

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF  
THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
JUNE 27, 2016 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 7:00 P.M.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Committee Members - Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp and Martens.

Absent: Alderman Huch.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Engineer Chris Smith, Accounting Manager Linda Sharp, Chief of Police Jerry Paul, City Clerk Wes Hoeffken 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 June 13, 2016 Committee of the Whole committee meeting; (2) Approval of Executive Session minutes from the June 13, 2016 Committee of the Whole committee meeting; (3) Release of Second Mortgage (Reifschneider's Grill & Grape); (4) Violence Prevention Center Funding; (5) Valmeyer Road Culvert Project; (6) Midwest Streams Proposal; (7) Public Works Fleet Management; (8) GIS Proposal from Horner and Shifrin Engineers; (9) Other items to be considered; (10) Citizen Comments; and (11) Executive Session – 5 ILCS 120/2(c).

**II. APPROVAL OF MINUTES FROM THE JUNE 13, 2016 COMMITTEE OF THE WHOLE COMMITTEE MEETING**

The minutes of the June 13, 2016 Committee of the Whole committee meeting were submitted for approval.

**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Reis, to approve the minutes of the June 13, 2016 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 FROM THE JUNE 13, 2016 COMMITTEE OF THE WHOLE COMMITTEE MEETING**

The Executive Session minutes of the June 13, 2016 Committee of the Whole committee meeting were submitted for approval.

**MOTION:**

It was moved by Alderman Reis and seconded by Alderman Martens, to approve the Executive Session minutes of the June 13, 2016 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. RELEASE OF SECOND MORTGAGE (REIFSCHNEIDER'S GRILL & GRAPE)**

City Administrator James Morani informed the committee that there will be a resolution for consideration at the next council meeting. It will be for the release of the second mortgage for Reifschneider's Grill and Grape Restaurant. Mr. Morani said this is standard procedure and is a loan from 2010.

**V. VIOLENCE PREVENTION CENTER FUNDING**

City Administrator James Morani reported that the State of Illinois has reallocated funds from a Federal Domestic Violence Protection Grant that supports a bulk of the satellite offices for the Violence Prevention Center and as a result, the Monroe County facility will lose its funding effective June 30. Mr. Morani said the Monroe County

Commissioners have committed to funding 1/3 of their budget and are looking for funding from the cities of Columbia and Waterloo. Waterloo has not made a decision yet as of today. Mr. Morani said there would be no decision tonight for Columbia. It was noted that any financial help should also be shared with other Monroe County communities and the center will be contacting those communities for help. Mr. Morani said that based on the information received from the Violence Prevention Center, they should at least have a part-time employee and referenced their budget for both full-time and part-time. Mr. Morani also distributed and pointed out an e-mail from Ms. Darlene Jones of the Violence Prevention Center of Southwestern Illinois of the typical job duties and responsibilities.

Chief Paul said from May 2015 to May 2016 in Columbia, there were 103 domestic violence reports and 21 arrests. Alderman Martens inquired what percentage of Columbia domestic violence reports use the center's services. Chief Paul stated he will get the percentage. Chief Paul added that once the center is closed, all domestic violence reports will go to the St. Clair County office in Belleville. Chief Paul explained how the reporting being directed to St. Clair County will take longer to process since it will eventually have to come back to the Monroe County Court. Other issues brought up by the Aldermen were: They have not seen the official notification letter with details that the center was losing the funding, there is no back-up plan, Randolph County is in the same predicament, no organization of the proposed funding and concern if the center is closed down for a while, how will it be able to re-open later on. Chief Paul will check with the Red Bud Chief of Police about the Randolph County center closing.

Mayor Hutchinson stated that the City should consider pros and cons if the City should help fund the center and to come up with different scenarios for a resolution. Mayor Hutchinson added that the center found out about the funding loss three or four days before the June 20 City Council meeting. He also said there are 62 State of Illinois unfunded mandates that are still trying to get passed and added it is very frustrating. Lastly, Mayor Hutchinson said the State of Illinois is cutting many programs and this is just the tip of the iceberg.

It was the consensus of the committee that Chief Paul get the percentage of Columbia Domestic Violence Reports that are handled by the Violence Prevention Center of Southwestern Illinois located in Monroe County and that Mr. Morani get the official notification letter with details from the center that they are closing down effective July 1, 2016. Effective July 1, all domestic violence reports will be referred to the St. Clair County location in Belleville.

## **VI. VALMEYER ROAD CULVERT PROJECT**

City Engineer Chris Smith reported on the Valmeyer Road Culvert Project to the committee. The plans and specifications for the culvert have been modified by Millennia Professional Services. An easement has been prepared with Equity Trust Properties for the installation of the proposed culvert. HTC has provided a cost not to exceed \$76,921.94 to relocate the fiber optic line below the proposed culvert. Millennia Professional Services has provided a cost estimate of \$162,000.00. The current budget has \$250,000.00 for the culvert project and Mr. Smith is requesting authorization to execute the easement, the HTC agreement plus the authorization to put the project out for bid. Mr. Morani added that the HTC cost may end up less than \$76,921.94. Action to proceed will be at the next council meeting for consideration.

## **VII. MIDWEST STREAMS PROPOSAL**

Mr. Smith updated the committee on the background of the Wilson, Carr and Palmer Creeks in Columbia. Mr. Smith said these creeks are not owned by the City, but regulated by the United States Army Corps of Engineers. The City is required by its MS4 Permit (Storm Water Discharge) to monitor those creeks. Over the past 10-plus years, there has been major residential growth along Palmer Creek. Mr. Smith explained to the committee the company, Midwest Streams, that specializes in stream management. Mr. Wayne Kinney is the Stream Specialist. Midwest Streams will provide a report of all recommendations and results, locations of problem areas, recommended solutions and anticipated adjustments that will happen as more development occurs, plus strategies to reduce the unfavorable impacts of flooding or stream stability. Their proposal to monitor Palmer Creek is \$900.00 per mile and they would study approximately eight miles plus major tributaries of the creek.

Mr. Smith added that any future developments involving any creeks, the recommendation from Midwest Streams should be included in the improvement plans and the costs passed on to the developer of the property or to cost share with the homeowner or homeowners association. There are several new subdivision developments in the area which would qualify; the new Village of Wernings subdivision and the property at the northwest corner of Quarry Road and that have not been developed.

Mr. Smith said the proposal for Midwest Streams is not listed specifically in the current budget, but indicated Mr. Morani is positive the City could find the money to cover it.

Mr. Morani added this could be seen as a service for the various subdivisions and homeowners associations.

Mr. Smith also said there is a major erosion problem in Palmer Creek by a property in the Gedern Estates Subdivision. Alderman Martens stated that problem this should go back to the developer of that subdivision. Mr. Smith also said from 1988 to 2004, viewing Google Maps, you can see the part of the creek has been removed.

There was also a brief discussion regarding past practices of the City regarding subdivisions, final plats, FEMA approval, and FEMA map amendments. It was noted the City's Subdivision Code will be re-codified.

It was the consensus of the committee to move forward with the Midwest Streams Proposal.

### **VIII. PUBLIC WORKS FLEET MANAGEMENT**

Mr. Smith informed the committee that for several years, the DOPW has been looking into a Fleet Maintenance System. Mr. Smith said that Mr. Morani, Mr. Ahrens and himself have looked into the system. Mr. Smith explained the purpose and benefits of the service. The objective is to reduce miles driven, reduce idle times and have regularly scheduled maintenance for the DOPW vehicles. Mr. Smith distributed a spread sheet of the DOPW equipment showing the 19 vehicles highlighted in yellow that would be covered by the fleet management service. There is \$4,500.00 in the current budget for this service. The agreement would be with Verizon, the equipment cost is \$2,053.05 and the monthly fee for the service is \$356.15 plus tax. Mr. Smith said that they would have it installed for six to eight months and then review to see if it is working out. The service can be discontinued at any time. Mr. Morani said it will be implemented in the next few months.

It was the consensus of the committee to move forward with the proposed Public Works Fleet Management System.

**IX. OTHER ITEMS TO BE CONSIDERED**

A. Main Street Resurfacing Project - North Main Street to Crestview Drive

Mr. Smith informed the committee he has received letter notification from the State of Illinois that the Main Street resurfacing project from North Main Street to Crestview Drive will have to be shut down after Thursday, June 30 due to the State of Illinois not having a budget.

B. MFT

Mr. Smith said the last MFT allotment from the State of Illinois will be in mid-July. The state will be ceasing any MFT payments until their budget is passed.

C. Route 3 and Gall Road Intersection Improvements

Mr. Smith said the City received approval of our engineering agreement to begin design work on the Route 3 and Gall Road Intersection Improvements, but the State of Illinois is not going to reimburse anyone for any of the preliminary work which is approximately \$60,000.00 of the \$80,000.00 to be reimbursed. Oates Associates, Inc. was informed the City will have to hold off on the project. Mr. Smith received an e-mail from one of their project engineers asking to work on the project at their own risk. It was pointed out that the City already has an approved agreement and the project will not expire. Oates Associates, Inc. do not want to lay off their employees and they will not invoice the City until they have the funds available. Mr. Smith said he will get an official letter from Oates Associates, Inc. stating they will be starting on this project at their own risk and Mr. Morani will check with City Attorney Terry Bruckert to make sure this is acceptable legally for the City of Columbia.

D. Safe Routes to School Project

Mr. Smith said that he received an e-mail from IDOT asking for an official letter from the City of Columbia that they will not be completing the Safe Routes to School Project. Mr. Smith updated the committee on the Safe Routes to School Project reviewing the City's costs which would be approximately \$250,000.00 if completed as required by IDOT and FHWA. Mr. Smith also explained the problems with time issues to complete the project.

Mr. Smith said if the City receives the ITEP grant for the Bolm-Schuhkraft Park Connector Trail, the City can get it completed for their portion for \$100,000.00. Mr. Smith explained the proposed ITEP grant for the Bolm-Schuhkraft Park Connector Trail covers Main Street to the Columbia Middle School and connects to the Bolm-Schuhkraft Park trail. The City will construct the trail to the park trail themselves as long as the City receives the grant.

E. Public Safety Complex Property - Yard Waste Illegal Dumping

Chairman Ebersohl reported to the committee that there is illegal yard waste dumping behind the Public Safety Complex property. Chairman Ebersohl said there are two trees, part of a fence and many piles of grass clipping on the property. Mr. Smith said that DOPW is aware of this problem, they will clean up the waste, mow up to the fence, and if the dumping begins again, it will be addressed right away.

X. GIS PROPOSAL FROM HORNER AND SHIFRIN ENGINEERS

Mr. Morani reviewed two GIS proposals from Horner and Shifrin Engineers for GIS hosted services and modules for the City of Columbia. Mr. Morani said Chris Smith, Justin Osterhage and Emily Fultz have been involved in this process. Mr. Morani said they spoke to another firm, but felt Horner and Shifrin Engineers had the best product with the most potential. Mr. Morani explained how the system would work. The modules will be code violation, building permits and occupancy rental inspection. Mr. Morani said there will be no investment needed for IT services as everything will be stored in the cloud as Horner and Shifrin, Inc. is hosting the GIS. Mr. Morani added: everything is web based, the zoning map and other data will be on-line, the system is very user-friendly, can post yard sales, any type of map can be made, cemetery plats can be completed, a lot of information can be placed on the City's website, and can complete park and tree maintenance. Mr. Smith added the building permits are currently completed by name or owner and need to be completed by address. Horner and Shifrin Engineers will train our staff; Marion Chartrand at the DOPW is already proficient in GIS and Emily Fultz has extensive experience in this area. The upfront cost is a one-time fee of \$15,000.00 (\$5,000.00 each for code violation, building permits and occupancy rental inspection modules) for the GIS services. The modules hosting cost is \$500.00 each for code violation, building permits and occupancy rental inspection for a total of \$1,500.00 plus a \$5,000.00 fee for the main GIS hosting services for a total of \$6,500.00. The grand total cost will be \$21,500.00 for this year. After this year, the annual cost will be

\$6,500.00. This is in the current budget and the costs will be spread out with the City's general, water and sewer funds.

Mr. Smith added they spend a lot of time looking up maps, files, plans, etc. and the new GIS services and modules will save time.

It was the consensus of the committee to move forward on the GIS proposal from Horner and Shifrin Engineers for the hosting and modules. Mr. Morani said this item will be on the next City Council agenda for consideration.

**XI. CITIZEN COMMENTS**

There were no citizen comments.

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


There was no call for Executive Session.

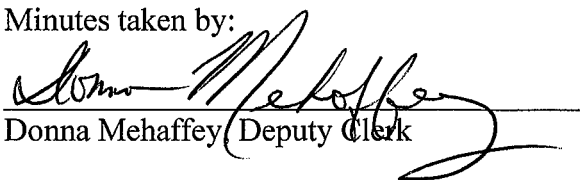
**XIII. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Roessler and seconded by Alderman Martens to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, June 27, 2016 at 8:47 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp and Martens voted yea.

**MOTION CARRIED.**

  
Alderman Gene Ebersohl  
Chairman  
Committee of the Whole

Minutes taken by:  
  
Donna Mehaffey (Deputy Clerk)