015 Committee of the Whole committee meeting; (3) Vision Care Plan; (4) Water Meters and Service Connections for Multiple Unit Housing; (5) Sign Code – Electronic Message Boards; (6) Citizen Comments; (7) Other items to be considered; and (8) Executive Session – 5 ILCS 120/2(c) (1), (2) and (11).

II. APPROVAL OF MINUTES FROM THE AUGUST 10, 2015 COMMITTEE OF THE WHOLE COMMITTEE MEETING

The minutes of the August 10, 2015 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Holtkamp and seconded by Alderman Reis, to approve the minutes of the August 10, 2015 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

III. APPROVAL OF EXECUTIVE SESSIONS MINUTES OF THE AUGUST 10, 2015 COMMITTEE OF THE WHOLE COMMITTEE MEETING

The minutes of the August 10, 2015 Executive Sessions of the Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Martens and seconded by Alderman Reis, to approve the minutes of the August 10, 2015 Executive Sessions of the Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

IV. VISION CARE PLAN

City Administrator James Morani reviewed with the committee his memorandum regarding the vision care plan, the Quality Benefits proposal for the vision care plan Health Reimbursement Arrangement (HRA), and the vision care plan HRA illustration showing a scenario with Flexible Spending Account (FSA) and a scenario without FSA. Mr. Morani added that the vision care plan has to be a separate HRA because of IRS guidelines, will be more transparent going through a third party instead of processing in house, will be more efficient, will be able to track claims better, and will begin on January 1, 2016. Alderman Roessler asked how the per employee participant monthly fee of \$2.75 would be handled. Mr. Morani said the City should absorb the cost. It was the consensus of the committee for Mr. Morani to move forward with the HRA for the vision care plan.

V. WATER METERS AND SERVICE CONNECTIONS FOR MULTIPLE UNIT HOUSING

Building Inspector Justin Osterhage addressed the committee on the water meters and service connections for multiple unit housing. Mr. Osterhage explained that any future new duplexes, triplexes, etc. should have separate water meters for each housing unit. Per Mr. Osterhage, this would not be needed for large developments of apartments (Example: Columbia Lakes Apartments) as those tend to have personnel that take care of the housing for the property inspections, occupancy permits, etc. Mr. Osterhage explained that currently the duplexes and triplexes have one meter for the residential building and the City is not able to monitor when a tenant moves in or out as the water is in the name of the property owner. Mr. Morani added this is needed for property inspections and occupancy permits. It was the consensus of the committee for Building Inspector Justin Osterhage to move forward on this item.

VI. SIGN CODE – ELECTRONIC MESSAGE BOARDS

Building Inspector Justin Osterhage explained the changes on the proposed sign code for electronic message boards. Mr. Osterhage had a change that the message display area shall not exceed eighteen (18) square feet; a change from sixteen (16) square feet. This change is necessary because the rental company’s electronic message boards display area is eighteen (18) square feet. Mr. Osterhage will also add that the electronic message board sign is only to be displayed when the event is in operation. Other items discussed were: signs only to be allowed on public property, will have to have a Special Event permit application for the electronic message boards, the electronic message boards application needs to be placed on the special event permit application, movement issues on the signage, there is nothing in the proposed electronic message boards sign code that regulates off premise signage and that will have to be added, add more signage for directional parking and the City is only allowing one (1) electronic message board sign right now.

Mr. Morani said they will just start with the one (1) sign for right now and will come back to the committee with a revised Electronic Message Board sign code.

VII. CITIZEN COMMENTS

There were no citizen comments.

VIII. OTHER ITEMS TO BE CONSIDERED

A. Monroe County Bicentennial 1816-2016

Alderman Niemietz asked if the City was planning on making some type of donation to the Monroe County Bicentennial committee. Mayor Hutchinson confirmed that financial assistance would be made.

IX. EXECUTIVE SESSION – 5 ILCS 120/2(C) (1), (2) AND (11)

Chairman Ebersohl entertained a motion to go into Executive Session to discuss 5 ILCS 120/2(c) (1), (2) and (11) for personnel, collective bargaining and pending litigation.

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Roessler to go into Executive Session at 7:45 P.M. to discuss 5 ILCS 120/2(c) (1), (2) and (11) for personnel, collective bargaining and pending litigation. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea.

MOTION CARRIED.

X. **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 committee meeting at 8:13 P.M. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**


Upon return to the regular session of the Committee of the Whole committee meeting, the following committee members were present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp, Martens and Mayor Hutchinson.

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

XI. **ADJOURNMENT**


MOTION:

It was moved by Alderman Holtkamp and seconded by Alderman Reis to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, August 24, 2015 at 8:14 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



DONNA MEHAFFEY, Deputy Clerk