

**MINUTES OF THE FIRE DEPARTMENT COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
APRIL 14, 2014 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the Fire Department Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:02 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl (arrived at 7:10 p.m.), Agne and Reis.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Niemietz, Huch, Mathews and Holtkamp.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards (arrived at 7:17 p.m.), Deputy Chief of Police Jerry Paul (arrived at 7:20 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Columbia Fire Protection District Trustees Glenn Stumpf and Mike Conrad, and Columbia Fire Protection District Fire Chief Mike Roediger.

Chairman Roessler stated the meeting was called for the purpose of discussing (1) the City of Columbia – Columbia Fire Protection District Dispatching Services Agreement; and (2) any other items to be considered.

II. DISPATCHING SERVICES AGREEMENT REVIEW/DISCUSSION

Chairman Roessler made opening remarks and called upon City Administrator Al Hudzik to address the Committee/Council Members on this issue. Hudzik reviewed his Memo of April 10th re: Columbia Fire Protection District Dispatching Services Agreement information and its attachments (which had previously been distributed to the Committee/Council Members), and indicated that the issues to be addressed consisted of the dispatching services charges in Section 4 (Finances) and the language in Section 5 (Equipment Purchases/Repairs/ Maintenance) of the “Draft” Dispatching Services Agreement received from the Columbia Fire Protection District. Columbia Fire Protection District President Glenn Stumpf then addressed the Committee/Council Members pertaining to the term of the agreement (currently three (3) years) and the proposed language in Section 5 of the “Draft” agreement document; he indicated consideration may be given to increasing the term of the agreement to five (5) years and

gave the fire district's rational for not including language in Section 5 requiring the fire district to pay a proportionate share of equipment purchases/repairs/maintenance for items shared by other city departments (i.e., the fire district feels the dispatching fees paid pursuant to Section 4 should be used to cover those expenses). A general discussion was then held and all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (i) the dispatching services fee figure in the "Draft" is the fee being paid in the last year of the current agreement – it should be increased by 5% (as in past years) – Hudzik is to e-mail a copy of the fees worksheet reviewed at this meeting to Fire District Trustee Scott Harres for the fire district's records and review; (ii) Section 5 of the "Draft" agreement contains language allowing the Dispatching Services Agreement to be terminated upon 180 days notice in the event a mutual agreement cannot be reached between the city and the fire district in determining the amount of the equipment purchases/repairs/maintenance expense reimbursement due the city by the fire district; and (iii) the fire district (in coordination with the city) can pay any of those bills directly to the vendor(s). It was the consensus of the Committee/Council Members that documentation be presented at a future council meeting (for the council's consideration) containing the language in the "Draft" Dispatching Services Agreement, including a three (3) year term, but with a \$7,200 annual fee for the first year of the agreement (i.e., beginning in June, 2014).

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Columbia Fire Protection District Fire Chief Mike Roediger then addressed the Committee/Council Members pertaining to the difficulty he has experienced in getting one of the businesses in the city to comply with the Knox Box (i.e., lock box entry system) requirement contained in Ordinance No. 2474. City Administrator Hudzik indicated Chief Roediger recently sent an e-mail pertaining to this issue and it is being addressed by the city's Building Inspector.

IV. ADJOURNMENT

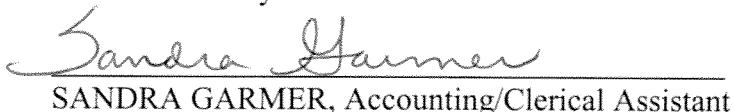
MOTION:

It was moved by Alderman Agne and seconded by Alderman Reis to adjourn the Fire Department Committee Meeting of the City Council of the City of Columbia held Monday, April 14, 2014 at 7:28 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Agne and Reis voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FIRE DEPARTMENT COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
APRIL 14, 2014 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:29 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, City Attorney Terry Bruckert, Chief of Police and EMS Director Joe Edwards, Deputy Chief of Police Jerry Paul, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: None.

Chairman Ebersohl stated the meeting was called for the purpose of (1) receiving an update/reviewing information on the city's Electricity Aggregation Program; (2) reviewing distribution documentation on the Jim E. Weinel Administrative Trust; (3) receiving a presentation on financial information and discussing the city's FY 2014 – 2015 Budget; and (4) discussing any other items to be considered.

