

## **City Council Committee Meeting**

City Of Virden

City Council Chambers January

Monday May 5<sup>th</sup>, 2025

Regular City Council Meeting was called to order by Mayor Murphy at 7:00 PM. (old council)

### **Pledge of Allegiance**

### **Roll Call:**

**Council Members present:** Mottershaw, Mitchell, Boster, Calloway, Neighbors, Bertolino and Schnetzler.

**Absent:** Alderman Donley

**Also in attendance:** Mayor Murphy, City Clerk Jon Myint, Bookkeeper/Treasurer Barry Liss, Public Works Director Gary Etter, City Officer Manager Karen Burgess, and Chief of Police Steven Snodgrass and Engineer Stefanie Ballinger.

**Audience:** Jon Durbin, Aaron Matrisch, Jeremy Carter, Genna Carter, Joshua Karrick, Danielle Karrick, Jill Murphy, Crystal Creasy

### **Topics:**

#### **Approval of Agenda (Old Council) (05-05-2025)**

**Motion** made by Mitchell seconded by Boster to approve the old Council agenda as presented.

**Ayes:** Mottershaw, Mitchell, Boster, Calloway, Neighbors, Bertolino and Schnetzler.

**Nayes:**0

**Motion passed** with all in favor

#### **Approval of Consent Agenda: (Old Council)**

**APPROVAL OF MINUTES OF PREVIOUS MEETING (REGULAR 04/07/25 & SPECIAL 04/24/25, 05/01/25)**

**APPROVAL OF BILLS PAYABLE.**

**APPROVAL OF TREASURER'S REPORT (March 2025)**

**APPROVAL OF WATER REPORT (April 2025 and gallons report March 2025)**

**Request for use of public property:**

1. American Legion to use the island for a fundraiser using Twyford BBQ from 11:00 to 1:30 PM on May 9th

**Motion** made by Bertolino seconded by Calloway to approve the consent Agenda with 05/01/25 minutes removed.

**Ayes:** Mottershaw, Mitchell, Boster, Calloway, Neighbors, Bertolino and Schnetzler.

**Nayes:**0

**Motion passed** with all in favor.

**REPORTS FROM SUPERVISORS**

**CITY ENGINEER:**

1. Stefanie Ballinger presented a supplementary resolution to spend MFT funds on this year's oil and chip project. She provided a map of the roads. The project will cost just under \$88,000.00 and will go out for bids as soon as IDOT gives approval.

**Motion** made by Mitchell seconded by Calloway to approve the 2025 MFT oil and chip program and supplemental resolution using MFT funds in the amount of \$88,000.00.

**Discussion:** This does leave a cushion in the MFT funds that the city wants. The Dean St. project is in for final comment review and should be going out for advertisement in the next two weeks.

**Ayes:** Mottershaw, Mitchell, Boster, Calloway, Neighbors, Bertolino and Schnetzler.

**Nayes:**0

**Motion passed** with all in favor.

**DIRECTOR OF OPERATIONS:**

Nothing currently.

**CHIEF OF POLICE:**

Nothing currently

**CITY OFFICE MANAGER:**

1. New Aldermen name plates should be in this week.

## **CITY ATTORNEY:**

1. An ordinance adopting a cable video service provider fee for the city of Virden.  
Joe Craven explained how the ordinance for adopting a cable/video service will work.

**Motion** made by Mottershaw second by Schnetzler to approve ordinance 2025-2 an ordinance adopting cable/video provider fee for the city of Virden.

### **Discussion**

Mottershaw wanted to know how it will work with the present providers. Craven responded his office can send out a form letter, once the new ordinance goes into effect.

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

**Nayes:** None

**Motion Passed** with all in favor

2. **An ordinance concerning fire insurance proceeds for properties in violation of the city's health and safety standards.**

Joe Craven spoke on how the ordinance should work.

Mayor Murphy wanted to know if an ordinance of this type is effective and how it is enforced.

### **Discussion on**

- a. Timeline
- b. On the day of the fire, the owner notifies their insurance company.
- c. How does the city know if the owner has insurance.
- d. Notices sent to the owner and insurance company.
- e. How does the insurance company know to contact the city.

**Motion** made by Boster second by Schnetzler to approve ordinance 2025-3. An ordinance concerning fire insurance proceeds for properties in violation of the city's health and safety standards

**Discussion:** Mitchell wanted to know, if this is state law, why hasn't any of the insurance companies contacted the city.

Joe Craven said that you must first have a local law.

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

**Nayes:** None

**Motion Passed** with all in favor

3. Approve purchase of property on South Emmett Street for demolition.

The owner is willing to sell the five properties to the city for closing cost. However the family is using it for storage and demolition may be delayed.

**Motion** made by Mottershaw second by Boster to approve the purchase of the five lots on South Emmett St.

**Discussion:** One or two of the lots have a house and garage on them, the other three are empty.

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

**Nayes:** None

**Motion Passed** with all in favor

**Motion made** by Mottershaw second by Boster to allow the mayor to sign any documentation necessary for the purchase of this property.

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

**Nayes:** None

**Motion Passed** with all in favor

4. Discuss status of properties on IHDA demolition list.

Joe Craven gave an update on the houses on the demolition list.

932 N Springfield St. Craven is presently dealing with the family. The bank agreed to release the mortgage. Craven said he may have to get a default order after the 15th of May.

All but two of the houses have had their fix or flatten letters sent to the owners and the interest holders.

On four or five of the properties the city can now file suit on them.

On 911 Noble the owners are agreeing to sell the property.

All of the houses that are listed are progressing to where the city should be able to file suit by the end of May

Three houses belonged to Larry Hupp who may be somewhere in Springfield, but his exact location is unknown. Craven is trying to get him served.

339 S Bissell the city may be able to get this from the tax buyer they're asking approximately \$5,000.00 plus a couple more thousand for the taxes. If it goes into another tax cycle the city may be able to get it for \$750.

On 404 N Bissell, the owner contacted the mayor, asking what the problem with the house is. The house just had a new roof put on it. The mayor let him know he may want to get the windows and doors closed off and not leave the house open.

The house on South Springfield the owners were sent a fix or flattened letter.

On 932 Springfield St. (the house by Circle K), May 15th the city can file for default and then file for permission to demolish it. Craven will have more information at the June council meeting.

## **REPORTS OF CITY OFFICIALS**

### **CITY CLERK**

1. Request outgoing Aldermen turn in their keys, code books and any other city property to the City Clerk or City Manager.

### **CITY TREASURER**

1. The fiscal year ended on April 30<sup>th</sup> . The city had a loss of \$51,187.00 and water had a loss of \$38,190.00. For a total loss of \$89,377.00.

## **MAYOR**

1. Nothing currently

## **FINANCE**

1. **Motion made** by Mottershaw second by Boster to repeal ordinance 2025-1.

**Discussion:** The water meter purchase, installation of the meters and grant funds for them, needed to be added.

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

**Nays:** None

**Motion Passed** with all in favor

**Motion made** by Mottershaw second by Boster to approve ordinance 2025-4 appropriation ordinance fiscal year 2025 for the city of Virden, Illinois.

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

**Nays:** None

**Motion Passed** with all in favor

## **POLICE**

1. Nothing currently

## **PUBLIC WORKS**

### **1. Streets & Alleys**

- a. **Approve boring permit from Cable One DBA Sparklight.**

Boring will be going down Henderson Street turning on East Jackson St. then going into the housing project.

**Motion made** by Bertolino second by Neighbors to approve the boring permit for Cable One DBA Sparklight to provide fiber at the housing project.

**Discussion:** None

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

**Nayes:** None

**Motion Passed** with all in favor

- b. Approve variance (54'4") for culvert installation on county line Rd. for the new Maynerich Financial driveway entrance.

**Motion made** by Bertolino seconded by Mitchell to approve culvert variance of 54'4" for Maynerich Financial.

**Discussion:** Was done in Public Works Committee

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

**Nayes:** None

**Motion Passed** with all in favor

## **2. Buildings and Grounds**

- a. Agreement for centennial route 66 directional wayside exhibits project installation, and maintenance.

This sign originally was supposed to be installed in Girard; however their council did not approve it. If approved, the mayor will sign for the grant money. There are only going to be 17 of these signs in the state of Illinois.

**Motion made** by Mottershaw seconded by Bertolino to approve the agreement with Centennial route 66 directional wayside exhibits project installation, maintenance and to allow the Public Works Director to decide where it goes.

**Discussion:** Done in Public Works Committee

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

**Nayes:** None

**Motion Passed** with all in favor

- b. Approve bid for Ameren lighting project for PD, Water shop, City garage and former Ambulance building for the total amount of \$3640 as presented.

**Motion made** by Mitchell seconded by Bertolino to approve the bid for Ameren lighting project for PD, Water shop, City garage and former Ambulance building for the total amount of \$3640.

**Discussion:** Done in Public Works Committee

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

**Nayes:** None

**Motion Passed** with all in favor

### **Miscellaneous**

a. Approve bids for house on 331 W Holden

Ten bids were received; however a contractor who is familiar with IHD grants recommends that city have an asbestos test done.

Bids will not be opened until after the asbestos test are done.

**Motion made** by Boster seconded by Neighbors to table approval of bids for the house on 331 W Holden until further notice.

**Discussion:** Asbestos test will need to be added to the contract.

**Ayes:** Neighbors, Schnetzler, Bertolino, Boster, Mitchell, and Mottershaw

**Present:** Calloway

**Nayes:** None

**Motion Passed**

### **ADMINISTRATIVE**

1. Nothing currently

### **Other Business**

Mayor Murphy thanked Alderman Rick Schnetzler, Alderman Raymond (BUBBA) Mitchell and Alderman Gary Mottershaw for their time and service to the City of Virden.



**Motion** to adjourn ***SINE DIE*** made by Boster second by Mitchell at 8:00 PM.

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

**Nayes:** None

**Motion Passed**

Mayor Murphy called to order the City Council meeting with the newly elected members at 8:05 PM

**Roll Call:**

**Council Members present:** Boster, Calloway, Neighbors, Bertolino, Carter, Karrick, and Matrisch.

**Absent:** Donley

Mayor Murphy swears in newly elected City Clerk

City Clerk swears in new elected council members.

**Mayor** George Murphy

**Aldermen:** Karrick, Matrisch, Carter, Neighbors, and Boster.

**Comments from the Audience:** None

Mayor Murphy makes committee appointments.

**Motion** made by Bertolino seconded by Neighbors to approve the mayor's committee appointments from May 5th, 2025, to May 4th, 2026.

**Discussion:** Mayor Murphy explained the committee appointments, committee meetings, special meetings and meeting attendance to the new council.

Karen Burgess requested that employment packages be turned in as soon as possible.

**Ayes:** Calloway, Neighbors, Bertolino, Boster, Matrisch, Carter, and Karrick

**Nayes:** None

**Motion Passed**

**Motion** made by Bertolino seconded by Boster to approve additional appointments as listed.

**Ayes:** Calloway, Neighbors, Bertolino, Boster, Matrisch, Carter, and Karrick

**Nays:** None

**Motion Passed**

**Additionally:**

Mayor Murphy commented on the following

Time being spent on city issues.

Requirements if three or more council members are together talking about city business.

Executive sessions, and who attends.

Mayor Murphy also emphasized that what is said in executive session has to stay in executive session or it would be a violation of their oath.

Craven recommended the new Alderman review the Open Meetings Act, FOIA requests and open meetings requirements.

Craven also recommended the Alderman go to the Attorney General's website where additional information and training is available.

Craven's pointed out to watch what it put in emails because emails fall under FOIA.

**Motion** made by Mayor Murphy seconded by Bertolino to enter into executive session for litigation at 8:23 PM.

Discussion: None

**Ayes:** Calloway, Neighbors, Bertolino, Boster, Matrisch, Carter, and Karrick

**Nays:** None

**Motion Passed**

**Adjournment:**

**Motion** made by Calloway seconded by Karrick to adjourn at 9:05 PM

**Discussion:** None

**Ayes:** Calloway, Neighbors, Bertolino, Boster, Matrisch, Carter, and Karrick

**Nayes:** None

**Motion Passed**

Jonathan J. Myint

City Clerk

Date Approved: