

**City of Auburn
Council Meeting
February 3, 2020**

Mayor Berola called the meeting to order at 7:00 p.m.

Present: Tom Berola, Julie Barnhill, Chris Warwick, Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard.

Absent: Bill Karhliker

Department Heads: Chief Dave Campbell, Attorney Greg Moredock, Superintendent Mike McCarthy, Assistant Superintendent TJ Henson and City Office Manager Kristy Ponsler

Department Heads Absent: none

I. Mayor's Comments

Mayor Berola did not provide Mayor's Comments.

II. Visitors/Public Comments

A. Lyn Pignon – auburn History Posted in Council Chambers

Lyn Pignon presented historical information regarding the history of the City of Auburn. The historical written piece has been framed and hung in the City Council Chambers. Ms. Pignon also informed the Council that she is working to clean the plaque at Union Park. This company she is working with is also recommending that the plaque needs to be built up. Mayor Berola informed Ms. Pignon that once she receives the estimate for cleaning of the Union Park plaque to please share with the City Council. Ms. Pignon informed the Council that she thinks she has a donor that is willing to pick up the expense.

III. Zoning

Alderman Sheppard informed the Council that the Zoning Committee will meet on Wednesday, February 12. Sheppard will provide a report at the next Council meeting.

IV. City Clerk's Report – Barnhill

A. January 21, 2020 Meeting Minutes

Clerk Barnhill presented the meeting minutes from the meeting on January 21, 2020 for the Council's review and approval. A motion was made by Sheppard to approve the minutes for January 6, 2020, second by Basiewicz. VOICE Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker (7-0-0-1)

V. Treasurer's Report –

A. Bills List January 21, 2020 to February 3, 2020

Treasurer Chris Warwick presented the Bills List from January 21, 2020 to February 3, 2020 for the Council's review and approval. A motion was made by Sheppard to approve

the Bills List January 21, 2020 to February 3, 2020, second by Basiewicz. Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Interest

Treasurer Chris Warwick presented information regarding the interest rates to the Council. Warwick is hoping to get to 1.5% from United Community Bank (UCB) to come closer to other institutions. Staying local is one of the keys that was presented to the Council, along with the service that UCB provides to the City of Auburn. Warwick is waiting to hear back from Wayde at UCB and will then report back to the Council.

VG Appropriations

Treasurer Chris Warwick informed the Council that the revenue is up 41% from last year and that we are going to be needing pass an ordinance to accept the monies.

VI. Attorney's Report – Moredock

Attorney Moredock presented the 1st reading of Ordinance 1478-20 Ethics Ordinance for the Council's review and discussion. The Mayor is recommending that the Attorney would be ethics advisor. The ordinance would be divided by areas – elected officials, employee, etc. Attorney Moredock will draft an ordinance and bring back to the Council for review. Any ethics complaint brought to the city, will go before the city council for review and voted on to decide if ethics board should be convened.

VII. Department Heads

A. Chief Dave Campbell

Chief Campbell provided a brief update on Troy Kissell, stating that he is doing fine at the Academy. Campbell also informed the Council that he has worked with Mike McCarthy to have signage made at the entrance to the City for solicitors. These signs are 4 x 18 stating that all solicitors will have to register in the City of Auburn Office.

B. Superintendent -- Mike McCarthy

McCarthy informed the Council that the #3 motor at the sewer plant blew up. He is checking to see if this #3 motor could be repaired or if it will have to be replaced.

Additional information will be available the next Council meeting.

McCarthy also informed the Council that the Divernon Bridge repair made the list of 25 bridges being replaced or repaired. With that said, McCarthy suggested that we plan for 10% city, 10% county, and 80% federal expenses being divided.

McCarthy also informed the Council that he has asked Jason Rhodes to come and bid on the work for the Band Stand. He has talked with the two local contractors and they are not interested.

Mayor Berola informed the Council that he found a street sweeper for rental for \$4500 if interested.

C. City Office Manager Kristy Ponsler

Office Manager Kristy Ponsler informed the Council she is currently working to make sure everything is in place before she leaves on maternity leave.

VIII. Committee Reports

A. Administration – Johnson

a. Ethics Policy

Alderman Johnson reported that Alderman Royer provided a revision of the city's ethic ordinance drafted by City Attorney Greg Moredock. Attorney Moredock reported on the changes previously in his report.

b. Employee Handbook

Alderman Johnson informed the Council that Alderman Garrett is in the process of developing the employee handbook with Attorney Moredock. Garrett informed the Council that Attorney Moredock indicated that creating an employee handbook from scratch can be a lengthy process and suggested taking the City of Chatham handbook, whom Moredock worked with to revise, as a guideline. Alderman Garrett indicated that he will continue to work with Attorney Moredock on the City of Auburn new employee handbook and will provide an updated in a month on the status of completion.

c. 2019-2020 Budget Close Out

Alderman Johnson presented information to the Council for the purchase of Ice Dams for the new City garage to prevent large pieces of ice and snow from sliding down for their review and approve. Alderman Garrett asked if this amount was under the required amount needed for additional bids. The answer given was yes. A motion was made by Johnson to approve the purchase of Ice Dams for the new City garage not to exceed \$10,500; second by Powell. Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Alderman Johnson presented information to the Council for the maintenance of the emergency sirens for their review and approval. Alderman Royer asked for what the scope of the work would be. The answer was replacing battery box at East Park, and new batteries for both locations. A motion was made by Johnson to approve the maintenance of the emergency sirens not to exceed \$3100; second by Royer. Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Alderman Johnson informed the Council that according to Office Manager Ponsler the officer copier is worn out and needs to be replaced. Ponsler will provide information on the cost to replace the current copier with a color copier at a price equal to the current lease pricing. Ponsler will provide three business that have similar lease rates at the next Council meeting.

d. 2020-2021 Budget

Alderman Johnson reported to the Council that the tax revenue (Sales and use) has been better than years past. He also stated that the sewer surcharge funds will be better than years prior due to the payoff of the IEPA sewer loan. With the surpluses, Johnson stated that no rate increases are warranted at this time.

Alderman Johnson provided departmental budget items that were discussed for FY21.

Chief Campbell noted that he does not want to budget for remodeling of the police department office space due to upcoming technology expenses. Campbell would like office cleaning and new paint in the meantime.

Superintendent McCarthy indicated that he plans to be conservative with MFT program this year noting the he acknowledges the need to hold back money for the Divernon Road repairs/replacement cost. Most MFT expense will be associated with aggregate expense for alley work this summer.

Superintendent McCarthy also indicated that John Edie would like to redo the electric panel for a lift station to remove the in-ground electric panel to an above ground set up.

Alderman Johnson presented information that Alderman Garrett would like deposit the cash rent income from the park property south of Dickey-john into the parks fund for future park maintenance costs which has been paid out of General Revenue for the past few years. A motion was made by Johnson to deposit the cash rent income from the park property south of Dickey-john into the parks fund for future park maintenance costs instead of general revenue; second by Garrett. Vote Aye: Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: Lori Basiewicz, PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Alderman Johnson presented information about the technology needs for the City. The department heads met with CDS Office Technology and learned that all the needs and wants that were discussed previously were a very preliminary estimate of \$100,000 to meet all of the technology needs. There was a discussion held and since the technology needs were so large it was decided that a list of requirements would be put together so it can be bid on by multiple vendors. Johnson informed the Council that Ponsler and McCarthy will be meeting with Sensus to learn more about the new gas/water meters and technology needs.

B. Public Works – Karhliker

Alderman Karhliker was absent and Superintendent McCarthy covered his topics in his report.

C. Public Utilities – Alderman Johnson

Alderman Johnson indicated that he did not have a report.

D. Health & Safety – Alderman Sheppard

Alderman Sheppard indicated that she would be scheduling a municipal court special meeting soon.

Alderman Sheppard also set up a meeting for Health & Safety for Thursday, February 13, 6:30 p.m.

E. Health & Housing – Sheppard

Alderman Sheppard indicated that she has spoken to Mr. Landers regarding the fines and the progress of the 1st Street property. After discussion, the Council recommended to Attorney Moredock to proceed with the fines of \$5100 to Mr. Landers for the 1st Street property.

F. Parks – Hemmerle

Aldermen Royer informed the Council that the University of Illinois Champaign would like to do a focus group for the Council on March 2 at 6 p.m. They would then meet with other civic groups like Friends of the Auburn Parks at another time. Alderman Hemmerle requested to be added to any on-going e-mail discussions.

G. Economic Development Committee – Basiewicz

Alderman Basiewicz informed the Council that they are still working on replacing the chairman of the Economic Development Committee.

H. Other Business

Alderman Garrett asked about the progress of getting electric on the N.E. side of the square. Supt. McCarthy stated that he was waiting on additional bids as he only had one from B&B Electric.

IX. Adjournment

Motion to adjournment at 8:41 p.m. from public meeting to executive session for the reason of personnel was made by Johnson and second by Sheppard. VOICE Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Motion to adjournment at 8:55 p.m. out of executive session was made by Sheppard and second by Basiewicz. VOICE Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Motion to come back in regular session from executive session at 8:56 p.m. was made by Basiewicz and second by Johnson. VOICE Vote Aye: Lori Basiewicz, Jason Garrett,

Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Prior to the motion of adjournment, Alderman Royer mentioned the street sweeper issue. He asked if the City could enter into any inter-governmental agreements with another community so that we might cost share the street sweeper.

Motion to adjournment at 8:59 p.m. was made by Garrett and second by Basiewicz. VOICE Vote Aye: Lori Basiewicz, Jason Garrett, Larry Hemmerle, Rod Johnson, Joe Powell, Ben Royer and Tracy Sheppard. NAY: None. PRESENT: None. ABSENT: Bill Karhliker. (7-0-0-1)

Respectfully submitted,
Julie T. Barnhill, Clerk