

**MINUTES OF REGULAR SESSION  
HIGHLAND CITY COUNCIL  
MONDAY, NOVEMBER 19, 2018**

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 Michael McGinley, Directors Cook, Imming, Korte, Rosen and Slover; Lt. Conrad, EMS Chief Wilson, City Staff: Mallord Hubbard, Deputy City Clerk Hediger, City Clerk Bellm, 53 citizens and one member of the news media.

**MINUTES**

Councilman Schwarz made a motion to approve the minutes of the November 5, 2018 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

**SWEARING IN**

Mayor Michaelis stated I have had many pleasurable things as mayor; and this is one of them. I had the opportunity to work with him for a number of years, as an officer. We are fortunate to have a man that is going to a tremendous leader for this department, as well as the community. Mayor Michaelis swore in Christopher Conrad as Chief of Police.

Chief Conrad took a few moments to thank Mayor Michaelis, the city council, staff, and citizens of Highland, many who have reached out to offer their congratulations. He stated it is my intention to work very hard to earn the respect of community as Chief of Police. He thanked newly elected Circuit Judge Sarah Smith; Madison County States Attorney Tom Gibbons; Kevin Hendricks, classmate from the academy; members of the Police & Fire Commission; Brenda Bell; and, his in-laws, parents, children Olivia and David, and his wife, Amy, for their support.

**PROCLAMATION**

Mayor Michaelis read a document proclaiming November 24, 2018 as Small Business Saturday.

Councilwoman Bellm requested to take a break for a few minutes break. Chief Conrad suggested after the presentation of the proposed new Public Safety Facility.

**PUBLIC FORUM**

Citizens' Requests and Comments:

*First Congregational Church Street Closure Request* – Dean DeVries, Church Elder, requested permission for the closure of Washington Street, from 12:30pm – 5:30pm on Sunday, December 9, for the

annual outreach program, “Night of Bethlehem”. This year we would like to make it more visible with use of the street for part of the live scene. The request is for closure of the street from the alley south of the parsonage to 8<sup>th</sup> Street. The alley would remain open. Councilwoman Bellm made a motion to approve the request of the First Congregational Church for street closure of Washington Street from the alley to 8<sup>th</sup> Street, 12:30pm-5:30pm on December 9, 2018 as requested; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Requests of Council:

No comments or requests.

Staff Reports:

*Presentation of design of new Public Safety Building by Loyet & Associates Architects* – Police Chief Chris Conrad recalled the costing was way over with what we originally designed, so we regrouped and started over. We started by forming an employee committee to design something we see our daily jobs operating in now and in the future. We looked at multipurpose workflow space. We reduced the square footage by approximately 12,000 sq. ft. There are a lot more straight lines in the design. The main floor includes a multipurpose training room on main floor, and it does include a basement for storage space. The proposed facility, as designed, provides room for both departments to double in size, with a 30-40 year life span without any major resign or additions required. A rendering of the building shows the entrance with a community room facing Troxler Avenue. The drawing on top is the side that would be seen from the hospital; the bottom would be the view of the building from Troxler Avenue. The garage doors fold out to the side, rather than roll up and down. They are a design that is warranted by the manufacturer for a million opening and closings. Looking at the main floor plan, the fire and EMS department side would face Troxler Avenue. Bunk space would be developed for four, immediately; however, space is provided for additional bunks to be added later. Coming in towards the main, center entrance of the facility, from there, is a community room that would provide seating for 40-50 people. The main lobby entrance, with main parking off the west side of the building, is where the new communication center would be located by. Dispatch size will be double that of current facility. Off the backside of dispatch we have incorporate a multipurpose use room to be used as a break room, training room, temporary command center, and used for shift changes. From that side, there is an area for investigations, interview rooms, and administrative personnel offices with a file storage and copy center bullpen in the middle, for the police department. Instead of jail cells, since we do not house prisoners, there will be an area of cage-like structures for temporary holding. The sally port will be completely enclosed, with dispatchers controlling the doors, which front that side of the building and allows the cars to pull through to a garage for storage of our vehicles. This will help with maintaining the technology housed inside of the vehicles. A covered parking area is also designed, in the center between Fire/EMS and the garage, to allow active on-duty patrol cars to remain running. In the basement, there will be a rack room for servers and other technology, locker rooms with individual bathrooms, mechanical storage area and physical training room, with elevator and stair access to this level.

Chief Conrad also presented a proposed re-design of Fire Station #1, on Broadway, to make the facility ADA compliant, address existing structural issues, and make better use of the space. This plan involves taking one bay out and turning that into an office space, with an entrance off Broadway. We will be using the same doors on the renovated Fire Station #1 as the new public safety facility. Chief Conrad stated Matt Loyet has been very patient with a bunch of non-architects, touring various facilities, taking all our input, and making numerous changes. Councilwoman Bellm noted a concern has been being able to have a basement to provide for storage. The functionality of it looks very good. EMS Chief Wilson pointed out the upstairs of Fire Station #1 is not ADA compliant. Our plan is to push the building out about 20-25feet to the alley elevation. We will only utilize the upstairs for storage and the only access to the upstairs area will be from the alley. Chief Conrad noted that Officer Shawn Blane took over

managing this project, while I was at training, because of his interests. I would like to recognize him for his involvement in this process.

Councilwoman Bellm made a motion for ten-minute recess; seconded by Councilman Schwarz. All council members voted aye, none nay. Motion carried. Meeting temporarily adjourned at 7:30pm.

Mayor Michaelis reconvened the Regular Session to order at 7:40pm. Council members Schwarz, Frey, Bellm and Nicolaides were present. Others in attendance were City Manager Mark Latham, City Attorney Michael McGinley, Directors Cook, Imming, Korte, Rosen and Slover; Police Chief Conrad, EMS Chief Wilson, City Staff: Mallord Hubbard, Deputy City Clerk Hediger, City Clerk Bellm, 13 citizens and one member of the news media.

## **NEW BUSINESS**

Approve Mayor's Appointment of Terry Remelius to the Police and Fire Commission – Councilwoman Bellm made a motion to approve the mayor's appointment of Terry Remelius to the Police and Fire Commission for a term that expires June 2020 as attached; seconded by Councilman Schwarz. Mayor Michaelis thanked Terry for giving us your leadership during the past few months. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-159/RESOLUTION Approving Estimated Tax Levy – Councilman Schwarz made a motion to approve Bill #18-159/Resolution #18-11-2575 approving estimated tax levy as attached; seconded by Councilwoman Bellm. Councilman Schwarz asked is the 2% increased based upon valuation. City Manager Latham explained it is based upon current assessed value. This will be less than the assessed value last year. We are very conservative. Director of Finance Kelly Korte explained the 2% is the valuation of the city overall. We had a 2% increase, last year, which results in a 1.7% increase in collected overall. As equalized assessed valuation goes up the rates tend to go down. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-160/ORDINANCE Approving Intergovernmental Agreement with Village of Grantfork Regarding Health and Safety Inspections – Councilwoman Bellm made a motion to approve Bill #18-160/Ordinance #2900 approving intergovernmental agreement with Village of Grantfork regarding health and safety inspections as attached; seconded by Councilman Schwarz. City Attorney Mike McGinley explained this is an intergovernmental agreement. The agreement being voted on, tonight, is the one in front of the council – not the one provided to the council in their packet of information. The one vote on this evening has a new introductory paragraph. No other changes. Councilwoman Bellm asked is there a change in the price we are charging. Attorney McGinley replied no. Councilman Frey questioned if there is any liability on the City of Highland, with this. Attorney McGinley stated Grantfork will cover the health and safety liability insurance, under the terms of the agreement. Councilman Schwarz asked what does the city gets out of this. I like being a good neighbor, but what is in it for us? Attorney McGinley advised we cannot make money off this. They only have 7-10 units, so it should not be a big burden, and they have agreed to indemnify us. Councilman Schwarz expressed concern this could become time consuming, should a contentious issue arise between a property owner and the ordinance established. City Manager Latham stated he spoke with staff. They do not feel there will be an issue. Councilwoman Bellm noted the terms of agreement is three months, automatically renewable for three-month periods. Attorney McGinley advised we had to put a date and it has to be less than one year. We can cancel the agreement at any time. Councilwoman Bellm stated they are a close enough neighbors. If it does not harm the department, then I see no reason not to do it. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-161/RESOLUTION Approving the Local Agency Agreement for Federal Participation for Roundabout Construction Project at Veterans Honor Parkway, Iberg Road, Broadway, and St. Rose Road – Councilman Schwarz made a motion to approve Bill #18-161/Resolution #18-11-2576 approving the local agency agreement for federal participation for roundabout construction project at Veterans Honor Parkway, Iberg Road, Broadway, and St. Rose Road as attached; seconded by Councilwoman Bellm. Councilwoman Bellm expressed we love getting that federal money. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-162/RESOLUTION Approving Site Development Plan for Proposed Highland-Pierron Fire Protection District Fire Station at 13208 St. Rose Road – Councilwoman Bellm made a motion to approve Bill #18-162/Resolution #18-11-2577 approving site development plan for proposed Highland-Pierron Fire Protection District Fire Station at 13208 St. Rose Road as attached; seconded by Councilman Schwarz. Councilwoman Bellm asked does this include the comments and stipulations put in by Planning & Zoning, regarding landscaping and sidewalk variance. Councilman Schwarz questioned did we not receive some comments from citizens. Mayor Michaelis acknowledged we received a letter suggesting the facility being turned to front St. Rose Road. Councilwoman Bellm stated I spoke with several from Planning & Zoning regarding this. There is fair less traffic on Iberg Road than trying to come out onto St. Rose Road. The fire trucks are large, so people walking are going to see them. Coming out on to Iberg Road allows them a far enough set back to get turned and get queued into the roundabout. The distance would be less if coming out on St. Rose Road. Mayor Michaelis asked Highland-Pierron Fire Department Steve Plocher how many calls they have per year. Chief Plocher replied 250-300 calls per year. The majority of those are for ambulance/EMS. Only 60-70 times per year we run a fire truck out of there. Mayor Michaelis asked EMS Chief Brian Wilson how many calls are made out of Fire Station #1. Chief Wilson replied approximately 2,700 per year. Councilman Frey asked Chief Plocher how many trucks are stationed out of there. Chief Plocher replied four. Councilman Frey asked if the questions and concerns presented at Planning & Zoning have been worked out. City Manager Latham replied yes. We have a very good Planning & Zoning Commission that is able to work things out and thoroughly vent these topics. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-163/RESOLUTION Authorizing 914 and 916 Deal Street Be Sold for \$35,500 to Ken Reding – Councilman Schwarz made a motion to approve Bill #18-163/Resolution #18-11-2578 authorizing 914 and 916 Deal Street to be sold for \$35,500 to Ken Reding as attached; seconded by Councilwoman Bellm. Mayor Michaelis noted these people will take care of this property. Councilwoman Bellm concurred. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

## **REPORTS**

Approve Warrants #1111 & #1112 – Councilwoman Bellm made a motion to approve Warrants #1111 & #1112 as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, voted aye, none nay. Councilman Nicolaides abstained. 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)(21) to discuss approval of executive session minutes and 2(c)(3) to discuss the purchase of real property. Motion seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm and Nicolaides voted aye, none nay. Motion carried. Meeting adjourned at 7:56pm.

Mayor Michaelis reconvened the Regular Session at 8:25pm. Roll Call Vote: Councilmembers Schwarz, Frey, Bellm, and Nicolaides were present. Others in attendance were City Manager Latham, City Attorney McGinley, Director Korte, EMS Chief Wilson, Deputy City Clerk Hediger and City Clerk Bellm.

Bill #18-164/ORDINANCE Authorizing the Purchase of an Option to Buy Real Estate from Grandview Farms, LP for Future Construction of Part of the Southern Peripheral Route – Councilman Schwarz made a motion to approve Bill #18-164/Ordinance #2901 authorizing the purchase of an option to buy real estate from Grandview Farms, LP for future construction of part of the southern peripheral route as attached; seconded by Councilwoman Bellm. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Bill #18-165/ORDINANCE Authorizing Purchase of Real Estate From Highland Supply Corporation/ Weder Farms, Inc./Weder Agricultural, LLC for Possible Future Construction of a Parking Lot, Elimination of Blight, and/or Another Public Purpose - Councilwoman Bellm made a motion to approve Bill #18-165/Ordinance #2902 authorizing purchase of real estate from Highland Supply Corporation/Weder Farms, Inc./Weder Agricultural, LLC for possible future construction of a parking lot, elimination of blight, and/or another public purpose as attached; seconded by Councilman Schwarz. Roll Call Vote: Schwarz, Frey, Bellm, and Nicolaides voted aye, none nay. Motion carried.

Councilman Schwarz made a motion to adjourn; seconded by Councilwoman Bellm. All council members voted aye, none nay. Motion carried and meeting adjourned at 8:28pm.

Joseph Michaelis, Mayor

Barbara Bellm, City Clerk