**II. ELECTRICITY AGGREGATION PROGRAM UPDATE/INFORMATION
REVIEW/DISCUSSION**

Chairman Ebersohl opened the meeting and called upon City Administrator Al Hudzik to address the Committee Members on this issue. Hudzik reminded the Committee Members that the city's current electricity aggregation program through Homefield Energy (with a rate of \$.0408/kWh) is scheduled to end in June 2014, but that it will be continued (in June) with Homefield Energy (at a rate of \$.0466/kWh) pursuant to a contract entered into with Homefield in September 2013 – the June 2014 program rate (i.e., \$.0466/kWh) will be fixed for two (2) years (until June 2016). He then reviewed the packet of information (pertaining to the city's electricity aggregation program) that had

Committee of the Whole Meeting
April 14, 2014

Distribution Item for the 04/14/14 Committee of the Whole Mtg. – Electric Aggregation Opt-Out Materials & Schedule (12 pages)

Memo from City Administrator Al Hudzik re: Committee of the Whole Meeting of 04/14/14 – distribution information on the Jim Edward Weinel Declaration of Trust (dated April 29, 1983) - Fourth Amendment and Restatement (dated February 21, 2013) (7 pages)

Memo from Accounting Manager Linda Sharp re: Budget Information for Monday's Committee of the Whole Meeting (14 pages)

previously been distributed to the Committee Members, which consisted of an e-mail from Good Energy including a sample copy of the OPT-OUT notice that will be sent to all of the city's qualifying residents/businesses (in the near future) advising them of the new rate and their ability to opt-out of the city's electricity aggregation program, as well as information concerning (a) the opt-out process; and (b) other electricity supplier solicitations they may receive (Note: City Administrator Hudzik also distributed a second copy of the informational document with revisions he planned to make prior to having it posted on the city's website, as well as distributed to city staff for their use in responding to program inquiries). Hudzik also reviewed the Plug In Illinois website information (previously distributed) detailing the Ameren Illinois default rate (currently \$.04803/kWh), which is scheduled to change in the near future – he indicated (i) the Ameren default rate is currently higher than the electricity aggregation program's new rate effective in June (i.e., \$.0466/kWh); (ii) that the city's contract with Homefield contains a price match wherein the rate charged by Homefield will be equal to or less than Ameren's rate during the two (2) year term of the agreement; and (iii) that the electricity aggregation program agreement (with Homefield) allows electricity aggregation program participants to leave the program at any time without any penalty charges. During Hudzik's presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions.

III. JIM E. WEINEL ADMINISTRATION TRUST – DISTRIBUTION DOCUMENTATION REVIEW/DISCUSSION

City Administrator Hudzik then reviewed his Memo regarding the Jim Edward Weinel Trust and its attachments. He stated the trust is scheduled to be terminated in the near future and the Trustee is proposing to settle the termination of the trust informally, thereby avoiding the time and expense of a judicial proceeding; this informal process requires the trust beneficiaries (including the city, which will be receiving 5% of the remaining trust assets) to execute a "Receipt, Release, Refunding and Indemnification Agreement and Waiver of Accounting" form that Hudzik reviewed and commented upon. Hudzik recommended that the city agree to the informal settlement, since he had received monthly trust statements (which constituted a trust accounting) and, in all likelihood, the court would concur with the final accounting and distribution of trust assets (as would occur through the informal settlement procedure), but that additional Trustees fees and court administrative costs would be incurred; he also stated that most corporate Trustees request that residuary beneficiaries sign a similar agreement prior to the distribution of a trust's assets. Hudzik reminded the Committee Members that \$125,000 has been placed in the city's FY 2014 – 2015 budget for Scout Hut expenses pursuant to the funds the city expects to receive from the Weinel Trust, and he recommended the city request its trust distributive share be received in cash. During Hudzik's presentation (with comments from City Attorney Bruckert), all in attendance were given the opportunity to make comments, ask questions and express their opinions. It was the consensus of the Committee Members that Hudzik's recommendations be followed and city staff was

Committee of the Whole Meeting
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instructed to present documentation at the next city council meeting (for the council's consideration) allowing Hudzik to execute the necessary documentation to receive the city's proportionate share of the Jim E. Weinel Trust through the informal settlement process.

IV. FINANCIAL INFORMATION PRESENTATION AND FY 2014 – 2015 BUDGET DISCUSSION

City Administrator Hudzik made introductory remarks pertaining to the city's FY 2014 – 2015 budget and called upon Accounting Manager Linda Sharp to address the Committee Members with budgetary information. Linda reviewed the updated "Capital Equipment and Capital Projects" worksheets and touched upon the effect the proposed financing of some of those items would have on the General Fund deficit (and its estimated ending cash balance); she also reviewed the Motor Fuel Tax Fund Cash Flow Projections, as well as the Multi-Year Cash Flow Projections, worksheets and reviewed changes vs. those (worksheets) reviewed last fall. During Linda's review, all in attendance were given the opportunity to make comments, ask questions and express their opinions. City Engineer Ron Williams also addressed the Committee Members to inform them he had recently received a reimbursement request from IDOT in an amount approximating \$254,000 for the Phase II & III construction costs of Rueck Road; he explained the contract was signed in 2004 and construction occurred in 2006 – due to the delayed billing, city staff is researching city records concerning this project to determine the appropriateness of the billing; Ron stated the process is tedious and has been made more difficult since none of the current managerial staff were at the city when the contract was signed (and the project constructed); additionally, the city has changed accounting systems during the interim; Ron stated he would keep the Committee Members updated on the results of staff's research. City Administrator Hudzik then reviewed the remainder of the documents described in Ms. Sharp's Memo (consisting of seven (7) pages of the city's "Draft Budget" document); he reviewed the changes made to the General Fund's estimated receipts vs. proposed expenditures (as discussed at the April 7th meeting), resulting in a reduced General Fund deficit (approximating \$273,000) – he indicated other minor adjustments would be made to reduce that deficit to approximately \$260,000; he also touched upon the Ambulance Fund's proposed budget and again addressed the leaf and limb pick-up services deficit (see April 7th Committee Meeting minutes) – it was the consensus of the Committee Members that the fees for leaf and limb pick-up services be increased from \$1.75/mo. to \$2.00/mo., effective May 1st. Hudzik also recommended that all other fees contained in the city's fee ordinance (Ordinance No. 3019) remain the same with the exception of those increases required by past ordinances – Accounting Manager Sharp stated she would be presenting the updated fees ordinance at the April 21st council meeting. Ms. Sharp also described changes (i.e., expense reductions) to the Water Department Budget and requested that funding be included in the budget for a seasonal accounting employee – she estimated the employee would work approximately 500 hours and requested that the employee's pay be set at \$9.41/hr. – the employee's

Committee of the Whole Meeting
April 14, 2014

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wages and benefits would be spread over several of the city's departments (since the work performed would apply to several departments). Hudzik also distributed and reviewed a one (1) page worksheet containing summary information comparing last year's budgeted figures (as contained in Ordinance No. 3023) to those proposed in this year's "Draft Budget" document – the worksheet also contained columns detailing the increases/decreases in Receipts vs. Expenses for the years reviewed with footnotes explaining the differences. During Hudzik's presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions – Hudzik reminded the Committee Members about the Public Hearing on the FY 2014 – 2015 Budget scheduled for 6:45 PM on April 21st (prior to the council meeting); he also indicated that work will continue on the budget and the council members will be advised of any changes made prior to the Budget Ordinance being presented for their consideration on April 21st.

V. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

VI. ADJOURNMENT

MOTION:

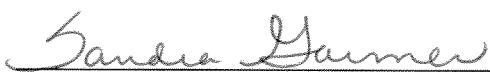
It was moved by Alderman Reis and seconded by Alderman Holtkamp to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, April 14, 2014 at 9:27 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea.

MOTION CARRIED.



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

Committee of the Whole Meeting
April 14, 2014

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Memo from Accounting Manager Linda Sharp re: Budget Information for Monday's Committee of the Whole Meeting (14 pages)

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
APRIL 14, 2014 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Jeff Huch called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:28 p.m.

Upon Roll Call, the following members were:

Present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler.

Absent: None.

Others Present: Mayor Hutchinson and Aldermen Agne, Mathews, Reis and Holtkamp.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams, Chief of Police & EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: None.

II. EXECUTIVE SESSION

Chairman Huch entertained a motion to go into Executive Session to (i) receive an update on and discuss collective bargaining negotiations and employee wages; and (ii) discuss employee wages and benefits for one or more classes of employees/specific employees.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to go into Executive Session at 9:28 p.m. to (i) receive an update on and discuss collective bargaining negotiations and employee wages; and (ii) discuss employee wages and benefits for one or more classes of employees/specific employees. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to return to the Regular Session of the Personnel Committee Meeting at 9:36 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Personnel Committee Meeting, the following Committee Members were present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Agne, Mathews, Reis and Holtkamp.

Chairman Huch asked if there was any action to be taken as a result of the Executive Session of the Personnel Committee Meeting. There was none.

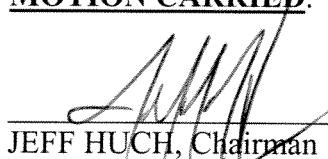
III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED
None.

IV. ADJOURNMENT

MOTION:

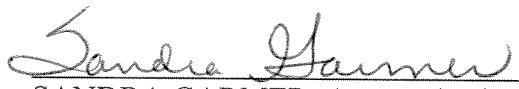
It was moved by Alderman Niemietz and seconded by Alderman Roessler to adjourn the Personnel Committee Meeting held Monday, April 14, 2014 at 9:36 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea.

MOTION CARRIED.



JEFF HUCH, Chairman
PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant