

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
AUGUST 25, 2014 IN THE COUNCIL ROOM OF CITY HALL**

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 7:00 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams (7:00 -7:30; 7:35 – 8:05; and 8:45 – 8:55 p.m.), Director of Community and Economic Development Paul Ellis (7:35 – 8:05 p.m.), Chief of Police Joe Edwards (7:50 – 10:22 p.m.), Interim EMS Chief Shannon Bound (7:43 – 9:43 p.m.), Accounting Manager Linda Sharp (7:00 - 8:55 p.m.) and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Attorney Stephen R. Kaufmann representing Enable Mississippi River Transmission, LLC (left at 7:10 p.m.), George Steinacker and Michael Miller, representatives of Enable Mississippi River Transmission, LLC (both left at 7:10 p.m.), Joe Menner and Chris Becker, representatives of M & B Ice Company (both left at 7:35 p.m.), Columbia Athletic Association Representative/Columbia Khoury League President Dan Voelkel and Columbia Athletic Association/Columbia Khoury League Representative Dave Bernhard (both left at 7:55 p.m.).

Chairman Ebersohl stated the meeting was called for the purpose of: (1) discussing the revised Enable Mississippi River Transmission proposed Annexation Agreement; (2) receiving a presentation on/discussing M & B Ice Company's proposed Portable Ice/Water Dispensing Building; (3) discussing the Columbia Athletic Association's American Legion fields lighting project and city support items; (4) receiving an update on the Sand Bank School Property (Koppeis) proposed Annexation Agreement; (5) discussing Crown Linen Service's water usage and payments; (6) discussing the 2008 G.O. Capital Projects and Refunding Bonds callable in December 2014; and (7) any other items to be considered or discussed.

II. ENABLE MISSISSIPPI RIVER TRANSMISSION PROPOSED ANNEXATION AGREEMENT PRESENTATION/DISCUSSION

Chairman Ebersohl called upon Enable Mississippi River Transmission Company (“Enable”) representatives to address the Committee Members on this issue. Attorney Stephen R. Kaufmann again addressed the committee on this issue (see August 11th Committee Meeting minutes) and informed them of revisions to the proposed Annexation Agreement vs. the document presented at the prior Committee Meeting, which revisions (i) included a provision addressing the planting of trees by Enable to provide screening for a portion of the property; and (ii) no longer contained language requesting a waiver of tap-in fees or annexation expenses. During Kaufmann’s presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (a) an acknowledgement of the tree planting screening provision; and (b) a suggestion for a minor revision to the text pertaining to the annexation expenses to be paid by Enable – attorney Kaufmann asked that the proposed annexation expenses text changes be sent to him so they could be incorporated into the Annexation Agreement. It was the consensus of the Committee Members that the proper steps be taken, and the necessary documentation be submitted (by Enable) for the company’s property(ies) to be annexed into the city as discussed at this meeting (and the one held on August 11th).

III. M & B ICE COMPANY PORTABLE ICE/WATER DISPENSING BUILDING PRESENTATION/DISCUSSION

M & B Ice Company representatives Joe Menner and Chris Becker distributed folders containing various information pertaining to their proposal to locate a Twice the Ice free standing portable building (at 610 S. Main St.), which would offer ice and filtered water for sale. The information distributed contained (i) an aerial view of the property and proposed location of the portable ice/water dispensing building; (ii) a picture of the proposed building; (iii) a partial map of the State of Illinois showing locations within the state where other Twice the Ice portable buildings are located; (iv) pictures of Twice the Ice portable buildings currently located in Pontoon Beach, Maryville, Freeburg and Red Bud; (v) a document listing the benefits to the community; (vi) a building side elevation drawing with building dimensions; and (vii) a multi-page document containing Ice House America modular ice house drawings. Menner and Becker reviewed the documents distributed and indicated the portable ice house (a) dispenses ice as well as water (in 1 gallon, 3 gallon and 5 gallon increments); (b) has a footprint of approximately 200 sq. ft. (approximately 8’ X 25’); and (c) holds approximately 6,000 lbs. of ice. City Engineer Williams then addressed the Committee Members on the process to be followed to allow the ice house to be located within the city since it is not currently an allowable use in any of the city’s zoning districts, and the unit’s design doesn’t meet the city’s architectural standards. During the presentation by M & B Ice Company representatives and process review by Williams, all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (A) other improvements to be made to the proposed site; (B) whether changes are allowed to the building to make it look more attractive (e.g., upgraded materials for screening the equipment); (C) whether it should be incorporated into the zoning code as a permitted use or a special use; and (D) that the allowable building materials could be incorporated in the special use regulations.

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Letter to City Attorney Terry Bruckert re: Annexation Agreement – Enable and City of Columbia and proposed Annexation Agreement (13 pages)

CKL/CAA Lighting Project Material Breakdown (1 page)

Memo from Accounting Manager Linda Sharp re: Crown Textile Service – Past Due Balance (9 pages)

Menner and Becker asked the Committee Members that if they again presented their proposal to the committee in two (2) weeks incorporating some of the changes discussed at this meeting, whether the council would consider amending the necessary codes to allow for the proposed portable ice/water dispensing building to be located in the city – it was the consensus of the Committee Members that they would give the proposal consideration after the revised proposal is presented at the next committee meeting.

IV. COLUMBIA ATHLETIC ASSOCIATION – AMERICAN LEGION FIELDS LIGHTING PROJECT AND CITY SUPPORT ITEMS DISCUSSION

Columbia Khoury League/Columbia Athletic Association representatives Dave Bernhard and Dan Voelkel again addressed the Committee Members (see August 11th Committee Meeting minutes) on this issue and indicated they are making progress on the financing of the lighting project. City Engineer Ron Williams then reviewed his materials only documentation (which had previously been distributed to the Committee Members) pertaining to the city support items contained in the Columbia American Legion Field Lighting Proposal documentation reviewed at the August 11th meeting – Ron's documentation detailed various materials needed to expand the storage building with the aggregate total approximating \$7,200; other materials/installation costs consist of (i) the changing of the locks on all city-owned buildings in the park (estimated to cost \$3,000 - \$5,000 (including new keys, as needed)); and (ii) additional parking lot lights (estimated to cost \$2,000 - \$3,000). During Ron's presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions – City Administrator Al Hudzik indicated the expenses discussed had not been included in the budget and if the council wanted to make the improvements, as reviewed, he would suggest a budget amendment to the Capital Development Fund. It was the general consensus of the Committee Members that the budget be amended, as required, and that the Columbia Khoury League and the Columbia Athletic Association (in coordination with City Engineer Ron Williams) be allowed to proceed with the field lighting project as proposed.

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Agne to recommend to the City Council that the Columbia Khoury League and the Columbia Athletic Association be granted permission to proceed with Phase 1 of the Columbia American Legion Field Lighting Project as presented to the Committee on August 11, 2014, provided the proper insurance coverage is provided to the city by all applicable parties. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

V. SAND BANK SCHOOL PROPERTY (KOPPEIS) PROPOSED ANNEXATION AGREEMENT UPDATE

Community and Economic Development Director Paul Ellis updated the Committee Members on this proposed annexation. He (i) reported that the anticipated use of the building would remain the same (i.e., for historical purposes in conjunction with a commercial enterprise); (ii) stated that Joe Koppeis informed him (Paul) that he (Joe) and

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Patti purchased the property for the benefit of the community and they may not always want to own it; and (iii) reported the same building management structure continues and bookings have been good. A discussion then took place on the possible uses of the building (by the city) in the event the city became the owner of the property – Ellis was instructed to research various allowable city-owned uses.

VI. CROWN LINEN SERVICE WATER USAGE/PAYMENT DISCUSSION

Accounting Manager Linda Sharp then addressed the Committee Members on this topic. She reviewed her Memo re: Crown Textile Service – Past Due Balance and its two (2) worksheets entitled “Crown Textile Services – Account # 6758” and “Recalculated with Late Fees Applied only to Water and Sewer – Crown Textile Services – Account # 6758”. Linda indicated the worksheets contained the same information on the water and sewer charges, but that the 5% late payment fees (monthly) were calculated in two (2) different ways (one wherein the payments received were posted to the payment of late fees before any reduction in the amount of water/sewer charges, and the other wherein the late fees were charged against water/sewer charges only without taking prior late fees into account) and that these two (2) calculations led to very different results (approximating \$67,000). She stated that the auditors are requesting the account be reviewed and a determination be made as to the expected collectability of the current charges shown on the city’s books (i.e., the larger of the two figures). During Linda’s presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions, including (a) the reasonableness of the late fees assessed (i.e., in excess of \$5,000/mo. during the first few months of 2014 (with current monthly water and sewer bill usage charges approximating \$11,000 to \$12,000) due to the posting of payments received to pay late fees assessed before the water/sewer charges); (b) the proper amount of the late fee assessment – it is currently 5% monthly and 5% for any part of a month – discussion took place on possibly capping the total monthly late fee amount and/or reducing the percentage charged; (c) the proper way to post payments received; and (d) the amount of the reduction in the account’s receivables, if any, as a reply to the auditors’ request. City staff was instructed to meet with attorney Terry Bruckert to review the issues discussed pertaining to this situation and report back to the Committee Members at the next committee meeting.

VII. 2008 G.O. CAPITAL PROJECTS AND REFUNDING BONDS CALLABLE IN DECEMBER 2014 DISCUSSION

City Administrator Al Hudzik distributed and reviewed a document entitled “City of Columbia, Illinois – 2008 Bond Issue Payment Information Worksheet (P & I)” detailing the current bond issue’s principal and interest payments due (by year) on the upper portion of the worksheet; the lower portion of the worksheet was entitled “2014 Bond Refunding Payment Information Worksheet (Principal Only)” and contained an example of a principal amortization schedule based upon the following assumptions: (1) the refunded issue is increased by \$600,000 (after payment of the 12/01/14 payment); and (2) the refunded issue maturity date is extended by two years vs. the current 2008 issue (i.e., 15 year amortization vs. 13 year amortization (2008 issue)) – the lower portion of the worksheet also contained a section entitled “Bond Refunding Increase Summary” with a

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listing of the proposed items to be added resulting in the \$600,000 (proposed) increase to the principal of the bond refunding. It was the general consensus of the Committee Members that city staff proceed with the bond refunding using the assumed \$600,000 increase as well as the extension of the amortization period from 13 years to 15 years (as presented on the worksheet reviewed).

VIII. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

City Engineer Ron Williams informed the Committee Members that the Assistant City Engineer currently has the authority to discipline DOPW workers as discussed by the Committee Members at the August 11th Committee Meeting (i.e., oral and written notices only, not suspensions or terminations), and therefore, no expanded authority is needed for those disciplinary matters to be handled by the Assistant City Engineer.

IX. EXECUTIVE SESSION

Chairman Ebersohl entertained a motion to go into Executive Session to (i) receive an update on EMS negotiations; (ii) discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the public body; and (iii) discuss the purchase or lease of real property for use by the city.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Roessler and seconded by Alderman Holtkamp to go into Executive Session at 8:55 p.m. to (i) receive an update on EMS negotiations; (ii) discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body; and (iii) discuss the purchase or lease of real property for use by the city. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Reis and seconded by Alderman Huch to return to the Regular Session of the Committee of the Whole Meeting at 10:35 p.m. Upon Roll Call 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.

MOTION;

It was moved by Alderman Huch and seconded by Alderman Reis to recommend to the City Council that the Chief of Police be authorized to terminate the employment of Police Department Records Clerk Nichole Koch, effective August 26, 2014, as discussed in

Executive Session, and that any actions to that effect taken prior to the approval of this motion be ratified. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

X. ADJOURNMENT

MOTION:

It was moved by Alderman Niemietz 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, August 25, 2014 at 10:37 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:


SANDRA GARMER, Accounting/Clerical Assistant