

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF
THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
FEBURARY 25, 2019 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois to order at 7:00 P.M.

Upon Roll Call, the following members were:

Present: Committee Members - Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp, and Martens.

Absent: Alderman Huch.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Engineer Chris Smith, EMS Chief Kim Lamprecht, Director of Community Development Scott Dunakey, Accounting Manager and Acting City Treasurer Linda Sharp, Deputy Chief of Police Jason Donjon, and Deputy Clerk Kelly Mathews.

Guests: Artie Toms representing ATRC, LLC, Salle Plunkett representing Main Street Abbey, Jared Myers, Tim DeWald, and Kris Brower.

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of Minutes from the February 11, 2019 Committee of the Whole Meeting; (2) Leaf Removal Program; (3) Mutt & Me 5K/Fun Walk; (4) Columbia Trails Homebrew Festival; (5) Ameren Gas Franchise Agreement; (6) Administrative Procedure for Assessing and Determining Claims Under PSEBA; (7) Parking Restrictions for Commercial Vehicles in Residential Areas; (8) Portable Sidewalk Signs; (9) Main Street Abbey Development Plan Amendment; (10) Historic Revitalization Subgrant Program; (11) FY 2019-2020 Budget: Building and Zoning, Community Development, Tourism, and Library; (12) Public Comments on City of Columbia NPDES Permit for Stormwater Discharge; (13) Other Items to be Considered; (14) Public Comments; and (15) Executive Session – 5 ILCS 120/2(c).

**II. APPROVAL OF MINUTES FROM THE FEBRUARY 11, 2019 COMMITTEE OF
THE WHOLE MEETING**

MOTION:

It was moved by Alderman Reis and seconded by Alderman Martens to approve the minutes of the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, February 11, 2019. Upon roll call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp, and Martens voted yea. **MOTION CARRIED.**

III. LEAF REMOVAL PROGRAM

City Engineer Chris Smith reported on the leaf removal program for the City. It has been three years since the bidding of the leaf removal program. The contract was for three years with ATRC, Inc. with an option to extend two years.

Chairman Ebersohl said he had no issue with the service of the leaf removal program. Chairman Ebersohl expressed his concern regarding residents putting leaves in the street. He also noticed residents not raking their leaves until the program was over and their leaves are still there. Mr. Smith explained we are able to track issues with GIS.

Alderman Agne asked Mr. Toms what distance should be between a vehicle parked on the street and a pile of leaves in order to not cause issues. Mr. Toms said 20 feet seems logical but it would be helpful to keep vehicles out of the way altogether.

Alderman Reis wants residents to be better educated on the leaf removal program. He suggested the Code Compliance Officer could write letters to the residents that set out leaves after the program is over. Alderman Niemietz suggested DOPW could pick up left over leaves for a fee. Alderman Niemietz also brought up that police dispatch was contacted in regards to residents burning leaves on the streets.

Mr. Morani and Mr. Smith will discuss different options for residents who put leaves out late and for residents that violate the program's regulations.

IV. MUTT & ME 5K/FUN WALK

Director of Community Development Scott Dunakey addressed the Committee regarding the Mutt & Me 5K/Fun Walk Special Event. Mr. Dunakey explained the event has been reviewed and approved at staff level. Mr. Dunakey noted Police Chief Jerry Paul suggested the route based on previous 5K routes.

V. COLUMBIA TRAILS HOMEBREW FESTIVAL

Director of Community Development Scott Dunakey addressed the Committee regarding the Columbia Trails Homebrew Festival special event. Mr. Dunakey explained the event has been reviewed and approved at staff level. Mr. Dunakey introduced Jared Myers, a Columbia resident, who is in charge of the event.

Mr. Myers approached a previous Director of Community Development about bringing this event to Columbia. He has held a similar event previously for the trail in Valmeyer. Most of his contributors are from Columbia and Waterloo, and have suggested the event be brought closer to them.

Alderman Ebersohl questioned how many homebrew vendors he is expecting. Mr. Myers explained last year there were approximately 25 vendors. Most of the vendors are from a home group brew club based out of Waterloo. The winner of the event will get to brew their beer at Stubborn German in Waterloo. Alderman Reis questioned how many people attended this event last year. Mr. Myers stated around 100 people came, but he's

assuming the attendance was low based on cold weather and location. He hopes that moving it to Columbia will result in higher attendance.

If necessary, Mr. Toms will work with Mr. Dunakey and Ms. Spargo for a layout of the event.

The Committee thanked Jared for presenting the event.

VI. AMEREN GAS FRANCHISE AGREEMENT

City Administrator James Morani addressed the Committee on the subject of amending the natural gas franchise agreement. This arrangement would be similar to the electric franchise agreement that provided the City a cash buyout for the free electric supply benefit. For this agreement, the City would receive \$24,420 for 30 years. Mr. Morani met with Mr. Steve Bryant of Good Energy, the City's broker, who assisted with negotiating the terms of the arrangement. The City will then have the opportunity to join other municipalities to aggregate natural gas accounts and put out for bid. The City only uses approximately two-thirds of the free therms allotted in the contract. Since Ameren is providing cash value for the full amount, the City will come out ahead.

Alderman Niemietz questioned if the City will have to partner with other communities in order to receive these benefits. Mr. Morani explained that the City's purchase of the gas does not require participation in a buying group, but next year if the City bundles with other communities, the gas will likely be at a lower price.

VII. ADMINISTRATIVE PROCEDURE FOR ASSESSING AND DETERMINING CLAIMS UNDER PSEBA

City Administrator James Morani started the discussion explaining the Illinois Municipal League (IML) provided cities a model ordinance to establish rules and procedures for administering PSEBA claims. A PSEBA claim is if a police officer, firefighter, or paramedic were injured in the line of duty there are certain benefits guaranteed if they become unable to work in the capacity of a public safety employee. This ordinance states the City can place the employee on an insurance plan that is least costly to the City.

VIII. PARKING RESTRICTIONS FOR COMMERCIAL VEHICLES IN RESIDENTIAL AREAS

Director of Community Development Scott Dunakey presented the Committee an update to the proposed parking code revision. Alderman Reis questioned how the police or Code Compliance Officer will be able to decide if it's a commercial vehicle. Alderman Holtkamp does not believe the 8,000 lbs gross vehicle weight is high enough. All Aldermen present agreed the gross vehicle weight should be increased to the Class D weight restrictions or 10,500 lbs.

Mr. Dunakey will update the gross vehicle weight and bring this to the next Council Meeting as an ordinance.

IX. PORTABLE SIDEWALK SIGNS

Director of Community Development Scott Dunakey presented the Committee an updated draft portable sidewalk signs memorandum. Mr. Dunakey added size restriction which states the sign shall not exceed 30 inches width by 40 inches height. Mr. Dunakey revised wording on the location of the sign which now states the sign shall be placed immediately adjacent to the business establishment or building in which the business is located.

Alderman Holtkamp questioned if five (5) feet of clear access instead of four (4) feet is preferred. City Engineer Chris Smith explained that four (4) feet is sufficient per ADA.

Mr. Dunakey stated since there are no changes to be made to the memorandum, he will start to distribute to the core business district establishments.

X. MAIN STREET ABBEY DEVELOPMENT PLAN AMENDMENT

Director of Community Development Scott Dunakey followed up with the Committee regarding an amendment to the Main Street Abbey Development Plan. Main Street Abbey changed the original plans by adding a seasonal enclosure to the pavilion and revising the landscaping surrounding the pavilion. Mr. Dunakey distributed materials that will be used for the pavilion enclosure. Mr. Dunakey said the proposed landscaping that surrounds the pavilion provides an enclosing effect.

Mr. Dunakey stated Plan Commission recommends approval for the plan amendment and staff is in agreement.

XI. HISTORIC REVITALIZATION SUBGRANT PROGRAM

Director of Community Development Scott Dunakey presented the Committee information regarding the Historic Revitalization Subgrant Program (HRSP) through the National Parks Service. The concept behind the subgrant is the recipient (City) would administer a grant program and serve as a pass-through for grants issued to certain historic properties. Mr. Dunakey would like the City to apply for the grant to assist renovations to local historic properties. The grant amounts range from \$100,000 to \$750,000. Mr. Dunakey hopes to receive \$500,000 from the grant. Mr. Dunakey stated the City is not required to have a match upon application for the grant. Mr. Dunakey has a few ideas in mind, such as including properties located on the Kaskaskia-Cahokia Trail, which would strengthen our application.

Alderman Niemietz suggested Mr. Dunakey include where proceeds from the Kaskaskia-Cahokia trail book sales are earmarked, the Explore Columbia Plan, Master Plan, and other Kaskaskia-Cahokia Trail documents with the application.

It was the consensus of the Committee to move forward with the application process for the Historic Revitalization Subgrant Program.

Mr. Dunakey will come back to the Committee for review of the application. Mr. Dunakey would also need a resolution of support from the governing body at this time to be submitted with grant.

XII. FY 2019-2020 BUDGET: BUILDING and ZONING, COMMUNITY DEVELOPMENT, TOURISM, AND LIBRARY

Accounting Manager and Acting City Treasurer provided an update for the fiscal year 2019-2020 budget regarding the following departments: Building & Zoning, Community Development, Tourism, and Library.

The Library's budget is 1% higher than their fiscal year 2018-2019 budget. The increase includes salary, building maintenance, installation of security cameras, and the purchase of books.

Director of Community Development Scott Dunakey addressed the Committee regarding the Building and Zoning, Community Development, and Tourism budgets.

The Building and Zoning budget will see a 3.6% increase from fiscal year 2018-2019. The majority of the increase is due to the Building Department contracting for a full-time Code Compliance Officer.

Community Development is asking for the same the budget as fiscal year 2018-2019, with a slight increase of 0.5%. Alderman Reis questioned if \$6,600 is the correct amount the July 4th Committee needs. Mr. Dunakey explained it was moved from the Community Development budget to the General Fund budget.

The Tourism budget will increase 6.7%. It was noted tourism revenue has declined slightly the last few years. The hotel rebates expired in fiscal year 2018-2019. The POP-UP SHOP/Gateway signage was included in the Tourism budget proposal. Mr. Morani explained that although the expenditure is included in the budget, the City Council will have final say prior to its purchase since there are still a few reaming concerns about the project. Staff's primary goal was to recommend a funding source if it is purchased, which they have done with including in the Tourism budget.

XIII. PUBLIC COMMENTS ON CITY OF COLUMBIA NPDES PERMIT FOR STORMWATER DISCHARGE

City Engineer Chris Smith explained that one time per year the City is required to solicit public comments regarding the City's NPDES stormwater discharge permit. As an update, he explained the City is required to collect samples quarterly at three stormwater discharge points and answer a questionnaire. The information is kept in a binder and will be submitted once a year.

The meeting this evening will satisfy the permit requirements.

XIV. OTHER ITEMS TO BE CONSIDERED

There were no other items to be considered.

XV. PUBLIC COMMENTS

There were no public comments.

XVI. EXECUTIVE SESSION – 5 ILCS 120/2(c)(5)

Chairman Ebersohl informed the Committee of the Whole that he would entertain a motion to go into Executive Session to discuss the purchase or lease of real estate as permitted under 5 ILCS 120/2(c)(5).

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Martens, to direct Chairman Ebersohl to go into Executive Session at 9:10 P.M. to discuss the purchase or lease of real estate as permitted under 5 ILCS 120/2(c)(5). Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp, and Martens voted yea. **MOTION CARRIED.**

MOTION:

It was moved by Alderman Reis and seconded by Alderman Niemietz to return to Regular Session of the Committee of the Whole at 8:55 P.M. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

Upon return to Regular Session, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Reis, Holtkamp, and Martens were present.

No action was taken as a result of the Executive Session.

XVII. ADJOURNMENT

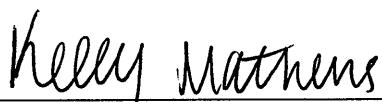
MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Reis to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, February 25, 2019 at 9:00 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Reis and Holtkamp voted yea. **MOTION CARRIED.**

Minutes taken by:



Chairman Gene Ebersohl
Committee of the Whole



Kelly Mathews, Deputy Clerk