

**MINUTES OF SPECIAL SESSION  
HIGHLAND CITY COUNCIL  
MONDAY, MARCH 30, 2020**

Mayor Michaelis (*present in the council chambers*) called the Special Session to order at 6:00pm. Due to the city's COVID-19 Response, Councilmembers Sloan, Frey, Bellm, and Hipskind were present via phone. City Attorney McGinley and City Clerk Bellm were also attending via phone. In attendance were City Manager Latham, Deputy City Clerk Hediger and Director Korte. Directors entered and exited the room, each at the appropriate time to address their specific portion(s) of the budget in order to maintain social distancing due to COVID-19 Response, in the following order: Library Director Kim, Police Chief Conrad and Fire Chief Wilson, Community Development Director Speraneo and Economic Development Coordinator Hubbard, Light & Power Director Cook, Technology & Innovation Director Imming, Public Works Director Gillespie and Parks & Recreation Director Rosen.

**PUBLIC FORUM**

Staff Reports:

City Manager Latham reported the city will be offering a virtual meeting for business owners to inform them of COVID-19 relief funds for small businesses, tomorrow. Mallord Hubbard will be online to help them with different programs offered by the Small Business Administration, State of Illinois, and two other ones offered by the federal government. Councilwoman Bellm asked if councilmembers can phone into that also. City Manager Latham replied yes. The phone number is 618-882-4358 and Conference ID 627091. That will be tomorrow, Tuesday, March 31, 2020 at 9:30am.

Public Forum:

Deputy City Clerk Lana Hediger reported there were no comments or requests submitted to the portal for tonight's meeting.

Council Comments/Requests:

No requests made by the council.

Mayor Michaelis asked City Manager Latham give an update on what the community is doing for handling the COVID-19 spread and how to contain. City Manager Latham reported several of us met with hospital staff. The hospital is still doing fairly well. Everything is still available. We do not believe there are any confirmed cases locally. President Trump, today, asked that the stay-at-home order be in place thru the end of April. We will continue to operate as we have been, to maintain social distancing while serving the public.

**NEW BUSINESS**

**Budget Discussion – FY 2019-2020 Annual Budget**

City Manager Latham asked the council to turn to my letter submitted under the “Overview” tab, which gives big picture of the proposed budget. I want to thank the directors, and especially Kelly Korte, for a job well done. Each department has goals with a framework for 85% of budget projected for revenues to go to O&M, 10% for capital and 5% towards replacements or reserves. Several departments had to adjust this benchmark due to personnel costs, while others have large capital needs based upon the five-year planning done a few months ago. We have prepared our budget conservatively with 4% increase in O&M expenditures and 2% increase in operating revenues. Overall expenditures increased by 6%, primarily due to utility infrastructure investments. The Public Safety Facility will be done with amendments. With this budget, we project setting aside about \$1.2M into reserves also.

### Miscellaneous / Library

#### *Library*

Louis Latzer Library Direct Angela Kim reported their budget is pretty much set each year. We did apply for a \$50,000 matching funds accessibility construction grant; however, the hearing was postponed due to COVID-19. Given the current environment, we are not sure of the status. We will keep paying staff while they are off, and we plan to do some maintenance issues while shutdown. We just finished a big LED light project. Councilman Frey asked Director Kim if there was a specific purpose for the grant money. Director Kim reported at least 70% would need to go towards the goal of the grant, which is to address accessibility. \$40,000-\$50,000 estimated to replace the flooring upstairs, then upgrade the fire/smoke detection system and some of the HVAC, which has been failing. Councilman Frey suggested she ask if “in kind” materials are allowed towards matching of funds. A lot of time with grants, instead of raising matching funds, they will allow for labor or materials “in kind” for some grants. Director Kim responded, good to know. She will check into that. She added we are pushing our digital items, during this time, and will be reviewing how to clean items upon return. Mayor Michaelis asked how much did we receive from the grant yet. Director Kim reported the final grant awarding was to occur a week and half ago. If awarded, it would be a \$100,000 project grant in total. (*Time: 6:15pm*)

Councilman Hipskind stated he was present online (via phone).

#### *Miscellaneous Funds*

Director of Finance Kelly Korte pointed out that all the miscellaneous funds are in the final tab of the budget packet. There is the City Property/Equipment/Reserves, which is the savings accounts for various departments within the city. Revenue is the interest projected on those different accounts and expenses are any transfers we anticipate out of reserves proposed in the budget. There is also the Police Pension Fund, IMRF and Social Security, Audit Fund, Liability Insurance Fund, and Solid Waste Fund. The Solid Waste Fund shows what we expect to collect and what we expect to spend on providing solid waste services within our community. There is also the Cemetery Land Replacement and Cemetery Board of Managers Funds. Land Replacement shows revenues from anticipated sales of plots and a transfer into reserves for payment of land purchased. The Cemetery Board of Managers Fund gets revenue from the perpetual care fees paid and the interest off that account, with expenditures to maintain the cemetery. They are looking at purchasing new records software. It was budgeted for this year, but will likely be in the upcoming year’s budget.

### General Administration

Director Korte reported the major initiative of General Administration is to continue to provide good customer service for citizens and personnel. In the proposed budget, we want to continue to improve technology. General Administration pays a portion of the Korte Rec Center bond so once that is paid off, this year; we are committed to provide funds to the parks for improvements. \$50,000 is budgeted for wayfinding signage from this area.

Councilman Hipskind asked, with respect to reserve funds, it is my understanding each department has reserve funds. Director Korte replied yes. Those are the governmental funds. Enterprise funds have their own within their budget. Councilman Hipskind asked is there a different reserve account for General Administration that the city has. Director Korte stated they are separated by city department. Previously, they were put into one reserve account; however, about ten years ago, we put a reserve account into each department to let them better manage the funding of their areas. Councilman Hipskind clarified there is no other general reserve fund. Director Korte reported there is a General Funds Reserves. Councilman Hipskind asked how much is in there now. Director Korte reported she did not know that exact amount. She replied I will email that to you tomorrow. Councilman Hipskind asked are the funds being used for senior center coming from Parks & Rec or the General Fund. Director Korte reported we were able to pay for that through business district funds. Councilman Frey asked is there any money we put into General Administration Reserves this year. Director Korte reported we anticipate putting \$35,000 into that reserve this year.

### Public Safety Department

Director Chris Conrad presented along with EMS/Fire Chief Brian Wilson. Director Conrad reported we are presenting a balanced budget for Fire and EMS, and a deficit budget for Police due to a one-time payment to the pension fund. Under Public Safety, we continue to move forward with the remodel of Fire Station 1, which is expected to be completed by August 2020. We are about fifty-percent through the design phase for the Combined Public Safety Facility. With about a 20,000 square foot reduction we feel we can stay within our budget with an innovative floor plan and layout of the property. We anticipate an eighteen-month construction project. All departments continue to increases in training, certification, and mandated policy and procedure requirements. The standard operating procedures and guidelines software purchased this last year. We continue the build-outs on that, with the anticipation of reducing liability, reduce command staff time to research, and maintain our manuals. In the proposed budget, we continue to invest in technology hardware, which allows for communication between all three departments.

Capital Projects: For EMS, replacement of cardiac monitors, under the replacement program, one would be replaced this year (\$37,500 budgeted). Fire Department: Five new sets of bunker gear (\$22,000). Fire officials are lobbying to allow for testing of gear to determine serviceability rather than requiring mandatory replacement after ten years. If agreed to by Department of Labor & OSHA, it could be a big cost savings. For police department, capital items are \$30,000 for Energov Licensing Software; \$35,000, vehicle replacement; expand build-out of citywide camera system; and, replacement of two Surface Pros for the investigators.

As far as staffing, EMS goals are to maintain current full-time staffing while increase utilization of part-time staff to reduce overtime costs while still providing responsive patient transfer services to the hospital. Fire will continue to leave one Assistant Chief and one Captain position unfilled, with intent to use efficiencies in the system through procedural software. We want to cross-train firefighters as EMT-Basics so they are available to support EMS. Additionally, we look to implement an explorer program with the high school. In the police department, we plan to send Sgt. Steinbeck to Southern Police Institute, a law enforcement staff and command school. Our intent, as a department, is to send one member each year. Sgt. Schlarman is our only other staff member who has attended command and staff training. As the demand for training increases, we have increased our training budget to allow for development of staff. We will continue with hotspot and community policing. We have one officer planning to retire this year. Our intent is to fill this position, get that officer trained, and ready to be on the street prior to the retirement. We continue to plan for 911 consolidation and the impact that will have on our staffing and services.

Budget concerns for public safety departments are the low Medicare payment levels and the increasing population covered by Medicare. We need to continue to evaluate rates annually. While the number of calls remain flat, staffing remains a concern. Our intent is to increase part-time staffing to reduce overtime and the risk of burnout for our full-time staff. As calls increase and cash flow stabilizes, we will have to find a solution for first line supervision with the amount of staff in this area. The fire department is effected by the minimum wage increase, which applies to all fire department personnel, coupled with additional training and certification requirements. While make things work this year, we need to look at what to do to over the next few years. As an alternative, we are exploring a potential user fee. Some fire protection districts charge a flat fee for technical rescue for accidents. These fees get billed to the vehicle owner's insurance, similar to what we currently do with commercial vehicles. We have to determine the impact on the department and the feasibility of billing. For the police department, legislators continue to reduce training funds, while mandating additional training requirements. This increases the amount of time officers must be in training and that is time they are not out on the streets, which creates staffing pressures. We have increased the amount of online training and will continue to look more towards technology to meet these constraints. Yearly increases in employee benefits continues to outpace revenue growth, which is not unlike any other departments. With the growth of online sales, sales tax revenue is not growing, and the telecom tax continues to decline with technology. These are our primary sources of revenue. We are hopeful that the recent business and residential developments in the city, combined with state changes in municipal funding of online sales revenue will result in some revenue growth. Overall, all departments are focusing on reducing liabilities and costs. We are very proud to submit this budget and want to be good stewards of the citizens' tax dollars. We will work diligently to get the best values for our citizens.

Councilman Hipskind expressed I really do like the idea of doing an explorer program at high school level and the idea of billing insurance companies for the calls. You made a compelling appeal for an assistant chief at the five-year planning session. You suggested it was pretty important. With the memo in the budget, you are saying you can get by without one. Director Conrad explained with backfilling for the pending retirement and budget constraints, it is not possible to do both. We did not feel it was a responsible decision with the other things coming into the budget. It became, do we want to short patrol an officer position or put the load on the sergeants? We felt patrol staff was most important and keep to them on the street. We have very dedicated employees that will make things happen. When times are tough, you tighten your belt and make things happen. Funding changes were designed to mitigate online sales to local sales tax. The duties are not going away. As more trace and administrative requirements are mandated, the duties of that position are not going anywhere. Councilman Hipskind stated I think you are doing great job with what you have right now. I do think it is something we need to prioritize our money towards. Director Conrad stated we are going to backfill the retirement position early, so we are not short staffed on the street when the retirement happens. We want to have the new officer trained and ready to be on the street. Councilman Hipskind asked how the FOP has reacted to the new administrative duties imposed on these officers. Director Conrad stated the FOP has not. We are fortunate to have highly educated, motivated, and well-trained officers that enjoy challenges in their professional roles. *(Time: 6:45pm)*

## Community Development

### *Building & Zoning*

Community Development Director Breann Speraneo presented the Building and Zoning Budget with Economic & Business Recruitment Coordinator Hubbard. Director Speraneo reported, over this past year, we have worked to modernize the department with new software, procedures and inspection processes. We take great pride in rental inspection program implemented this past year. It is our goal to increase landlord participation in this program. Inspection processes were streamlined and we want to

continue to streamline internal processes through the use of technology. We are working to get electrical and plumbing inspection fees to cover their costs. This year's budget initiatives focus on these things as well as purchase of new office equipment, cross-training staff and training our inspectors to keep them up to date on practices within the industries.

### *Economic Development*

Economic & Business Recruitment Coordinator Mallord Hubbard reported we have seen a lot of positive development with expansion by Trouw, the addition of Imo's Pizza, and redevelopment by Powers Financial, this past year; and, with several other items in the pipeline.

Economic Development continues to evolve as businesses come under strain with the COVID 19 pandemic. We are called to serve our businesses. Tomorrow we will host a web meeting to assist businesses with resources out there. Getting to the budget, he stated, we will continue with training and continued education, with focus on increasing the city's profile and pursuit to obtain CeCD certification through International Economic Development Council. We will enhance marketing to attract businesses, work to promote the census and gather census figures, host events to attract people to our community, and \$100,000 is in the budget to continue home builder incentives for this next year. In Business District A, there will be \$115,000 put towards the FEMA Culvert Drainage improvement project and we will have funds go towards the Public Safety Facility. Business Districts A & B budgets will be focused on drainage and the public safety facility development, with \$115,000 put towards the FEMA Culvert Drainage Improvement project. TIF #1 will also have money direct to FEMA drainage improvements.

Councilwoman Bellm commended staff for putting together this web meeting for businesses. Coordinator Hubbard attributed it to good leadership under City Manager Latham and us recognizing our businesses are under strain at this time.

### Electric Department

Director Dan Cook stated the areas of initiatives and goals for the department can be broken down into three areas: administration, production, and distribution. Under Administration, we want to complete deployment of the SmartGrid Technology to allow all meters to be remotely read. Every meter in our computer system should be part of that system by end of the year. We will then be able to extend that technology to our users, so they can better manage their usage. We want to replace the GPS unit, which is over ten years old. New technology will be more accurate at location of utilities. We will continue to validate our revenue stream, in the upcoming budget year. We had to hire a third party to do the testing; however, we found some lost revenue. We will also work to replace some hanging Christmas decorations to coincide with the new light poles, with \$25,000 budgeted. Not only will it update the look, but they will save on deployment and usage costs. At the power plant, we have budgeted (\$20,000) replacement of a roof louver with automated vents over the Nordberg room and (\$40,000) main building roof repairs. \$30,000 for replacement of a pickup truck that is quite rusted and the headliner hangs down on the guys' heads. \$5,000 for Sonetics Headsets that are noise blocking, acting as earplugs, but allow for communication between the employees. As far as distribution, \$175,000 budgeted for replacement of tree trimming truck and chipper, \$400,000 for SmartGrid meters, and \$90,000 for the city's portion of pedestrian streetlights along Broadway Phase I, \$35,000 for 150 LED Streetlights, and \$100,000 for electric transformers. We will continue our pole inspections program, which will look more at the peripheral areas. \$75,000 budgeted. Industry standard is five years of inspections and replacements, then five years off. \$40,000 for contract help to change out 34.5Kv breaker in Northtown Substation Transformer and \$15,000 for maintenance of Eastside Substation Load Tap Changer. To help maintain balance of income to expense, we will forego an additional trimmer to crew. With the current job market, we have had trouble increasing our crew. *(Time: 7:00pm)*

### Fiber to the Premises / HCS (Highland Communication Services)

Technology & Innovation Director Angela Imming stated our department goal is to meet the IT demands of the city and its staff and provide communication services to our community with the hometown atmosphere. Kudos to Finance Director Kelly Korte for reconstruction of the bonds. We have had a goal of 2500 customers. Right now, we are at 2398-2400 customers. I feel we are going to hit that number by the end of construction, if not before. Television services in people's homes continues to be a big demand, but our biggest cost. In upcoming budget, we will need to replace firewall, proxy server, router, and switches. We will be moving from set top boxes to IPTV solution, which the effect of that will show in the budget over the next few years. In budget is the final build out of system. (\$707,000 budgeted for materials and line splicing.) Director Imming stated, as we need revenue focused on paying off that bond, so we have limited personnel costs to 20% of revenue. We anticipate a 6-12 month return on investment with the new set top solution. Revenue per user is \$75, so we are hitting that goal. We are advertising locally with 389 views on advertisements pushed out. We find a lot of people see our advertisements on social media. You will see more overtime in the budget, this coming year, because of the projects planned. We will be wiring Fire Station #1 and the senior center. Over this past year, we have seen 5% growth in TV service. People really like their HCS TV. 80% growth in data services. Data services are the cheapest for us to provide. That is the trend we want to see. Really establishing a strong presence in that area is important. The new IPTV solution does not relieve us of the licensing to show these programming channels. The costs are not coming down. In the next year, we will have to have a conversation on how to recoup those costs.

Councilman Frey noted recently HCS started offering security cameras for businesses. How is that going? Director Imming reported we have eight customers. I am surprised we have not seen more in the residential arena. However, a lot of people want the cameras actively monitored, in that area. Councilman Frey suggested advertizing this on our Channel 3. Director Imming reported we had some people reach out with questions, but do not seem that interested. We have it on the front page of our products and services page.

Director Imming there is a lot of IT growth and demand within the city operations putting a focus on technology. Our goal is to provide that support to the various departments of the city. This year we want to complete Building & Zoning's software upgrade to allow more citizens to self-serve through the software. We want to create a records retention program citywide. While it is not in the budget to procure it in this year, we want to begin the process. Replacing our firewall and VPN solution is a pretty major project for this year. Human Resources has never had an individual portal, so we want to deploy some upgrades in that area. Parks & Recreations have not done an upgrade to their program in four years. I want to get contracts with others to do pin testing to make sure our security level really is where it should be. In utilities, there is the SmartGrid technology. I had a really cool conversation with a company working with water reclamation department on their system, which we will need to migrate to our network. The cost for IT is put into each department budget. *(Time: 7:15pm)*

### Public Works Department

#### *Streets and Alleys*

Public Works Director Joe Gillespie pointed out Public Works' budget is very capital driven. Budget includes \$210,000 for a skid loader, which will be shared between Streets & Alley and Water Reclamation Facility. Streets uses it to load salt spreaders and move various materials around the yard, while Water Reclamation uses it for moving sludge at the plant. \$49,500 is budgeted to replace a twenty-year old tar machine, used to fill joints; \$23,000, for asphalt hotbox for hot patch; \$11,700, vehicle replacement for resident engineer; and, \$46,850 towards lease purchase of street sweeper. We will

continue with seal coating of alleys (\$30,000) and enough funds for a good portion of road improvement patching and sidewalk replacement, budgeted at \$55,000.

#### *Motor Fuel Tax / Non-Home Rule Sales Tax*

Director Gillespie reported we are going to try a new thing, this year, which we have not done in 12-14 years. We are going to use up reserve funds, along with State of Illinois allocated Motor Fuel Tax (MFT) funds, for a large sidewalk replacement project that should get us an 8-10 block length. We have a few very large projects covered under Non-Home Rule Sales Tax funds. One is committed by federal grants and one by ICC funding. There is the US 40/Hemlock/Frank Watson Parkway Signalization project. Bids were opened last week, and the results were really positive. We are committed to \$405,000. Anything above that ICC will pick up. We believe the project will come in about \$775,000 for everything. ICC may pick up some engineering costs as well. The other project, which has federal funding, is the Shared Use Path along Illinois 160 Eastside. This will provide a means for pedestrians to walk or ride bikes from downtown to the school. The project has been bid out at \$508,000 to Haier Heating and Plumbing, with \$261,000 coming from city funds. Finally, there is the Broadway Streetscapes project that we are working on with IDOT. With COVID-19 some of their workers are out of the office and we hope to get this project out to bid \$3.1M. City will fund just over \$500,000 for that project.

#### *Water*

There have been 1.5% water rate increases put into place each year. Our last increase will be in January 2023. After that, we are showing flat revenues. In mid-2023, we will need to reevaluate that. The Keeven Water Line, installed in 1969, comes from the plant along Route 143, parallel with the dam to El Kay Meadows Subdivision. At the time of the construction, an agreement was made to payout the cost of the line over fifty years. The last installment was last fall. We would like to see the line replaced. I think we can replace from the east to west side of dam in this year's budget, with a budget of \$340,000. The most trouble is in this area. \$275,000 is budgeted for other water main replacements within the system, \$60,000 for shared cost of working with Heartland Conservatory, and \$70,000 for water meters. Under Water Treatment, we will continue with maintenance of water storage tanks (~\$170,000) to ensure they are kept in good condition and putting (\$100,000) funds aside for future plant expansion, which will be needed in the next twenty years.

#### *Sewer*

Director Gillespie pointed out the trend for both water and sewer demand has been going down. This is due in part to the combination of wet springs and summers and water efficient appliances, low flow toilets and showerheads, along with a lot of other things out of our control. Utility sales are directly tied to amount of water used. We are seeing a downturn in the two funds. We had one rate increase of 2.5% in December of this past year. We will have to evaluate that in next few years. We are going to use some of our reserves that we have built up for (CIP) cure in place lining. (\$558,000 budgeted.) We have done quite a bit of rehabilitation with 24,700 feet of clay pipe and added on to the 2700 feet before that. This budget year, we will focus on rehabilitation of three trunk mains that never have had anything done to them since installed with \$2,450,000 budgeted. We believe we could see a saving from the amount of infiltration into system that costs us money to treat once it gets to the plant. It is likely we will seek a 1% increase to keep up with inflation, at least in part. \$2.6M budgeted for Water Reclamation Facility Improvements and Upgrades, expected to be completed Fall 2020. (*Time: 7:33pm*)

#### Parks & Recreation Department

##### *Korte Recreation Center*

Parks & Recreation Director Mark Rosen reported the budget is in line with last year. The focus for this year will be the part-time staff. We average 615 hours minimum wage per week. With minimum

wage increases, this year, it will impact our budget significantly. Other things in the budget are working on a new pool; \$25,000 to replace retaining walls at Silver Lake Park, that were put in 30 years ago; \$75,000 to complete Daley Discovery Playground; \$15,000 to try to replace vegetation around the fountain with a solid surface to avoid getting mulch fountain and sprinklers; and \$75,000 contract with Heartland Conservation for more environmental work; and, \$14,000 to paint west elevation of KRC exterior.

At the Korte Rec Center (KRC), \$30,000 budgeted to replace some fitness equipment. Staff has done thorough job of cleaning the KRC since we are closed. We have done our part to make sure it is ready, if we have to use it for an emergency. As a department, we need to upgrade our software so people can find information and register online, which will relieve staff on some of those duties. With this, we have to upgrade our firewall.

Director Rosen reported we anticipated increase of wages in the budget for July through October/November for grass cutting and construction projects done in house. We want to address some concerns at the Weinheimer. We are looking at getting new front doors for access. These are not your average doors. They have an estimated cost of \$1800-\$2300 each. The ceiling tiles need to be replaced. We estimate a uniformed covering at \$85,000.

Councilman Hipskind asked what else at the Weinheimer needs immediate attention. Director Rosen reported the roof needs to be looked at and tuck pointing of the chimney that we have had issues with in the past. I am looking at having Korte Construction give an inspection. Councilman Hipskind asked are the doors that are there now ADA compliant. Director Rosen reported the two doors to west are not operable. They are probably the original doors from when the foyer entry was put in during the 1980s. Councilman Hipskind asked about the bathrooms. Director Rosen reported those were done to ADA compliance in the 1990s. For today's standards, the doors will probably need to be widened and small things like height of toilet paper changed, etc. Councilman Hipskind noted by Lucas's office, by the ballroom area, does that elevator work. Director Rosen responded there is no elevator. Councilman Hipskind inquired about updates needed upstairs. Director Rosen reported he believed most of that would be cosmetic, other than replacement of a window. It may be better to have Korte Construction look at it, as there may be some structural issues. Councilman Hipskind asked have you explored the option of putting in an elevator. Director Rosen replied many years ago. Councilman Hipskind asked do you host events up there. Director Rosen reported we hold some training up there. Various groups and private individuals have used it for showers and birthday parties. Councilman Hipskind asked how bad the ceiling tiles are. Director Rosen reported a couple a year dangle or fall down. We try to be proactive and remove them or try to reinstall them. Councilman Hipskind asked is there is just a hole there. Director Rosen replied vacant tiles. Korte Construction shot me a price of \$60,000 for a uniformed ceiling cover, a few years ago, so I bumped the budget amount up for anticipated cost increase. Councilman Hipskind asked what type of activities the facility is used for. Director Rosen reported youth basketball, select girls' basketball tournaments, indoor soccer, and other youth programs. Councilman Hipskind asked do citizens outside of Highland use the facility for showers and other events. Director Rosen stated he would image some of those invited are from outside of Highland. Councilman Hipskind asked how likely you will get the ceiling tiles done this year. Director Rosen responded that depends on the budget and revenue to pay off the KRC bonds.

Councilman Hipskind asked the new pool is not going to increase your budget. Director Rosen responded the feasibility study will tell us that. Obviously, we are too affordable for what our pool offers now. Councilman Hipskind noted once KRC bond is paid off, part of the payment amount will put towards the pool and what is not being used for pool will go towards Parks & Recreation. Director Rosen clarified \$200,000 will be divided between KRC and parks. It may vary based upon projects needed in different areas with a base point of \$100,000 between each. Councilman Hipskind noted the new stair system you have at pool is awesome. Director Rosen acknowledged John Thole is a wizard. He will



come back and grind those down and he has to get the platform taken care of yet. Councilman Hipskind added, with regards to the fitness equipment, I know some go to different gyms because we do not have equipment to work different body parts. Director Rosen stated Hillary is hopeful that she can address that with the new equipment selected.

*Pool*

Director Rosen reported we are trying to get the obvious things done to get the pool operational for the summer. The baby pool will be closed. We are looking to utilize that area for something else.

*Cemetery*

Director Rosen stated staff plans to oil and chip all the roads in the cemetery this year. Staff is keeping up with the maintenance and trying to fix headstones as much as possible. When monument companies come out, they have high regard for what staff has done out there.

Councilwoman Bellm made a motion to adjourn; seconded by Councilman Frey. All council members voted aye, none nay. Motion carried and meeting adjourned at 7:57pm.

Joseph R. Michaelis, Mayor

Barbara Bellm, City Clerk