

Regular City Council Meeting
Official Proceedings
City of Virden, IL
Virden City Council Chambers
Monday December 4, 2023

Regular City Council Meeting was called to order by Mayor George Murphy at 7:00pm.

Pledge of Allegiance

Roll Call:

- **The following Council Members were present:** Calloway, Mottershaw, Bertolino, Mitchell, Neighbors, Ibberson, Boster and Cunningham. Mitchell left at 7:04 pm to take a call and returned at 7:06.
- **Absent:** Chief Snodgrass (conflict), Attorney Don and Joe Cravens (Asked not to come to City Council Meeting but to Public Works Committee Meeting instead)
- **Also present were:** Mayor George Murphy, Deputy City Clerk Karen Burgess, Bookkeeper/Deputy Treasurer Barry Liss, Public Works Director Gary Etter and Madonna Lackey
- **Guest:** Ryan Calloway (left at 7:54 pm), Mike Marsaglia (left at 8:03 pm) and Molly Morris-Owens (left at 7:10 pm)

Approval of Agenda (12-4-2023):

Agenda Admendments: 1. Remove under Consent Agenda Treasurer's Report. 2. Add under Admin to discuss Property Casualty Workmens Comp Insurance

Motion made by Mitchell seconded by Boster to approve the Agenda (12-4-2023) as amended.

Discussion: None

Motion passed with all in favor. **Ayes:** Calloway, Mitchell, Bertolino, Neighbors, Cunningham, Boster, Ibberson and Mottershaw; **Nayes:** None; **Absent:** None

Approve Consent Agenda:

- **Approval of Meeting Minutes (Regular Meeting 11-6-23)**
- **Approval of Bills Payable:**
- ~~**Treasurer's Report:**~~
- **Water Report (October 2023 Gallons report and November 2023 Collections report):**

Motion made by Mitchell seconded by Neighbors to approve the Consent Agenda.

Discussion: None

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; **Nayes:** None; **Absent:** None

Requests for use of Public Property:

1. None

Comments from Audience:

1. **Molly Morris-Owens / Globe Life**

Molly brought a couple of copies of Globe Life Liberty National policies. She wants permission to come back to speak with the City employees about adding voluntary supplemental benefits. These benefits include life

insurance and health aid policies like cancer coverage, accidental death and critical illness. Madonna stated that a couple employees already have this and is at the employee's expense. At no cost to the employees, they get an accidental death policy of \$3,000 for employee and spouse, including \$1,000 for each dependent child. Also a health savings discount card for vision, hearing, prescription drugs and chiropractic care. It was discussed how a meeting with employees would happen. It was decided that there would be a meeting after work hours in the Community Center to be held on a date to be determined.

REPORTS OF SUPERVISORS

City Engineer:

1. None

Director of Operations:

1. None

Chief of Police:

1. None

City Office Manager:

1. None

City Attorney:

1. None

REPORTS OF CITY OFFICIALS

City Clerk:

1. **Permission to dispose of CDs/cassette tapes of "old" meeting minutes being stored in the City Clerk's office.**

In the OMA book that was passed on by Shelly states you don't have to keep any of the recordings past 18 months and as long as they are typed up. There are cassette tapes and CDs. If they are out dated, can they be gotten rid of to free up some room? There are some closed session meetings that are not typed up. Yes, if they are not typed up, they would be typed up first. How long do hard written copies need to be kept? They need to be kept forever. Discussed about someone coming to look at records from the state archives.

Motion made by Mottershaw seconded by Murphy to allow the Deputy Clerk to go through the CDs and cassettes and any of them that are out dated and have been written up to be destroyed.

Discussion: Cassettes have to be from the 90s? When did we start using CDs? Cassettes may not be able to be gotten rid of due to not know if there are hard copies. Do you even have a cassette player? I don't know. You may want to find out if you can digitize the hard copies and put them on a stick.

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; **Nayes:** None; **Absent:** None

City Treasurer:

1. Can I give you all the water cash? The collections report wasn't available to me when I did the treasurer's report. The space for water cash, the month of November was \$67,056.16 which made the date the water cash \$467,530.97. Is that all receipts? All receipts for water.

Mayor:

1. **Hire part-time Water Clerk**

Mayor would like to appoint Rebecca Hamrick as part-time water clerk beginning immediately at the rate of \$15.00 per hour.

Motion made by Mitchell seconded by Calloway to approve the appointment of Rebecca Hamrick as the part-time water clerk starting immediately at the rate of \$15.00 per hour.

Discussion: None

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors,

Calloway and Bertolino; Nays: None; Absent: None

2. Approve purchase of laptop computer for the City Clerk in the amount of \$265.61

Karen and Shelly asked about this. The laptop was way outdated and wasn't working quite right. Karen asked if there was a possibility of getting a new one. Mayor was going to bring it up to Council, but with the Black Friday sales going on, it was within my purchase limit and went ahead and purchased one for \$265.61. This does include tax from Office Depot. Mayor is going to try and submit an application to get the tax back.

Motion made by Mitchell seconded by Mottershaw to approve the purchase of the laptop for the City Clerk in the amount of \$265.61.

Discussion: None

Motion passed with majority in favor. **Ayes:** *Mitchell, Mottershaw, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; Present:* *Boster; Nays: None; Absent: None*

3. List of properties for possible demolition (IHDA Grant) to prioritize

In the packet there is a list of properties from the IHDA Grant to renovate or demolish properties. Mayor submitted 11 properties that would be best to be demolished which came to an estimation of about \$450,000. We were awarded \$131,000. If everyone could drive by these properties and take a look and see which ones need to be prioritized. At the Public Works meeting, we will prioritize these and get the worst ones out of the way first. Properties also have to be acquired. Also maybe look at getting the most houses removed, even if they aren't the worst, to get more bang for our buck. It's allowed to take \$5,000 per property out of the grant to acquire it.

4. Proceed with DiCarlo annexation

It was decided at the last Public Works meeting that there doesn't seem to be any reason they can't annex the 40 feet as long as they pay for any attorney fees or filing fees. Is there a motion to proceed for the attorney to draw up the ordinance.

Motion made by Mitchell seconded by Calloway to proceed with the Dicarlo annexation by having the attorney to draw up the ordinance and have the Dicarlo family pay for any attorney fees and filing fees with the county.

Discussion: None

Motion passed with all in favor. **Ayes:** *Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; Nays: None; Absent: None*

REPORTS OF STANDING COMMITTEES

Finance:

1. CD Renewal

There are two CDs coming up for renewal this month at CNB. Best rate to take is the 11 month special at CNB for 5.06%. One CD up for renewal on 12/10/23 for \$500,509.80, this one may have to pay interest out, so it may still be \$500,000. The other one is due 12/27/23 for \$106,587.43. Both are general fund CDs.

Motion made by Mottershaw seconded by Bertolino to reinvest the money from these two CDs at CNB for the 11 month with the rate of 5.06% with signatures to be Barry Liss, George Murphy, Craig Neighbors and Gary Mottershaw.

Discussion: When did we pass this out at committee? We talked about this months ago. There were CDs coming due in November and December and they were discussed at the October Finance meeting since we weren't having a meeting in November. Discussed the legality of this not voted on at the Finance Committee Meeting to bring to City Council to be able to be vote on. Discussed who should be running the Finance Committee.

Motion passed with majority in favor. **Ayes:** *Mitchell, Ibberson, Cunningham, Mottershaw and Bertolino; Nays:* *Boster, Calloway and Neighbors; Absent: None*

Police:

1. None

Public Works:

1. **Streets & Alleys:**

- a. None

2. **Building & Grounds:**

- a. **Purchase of AED machines for the Community Center and Water Office/City Hall.**

Two defibrillators from American Medical Supply are \$4,250. The insurance requires the Water office/City Hall and Community Center to have them.

Motion made by Bertolino seconded by Mitchell to approve the purchase of two AEDs from American Medical supply for the amount of \$4,250.

Discussion: If this is going to be in the Water office, do the girls need to have training for them? Jessica has already had training on it. She the only one? Yes, but we can see if Jah Fahs (Prairieland Ambulance) can come down and show us all how to run them. Where is this coming out of the budget? Out of Buildings and Grounds: Maintenance of Buildings

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Neighbors, Calloway, Cunningham, Ibberson and Bertolino; **Nays:** None; **Absent:** None

3. **Water:**

- a. None

4. **Parks:**

- a. None

5. **Miscellaneous:**

- a. **Purchase of Vactor truck**

How many guys does it take to run this? Two to three guys. There was a demonstration done with this truck. It took less than 5 minutes to locate a main with shut a 1 foot square cut into the ground. Motion made by Mitchell seconded by Boster to purchase the 2013 Vactor 2110 Plus in the amount of \$185,900.00 from Coe Equipment Inc.

Discussion: This is with them throwing in that new nozzle? Yes. How much money did you say there was in the budget for this? It's in Public Works, Streets and Alleys, Purchase of Equipment for \$217,080.02. The storage of this thing, where is it going? In the shed. It fits, but it's a tight fit. It was discussed that there should have been a shake down on price instead of paying asking price. What about insurance? Normally, when equipment has been added i.e. a backhoe, it hasn't had a drastic impact on our total premium. What's the onsite operating training that is included 8 hrs; 2 hrs? Whatever the necessity is

Motion passed with majority in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors and Calloway; **Nays:** Bertolino; **Absent:** None

Administrative:

1. **Employee health insurance renewal for 2024**

After meeting with the Committee, it was recommended to continue to go with BCBS G532BCE Blue Choice Preferred Gold PPO.

Motion made by Mottershaw seconded by Neighbors to go with health insurance plan BCBS G532BCE Blue Choice Preferred Gold PPO in the amount of monthly premium for 12 employees of \$9,097.32 with individual rate of \$758.11.

Discussion: Is this what the employees decided on? Yes.

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Ibberson Calloway, Neighbors and Bertolino; **Nays:** None; **Absent:** None

2. **Sale of Stoddard St. Property**

The high bid was \$5,000 from Adam Devries. It was recommended from Committee to accept that offer. Motion made by Mitchell seconded by Mottershaw to approve the sale of the Stoddard St. property for \$5,000 to Adam Devries.

Discussion: We won't get the full \$5,000. The auctioneer's portion will come out of that. Where does the proceeds go? General fund.

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; **Nayes:** None; **Absent:** None

3. Property Casualty Workmen Comp Insurance

Matt Gazda called today and just got the quote. He scheduled a meeting for next Tuesday at 9:30. The only problem is we have to agree on this before Jan. 1st. Special meeting can be called 15 minutes before the Public Works Committee meeting.

Other Business:

1. 25 more meters were changed out today and tomorrow they will be tested. We are basically seeing if the bases are registering the water properly. Ryan and Gary spent time looking over a list of bigger families that we believe are using as much water as a smaller family.
2. Gary will be taking his vacation starting after Wednesday December 6th and I won't be back until January 1st. The guys know if something major happens, I will be willing to come in and help out.
3. We did get a lot more compliments on the Christmas. Did you buy any more? No, we just changed things to LED to keep electrical down. Why doesn't the Farris Wheel run all the time? So, the motor doesn't burn out.
4. Does anyone have anything for Admin? There are 3 things on the agenda.

Executive Session:

1. **Approval of Executive Session meeting minutes (5ILCS 120/2 (c) (21))**

Adjournment:

Motion made by Mitchell seconded by Calloway to adjourn at 8:03 pm.

Discussion: None

Motion passed with all in favor. **Ayes:** Mitchell, Mottershaw, Boster, Cunningham, Ibberson, Neighbors, Calloway and Bertolino; **Nayes:** None; **Absent:** None

Karen Burgess
Deputy City Clerk

Date Minutes Approved: