

Administration Committee Meeting

City Of Virden
City Council Chambers
Thursday, April 4, 2024

Meeting called to order by Alderman Mottershaw at 7 pm

Aldermen in attendance: Cunningham, Bertolino, Mottershaw, Calloway, Mitchell, and Neighbors

Absent: Boster

Also in attendance: Mayor Murphy and Attorneys Don and Joe Craven

Topics:

1. Approval of meeting minutes 3/472024

Motion made by Mitchell second by Mottershaw to approve meeting minutes 3/7/24. Consensus passed.

2. Budget and Appropriations

Mottershaw added in the salary for the Admin Assistant of \$40,000. Clerk salary Mottershaw will calculate out to have for our finance meeting. Unfortunately, Mottershaw forgot to bring up Barry Liss raise.

3. Sanitary District Letter

Murphy said he was blindsided with the letter. There was a lot of misleading info in the letter. Accused the city of a lot of things that weren't really true, and he thinks something that needed to be out there with accuracy. He thought it needed to be out soon, so it was posted on social media. How many think it needs to be mailed to every customer? Mitchell and Calloway do. There are a lot of older people who don't have social media. Murphy said the first couple questions he got when the VSD letter came out was people wanting to know who paid for that. Did VSD or the people? Murphy doesn't want this said about this letter. Murphy said he would volunteer to pay for a good chunk of the postage. Mitchell said count him in too. Murphy will ask the girls in the office to get started on it tomorrow. They probably won't be able to get it all done tomorrow, but they can get started. If anyone wants to contribute to postage just let Karen know. Don suggested talking to the postmaster and maybe able to get a bulk rate. Mottershaw said to check postage and get back to them on price. Don was asked if he got ahold of Rutherford to let them know we were meeting tonight. He did, but no show. Rutherford asked Don if we could give them an extension on the current agreement, so they can get something lined up to do their billing. They would like it to be less than \$3,000 a month. They want further info on employee expenses related to the billing and can their employee meet with Karen to see how this works. Don wants to know if they

are going to give us a FOIA request for every meter read? How are they going to do this without meter reads? Murphy heard from one of them that they plan to FOIA them. They'd have to FOIA every address. Murphy said Boster said you could put a charge on it. If its electronic you can't, but paper you can. First 50 pages are free and 15¢ per page after. We also can take 10 days to answer that FOIA request. Does anyone have any interest in offering them an extension? How about if we give them a 1-month extension if there is a meeting. If there is any extension, it needs to be in writing. If they don't come to the meeting, then we need to cut them loose or absorb them. We will do the billing for the end of April and May. That would be a 1-month extension. May billing will be at \$3,000 a month. Joe says how about we tell them we will consider an extension if they come to the P.W. meeting on the 18th. If they come you can talk the terms of the extension. Don said to post it as a Special City Council Meeting. You need to talk it out and figure out a solution that will compromise with both sides. You can't negotiate with someone who wont talk to you. Discussed back and forth on when to schedule special meeting.

4. Acquisition of addresses on IHDA grant demolition list

Which properties would be easiest to acquire? Short answer is which ever properties the city wants to put at the top of the list should be able to acquire. Regardless of which ones they are we could be able to get them within the limit. The two possible asterisks are 911 Noble and another one with outstanding mortgage. The tax buyers on the majority of them, they have agreed to work with the city. The one that had the incredibly large health lien, they have agreed to wave that and file the release of lien. The tax buyers with the redemption amount, if you have a willing seller, incorporate that into the sale amount and then the taxpayer gets paid their redemption amount. If you have an unwilling seller, we could file suit for abandonment or derelict property. Discussion went back and forth on figuring out the top five. Have we agreed on 331 W Holden, 709 E Jackson, 2?? Hobson. 433 S Springfield and 911 Noble. Possible 932 N Springfield and 207 N Finis. Crossing off 233 W Jackson, 604 W Jackson. Adding 2 Springfield St. addresses and keeping the rest.

5. Attorney Bills

Yes, nuisances and grant stuff separated. Don will remind Maralee of that and he will make sure he will check them next time. Thank you.

6. City Engineer

We want the engineer to come to the P.W. meeting. Murphy talked about the spread sheets of meter change outs. Cunningham wants to know if there is a list of meters inside buildings. She wants to know how many there are. Pokey has talked about if we do a meter change out to move the ones inside the premises to outside.

7. Employee drug screens at CAH&C

We were having it done at Midwest DNA and Drug Testing, but they stopped the drug testing. Then we went to MOHA. COVID happened. Murphy called MOHA but no one returns calls. He called Carlinville Hospital. Their testing includes 10 tests to include alcohol. It's a urine test and its \$103. He asked about mobile site. They said maybe in the future, but not right now. They don't choose employees; we will have to do it. We can do it with a random generator with two witnesses. We have to have post-accident and random drug screens.

Additional Items:

Motion made by Mottershaw seconded by Neighbors to enter executive session for personnel at 8:31pm. Consensus passed.

Executive Session

- 1. Approval of Executive Session Meeting Minutes (5 ILCS 120/2 (c)(21))**
- 2. Collective Negotiating – Personnel (5ILCS 120/2 (c)(2))**

Motion made by Mottershaw seconded by Neighbors to exit executive session at 8:41pm. Consensus passed.

Motion made by Mottershaw seconded by Neighbors to approve executive session minutes of 11/2/23. Consensus passed.

Motion made by Mottershaw seconded by Murphy to send to City Council to raise Barry Liss salary \$200 a month for bookkeeper. Consensus passed.

Motion made by Calloway second by Mottershaw to adjourn at 8:44 pm. Motion passed with all in favor.

Meeting adjourned at 8:44 pm.

Deputy City Clerk
Karen Burgess

Date approved: