



# City of Collinsville

125 S. Center Street  
Collinsville, IL 62234

## Minutes - Final

### 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, December 12, 2016

7:00 PM

Council Chambers

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#### A. CALL MEETING TO ORDER

Mayor Miller called the meeting to order at 7:00 pm.

#### B. ROLL CALL

Also present was City Manager Mitch Bair, Corporate Council Steve Giacoletto and City Clerk Kim Wasser.

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

**Absent:** 0

#### C. INVOCATION

Delivered by Mayor Miller.

#### D. PLEDGE OF ALLEGIANCE

Recited.

#### E. PROCLAMATIONS/RECOGNITION/PRESENTATIONS

#### F. BUSINESS PRIOR TO PUBLIC INPUT

#### G. COUNCIL DISCUSSION

1. Personnel Policies

**Attachments:**    [Agenda Item Report](#)  
[Memo for Personnel Policy Review 2016.12.12](#)  
[Personnel Policies Only for Council Approval 2016 11 07.pdf](#)  
[Prior Personnel Manual with Final Edits 2016 11 07.pdf](#)  
[Employee Handbook with Policies and Procedures 2016 11 07.pdf](#)

Human Resource Coordinator Stacey O'Brien opened the floor up for discussion with regards to the proposed personnel policies. City Manager Bair advised Stacey is tracking all changes (from previous discussions and that of tonight) in order to made all edits with a final version to be submitted for Council's approval at the first meeting in January.

Councilman Moss inquired of how changes will be made. Ms. O'Brien indicated the intent was to incorporate previous comments unless Council directors otherwise. Councilman Moss asked if she (O'Brien) could read the previous recommendations. H.R. Coord. O'Brien advised previous suggestions include:

Section 2.03 Nepotism - removing the ability to supervise relatives hired as seasonal and/or temporary employees.

Section 2.05 Residency Requirement - add residency requirements for the Police Chief, Fire Chief and City Manager.

Section 3.01 Employment Definitions - adding reference to Fire and Police Commission, when appropriate.

Section 4.05 Overtime/Compensatory Time - changing hourly employee to non-exempt to reflect FLSA.

Section 5.01 Employee Code of Ethics - will mirror the State Gift Ban Act.

Section 6.05 Holiday - add the Martin Luther King holiday.

Councilman Moss spoke of a suggestion made from the floor that the Public Works Director should be required to reside in Collinsville so he could respond to issues immediately.

Councilman Brombolich asked Ms. O'Brien if she was given any other suggestions since the last meeting to which she replied she did not receive anything additional. She also asked Public Works Director Dennis Kress about the call out list for after hours issues. He advised he only responds to after hour issues if necessary and required by the on call employee. City Manager Bair advised that the recently approved Local 520 contract indicates that call out work will be performed by members of the Local.

Mayor Miller agreed with Councilman Moss that if the Emergency Action Plan was called into effect, all Department Heads would be required to report to work since everyone has a role. He also indicated it is not an issue now since Director Kress lives inside City limit.

Councilman Stehman said he would like to keep residency requirements to the City Manager, Police Chief and Fire Chief positions due to the roles they perform in the event of an emergency call out.

Councilman Kypta indicate everyone who works for the City should reside in the City or within

commuting distance and if they decide to move in the future they should relocate to Collinsville. Councilman Brombolich said that Attorney Lowenbaum indicated such suggestive wording in the policy would be difficult to enforce but she agreed with Councilman Kypta. Mayor Miller indicated it is difficult to enforce at will employees to live within the City while union employees are not required to do so when the union employees are on the call out list. Councilman Moss indicated the level of responsibility and authority should dictate residency.

City Manager Bair advised that staff will research how other cities address this issue, as well as input from Attorney Lowenbaum, and report back to Council.

Councilman Moss asked if a decision was made regarding random drug testing for Council members. Mayor Miller said that was her suggestion but no decision was made. She indicated the I.R.S. identifies Council members as employees. Councilman Brombolich said that if Council members are considered employees by statute or law then the policy already addresses it. Councilman Stehman indicated that there are different interpretations to the I.R.S. identifying Council members as employees since their determination is based on payroll purposes and it does not dictate employee policy. City Manager Bair advised that Attorney Lowenbaum rendered a legal opinion that City Council members are not classified as employees. Mayor Miller said it would be difficult as to who decides which Council member(s) is to be tested and he does not think it should be a requirement in order to sit on the Council. City Manager Bair indicated that the personnel manual is not the place to address this issue but should be addressed in a separate ordinance.

## 2. Liquor Code Amendment

Corporate Counsel Giacoletto advised the Council that a moratorium was previously issued on processing new liquor license in order to review our current liquor code. He highlighted several proposed amendments to the liquor code such as provisions for BASSET training, prohibiting bottle clubs (BYOB facilities), additional license for tasting events and tasting associations, provision for up to 12 hours emergency suspension of license issued by the Chief of Police, provisions to tighten up the application form and requirements, eliminate prorating fees and quarterly payment option, change in closing hours from 3am to 1am with the exception of New Years Eve/Day celebration, edit language regarding site plan requirements to include review by the Community Development Director, increase the license holders bond to \$2,000.00 and remove the 3 year waiver to require everyone to produce bond each year.

Councilman Brombolich inquired of the hours for selling packaged liquor and Attorney Giacoletto advised they will also go to 1am. A discussion was had regarding the BYOB issues and Attorney Giacoletto confirmed that this provision would not allow alcohol to be consumed at a location that was under a suspension. She inquired if there are any applications on hold due to the moratorium and

Clerk Wasser indicated there is 1 which is predominantly a video gaming parlor. Atty. Giacoletto advised video gaming is treated as an accessory to holding a liquor license instead of establishing a classification for video gambling. It was determined that no Class A liquor license are available which means a video gaming establishment would be required to prepare and serve food from an on-site kitchen. City Manager Bair spoke of deliberation regarding requiring an establishment with their primary function as video gaming to qualify for a Class B license rather than a Class B1 as the Class B specifies 50% gross revenue must be from food sales. This would address some of the issues we are facing without establishing a new classification for video gaming facilities. He also indicated that the definition of a kitchen was worded in such a manner as to eliminate loop holes in the code. A discussion was had regarding the requirements for submitting financial reports to ensure compliance Class B and Class B1 stipulations.

Mayor Miller indicated that it was not the Council's intent to allow video gaming parlors when the ordinance was passed to allow video gaming in the City. The intent was video gaming would be secondary to the main function of the business. Councilman Moss agreed with City Manager Bair with requiring 50% in food sales revenue, full kitchen, and regular inspections to monitor activity. Mayor Miller indicated compliance checks could be done to monitor activities within the facilities. City Manager Bair concurred that annual compliance checks should be done by the City. A discussion was had regarding how the 25% and 50% is calculated and Atty. Giacoletto indicated that gambling revenue is included in the calculations. Also discussed increasing fees for Class B1 applications since many video gaming establishments tend to apply for the license that only requires them to have 25% food sales.

Council asked Atty. Giacoletto to research options and report back to the Council at a future meeting.

### 3. Republic Services Trash Automation Proposal

Joell Aguirre of Republic Services presented Council with new proposal for automated trash services. The new proposal includes trash automation in Collinsville with no price increase, 5 year extension to the current contract, and conversation from CIP index to WST index pricing. Proposal details include: Each resident will be furnished with a 95 gallon cart that is serviced once a week with additional cart available for rental, if needed. If the larger size cart is not necessary, the resident may exchange it for a 65 gallon size.

Recycling services will remain the same, serviced every other week with the option to request an additional cart at no extra charge.

Yard waste services remain the same, serviced one time per week during the months of April through December as an optional service.

City-wide bulk clean up will be replaced with 2 annual on demand scheduled pick-up dates specified by the customer. Additional bulk and appliance pick-up services will remain the same with a minimal fee.

Billing remains the same and done via the City.

Municipal sites will continue to be serviced for free.

She indicated that this proposal will eliminate 2 routes which means less wear and tear on City streets from the heavy trucks as well as an overall cleaner appearance with the use of uniformed trash carts.

She presented the annual cost proposal due to inflation. The current trash rate is \$12.30 but will be going to \$12.43 in January 2017. The remainder of the years of the contract include an increase range of 2-4% per year based on the index.

She explained the difference between the proposal price for services under the WST index versus the current CIP pricing. The average CIP index increase is 2.5% annually. She also displayed a price comparison with surrounding communities.

Ms. Aguirre indicated Republic Services will communicate new services to the residents via mailers and cart hangers while the City uses their website, social media outlets and water bills. She indicated the new services could be implemented by the end of Spring 2017.

Councilman Brombolich inquired about other cities doing the 2 personal large pick up days. Ms. Aguirre advised no other municipality in the area is participating in the individual scheduled pick up at this time. City Manager Bair asked about the turn around time for services rendered on bulk pick ups and she indicated it would be picked up within a week but the specific day would be scheduled when resident calls to schedule it. Councilman Moss spoke of the scheduled bulk pick up being an issue with debris being out at various times. Ms. Aguirre said the scheduled bulk pick up is done elsewhere with good reviews. Councilman Stehman indicated he liked the flexibility of residents being able to schedule their own bulk pick up. Additional discussions were had regarding bulk pick ups and scavenges for recycling purposes. Ms. Aguirre indicated the price proposal would change if City-wide bulk pick up was preferred over individual scheduled pick ups. She also indicated changes could not be made after a signed contract was in place.

## **H. SPEAKERS FROM THE FLOOR**

Bob DesPain spoke of his presidential voting decision. He spoke of the Republic Services presentation held on November 28, 2016. He mentioned the fiscal year should be changed.

Phil Astrauskas spoke of Republic Services rates. He mentioned the TV monitors not functioning. He spoke of increasing the Council size. He spoke of the personnel policy and indicated employees should live within the City. He also mentioned drug testing for Council members. He inquired as to how much the City has received from video gaming. He also inquired of the status of the Apex building.

Karen McReynolds mentioned individuals picking up scrap metal during the City-wide bulk pick up.

She mentioned drug testing for Council. She spoke of the proposed utility tax amendment. She mentioned the Gateway Center TIF application.

Robert Thiel thanked the City for the lawn waste drop off service. He mentioned a list of concerns.

Mary Drumm spoke of the use of city equipment/vehicles.

Donna Green spoke of the City-wide yard waste drop off service in the fall as being beneficial. She mentioned large trash receptacles being able to store trash. She liked having the opportunity to schedule her own bulk pick up. She spoke of the use of city vehicles and gave an example of her employees having to use company vehicles. She mentioned the Citizen Police Academy.

**I. COMMENTS & ANNOUNCEMENTS - MAYOR**

Mayor Miller wished everyone a merry Christmas and a happy New Year. He reminded everyone to be safe during the holiday celebrations and encouraged the use of Uber if drinking.

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

Councilman Moss wished everyone a merry Christmas and a happy New Year.

Councilman Kypta gave the same sentiments and encouraged everyone to be safe with snow in the forecast.

**K. COMMENTS & ANNOUNCEMENTS - CITY STAFF**

**L. CONSENT AGENDA**

Consent Agenda was read by Clerk Wasser as follows:

1. Motion to Approve Payment of Bills for the Period Ending December 2, 2016 in the Amount of \$924,898.99

**Attachments:**    [Agenda Item Report](#)  
                              [Board List 12-02-16](#)

2. Motion to Approve Payroll for the Period Ending November 18, 2016 in the Amount of \$532,335.53

**Attachments:**    [Agenda Item Report](#)  
                              [Board List 11-18-16](#)

3. Motion to Approve Minutes of the November 14, 2016 Regular Meeting

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

4. Resolution Approving 2017 City Council Meeting Schedule

**Attachments:**    [Agenda Item Report](#)  
                              [Resolution](#)  
                              [2017 Council Mtg Schedule](#)  
                              [2017 Board/Commission Mtg Schedule](#)

**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 Moss, seconded by Councilman Kypta, 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

**M.        NEW BUSINESS**

1.        Ordinance Accepting an Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order

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

Overview by Finance Director Tamara Ammann, who advised this ordinance would authorize a settlement payment in the amount of \$33,437.37 to Jason Warner. Firefighter Warner was insured August 11, 2015 when moving a patient on a stretcher. All medical expenses and temporary disability benefits have been paid. Firefighter Warner has returned to work.

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

**Aye:**        5 - Brombolich, Moss, Kypta, Stehman, and Miller  
**Nay:**        0  
**Absent:**    0  
**Abstain:** 0

2.        Ordinance Amending the Collinsville Municipal Code Chapter 4 Entitled Fees

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

Director Ammann pointed out that there is no increase in 2017 for the water and sewer rates. She advised this ordinance would increase the ambulance rate to state averages. Ambulance fees were last amended in 2008 when they were tied to the Medicare Fee Schedule. Medicare rates recently

declined, putting the City fees below average. This ordinance would also add an additional refusal of transport fees since there is some confusion as to whether responding to an ambulance call constitutes treatment. Refusal of transport involving treatment would now be a \$200 fee. Ordinance would also increase garbage collection fee by \$0.14 for regular households and \$0.10 for senior households in 2017. This rate is based on a 1.05% increase in the consumer price index (CPI).

Councilman Brombolich inquired of the Medicare rate and how that effects our fees. Director Ammann advised the 2008 ordinance indicates the City's fees will fluctuate every time Medicare rates change. Transported residents paid 120% of Medicare while non-residents paid 140% of what Medicare allowed. Historically, Medicare has increased over the years but recently decreased making our floating fee schedule to decrease. The proposed rate represents the average for Illinois municipalities. The City, as well as other Illinois municipalities, uses Andres Medical Billing and they supplied us with information to determine an average. Councilman Brombolich indicated she would like to see a comparison of other communities. City Manager Bair advised Medicare will cover a certain amount and the balance will be written off and the typical insurance will cover the full amount. Councilman Brombolich acknowledged the increase will need to be covered by the individual if they are private pay. She also indicated she understands the need to increase the fee since it had not been done since 2008 but all at once is a significant increase. Director Ammann advised they have increased since 2008 but the format on how they will increase has changed. Andres Medical Billing recommended a higher increase as insurance companies will pay the full amount which will compensate for the amount not covered by Medicare. It was determined to allow the new Fire Chief to make that decision.

Councilman Stehman spoke of a neighboring community that increase their fees last year and these proposed rates are less than theirs. Fees should reflect and support the services rendered. He indicated the increase in fees are necessary to cover expenditures for updating rescue equipment. He spoke of the ambulance services being beneficial and should not be compromised. He asked about the fee associated for showing up (like to an accident scene) but treatment isn't necessary or requested. Director Ammann said the Police Dept. personnel would make the decision to dispatch an ambulance. City Manager Bair advised discretion is exercised with the non-transport fee in such circumstances.

Councilman Stehman mentioned the various projects (sidewalks) that were not done or equipment that was not replaced due to budget cuts. He asked for staff to develop a plan to report these issues to Council so we don't have to try to play catch up all at once. City Manager Bair advised staff is planning to implement a plan to address such issues.

Mayor Miller agreed that the fees should reflect services rendered. Fees should be associated with the cost of the equipment.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

3. Ordinance Amending Section 3.16.080 (Senior Citizen and Low Income Resident Reimbursements) of Chapter 3.16 (Utility Tax) of Title 3 (Revenue and Finance) of the Collinsville Municipal Code with Regard to Rebates of Electric and Natural Gas Utility Taxes

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

Director Ammann advised this ordinance will amend the dates referenced in the utility tax ordinance as it referred to the calendar year. This ordinance will clarify that rebates for senior, disabled, and low income residents will be available during the months of April and May each year since the 4% rate went into effect April 1, 2016. This represents a 12 month cycle rather than the calendar year. Rebate requests must be submitted electronically either online through City's web based application or in City Hall at the front counter where an iPad will be available for use. Staff will also be present to assist applicants. She indicated the web based application will be demonstrated for Council and is be easy to use. They plan on demonstrating the application to library and senior center personnel so they can assist residents also.

Councilman Brombolich thought using the library and senior center as an additional resource was a great idea. City Manager Bair concurred with the ease of the application. Director Ammann advised the process can be done on a smart phone as well.

Councilman Stehman asked to offer additional assistance to those that may be homebound.

Councilman Moss voiced concerns of identity theft risks since it requires personal information. She inquired if this is governed by State statute to which Director Ammann advised it is not required but the state allows for the City to offer rebates. Councilman Moss spoke of the difficulty in obtaining a rebate and said she would not be voting to approve. Councilman Brombolich asked Councilman Moss of a possible alternative. Councilman Moss indicated the requirements should be simplified and the rebate requires too much personal information.

Councilman Kypta advised he was not in favor of the utility tax. He explained that many senior citizens are not aware of the tax or a rebate process.

Councilman Brombolich asked how the requirements were determined. Director Ammann advised requirements were added as people groups were added and gave examples. Each level (senior, disabled, low income) has various requirements to prove qualifications. Director Ammann also advised that some requirement information is only necessary the first year with the exception of low

income as that could change. Councilman Brombolich said she would be voting to approve because she is in favor of the rebate option.

**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

4. Ordinance for the Tax Levy and Assessment of Taxes for 2016 for the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Director Ammann advised that in order to fund the City's operating expenditures, the 2016 property tax levy will be \$2,483,000, which is the same amount of levied since 2008. City's Equalized Assessed Value (EAV) is expected to remain stable, as is the property tax rate for 2016. She noted the property tax allocation has changed from prior year. The corporate (General Fund) portion has been increased by \$10,029, the fire pension portion has been increased by \$40,093, and the police pension portion has been decreased by \$50,122.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

5. Resolution Providing for Tax Abatement for the General Obligation Bonds, Series 2007B, of the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Finance Director Ammann advised the 2007B bonds were issued as general obligation debt in order to secure a low interest rate for the developer reimbursements related to Fournie Lane. Intention was to annually abate the property tax levy and use Fournie Lane Business District Sales Tax to make principal and interest payments. If the City does not abate the property tax levy each year, the County Clerks are required by the bond ordinance to levy the amount specified in the ordinance.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

6. Resolution Providing for Tax Abatement for the Taxable General Obligation Bonds, Series 2009, of the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Director Ammann indicated the 2009 bonds were issued as general obligation debt in order to fund redevelopment of the Doubletree Hotel, 1000 Eastport Plaza Dr. The property tax is being abated by this resolution and TIF District 1 funds will be used instead to make principal and interest payments.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

7. Resolution Providing for Tax Abatement for the General Obligation Refunding Bonds, Series 2012, of the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Director Ammann said the 2012 bonds were originally issued in 2006 to fund the sewer plant expansion but were partially refinanced in 2012. This resolution will abate the property tax levy. The increase sewer usage fees and tap on fees revenue in the water and wastewater fund will be used to make principal and interest payments.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

8. Resolution Providing for Tax Abatement for the General Obligation Refunding

Bonds, Series 2013A, of the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Director Ammann advised this resolution provides for property tax abatement associated with 2013A bonds that were originally issued in 2006 to fund sewer plant expansion. Sewer usage fees and tap on fee revenue will be used to make principal and interest payments.

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

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

**Nay:**        0

**Absent:**    0

**Abstain:** 0

9.        Resolution Providing for Tax Abatement for the General Obligation Refunding Bonds, Series 2014, of the City of Collinsville, Madison and St. Clair Counties, Illinois

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

Finance Director Ammann indicated the 2014 bonds were originally issued in 2007 to fund developer reimbursements related to the Collinsville Crossing. This resolution will abate the property taxes and business district sales tax from the Collinsville Crossing North and South will be used to pay principal and interest payments.

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

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

**Nay:**        0

**Absent:**    0

**Abstain:** 0

10.      Motion to Award Bids for 2017 Water and Wastewater Chemicals

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

Public Works Director Dennis Kress advised bids were opened on November 21 for the annual purchase of chemicals to be used at the Water and Wastewater Treatment plants. Low bids were received are as follows:

Lime Delivery - Beelman Logistics = \$20.19 per ton (same price as last year). He indicated Carmeuse also submitted a bid but material would be hauled from Butler, Kentucky making their per ton cost for delivery \$75.00 .

Pebble Lime - Lhoist North America = \$190.00 per ton (3.8% increase from last year).

Powered Lime - Mississippi Lime Company = \$185.00 per ton (4.2% increase).

Liquid Alum - Chemtrade = \$0.9153 per gallon (1.2% decrease).

Fluoride - Brenntag = \$0.615 per pound (12.8% increase).

Carbon Dioxide - Airgas = \$113.50 per ton (5.1% increase from last year).

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

11. Ordinance Authorizing the Reimbursement of TIF Funds to the Gateway Exposition Center for completed Capital Improvements to Facilities (HVAC Replacement)

**Attachments:**

[Agenda Item Report](#)

[Gateway Center TIF Memo November 14, 2016](#)

[Ordinance](#)

[August 13, 2012 Strategic Session Minutes \(Gateway Center\)](#)

[August 13, 2012 Regular Meeting Minutes \(Gateway Center\)](#)

[Gateway Center Resolution Financial Support 2012.doc](#)

[October 9, 2012 Regular Meeting Minutes \(Gateway Center\)](#)

[December 10, 2012 Regular Meeting Minutes \(Gateway Center\)](#)

[March 10, 2014 Regular Meeting Minutes \(Gateway Center\)](#)

[August 24, 2015 Strategic Session Minutes \(Gateway Center\)](#)

[August 24, 2015 Regular Meeting Minutes \(Gateway Center\)](#)

[Gateway Center TIF Application 2015](#)

[Ordinance 15-56 TIF Expenditure Gateway Center](#)

[Ordinance 4693 TIF Expenditure Gateway Center](#)

[Ordinance 4563 TIF Expenditure Gateway Center](#)

City Manager Bair reminded Council of previously conversation regarding a request from the Gateway Convention Center for TIF funds for approximately \$150,000 for HVAC units. There were questions as to how this was handled in the past. It is known that TIF reimbursement funds should be requested prior to work being completed. When reviewing previous meeting minutes, it was discovered prior request were not made. The project of replacing the HVAC units started back in 2012 and each year they have asked for a reimbursement of money spent for these improvements from the funds rebated

to the City. The requests made in 2013, 2014 and 2015 are consistent with the present request for reimbursement in that the request was made after the work was completed. This request is for capital improvements and is the last of the HVAC replacement project. However, he advised Gateway Center will be informed that future reimbursements shall not be considered unless application is submitted and approved prior to work being completed.

Staff is not making a recommendation but presented past practice incidents.

Councilman Kypta asked if the Gateway Center has a plan in place since the end of the TIF District is drawing near. City Manager Bair advised these funds are for capital improvements, same as expenses and what was presented to Council in 2012. They are working on a long range plan in order to function on their own once the TIF lapses. Mayor Miler said they are currently paying off bonds for the facility. These bonds will be paid off by the end of the TIF which will allow them to use those funds for other expenditures.

Councilman Stehman advised that he is currently sitting on a committee of the Gateway Center and they are working on preparing a plan based on a economic impact study that will be done. He indicated that sustainability is a priority to them. He thanked staff for providing the historical information regarding reimbursement requests made by the Gateway Center and the minutes reflect Council's consent to approve previous requests. He concurred with City Manager Bair in that the Gateway Center needs to be made aware of the requirements associated with requesting TIF funds for any future expenditures.

Councilman Moss indicated she has voted in favor of the past reimbursements but recalls stipulations requested and not comply with. She advised a business plan has been an ongoing request.

Councilman Brombolich inquired as to why it is different now than in the past and indicated that this is how the project was originally presented in 2012.

Mayor Miller recalls attending meetings with the Gateway Center board and this has been an issue for some time. They are not a taxing body and don't have the funds available to maintain some of the capital projects due to bonds. They bring business and revenue to the City of Collinsville. He agrees with capital improvement projects but we will need to change the process for future request.

Councilman Stehman spoke of the March 2014 minutes that refers to the project (replacement of roof top unit) and several Council members said they were in favor. He indicated he is disappointed that stipulations were not specified then but referenced now.

Councilman Moss voiced a rebuttal and indicated it was brought out at a previous meeting, not necessarily a Council meeting, that it was made clear they are to apply for TIF funds in advance.

**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

12. Ordinance Authorizing the Mayor to Execute an Employment Agreement with Kevin Edmond for the Position of Fire Chief

**Attachments:** [Agenda Item Report](#)  
[Ordinance](#)  
[Employment Agreement/Contract](#)  
[National Code of Ethics.pdf](#)  
[IFCA Code of Ethics.pdf](#)

City Manager Bair announced that a tentative agreement has been made with Kevin Edmond. He spoke of the search for a Fire Chief conducted by the Illinois Fire Chief's Association. Mr. Edmond scored the highest among the candidates. He is from Mentor, OH. He highlighted aspects of the contract to include:

Start date is January 17, 2017.

Contract term is for 3 years and then he will be an at will employee.

Salary established at \$100,000 (less than budgeted for).

Should contract be terminated, severance established at 6 months compensation or the balance of the contract, whichever is less.

Required to establish residency in Collinsville within 12 months of his start date.

Moving expenses are provided and capped at \$9,000. (Former Fire Chief moving expenses were \$5,000 to move from Affton, MO.) Should contract be terminated, Mr. Edmond would be required to pay back moving expenses on a prorated basis.

Required compliance the Fire Fighters Code of Ethics and Code of Ethics for Fire Chiefs, which is the first time required.

He indicated he is exciting to have Mr. Edmond on board as the Fire Chief for the City of Collinsville and recommends approval.

Mayor Miller spoke of Mentor, OH and advised he too was from Ohio.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

13. Ordinance Extending the Moratorium on the Issuance of New Liquor Licenses through January 31, 2017

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

Corporate Counsel Giacoletto advised this would extend the moratorium through January 31, 2017 and if the Liquor Code ordinance is passed before then the moratorium would be lifted.

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**N. OLD BUSINESS**

**O. CLOSED SESSION**

Mayor Miller announced closed session for discussion 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
6. The setting of a price for sale or lease of property
11. Pending or Threatened or Imminent Litigation

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

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

**Nay:** 0

**Absent:** 0

**Abstain:** 0

**P. ANNOUNCEMENTS**

City Clerk Wasser announced the next Council meeting is scheduled for January 9, 2017 at 7:00 pm.

**Q. ADJOURNMENT**

**A motion was made by Councilman Kypta, seconded by Councilman Brombolich to adjourn at 9:31 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.