

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
MONDAY, DECEMBER 2, 2013**

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 John Long; Directors Cook, Gillespie, Korte, Rosen and Schoeck; Police Chief Bell, Fire Chief Bloemker, EMS Captain Crosby, Supervisor Limestall, EMS DOM Crosby, Paramedic Rusteberg, Library Director Kim, Treasurer Foehner, Deputy City Clerk Hediger, City Clerk Bellm; 5 citizens, and one member of the news media.

MINUTES

Councilman Schwarz made a motion to approve the minutes of the November 18, 2013 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

PUBLIC FORUM

Citizens' Requests and Comments:

2014 Relay For Life Request – Keith Henss, Event Chair representing the 2014 American Cancer Society- Relay For Life Event in Highland. Mr. Henss stated I have been part of Relay from the beginning in Highland. I relay because my wife, Lisa Henss, had thyroid cancer when she was 25. Even though we celebrate that she won her battle, as her caregiver, I continue to fight the war against cancer to help the American Cancer Society raise funds for new cancer research, free services for patients, and provide prevention programs. 2014 marks an exciting year for Highland Relay For Life. It is our 10th year, which led us to the theme of “Decades of Hope”, and we are only \$90,000 away from reaching one million dollars raised. Relay For Life is an overnight relay-style event. Team members take turns walking around a track through the night. Inspiring ceremonies celebrate survivors, remember those gone and fight back against the disease. In 2011, with your approval we were able to change locations. Since then, we have experienced growth in five major areas. These milestones would not have been possible without the generosity of this council and the citizens of Highland. This year, with your approval, we would like to once again host the Relay Kick-Off Event on February 16 at the Weinheimer Community Center and hold the Relay Main Event at Glik Park on July 11 and 12. We have already been in contact with Mark Rosen and these dates have been approved. Our needs from the City have not changed since last year. Councilwoman Bellm made a motion to approve the 2014 Relay for Life requests for Relay Kick Off Event on February 16 at the Weinheimer Community Center and the main event on July 11-12 at the Rec

Center/Glik Park as requested; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

2014 Optimist Shootout Funding Request – Rick Ringwald, speaking on behalf of the Highland Optimist, requested sponsorship from the City of Highland for the 2014 Optimist Shootout. Mr. Ringwald explained this would be the second year that the city, if approved, has made that generous donation. The Shootout is a one-day event, which is our largest fundraiser. We will once again bring some of the top basketball players and teams to the Highland High School gymnasium from the bi-state region. This year we have a couple Division I players, and three highly recruited players. The farthest team we have coming in is from the Springfield area; however, the event does bring in people for all around the metro area to Highland, attracting over 2,000 visitors to Highland. The upcoming event will be held Saturday, January 11, 2014. We are asking for a contribution of \$1000 from the Hotel/Motel Tax Fund, which is the same amount as last year. Councilman Schwarz made a motion to approve a sponsorship of \$1,000 from the Hotel/Motel Tax Fund to the Highland Optimist Shootout as requested; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Sally Rehberger – Building Permit Problem – Jeff Rehberger – Sally Rehberger's son, requested to discuss an issue they are having with the city building permit fee structure. He explained that about two weeks ago, we had some remodeling done to our bathroom. It is an eight-foot-by-eight-foot bathroom. Someone from the city stopped by and stated we needed inspections with fees that would be \$850. This was not a cost that we were anticipating - much less in that amount. We called around to get some prices on what other communities are charging. Other communities are significantly less, for a project of this size. He provided cost estimates from Troy, Edwardsville, Belleville, and Alton, for similar projects that would have permit fees totaling \$50, \$70, \$45 and \$90, respectively. I know the city passed a new ordinance, last fall, which states that there needs to be electric, plumbing and construction inspection fees, bringing it to this amount. However, the amount charged would be, basically, the same if it was a whole house remodel.

Supervisor of Building and Code Enforcement Kevin Limestall reported staff was directed several years ago to look at our costs. The amounts are based on the cost for inspection and administrative fees associated with the inspections. Mayor Michaelis noted the electric and plumbing permits require inspection by a licensed electrician and licensed plumber, which we contract out. He asked if the cost of the electrical inspection is what the inspector charges us. Supervisor Limestall reported we are charged \$120, plus there is our administrative costs our handling the invoicing and paying the contracted inspector. Mayor Michaelis if our electric department could do those inspections. Supervisor Limestall reported no one is presently trained to do the inspections. Director Cook stated he does do backup inspections when the electrical inspectors are not available. On more complex commercial and industrial projects, I consult with the electrical inspector. In the State of Illinois, you do not have to be a certified electrical inspector. I do not know that I would be a more cost-effective alternative, because of my time. Additionally, there is a rough-in inspection and a final inspection, and sometimes a revisit, if things are not done properly or at the proper time. Mayor Michaelis asked have we ever put out bids for inspection fees. Supervisor Limestall noted, in the State of Illinois, plumbing inspectors have to be licensed. We contract out electric inspections out to avoid any conflict of interest.

Councilwoman Bellm asked Kevin if he had any idea why other cities are so low. Supervisor Limestall reported Sharon talked to some with the City of Troy; they do not have a licensed inspector. Mr. Rehberger stated he asked the same questions. They stated they use part-time, retired plumbers that work on an on-call basis. Mayor Michaelis stated I am not blaming anyone. I am glad that it came to our attention as to the costs and what other communities are charging.

Councilman Schwarz disclosed that Sally is his aunt and Jeff is his first cousin. He added, I have to wonder if others are doing the inspections when they are remodeling. \$850 on a \$3,000 bathroom remodel makes it cost prohibitive in some cases. I understand the need to cover our costs; however, I would like to see how other communities are doing this cheaper. Councilwoman Bellm agreed I have to wonder how many other people are having the inspections done. I would agree. If we were talking \$3,000 on a bathroom and another \$850 was added, then I would have indigestion too. It would seem to me that we should be able to come up with something different. Mayor Michaelis pointed out if you are doing this yourself, in your home, then you do not have to have the inspections. Supervisor Limestall acknowledged you can do your own, if you live in the residence and know how to do your own plumbing. However, if you hire someone to do the plumbing, then you must have the inspections done and pay the permit fees. Councilman Schwarz noted, if the same between one room and a whole house, I would think the costs would have to be different. Mayor Michaelis asked if the permit fees have been paid or are owed yet. Mr. Rehberger reported we paid the fee so they would not shut the job down. Mrs. Rehberger added the contractor paid the \$100 fee himself. Supervisor Limestall explained the contractor paid the \$100 fine, because he was doing the job without a permit, and had been warned several times in the past about doing this without a permit. City Manager Latham stated, in the community I previously worked in, the inspections were done in-house with electric department staff doing electric inspections and retired plumbers doing the plumbing inspections. Director Cook stated, because I have been doing some inspections, I have a brochure with information on a training seminar that I am looking at scheduling myself for, so I am better prepared. I would suggest that we look at handling the remodel inspections and have the licensed electrical inspectors do the new constructions and commercial and industrial remodels. Mayor Michaelis stated staff will review costs and look at how other communities are handling these inspections. Based upon that, staff and council will determine if some of the fees can be refunded.

Requests of Council:

Councilwoman Bellm stated she noticed more city vehicles around town and the fact that they are kept clean and look good. It appears staff is taking care of the equipment. Additionally, she complimented staff on the work done to get the Christmas decorations up. They look really nice. I know the staff is not told that often enough, but it is really appreciated.

Staff Reports:

Nothing to report.

NEW BUSINESS

Discussion - Tax Levy – Kelly Korte, Director of Finance stated nothing has changed since the last information on the tax levy other than the amount needed to fund the police pension increases the levy rate to 1.9442 from 1.9382. The proposed tax levy will be brought before the council to act upon at the next meeting.

Bill #13-113/ORDINANCE Establishing Rates and Payment Methods for Pay-Per-View – Councilman Schwarz made a motion to approve Bill #13-113/Ordinance #2600 establishing rates and payment methods for pay-per-view as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #13-114/RESOLUTION Waiving Normal and Customary Bidding Procedures and Authorizing Purchase of New Ambulance as an Emergency Replacement – Councilwoman Bellm made a motion to approve Bill #13-114/Resolution #13-12-2166 waiving normal and customary bidding procedures and authorizing purchase of new ambulance as an emergency replacement in the amount of \$182,500 from American Response Vehicles, of Columbia, Missouri as attached; seconded by Councilman Schwarz. Councilman Schwarz stated he read the memo about why this is needed. Why is this urgent? Manager of Operations Captain Gary Crosby explained, since we placed this third truck into service, we are running our 14-year truck on a regular basis, which is increasing the costs. We have had this ambulance back from the repair shop and within twenty-four hours, it broke down at the scene. The problems really have created an issue with staff's willingness to trust the vehicle's performance. We have spent nearly \$30,000 on repairs this past year, with our total repair costs for all of our equipment was \$42,000. The biggest issue is that no one can figure out why it is shutting down. It is some type of electrical system problem, but we seem to be unable to pinpoint the source. To recondition to box and remount it onto a chassis, we are at almost the same costs of a new truck. There is a lead-time with this purchase, and going out for bid would extend that time by another 3-4 months. The truck was purchased from American Response Vehicles (ARV) was put into service October 31, 2012. The specs are the same as that unit, except we removed the International brand and put in Ford. International has lost considerable market share of sales in the last couple of years, so we decided to make this switch. Councilman Schwarz inquired how many bids there were there, last time. Paramedic Tim Rusteberg reported there were four responsive bids and one non-bid at that time, because it was a late response. ARV was the lowest bidder of the accepted bids. Councilman Frey inquired about the length of lead-time. Captain Crosby explained we try to keep the cabinet layouts as identical as possible between the different units, so that staff is familiar with where everything is at within them. Councilman Nicolaides inquired what we do with the existing unit. Captain Crosby responded we would put it out for surplus sale. We are going to take a beating on its resale value, because of the issues that we will have to disclose. It would not be a response vehicle. Most likely, a towing firm or similar company would purchase it for an equipment vehicle. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #13-115/RESOLUTION Authorizing Agreement with Oates Associates, Inc. for Creation of Conceptual Design for New Community Park East of the Iberg Extension – Councilman Schwarz made a motion to approve Bill #13-115/Resolution #13-12-2167 authorizing agreement with Oates Associates, Inc., in the amount of \$19,800, for creation of

conceptual design for new community park east of the Iberg Extension as attached; seconded by Councilwoman Bellm. Councilman Schwarz asked do we think this is really necessary. We are looking at trying to reduce costs. City Manager Latham explained with the construction of the road, we are going to have to put in water and sewer in this area; therefore, we will need survey information and contractor bid specifications. When we put the roads through to connect Falcon and Quail there was a need expressed by citizens for a park on the east side of town. With this being along the multipurpose trail it would provide a rest and recreation area. There will be fishing allowed in the lake created from the dirt excavated to construct the railroad overpass elevation grade. Mayor Michaelis added Oates Associates knows the information on this area and I believe the location is ideal. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Bill #13-116/RESOLUTION Awarding Bid #G-11-13 and Approving Contract for Diesel Fuel and Distillate Supplies for 2014 Calendar Year – Councilwoman Bellm made a motion to approve Bill #13-116/Resolution #13-12-2168 awarding Bid #G-11-13 and approving contract for diesel fuel and distillate supplies for 2014 Calendar Year with Huel’s Oil Company, Inc., of Carlyle, Illinois, as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

Award Bid #E-10-13 for Purchase of 1500 KVA Pad Mount Transformer for Stock – Councilman Schwarz made a motion to award Bid #E-10-13 for purchase of 1500 KVA Pad Mount Transformer for stock from Fletcher Reinhardt Co., in the amount of \$20,547.00 as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried.

REPORTS

Approve Warrant #933 – Councilwoman Bellm made a motion to approve Warrant #933 as attached; seconded by Councilman Frey. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. 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 7:43pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk