

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, FEBRUARY 4, 2019**

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, City Attorney Michael McGinley, Directors Conrad, Cook, Imming, Korte, Rosen and Slover; EMS/Fire Chief Wilson, Economic & Business Recruitment Coordinator Mallord Hubbard, Deputy City Clerk Hediger, City Clerk Bellm, 13 citizens and one member of the news media.

MINUTES

Councilman Schwarz made a motion to approve the minutes of the January 22, 2019 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

PROCLAMATION

Mayor Michaelis read a document proclaiming Thursday, February 7 as Optimist Day in Highland. Knick Reed, Vice President of Highland Optimist, accepted the proclamation from Mayor Michaelis.

PUBLIC FORUM

Citizens' Requests and Comments:

2019 Brain Freezin' for a Reason 5k Request – Alzheimer's Assoc., Stacey Howard, Event Coordinator, requesting to host seconded annual Brain Freezin' for a Reason event to raise funds and awareness of the disease. We are hoping to use the route out at Glik Park, as we did last year. Councilwoman Bellm made a motion to approve the request to hold the 2019 Brain Freezin' for a Reason 5K on Saturday, June 22, 2019 at Glik Park as requested; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

2019 Car Cruises on the Square Request – Russell Huelsmann, Representative, Rusty Rodz Car Club requested permission to use the downtown Square streets our car cruises the last Saturday of each month, May through October, from 5pm-8pm. We would use Washington, Main and Laurel Streets. Councilman Schwarz made a motion to approve the request of Rusty Rodz Car Club to hold a cruise-in on the downtown square, the last Saturday of each month, for the months of May through October 2019, from 5:00pm – 8:00pm each night, as requested; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

2019 Race & Fair Event Dates and Funding Request –Sue Zobrist, Highland Speedway Track Manager and Secretary, Madison County Fair Association; stated I am here making my annual trek. She stated I have been working with the track for the past twenty-five years. I have submitted the request with

the dates to the council. I am here to answer any questions you may have. Councilwoman Bellm made a motion to approve the 2019 race dates and Madison County Fair event dates and funding request as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

2019 Highland Chamber of Commerce Funding Request – Howard Held, Treasurer and Executive Committee Member for the Highland Chamber of Commerce, stated were are here this evening to request our annual distribution from the hotel/motel tax fund. These funds are greatly needed to promote the city, businesses, and tourism. The Chamber serves a business and tourism center. Please consider our request for the 2019 fiscal year. Councilwoman Bellm asked Director of Finance Kelly Korte how much funds are available in the hotel/motel tax fund. Director Korte responded we currently have \$22,000. The budget has not been set for this next year. City Manager Latham recommended we take it up for suggestion with the budget discussion in a few weeks. We cannot guarantee the amount until we know what we anticipate having in there. Mr. Howard agreed. Councilman Schwarz expressed we have a lot of organizations coming in asking for these funds. Would it be possible to come in and ask for money for some of these events versus being a line item within the total budget? I see some redundancy in what we do with this, Economic Development funds, city general funds and/or staffing. I think there should be some separation, but to operate symbiotic. City staff and resources are used for the Christmas parade, Street Art Fest, PB&J festivals, and other events that are listed on here. Councilwoman Bellm stated we will look at it in conjunction with the budget.

Requests of Council:

No comments or requests made.

Staff Reports:

Presentation of Findings of FEMA Floodplain Map Study – David Oates, of Oates Associates, Inc., reported this started in 2009 when FEMA came out with preliminary floodplain maps to replace 1986 mapping. Those indicated floodplain levels of six-feet deep, affecting 75 more parcels. The city hired us to look at what caused this. We did some mapping and modeling. In doing so, we found a discrepancy in how they were looking at flow rates towards that culvert. We also found that old maps showed a different size culvert than what existed. There was a much smaller culvert about forty-feet upstream. We looked at how to fix that. We coordinated with the railroad to accept construction improvements to put in a larger culvert to handle flow. The other thing we did was coordinate with FEMA to do a report to the Illinois Department of Natural Resources (IDNR). We have IDNR agreements that our rates are more accurate than FEMA's calculations. We got it reduced by four feet. This reduces the affected acreage to seventy acres, which is 4-5 parcels. FEMA will not consider the new calculations until the culvert is in place and they can do testing with them in place. We have heard that they are looking at this summer, possibly late this year into early next year, the new FEMA maps will be put into place.

Councilwoman Bellm stated the FEMA maps put us into a panic, but we addressed it. The way I understand it, FEMA does not have the money to do the new maps; however, they could do them at any second. Mr. Oates stated nothing will happen immediately. There will be a comment period. Councilwoman Bellm summarized the point being we need to get the culvert in, so that it is there for them to do the testing. City Manager Latham stated we anticipate about a six-month process to get this constructed. Mr. Oates explained the preferred method is to use a pre-cast culvert that is set into place, versus casting into place. The longer we are on the railroad property, the more the project costs. Councilwoman Bellm asked when we going out to bid. City Manager Latham stated I wanted the council to have this report. This culvert will have significant impact on this. My recommendation is to get NOML before the council for approval within the next thirty days. This is huge stuff. There are some property owners, shown in the floodplain before that will be taken from the floodplain designation.

Presentation of Blight Analysis and Amended Business Development District Plan A – Keith Moran, of Moran Economic Development, distributed copies of the draft of Business District Plan A Amended. The business district plan has been in place since July 1, 2018. We have to amend the whole plan to put the additional property in. Basically, the area qualifies through deterioration of site improvements, existence of conditions, which threaten property by fire, and improper subdivision or obsolete platting. We are utilizing business district funds for several public safety items. We are adding in the recently annexed Business District property to this. Councilman Schwarz stated I thought once we put this into place, we would not amend it. City Attorney McGinley inquired maybe that was the tax rate. Keith Moran replied no, you can amend that also. Councilman Schwarz asked, outside of the annexed property, what is the difference with this amendment. Mr. Moran explained the amendment consolidates District A and District B together to allow funds to be spent between the areas. Ultimately, the new property is added as an additional revenue stream. The council will be asked to pass an ordinance to set a public hearing. At that hearing, I will present and answer questions for those people wanting to learn more about this amendment.

City Manager Latham reported we finally got our permit for the Water Reclamation Facility improvements. This will allow us to go out for bid on the project now.

Mayor Michaelis complimented the fire department for their response to the structure fire, last week. He thanked the fire and police department staff for their response.

NEW BUSINESS

Approve Transfer of Graves in City Cemetery – Quitmeyer to Vaughn and Quitmeyer to Berndsen – Councilman Schwarz made a motion to approve transfer of Grave Spaces #2 and #4, in Lot 58, of Block 12 from Delmar Quitmeyer to Larry D. Vaughn and Grave Spaces #1 and #3, in Lot 58, of Block 12 from Delmar Quitmeyer to Debra R. Berndsen as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Approve Transfer of Graves in City Cemetery – Renspurger to Busch – Councilwoman Bellm made a motion to approve the transfer of Grave Space 5, in Lot 41, of Block 10 from Marc Renspurger to Rae Lynn Busch as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-12/ORDINANCE Setting Date for Public Hearing to Receive Comments Regarding Amendment of Business District A – Councilman Schwarz made a motion to approve Bill #19-12/Ordinance #2913 setting March 4, 2019 at 6:30pm as the date for public hearing to receive comments regarding amendment of Business District A as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-13/ORDINANCE Approving Renewal of Pool Rental Agreement with St. Joseph's Hospital, of the Hospital Sisters of the Third Order of St. Francis for the One-Year Term from March 1, 2019 through February 29, 2020 – Councilwoman Bellm made a motion to approve Bill #19-13/Ordinance #2914 approving renewal of Pool Rental Agreement with St. Joseph's Hospital, of the Hospital Sisters of the Third Order of St. Francis for the one-year term from March 1, 2019 through February 29, 2020 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-14/ORDINANCE Declaring Personal Property of the City as Surplus and Authorizing its Disposal, Including HCS Equipment that is Broken and Out of Warranty, and Other Personal Property – Councilman Schwarz made a motion to approve Bill #19-14/Ordinance #2915 declaring personal property of the City as surplus and authorizing its disposal, including HCS Equipment that is broken and out of warranty, and other personal property as attached; seconded by Councilwoman Bellm. Councilwoman Bellm asked what the other personal property is. Director Angela Imming reported our business just collected all kinds of different equipment from other departments. Councilwoman Bellm inquired they are all technology related. Director Imming responded they have an “on” button on them. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-15/RESOLUTION Approving Memorandum of Agreement with the Heartlands Conservancy for Completing Tasks Associated with Non-Federal Match and In-Kind Components of the Highland Silver Lake 319 Non-Point Source Pollution Control Grant Project – Councilwoman Bellm made a motion to approve Bill #19-15/Resolution #19-02-2595 approving Memorandum of Agreement with the Heartlands Conservancy for completing tasks associated with non-federal match and in-kind components of the Highland Silver Lake 319 Non-Point Source Pollution Control Grant Project as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-16/RESOLUTION Authorizing and Directing Application to the 2019 Surface Transportation Block Grant Program (STP) for the Purpose of Reconstructing Sixth Street from Walnut Street to Poplar Street – Councilman Schwarz made a motion to approve Bill #19-16/Resolution #19-02-2596 authorizing and directing application to the 2019 Surface Transportation Block Grant Program (STP) for the purpose of reconstructing Sixth Street from Walnut Street to Poplar Street as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Approve Notice of Municipal Letting, Bid #PD-02-19, for Purchase and Installation of City-Wide Cameras – Councilwoman Bellm made a motion to approve Notice of Municipal Letting, Bid #PD-02-19, for purchase and installation of citywide cameras as attached; seconded by Councilman Schwarz. Councilman Schwarz inquired when it says citywide, where and why are we trying to collect this data, and how long will we store the data. Director Conrad reported we have discussed this for several years. With looking at construction of a policy for administering. Cameras would be placed at ingress and egress points, problem areas, and infrastructure areas. We will not need to store the data on all of them. There is a lot of different applications. We will be able to control access to critical infrastructure from the police department. We plan to keep video for very short periods of time. A big push from the police department will be from ingress/egress points of the city, especially when working with other agencies. We will also look at putting more cameras on the Square to mitigate some the damages done over the past few years. Our first run is with access control to city hall. If we have access control, we can validate who is entering our critical areas. Councilman Schwarz asked wouldn't a badge reader do the same thing. Director Conrad replied this is combined with the security cameras. Councilman Schwarz asked how many cameras we are looking at. Chief Conrad replied fourteen total. There would be two at each ingress/egress to the city, some configured around the Square, and then there are the infrastructure points.

Councilman Schwarz asked do we have a policy in place for retention of data. Director Imming stated we do not have a policy in place, right now. With this, we will work with City Attorney McGinley to put something into place. We will store video locally. This can be managed through traditional access controls, as we are trying to find a solution to keep costs down. Councilman Schwarz expressed privacy concerns of citizens need to be kept in mind as the policy is set into place. Director Conrad assured everyone we will not be actively watching. We are not putting license plate readers at borders; however, we would have the ability to go back and look at the video if needed. From my standpoint, smaller is

easier. This will be for reactive and investigative use. It will not be set up to collect data. We looked at three different systems. We wanted one that was most all-inclusive. Councilman Frey asked where we are going to fund this. Director Conrad reported the committee for this is through police, IT, electric, and Parks & Recreation departments. There is enough funds in the electric department's budget for the cameras themselves. Director Cook added we have been working on this for some time, looking at it from critical area access. We have camera at two different facilities, right now. The equipment that we had in the past was quite expensive. I had planned for a camera to be installed at the Lochman Station, which was going to be expensive because of the remote location, but that is coming to an end. We will dedicate some of those funds to this. Councilman Nicolaides asked are some of the cameras portable. Chief Conrad replied yes. We would move those to troubled areas or to large events for coverage. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Award Bid #PW-01-19, Purchase of Sewer CCTV Trailer System – Councilwoman Bellm made a motion to award Bid #PW-01-19, purchase of Sewer CCTV Trailer System, to E. J. Equipment, Inc., in Troy, IL for \$118,210.00 as attached; seconded by Councilman Schwarz. Councilman Frey inquired we have never had our own unit before. We always called someone in to do this for us. City Manager Latham replied no. This is to replace our current unit. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

REPORTS

Approve Warrant #1119 – Councilman Schwarz made a motion to approve Warrant #1119 as attached; seconded by Councilwoman Bellm. 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 5 ILCS 120/2(c)(21) to discuss approval of executive session minutes, 2(c)(2) to discuss collective negotiating matters, and 2(c)(1) to discuss the performance and compensation of a specific employee. Motion seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried. Meeting adjourned at 7:52pm.

Mayor Michaelis reconvened the Regular Session at 8:02pm. Council members Nicolaides, Bellm, Frey, and Schwarz were present. Others in attendance were City Attorney Michael McGinley, Deputy City Clerk Hediger, and City Clerk Bellm.

Bill #19-17/RESOLUTION Approving Union Lineman Apprenticeship Agreement – Councilman Schwarz made a motion to approve Bill #19-17/Resolution #19-02-2597 approving Union Lineman Apprenticeship Agreement as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Councilman Schwarz made a motion to adjourn; seconded by Councilwoman Bellm. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:25pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk