

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, MARCH 18, 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 J.D. Brandmeyer, Directors Conrad, Gillespie, Imming, Korte, Rosen and Slover; EMS/Fire Chief Wilson, Coordinator Hubbard, Administrator Speraneo, Deputy City Clerk Hediger, City Clerk Bellm, Library Director Kim, 7 Representatives of Highland Fire Department, 65 citizens and one member of the news media.

Mayor Michaelis asked the 2019 ICCA Large Jr. High State Cheerleading Champions to lead the Pledge of Allegiance.

MINUTES

Councilman Schwarz made a motion to approve the minutes of the March 4, 2019 Special Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Councilwoman Bellm made a motion to approve the minutes of the March 4, 2019 Regular Session as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

RECOGNITION

Mayor Michaelis presented IDOT highway sign to the HMS Cheerleaders in recognition of their 2019 ICCA Large Junior High State Championship. He asked Coach Marilyn Bloemker to say a few words about the team and the season. Coach Bloemker stated this team had a lot of changes with teammates missing throughout different parts of the season, so we were continually changing. If you do not have the execution score, you cannot win. I always tell them, ‘Whatever you do you have to execute at the highest level.’ That is our motto. The girls also consistently heard, “Suck it up, Buttercup!” The team is comprised of twenty-two girls and one boy. Mayor Michaelis asked if there is a team captain. Coach Bloemker responded my eighth graders are my captains. Mayor Michaelis asked when cheerleading starts. Coach Bloemker reported the season starts out with tryouts, which are this next month (April). We take June and July off. I get the girls ready with basics, so Angie can take them on as a high school team. November through January are the busiest months with practices and competitions. Many of the girls also participate in cross-country and softball. Most do tumbling all year around. Mayor Michaelis asked where state finals held at was. Coach Bloemker reported Springfield. There were eighty middle schools. Schools have to go through regionals and achieve a certain score to move on to state level. I tell the girls, I have no control over the judges, but I want them to jump ten feet in the air and act like you did your best when they complete the routine, because you did. Mayor

Michaelis asked Mrs. Bloemker how many years she has been coaching. Mrs. Bloemker replied about twenty-eight years. Those in attendance congratulated them on their success.

Mayor Michaelis recognized Janet Jenne Flamm for thirty-four years of service to new residents of Highland as the “Highland Welcome Lady.” He stated Councilwoman Bellm has asked to say a few words. Councilwoman Bellm stated the only people that are aware of what you do, are the people that move to Highland. I recently spoke with a lady that had the benefit of meeting with you. Thirty years ago, you visited her when she moved to Highland. A week later, she needed a haircut. So, she went into the bag of goodies you gave her and found a beautician. She has been seeing that same lady for thirty years. Councilwoman Bellm expressed you do great things for those moving into the community and for the community in general. Mrs. Jenne stated it has been a pleasure to do this for all these years. I try hard to make them feel welcomed into the community and to represent the community and its businesses. I always say, do not thank me, thank the business people. I have been rewarded many times. Jane Widmer got me to do this. I was raised in Highland and moved away. When I moved back, she welcomed me back. Years later, Jane asked me to take the program over. Patty Parker, Rusty Parker’s wife, told me that if I ever gave it up, she would be interested in taking it over. With my health, I figured it was time to give it up. In addition, my husband does not like me going into strangers’ homes anymore. Mrs. Jenne introduced her family that attended daughters Mary Cook and Susan Szoke, husband Sam Jenne; and, son-in-law Joe Szoke.

PRESENTATION

EMS/Fire Chief Brian Wilson recognized Gail and Mark Holthaus, of the Greg Holthaus Foundation for their donation of three AEDs to the Highland Fire Department. Chief Wilson reported that while going through registering our fire department with the Illinois Department of Health, we found we were short a couple of AEDs. We started to explore grant funding. Tim Rusteberg found the Greg Holthaus Foundation and spoke with Gail about donation of a unit. Gail, in her generosity, said they would fund all of them. We thank Gail and Mark Holthaus for their tremendous generosity. Mrs. Holthaus stated our son, Greg, was eighteen years old when he went into sudden cardiac arrest. He was by himself and had an undiagnosed heart condition. When we put everything together, we decided it was our goal to establish a foundation that could hold screenings and, hopefully, save other people’s lives. The other part of the mission is to provide CPR training and AEDs. We do this through the help of donations and community fundraisers. Mayor Michaelis stated he coached their sons, Greg and Andrew, in sports. They were wonderful kids.

PUBLIC FORUM

Citizens’ Requests and Comments:

Square Use Request for Annual Easter Egg Hunt, Sponsored by Lisa Sauer State Farm – Lisa Sauers, of State Farm Insurance, requested permission for use of the Downtown Square for an Easter Egg Hunt, on Saturday, April 13, 2019 at 2:00pm. We are taking this over from the Highland News Leader. Setup would begin at 12:00pm. We would be finished and cleaned-up by approximately 3:00pm. Councilman Schwarz made a motion to approve use of the Square on Saturday, April 13, 2019, from Noon to 3:00pm for the annual Easter Egg Hunt, and if inclement weather, use of the Weinheimer Community Center as requested. Motion seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Requests of Council:

Councilwoman Bellm noted, my sister-in-law said there are speed signs up on the road by Tamarack. Thank you!

Staff Reports:

City Manager Latham informed the council that Bill Koehneman, current member of our Planning & Zoning Commission, who has served 52 years, so far, will be the recipient of the Dwight E Davis Award, next Tuesday, in St. Louis.

Parquade of St. Louis has recognized the All Abilities Playground with the Sign the Light Award.

Highland Water Reclamation Facility received the Illinois Wastewater Plant of the Year.

The council has a copy of the letter and application form for organizations to apply for hotel/motel tax funds. Letters went out to those who received funds last year, explaining the process. Applications will come to the city manager, finance director and city attorney for initial review prior to coming to the council for approval. Councilwoman Bellm asked that the council be aware of those that may have applied, but do not make the council for their review. City Manager Latham thanked Economic & Business Recruitment Coordinator Mallord Hubbard for putting the application and process together.

Mayor Michaelis asked Director Rosen to give a reported, based on the discussion we had this week on the ribbon cutting for the All Abilities Playground. Director Rosen reported the next phase of the playground will be the addition of equipment, with the merry-go-round and musical area, which we hope to have complete before the first week of June. We have reached out to a couple of St. Louis media outlets to come over for the event. The project continues to get donations. We received another \$5,000 in the last 2-3 weeks. Mayor Michaelis expressed it is definitely exciting times. On warm days, there has been people out of people out there already. Mayor Michaelis asked Director Rosen to talk about the naming of the playground. Director Rosen announced it will be called “Daley Discover Playground”, in honor of the Daley family. They have been very active in helping with the decision to select this particular setup. They raised over \$25,000 towards this. The family has three children. Two are severely disabled.

NEW BUSINESS

Approve Mayor’s Appointments of Ronald Wagner, David Frey, and Scott Geest to the Silver Lake Advisory Commission – Councilwoman Bellm made a motion to approve the mayor’s re-appointments of Ronald Wagner and David Frey and the appointment of Scott Geest, to the Silver Lake Advisory Commission for three-year terms, to expire March 2022 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-23/ORDINANCE Dissolving and Terminating the Highland Business Development District B – Councilman Schwarz made a motion to approve Bill #19-23/Ordinance #2917 dissolving and terminating the Highland Business Development District B as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-24/ORDINANCE Amending Ordinance No. 2815, Establishing the Highland Business Development District A; Approving a Business District Plan; Authorizing the Imposition and Collection of a Sales Tax Within Such Business District; and Approving Certain Actions in Connection with the Establishment of Such Business District – Councilwoman Bellm made a motion to approve Bill #19-24/Ordinance #2918 amending Ordinance No. 2815, establishing the Highland Business Development District A; approving a Business District Plan; authorizing the imposition and collection of a sales tax

within such business district; and approving certain actions in connection with the establishment of such business district as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-25/ORDINANCE Declaring Three Fire Trucks Surplus Property and Authorizing Their Sale – Councilman Schwarz made a motion to approve Bill #19-25/Ordinance #2919 declaring three fire trucks surplus property and authorizing their sale as attached; seconded by Councilwoman Bellm. Mayor Michaelis inquired did we not have a buyer for one of them already. Chief Wilson replied we are waiting on finalization of that one. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-26/ORDINANCE Prohibiting the Use of Groundwater as Potable Water Supply by the Installation or Use of Potable Water Supply Wells or By any Other Method – Councilwoman Bellm made a motion to approve Bill #19-26/Ordinance #2920 prohibiting the use of groundwater as potable water supply by the installation or use of potable water supply wells or by any other method as attached; seconded by Councilman Schwarz. Councilman Schwarz asked are we saying no one inside the city limits may have a well. Chief Wilson recalled, some council meetings ago, we had some property off Madison Street, that we did a similar ordinance prohibiting potable water supply wells on surrounding properties. We have another such site on 6th Street, where the old gas station used to be. That underground water migrates. Therefore, what a lot of communities have done is to be proactive, since there are so many old gas station sites and other factory facilities that existed over time, and they have done a blanket prohibiting them. Councilman Schwarz asked if anyone in Highland has a well. Chief Wilson stated there may be a few that were put in, many years ago, and people use them for watering of yards or gardens, at this point. However, there is none that I am aware of using them for their primary use. Councilman Frey asked if they find out there is a well, what we do. Chief Wilson explained, with this, we are simply stating they are not to be used for drinking water. Councilman Nicolaides added we could not make them fill them in, can we. Chief Wilson replied no. Mayor Michaelis stated, as a small boy, the only water source was well or cistern and I am not sure some of those would pass any test today or back then. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-27/ORDINANCE Amending the Code of Ordinances for Purposes of Clarification Regarding Sections 90-129, 90-131, and 90-254 – Councilman Schwarz made a motion to approve Bill #19-27/Ordinance #2921 amending the Code of Ordinances for purposes of clarification regarding Sections 90-129, 90-131, and 90-254 as attached; seconded by Councilwoman Bellm. Councilwoman Bellm asked these are just clean up. Planning & Zoning Administrator Breann Speraneo replied yes, this is fixing past errors and gatekeeping. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-28/ORDINANCE Amending the Code of Ordinances to Include a Definition for “Travel Trailers” and to Prevent the Use of Travel Trailers as Dwellings Within the City – Councilwoman Bellm made a motion to approve Bill #19-28/Ordinance #2922 amending the Code of Ordinances to include a definition for “Travel Trailers” and to prevent the use of travel trailers as dwellings within the City as attached; seconded by Councilman Schwarz. Councilwoman Bellm inquired this too is just cleaning up. Administrator Speraneo reported we have not had a large occurrence. We have had people ask about them. As the question is coming up more often, we want to be clearer on it. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-29/ORDINANCE Amending the Code of Ordinances to Include a Definition for “Feather Flags” and to Establish Requirements for Special Promotional Signs, Including “Feather Flags” - Councilwoman Bellm made a motion to approve Bill #19-29/Ordinance #2923 amending the Code of Ordinances to include a definition for “Feather Flags” and to establish requirements for special

promotional signs, including “Feather Flags” as attached. Motion seconded by Councilman Schwarz. Councilwoman Bellm asked this went to Planning & Zoning Commission. Administrator Breann Speraneo replied it did. Councilwoman Bellm asked is the placement of the signs any different. Administrator Speraneo explained we want to categorize with special signage or special promotions provision. Councilman Frey noted these are not currently regulated, so by including them with the special promotion signage will the permit be the same. Administrator Speraneo stated we will create a fee. Councilman Frey inquired a fee for banners will also be included. Administrator Speraneo replied yes, for signs, banners, and feather flags. Councilman Frey noted it allowed for up to ten days for \$30 and can be done up to three times per year. Administrator Speraneo reported we have businesses with flashing signs still using these in addition to other promotional signage. The flags get weathered and tattered. Councilman Frey agreed they block vision. However, Quiznos has some in the setback on their own property. Should we really go on private property and tell them what they cannot do on their own property? I understand up along the roadway. If there is a building that is peeling and not been painted for thirty years, are we going to do something about that?

Councilman Schwarz questioned spending staff time on collecting fees for signage. We want to be business friendly. Councilman Nicolaidis asked what is wrong with sign ordinance we have right now. Administrator Speraneo pointed out the current ordinance does not address feather flags. We do not want to penalize the small businesses that cannot afford large signage. However, we feel it needs to be addressed because they are being used so widely. Councilwoman Bellm stated my issue with any ordinance is, are we willing and able to enforce them. If it has no teeth, then why are we bothering? Councilman Frey stated I do not like them near curb or sidewalk. He suggested a 15-20-foot setback. However, along Broadway, they would be illegal. Administrator Speraneo pointed out feather flags are supplemental signage. Councilwoman Bellm stated I did not get to the Planning & Zoning meeting, so I am unaware of any discussion; however, it is getting pretty confusing. Councilman Frey reported I took a drive today along Broadway. I found only one before I got to Route 160. Councilwoman Bellm expressed concerns about the fees and staff keeping track of them. Councilman Frey stated setback is the issue. Administrator Speraneo explained they do not fall under any the ordinances. Once we have them under promotional signage, it would have those requirements. Councilwoman Bellm stated Planning & Zoning did approve this. Administrator Speraneo reported, yes, they did approve unanimously. We spoke with inspectors to look at how to we would implement and administer this aspect. Initially, we would provide a letter giving a thirty-day notice to get into compliance and use the current fine schedule in place. Feather flags cost approximately \$400, so we do not want to give them the opportunity to make use of these items. Councilman Frey stated I sympathize. Usually I do agree with Planning & Zoning. Councilwoman Bellm asked could we not put them into the same signage ordinance. Administrator Speraneo explained the sign ordinance does not push them back further into their property. Mayor Michaelis stated I have listen to all four council people. There is nothing that I disagree with. I agree with all of you on this. We really need to be cautious. Is it going to create more problems for staff? Mayor Michaelis asked Chief Wilson who is going to enforce this. Chief Wilson stated we already limit their signage and most use the maximum signage already. Because this is not within the ordinance this is additional. Mayor Michaelis expressed so many intangibles that come into this. I get a lot of trival complaints, but I have yet to receive one about feather flags. We have laws that have been made that do not get enforced. We represent the business community and we need to be cautious of this. Councilwoman Bellm expressed I respect the work Planning & Zoning does, but we need to step back and take another look at this. Councilman Frey stated I know the wording needs to be in there. However, we need to include setback. Administrator Speraneo explained if we do the setback, it then allows for additional signage and for them to put more inside the setback or on their building. Councilman Frey suggested a special signage allowance. Mayor Michaelis suggested staff try to go back and refigure the plan. We do have to vote on what is in front of us tonight. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaidis voted nay, none aye. Motion failed to carry.

Bill #19-30/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 Commercial Premise Viewing Component of FTTP System – Councilman Schwarz made a motion to approve Bill #19-30/Ordinance #2923 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 Commercial Premise Viewing Component of FTTP System as attached; seconded by Councilwoman Bellm. Director Imming reported HCS conducted a survey. In the feedback received, several recommend we provide a product for a personal security system and help them install security in their business or home. We figured out how to pop up servers and allow for video storage on their own DVR for several days. We have one business that is biting at the bit to get this done. We have an established install price and ongoing support charge. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-31/ORDINANCE Amending Chapter 78-732, Schedule of FTTP Rates and Charges, Adding Section (F), Asset Protection Charge, and Removing Inside Wire Maintenance Fee – Councilwoman Bellm made a motion to approve Bill #19-31/Ordinance #2924 amending Chapter 78-732, Schedule of FTTP Rates and Charges, adding Section (F), Asset Protection Charge, and removing Inside Wire Maintenance Fee as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-32/RESOLUTION Authorizing City to Enter Into the Revize Web Services Sales Agreement for Website Design and Website Support Services – Councilman Schwarz made a motion to approve Bill #19-32/Resolution #19-03-2602 authorizing city to enter into the Revize Web Services Sales Agreement for website design and website support services as attached; seconded by Councilwoman Bellm. Councilman Schwarz inquired if we never use the service we will never be charged. Director Imming stated while we will be saving a significant amount of money by doing a lot of the work in house, all patches and updates we will be charged. Councilman Schwarz asked how many web service would we have to sell. Director Imming stated not sure what you are asking. Councilman Schwarz asked is this not another offering of services by HCS. Director Imming replied, no, this is for updating our city's website. Councilman Schwarz asked was this not just done a couple years ago. City Manager Latham replied it has been about twelve years ago. Director Imming reported we set up a committee to establish what we wanted and a RFP was put together based upon that. The figures you see are the proposals submitted. Councilwoman Bellm asked the funds in budget. Director Imming responded this is in the next year's budget. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-33/RESOLUTION Approving and Authorizing Execution of a Proposal for Architectural Services with Arcturis for a City-Wide Signage and Wayfinding System – Councilwoman Bellm made a motion to approve Bill #19-33/Resolution #19-03-2603 approving and authorizing execution of a proposal for architectural services with Arcturis for a city-wide signage and wayfinding system, in the amount of \$24,000 as attached; seconded by Councilman Schwarz. Councilman Frey asked what the signage and wayfinding kits is. City Manager Latham explained this is for the design of a sign that fits within downtown area but cohesive and can fit together with the trails and parks as well. Councilman Frey stated this is for design of the signage and guiding us on where signs are needed and how many. City Manager Latham replied yes. This will tie into the streetscape and new roadways. Councilman Frey asked are we going to wait until we tear up streets to put this into place. City Manager Latham stated this will be incorporated as we do the various projects. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-34/RESOLUTION Approving and Authorizing Execution of a Proposal for Construction Engineering Services with Oates Associates, Inc. for the Broadway/Iberg Rd./Veterans Honor Parkway Roundabout (PW-02-17) – Councilman Schwarz made a motion to approve Bill #19-34/Resolution #19-

03-2604 approving and authorizing execution of a proposal for construction engineering services with Oates Associates, Inc. for the Broadway/Iberg Rd./Veterans Honor Parkway Roundabout (PW-02-17) as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-35/RESOLUTION Requesting Road Closure for 2019 Schweizerfest Event – Councilwoman Bellm made a motion to approve Bill #19-35/Resolution #19-03-2605 requesting road closure from Illinois Department of Transportation, of Illinois Route 160, from Laurel Street to Washington Street, for 2019 Schweizerfest Event as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #19-36/RESOLUTION Requesting Road Closures for 2019 Schweizerfest Parades – Councilman Schwarz made a motion to approve Bill #19-36/Resolution #19-03-2606 requesting road closures from Illinois Department of Transportation, for 2019 Schweizerfest Parades as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Award Bid #PD-02-19 for Purchase and Installation of City-Wide Cameras – Mayor Michaelis made a motion to award Bid #PD-02-19 for purchase and installation of citywide cameras to Elliott Data Systems, in the amount of \$34,697 as attached; seconded by Councilman Schwarz. Mayor Michaelis asked Chief Conrad if he was surprised we only got to responses. Director Conrad reported we sent out about a dozen bid packets. Since we are doing a lot of installation in house, the excitement waned. Mayor Michaelis asked if he was satisfied with this bid. Director Conrad replied very much so. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Award Bid #BZ-04-19 for Abatement of Asbestos 717, 719, and 723 Main Street – Councilman Schwarz made a motion to award Bid #BZ-04-19 for abatement of asbestos at 717, 719, and 723 Main Street to J.B. Builders, Inc., in the amount of \$12,649.00 as attached; seconded by Councilwoman Bellm. Mayor Michaelis asked Chief Wilson if he was surprised the bid was this low. Chief Wilson reported we sent out ten bid packets. The two lowest bidders were really close to each other. Mayor Michaelis expressed I had anticipated much higher costs. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

REPORT

Approve Warrant #1124 – Councilwoman Bellm made a motion to approve Warrant #1124 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 adjourn; seconded by Councilman Schwarz. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:17pm.

Joseph R. Michaelis, Mayor

Barbara Bellm, City Clerk