

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, JUNE 20, 2011**

Mayor Michaelis called the Regular Session to order at 7:00m. Council members present were Schwarz, Bardill, Bellm and Nicolaides. Others in attendance were City Manager Mark Latham, City Attorney Harold Belsheim, Directors Cook, Korte, Rosen, and Schoeck, Chief Bell, Supervisor Limestall; City Staff: Steve Ferguson, Ann Stoecklin, EMTs Bill Onofrey and Todd Zobrist, EMS Captain Crosby, and Interim Fire Chief Bloemker; Treasurer Foehner, Deputy City Clerk Hediger, City Clerk Bellm, 6 citizens, and 1 member of the news media.

MINUTES

Councilman Bardill made a motion to approve the minutes of the June 6, 2011 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

PUBLIC FORUM

Citizens' Requests and Comments:

2011 Kirchenfest Request – Matt Powers, 20 North Porte, Executive Chairman of the 2011 Kirchenfest, along with rest of committee Rick Ringwald, Chairman for 2012; Anne Thomae, 2013; and, Steve Kessman, 2014 and Past Chairman Paul Ray Capelle were present. Mr. Powers stated we are requesting assistance with of water and electric department, use of city streets, fire hydrants, and fire; EMS and police services; as well as closure of streets as shown in our written request, for this year's Kirchenfest to be held August 27 & 28, 2011. Councilwoman Bellm made a motion to approve city services as requested for the 2011 Kirchenfest, to be held August 27 & 28, 2011 as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Requests of Council:

None.

Staff Reports:

None.

NEW BUSINESS

Approve Mayor's Appointments to the Industrial Development Commission – Councilman Bardill made a motion to approve the mayor's appointments of Ryan Goodwin and Eric Rehkemper to

the Industrial Development Commission, for one-year terms to expire May 7, 2012 as attached; seconded by Councilwoman Bellm. All council members voted aye, none nay. Motion carried.

Approve Mayor's Appointments to the Telecommunications Advisory Board – Councilwoman Bellm made a motion to approve the mayor's appointment of Sharon Rusteberg for a two-year term, to expire May 31, 2013, and the re-appointment of Jon Boulanger for an additional three-year term, to expire May 31, 2014, as attached; seconded by Councilman Bardill. All council members voted aye, none nay. Motion carried.

Approve a Request for Proposals for Solid Waste Services – Councilman Bardill made a motion to approve Request for Proposals for Solid Waste Services as attached; seconded by Councilwoman Bellm. Mayor Michaelis stated, as we look at proposals, I received a letter the other day and another today regarding the yard waste. Is there some way to pick up yard waste on a regular or semi-regular basis, at least in the interim? These were from two elderly people who have cans of yard waste. I received a call from an elderly person. I called him back and left a message that I would personally come pick it up for him; however, he has not called back. City Manager Latham reported we looked at having Street and Alley do it. It should really be done using a trash truck because of the weight of the material, getting it up into the truck and then allowing for dumping. Additionally, you would have the trips to the landfill, which would be many more than what would be contained in a trash truck. We are short on manpower right now. The only thing I think we can do is for elderly and disabled citizens to call in, request a pickup, and then send some people out from Street and Alley or Parks Departments.

Councilman Schwarz suggested if Harry's does not do it; then we can look at other vendors. City Manager Latham explained there is no money to be made on it, based upon the volume. Director of Finance Kelly Korte reported Harry's does not have enough trucks. We figured household waste and recyclables needed to be the primary focus. City Manager Latham explained in order to do it in-house, you are talking about at least three people for pickup: one driving and two loading on the back of a truck. We then would have to drive multiple small loads to Granite City or dump off into the dumpster. Very time consuming and costly.

Mayor Michaelis stated one person requested a refund on their trash disposal fees, because of this service not being provided; however, they have not returned my call offering to pick up their waste. City Attorney Harold Belsheim reported one community we represented, who was hit with a lot of storm damage, designated a site where people could dump the yard waste. Later the area was cleared off. I do not know if there is an area that can be designated. Mayor Michaelis responded that is what we are doing right now; however, we have elderly or those with physical disabilities that cannot get the waste there. Councilman Schwarz inquired what about the townships use, or someone else that would have this equipment. City Manager Latham explained not just anyone can drop off loads at the landfill. Councilman Schwarz summarized we do not have a trash truck and we have no place to dump it.

Councilwoman Bellm suggested hiring additional summer help, a private company, or individuals with equipment to do it. Mayor Michaelis asked council if we should use in-house staff to pick up for those unable to get it to the designated site. This lady (received letter from today) says she has six cans of yard waste. Councilman Bardill expressed we need to provide something in the interim, as people are paying for a service. Councilman Schwarz inquired if can we speed up the bid process or go to a single source, since it was not that long ago since we went out for bid. City Manager Latham pointed out it has been two years. Attorney Belsheim stated those who bid are not going to give you the same deal. City Manager Latham reported we have three interested bidders so far, there may be more. In addition to services, we want to get competitive pricing. Councilman Schwarz expressed we have three that were in the bidding process before. I think we can shorten the time for bids. City Manager Latham reported we asked one of the bidders that were in here before Brisk, how long it would take to come online. They said it would be a minimum of two weeks to gear up. Mayor Michaelis asked the council if they were okay with leaving July 12 as the deadline for bids. It was the consensus of council.

Councilwoman Bellm asked staff to look into if there is anyone that would be interested in picking up and disposing of the waste, on a short-term basis, possibly even hauling contractors that are fully insured. In lieu of that, we are going to have to rely on people to get it to the designated site. Mayor Michaelis appealed that if people could get the waste to the site, please help us out and do that in the interim. Otherwise, we will have to have Street and Alley or someone else do it. Councilman Schwarz asked what equipment or contractors neighboring communities use. Would they be interested in coming in and doing this for us? Director Korte reported Allied wanted two weeks minimum before they would start. We would then have to notify every one of the new interim schedules. Then after we award a service contract, we would have to send out notifications of another new schedule. Most of the complaints are that people cannot get to the disposal site during the hours established. Mayor Michaelis expressed I would prefer that we handle this in-house. Councilwoman Bellm agreed. City Manager Latham reported we looked at using help through a temporary employment agency for this. Director Korte added they were having trouble getting someone with a CDL, and the workers' compensation rates were so much higher. It was the consensus of the council to provide service in-house in the interim. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Task Order for Spectrum Engineering For Construction Management Services for Phase 2 OSP (Outside Plant) - Councilwoman Bellm made a motion to approve Task Order No. 2470015.01 for Spectrum Engineering for Construction Management Services for Phase 2 OSP (Outside Plant), in the amount of \$172,032.00 as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #11-58/RESOLUTION Requesting a Permit from the IL Dept. of Transportation for Fiber Construction to be Performed in the Highway Right-of-Way – Councilman Bardill made a motion to approve Bill #11-58/Resolution #11-06-1976 requesting a permit from the Illinois Department of Transportation for fiber construction to be performed in the highway right-of-way as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #11-59/ORDINANCE Adopting a Growth Management Plan – Councilwoman Bellm made a motion to approve Bill #11-59/Ordinance #2473 adopting a Growth Management Plan as attached; seconded by Councilman Bardill. Councilwoman Bellm expressed this has been a long time coming. I like seeing this. Keeping it up to date gives us all some good direction. We need to keep updating it. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Discussion – ICMA Fire/EMS Report – City Manager Latham summarized the report which made six areas of recommendation: Conduct community risk assessment and hazard analysis and more pre-planning. Develop strategies for recruiting and retaining volunteer fire personnel. Reorganize and add administrative support with ranks. Looking at the history, when Bill Pierce was Police Chief, he was Public Safety Director and oversaw police, fire, EMS and Building and Zoning. When Police Chief Mike King was hired, that was not included in the duties, as it was felt that was too much and his focus needed to be on the police department. The fourth item would be appointment of chief officers and promotions. They also recommended enhanced prevention and public education; primarily annual inspections of commercial property for risk assessment. The final area is the development of quantitative performance measures for all program areas with goals.

City Manager Latham asked for council's direction on proceeding. Councilman Schwarz stated the reason for the review was to identify if we were operating under the proper standards. I did not see any issues brought out of that concern. City Manager Latham concurred the review showed we are operating to the proper standards. There are different standards required for volunteer departments versus full-time. Councilman Schwarz expressed he was happy to see the issues we thought were issues not to be.

City Manager Latham explained, along doing a review of the operations and providing this report with recommendations, we received a computer disc with generic policies and procedures to assist us. Councilman Schwarz noted one way to provide administrative support was to bring it under the police department, but it does not sound like we want to do that. If not the police department, then where? City Manager Latham expressed the police department has enough things going on. Councilman Schwarz asked would we look at hiring someone. City Manager Latham responded possibly.

Councilwoman Bellm stated I have not had time to fully review and digest the report. Has the firemen seen this yet? Interim Chief Rick Bloemker responded only Gary Crosby and I have seen it. Councilwoman Bellm stated, to Chief Bloemker, I would like to have your input as well as the rest of the fire department, EMS Captain Crosby, and Police Chief Bell. Chief Bloemker stated the administrative part is difficult, especially with a volunteer department; you have to kind of walk on eggshells. Mayor Michaelis expressed he would be very opposed to putting the administrative duties on that of the current directors. I do not think we would want anyone other than the chief handling the administrative duties of the police department. The study proved what we have felt for many years: we have a very special and capable fire department and the allegations made were unfounded. City Manager Latham stated we need to make sure we set up a foundation to support it for the next ten to fifteen years. As it states in the report, without proper administrative support, volunteer programs are destined to fall apart, so that is very important. Councilman Bardill agreed if no solid full-time administrative support is hired it will have a negative impact.

REPORTS

Approve Warrant #845 – Councilman Bardill made a motion to approve Warrant #845 as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, and Bellm voted aye, none nay. Nicolaides abstained. Motion carried.

Councilwoman Bellm made a motion to adjourn; seconded by Councilman Bardill. All council members voted aye, none nay. Motion carried and meeting adjourned at 7:48pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk