

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
MAY 24, 2010 IN THE COUNCIL ROOM OF CITY HALL**

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**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 7:02 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp, Fire Chief Mike Roediger and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Ebersohl stated the purpose of the meeting was to discuss (1) the appointment of a City Attorney; (2) Turner Hall's request to use Metter Park for Maifest; and (3) any other items to be considered.

**II. CITY ATTORNEY APPOINTMENT**

Chairman Ebersohl turned the meeting over to Mayor Hutchinson who made opening remarks concerning the need for the City to select a City Attorney since current City Attorney Tom Adams is retiring. Mayor Hutchinson referred to the previous packets/material the Committee received last June from various interested law firms and asked for any comments on the specific law firms and/or the City Attorney position in general. A general discussion then took place wherein several options were discussed including (a) advertising for the position again; (b) a request for updated Request for Qualifications forms (since the current RFQs are approximately one (1) year old); (c) the variation in rates (hourly and/or monthly retainer rates) submitted; (d) the pros and cons of hiring a law firm with several attorneys on staff versus hiring a single attorney firm; (e) contacting local attorneys and law firms again for the opportunity to express their interest in the position; and (f) request for more detail on fees prior to selecting a firm. The general consensus of the Committee was that City Administrator Hudzik should contact the local law firms (which did not submit RFQ documentation last year) to provide them with an opportunity to express their interest in the position. Mayor

Hutchinson stated that he planned to review all RFQs submitted and make his recommendation to the Committee.

### **III. MAIFEST DISCUSSION**

Chairman Ebersohl called upon City Administrator Hudzik to address the Committee on the request from Turner Hall to use Metter Park for the Maifest celebration on May 30, 2010, from noon to 6 p.m. City Administrator Hudzik requested the Committee's consideration and its recommendation to the City Council for approval/ratification of this event, which will occur before the next City Council meeting. Alderman Niemietz mentioned the Play Commission is working on a special events form which will assist the Committee with approval of special events, such as Maifest, in the future.

#### **MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Agne to recommend to the City Council approval for the Columbia Gymnastic Association (Turner Hall) to use Metter Park for the annual Maifest celebration to be held from noon to 6 p.m. on Sunday, May 30, 2010. Chairman Ebersohl and Alderman Agne, Niemietz, Row, Hejna, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**

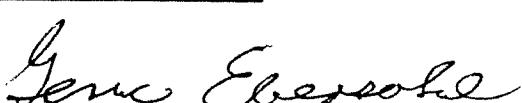
### **IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

City Administrator Hudzik informed the Committee about the possible receipt of a \$50,000 grant from the Illinois Department of Commerce and Economic Opportunity (DCEO) for infrastructure improvements. He also informed the Committee that Director of Community and Economic Development Ellis was looking into the grant process (including the timetable for project completion and grant funds receipt).

### **V. ADJOURNMENT**

#### **MOTION:**

It was moved by Alderman Agne and seconded by Alderman Niemietz to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, May 24, 2010 at 7:30 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Row, Hejna, Niemietz, Oberkfell, Stumpf and Roessler voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

Committee of the Whole Meeting  
May 24, 2010

Memo from City Administrator Al Hudzik re: legal services RFQs (1 page)  
Analysis of Legal RFQ Submissions (from June, 2009 and revised 05/20/10) (1 page)  
The Stolar Partnership - Proposal for Legal Services Prepared for the City of Columbia, Illinois (15 page booklet (October, 2009)) & cover letter

**MINUTES OF THE FIRE DEPARTMENT COMMITTEE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
MAY 24, 2010 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Ebersohl called the Fire Department Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:31 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Stumpf and Roessler.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Niemietz, Row, Hejna and Oberkfell.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp, Fire Chief Mike Roediger and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Columbia Rural Fire Protection District Trustees Dennis Kleinschmidt and Glenn Stumpf, and Columbia Volunteer Fire Department (CVFD) members Rich Dreher, Brad Roessler, Rodney Fassel, Rob Huebner, Andrew Callis and Matt Schaefer.

Chairman Ebersohl stated the meeting was called to discuss (1) the Foreign Fire Insurance Board List of Expenditures; and (2) any other items to be considered or discussed.

**II. FOREIGN FIRE INSURANCE BOARD LIST OF EXPENDITURES DISCUSSION**

Chairman Ebersohl stated the purpose of the meeting was to open a dialogue on whether the Rural Fire Protection District would be interested in contributing a portion of their Foreign Fire Tax funds to help purchase any of the items detailed on the Foreign Fire Tax List of Items (previously distributed to the City Council Members). Fire Chief Mike Roediger began the discussion by referring to Ordinance No. 2669, page 4, item (f) which states: "any items purchased by the Board shall belong to the City and Title to any items purchased by the Board shall be in the City". Fire Chief Roediger referred to the Foreign Fire Tax List of Items as the equipment/supplies the Columbia Volunteer Fire Department would like to purchase with available funding through the 2% Foreign Fund Tax receipts. A general discussion then took place in which many of the Committee/Council Members, Fire Chief Roediger and Columbia Rural Fire Protection District Trustee Glenn Stumpf made comments including (a) an explanation on the use of

the fire equipment in which ownership is held individually or shared by the City of Columbia (for the Volunteer Fire Department) and the Columbia Rural Fire Protection District; (b) suggested percentages or amounts for the Columbia Rural Fire Protection District to contribute to the Foreign Fire Tax List of Items; (c) the small amount of funds the Columbia Rural Fire Protection District receives in 2% Foreign Fire Taxes (approximately \$1,000/yr.) and the responsibility of the Rural Fire Protection District Trustees to determine how those funds are spent; (d) an explanation on when Foreign Fire Tax funding is normally received; (e) previous amounts received and the expenditures made with those funds; and (f) the requirement that an audit of the funds be conducted and included in the City's annual audit. Fire Chief Roediger introduced and welcomed newly elected Rural Fire Protection District Trustee Dennis Kleinschmidt. At the end of the discussion it was the consensus of the Committee that Chairman Ebersohl follow-up with the Rural Fire Protection District Trustees to discuss the possibility of the Columbia Rural Fire Protection District contributing to the cost of the items detailed on the Foreign Fire Tax List of Items document.

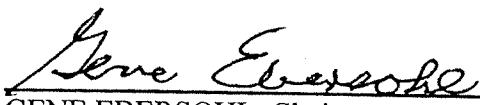
### **III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

During the discussion on the 2% Foreign Fire Tax Funds a question was asked concerning the status of the possible merger of the City's Volunteer Fire Department into the Columbia Rural Fire Protection District. Fire Chief Roediger and Rural Fire Protection District Trustee Stumpf responded that a meeting on this issue has been held and that information is currently being compiled for a future meeting. Chairman Ebersohl also requested that City Accounting Manager Sharp receive copies of the CVFD's fire call sign up sheet(s) and call-out sheets on a monthly basis.

### **IV. ADJOURNMENT**

#### **MOTION:**

It was moved by Alderman Stumpf and seconded by Alderman Agne to adjourn the Fire Department Committee Meeting of the City Council of the City of Columbia held Monday, May 24, 2010, at 8:18 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Stumpf and Roessler voted yea. **MOTION CARRIED.**

  
Gene Ebersohl  
GENE EBERSOHL, Chairman  
FIRE DEPARTMENT COMMITTEE

Minutes taken by:

  
Sandra Farmer  
SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE LICENSE, INSURANCE CLAIMS, CEMA AND  
CONTRACTS COMMITTEE MEETING OF THE CITY COUNCIL OF THE  
CITY OF COLUMBIA, ILLINOIS HELD MONDAY, MAY 24, 2010 IN THE  
COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Roessler called the License, Insurance Claims, CEMA and Contracts Committee Meeting of the City Council of the City of Columbia, Illinois to order at 8:19 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Hejna, Oberkfell, and Stumpf.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Agne, Niemietz, and Row.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the meeting was called to discuss the Comprehensive Liability, Property, Vehicles and Worker's Compensation insurance coverage for 2011 and any other items to be considered.

**II. COMPREHENSIVE LIABILITY, PROPERTY, VEHICLES AND WORKER'S  
COMPENSATION INSURANCE COVERAGE DISCUSSION**

Chairman Roessler opened the meeting and called upon City Administrator Al Hudzik to address the Committee on this issue. Mr. Hudzik reminded the Committee Members that they had discussed advertising for bids on the City's Comprehensive Liability, Property, Vehicles and Worker's Compensation insurance coverage for 2011, and that the process of compiling the information to advertise for bids should begin in the near future. It was the consensus of the Committee that City Administrator Hudzik compile the necessary information and advertise for bids for these insurance needs in 2011.

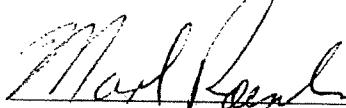
**III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

IV. **ADJOURNMENT**

**MOTION:**

It was moved by Alderman Stumpf and seconded by Alderman Hejna to adjourn the License, Insurance Claims, CEMA and Contracts Committee Meeting held Monday, May 24, 2010 at 8:21 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Hejna, Oberfell and Stumpf voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman

LICENSE, INSURANCE CLAIMS, CEMA AND CONTRACTS COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
MAY 24, 2010 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Mary Ellen Niemietz called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 8:22 p.m.

Upon Roll Call, the following members were:

Present: Chairman Niemietz and Aldermen Ebersohl, Stumpf and Roessler.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Row, Hejna and Oberkfell.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Niemietz stated the purpose of the meeting was to discuss a Southwestern Illinois College summer student internship and any other items to be considered.

**II. SWIC STUDENT INTERNSHIP DISCUSSION**

Chairman Niemietz called upon Accounting Manager Linda Sharp to address the Committee on this issue. Accounting Manager Sharp informed the Committee that she and Director of Community and Economic Development Paul Ellis had met with Angela Wilsing on May 19, 2010, to discuss her interest in working for the City of Columbia as a (noncompensated) summer intern through Southwestern Illinois College. Accounting Manager Sharp referred to Ms. Wilsing's resume, which had previously been distributed to the Committee/Council Members. Ms. Wilsing is working on her Associates Degree in Graphic Communications and the SWIC program requires that she work for 160 hours as a student intern. Plans are for her to work at City Hall with a majority of her time spent working with Director of Community and Economic Development Paul Ellis and Administrative Assistant and Event Coordinator Jackie Hausmann helping with graphic design issues, assisting with the City's website, and providing other support services. It was the consensus of the Committee/Council Members to allow Angela Wilsing to work at City Hall as a summer intern.

**MOTION:**

It was moved by Alderman Ebersohl and seconded by Alderman Stumpf to recommend to the City Council approval of a noncompensated summer internship through Southwestern Illinois College for student Angela M. Wilsing to work at City Hall (as recommended by Paul Ellis and Linda Sharp), contingent upon her successful completion of a pre-employment physical, as well as state and federal background checks. Chairman Niemietz and Aldermen Ebersohl, Stumpf and Roessler voted yea. A straw poll was taken with Aldermen Agne, Row, Hejna and Oberkfell voting yea. **MOTION CARRIED.**

**III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**  
None.

**IV. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to adjourn the Personnel Committee Meeting held Monday, May 24, 2010 at 8:29 p.m. Upon Roll Call Vote, Chairman Niemietz and Aldermen Ebersohl, Stumpf and Roessler voted yea.  
**MOTION CARRIED.**

  
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MARY ELLEN NIEMETZ, Chairman  
PERSONNEL COMMITTEE

Minutes Taken by:

  
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SANDRA GARMER, Accounting/Clerical Assistant