

**MINUTES OF REGULAR SESSION
HIGHLAND CITY COUNCIL
TUESDAY, FEBRUARY 16, 2021**

Mayor Michaelis called the Regular Session to order at 7:00pm. Due to the city's COVID-19 Response, Councilmembers Sloan, Frey, Bellm were present via phone. Councilman Hipskind was absent. Mayor Michaelis, Interim City Manager Conrad, Directors Cook, Gillespie, Imming, Korte, Rosen, Slover, and Speraneo, Coordinator Hubbard, Police Chief Becherer, Fire/EMS Chief Wilson, Attorney J.D. Brandmeyer, Deputy City Clerk VonHatten, and City Clerk Bellm. Deputy City Clerk Hediger was present via phone in the Council Chambers at City Hall. Others present via phone were Joy Howard, of WM Financial Strategies; Debra, Corey, and Jena Frey, with Frey Coffee, LLC; Bailee Bircher, representing HHS FFA; Susan Hodgson, representing Illinois Trekkers; and, Stephanie Malench, of Times-Tribune.

MINUTES

Councilman Frey made a motion to approve the minutes of the February 1, 2021 Regular Session as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, and Bellm voted aye, none nay. Motion carried.

PROCLAMATION

Mayor Michaelis read a document proclaiming the week of February 20-27, 2021 as FFA Week.

PUBLIC FORUM

Citizens' Requests and Comments:

Illinois Trekkers – A Walk in Highland Request – Susan Hodgson requested permission for the Illinois Trekkers to do their annual walks around Highland on Sunday, May 1, 2021, from 8:00am – approximately 3:30pm. She explained people would register, at the Square, from 8:30-11:30am, that morning, to do a 5K or 10K non-competitive walk around Highland on city sidewalks. The routes will be marked with some signage; however, most of signage will be in washable chalk on the sidewalks. Councilwoman Bellm made a motion to approve the Illinois Trekkers' request for use of sidewalks and the Square for non-competitive 5K and 10K walks around Highland on Sunday, May 1, 2021, from 8:00am to approximately 3:30pm as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Requests of Council:

Stephanie Malench, of the Times-Tribune reported a special edition will be mailed to everyone in Highland on May 6. She is collecting bios and information on various community groups. Mayor Michaelis asked if they will have an office in Highland. Ms. Malench replied no. I work remotely and can be wherever needed. Mayor Michaelis thanked her for that information.

Councilwoman Sloan thanked the street department for all the snow removal work the past couple of days. We know everyone is working hard and it is appreciated. Councilwoman Bellm agreed.

Staff Reports:

Interim City Manager Chris Conrad thanked the council for mentioning the work staff has been putting in the past couple of days. All the Public Works staff have put in a lot of hours the past few days. Weather conditions create a lot of issues for all areas.

Everyone has seen some news regarding power generation across the country. As a result, we were asked about two days ago, by IMEA, to fire up our generation operations. Not only do we have the CAT generators running, but the main generators are being fired up to run, as well.

City Attorney McGinley is not with us this evening; however, J.D. Brandmeyer is attending, as legal representation. He has attended some meetings, and ran point when potential conflict of interest matters presented, in the past.

Fox 2 News, 10:00pm, tonight, will be broadcasting a piece on our fire department, which is doing some ice water rescue training this evening.

Corresponding with COVID restrictions lifted, the courthouse opening up and everything else, we are planning on meeting in person for the March 1, 2021 City Council Meeting.

NEW BUSINESS

Approve Reappointment of Stephen Thiems and Clifton Couch to the Cemetery Board of Managers – Councilwoman Bellm made a motion to approve reappointment of Stephen Thiems and Clifton Couch to the Cemetery Board of Managers, for additional two-year terms, to expire March 1, 2023 as attached; seconded by Councilman Frey. Mayor Michaelis reported that Dennis Rinderer has asked to step down from his position on this board, so there will be another appointment coming up in a few weeks. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Approve Reappointment of Brad Kohlbrecher, William Blechenger, and Craig Korte to the Silver Lake Commission – Councilman Frey made a motion to approve reappointment of Brad Kohlbrecher, William Blechenger, and Craig Korte to the Silver Lake Commission, for three-year terms, to expire March 1, 2024 as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Discussion – Staff Seeks Direction on Partnership with Harrison Edwards to Design a Supplemental Logo for use in City’s Marketing & Economic Development Activities – Director Angela Imming present information on how we got to this point. She reported Mallord, Breann and I approached the council, several months ago, to see approval to work with Harrison Edwards on developing a better marketing position for the City of Highland. Everyone is aware of what we do at HCS with social media and marketing. That data shows that some people move to Highland, from that media, from within the region. We realized we are not doing good on the national front, though. We realize it is difficult to get people to move to Illinois, due to the current economic climate of the state. We gave them three directives: Create collateral for City of Highland, create a feature or puff piece for publication in national magazine; and, create some type of marketing plan. Breann has looked at creating a strategic plan. Director Breann Speraneo acknowledged, as a city, we have a comprehensive plan that speaks to economic development, but we do not have a strategic plan for economic development. I would always recommend that a public entity have a strategic plan. We need to have someone develop this plan, which Harrison Edwards can do.

Coordinator Mallord Hubbard pointed out the council has received the work product of Harrison Edwards in the council packet. What we are looking for from council is whether we should re-engage with Harrison Edwards for a supplemental logo. Obviously, the city does have the shield. We are asking to reengage with them for a logo for marketing and economic development purposes. Director Imming pointed out the shield does speak to our long heritage. A lot of communities have that, but they also have a logo used for marketing and economic development. There is a lot of information that we can share about the presentation in the packet. We all agree Harrison Edwards has nailed it. They feel we are a “can do” community and they want to build off our “can do” attitude. We would build the marketing off that. Councilwoman Bellm stated she did not find the file, but located in the information folder just now. She asked, when you say “re-engage”, is this not included in the package we approved already. Director Speraneo responded the logo is an all a cart item. It would be an additional cost. Councilwoman Bellm asked do we know how much that would be. Director Imming replied under \$4,000. Councilwoman Bellm recalled when HCS was developed they accepted the shield as the logo, for the most part. It was slightly different. I felt they should have something different, because HCS is only a portion of the city. From that, I would not have an issue with having something different. At the same time, we have been tightening the budget, so I have an issue with adding that into the budget. Coordinator Hubbard pointed out we have the IDC (Industrial Development Commission) budget and we could tap into that. We would approach IDC to engage them and sponsor this activity. Director Imming pointed out this is an overall package, which includes targeting ads. This is just a step increase for what we have started already. Without graphics, which speaks to your product, it is difficult to sell a product. Director Speraneo added we have invested in this strategic plan already; it could end up missing the mark if we do not follow through. Councilwoman Bellm stated I am a marketing person, so I do understand. I would like to have time to look at this plan some more. I would also like to include this as part of the budget process, with the limitations we have coming up. She suggested getting a firmer quote on the cost. Director Speraneo pointed Mallord is going to be meeting with IDC in March. Coordinator Hubbard noted the IDC meeting is March 3, but March 1 is the next council meeting. Interim City Manager Conrad added the budget meeting will be March 15, though. Director Imming acknowledge that would work. You really want to go after this when the market is right, so we do not want to wait too long on this. People are on the move right now. Director Speraneo reported the log requires a \$2500 deposit with \$2000 at completion, so it is a line item of \$4500.

Councilwoman Bellm inquired if the presentation in the council packet is Harrison Edwards’ strategic plan or their analysis of the community. Director Hubbard responded that is the full presentation that was provided to us and to IDC. Councilwoman Bellm noted there is not a specific plan of what we are going to do; it is only what we should be doing. Councilman Hipskind inquired are you asking if we should move forward with the logo. Director Imming clarified we want to know do you have the appetite to supplement the Swiss shield logo with an additional logo. If you are okay with that, then would you be okay with the cost? Councilman Hipskind expressed the cost seems pretty steep. Director Speraneo reported several economic development groups in the region, as well as national accounts use Harrison Edwards. Director Imming added it would be difficult to have someone else create something that goes along with the story Harrison Edwards is writing on us. In terms of broadband communities and progressive communities, Harrison Edwards is highly regarded. We want to understand why these other communities with broadband are taking off and how do we get to that. Councilman Frey stated I agree with all that Councilwoman Bellm and Councilman Hipskind has said; however, we really need to watch our costs. Be careful of what you are spending. Director Speraneo summarized we will go to IDC to see if we can engage them and get support for cost sharing. We can discuss as part of the budget discussion with firmer costs, at that time.

Approve Notice of Municipal Letting, Bid #PW-02-21 for Purchase of a New Asphalt Hotbox – Councilwoman Bellm made a motion to approve Notice of Municipal Letting, Bid #PW-02-21 for purchase of a new asphalt hotbox as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-18/ORDINANCE Annexing Certain Territory to the City, Owned by Steven R. Kloss and Cecilia M. Kloss – Councilman Frey made a motion to approve Bill #21-18/Ordinance #3084 annexing certain territory to the city, owned by Steven R. Kloss and Cecilia M. Kloss as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-19/ORDINANCE Approving Rezoning of Property Adjacent to 135 Poplar Street from R-1-C, Single-Family Residential, to I, Industrial (PIN 02-1-18-33-00-000-016.006) – Councilwoman Bellm made a motion to approve Bill #21-19/Ordinance #3085 approving rezoning of property adjacent to 135 Poplar Street from R-1-C, Single-Family Residential, to I, Industrial (PIN 02-1-18-33-00-000-016.006) as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-20/RESOLUTION Engaging the Services of WM Financial Strategies, as Financial Advisor, and Gilmore & Bell, P.C., as Bond Counsel, in Connection with the Refinancing of the City's General Obligation Sewerage System Bonds (Alternate Revenue Source), Series 2013 – Councilman Frey made a motion to approve Bill #21-20/Resolution #21-02-2795 engaging the services of WM Financial Strategies, as Financial Advisor, and Gilmore & Bell, P.C., as Bond Counsel, in connection with the refinancing of the City's General Obligation Sewerage System Bonds (Alternate Revenue Source), Series 2013 as attached; seconded by Councilwoman Bellm. Joy Howard, of WM Financial Strategies, reported we can not refund the bond until ninety days prior to the call date. We are about three months ahead of that, so we have time. We are estimating savings at \$281,000, right now, but interest rates may be higher or lower in coming months. Councilwoman Bellm asked what the next savings will be. Ms. Howard responded that is the savings estimated after payment of all costs of issuance. The 2013 issuance was used for the sewer system, so that is where they will see the savings. Interim City Manager Conrad expressed Joy and her associates have been great about reaching out to us when they can find us savings. We really appreciate that. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-21/RESOLUTION Making Separate Statement of Findings of Fact in Connection with an Ordinance Granting a Special Use Permit for a Drive Through at 12571 State Route 143 (PIN 02-2-18-32-02-201-005) – Councilwoman Bellm made a motion to approve Bill #21-21/Resolution #21-02-2796 making separate statement of findings of fact in connection with an ordinance granting a Special Use Permit for a drive through at 12571 State Route 143 (PIN 02-2-18-32-02-201-005) as attached; seconded by Councilwoman Sloan. Councilwoman Bellm inquired to Director Speraneo that this was reviewed by the Combined Planning and Zoning Board and was approved. Director Speraneo replied yes. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Councilman Frey abstained. Motion carried.

Bill #21-22/ORDINANCE Granting Special Use Permit to Frey Coffee, LLC, to Operate a Drive Through Establishment in the "C-3" Highway Business Zoning District at 12571 State Route 143 (PIN 02-2-18-32-02-201-005) – Councilwoman Bellm made a motion to approve Bill #21-22/Ordinance #3086 granting special use permit to Frey Coffee, LLC, to operate a drive through establishment in the "C-3" Highway Business Zoning District at 12571 State Route 143 (PIN 02-2-18-32-02-201-005) as attached; seconded by Councilwoman Sloan. Roll Call Vote: Councilmembers Sloan, Bellm and Hipskind voted aye, none nay. Councilman Frey abstained. Motion carried.

Bill #21-23/RESOLUTION Making Separate Statement of Findings of Fact in Connection with an Ordinance Granting a Special Use Permit for a Place of Public Assembly at 1412 9th Street (PIN 01-2-24-05-08-203-013) – Councilman Frey made a motion to approve Bill #21-23/Resolution #21-02-2797 making separate statement of findings of fact in connection with an ordinance granting a Special Use Permit for a place of public assembly at 1412 9th Street (PIN 01-2-24-05-08-203-013) as attached; seconded by Councilwoman Bellm. Councilwoman Bellm inquired this went through Planning & Zoning Board. Director Speraneo replied yes, this too went to the Planning & Zoning Board and was approved. Councilwoman Bellm inquired why it is a special use. Director Speraneo explained this is required because it is in a C2 district. However, there was nothing on file. This is probably because the church superseded the zoning code. Now there is one on file. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-24/ORDINANCE Granting Special Use Permit to St. Paul Catholic Church, on Behalf of Catholic Pastoral Center, Springfield, IL, to Operate a Place of Public Assembly at 1412 9th Street, Located Within a “C-2” Central Business Zoning District (PIN 01-2-24-05-08-203-013) – Councilwoman Bellm made a motion to approve Bill #21-24/Ordinance #3087 granting Special Use Permit to St. Paul Catholic Church, on behalf of Catholic Pastoral Center, Springfield, IL, to operate a place of public assembly at 1412 9th Street, located within a “C-2” Central Business Zoning District (PIN 01-2-24-05-08-203-013) as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-25/RESOLUTION Approving and Authorizing the Execution of an Assignment of the Redevelopment Agreement Between City of Highland, TJO Holdings, LLC, and Bank of Springfield – Councilman Frey made a motion to approve Bill #21-25/Resolution #21-02-2798 approving and authorizing the execution of an assignment of the redevelopment agreement between City of Highland, TJO Holdings, LLC, and Bank of Springfield as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-26/ORDINANCE Approving Renewal of Pool Rental Agreement with St. Joseph’s Hospital, of the Hospital Sisters of the Third Order of St. Francis for the One-Year Term from March 1, 2021 through February 28, 2022 – Councilwoman Bellm made a motion to approve Bill #21-26/Ordinance #3088 approving renewal of pool rental agreement with St. Joseph’s Hospital, of the Hospital Sisters of the Third Order of St. Francis for the one-year term from March 1, 2021 through February 28, 2022 as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-27/RESOLUTION Authorizing Application for Park Enhancement Program Funding from Madison County Parks and Recreation Commission – Councilman Frey made a motion to approve Bill #21-27/Resolution #21-02-2799 authorizing application for park enhancement program funding from Madison County Parks and Recreation Commission as attached; seconded by Councilwoman Bellm. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Bill #21-28/RESOLUTION Approving Owner Change Order #4 on Public Safety Building Construction Project Related to the Metal Roof and Access Control Hardware – Councilwoman Bellm made a motion to approve Bill #21-28/Resolution #21-02-2800 approving Owner Change Order #4 on Public Safety Building Construction Project related to the metal roof and access control hardware as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

REPORT

Approve Warrant #1189 – Councilwoman Bellm made a motion to approve Warrant #1189 as attached; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried.

Councilwoman Bellm made a motion to adjourn; seconded by Councilman Frey. Roll Call Vote: Councilmembers Sloan, Frey, Bellm and Hipskind voted aye, none nay. Motion carried and meeting adjourned at 7:55pm.

Joseph R. Michaelis, Mayor

Barbara Bellm, City Clerk