



# City of Collinsville

125 S. Center Street  
Collinsville, IL 62234

## Minutes - Draft

### City Council

*Councilman Nancy Moss*

*Councilman Jeff Kypta*

*Councilman Jeff Stehman*

*Councilman Cheryl Brombolich*

*Mayor John Miller*

*City Manager Mitch Bair*

*Corporate Counsel Steve Giacoletto*

*City Clerk Kim Wasser*

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Monday, September 26, 2016

7:30 PM

Council Chambers

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#### A. CALL MEETING TO ORDER

Mayor Miller called the meeting to order at 7:30 pm.

#### B. ROLL CALL

Also present: City Manager Mitch Bair and City Clerk Kim Wasser.

Corporate Counsel Steve Giacoletto was absent.

**Present:** 5 - Councilman Cheryl Brombolich, Councilman Nancy Moss, Councilman Jeff Kypta, Councilman Jeff Stehman, and Mayor John Miller

**Absent:** 0

#### C. INVOCATION

Delivered by Father John Hellrung of Grace Anglican Church.

#### D. PLEDGE OF ALLEGIANCE

Recited.

#### E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS

1. Presentation of the September 2016 Yard of the Month Award to Dwight and Joann Taylor

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

Mayor Miller presented the September 2016 Yard of the Month plaque and gift certificate to Joann Taylor of 400 Willowbrook Lane.

**F. BUSINESS PRIOR TO PUBLIC INPUT****G. SPEAKERS FROM THE FLOOR**

Bob DesPain spoke of comments made at a previous meeting. He mentioned the mic not picking up comments from the dais. He spoke of ADA parking on Main Street.

Mary Drumm mentioned the inability to hear comments made from the Council. She commented on the need to host workshops to discuss issues. She spoke of the \$50 fee regarding water bills. She also mentioned expenses incurred from the Election Board meeting.

**H. COMMENTS & ANNOUNCEMENTS - MAYOR**

Mayor Miller spoke of the tragic accident that took the life of Collinsville High School student Tray Turner. He mentioned the Kahok Strong support organization. He further indicated that Tray impacted 75 recipients through the organ donor program.

He mentioned the Italian Fest event. He spoke of the Hometown Heroes Banner dedication and thanked Pat Reitz for her efforts. He also mentioned the D.D. Collins House ceremony and ribbon cutting.

**I. COMMENTS & ANNOUNCEMENTS - COUNCIL MEMBERS**

Councilman Moss asked the audience to let the Council know if it is difficult to hear them.

Councilman Stehman spoke of the need to host workshop meetings. He mentioned having a Councilman assigned to each of the various boards/commissions to allow for more discussions. He also mentioned the need for Council discussion in order to direct focus on the needs of the City such as sidewalks.

**J. COMMENTS & ANNOUNCEMENTS - CITY STAFF****K. CONSENT AGENDA**

City Clerk Wasser read the Consent Agenda items as follows:

1. Motion to Approve Payment of Bills for the Period Ending September 16, 2016 in the Amount of \$338,310.55

**Attachments:**    [Agenda Item Report](#)  
                              [Board List 09-09-16](#)  
                              [Board List 09-16-16](#)

2. Motion to Approve Payroll for the Period Ending September 9, 2016 in the Amount of \$526,238.68

**Attachments:**    [Agenda Item Report](#)  
                              [Board List 09-09-16](#)

3.        Motion to Approve Minutes of the September 12, 2016 Strategic Session and Regular Meeting

**Attachments:**    [Agenda Item Report](#)  
                              [091216StrategicSession.pdf](#)  
                              [091216RegMtg.pdf](#)

City Clerk Wasser noted that due to a computer glitch in the software program, City Staff comments on the September 12 regular meeting populated under the Consent Agenda heading and were incomplete but would be edited accordingly.

4.        Resolution Requesting Utility Permit from Illinois Department of Transportation (IDOT) for Installation of Utility Crossing Under Collinsville Road for the New Water Treatment Plant

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

5.        Resolution Reappointing Members to the Collinsville Metropolitan Exposition Auditorium and Office Building Authority (Trucano, Mark and Weinacht)

**Attachments:**    [Agenda Item Report](#)  
                              [Resolution](#)  
                              [Recommendation Letter](#)

**Mayor Miller asked if the Council wished to pull any items prior to a Motion. No items were pulled. A motion was made by Councilman Kypta, seconded by Councilman Stehman, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:**        5 - Brombolich, Moss, Kypta, Stehman, and Miller

**Nay:**        0

**Absent:**    0

**Abstain:**   0

## **L.        NEW BUSINESS**

1.        Ordinance Establishing Salaries/Wages for Full-Time, Non-Union Personnel and Part-Time, Non-Union Personnel

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

Human Resource Coordinator Stacey O'Brien advised the ordinance reflects a full-time contingent hire to fill the position of Administrative Assistant in the Community Development Department. The position is currently vacant due to a recent internal promotion. The position was budgeted at \$39,535. Staff is recommending the hiring of Amy Boeving to fill the position effective on October 11 at a salary of \$42,000. Ms. Boeving brings 15 years experience from St. Clair County Court and 1 year with a private law firm. A budget amendment will not be necessary as the overall line item will not exceed the 2016 budgeted amount.

**A motion was made by Councilman Brombolich, seconded by Councilman Stehman to approve. The motion carried by the following vote:**

**Aye:** 3 - Brombolich, Stehman, and Miller

**Nay:** 2 - Moss, and Kypta

**Absent:** 0

**Abstain:** 0

2. Ordinance Repealing Ordinance #4203 and Replacing it with the Following Regarding the Uptown TIF Program

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

A motion was made by Councilman Brombolich, seconded by Councilman Moss to discuss the item.

Overview by City Manager Bair, who indicated the proposed ordinance reflects Council's input from previous Strategic Sessions as well as comments from the Economic Development Commission, Uptown Development Commission, Planning Commission and City staff. He indicated his recommended approach was to present this ordinance as new business delay action if Council has substantial questions. He highlighted several changes that include clarification of the intent, program goals are spelled out, clarify eligible project cost for reimbursement, total project cap is established at \$200,000 (includes both facade and fire safety) and anything above that would come before Council for approval as a redevelopment agreement, property ownership is to remain in place for a time period of 4 years after TIF awarded, and City inspection required prior to TIF funds awarded to verify structural and code deficient items exist as well as another inspection to verify everything was completed according to code.

He mentioned a change to the ordinance that is not reflected in the proposal (under Section C - City's Uptown TIF program shall include) is the elimination of second story rehabilitation that was inadvertently left in. He also indicated (under Section E - Funding made by the City contingent upon) to add language to include that 12 months from the effective date of the ordinance (when Council approves the incentive) the project to be substantially complete, occupancy issued or operational. He suggested allowing for the City Manager to grant a 1 time extension, not to exceed 6 months, to the 12 month completion due date based on good faith. He recommended approval of the ordinance with the above mentioned amendments.

Councilman Moss indicated those were the two concerns she had and is in favor of accepting with amendments. She liked that fact that the program is business neutral but subject to the building itself. It will eliminate the request for funds for business specific items which makes for a much better use of funds. City Manager Bair spoke of funding criteria that was added and shall be considered to include "Uniqueness of the project within the Uptown market area" and "Contribution to the enhancement and advancement of the Uptown commercial environment."

Mayor Miller spoke of the need to include Life Safety Code and fire protection aspects to the program.

Councilman Stehman thanks staff for their efforts and indicated this program is a good example of Council working together with staff to address an issue.

City Manager Bair clarified that Council would need to amend the motion to reflect the 2 changes previously mentioned which includes striking the second story rehabilitation and adding in the 12 month operational requirement with a 6 month extension.

**A motion was made by Councilman Moss, seconded by Councilman Brombolich to approve as amended. The motion carried by the following vote:**

**Aye:** 5 - Brombolich, Moss, Kypta, Stehman, and Miller

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**M. OLD BUSINESS**

**N. CLOSED SESSION**

**O. ANNOUNCEMENTS**

The next Council meeting will be held on Tuesday, October 11 due to Columbus Day on the previous Monday.

**P. ADJOURNMENT**

**A motion was made by Councilman Kypta, seconded by Councilman Moss to adjourn at 8:14 pm. The motion carried by the following vote:**

**Aye:** 5 - Brombolich, Moss, Kypta, Stehman, and Miller

**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.