



City of Collinsville

125 S. Center Street
Collinsville, IL 62234

Minutes - Draft

City Council

Councilman Donna Green

Councilman David Jerome

Councilman Tony Hausmann

Councilman Tony Fuhrmann

Mayor Jeff Stehman

City Manager Derek Jackson

Corporate Counsel Steve Giacoletto

City Clerk Kim Wasser

Tuesday, October 22, 2024

6:30 PM

Council Chambers

A. CALL MEETING TO ORDER

Mayor Stehman called the meeting to order at 6:30 pm.

B. ROLL CALL

Also present: City Manager Derek Jackson, Corporate Counsel Steve Giacoletto and City Clerk Kim Wasser.

Present: 5 - Councilman David Jerome, Councilman Tony Hausmann, Councilman Tony Fuhrmann, Councilman Donna Green, and Mayor Jeff Stehman

Absent: 0

C. INVOCATION

Delivered by Pastor Ron Habermehl of North Smoke Church.

D. PLEDGE OF ALLEGIANCE

Recited.

E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS

1. Service Club Spotlight - Collinsville Sunrise Kiwanis

Wally Streuter, former President introduced current President Clyde Donovan of the Kiwanis Club.

He advised they have approximately 30 members and meeting twice a month on the 2nd and 4th

Thursdays. He advised their mission is helping children. He mentioned local events they participate in:

Donated items of car seats and pack-n-plays for River Bend Head Start

Reading to children program

Beltline Road clean up project

Key Club at the high school
Scholarships
Fall Farm Day at Willoughby
SOS Soup Kitchen
C3 sponsorship
Children's Christmas (shopping trip and bowling party at Camelot Bowl)

He mentioned their fundraising efforts to include Peanut Day collection and 9-11 golf scramble.
Lastly, he encouraged anyone interested in participating in the Kiwanis to contact them.

F. BUSINESS PRIOR TO PUBLIC INPUT

G. COUNCIL DISCUSSION

H. SPEAKERS FROM THE FLOOR

Anita Reising of 108 Westridge spoke of a storm water issue in the ditch between her property and that of the neighbors.

I. COMMENTS & ANNOUNCEMENTS - MAYOR

None.

J. COMMENTS & ANNOUNCEMENTS - COUNCIL MEMBERS

None.

K. COMMENTS & ANNOUNCEMENTS - CITY STAFF

City Manager Jackson advised Ms. Reising to leave her phone number and he will contact her regarding the issue.

Parks and Recreation Director Kimberly Caughran spoke of upcoming events:

Bonfires and Brews - November 8 at Willoughby Farm

Yard of the Year voting underway

Community Development Director Travis Taylor mentioned the Comprehensive Plan and listed public engagement opportunities:

Fall Fest - October 26

Neighborhood Meetings - November 20 and December 18

Workshop - January 9

City Manager Jackson mentioned other events:

C3 Collinsville Community Awards event - December 4

Fall Festival - October 26

Trick or Treat - October 31 from 6-9pm

L. CONSENT AGENDA

City Clerk Wasser read the Consent Agenda.

1. Motion to Approve Payment of Bills for the Period Ending October 11, 2024, in the Amount of \$1,262,710.05

Attachments: [Agenda Item Report](#)
[10.01.2024 BOARD LIST.pdf](#)
[10.03.2024 BOARD LIST.pdf](#)
[10.04.2024 BOARD LIST.pdf](#)
[10.10.2024 BOARD LIST.pdf](#)
[10-11-24 INTERNAL PAYMENTS.pdf](#)

2. Motion to Approve Payroll for the Period Ending September 27, 2024, in the amount of \$854,330.51

Attachments: [Agenda Item Report](#)
[BOARD LIST PE 09-27-24](#)

4. Resolution Requesting Permission from the Illinois Department of Transportation to Close Main Street for a Veterans' Day Parade

Attachments: [Agenda Item Report](#)
[Resolution](#)
[Certificate of Insurance](#)

Mayor Stehman asked if the Council wished to pull any items prior to a Motion. Councilman Hausmann asked to move Item #3 - (Minutes of the October 8 Meeting) to New Business since he was absent. A motion was made by Councilman Green, seconded by Councilman Fuhrmann, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 0

M. NEW BUSINESS

1. Ordinance Increasing the 2024 Expenditure Budgets in the General Fund, Gateway Center Fund, Capital Projects Fund and Water-Sewer Fund

Attachments: [Agenda Item Report](#)
 [Ordinance](#)

Finance Director Dustin Ziebold advised this Ordinance would appropriate funds for transfer in the amount of \$58,000 for unforeseen expenses related to liability insurance claims, IT server costs, etc.

A motion was made by Councilman Jerome, seconded by Councilman Hausmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 0

2. Ordinance Authorizing the Mayor to Enter into a Broker Agreement with Daniel & Henry

Attachments: [Agenda Item Report](#)
 [Ordinance](#)
 [Agreement](#)

Payton Drury, HR Director, advised this Ordinance would authorize an agreement with Daniel and Henry as the City's insurance broker. She advised the term of the agreement is 3 years at \$74,000 per year.

A motion was made by Councilman Fuhrmann, seconded by Councilman Green to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 0

3. Ordinance Approving Agreements and Invoices for Premiums Related to the City of Collinsville and its Property/Liability/Worker's Compensation and Excess Insurance Carriers

Attachments: [Agenda Item Report](#)
 [Ordinance](#)
 [Proposal](#)

Director Drury advised this Ordinance would approve premiums and invoices related to insurance claims (property, liability, worker's compensation and excess insurance carriers). The total premium for 2025 is \$1,103,009.

A motion was made by Councilman Hausmann, seconded by Councilman Jerome to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

4. Ordinance Authorizing a Change Order in the Amount of \$4,160.00 to the Agreement with Top Most Roofing for the Roofing Repair at Willoughby Farm

Attachments: [Agenda Item Report](#)
[Ordinance](#)
[Change Order](#)

Director Caughran advised this Ordinance would authorize a change order with Top Most Roofing for the roof repairs on the farm house at Willoughby Farm. She explained the underlayment needs to be replaced at an additional cost of \$4,160. The total project cost (including the change order) is \$13,120.

A motion was made by Councilman Jerome, seconded by Councilman Fuhrmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

5. Resolution Appointing a Member to the Park and Recreation Advisory Commission (Eduardo Arguelles)

Attachments: [Agenda Item Report](#)
[Resolution](#)

Director Caughran advised this Resolution would appoint Mr. Arguelles to the PRAC. She advised Mr. Arguelles is looking for ways to get involved in the community and applied to fill a vacancy on the board.

A motion was made by Councilman Fuhrmann, seconded by Councilman Green to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

6. Resolution Providing Approval of the Final Plat for the Collinsville Bluffs Subdivision

Attachments: [Agenda Item Report](#)
 [Resolution](#)
 [Final Plat](#)

Overview by Director Taylor, who advised this Resolution would provide for the final plat approval of Collinsville Bluffs Subdivision. He described the property as being over 7 acres in the 9500 block of Collinsville Road. The plat would subdivide the property into 2 lots - Lot 1 Jack in the Box and the other to be an outlot. He explained this would allow for the Jack in the Box to be sold and owned separately. This includes an ingress/egress easement for a private drive.

A motion was made by Councilman Jerome, seconded by Councilman Hausmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

7. Ordinance to Award Bid and Authorize Contract with Stutz Excavating, Incorporated in the Amount of \$2,909,360.45 for Roadway and Parking Lot Improvement Plans at St. Louis Road and Bond Avenue (Project #ST-STLMJ)

Attachments: [Agenda Item Report](#)
 [Ordinance](#)
 [CIP Project Sheet](#)
 [Plan Overview](#)
 [Bid Tab](#)

Project Engineer Kevin Madden advised this Ordinance would award a bid and authorize a contract with Stutz Excavating in the amount of \$2,909,350.45 for roadway and parking lot improvements of St. Louis Rd. at Bond. He advised the City received various grants to offset the cost of the project:
 Rebuild Downtowns and Main Streets Grant - \$1,828,350
 Metro East Parks and Recreation District Grant - \$216,353.50
 Agency for Community Transit Community Action Grant - \$100,000

He advised work is slated for November 2024 with completion in September 2025.

A motion was made by Councilman Green, seconded by Councilman Fuhrmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

8. An Ordinance Authorizing the Mayor to Execute a Standard Form of Agreement B101 (2017) for an Owner and Architect Between the City of Collinsville and Archimages, Inc. in Relation to the Design of Fire Station No 2. (Phase 2)

Attachments: [Agenda Item Staff Report](#)
[Ordinance](#)
[Agreement](#)
[CIP Program Page](#)

Chief John Bailot advised this Ordinance would approve an agreement with ArchImages for design services of Fire Station #2. The agreement is in the amount of \$623,250 plus reimbursements. The service is expected to take 4-5 months to complete.

A motion was made by Councilman Jerome, seconded by Councilman Hausmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

9. An Ordinance Authorizing Expenditure of Northeast Business District Funds for the Improvements to 701 Belt Line Road, in Relation to the Northeast Business District Grant Program

Attachments: [Agenda Item Report](#)
[Ordinance](#)
[Grant Application](#)

Jessica Short, Assistant City Manager, advised the Collinsville Building and Loan submitted an application for reimbursement from the NEBD Improvement Grant Program regarding proposed improvements to include replacing directional and ADA signs, landscaping and resurfacing of parking lot. The total estimated cost of the improvements is \$16,258.99 with a recommended reimbursement of \$8,129.50, upon proof of completion. She displayed pictures of the current condition as well as renderings of improvements.

A motion was made by Councilman Hausmann, seconded by Councilman Jerome to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

- 10 An Ordinance Authorizing Expenditure of Northeast Business District Funds for the Improvements to 1710 Vandalia Street, in Relation to the Northeast Business District Improvement Grant Program

Attachments: [Agenda Item Report](#)
[Ordinance](#)
[Grant Application](#)

Asst. City Manager Short advised she received an application from Cortnie Stone State Farm for reimbursement regarding proposed improvements to 1710 Vandalia through the NEBD Improvement Grant Program. The proposed improvements includes replacing the front parking area with green space, facade improvements - exterior paint, new brick, stone and trim accents, lighting and roof, landscaping and expanding rear parking lot. The total estimated cost of the improvements is \$223,518.76 with a recommended reimbursement of \$100,000 (maximum amount due to overall costs) upon proof of completion. She displayed renderings.

A motion was made by Councilman Green, seconded by Councilman Fuhrmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

11. An Ordinance Authorizing Expenditure of Northeast Business District Funds for the Improvements to 1811 Vandalia Street, in Relation to the Northeast Business District Improvement Grant Program

Attachments: [Agenda Item Report](#)
[Ordinance](#)
[Grant Application](#)

Overview by Asst. City Manager Short, who advised this Ordinance would approve an application she received the owner of Swing City Music, 1811 Vandalia, for proposed improvements through the NEBD Improvement Grant Program. The improvements consist of exterior facade - tuck pointing, gutters, fascia and paint. The owner is proposing a large scale mural on the east side of the building. She displayed several pictures as possible mural. She advised the total estimated cost of the improvements is \$76,108.72 with a recommended reimbursement of \$38,054.36, upon proof of completion.

A motion was made by Councilman Fuhrmann, seconded by Councilman Green to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 0

3. Motion to Approve Minutes of the October 8, 2024 Council Meeting

Attachments: [Agenda Item Report](#)
[Draft Minutes](#)

A motion was made by Councilman Jerome, seconded by Councilman Green to approve. The motion carried by the following vote:

Aye: 4 - Jerome, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 1 - Hausmann

N. OLD BUSINESS

O. CLOSED SESSION

Mayor Stehman asked for a motion to proceed into closed session in accordance with 5 ILCS 120/2(c):

1. Appointment, employment, compensation, discipline or performance of employees
5. The purchase or lease of real property
11. Pending or Threatened or Imminent Litigation

A motion was made by Councilman Jerome, seconded by Councilman Hausmann to approve. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman
Nay: 0
Absent: 0
Abstain: 0

P. ANNOUNCEMENTS

Q. ADJOURNMENT

A motion was made by Councilman Green, seconded by Councilman

Fuhrmann to adjourn at 7:16 pm. The motion carried by the following vote:

Aye: 5 - Jerome, Hausmann, Fuhrmann, Green, and Stehman

Nay: 0

Absent: 0

Abstain: 0

ADDRESSING THE COUNCIL DURING SPEAKERS FROM THE FLOOR

Below are the rules for input during City Council meetings as set out in Ordinance No. 4765 entitled “Ordinance Governing Speakers From the Floor During Meetings of the City Council and the Commission, Boards, and Sub-Bodies of Collinsville, Illinois”. Speakers may address the Council during the time designated as Speakers From the Floor on the agenda.

RULE 1: Speakers shall be allowed only during “Speakers from the Floor,” or at any other time if requested by a member of the City Council.

RULE 2: Input must relate to a matter under the authority of the City of Collinsville.

RULE 3: Upon request by the meeting Chairman for speakers from the floor, a prospective speaker shall express the desire to speak, be recognized by the meeting Chairman, approach the designated podium, and state their name and general subject matter to which they will address the City Council.

RULE 4: After establishing their identity, prospective speakers shall immediately address only the City Council.

RULE 5: Each speaker is limited to four (4) minutes to address the City Council. No extensions will be granted and no time shall be compensated to the speaker resulting from interruptions by or discussion with the City Council, City Manager, or any other City officer or employee.

RULE 6: Speakers shall address only the City Council collectively or its members individually. Speakers shall speak to issues and shall refrain from personal attacks on City appointed officials and employees. Speakers may not address issues related to pending litigation in which the City or its subsidiary bodies, officers, agents, employees, boards or commissions is a party.

RULE 7: Speakers shall not be permitted to advertise, solicit, request, urge, summon, or cajole the City Council or the general public, except as otherwise provided for herein, with regard to any products, goods, services, information, gains, losses, advantages, consequences, or any other similar matter, notwithstanding that there may or may not be any pecuniary, monetary, financial or property gain, loss, or benefit to the speaker or any other person or entity.

RULE 8: Speakers shall act and speak with decorum and conform to conventional social manners in speech, writing, dress, and behavior. The audience shall refrain from conduct that disrupts the meeting in any way such as clapping, booing, loud talking or outbursts. A speaker may be immediately terminated at the meeting Chairman’s discretion.

RULE 9: Determination of breaches of this Ordinance shall be made by the meeting Chairman. The meeting Chairman customarily will warn the speaker or members of the audience of inappropriate behavior through one warning use of the gavel. Subsequent inappropriate behavior shall result in the immediate removal of the responsible parties at the discretion of the meeting Chairman.