

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 14, 2011 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Jeff Huch called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:04 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Mathews and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, City Attorney Terry Bruckert (arrived at 7:10 p.m.), Chief of Police and EMS Director Joe Edwards and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Mike Kish, principal of Immaculate Conception School.

II. SCHOOL CROSSING GUARD REPLACEMENT DISCUSSION

Chairman Huch opened the meeting and called upon Chief of Police Joe Edwards to address the Committee/Council Members on this issue. Joe informed the Committee/Council Members that Jim Cole, the crossing guard at Immaculate Conception School (ICS) for the past seventeen (17) years, had tendered his resignation recently and that the crossing guard duties have recently been performed by volunteers/employees of ICS overseen by (and including) Mike Kish. Joe indicated the purpose of this meeting was to discuss whether the city should continue to fill that position (through the Police Dept.) or help coordinate the crossing guard duties with ICS (including the use of volunteers). He then gave a history of crossing guard usage in the city since the early 1990s, indicated that the crossing guard position at ICS is the only one in the city overseen by the Police Dept. (vs. 5 – 7 crossing guards overseen by the city in the early 1990s), and that sometimes sworn officers have been used to perform crossing guard duties whenever Mr. Cole could not be present; he also indicated that (i) the crossing guard's duties require someone to be present on school days for approximately one (1) hour in the morning and one (1) hour in the afternoon; (ii) traffic on Main St. is approximately 5,900 vehicles daily; and (iii) approximately 60 -70 ICS students use the Main Street crosswalk daily (approximately 22% of the student body) – the remainder of the students either ride the bus, get dropped off on the school side of Main St. or get to school without needing to use the Main Street crosswalk. Mike Kish

then addressed the Committee/Council Members and expressed his opinion that the safety of the students is of primary concern and that he felt the church parking lot (requiring the students to use the Main St. crosswalk) was the school's safest drop-off point (as opposed to Liberty St. due to the volume of morning traffic). Chief Edwards then informed those in attendance that the position would be advertised in the newspaper and on the city website – the crossing guard would have to be over eighteen (18) years old and uniformed (i.e., wearing a vest) – initial training would be necessary, as well as updated training from time to time. During the presentations all in attendance were given the opportunity to ask questions, make comments and express their opinions, which included (a) a crossing guard is needed at the ICS crosswalk due to the volume of traffic on Main St.; (b) uniformed officers' time is better spent patrolling rather than performing crossing guard duties – also if a police call is received during crossing guard hours, the crosswalk may be left unattended; (c) may need to employ one (1) permanent part-time crossing guard and several back-ups (coordinated by ICS?); (d) may consider having a different person as the crossing guard for the morning shift vs. the afternoon shift; (e) input on how other schools in the city handle the drop-off and pick-up of students (other schools are not located on Main St.); (f) consideration could be given to entering into an agreement whereby ICS would hire (and pay) the crossing guard(s) and the city would reimburse ICS; and (g) the process of the city hiring a crossing guard (including taking a physical and a background check) could take several more weeks. During the discussion several Council Members volunteered to help man the ICS crosswalk until a crossing guard could be hired. It was the consensus of the Committee/Council Members that the crossing guard position currently be filled by the city with the coordination of substitutes (when the city's crossing guard is unable to be present) to be handled by ICS.

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to recess the Personnel Committee Meeting at 7:55 p.m. Upon Roll Call Vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to reconvene the Personnel Committee Meeting of Monday, November 14, 2011 at 10:31 p.m. Upon Roll Call Vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

III. EXECUTIVE SESSION

Chairman Huch entertained a motion to go into Executive Session to receive an update on and discuss pending litigation.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to go into Executive Session at 10:31 p.m. to receive an update on and discuss pending litigation. Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to return to the Regular Session of the Personnel Committee Meeting at 10:47 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Personnel Committee Meeting, the following Committee Members were present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Mathews and Reis.

Chairman Huch asked if there was any action to be taken as a result of the Executive Session of the Personnel Committee Meeting.

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to recommend to the City Council (1) that labor counsel's draft letter of November 4, 2011 be used as the basis of the City's response to the EEOC on the issue discussed in Executive Session; and (2) that any actions taken by labor counsel pertaining to the filing of such response be ratified. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

V. ADJOURNMENT

MOTION:

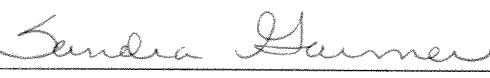
It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to adjourn the Personnel Committee Meeting held Monday, November 14, 2011 at 10:48 p.m. Upon Roll Call Vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**



JEFF HUCH, Chairman

PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 14, 2011 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 7:56 p.m.

Upon Roll Call, the following members were:

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

Absent: Aldermen Agne and Piazza.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, City Attorney Terry Bruckert, Chief of Police and EMS Director Joe Edwards and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Jim Vogt, an engineer with Heneghan & Associates, representing David Levinson/Clayton Forsyth Realty.

Chairman Ebersohl stated the meeting was called for the purpose of discussing (1) the Columbia Lakes Area Community Unit Plan (North & South) Cooperation Agreement(s); (2) Municipal Electric Aggregation documentation; and (3) any other items to be considered.

II. COLUMBIA LAKES AREA COMMUNITY UNIT PLAN (“CUP”) (NORTH & SOUTH) COOPERATION AGREEMENT(S) REVIEW/DISCUSSION

(Note: In addition to the individuals listed hereon in I., three (3) members of the public were in attendance.)

Chairman Ebersohl opened the meeting and called upon City Engineer Ron Williams to address the Committee Members on this issue. Ron reviewed documents previously distributed to the Committee Members (pertaining to these proposed CUPs) consisting of (i) a Draft of a Cooperation Agreement for Community Unit Development Plans; and (ii) a proposed “Appendix A” for said Cooperation Agreement. Ron then reviewed language changes to the proposed “Appendix A” that resulted from the meeting held on October 24th. During Ron’s review all in attendance, including members of the public, were given the opportunity to ask questions, make comments and express their opinions, which included (a) language should be added to exclude second floor balconies; (b) a request

that the developer submit proposed language pertaining to the value per square foot of the buildings in the CUP developments matching or exceeding the value per square foot of the single family homes in the Columbia Lakes Subdivision; (c) the location of the fence between the CUP developments and the homes in the Columbia Lakes Subdivision and the location of a gate in a section of the fence; and (d) the amenities build out time frame. The Mayor thanked the Columbia Lakes Subdivision residents present for their attendance (at this meeting and previous meetings) and their suggestions during this process.

MOTION:

It was moved by Aldermen Roessler and seconded by Alderman Reis to recommend to the City Council that the Cooperation Agreement , and its proposed “Appendix A” provisions, for the Columbia Lakes Area Community Unit Plans (North and South), as reviewed and discussed in Committee, be sent to the developer. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED**

III. MUNICIPAL ELECTRIC AGGREGATION REVIEW/DISCUSSION

City Administrator Al Hudzik reviewed his Memo of November 10, 2011 and updated the Committee Members on recent conversations he has had with Philip Carr of Good Energy and other municipal representatives planning to proceed with the electricity aggregation program (and operate it on an opt out basis) utilizing Good Energy as a consultant. He then reviewed (i) a draft resolution submitting the question (at the March 20, 2012 election) to Columbia electors of whether or not the city should be given the authority to arrange for the supply of electricity for its residential and small commercial retail customers who have not opted out of such program; and (ii) a proposed Professional Energy Consulting Services Agreement whereby the city would employ Good Energy, L.P. of New York to perform electricity consultancy service for the city – said agreement had been forwarded to the city by Good Energy and showed proposed revisions (by Hudzik and Attorney Bruckert). Hudzik informed the Committee that a few additional revisions may be made (none of substance) and that he planned to e-mail the revised agreement to Philip Carr for Good Energy’s review – if Good Energy agrees to the proposed revisions, Hudzik informed the Committee that he planned to present the opt out referendum resolution and the professional services agreement at the next City Council Meeting for the council’s consideration.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Kirk Family Request for a Hunter’s Farewell

City Administrator Hudzik distributed a string of e-mails containing a request by Gary Kirk’s children, Brian Kirk and Kim Clark, to hold a Hunter’s Farewell for their father (on November 16, 2011), including the discharging of firearms (using blanks) within the city limits to honor their father, an avid hunter who passed away on November 9th. The Committee Members reviewed the e-mails and Police Chief Edwards addressed the Committee on this issue – Section 9.28.020 (Discharge of firearms and/or air guns in the

city) of the City Code allows for such firearms discharge in an A-1 (Agricultural) zoned district as long as City Council approval is received. A discussion was then held wherein all in attendance were given the opportunity to ask questions, make comments and express their opinions, which included (i) organized groups (e.g., the American Legion) sometimes hold memorial services wherein firearms are discharged within the city limits; (ii) should language be added to City Code Section 9.28.020 to allow the discharge of firearms within the city limits for funerals and memorial services?; (iii) the frequency of any such requests (this was the first such request that has been made in the past several years); and (iv) whether the neighbors would be alarmed and call the police about the firearms discharge. It was the general consensus of the Committee Members (a) to recommend approval of the Kirk family's request; (b) to leave City Code Section 9.28.020 language unchanged; and (c) to monitor similar requests before considering any such section language changes.

MOTION:

It was moved by Aldermen Roessler and seconded by Alderman Huch to recommend to the City Council that the Kirk family be allowed to hold a memorial service to honor Gary Kirk on November 16, 2011, including the discharging of firearms (using blanks) within the city limits in an A-1 (Agricultural) zoned district. Upon Roll Call vote, Chairman Ebersohl and Aldermen Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED**

Discussion of EMS Ambulance Lease Request

City Administrator Hudzik distributed a string of e-mails containing a request by Ken Buss, EMS Chief, indicating that effective Friday, November 11th (when Ambulance 6015 experienced engine failure and had to be towed to Broadway Ford), the city's Ambulance Department was down to one (1) ambulance (a 2001 model with over 113,000 miles). Ken's request was that the department be allowed to lease an ambulance while the city's 2008 and 2006 models are in the shop awaiting repairs, so that two (2) ambulances would be in commission to answer calls – Ken checked and MedStar was willing to lease an ambulance to the city for a two (2) week minimum for \$2,100 (the fee is \$150/day). A discussion was then held wherein all in attendance were given the opportunity to ask questions, make comments and express their opinions, which included (A) use of other services as a back-up while our ambulances are in the shop (but that would result in a delay in the ambulance arriving to serve our residents); and (B) whether any other viable alternatives existed. It was the consensus of the Committee Members that an ambulance be leased from MedStar for a two (2) week minimum and until one (1) of the city's ambulances is repaired and back in commission.

V. 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, November 14, 2011 at 9:22 p.m. Upon Roll Call vote, Chairman Ebersohl

and Aldermen Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**

Gene Ebersole

GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:

Sandra Garner

SANDRA GARMER, Accounting/Clerical Assistant

2011

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, NOVEMBER 14, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the Finance, Claims, Bonds and Interest Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:23 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl and Huch.

Absent: Alderman Piazza.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Niemietz, Mathews and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was to discuss (1) the tax levy for the current fiscal year; and (2) any other items to be considered.

II. TAX LEVY DISCUSSION

Chairman Roessler opened the meeting and called upon City Administrator Al Hudzik to address the Committee on this issue. Hudzik briefly reviewed the documents distributed and discussed at the October 24th Committee Meeting and indicated that a tax levy amount decision should be made at this meeting in order to meet statutory requirements – he also reminded the Committee/Council Members that the city has not yet received the Police Pension Fund's actuarial report and request for their levy this year (due to the State of Illinois Department of Insurance not providing that calculation this year and the Police Pension Fund having to contract with an actuary to provide the levy request amount), and that further complicates this year's tax levy determination decision. A discussion was then held in which all in attendance were able to ask questions, make comments and express their opinions, which included: (a) the increases in the city's Equalized Assessed Valuation figures (which affects the city's tax rate) have been smaller in the past few years due to uncertain economic times (resulting in a decrease in new construction and some reduced property values); (b) the desire to continue providing Columbia residents and businesses with the services they have become accustomed to

receiving; (c) the inconsistency in the distribution of funds due the city from the State of Illinois (e.g., state income taxes, which the state has continually been delinquent in distributing on a sporadic basis), as well as the ability of the state to continue making those distributions, due to the state's financial difficulties; (d) whether the state legislature will continue to consider reduced funding of local governments (e.g., the local portion of state income tax receipts did not increase in proportion to the income tax increases passed by the state legislature earlier this year; the state's diversion of funds due local governments (from corporate personal property replacement tax receipts) in order to pay Regional Superintendents of Schools' salaries this fiscal year); (e) the city will not be levying taxes for fire protection this year due to the formation of the Columbia Fire Protection District; (f) the tax levies of other local governmental entities will affect the overall tax rate of Columbia taxpayers; and (g) the need to operate the city in a fiscally prudent manner. After much discussion on the amount to be levied by the city (for this fiscal year), including the unknown amount yet to be requested by the Police Pension Fund (based upon their actuarial report), it was the consensus of the Committee/Council Members to set the tax levy at \$1,850,000.

MOTION:

It was moved by Aldermen Hutch and seconded by Alderman Ebersohl to recommend to the City Council that an ordinance be prepared setting the City's real estate tax levy (for its various funds) for the current fiscal year (ending on 4/30/2012) in the aggregate amount of \$1,850,000.00. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl and Hutch voted yea. **MOTION CARRIED.** A straw poll was taken: Aldermen Niemietz, Mathews and Reis voted yea.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Hutch to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, November 14, 2011 at 10:30 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl and Hutch voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant