

**MINUTES OF REGULAR SESSION  
HIGHLAND CITY COUNCIL  
MONDAY, JUNE 19, 2023**

Mayor Hemann called the Regular Session to order at 7:00pm at the Highland Area Senior Center. Council members Sloan, Frey, Bellm, and Napper were present. Others in attendance were City Manager Conrad, City Attorney McGinley, Directors Cook, Gillespie, Ohren, Presson, and Rosen, Fire Chief Straub, Coordinator Hubbard, Treasurer Nicolaides, Deputy City Clerks Hediger and Von Hatten, City Clerk Bellm, and 21citizens.

**MINUTES**

Councilman Frey made a motion to approve the minutes of the June 5, 2023 Regular Session as attached. Motion seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

**PUBLIC FORUM**

Citizens' Requests and Comments:

*Relevant Pregnancy Options' 2023 Run for Life 5k Run/2M Walk Special Event Application Approval* – City Manager Chris Conrad reported Tricia Blasdel was unable to attend. They have submitted an application. There is nothing different for this event from past years. Chief Presson stated the route is fine. We are working with them regarding police and fire support for the event. Councilwoman Bellm made motion to approve Relevant Pregnancy Options' request to host the 2023 Run for Life 5k Run/2M Walk on September 30, 2023 as requested. Motion seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

*Street Art Festival Special Event Application Approval and Square/Plaza Park Use Request* – Hillarie Holzinger, Chamber of Commerce Executive Director – This year's event will be Saturday, September 16. We are requesting closure of Washington, Main, and Laurel Streets, around the square, on the evening of September 15, and re-opening for traffic on Monday. Councilwoman Bellm made a motion to approve Highland Chamber of Commerce's request for use Square and road closures for the Street Art Festival on September 16, 2023, with a rain date of September 17, 2023, as attached. Motion seconded by Councilman Napper. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

*Girl Scouts Troop 342 – Silver Project – Outdoor Pickleball Courts at Spindler Park Approval* – Lexi and Paige Lauth presented their plan to install pickleball courts at Spindler Park. They reported the primary goals of this project are to demolish the existing tennis courts and install pickleball courts. They asked the council to look at Slide #5 on the handout as representation of what a pickleball court looks like. Pickleball Courts are 44-feet long, 20-feet wide, while a tennis court is 70 feet long and 27-36-feet wide. The net height for pickleball is 36" at the posts and 34" in the center, while tennis court nets are set at 42" at the posts, 36" in the center. The USA Pickleball Rule Book states that a total playing surface 30x60' is the minimum size that is recommended. A total size of 34'x64' is preferred. Whenever

possible a north-south angle should be maintained to minimize the angle of the sun in players' eyes. Asphalt or concrete both provide an acceptable base. There are recommendations on the slope, drainage, surface finish and overall construction. The coating system will help to protect the surface and extend the life of the court. When the coating seals and protects the base, extending its useful life. Resurfacing is the process of re-applying the coating system to restore the look and texture play characteristics of the court. Normally this entails cleaning cracks and the surface, filling low areas to reduce puddles, and application of the base and color coatings, and striping of the playing lines. 100% acrylic coatings are recommended, because they are breathable and allow some vapor transmission. Color: There are many colors to choose from. Lighter colors will absorb less heat from the sun, resulting in a cooler playing surface, while darker colors absorb more heat from the sun, resulting in warmer playing area. Surface colors can have an effect on the ball visibility during play. There are a few options on cushioning the surface, which increases player comfort. There are two common net styles. One sits on the surface of the court, while the other provides a gap between bottom of net and court surface. There are a variety of durability options in the materials of the net. Fencing should be rust-free and free of any protrusions that could injure the player. Chain-link fencing is a cost-effective option; however, orange construction or plastic garden fencing is an option. Balls are 65mm, so the openings in the fence should be small enough to prevent the ball from leaving the court. Backstop should have a minimum height of ten feet, and sidestops should not be less than three-feet in height. Gates should be present on both ends of the court and wide enough for wheelchairs and maintenance equipment. When choosing lighting, you want as much as the budget affords. It should be uniformly spread throughout the areas of play, while minimizing glare off the reflective surfaces. High-Intensity-Discharge (HID) lamps last on average 12,000 hours and require 3-12 minute warm up time, but achieve maximum light output. LED lighting lasts up to 100,000 hours costs less, requires less maintenance, and can be used with dimmers. Wiring for lighting should be underground. Lights should be centered and immediately outside the fence posts. Pickleball Court accessories include nets, posts, center straps, windscreen, divider netting, court benches, shade shelters, power, water, spectator seating, organizers, and ball holders.

Lexi and Paige stated we want to help ourselves raise funds needed by hosting bake sales, car washes, and dog walking. We would like to ask for fundraising assistance from individuals and groups within the community to assist, as well. Mayor Hemann applauded them on a wonderful presentation. Pickleball has become a very popular sport. Parks & Recreation Director Mark Rosen reported it started back in Seattle in the 1960's. Mayor Hemann stated we will need to approve the project. City Manager Conrad stated city staff will explore what our staff can do. Additionally, we will look to apply for grants to assist in the funding this project. Councilman Frey made a motion to approve Girl Scouts Troop 342 Silver Project – Outdoor Pickleball Courts at Spindler Park. Motion seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Jerome "Blackie" Kuhl stated I am here again. They started a job and then they shut it down. They went in with a street sweeper, because they did not want to dig like they should have. I know it is illegal; however, they say it is not. Mayor Hemann responded, Blackie, I believe Chris has met with you and discussed it; and, nothing illegal was done. Mr. Kuhl reported we just got home from the lung doctor just before that. If we had breath that stuff in, we would have been back at the doctor. Mayor Hemann stated you have an opinion on. We investigated it, and we found that nothing was done wrong. City Manager Chris Conrad reported I did speak with the EPA. What we did was not done wrong. We had a piece of equipment that we normally use out of service, so we did it this way. I agreed that we will not do that for that application anymore. Mr. Kuhl asked can I get a letter to state that. City Attorney McGinley stated there are minutes from this meeting, which will be available. That is what you can use.

John Kapp stated I see there is a new flag out a City Lake. It looks good.

Requests of Council:

No comments or requests made by the council.

Staff Reports:

City Manager Conrad stated, hopefully, Veterans' Honor Parkway will be opened back up this week. The Mater Drive Reconstruction project is moving on to Phase 2. Access to ADR and Trouw's plant is off Executive Drive, now. He reminded everyone that the July meetings will be held on the second and fourth Mondays. Last, but not least, Dr. Presson successfully defended her thesis today. Congratulations.

**NEW BUSINESS**

Bill #23-59/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for Highland Firefighter's Picnic – Councilwoman Bellm made a motion to approve Bill #23-59/Resolution #23-06-3037 authorizing allocation of hotel/motel tax funding for Highland Firefighter's Picnic in the amount of \$500 as attached. Motion seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-60/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for 2023 Street Art Festival – Councilman Frey made a motion to approve Bill #23-60/Resolution #23-06-3038 authorizing allocation of hotel/motel tax funding for 2023 Street Art Festival, in the amount of \$3500, as attached. Motion seconded by Councilwoman Bellm. Councilwoman Bellm explained we are trying to use hotel/motel tax funds that we had already accumulated. We have carryover from the COVID years, which we are allocating this year. Next year, we will fund from revenue received this year. We have less than \$10,000 left in that fund. I am going to make an amendment to make the amount \$2500. Motion seconded by Councilwoman Sloan. Councilman Frey stated I have no problem with that. I think that is reasonable for what we have been reducing it. Hillarie Holzinger, Chamber Director, states I know the funds are tight. We have already cut from \$4500 to \$3500, because we realize what the city is trying to do. All of our expenses have increased. Mayor Hemann expressed we are hoping that next year we will have a clearer path. Roll Call Vote on the amendment: Councilmembers Sloan, Frey, and Bellm voted aye, none nay. Councilman Napper abstained. Motion carried; motion amended. Roll Call Vote on the motion as amended: Councilmembers Sloan, Frey, and Bellm voted aye, none nay. Councilman Napper abstained. Motion carried.

Bill #22-61/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for Highland Speedway – Councilman Frey made a motion to approve Bill #22-61/Resolution #23-06-3039 authorizing allocation of hotel/motel tax funding for Highland Speedway as attached. Motion seconded by Councilwoman Sloan. Shaun Horstman reported we are looking to do a special with Fox 2 where they come out and do a ride along in a two-seater, which is very entertaining. We have four major events coming up in July and this is what we are planning to use to promote the events. Councilman Frey pointed out there are four events, at an amount of \$1500 per event. Two of these events will be televised. Councilwoman Bellm made a motion to amend the amount to \$5,000. Motion seconded by Councilwoman Sloan. Roll Call Vote on the amendment: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried; motion amended. Roll Call Vote on the amended motion: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Approve Mayor's Reappointment of Joshua Short, Nancy Genteman and Marshall Rinderer to the Library Board of Trustees – Councilwoman Sloan made a motion to approve mayor's reappointment of Joshua Short, Nancy Genteman and Marshall Rinderer to the Library Board of Trustees, for three-year

terms, to expire June 30, 2026 as attached. Motion seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Approve Mayor's Reappointment of Linda Montayne to the Tree Commission – Councilwoman Bellm made a motion to approve the mayor's reappointment of Linda Montayne to the Tree Commission for a three-year term to expire June 15, 2026 as attached. Motion seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Award Bid MFT Section 24-00000-00-GM, for the 2024 Motor Fuel Tax Maintenance Materials – Councilman Frey made a motion to award MFT Section 24-00000-00-GM, for the 2024 Motor Fuel Tax Maintenance Materials as follows: CA-6 Aggregate, to Mike A. Maedge Trucking, Inc., in the amount of \$12,550.00; CA-7 Aggregate, to Mike A. Maedge Trucking, Inc., in the amount of \$7,080.00; Grit (CM-13 Slag), Beelman Logistics, LLC, \$471.25; Seal Coat Furnished & Delivered to Beelman Logistics, LLC, \$30,840.00; MC-800 Prime, Furnished & Applied, Piasa Road Oil, LLC., \$49,999.98; HFRS-2 – Emulsion, Furnished & Applied, Illiani Construction Co., LLC, \$81,224.64; and, Seal Coat Aggregate Hauled and Spread awarded to Illiani Construction Co., LLC, \$24,528.00, as attached. Motion seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-62/RESOLUTION Waiving Competitive Bidding Requirement and Authorizing Purchase of a New Emerson Programmable Logic Controller from Corsair Controls, Inc. – Councilwoman Bellm made a motion to approve Bill #23-62/Resolution #23-06-3040 waiving competitive bidding requirement and authorizing purchase of two new Emerson Programmable Logic controller from Corsair Controls, Inc., in the total amount of \$89,541.34. Motion seconded by Councilwoman Sloan. City Manager Conrad reported Corsair Controls, Inc. designed and installed the original that is why we want to stay with them. Director Gillespie added that was 16 years ago. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-63/ORDINANCE Amending the City of Highland Purchasing Policy Regarding Documents Required for Public Bidding – Councilman Frey made a motion to approve Bill #23-63/Ordinance #3276 amending the City of Highland Purchasing Policy regarding documents required for public bidding as attached. Motion seconded by Councilwoman Bellm. City Manager Conrad reported this amendment makes the changes we talked about in the annual report, a few months ago. There are four that instead of requiring at time of bid submittal, these would be required after award of contract when signed: hold harmless and indemnity agreement, certificate of compliance with the substance abuse prevention program certification, certificate that the contractor is not barred from contracting with unit of local government because of conviction of an offense related to bidding, and a certificate on non-delinquency of tax. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-64/RESOLUTION Approve Migliore Properties LLC Planned Unit Development – Councilwoman Bellm made a motion to approve Bill #23-64/Resolution #23-06-3041 to approve Migliore Properties LLC Planned Unit Development as attached. Motion seconded by Councilwoman Sloan. Councilman Napper reported he attended the Combined Planning & Zoning Board (CPZB) meeting. It is my understanding the developer has agreed to have one of the two entrances off Oak Street closed, rather than having two entrances off Oak Street. There were concerns about the increased traffic in the area. A representative of Migliore Properties LLC confirmed they have agreed to remove the one entrance off Oak Street. Councilwoman Sloan pointed out this was approved with conditions by CPZB. City Attorney McGinley reported the developer agreed at CPZB to these conditions. There will be a site review of this. He also noted there was a lot of emphasis placed on storm water in the area. Deputy City

Clerk Hediger inquired if those conditions need to be part of the motion. City Attorney McGinley advised they are part of the attachment and now part of this discussion. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-65/ORDINANCE Granting a Special Use Permit for a Planned Use Development to Migliore Properties, LLC for a 5-Unit Multifamily Dwelling Structure within the R-3 Zoning District – Councilman Frey made a motion to approve Bill #23-65/Ordinance #3277 granting a Special Use Permit for a Planned Use Development to Migliore Properties, LLC for a five-unit multifamily dwelling structure within the R-3 Zoning District as attached. Motion seconded by Councilwoman Bellm. City Attorney McGinley explained, procedurally, this is the ordinance that passes the resolution that we just passed. Councilwoman Bellm asked this includes the stipulations that we just discussed. Attorney McGinley replied yes. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-66/RESOLUTION Authorizing Sole Source Purchase of Services from Tantalus Systems, Inc. for Annual Maintenance and Technical Support – Councilwoman Bellm made a motion to approve Bill #23-66/Resolution #23-06-3042 authorizing sole source purchase of services from Tantalus Systems, Inc. for annual maintenance and technical support, in the amount of \$48,163.92 as attached. Motion seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-67/ORDINANCE Amending City Code, Chapter 78 – Utilities, Article II, Electric Service Regulations, Division 6. – Net Metering and Interconnection Policy – Councilman Frey made a motion to approve Bill #23-67/Ordinance #3278 amending City Code, Chapter 78 – Utilities, Article II, Electric Service Regulations, Division 6. – Net Metering and Interconnection Policy as attached. Motion seconded by Councilwoman Bellm. Director Dan Cook reported the world is turning greener. I have had multiple conversations with the school, and I feel it would behoove all of us to allow them to have solar on their properties. We would provide them with different rules than residential and other users. The solar facility would cover their minimum monthly base. Ultimately, they will still be procuring a fair amount of energy from us. We will also allow them to roll credits from month to month. We all pay property taxes. I would rather have the amount of taxes paid to the schools go towards education and paying teachers versus energy costs. Director Cook stated we are not “un-solar-friendly”; we just need something fair for all. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-68/ RESOLUTION Issuing a “H2” Liquor License to 4 Seasons Management Inc., Pursuant to Chapter 6, of the Code, Entitled Alcoholic Liquor – Councilwoman Bellm made a motion to approve Bill #23-68/ Resolution #23-06-3043 issuing a “H2” Liquor License to 4 Seasons Management Inc., pursuant to Chapter 6, of the code, entitled alcoholic liquor as attached. Motion seconded by Councilman Frey. Councilwoman Bellm inquired we already have someone that has that classification. City Attorney McGinley reported the current holder of that is one hotel. That owner will lease the hotel management to 4 Seasons Management, Inc., so that license will just slide over to them. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Bill #23-69 /RESOLUTION Approving and Authorizing the Execution of a Contract with Moran Economic Development, LLC for Consulting Services Related to Economic Development – Councilman Frey made a motion to approve Bill #23-69 /Resolution #23-06-3044 approving and authorizing the execution of a contract with Moran Economic Development, LLC for consulting services related to economic development as attached. Motion seconded by Councilwoman Bellm. City Manager Conrad reported this is approving Moran Economic Development whom we have used for development of our TIF agreements and business districts. They are now offering al a carte economic development services.

Emily Culveron, who was with the City of Collinsville, now works for them. They will come in and help us out on an hourly basis. We will try to handle what we have with current in-house staff. Councilman Napper inquired the salary and benefits that we paid to Breann will be used to pay Moran. City Manager Conrad replied yes. Councilman Napper asked will this be a cost savings then. City Manager Conrad responded, yes, we believe so.

## **REPORT**

Accepting Expenditures Report #1244 for June 3, 2023 through June 16, 2023 – Councilman Frey made a motion to accept Expenditures Report #1244 for June 3, 2023 through June 16, 2023 as attached. Motion seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Napper voted aye, none nay. Motion carried.

Councilwoman Bellm made a motion to adjourn. Motion seconded by Councilman Napper. All aye, none nay. Motion carried. Meeting adjourned at 7:53pm.

Kevin B. Hemann, Mayor

Barbara Bellm, City Clerk