

**MINUTES OF THE COMMITTEE OF THE WHOLE COMMITTEE MEETING OF THE
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
OCTOBER 24, 2016 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: Chairman Ebersohl and Committee Members - Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens. Mayor Hutchinson was also present.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator James Morani, City Clerk Wes Hoeffken, Chief of Police and Director of EMS Jerald Paul, Deputy Chief of Police Jason Donjon, City Engineer Chris Smith, Director of Community Development Emily Fultz, Accounting Manager Linda Sharp, Community Relations and Tourism Coordinator Sue Spargo, and Deputy Clerk Donna Mehaffey.

Guests: Mr. James Schmersahl of Schorb and Schmersahl, LLC.

Chairman Ebersohl stated the meeting was called for the purpose of discussing: (1) Approval of minutes from the October 10, 2016 Committee of the Whole committee meeting; (2) Approval of Executive Session minutes from the October 10, 2016 Committee of the Whole committee meeting; (3) FY 2015-2016 Audit Presentation; (4) Subdivision Text Amendment - Sidewalk Width; (5) Monroe County Welcome Center; (6) Parking Restrictions on Riebeling Street; (7) Main Street Improvements; (8) Other Items to be Considered; (9) Citizen Comments; and (10) Executive Session – 5 ILCS 120/2(c).

**II. APPROVAL OF MINUTES FROM THE OCTOBER 10, 2016 COMMITTEE OF THE
WHOLE COMMITTEE MEETING**

The minutes of the October 10, 2016 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Martens and seconded by Alderman Reis, to approve the minutes of the October 10, 2016 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Huch, Reis, Holtkamp and Martens voted yea. Aldermen Niemietz and Roessler abstained. **MOTION CARRIED.**

III. APPROVAL OF EXECUTIVE SESSION MINUTES FROM THE OCTOBER 10, 2016 COMMITTEE OF THE WHOLE COMMITTEE MEETING

The minutes of the Executive Session of the October 10, 2016 Committee of the Whole committee meeting were submitted for approval.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Martens, to approve the Executive Session minutes of the October 10, 2016 Committee of the Whole committee meeting. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Huch, Reis, Holtkamp and Martens voted yea. Aldermen Niemietz and Roessler abstained. **MOTION CARRIED.**

IV. FY 2015-2016 AUDIT PRESENTATION

Mr. James Schmersahl, CPA, partner with the firm of Schorb and Schmersahl, LLC presented the annual financial report and audit presentation draft (65 pages) for fiscal year ended April 30, 2016.

Mr. Schmersahl began his presentation by thanking Accounting Manager Linda Sharp and city staff for their cooperation in providing the necessary financial data during the city's audit for its recently ended fiscal year. Mr. Schmersahl then informed the committee members that (1) the city's accounting policies conform to generally accepted accounting principles appropriate to local governmental units of this type (i.e., municipalities); (2) the audit was conducted according to proper accounting standards and with qualified personnel; and (3) the draft contained an unqualified (clean) audit opinion on its financial statements for the past fiscal year and that no problems were encountered during the audit and there were no difficulties, disputes or disagreements (with city staff) to report.

Mr. Schmersahl then reviewed and analyzed some of the documentation/financial data in the Annual Financial Report (FY 04/30/16) including (i) GASB 68 (Governmental Accounting Standards Board) was implemented which takes the IMRF liability and places it on a balance sheet; (ii) P. 12 – Statement of Activities; (iii) P. 15 – Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds; and (iv) P. 18 – Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds. Mr. Schmersahl reported water and sewer funds were up, ambulances calls were up from last year, but the Ambulance is still operating at a loss of \$25,000.00. Alderman Roessler and Mayor

Hutchinson questioned the Ambulance past due accounts on page 17, Statement of Net Position Proprietary Funds in the amount of \$125,869.00 open receivables not collected. Mr. Schmersahl explained the amount will not be collected and at year end last year, the amount was approximately \$70,000.00. Mr. Schmersahl said the amount fluctuates year to year up and down based on the time of year of billing and collection. Accounting Manager Linda Sharp added that Interim EMS Chief Shannon Bound gets the number to the auditor each year of what is not going to be collected. She also added some of it is Medicaid and Medicare and some of it just will not be collected. Alderman Roessler made the example if there is a \$900.00 (ambulance call) bad debt after a certain period of time; Mrs. Sharp and Alderman Roessler concurred it will be a reduction of sales and does not show up as an expense item.

It was the consensus of the committee to move forward with the FY 2015-2016 Audit and Mrs. Sharp said after the November 7 City Council meeting, the audit will be posted on the City's website and pointed out there are previous year audits on the site as well.

V. SUBDIVISION TEXT AMENDMENT - SIDEWALK WIDTH

Director of Community Development Emily Fultz reviewed the draft ordinance amending Section 34-4-3(O) of the City of Columbia Municipal Code regarding sidewalks. Ms. Fultz said the Plan Commission voted unanimously to approve and the only change made was removing the four (4) feet and adding the five (5) feet for the sidewalk width. City Engineer Chris Smith added the change is a Federal mandate, the five feet width is more pedestrian friendly and the bump outs required with four (4) feet sidewalks are confusing. Alderman Roessler inquired about future sidewalk replacement in existing subdivisions and Ms. Fultz said this can be spelled out in the future re-write of the Subdivision Code.

After a short discussion regarding the base of the sidewalk to be 2 to 4 inches of compacted gravel and a drawing showing all the specifications for the sidewalk, it was noted these changes would have to be approved by the Plan Commission and would not be part of the proposed Subdivision Text Amendment - Sidewalk Width Ordinance.

It was the consensus of the committee to move forward with the Subdivision Text Amendment - Sidewalk Width draft ordinance for consideration at the next City Council meeting.

VI. MONROE COUNTY WELCOME CENTER

Community Relations and Tourism Coordinator Sue Spargo addressed the committee on the Monroe County Welcome Center. She referenced the Welcome Center Operations - 3 Year Overview which covered (i) Cost of Operations; (ii) Employee Time; (iii) Volunteers; (iv) Traffic and (v) Intergovernmental Agreement. Mrs. Spargo reported the five year intergovernmental agreement for Monroe County, Waterloo, Valmeyer, Macystown and

Columbia expires October 2016. The City of Waterloo did not pay their 2016 invoice for \$2,000.00 as they feel they are paying for part of a museum the City of Columbia operates. Mr. Morani added that if the City of Waterloo is not paying, then it is not fair to the smaller cities that are paying. It was suggested the center could be changed to the Columbia Welcome Center or Visitors Center. Alderman Martens said it is unfathomable that Waterloo is not paying.

Mayor Hutchinson stated the City should still talk to the County. The County still pays for part of the agreement. He also asked if anyone had spoken to the Waterloo Chamber of Commerce or the GLOW (Great Ladies of Waterloo) organizations to see what their feelings are about the situation. Mayor Hutchinson said anytime there is a Columbia-Waterloo matter, Waterloo has an issue with it. Mayor Hutchinson feels the center is a great Welcome Center and it a great entrance to Monroe County. Mayor Hutchinson added this situation is no different than the Violence Prevention Center funding and need to make it work for the majority of the County. He also added supporting Waterloo supports Columbia. City Administrator James Morani reported he wants to utilize the building more. He also wants to get the Columbia Chamber of Commerce and the Historic Main Street organizations and other people more involved. Mrs. Spargo suggested offering use of the site to the Columbia Chamber of Commerce or Historic Main Street for office space. This would be in addition to the volunteers for the Monroe County Welcome Center.

Alderman Niemietz commented there was a lot of donated work, sketches and plans, and donated items for the building and it took a lot of hours and labor to complete the Welcome Center.

It was the consensus of the committee for staff to do additional outreach to other organizations and will provide an update at a future meeting.

VII. PARKING RESTRICTIONS ON RIEBELING STREET

Police Chief and EMS Director Jerry Paul addressed the committee. He reported his research on the parking situation and had Police Department vehicles watch the street at night. Chief Paul said there are people visiting the cemetery site. Chief Paul spoke to Mr. Mike Roediger of the St. Paul Lutheran Cemetery Board and he said the main complaint are the vehicles parking on church property and on the cemetery road. Chief Paul added Riebeling Street is extremely narrow plus there is a home which built a fence that is close to the street which makes it difficult to park. Chief Paul felt it would not hurt to place "No Parking" signage in front of the St. Paul Lutheran Cemetery area on Riebeling Street. City Engineer Chris Smith mentioned in the Old Town plans, there was one street that was to be designated a one-way street, but was never done. Chief Paul also pointed out it is very tight for ambulances and fire trucks to get through this area. Chief Paul also said the cemetery board does not want to remove the bushes in front of the cemetery as they feel residents would park even farther back into their property creating more ruts. It was also discussed if

the fence and bushes on the west side of the street are actually located on City right-of-way. Mr. Smith agreed "No Parking" signage would be best right now and two (2) signs are his recommendation. It was also noted there are no one way streets or "No Parking" signs in the area of Old Town.

It was the consensus of the committee for Mr. Morani to confer with City Attorney Terry Bruckert to obtain the verbiage for the proposed no parking ordinance.

VIII. MAIN STREET IMPROVEMENTS

Mr. Smith referenced the Transportation Projects list for the meeting. The projects in black already have received a grant and the ones in light blue are the ones the City is planning for. Mr. Smith noted the Main Street Streetscape Phase 2 from Whiteside to Oak will be completed either budget year 2018/2019 or 2019/2020. Mr. Smith added the Streetscape is an 80/20 program with a total budget of \$1.4 million and the street lighting is only funded at 50/50. The street lighting will cost over \$400,000.00 so that makes the total project breakdown 72/28. Mr. Smith said he needs direction for Streetscape Phase 3 for budget year 2019/2020 or 2021/2022 on South Main from Cherry to Madison. In budget year 2018/2019, there will be a South Main Street resurfacing project from Cherry to Illinois Route 3. There is a 50-feet overlap on these two projects and Mr. Smith would like the committee's direction on how to proceed with the overlap area in regards to the future Streetscape Phase 3. Mr. Smith said Main Street also needs to be resurfaced between Whiteside and Cherry. There was also a discussion on the water mains that need to be replaced on Main Street. Mr. Morani discussed finance options for the Main Street projects and it was the consensus of the committee to use additional revenue generated from the telecom tower lease agreements for street improvements, such as Main Street.

Mr. Smith said at the next committee meeting, he will have more grants to discuss plus dialogue on the Route 3 and Gall Road intersection regarding detours, etc.

IX. OTHER ITEMS TO BE CONSIDERED

There were no other items to be considered.

X. CITIZEN COMMENTS

There were no citizen comments.

XI. EXECUTIVE SESSION – 5 ILCS 120/2(c)(11)

Chairman Ebersohl entertained a motion to go into Executive Session to discuss pending litigation as permitted under 5 ILCS 120/2(c)(11).

MOTION:

It was moved by Alderman Huch and seconded by Alderman Niemietz to go into Executive Session at 8:25 P.M. to discuss pending litigation as permitted under 5 ILCS 120/2(c)(11). Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea. **MOTION CARRIED.**

XII. REGULAR SESSION

MOTION:

It was moved by Alderman Reis and seconded by Alderman Agne to return to the regular session of the Committee of the Whole committee meeting at 8:34 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 the regular session of the Committee of the Whole committee meeting, the following committee members were present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp, Martens and Mayor Hutchinson.

Chairman Ebersohl asked if there was any action to be taken as a result of the Executive Session of the Committee of the Whole committee meeting. There was none.

XIII. ADJOURNMENT

MOTION:

It was moved by Alderman Agne and seconded by Alderman Roessler to adjourn the Committee of the Whole committee meeting of the City Council of the City of Columbia, Illinois held Monday, October 24, 2016 at 8:35 P.M. Upon voice vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Reis, Holtkamp and Martens voted yea.

MOTION CARRIED.

Minutes taken by:

Gene Ebersole

GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Donna Mehaffey

Donna Mehaffey, Deputy Clerk