

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, DECEMBER 19, 2016**

Mayor Michaelis called the Regular Session to order at 7:00pm. Council members Schwarz, Frey, Bellm and Nicolaides were present. Others in attendance were City Manager Mark Latham, Asst. City Manager Lisa Peck, City Attorney John Long; Directors Bell, Gillespie, Korte, Rosen and Schoeck; EMS Chief Wilson, Fire Chief Bloemker, Library Director Kim, Treasurer Foehner, Deputy City Clerk Hediger, City Clerk Bellm; Mark Korte, of Scheffel Boyle; 17 citizens and one member of the news media.

MINUTES

Councilman Schwarz made a motion to approve the minutes of the December 5, 2016 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

SPECIAL RECOGNITION

Mayor Michaelis recognized Highland High School Senior Evan Capelle for recently scoring a perfect 36 on the ACT college assessment test. Mayor Michaelis noted that Evan was featured recently on the front of the Highland News Leader and Belleville News Democrat. Scoring a perfect score is very difficult. Last year, there was another young man from Highland that also scored a perfect score. I am not sure what it is attributable to, but maybe it is in the water. Mr. Capelle plans to go to Washington University to study biomedical engineering. Mr. Capelle introduced his father, Bruce, and mother, Michelle, along with other family and friends in attendance. Councilwoman Bellm asked what that field involved. Mr. Capelle explained it is a broad ranging field. There is the mechanical side that can involve building medical technologies to prosthetics, or more of the organic side, which is development of medicines or growth of biological tissues.

PUBLIC FORUM

Citizens' Requests and Comments:

Lebanon Cedar Cruisers – Annual Volkswalk Request - Lebanon Cedar Cruisers Annual Volkswalk Request – Bill Malina, President of the Lebanon Cedar Cruisers, of New Baden, Illinois, requested permission for the group to continue with their annual Highland Walk, which has a 3-mile or 6-mile trail. We usually have 60-80 people. They do not walk as a group. It is done individually, or two or three people together. If approved by the council, this will be the seventh year for the event in Highland. Usually, everyone that walks stays and eats lunch in Highland. We are asking permission to use the bandstand, in the event that there is rain, and we always make use of the bathroom facilities. Councilwoman Bellm made a motion to approve the request of the Lebanon Cedar Cruisers to hold their

annual Volkswalk on Saturday, May 13, 2017, and their request for use of the pavilion on the square, bathroom facilities, and sidewalks and streets for the event, as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

2017 Optimist Shootout Funding Request – Rick Ringwald, Representative for Optimist Shootout, stated we are here requesting, as in the past, Silver Level Sponsorship (\$1,000) and police protection at the event, to be held January 7, 2017. The event line-up consists of six games, with several local recruits. We are really happy with the line-up for this year, and have developed a reputation as one of the premier basketball events. Councilman Schwarz made a motion to approve a Silver Level Sponsorship and provide police protection as requested; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Highland Community Chorus – Funding Request – Kay Ahaus, Vice President of the Highland Community Chorus, requested funding of \$1,000 to assist with advertising. The total budget for the group is \$18,000 for the year. Much of our expenses are for advertising. We are trying to expand our audience by singing at local churches and venues around the area. We have big visions and enjoy what we are doing, but we are finding that it costs a lot more than anticipated to develop the program layouts and advertisements. City Manager Latham explained we budget money each year from the hotel/motel tax funds. That fund has been shrinking, since the number of hotel/motels have declined. We will be working appropriating the funds during the budget process in March.

Requests of Council:

Councilwoman Bellm noted there has been vandalism at the Square, recently. I know the Chamber is going to work to raise funds for the cameras. Is there something more that we can do? Public Safety Director Bell acknowledged a while back, we had issues year around, but we arrested several young men. The cameras that are up there are reaching the end of their life. The Chamber is raising funds. We are looking at the budget, to see if we can partner with them for more surveillance not only on the Square but also at other intersections in town. Mayor Michaelis recalled that we apprehended three young men. Do you feel that just they did this? Chief Bell reported they took responsibility and admitted to the vandalism. We have not had any issues since addressing it with them.

Councilwoman Bellm stated she does not know what our policy is for door-to-door vendors. However, I know that we do not charge them for any permit. I think we should look at charging a fee for the permit. That includes those vendors that come in during the lighted Christmas parade, but not work on behalf of the Chamber. The Chamber sells lighted items during the parade. We have outside vendors that come in and sell. If we could, I would like to see a fee charged. Councilman Schwarz asked how we would patrol for that. Councilwoman Bellm stated I normally ask them if they have a permit. We would waive the fee for local non-for-profit. She asked staff to look at that and any legalities in charging a fee for it.

Staff Reports:

Scheffel Boyle – Presentation of Revised Combined Annual Financial Report – Mark Korte, principal of Highland office for Scheffel Boyle, stated revised statement has no changes in any amounts. It is only a revision in the presentation of deferred liability on the police pension. This presentation will provide a smoother process for submitting to the insurance. It is simply a matter of how we present it, so that there is some consistency in how we report. Our opinion on the statements does not change as well.

NEW BUSINESS

Accept Revised Combined Annual Financial Report – Councilman Schwarz made a motion to accept revised Combined Annual Financial Report as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-113/ORDINANCE for Levy, Assessment and Collection of Taxes – Councilwoman Bellm made a motion to approve Bill #16-113/Ordinance #2762 for Levy, Assessment and Collection Taxes payable in 2017 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-114/ORDINANCE Regulating the Reimbursement of All Travel, Meal, and Lodging Expenses of City Officers and Employees – Councilman Schwarz made a motion to approve Bill #16-114/Ordinance #2763 regulating the reimbursement of all travel, meal, and lodging expenses of city officers and employees as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-115/RESOLUTION Approving Purchasing Manual (December 2016) – Councilwoman Bellm made a motion to approve Bill #16-115/Resolution #16-12-2425 approving *Purchasing Manual (December 2016)* as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-116/ORDINANCE Amending or Repealing Certain Sections of Chapter 22 “Cemeteries” of the Municipal Code – Councilman Schwarz made a motion to approve Bill #16-116/Ordinance #2764 amending or repealing certain sections of Chapter 22 “Cemeteries” of the Municipal Code as attached; seconded by Councilwoman Bellm.

Bill #16-117/ORDINANCE Adopting the Highland City Cemetery Operations and Maintenance Manual 2016 – Councilwoman Bellm made a motion to approve Bill #16-117/Ordinance #2765 adopting the *Highland City Cemetery Operations and Maintenance Manual 2016* as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-118/RESOLUTION Making Separate Statement of Findings of Facts in Connection with Ordinance Granting Special Use Permit – 308 Walnut Street – Councilman Schwarz made a motion to approve Bill #16-118/Resolution #16-12-2426 making Separate Statement of Findings of Facts in connection with ordinance granting Special Use Permit – 308 Walnut Street as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-119/ORDINANCE Granting a Special Use Permit to Robert Chade to Operate a Two-Family Dwelling at 308 Walnut Street – Councilwoman Bellm made a motion to approve Bill #16-119/Ordinance #2766 granting a Special Use Permit to Robert Chade to operate a two-family dwelling at 308 Walnut Street as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaidis voted aye, none nay. Motion carried.

Bill #16-120/RESOLUTION Approving Affiliation Agreement Between Fox Cable Network Services, LLC and the City of Highland d/b/a Highland Communication Services - Councilman Schwarz made a motion to approve Bill #16-120/Resolution #16-12-2427 approving *Affiliation Agreement* between Fox Cable Network Services, LLC and the City of Highland d/b/a Highland Communication Services as

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

Bill #16-121/RESOLUTION Authorizing Purchase of 24-Foot Sea-Ark Commercial Utility Boat from VC Marine – Councilwoman Bellm made a motion to approve Bill #16-121/Resolution #16-12-2428 authorizing purchase of 24-Foot Sea-Ark Commercial Utility Boat from VC Marine, in the amount of \$35,396.93 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Notice of Municipal Letting for Bid #E-12-16 for Clearance Tree Trimming of 138 Line – Councilman Schwarz made a motion to approve Notice of Municipal Letting for Bid #E-12-16 for Clearance Tree Trimming of 138 Line as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Mayor's Reappointment to the Telecommunications Advisory Board – Councilwoman Bellm made a motion to approve the mayor's re-appointment of Sharon Rusteberg to the Telecommunications Advisory Board, for an additional term, to expire May 31, 2019 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Approve Schedule of 2017 City Council Meeting Dates – Councilman Schwarz made a motion to approve Schedule of 2017 City Council Meeting Dates as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

REPORTS

Approve Warrant #1043 – Councilwoman Bellm made a motion to approve Warrant #1043 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, and Bellm voted aye, none nay. Councilman Nicolaides abstained. 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 Section 5 ILCS 120/2(c)(21) to discuss approval of executive session minutes; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried. Meeting adjourned at 7:43pm.

Mayor Michaelis reconvened the Regular Session at 7:46pm. Roll Call Vote: Councilman Nicolaides, Bellm, Frey and Schwarz were present, along with City Manager Latham, City Attorney Long, Deputy City Clerk Hediger and City Clerk Bellm.

Mayor Michaelis stated nothing discussed in Executive Session this evening would be acted upon in this session.

Councilwoman Bellm made a motion to adjourn; seconded by Councilman Schwarz. All council members voted aye, none nay. Motion carried and meeting adjourned at 7:47pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk