

Regular City Council Committee Meeting
City Of Virden
City Council Chambers
Monday April 7th, 2025

Regular City Council Meeting was called to order by Mayor Murphy at 7:00 PM

Pledge of Allegiance

Roll Call:

- **The following Council Members were present:** Mottershaw, Bertolino, Neighbors, Donley, Mitchell, Boster, Schnetzler and Calloway
- **Absent:** None
- **Also present:** Mayor George Murphy and City Clerk Jon Myint, City Office Manager Karen Burgess, Bookkeeper/Treasure Barry Liss, Chief of Police Steven Snodgrass, Director of Public Works Gary Etter, and Attorneys Don & Joe Craven
- **Audience:** Theresa Lane, Bart Robinette, Craig Carlyle, Crystal Creasy, and Aaron Matrisch

Approval of Agenda (04/07/2025)

Mottershaw requested that item #3 under Administrative (line item transfer) be moved to #2 under Finance.

Motion made by Schnetzler seconded by Boster to approve the agenda as amended.

Motion Passed

Ayes: Mottershaw, Bertolino, Neighbors, Donley, Mitchell, Boster, Schnetzler and Calloway

Nayes: None,

Absent: None

Approval of Consent Agenda:

- **Approval of Meeting Minutes (Regular 3/3/25 & Special 3/13/25, 3/20/25)**
- **Approval of Bills Payable:**
- **Approval of Treasurer's Report (Feb 2025)**
- **Approval of Water Report (March 2025) and Gallons Report (Feb 2025)**
- **Request for Use of Public Property**

1. Maynerich shredding day Saturday April 26th 9:00 AM to 11 AM on the square.
2. American Legion Post 386 request the use of the southwest corner of the square for pork chop cookout fund raiser sales. Dates are March 29th, April 26th, May 3rd, May 17th, May 24th, June 14th, June 21st, June 19th, August 2nd, August 23rd, September 6th, September 20th and October 25th, 2025.
3. VIP four way stop collecting May 3rd
4. Request for use of city square for Fred Britenstine car show on June 14th.

Discussion: Neighbors requested that #3 be removed from the Consent agenda.

Motion Made by Bertolino seconded by Donley to approve the Consent agenda with #3 removed.

Motion Passed.

Ayes: Mottershaw, Bertolino, Neighbors, Boster, Schnetzler, Donley, and Mitchell;

Nayes: Calloway

Absent: None

Comments from the Audience

Bart Robinette, the owner of the Panther pride car wash, reported that his car wash was broken into for the second time in three years and asked the following.

Who was on patrol late Saturday night and early Sunday morning?

Chief Snodgrass responded, there were two different officers on duty during that time Officer Berns was on duty up until 11:00 PM, Officer Jones was on duty throughout the night.

Robinette's second question was, what time was the car wash checked and what time were all businesses checked?

Chief Snodgrass answered, "The officers do random spotlight checks throughout the night.

Robinette's 3rd question was, who the responsible party is to follow up with since the officer who handled the case is off for the next three days?

Chief Snodgrass answered the case officer is Officers Berns who has collected the evidence and has packed it up and has requesting videos from the area. It will take several days for anyone that may have a video to review it and turn it over.

Robinette then wanted to know if the Chief of Police personally stopped by the car wash to talk to him.

Chief Snodgrass answered no, as there are other duties and responsibilities that have to be handled by the Police Department also.

Robinette asked, the last time his carwash was broken into, the state police did the investigation, how come they didn't do it this time?

Chief Snodgrass answered the last time was a courtesy by the State Police. They were able to do certain things that we could not do at the time, but we can do now, that is why the State Police were not called in.

Robinette then stated he still does not have a Police report from the break in from April 2022.

Chief Snodgrass informed him that he could put in a FOIA request to his department and get it.

Robinette turned his attention to the City Council and asked, would the new Medical Center be treated in the same way if it was broken into?

Mayor Murphy answered that he could not say that it would be treated in the same way, as all cases are different.

Bart Robinette thanked the Council for their time and Mayor Murphy thanked him for coming.

Crystal Creasy stated that the online meeting minutes for several months are missing on the city's website.

The City Clerk Jon Myint responded that he is the one that is responsible to put the minutes online, also he had just been trained and given access to the city's website and has already begun putting the minutes online.

Teresa Lane told the Council thank you, the building is coming down and the neighborhood is going to look nicer soon.

She also asked if the company that demolished the building, does that have to be someone from Virden?

Bertolino said no, the demolition job will be put out on bid and the job will go to the lowest bidder.

Craig Carlyle from SC Handy Drones introduced himself and offered his company's drone services.

Reports of Supervisors

City Engineer:

1. Karen Burgess spoke for the City Engineer. There are two supplemental resolutions the council will need to consider for approval. The first is for 2020, this supplemental resolution is for the amount of \$1500. The second is for 2022, this supplemental resolution is for the amount of \$12,800. We overspent in those two years, so Stephanie revised the supplemental for those amounts.

Motion made by Mottershaw seconded by Bertolino to approve the supplemental resolution for 2020 and also the supplemental resolution for 2022.

Motion Passed.

Ayes: Calloway, Mottershaw, Bertolino, Neighbors, Boster, Schnitzler, Donley, and Mitchell

Nayes: None

Absent: None

Then there were two years that the city reimbursed the corporate account more than what was needed. This could be resolved by reimbursing the MFT account \$21.99 for 2022 and \$167.32 for 2023.

Motion made by Mottershaw second by Schnetzler that the city reimbursed the MFT funds from general corporate for 2022 the amount of \$21.99 and for 2023 in the amount of \$167.32.

Motion Passed

Ayes: Mottershaw, Bertolino, Neighbors, Boster, Schnitzler, Donley, and Mitchell and Calloway

Nayes: None

Absent: None

Director of Operations:

1. Nothing currently

Chief of Police:

1. Chief Snodgrass spoke about the car wash break in and reiterated the fact that his department tries to treat everyone equally and fairly. It may take a few days before things are ready for his review, he felt like Officer Berns went above and beyond. The Chief also stated that he does in fact review the Body Cams the dash Cams and Logbooks routinely.

Mayor Murphy added that Bart Robinette stated that he had more evidence but has yet to turn it over.

City Office Manager:

1. Nothing at this time, as she stated that she was “talked out”

City Attorney:

1. Attorney Craven passed out an updated status report on the dilapidated houses in Virden. Craven and Mayor Murphy gave the council a verbal update on each property, bringing the council up to date.

Chief Snodgrass asked about the travel trailer at 832 N Springfield (Innis), Craven responded that a 10 day notice needs to be delivered and after the 10 day date (which would be the 18th of April) the city can remove the trailer.

Reports of City Officials

City Clerk:

1. Mayor Murphy spoke about sending the City Clerk for training in Peoria IL. This will be a 2 day training event, June 12th, and 13th. The cost of the training is \$75.00 plus \$164.00 hotel fee plus mileage.

Motion made by Mitchell seconded by Mottershaw to pay the cost of \$75.00 registration fee, \$164.00 for hotel fee, per diem and mileage to send the City Clerk to Peoria for Central Illinois Municipal Clerk's Training June 12th and 13th.

Motion passed

Yeas: Calloway, Mottershaw, Neighbors, Donley, Boster Mitchell, and Schnitzler

Nays: Bertolino

Absent: None

The City Clerk let the Council know that he contacted Linda Watters (the individual circulating the petition to change the Livestock Ordinance). Letting her know the Council would like her to get her petition together and present it on the 1st of May, at the next Admin meeting. Then hopefully at the next City Council Meeting a decision will be made.

City Treasurer:

1. Nothing at this time

Mayor:

1. Nothing at this time

Reports of Standing Committee

Finance:

1. Mottershaw stated that with the upcoming projects the Finance Committee recommends, rather than renewing the \$70,000.00 CD for seven months, to rescind the motion to renew the CD and to put the money in the Corporate Fund.

Motion made by Mottershaw seconded by Boster to rescind the motion of the last City Council meeting dated March 3rd, 2025, and put the money into the General Corporate Account for upcoming projects.

Motion passed

Yeas: Calloway, Mottershaw, Bertolino, Neighbors, Donley, Boster, Mitchell, and Schnetzler

Nayes: None

Absent: None

2. Public Works Requested a line item transfer of \$6500 for the maintenance of the Vac truck.

Motion Made by Mottershaw seconded by Mitchell to approve a line item transfer of \$5,000.00 and \$1,500.00 for a total of \$6,500.00 for maintenance on the Vac truck.

Motion passed

Yeas: Calloway, Mottershaw, Bertolino, Neighbors, Donley, Boster, Mitchell, and Schnetzler

Nayes: None

Absent: None

Police:

1. Bertolino asked for an update on the part time hire. Chief Snodgrass will provide the update at the next Police Committee.

Public Works:

1. **Streets and Alleys**

- a. Covered in Finance and Administration

2. **Building & Grounds:**

- a. Altorfer PM 6 year agreement for generator at the PD. The cost is \$1746.00 per year.

Motion made by Bertolino seconded by Boster to allow Public Works to sign up for a six year agreement with Altorfer for service and maintenance for the Police Department generator for \$1,800 (per year for six years).

Motion passed

Yeas: Calloway, Mottershaw, Neighbors, Bertolino, Donley, Boster Mitchell, and Schnetzler

Nayes: None

Absent: None

b. Ameren LED light Project

This job is for replacing all the lights at the Community Center building including the Water Department and Council Chambers.

Motion made by Bertolino seconded by Donley to approve Chris Chandler to execute his lighting project through Ameren, which would cost the city \$1,200.00

Motion passed

Yeas: Calloway, Bertolino, Mottershaw, Neighbors, Donley, Boster, Mitchell, and Schnetzler

Nayes: None

Absent: None

c. Tree planting seminar at Community Center on May 7th

Urban Tree Health Training contracted the mayor and want to know if they could rent the Community Center and also wanted to know if we had projectors and stuff. They decided that maybe if they do these things in rural places, they need to get their own projector and stuff for set up, so they don't have to worry. The mayor had let them know that the city had received a tree grant. They replied they knew about the grant and that's why they're offering the training. Mayor Murphy said it would be good for Public Works to send a couple of the guys to get training on trees. Additionally, during this training, they would like to plant a couple of small trees, about 2 feet tall. I would like to make a motion to allow up to three people to this seminar.

Motion made by Bertolino seconded by Mottershaw to allow the Public Works Director to send up to 3 people to the Tree Seminar on May 7th at the Virden Community center with the city paying up to \$45.00 (\$15.00 per person) from 8:30 to 2:30.

Motion passed

Yeas: Calloway, Mottershaw, Neighbors, Donley, Boster , Bertolino Mitchell, and Schnetzler

Nayes: None

Absent: None

3. Parks

Nothing at this time

4. Water

a. New meter system

Motion made by Mottershaw seconded by Mitchell to wave bidding for the purchase of new meters and base station.

Discussion was done in Committee.

Motion passed

Yeas: Calloway, Boster, Schnitzler, Mottershaw, Donley, Mitchell , and Neighbors

Nayes: Bertolino

Absent: None

Motion made by Mottershaw seconded by Donley to approve the purchase of the specified meters from Core&Main/Sensus, bid number 4074308 in the amount of \$657,609.00.

Discussion: This is just for the Meters and system everything except the installation.

Mayor Murphy said he received the installation contract for the meters, and it is only 271 pages long.

Motion passed

Yeas: Calloway, Boster, Schnetzler, Mottershaw, Donley, Mitchell, and Neighbors

Nayes: Bertolino

Absent: None

5. Miscellaneous

a. Advertise for summer help

Gary Etter said the ad will run April 9th through May 2nd. The interviews will be conducted at the May 15th Public Works meeting. The hiring will be done on June 2nd for 2 sometime helpers.

Motion made by Bertolino seconded by Neighbors to allow the Director of Public Works to advertise through these dates and times for two part-time summer helpers.

Motion passed

Yeas: Bertolino, Calloway, Boster, Schnetzler, Mottershaw, Donley, Mitchell , and Neighbors

Nayes: None

Absent: None

Administrative

1. Mottershaw reported that Frontier finally got their stuff together for their boring permit on Country Place, Mill Creek, and Prairie Station. Boring will be done from April 1st through June 30th of this year (which is in conjunction with the time frame that the Public Works Director wanted).

Motion made by Mottershaw seconded by Boster to approve Frontier's boring request as presented.

Motion passed

Yeas: Calloway, Boster, Schnetzler, Mottershaw, Bertolino, Donley, Mitchell , and Neighbors

Nayes: None

Absent: None

Executive Session:

Motion Made by Mottershaw seconded by Bertolino to enter executive session at 8:12 PM

Motion passed

Yeas: Calloway, Boster, Schnitzler, Mottershaw, Donley, Bertolino, Mitchell , and Neighbors

Nayes: None

Absent: None

Adjournment:

Motion made by Boster seconded by Donely to adjourn at 8:37 PM.

Motion passed

Yeas: Calloway, Boster, Schnitzler, Mottershaw, Donley, Bertolino, Mitchell , and Neighbors

Nayes: None

Absent: None

Jonathan J. Myint

City Clerk

Date Approved:

