



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**



**Date:** Monday, March 21, 2016

**Time:** 7:00 p.m.

**Location:** 100 East Broadway  
Monmouth, Illinois

**I. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor Rod Davies called the meeting to order in the Council Chambers at City Hall, 100 East Broadway at 7:00 p.m. and led the audience in the Pledge of Allegiance to the Flag.

**II. ROLL CALL**

City Clerk Susan S. Trevor called the roll and those answering **Present were:** Alderwoman Dawn Johnson, Aldermen Dave Rutledge, Alderwoman Susan Twomey, Aldermen Brian Daw, Dennis Willhardt, Dan Heatherly and Jaime Godina **Absent:** Alderman Wells. **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Attorney Marcum Spears, City Clerk Susan Trevor, MFD Chief Casey Rexroat, MPD Chief Feithen, Woodard & Curran Public Works Director Andy Jackson and Community Development Director Paul Schuytema.

**III. APPROVAL OF MINUTES**

**A. March 7, 2016 Council Meeting Minutes**

It was moved by Alderwoman Johnson and seconded by Alderman Rutledge to approve the March 7, 2016 Council Meeting Minutes as presented. **AYE:** Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Willhardt, Heatherly and Godina **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

**IV. PRESENTATION TO THE COUNCIL**

**A. Presentations or Citizen Inquiries**

**1. Budget Briefing – Administrator Crow**

Mayor Davies expressed appreciation to all department heads and staff for the work they put in to make the most out of the money they had to work with to keep everything within the budget.

Administrator Crow presented an **overview of the FY 17 Budget** as follows:

**TOTAL FY 17 BUDGET**

**Revenue = \$21,016,918    Expenses = \$21,015,538    Difference = \$1,380**

**GENERAL FUND OVERVIEW**

**Total FY 17 Budget**

**Revenue = \$7,883,381    Expenses = \$7,883,381    Difference = 0**

Administrator Crow explained that the \$700,000 contribution from the City for the firefighters is not included in the budget nor is the \$491,000 for the contributions to the police pension fund included. Additional issues that are greatly impacting expenses in the police department budget are the civilian salaries and the comp time with dispatchers. He also pointed out that in the Debt Service Revenue of \$1,957,732 that Farmland pays \$200,000.00 of this revenue.

**WATER/SEWER FUND  
Total FY 17 W/S Budget**

**Revenue = \$8,219,956      Expenses = \$8,219,416      Difference = \$540**

Administrator Crow summarized the **Key Issues in FY 17 Budget Preparation** as follows:

- Union Negotiations
- HSA installation during fiscal year
- Long Range Control Plan Requirements
- Ongoing Fire and police Pension Liability
- Growing cost of Public safety
- Debt Service modifications
- Possible loss of State Funds
- North 6<sup>th</sup> Street Work
- Drilling of New Well
- Maintenance of Landfill until closure

The budget should be ready for approval at the next Council meeting according to Administrator Crow.

**B. Consent Agenda**

- 1. Approval of Bills** (Items on Consent Agenda will not be discussed unless a request is made to remove an item for discussion).

**It was moved by Alderman Heatherly and seconded by Alderman Godina to approve the bills as presented. AYE:** Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Willhardt, Heatherly, Godina and Alderwoman Johnson **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

**C. Committee of the Whole Discussion Items – possible action to follow**

- 1. MFD February Report – Chief Rexroat**

- Department was busy in January but incidents dropped in February.
- Assistant Chief Spears attended the MABAS annual conference in Bloomington, Illinois where one of the main topics was the increase in the number of trains carrying Bakken Crude Oil through Illinois Cities. This oil is considered much more volatile than the crude oil that is traditionally carried on trains. The Illinois Fire Service Institute has noticed this increase in the train accidents involved with carrying this Bakken Crude Oil that have occurred and has developed a course available to fire departments. Monmouth is going to try to host one of these classes here.
- Testing to update the firefighter's eligibility list will be taking place soon.
- Justin Thomas resigned as President of the Firefighters Union due to family reasons and Assistant Pat Spears was elected as the new President.

## 2. MPD February Report – Chief Feithen

- Part 2 of statistics had some increases in February.
- The Bijou Pub and Market Alley Tap were both closed on February 26<sup>th</sup> due to liquor ordinance violations.
- There were four school trainings in the month of February and one at the beginning of March.
- There will be a tabletop exercise next Monday at Monmouth College.
- Last weekend Officer Josh Kramer put on a merit badge class at Monmouth College for Boy Scouts.
- The department is expecting to come in under Budget for the FY 16.

## 3. eHealth Screenings LLC to Conduct Wellness Program Testing

Administrator Crow explained that the City went out for bids for providers for our Wellness part of our insurance coverage. Cottage Hospital and OSF withdrew their names from consideration. eHealth Screenings, LLC is one of the largest testing companies in the country as part of insurance wellness programs. eHealth Screenings will come to do testing on site and then will provide recommendations. The City will get data back to negotiate costs of its wellness program. The program will have to be negotiated into the Union contracts, but not with non-union employees. At present the cost is \$52 per person, which will be a little over \$1,400 total cost. The Administration is recommending that we employ eHealth Screenings to conduct our wellness program testing. The City just received the contract with eHealth Screenings, which City Attorney Spears is currently reviewing, but Administrator Crow said that he wanted the Council to have this information prior to voting on the contract.

## 4. Approval of PDC Contract for Continued Testing of Landfill

Administrator Crow explained that hiring Peoria Disposal Company to provide environmental consulting services for monitoring the water at the landfill will help the City meet the State's requirements to close the City landfill. \$42,000 will be the maximum amount for these services, but it could be less depending on the results of the tests. Sustainability Coordinator Chad Braatz explained that there will be four tests of the water over the course of the year. The first test will be the big one with less extensive ones to follow. **It was moved by Alderman Daw and seconded by Alderwoman Twomey to approve the contract with PDC for providing environmental consulting services to test the wells at the City's landfill with the fees not to exceed \$42,000.00. AYE:** Alderwoman Twomey, Aldermen Daw, Willhardt, Heatherly, Godina, Alderwoman Johnson and Alderman Rutledge. **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

## 5. Approval of W & C Work Order #4, Phase I of LTCP

Mayor Davies explained that this is a separate agreement from the City's contract with Woodard and Curran and is for the design engineering for the first Phase of the City's LTCP. City Attorney Spears said that typically engineering service agreements are about 10% of any projects total cost. Administrator Crow added that it is necessary to have an engineer on site on many projects to satisfy state requirements. Mayor Davies also explained that it is important to have an engineer to oversee a project as it is their job to review all pay orders submitted by contractors and to make sure that the contractors are doing the work and are doing it correctly. In order to save money on the wastewater treatment plant pump installation, the City did not have an on-site engineer to oversee the installation and it was one of the biggest mistakes that the City has made. Director Jackson and Administrator Crow will be overseeing the engineer who is the project manager. **It was moved by Alderman Heatherly and seconded**

**by Alderman Rutledge to approve the Woodard and Curran Work Order #4, Phase I of LTCP for engineering services to oversee the first phase of the City's LTCP. AYE:** Aldermen Daw, Willhardt, Heatherly, Godina, Alderwoman Johnson, Alderman Rutledge and Alderwoman Twomey **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

## **V. ORDINANCES**

### **A. 1<sup>st</sup> Reading**

#### **1. 16-004 – Amending Rental Registration Inspection Fines**

**It was moved by Alderman Rutledge and seconded by Alderwoman Twomey to approve amending the Rental Registration Inspection Fines as stated in Ordinance 16-004. AYE:** Alderwoman Johnson, Aldermen Rutledge, Alderwoman Twomey, Aldermen Daw, Willhardt, Heatherly and Godina **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

## **VI. RESOLUTIONS**

### **A. 16-003, Increase of Campground Permit Fees**

Mayor Davies explained that the campground fees had not been increased in a number of years and City Clerk Trevor gathered information from area campgrounds to help determine how much the fees should be increased. After discussion with campground managers, Administrator Crow and Jan Helms, a 10% increase of the current fees is being proposed. **It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve Resolution 16-003 to increase the current Campground Permit Fees by 10%. AYE:** Aldermen Willhardt, Heatherly, Godina, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey and Alderman Daw **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

## **VII. OTHER BUSINESS**

### **1. Administrator Crow**

Administrator Crow informed the Council that Executive Administrative Assistant Jan Helms and City Clerk/Account Manager Administrative Assistant Jan Berg's mother has been placed in Hospice and is not expected to live.

## **VIII. ADJOURNMENT**

**It was moved by Alderman Heatherly and seconded by Alderman Godina to adjourn the meeting at 7:55 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Wells, who was absent.**

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Mayor Rod Davies

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City Clerk Susan S. Trevor