

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF THE  
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
OCTOBER 26, 2015 IN THE COUNCIL ROOM OF CITY HALL**

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**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, 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, City Engineer Chris Smith, Building Inspector Justin Osterhage (left the meeting at 7:50 P.M.), Accounting Manager Linda Sharp and Deputy Clerk Donna Mehaffey.

Guests Present: Mr. Dave Tanzyus, Program Manager – Office of Government and Community Affairs with the State of Illinois Comptroller (Mr. Tanzyus left the meeting at 7:22 P.M.) and Mr. Mike Schneider of Quadrant Design Architects and Planners.

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of Minutes from the October 12, 2015 Committee of the Whole committee meeting; (2) Local Debt Recovery Program; (3) Oak Street Building Renovations; (4) IL 3 and Gall Road Intersection Improvements Project; (5) Water Meters and Service Connections for Multiple Unit Housing; (6) Settling of Driveways above City Utilities; (7) Other items to be considered; (8) Citizen Comments; and (9) Executive Session – 5 ILCS 120/2(c)(1) and (2).

**II. APPROVAL OF MINUTES FROM THE OCTOBER 12, 2015 COMMITTEE OF THE  
WHOLE COMMITTEE MEETING**

The minutes of the October 12, 2015 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 minutes of the October 12, 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. LOCAL DEBT RECOVERY PROGRAM**

Mr. Dave Tanzyus, Program Director – Office of Government and Community Affairs with the State of Illinois Comptroller, addressed the committee on the Local Debt Recovery Program. Mr. Tanzyus distributed a pamphlet describing the program with his business card. Mr. Tanzyus explained the debt has to be at least \$10.00 and can only go back seven (7) years. He added the state collects an administrative fee of \$20.00 from the debtor on each collection on top of what is owed. The collection of the debt including the administrative fee is completed through a tax refund, lottery payout, commercial payment or payroll check. Examples of debt collections would be final water, sewer and trash bills, (City Administrator James Morani added that this will only be for customers that have moved out of the city for final water, sewer and trash bills that were not paid and will not be for current accounts since the water is disconnected if not paid.) ordinance violations, parking tickets, other fines and fees, etc. It cannot be used on a debt that has a lien. Mr. Tanzyus stated lots of Illinois cities use this program and is used best with solid debts. Mr. Morani asked if the unpaid ambulance bills can be included and Mr. Tanzyus answered that the ambulance billing is not a rock solid debt and cannot be used at this time. In answer to Mayor Hutchinson's question about the broad overview, the city updates IDROP (Illinois Debt Recovery Offset Portal). Mr. Tanzyus added there are two (2) sets of checks in place for the city. The State of Illinois also makes sure it has the correct person by using the firm of Dun & Bradstreet which also matches social security numbers.

Accounting Manager Linda Sharp reported to the committee that there is \$10,000.00 owed for 172 final water, sewer and trash accounts. These were either from homeowners or renters that have not paid their final bills after they have moved.

All present were given the opportunity to ask questions and offer comments. It was the consensus of the committee to move forward with the Local Debt Recovery Program. Mrs. Sharp will have the draft intergovernmental agreement for this program at the next committee meeting.

**IV. OAK STREET BUILDING RENOVATIONS**

City Engineer Chris Smith addressed the committee regarding the Columbia Social Center Tenant Renovations bids that were received on October 22. The City received six (6) bids with the lowest responsible bid from Heafner Contracting, Inc. in the amount of \$269,679.00. Mr. Smith added that the fiscal year 2015-2016 budget for this project is \$150,000.00 less architecture fees. Mr. Smith added that all of the bids were close in price. It was noted that

the \$150,000.00 budgeted amount was from an estimate of the renovations from five (5) years ago. Additional fees noted were the \$10,000.00 for asbestos removal (floor tile that had been covered up) and \$20,000.00 for demolition of the area to be renovated. Mr. Smith's recommendation is since the current lowest responsible bid exceeds the funding for the renovation, he will be working with the Architect, City Administrator, Director of Community and Economic Development and Accounting Manager to see what revisions, alternate design options and/or additional funding or grants that may be available. Mr. Morani added that possibly the Department of Public Works employees could do the demolition of the area to be renovated this winter to save money. However, it was pointed out that the environmental remediation may prevent staff from being able to perform any demolition work.

## **V. IL 3 AND GALL ROAD INTERSECTION IMPROVEMENTS PROJECT**

City Engineer Chris Smith reported that the Illinois Route 3 and Gall Road Intersection Improvements project is not in the budget for this fiscal year. He added that it will be in next year's fiscal year 2016-2017 budget and no work will start until after May 1, 2016. Mr. Smith said the agreement will take four (4) to six (6) months to get IDOT approval. The proposed agreement is for \$84,000.00 with the CMAQ (Congestion Mitigation and Air Quality) grant paying 80% of this cost. The City's share will be approximately \$16,800.00 and no invoices will be received or processed before May 1, 2016.

## **VI. 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 distributed a three (3) page document showing examples of meter costs with a building permit plus all fees associated with different examples of multiple unit housing. Mr. Osterhage noted the costly building permits if the developer is charged for each unit with fees for the meter, expansion connector, water and sewer connections, etc. for the large unit complexes. It was also noted that if separate meters would be required for 130 apartment units, 130 water meter pits may run into access or easement problems. Mr. Osterhage noted that in the 2006 Building Code, any building with three (3) or more units will need a sprinkler system. It was also noted that with the larger apartment complexes, they are operated by a management company which typically comply with the City's rental property inspections and occupancy permit requirements. Mr. Morani said that the cities of Waterloo and Glen Carbon require separate meters for each unit in multiple housing. Mr. Morani added that most cities require one (1) meter per large apartment complex.

After discussion, it was the consensus of the committee that Mr. Osterhage put new numbers together for the water meters and service connections for multiple unit housing.

## **VII. SETTLING OF DRIVEWAYS ABOVE CITY UTILITIES**

City Engineer Chris Smith gave an overview and history of the settling of driveways above city utilities in Columbia. The City raised a driveway at a home in the Indian Hills subdivision and now a neighbor is requesting their driveway raised as well. Mr. Smith would like direction on this issue. Mr. Smith also said that this could develop into an ongoing issue. Alderman Reis said a clause is needed to stop this type of problem in the future, that the city needs to be protected and the city needs to speak to our City Attorney about the issue. Alderman Reis wondered what other municipalities are doing this and thought repairing a driveway after 20 years is a little too much. Alderman Niemietz stated that a policy needs to be established for this issue in the future, but the current problem at Indian Hills subdivision needs to be fixed now. Mr. Morani said that he has consulted with legal counsel on this issue and has contacted other cities. Mr. Morani said the city should stay off driveways. City Attorney Terry Bruckert has also said he was not in favor of the city repairing driveways; however, sidewalks are okay to repair. Mr. Morani also said that a statement cannot be placed on the subdivision plat about the driveway settling, but that possibly something could be stated on the building permit. Mr. Morani also said where does the city draw the line legally; fixing driveways and then not fixing them. Alderman Roessler suggested the resident gets a bid on the driveway settling repair, the city pays for the bid, the owner gets the work completed and then the city does not do the work. It was then noted that the resident's bid may not be correct. Alderman Agne asked if the Building Inspector checked the compaction and backfilling of the utility trenches when he inspects new homes. Mr. Morani said no and said that there is no way the Building Inspector could do it as that would be very time consuming.

Mayor Hutchinson suggested the city could possibly do something similar as the current 50/50 sidewalk replacement. Mr. Morani said that the city will get the current driveways corrected, get a waiver of liability from the property owners involved and will talk to City Attorney Terry Bruckert about the situation. Mr. Morani will then bring a recommended policy back to the committee.

## **VIII. OTHER ITEMS TO BE CONSIDERED**

There were no other items to be considered.

## **IX. CITIZEN COMMENTS**

There were no citizen comments.

## **X. EXECUTIVE SESSION – 5 ILCS 120/2(C)(1) AND (2)**

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

**MOTION:**

It was moved by Alderman Reis and seconded by Alderman Niemietz to go into Executive Session at 8:20 P.M. to discuss 5 ILCS 120/2(c)(1) and (2) for personnel and collective bargaining. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

**XI. REGULAR SESSION**

**MOTION:**

It was moved by Alderman Martens and seconded by Alderman Reis to return to the regular session of the Committee of the Whole committee meeting at 8:45 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.

**XII. ELECTRONIC TABLET INTRODUCTION**

Mr. Morani invited the committee members to look at an electronic tablet at his desk for their review. Mr. Morani said if they are acceptable with the tablet, he will order new tablets for each committee member instead of using laptop computers which are more expensive. Mr. Morani added if someone would still like to have a laptop computer, that would be fine. Mr. Morani also said that Alderman Agne just received a new computer laptop and would not need the tablet.

**XIII. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Reis 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, October 12, 2015 at 8:47 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea.

**MOTION CARRIED.**

Minutes taken by:

Gene Ebersohl  
GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

Donna Meaffey  
DONNA MEHAFFEY, Deputy Clerk