

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, SEPTEMBER 17, 2012**

Mayor Michaelis called the Regular Session to order at 7:00pm. Council members Schwarz, Bardill, Bellm and Nicolaides were present. Others in attendance were City Manager Latham, City Attorney Bruckert, Directors Cook, Gillespie, Korte, Rosen and Schoeck, Police Chief Bell, Fire Chief Bloemker, Building and Code Supervisor Limestall, HCS Manager Dan Kennedy, Deputy City Clerk Hediger, City Clerk Bellm, Latzer Library Director Kim, Steve Kyle and Jason Schreckenber, of Oates Associates, nine citizens, and one member of the news media.

MINUTES

Councilman Bardill made a motion to approve the minutes of the September 4, 2012 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

PROCLAMATION

Mayor Michaelis read a document proclaiming September 17 – 23, 2012 as Constitution Week. A representative of the Daughters of the American Revolution was present to accept the proclamation.

PRESENTATION

Police Chief Terry Bell gave a presentation on the status of the Public Safety Facility Needs Assessment. The current state of our present facilities and overcrowding has prompted us to look at other options. We purchased the ten acres, and then we interviewed different companies and accepted the proposals to work with Williams Architects, TWM Civil Engineers, and The Korte Company.

Mark Bushhouse, President of Williams Architects, reported we began the process by taking members of police, fire, and ambulance on tours of similar facilities. Our planning was based on serving a population of 18,000 – 20,000; however, our initial budget was too large, so the staff and program areas were refined to serve a community of ~15,000. The proposed facility is 36,410 sq. ft. with an estimated cost of \$8.5-10 million. This factors in that the communication systems, most of the phone systems, and computer equipment would be transferred over. We would like feedback on some proposed options: One would be to make the existing retention area deeper for a more attractive feature with a fountain. The size of the training area for police and fire could be increased to offer it as a community meeting area. With the amount of archive space required for the city's documents, the size of the garage could be expanded to create a centralized archive. The space could also allow for effective incorporation of a gun range in the future. Mr. Bushhouse stated these are options that we

would need input on. We understand this is for budget and planning purposes; no timetable is in place. However, in evaluating the site, that whole area is under constructions right now with entrance into the hospital, signalizations, and widening of Troxler Avenue. We would suggest there could be some savings on moving the ground, placing infrastructure and underground utilities at the same time.

Councilman Schwarz inquired how you came to the population estimates. Mr. Bushhouse explained we used planning documents from 2006/2008, which estimated the population would be 18,000 – 20,000 by Year 2030. Moving to 14,000-15,000 helped us with the budget and still provides a workable building for 15-20 years, based upon the growth shown in the past few years. City staff estimated the number of employees that would be required to serve a community of that size. Councilman Schwarz asked what the current facility sizes are. Police Chief Terry Bell stated the police department and Fire Station #1 are both ~7,000 sq. ft. Councilwoman Bellm asked does the proposed facility include a basement. Mr. Bushhouse replied no. Councilwoman Bellm recalled this building does not have a basement, which was a point of contention when it was planned and built; it something we have regretted since. Mr. Bushhouse reported there is some concern about the water table in the area. With a basement, you add the cost of an elevator, additional space for the elevator and access, and the basement itself. Therefore, the costs escalate quite a bit.

Councilman Schwarz inquired how planning for a population of ~15,000 was determined as a more appropriate size. City Manager Latham explained, if you look at the growth in the last ten years, the population has only increased by 1.5% versus the 3% the planning documents state. He added, since this is within a TIF district, some TIF funds can be used for a public safety facility. Right now, the funds are not there for construction. It is a matter of how quickly TIF funds start coming in, as to when infrastructure and a construction timetable can be determined. Councilman Bardill inquired what would we do with the existing facilities. City Manager Latham reported fire and EMS would still house some here at Station 1 for serving this area. Fire Chief Rick Bloemker added we would use Station #2 to house some of the equipment not used on a regular basis. Chief Bell expressed that everyone involved in this process has tried to be good stewards of the potential spending. We really are looking at what we need. Councilman Bardill asked where the firearms range is right now. Chief Bell reported we use Highland Pistol Club presently. We would construct the outer walls of the garage area to allow for conversion into such a facility if needed.

PUBLIC FORUM

Citizens' Requests and Comments:

Art In the Park Sign Placement Request – Lynnette Schuepbach, VP of Highland Arts Council and Chairperson of Art In the Park 2012. Ms. Schuepbach stated our focus is to bring people into Highland. One of the biggest complaints we have received from those attending and from the vendors is that it is difficult to find. We would like to place signs to direct traffic to the event. On the Thursday before the show, we would place the signs and remove them the day after the event. A map showing the proposed locations of the signs has been provided. Mayor Michaelis deferred to City Attorney Terry Bruckert. Attorney Bruckert stated as long as these are temporary signs and do not block the vision for drivers there should not be an issue. Building and Code Supervisor Kevin Limestall stated we will have to work with placement of any signs based upon the embankments and other factors as we see it. Councilman Bardill made a motion to approve the Art In the Park sign placement request; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Bardill and Nicolaides voted aye, none nay. Councilwoman Bellm abstained, as she is a vendor at the event. Motion carried.

Prairie Trails Subdivision Block Party Request – Sarah Hapack, 65 Arrowleaf Street was present to request permission to block off a section of Arrowleaf to hold a neighborhood block party on Friday, October 12, 2012. This is something we have done the past two years. We would like to have it blocked off from 5:00pm – 12:00am to protect the children as they play and allow people to cross freely. Along with our written request, we have provided a map of the area and signatures of the residents affected by the closure. Councilwoman Bellm made a motion to approve the requested for

street closure of a portion of Arrowleaf Street, from 65 Arrowleaf to 110 Arrowleaf Street, on October 12, 2012, from 5pm – 12pm for a neighborhood block party as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Requests and Comments of Council:

No requests or comments made.

Staff Reports:

No reports.

NEW BUSINESS

Bill #12-111/RESOLUTION Approving One-Year Extension of Contract for Excavation of Grave Sites in the Highland City Cemetery – Councilman Bardill made a motion to approve Bill #12-111/Resolution #12-09-2083 approving one-year extension of contract for excavation of grave sites in the Highland City Cemetery as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #12-112/RESOLUTION Approving Ambulance Services Contract – St. Jacob – Councilwoman Bellm made a motion to approve Bill #12-112/Resolution #12-09-2084 approving Ambulance Services Contract – St. Jacob as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #12-113/ORDINANCE Amending section 18-28 of the Code of Ordinances to Revise the Fee Schedule for Building Permits and Other Related Permits Issued and Inspections and Reviews Made, the Fine Schedule for Building Permit Violations, and the Permit Fee for Advertising Signs – Councilman Bardill made a motion to approve Bill #12-113/Ordinance #2550 amending Section 18-28 of the Code of Ordinances to revise the fee schedule for building permits and other related permits issued and inspections and reviews made, the fine schedule for building permit violations, and the permit fee for advertising signs as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #12-114/ORDINANCE Amending Section 90-67 of the Code of Ordinances to Revise the Fee Schedule for Zoning-Related Activities – Councilwoman Bellm made a motion to approve Bill #12-114/Ordinance #2551 amending Section 90-67 of the Code of Ordinances to revise the fee schedule for zoning-related activities as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #12-115/ORDINANCE Amending Section 26-5 to Establish a Fee Schedule for Issuing Development Permits in a Special Flood Hazard Area - Councilman Bardill made a motion to approve Bill #12-115/Ordinance #2552 amending Section 26-5 to establish a fee schedule for issuing Development Permits in a Special Flood Hazard Area as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #12-116/RESOLUTION Approving Mediation Agreement with Daniel J. Stack - Councilwoman Bellm made a motion to approve Bill #12-116/Resolution #12-09-2085 approving mediation agreement with Daniel J. Stack as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Engineering Services Agreement with Crawford, Murphy & Tilly, Inc. for an Engineering Analysis of the City's Sanitary Sewer Collection System – Councilman Bardill made a motion to approve Engineering Services Agreement with Crawford, Murphy & Tilly, Inc., on a time and expenses basis, for amount of \$76,000, for an engineering analysis of the city's sanitary sewer collection

system as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve a Notice of Municipal Letting for Bid #PW-14-12 for Troxler Avenue Pavement Restoration – Phase 2 – Councilwoman Bellm made a motion to approve a Notice of Municipal Letting for Bid #PW-14-12 for Troxler Avenue Pavement Restoration – Phase 2 as attached; seconded by Councilman Bardill. All council members voted aye, none nay. Motion carried.

REPORTS

Approve Warrant #889 – Councilwoman Bellm made a motion to approve Warrant #889 as attached; seconded by Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Warrant #890 – Councilman Bardill made a motion to approve Warrant #890 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz and Bardill voted aye, none nay. Bellm and Nicolaides abstained. Mayor Michaelis voted aye. Motion carried.

Councilwoman Bellm made a motion to temporarily adjourn, to conduct an Executive Session pursuant to the Illinois Open Meetings Act under Section 2(c)(21) discussion of executive session minutes and Section 2(c)(11) for discussion of probable litigation; seconded Councilman Bardill. Roll Call Vote: Schwarz, Bardill, Bellm and Nicolaides voted aye, none nay. Motion carried. Meeting temporarily adjourned at 7:39pm.

Mayor Michaelis reconvened the Regular Session at 8:34pm. Council members Schwarz, Bardill, Bellm and Nicolaides were present. Also present were City Attorney Terry Bruckert, Manager Latham, Director Gillespie and Korte, Latzer Library Director Angela Kim, Deputy City Clerk Hediger, City Clerk Bellm; Steve Kyle and Jason Schreckenber, of Oates Associates; and one citizen.

Mayor Michaelis stated nothing discussed in Executive Session would be acted upon tonight.

Councilwoman Bellm made a motion to adjourn; seconded by Councilman Bardill. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:34pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk