

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, FEBRUARY 3, 2020**

Mayor Michaelis called the Regular Session to order at 7:00pm. Councilmembers Frey, Sloan, Bellm and Hipskind were present. Others in attendance were City Manager Latham, City Attorney McGinley, Directors Conrad, Cook, Imming, Korte, Rosen, Speraneo, and Slover; Coordinator Hubbard, Treasurer Foehner, Deputy City Clerk Hediger, City Clerk Bellm, 25 citizens, and one member of the news media.

MINUTES

Councilwoman Bellm made a motion to approve the minutes of the January 21, 2020 Regular Session as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Councilman Frey abstained. Motion carried.

PUBLIC FORUM

Citizens' Requests and Comments:

Rusty Rodz Car Cruise, Square Use Request – Russel Huelsmann, requested permission for Rusty Rodz to hold car cruises around the Square, the last Saturday of each month May through October, 5pm-8pm. This would close Washington and Main Streets, and Laurel Street parking would be utilized if needed. Mayor Michaelis asked that they keep Laurel Street open, if there are not enough cars. Mr. Huelsmann stated we do, and if we have to use it, we let cars go through. Councilman Frey made a motion to approve Rusty Rodz request for street closure and use of the Square for monthly car cruises as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Easter Egg Hunt on the Square, Square Use Request –Gay Bentlage, representing Lisa Sauer Insurance requested permission for use of the Square on Saturday, April 4, to hold the Easter Egg Hunt, as in the past years. Councilwoman Bellm made a motion to approve use of the Square on Saturday, April 4, 2020 for the Easter Egg Hunt as attached; seconded by Councilman Frey. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Rock-A-Block, Square Use Request – Joe Garson, with Apostolic Revival Church, request permission for the use of the Square on August 1, 2020, 8am – 4pm. We will need water and electric utilities for some of the functions we have there. Mayor Michaelis inquired if there were any street closures needed for this. Mr. Garson replied no. Councilman Frey made a motion to approve the Apostolic Revival Church's request for use of the Square on August 1, 2020 as attached; seconded by Councilwoman Bellm. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Mr. Garson thanked the City of Highland to allow us to make this happen. This is the eleventh year we are able to give back. The city makes that possible with all they do for the businesses.

Madison County Fair and Highland Speedway 2020 Calendar of Events – Sue Zobrist, Madison County Fair Association and Track Manager stated she is making the annual trek to request approval for the racetrack schedule and fair events lineup that was submitted. She pointed out there is one change in the fair line up, which is changing the stock car races with the rodeo. Our hope is to attract more families on Saturday with the rodeo. Councilwoman Bellm made a motion to approve the race schedule and fair events as attached; seconded by Councilman Frey. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried. Mrs. Zobrist thanked the council and added the city has does a lot to help with fair. She will be retiring, this year, from the executive board, which she has served on since 1994, but will remain with the track management.

Highland Masonic Lodge #583 2020 Old Swiss Sausage Supper Traffic Alteration Request – Joe Szoke, 2020 Event Chairman, stated they are requesting street closure for their sixty-sixth year for their annual Swiss Sausage Supper to allow for traffic flow. We are requesting one-way traffic on 9th Street from Walnut to Pestalozzi Street, on February 23, 2020. Councilman Frey made a motion to approve the request for street closure to allow for one-way traffic on 9th Street, from Walnut Street to Pestalozzi Street, on Sunday, February 23, 2020, 10:30am – 6:00pm as requested; seconded by Councilwoman Bellm. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Amanda Ponce, stated she was born and raised in Highland, played basketball at Maryville University. Clint Reilson, stated he went to Grantfork Elementary then Highland High School, playing football under the coaching of Mayor Michaelis, then studied civil engineering and now works in Collinsville. Madelyn Cottle stated she grew up just outside the area. Thank you for allowing us to come in here this evening to share our mission of The Hometown Dream, which is to elevate the well-being of humanity. The vision of The Hometown Dream is to supply those that apply and qualified with medical equipment, devices and supplies. In the future, we aspire to be a one-stop-shop fundraiser coordinator to help people that undergo a crisis. We will not discriminate against anyone in Highland. On April 11, 2020 we are holding a kickoff event at Highland VFW, with Buffalo Road playing at the event. Mayor Michaelis invited them to hand out flyers for the event. He thanked them for coming and explaining their mission. It is a worthwhile cause.

John Kapp gave an update on the Knight of Columbus Queen of Hearts. He reported the jackpot went out, last week, at \$12,500. This week, we start over at \$2,500. You can buy twenty tickets for \$40 with the special we have going on.

Requests of Council:

Councilman Frey requested an update on our permits and general information numbers for 2017, 2018 and 2019. We made several changes in Building and Zoning, and I would like to see if they are working.

Councilman Hipskind thanked everyone that helped put on the employee banquet and emcee for the event. It was very well done and a very nice event. Dan Slover noted the event was very well attended this year.

Staff Reports:

Director Angela Imming stated the item to be discussed is what would be involved to televise or provide via social media. What the council has before them is a quick spreadsheet of the costs involved to televise the council meetings. Due to time constraints, we only got a quote from one vendor. Elliott Data Systems, which has done a lot of video camera support in town. With this, it is important to

recognize that anytime you get into buying technology you have to consider replacing that technology over time. We estimated internal labor at twelve hours. Once this is setup, it will take minimal time. The plan would be to mount a camera on the other side of the surveillance camera that is in the room. The design calls for an on/off switch. This does have sound that is supposed to be good enough to pick up from the microphone. The options were to film and then air on Channel 3 and/or provide a live feed on social media. With the new website, it may be possible to play live on the website and recorded for replay. The concern when doing something live is that you get followers, with that you would almost need to have someone standing by to make sure nothing goes wrong. We do a lot of our systems work in the evening with the current system. To have someone on staff, presently, pulled off those duties to monitor this would be difficult. We presently have a contract with Bulldog Radio to air their content. It is pretty popular. They way Bulldog Radio has content play setup, you have to press "play" to air this. When the council meeting is done airing, we would have to send someone in to switch the video off and turn his content back off. Those are the only concerns about sending it out over television. Councilwoman Sloan asked can we just do this over social media. Councilman Frey asked if we could make it so that it be at a scheduled time during the day. Director Imming replied yes, we could do that. Either way, in year three, there will be a considerable investment of replacing equipment. If we were not using it, we would consider not replacing it. Councilwoman Bellm pointed out, if we start now, we could determine if we need to replace equipment or not. I have no problem in it airing the next morning. If you want it live, then come to the meeting. Otherwise, airing the next day should be fine. Get a cup a coffee and watch it. Councilman Hipskind stated I am a huge advocate for it. It should have been done a long time ago. There is the time, technology computer program, and we had a huge meeting today to get the new website up. What is that going to do for your department if we add this to the list? Director Imming expressed I appreciate that. I believe once we figure it out, I don't expect it will be problematic. The citizens portal is set to go live February 20. If we can have some time to make sure this can be done well, we would appreciate that. Councilwoman Bellm suggested why don't you give us that date. Director Imming pointed out we will be using this portal to speak to the constituents as well.

City Manager Latham reported contractors have started digging up concrete on the east side of Broadway between Helvetia and Iberg. The trail project is progressing as well. I had a meeting with the Jaycees about finishing up the dog park. The Jaycees have spent a lot of time and effort raising funds for equipment, fencing and items for the dog park. We are trying to get a small pavilion done, which a pad exists out there for already. I think the city should participate in the construction of that pavilion. Trouw has made a donation to that project. Councilman Hipskind stated I think finishing what we started is important. I took a tour of the parks, yesterday. A lot of stuff needs to be fixed in a lot of our parks. There is a slide at Hoffmann Park; some of the playground equipment at Silver Lake also; issues with the parking lot at Glik; and, things at the Rec Center that need to be looked at. I hope things get fixed before someone gets injured. There is just a whole laundry list.

Mayor Michaelis expressed there is a very serious matter that I would like to get the community to keep an eye on. The coronavirus is an epidemic of that has impacted the City of Wuhan, a community of eleven million, in China. It is not only in the city there but it is also spreading within the United States. It is in Illinois. It is not in the Highland area. We need to take a look of this, especially with our EMS staff. This flu is something we need to be aware of and think about how we would handle it, should we see a case appear. Human Resource Director Dan Slover offered up information on the coronavirus. Statistics, as of this morning, is 17,439 cases of this diagnosed. Eleven confirmed cases in the United States. Two of those are in Chicago. There is no specific pattern on how it is spreading. Best prevent practices are to follow universal precautions: face mask wearing and a lot of handwashing with hand sanitizers. Normal Lysol is not effective against it. We do need to keep our eye on it. Mayor Michaelis stated he has asked that staff look at this. President Trump has declared this a national alert.

NEW BUSINESS

Bill #20-15/ORDINANCE An Ordinance of the City of Highland, Illinois, Authorizing and Providing for an Installment Purchase Agreement for the Purpose of Paying the Costs of Certain Capital Projects of the City and Authorizing and Providing for the Issue of General Obligation Debt Certificates (Limited Tax), Series 2020, Evidencing the Rights to Payment Under Such Agreement, Prescribing the Details of the Agreement and Certificates, and Providing for the Security for and Means of Payment Under the Agreement of the Certificates – Councilwoman Bellm made a motion to approve Bill #20-15/Ordinance #2995 an ordinance of the City of Highland, Illinois, authorizing and providing for an installment purchase agreement for the purpose of paying the costs of certain capital projects of the city and authorizing and providing for the issue of General Obligation Debt Certificates (Limited Tax), Series 2020, evidencing the rights to payment under such agreement, prescribing the details of the agreement and certificates, and providing for the security for and means of payment under the agreement of the certificates as attached; seconded by Councilman Frey. Joy Howard, financial advisor with WM Financial, provided a recap on interest rate proposals received. Commerce Bank had proposed 2.8%. Their set final rates are historically low, with the lowest rates in over sixty years, at 2.49% That means a little less than \$30,000 from what was budgeted. Councilman Frey do we have any information on where the bonds will be issued and when. Ms. Howard reported Commerce Bank will sell to other banks and the public markets. City Manager Latham will have that contact information of the person to purchase those from. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-16/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding to Highland Arts Council for the 2020 Art in the Park – Councilman Frey made a motion to approve Bill #20-16/Resolution #20-02-2692 authorizing allocation of hotel/motel tax funding to Highland Arts Council for the 2020 Art in the Park as attached; seconded by Councilwoman Sloan. Councilwoman Sloan stated she had questions. Mayor Michaelis asked Lynette Schuepbach to come forward. Councilwoman Sloan noted there was an increase of \$8,000 in sponsorship, last year, and another \$2,000 this year. I love the event, but I am trying to figure out the increases. Ms. Schuepbach reported the Belleville News Democrat printed our booklets and included inserts in the paper. This year, they will sell us ads, but they will not print the booklets. So, we have to get someone to print the booklets and the inserts that will be put into the papers. That is the increase. Councilwoman Sloan noted the budget shows \$21,000 in sponsorships brought in. Ms. Schuepbach responded yes, that includes the city's portion. Councilman Frey asked by increasing the budget, how much does that help you. Ms. Schuepbach stated we do not have a way of counting attendance. Because of multiple entry points and no pay or ticket entry. Mayor Michaelis asked Lynette to talk about the artists and the prize money that is given out. Ms. Schuepbach explained we award \$9,000 to the artists that are top in their categories. We need to keep fresh to keep our artists. We have put on our thinking caps and plan to do an indoor and outdoor artist event. We are also looking at adding painting and pastels, with painters at the event. We are trying to encourage new artists to come in to build it. With any fair it seems you are doing good, doing good, then stagnating. Councilwoman Sloan pointed out this is two years of significant increases. Is this something we are going to continue to see? Will you be seeking increased support from other sponsors? Councilman Frey stated I have been to the event and feel it is a great event, but I am concerned about the significant increases. Councilman Hipskind stated this is one of the top-notch events that we have in Highland. The application is done very well. I do want to piggyback off with Councilwoman Sloan's question that if we commit to this increase this year, will you continue to dig into other sponsorships. Ms. Schuepbach noted we did decrease the amount by 30% a few years ago, so this brings it back up. We do use a billboard along the interstate to advertise the event. This is a one-time hit because of printing the budgets. Councilman Frey noted there are a lot of events in town. Councilwoman Sloan pointed out the Madison County Fair comes in with a six-day event and brings in several thousand people. Councilman Frey noted it is likely other events will see those advertising dollars increase, also. Finance Director Kelly Korte reported \$46,000 is budgeted in hotel/motel tax funds based upon anticipated revenue, which stays fairly static. Councilwoman Sloan

amended the amount of hotel/motel tax funding to Art in The Park to stay with \$8,000; seconded by Councilman Frey. Councilman Hipskind asked Ms. Schuepbach, if you don't get this \$2,000 how will that effect your group and event. Ms. Schuepbach stated we have a limited number of volunteers that work on this event. We will just need to work harder at getting the sponsorships. Councilman Hipskind expressed this event is very different and a cut above other events held in this community. Councilwoman Sloan pointed out there are other means to reach out to. Roll Call Vote: Councilmembers Sloan and Frey voted aye, Councilman Hipskind voted aye. Councilwoman Bellm abstained. Mayor Michalis voted aye. Motion carried. On the Roll Call Vote to approve the motion as amended: Frey, Sloan and Hipskind voted aye, none nay. Councilwoman Bellm abstained as she hopes to be a vendor at the event. Motion carried.

Bill #20-17/RESOLUTION Accepting Illinois Commerce Commission Order to Inter-connect the Traffic Signal at the Intersection of U.S. Route 40/Hemlock Street/Frank Watson Parkway –

Councilwoman Bellm made a motion to approve Bill #20-17/Resolution #20-02-2693 accepting Illinois Commerce Commission order to inter-connect the traffic signal at the intersection of U.S. Route 40/Hemlock Street/Frank Watson Parkway as attached; seconded by Councilman Frey. Mayor Michaelis asked City Manager Latham to talk about this, because this has been one of Mark's initiatives. City Manager Latham reported the good news is that it is finally going to get done. We had a meeting with the Illinois Commerce Commission, in Springfield. Based upon estimates given by CSX \$250,000 was budgeted for signalization at the railroad. The railroad then added another \$400,000 to their cost. We reached out to the ICC for assistance with the \$400,000 and ICC has agreed to that. With Frank Watson Parkway and the growth along that corridor it is a very important addition. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-18/ORDINANCE Approving and Authorizing Execution of an Economic Development Agreement Pursuant to 65 ILCS 5/8-1-2.5, with Central Rubber Extrusions, and Other Actions Related Thereto – Councilman Frey made a motion to approve Bill #20-18/Ordinance #2996 approving and authorizing execution of an economic development agreement pursuant to 65 ILCS 5/8-1-2.5, with Central Rubber Extrusions, and other actions related thereto as attached; seconded by Councilwoman Bellm. Councilman Hipskind stated I have a question about the fund itself. I am in favor of the ordinance and funding, but curious about where the funds come from and how to qualify for it. Economic & Business Recruitment Coordinator Mallord Hubbard reported it comes from the general admin fund that is budget. One-fourth of one percent of all revenue by all utilities is put into the general administrative fund for this purpose. We have directors that meet with business owner or developer regarding their needs. The Industrial Development Commission meets once a month and discusses these requests. Anyone can apply. We will meet with you to vent the project. There are number of factors, such as TIF, Business District and Economic Development. Councilmen Frey asked is this in a new building. City Manager Latham reported this will be in what was the former Fastenal store building. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-19/ORDINANCE Amending Chapter 78, Article VII, Section 78-732, of the Code of Ordinances, Entitled Schedule of FTTP Rates and Charges, Creating New Rate Schedule for Sale of Internet Protocol Addresses (“IP Addresses”) – Councilwoman Bellm made a motion to approve Bill #20-19/Ordinance #2997 amending Chapter 78, Article VII, Section 78-732, of the Code of Ordinances, entitled Schedule of FTTP Rates and Charges, creating new Rate Schedule for Sale of Internet Protocol Addresses (“IP Addresses”) as attached; seconded by Councilman Frey. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-20/RESOLUTION Approving Vivicast System Participation Agreement with Fox Cable Network Services, LLC, and Fox News Network, LLC, for City d/b/a Highland Communication Services – Councilman Frey made a motion to approve Bill #20-20/Resolution #20-02-2694 approving Vivicast

System Participation Agreement with Fox Cable Network Services, LLC, and Fox News Network, LLC, for City d/b/a Highland Communication Services as attached; seconded by Councilwoman Bellm. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-21/ORDINANCE Repealing and Replacing Chapter 18—Buildings, Building Regulations, and Municipal Codes, Article XIII.—Building Permit Fees and Fines, of the Code of Ordinances – Councilwoman Bellm made a motion to approve Bill #20-21/Ordinance #2998 repealing and replacing Chapter 18—Buildings, Building Regulations, and Municipal Codes, Article XIII.— Building Permit Fees and Fines, of the Code of Ordinances as attached; seconded by Councilman Frey. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-22/ORDINANCE Amending the Code of Ordinances, Chapter 90—Zoning, Article II—Administration and Enforcement, Division 3—Applications, Permits and Fees, Sec. 90-67. – Fee Schedule – Councilman Frey made a motion to approve Bill #20-22/Ordinance #2999 amending the Code of Ordinances, Chapter 90—Zoning, Article II—Administration and Enforcement, Division 3— Applications, Permits and Fees, Sec. 90-67 – Fee Schedule as attached; seconded by Councilwoman Bellm. Councilman Hipskind stated to Director Speraneo, the memo she prepared was very well done and demonstrated a lot of time put into this and that is greatly appreciated. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Approving a Notice of Municipal Letting, Bid #BZ-01-20, for the Demolition of Structures at 1213 13th Street – Councilwoman Bellm made a motion to approve Notice of Municipal Letting, Bid #BZ-01-20, for the Demolition of Structures at 1213 13th Street as attached; seconded by Councilman Frey. Mayor Michaelis asked for clarification on who owns that building as of right now. Director Speraneo reported we own the lot and the building now. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Award Bid #PR-23-19 for the Silver Lake Shoreline and Point Restoration Project – Councilman Frey made a motion to award Bid #PR-23-19 for the Silver Lake Shoreline and Point Restoration Project to Endrizzi Contracting, in the amount of \$129,000.00 as attached; seconded by Councilwoman Bellm. Councilman Hipskind noted Endrizzi Contracting was the lowest bid. Their bid was pretty low. What do we know about them? They are traveling a great distance. Director Rosen reported they are owned by American Shoreline. Councilman Hipskind noted they primarily do landscaping and right of way. Director Rosen agreed; however, if you look at their website and American Shoreline, their parent company, they have done similar projects. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

REPORT

Approve Warrant #1155 – Councilwoman Bellm made a motion to approve Warrant #1155 as attached; seconded by Councilman Frey. Councilman Hipskind noted this warrant includes a payment for \$138,000 coming out Parks & Rec for the Senior Center going to Frey Properties. I thought we found out we could use Business District Tax revenue. Finance Director Kelly Korte reported it is being done this way to record it as an asset under Parks & Rec, but the funds would be reimbursed from the Business District Tax Funds. Councilman Hipskind noted the senior center was not in the 2016 Capital Plan and now we have made this a priority. When we prioritize projects with these planning sessions, but then other things leapfrog that, how does that happen? City Manager Latham reported I was just out at Dolphin Drive going through mud. The lake was built to serve the phase of development around Dolphin. Then Pike East and West were built up on with no drainage other than into this. The senior center was not in the five-year plan, but in the interim, it was discussed by the council. Councilman Hipskind asked

what leapfrogs these things from not on the capital plans and then put in front of the council. City Manager Latham reported we were looking at a number of properties over the past few years. When it was purchased by Frey Properties, it became a viable opportunity to address a need. Councilman Hipskind asked do we have the sublease for the senior citizens center done yet. City Manager Latham reported no, that will come before the council in a few weeks. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Councilwoman Bellm made a motion to temporarily adjourn this regular session to enter into executive session under the Illinois Open Meetings Act under 5 ILCS 120/2(c)(21) to discuss approving executive session minutes. Motion seconded by Councilman Frey. Roll Call Vote: Frey, Sloan, Bellm and Hipskind voted aye, none nay. Motion carried. Meeting temporarily adjourned at 8:22pm.

Mayor Michaelis reconvened the Regular Session at 8:38pm. Councilmembers Hipskind, Bellm, Sloan and Frey were present. Others in attendance were City Attorney Michael McGinley, Deputy City Clerk Hediger, and City Clerk Bellm.

Mayor Michaelis stated nothing discussed in executive session will be acted upon tonight in this session.

Councilwoman Bellm made a motion to adjourn; seconded by Councilwoman Sloan. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:39pm.

Joseph R. Michaelis, Mayor

Barbara Bellm, City Clerk