

**MINUTES OF REGULAR SESSION  
HIGHLAND CITY COUNCIL  
TUESDAY, JANUARY 21, 2020**

Mayor Michaelis called the Regular Session to order at 7:00pm. Councilmembers Sloan, Bellm and Hipskind were present. Councilman Frey was absent. Others in attendance were City Manager Latham, City Attorney McGinley, Directors Conrad, Cook, Imming, Kim, Korte, and Slover; Coordinator Hubbard, Planning & Zoning Administrator Speraneo, Treasurer Foehner, Deputy City Clerk Hediger, City Clerk Bellm, Joy Howard, with WM Financial Strategies, and six citizens.

**MINUTES**

Councilwoman Bellm made a motion to approve the minutes of the January 6, 2020 Regular Session as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Councilwoman Bellm made a motion to approve the minutes of the January 10, 2020 Special Session as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

**PROCLAMATION**

Mayor Michaelis read a document proclaiming January 26-February 1, 2020 as School Choice Week.

**PUBLIC FORUM**

Citizens' Requests and Comments:

*Brain Freezin' for a Reason - 5K Run Request* – Stacey Howard, Race Chairman, requested approval to host their third annual Brain Freezin' for a Reason 5K Run and the addition of a one-mile walk, which is being added this year, on Frank Watson Parkway, on Saturday, June 20, 2020. Setup will be that morning, with the kicking off at 8:00am. This is a fundraiser for the Alzheimer's Association. Councilwoman Bellm made a motion to approve the request for Brain Freezin' for a Reason, on Saturday, June 20, 2020 as attached; seconded Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Requests of Council:

No requests or comments were made.

Staff Reports:

City Manager Latham asked Economic & Business Recruitment Coordinator Mallord Hubbard and Planning & Zoning Administrator Breann Speraneo to provide information on the upcoming 2020

Census. Coordinator Hubbard stated Article I, Section 2 of U.S. Constitution mandates a census count every ten years. U.S. Census Bureau must submit those numbers by Dec 31, 2020 to the President of the United States. The information gathered helps decisionmakers as far as how we help our community, federal and state funding, seats in each state for the House of Representatives, and legislative and school districts. Helps with transportation, housing loans, and social services, emergency responses. Those are just a few examples. A common concern is confidentiality of responses. Information is not used for government assistance eligibility or turned over to law enforcement. Administrator Speraneo explained what efforts will be done here in Highland, to get as much participation as possible, so we have CCC, Complete Count Committee, to get information out there. The group is eight people from different segments of the community. Mallord and I will serve as the points of contact. Members of CCC are: Mike Sutton, school district; Nancy Zobrist, Chamber of Commerce; Gayle Frey, commercial and rental properties; Diane Williams, HACSM Food Pantry; Kurt Vonder Harr, social media; Matt Embry, churches; and, Lana Hediger, Deputy City Clerk will serve as point of contact at City Hall. We selected people in all facets of the community to get, hopefully, the most information and participation out there. We are pushing for portals in different areas of the community, for those that are not comfortable with filling out the census at home or do not have the means to do so. We want this to be not something they have to do, but something they want to do. Any thoughts or ideas, please let us know. Councilwoman Bellm asked when does this start. Administrator Speraneo reported people will receive an initial card in March. Reporting will be March and April. In June, census takers will go door-to-door, to those who have not reported. So, we want as much self-response in March and April.

City Manager Latham reported he has instructed Director Angela Imming to look into the costs of videoing council meetings and live Facebook feed. She will bring figures back to the council on that.

## **NEW BUSINESS**

Bill #20-06/RESOLUTION Selecting an Underwriter and Authorizing Certain Preliminary Actions in Connection with the Proposed Issuance by the City of Its General Obligation Debt Certificates (Limited Tax), Series 2020 – Councilwoman Bellm made a motion to approve Bill #20-06/Resolution #20-01-2683 selecting an underwriter and authorizing certain preliminary actions in connection with the proposed issuance by the city of its general obligation debt certificates (limited tax), Series 2020 as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-07/RESOLUTION Engaging the Services of WM Financial Strategies, as Financial Advisor, and Gilmore & Bell, P.C., as Bond Counsel, in Connection with the Issuance of Certain Bonds – Councilwoman Bellm made a motion to approve Bill #20-07/Resolution #20-01-2684 engaging the services of WM Financial Strategies, as financial advisor, and Gilmore & Bell, P.C., as bond counsel, in connection with the issuance of certain bonds as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-08/RESOLUTION Authorizing and Directing Application to the Madison County, Illinois, Sustainability Grant Program for Highland Silver Lake Park Improvements – Councilwoman Bellm made a motion to approve Bill #20-08/Resolution #20-01-2685 authorizing and directing application to the Madison County, Illinois, Sustainability Grant Program for Highland Silver Lake Park improvements as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-09/RESOLUTION Authorizing Application for Park Enhancement Program Funding from Madison County Parks and Recreation Commission – Councilwoman Bellm made a motion to

approve Bill #20-09/Resolution #20-01-2686 authorizing application for park enhancement program funding from Madison County Parks and Recreation Commission as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-10/RESOLUTION Waiving Normal & Customary Bidding Procedures and Authorizing Purchase of ITRON Electric Meters from Anixter Power Solutions, LLC – Councilwoman Bellm made a motion to approve Bill #20-10/Resolution #20-01-2687 waiving normal & customary bidding procedures and authorizing purchase of ITRON Electric Meters from Anixter Power Solutions, LLC as attached; seconded by Councilwoman Sloan. Councilman Hipskind stated, as you know, not a big fan of waiving normal and customary bidding procedures. It seems, in this case, we may not have much of a choice. Director Dan Cook explained, that is correct, because the ITRON electric meters are the only ones that are going to function properly with the software. Tantalus is the fundamental software. ITRON is the mechanical meter. We cannot purchase a Tantalus module and use a different meter. Councilman Hipskind asked when was this initially put in. Director Cook summarized, in 2013, we retained a consultant to look at the best fit for the City of Highland, for size of municipality and our system. We did a one-year trial of Cooper Canyon and ITRON Tantalus. That is how we determined ITRON. The water department used ITRON also. We could deploy over a few years because of that. In 2015, the final selection was done. Tantalus is the manufacturer of the communication technology, which takes the information in. ITRON is the mechanical portion of physical structure of the meter. Councilman Hipskind clarified we have Tantalus meters already. Director Cook stated ITRON modulars are used by the water department. The Tantalus software portion is what the electric department use. ITRON and Tantalus have an agreement to work together. Councilman Hipskind inquired there are no other similar systems that will work with that right now. Director Cook replied seamlessly, that is correct. Councilman Hipskind inquired what Anixter is. Director Cook explained Anixter is our distributor. Due to assigned territories by ITRON, Anixter is who we have to purchase these through. Councilman Hipskind asked how do these stack up to similar competitors. Director Cook replied they are all very similar in pricing. A lot of selection was based upon vendors that work with municipalities of our size. Councilman Hipskind asked when would be purchase the balance of the meters. Director Cook responded we will purchase in the next budget. Councilman Hipskind asked was this in the capital plan. Director Cook replied yes. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Mayor Michaelis voted aye. Motion carried.

Bill #20-11/RESOLUTION Waiving Normal & Customary Bidding Procedures and Authorizing Purchase of Polyphase Meter Communication Modules with Associated Licenses from Tantalus Systems, Inc. – Councilwoman Bellm made a motion to approve Bill #20-11/Resolution #20-01-2688 waiving normal & customary bidding procedures and authorizing purchase of polyphase meter communication modules with associated licenses from Tantalus Systems, Inc. as attached; seconded by Councilwoman Sloan. Councilman Hipskind stated I assume all the questions answered on the prior item apply to this. Director Cook replied yes. Tantalus is not only the distributor, but system. There are no other vendors. We could purchase from a distributor, but we can purchase from Tantalus and avoid the mark-up from the secondary market. Director Cook noted the price of the meters has not increased over the past several years. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Mayor Michaelis voted aye. Motion carried.

Bill #20-12/RESOLUTION Approving Vivicast System Participation Agreement with Viacom Media Networks, A Division of Viacom International Inc., On Its Own Behalf and on Behalf of Black Entertainment Television, LLC, for City of Highland d/b/a Highland Communication Services - Councilwoman Bellm made a motion to approve Bill #20-12/Resolution #20-01-2689 approving Vivicast System participation agreement with Viacom Media Networks, a division of Viacom International Inc., on its own behalf and on behalf of Black Entertainment Television, LLC, for City of Highland d/b/a

Highland Communication Services as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-13/RESOLUTION Approving Change Order #3, Submitted by Plocher Construction Company, Inc. for Water Reclamation Facility Improvements Pursuant to Contract Number PW-06-17 – Councilwoman Bellm made a motion to approve Bill #20-13/Resolution #20-01-2690 approving Change Order #3, Submitted by Plocher Construction Company, Inc. for Water Reclamation Facility improvements pursuant to Contract Number PW-06-17 as attached; seconded by Councilwoman Sloan. Councilwoman Bellm noted we had a deduction before this. City Attorney McGinley explained there was a deduction previously on this project, with prior change order. This change order is a slight increase back up. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #20-14/RESOLUTION Authorizing and Directing Application to the 2020 Surface Transportation Block Grant Program (STP) for the Purpose of Reconstructing Sixth Street from Olive Street to Poplar Street (Phase 3) – Councilwoman Bellm made a motion to approve Bill #20-14/Resolution #20-01-2691 authorizing and directing application to the 2020 Surface Transportation Block Grant Program (STP) for the purpose of reconstructing Sixth Street from Olive Street to Poplar Street (Phase 3) as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

Award Bid #PW-22-19, for Purchase of One 1-Ton Truck for Street and Alley – Councilwoman Bellm made a motion to award Bid #PW-22-19, for purchase of one 2020 Ford F150 Regular Cab 1-Ton 4x4 Truck, from TriFord, Inc., in the amount of \$47,464.00 for Street and Alley as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried.

## **REPORT**

Approve Warrants #1153 & #1154 – Councilwoman Bellm made a motion to approve Warrants #1153 & #1154 as attached; seconded by Councilwoman Sloan. Councilman Hipskind stated he had a couple of questions. I noticed several charges – three - for publications in the Belleville News Democrat. I am curious why we are publishing in the Belleville News Democrat when other publications are cheaper. City Attorney McGinley responded we published twice in Pioneer and Belleville News Democrat each. Councilman Hipskind asked why cannot do just The Pioneer. Belleville News Democrat is crazy expensive. There are several others that are approved by Madison County as well. City Attorney McGinley explained we had a deadline to get them published a number of times within thirty days. Councilman Hipskind asked are we required to publish in Belleville News Democrat. City Attorney McGinley replied no. We actually helped The Pioneer get certified with county for that purpose.

Councilman Hipskind noted an amount to Anixter Inc., for \$11,870. That is not for what we approved tonight? Finance Director Kelly Korte reported those were for distribution transformers. Anixter is distributor of electrical components. Director Cook added we purchase all kinds of things through Anixter for the electric department. Councilman Hipskind stated I assume I am misreading this, but there are charges for surge protectors, in the amount of \$194.80, and it said just quantity of two. Director Cook clarified those are packages of two and there are multiple packages of two. Those were for surge protectors for the computer systems at City Hall. We got multiple two-pack packages. The memo field of the warrant is limited. Councilman Hipskind noted there was charges for senior citizen meeting prizes. Questioned what that is about. Director Rosen is not here. City Manager Latham stated he will check with Rosen and let Councilman Hipskind know. Roll Call Vote: Councilwoman Sloan abstained

due to payment of purchase from McGinley Inc. included in there. Councilman Hipskind asked what payment of truck was included. Is it the one we just voted on this evening? Councilwoman Sloan replied no, it is on Warrant #1153 for a 2020 RAM, in the amount of \$31,763.00. Councilwoman Bellm and Councilman Hipskind voted aye. Motion carried.

Councilwoman Bellm made a motion to temporarily adjourn this regular session to enter into executive session under the Illinois Open Meetings Act under 5 ILCS 120/2(c)(5) to discuss purchase of real property. Motion seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Motion carried. Meeting temporarily adjourned at 7:40pm.

Mayor Michaelis reconvened the Regular Session at 8:05pm. Council members Hipskind, Bellm, and Sloan were present. Councilman Frey was absent. Others in attendance were City Attorney Michael McGinley, Director Conrad, Deputy City Clerk Hediger, and City Clerk Bellm.

Mayor Michaelis stated nothing discussed in executive session will be acted upon tonight in this session.

Councilwoman Bellm made a motion to adjourn; seconded by Councilwoman Sloan. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:06pm.

Joseph R. Michaelis, Mayor

Barbara Bellm, City Clerk