

City of Geneseo, Henry County, Illinois
City Council
November 10, 2015
6:00 PM

Pledge of Allegiance

Roll Call

The City Council of the City of Geneseo met Tuesday October 13, 2015 at the Council Chambers, 115 South Oakwood Avenue. Mayor Nadine Palmgren called the meeting to order at 6:00 pm. Aldermen Paula Simosky, Keith Kennett, Kathy Carroll-Duda, Bob Wachtel, Jason Robinson and Michael Smith answered roll call. Aldermen James Roodhouse and Martin Rothschild were absent. Others in attendance included, Administrator Kotter, City Attorney Alcorn, Clerk Phlypo, Public Works Director VanDeWoestyne, Director of Electrical Operations Opsal and Inspector Mills and Chief Piotrowski.

There was a quorum.

Mayoral Comments

Mayor Palmgren read a letter from Mark Schwiebert, commending the City on the installation of the Solar Array Field.

Public Comment

Resident Joyce Webb, spoke out against the impending duplex that is to be built on Lot 2 of the Larry Vandersnick Subdivision. She asked that the Conditional Use Permit request be denied on the premise that the lot that additional land was taken from to make the duplex lot a buildable size has left it an unbuildable size. She provided a handout with maps of lots involved.

Resident Gene Eiklor, spoke out stating that the City is operating outside the Charter and he would like this item to be placed on the next agenda.

Resident Beverly Lamb spoke out on the snow removal ordinance that will be decided on tonight. She felt that the corners are blocked by snow due to the way the streets are cleared and that sidewalk clearing is not enforced enough.

Director of Public Works Vandewoestyne reported that with new equipment they should be able to plow the corners differently so that the buildup will be minimal.

City Attorney Alcorn reported that Public Comment should have reasonable boundary's set by the City, but the State Statute states that the Public should utilize the Public Comment areas of the agenda for any comments to the City Council.

Consideration of R-15-136, Resolution Urging Illinois State Leaders to Release Non-General Fund Revenues payable to Local Governments.

Administrator Kotter reported that this bill has passed the Senate and now needs to pass the House and on to the Governor's desk. This will allow the state to pay out MFT funds among other things that have been delayed.

Motion by Smith, second by Simosky to approve Resolution R-15-136 Urging Illinois State Leaders to Release Non-General Fund Revenues to Local Governments.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried

Consideration of R-15-137 an increase from ¾% to 1% of Sales Tax to Chamber of Commerce.

Administrator Kotter reported that the Chamber of Commerce typically receives \$8,000 to \$10,000 from the City with the increase to 1% they would receive between \$10,000 and \$12,000.

Motion by Wachtel, second by Carroll-Duda to approve Resolution R-15-137 to Authorize an Increase in the City's Contribution to 1% of the Sales Tax Collected to the Geneseo Chamber of Commerce.

ROLL CALL VOTE:

AYES: 6 Simosky, Wachtel, Kennett, Carroll-Duda, Smith, Robinson

NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild
Motion Carried

Consideration of O-15-151 an Ordinance Amending and Supplementing Title IX, Chapter 92, Section 92.55 (A) of the City Code, regarding duty to clear sidewalk.

Administrator Kotter reported that there will be better enforcement this winter. Residents that do not comply with snow removal will receive a door tag which will help facilitate better notification. The City has acquired a new piece of equipment that will help to better clear corners. Notification of enforcement will be through the newsletter in the Utility Bill envelope, on the City Facebook page, notification to realtors regarding vacant properties and the City Website. Motion by Carroll-Duda, second by Robinson to adopt Ordinance O-15-151 which requires Corner Lot Property Owners that Abut a Handicap Ramp to keep the walkway clear of snow.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild
Motion Carried

Consideration of a change in Elected Officials Compensation adjusting it to Zero in the years 2017 and 2018.

Administrator Kotter reported that Alderman Rothschild requested that this item be carried over to the December City Council meeting so that all the Aldermen are present. Mayor Palmgren wanted it noted a correction to the amount of years that it had been since the aldermen had an increase was 26 years instead of 16 years.

Motion by Kennett, second by Smith to carry the Elected Officials Compensation over to the December City Council Meeting so that the entire Council is present the meeting of the vote.

ROLL CALL VOTE:

AYES: 5 Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 1 Simosky
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild
Motion Carried

Consideration of O-15-154 An Ordinance Amending the City of Geneseo's Personnel Policy Manual Ordinance O-15-016, Amending Section 2.01 pertaining to Part –Time Employee Hours Per Calendar Year.

Administrator Kotter reported that the current City Policy is that part-time employees may not exceed 1000 hours in all departments except the Police Department which is 1200 hours. This policy is in place due to the past IMRF retirement rules require that once an employee reaches 1000 the City must pay in to IMRF. There are occasions where retaining a part-time employee at a lower cost hourly even if they reach 1000 plus hours is cost effective for getting work completed. If the employee is never vested by working a total of 10 years then no future payout will occur from the City and the City's funds paid while the part-time employee was working to go our reserve account and decrease our overall unfunded liability. In addition to the 13.44% that the City must pay the employee is required to pay their portion at 4.5% on any wages reported to IMRF.

Motion by Carroll-Duda, second by Wachtel to approve Ordinance O-15-154, an Ordinance amending the City of Geneseo's Personnel Policy Manual Ordinance O-11-016 Amending Section 2.01 pertaining to part-time employee hours.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild
Motion Carried

Consideration of R-15-138 transferring the balance of Section 125 Flexible Spending Account remaining balance to Fund 70 Health Insurance Account in the amount of \$4,326.56.

Administrator Kotter reported that this is from the Section 125 Cafeteria Plan that the City previously offered for employees. It provides participants an opportunity to receive certain benefits on a pretax basis. The City has funds left in this fund and have been sitting there for a number of years. The City no longer offers this Section 125 plan and it is appropriate for the Council to reallocate the funds to another active fund. Since the funds were originally meant to be for health insurance it was recommended that the funds be transferred to our current Fund 70. Fund 70 is the part of the budget that all health and wellness funds are put into or charged to. The auditors recommended that the action be taken to move the funds and because the funds have been in this account for a number of years identifying who's funds they are is not possible and it would go against the policy due to the employees only having a designated amount of time to turn in receipts for reimbursement.

Motion by Robinson, second by Simosky to approve Resolution R-15-138 transferring that balance of Section 125 Flexible Spending Account remaining balance to Fund 70 Health Insurance Account in the amount of \$4,326.56.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried

Consideration for approval of case #15-018 a request for a Conditional Use Permit for property located at Lot 2 of Larry Vandersnick Subdivision on S. Illinois Street, second lot North of Chestnut Street on the East side of Illinois Street

Administrator Kotter reported that this request was heard at the August Plan Commission meeting and the Plan Commission felt that this would need variances for the rear yard setback and the lot size required for a duplex. This was then heard by the Zoning Board of Appeals for the two variances. The ZBA denied the lot size requirement due to the fact that they felt that they did not have the authority to allow a variance for lot size. Larry Vandersnick has agreed to sell a portion of the lot east of this lot to the Ries' which will also still be within the allowed lot requirements. Since no variances were needed it was brought back to the Plan Commission for a conditional use permit to put a duplex on a property zoned R-2. The current block garage that sits on the parcel will be removed for the construction of this duplex. Resident Joyce Webb handed out information on why she is against this development, citing that it doesn't allow there to be enough room left on the lot that property was taken from for it to be a buildable lot. Jim Ries was in attendance at the meeting and felt that he had complied with all the City requirements. It was decided to get a legal opinion from City Attorney Alcorn and hold a Special City Council meeting on November 24, 2015.

Motion by Carroll-Duda, second by Wachtel to delay the approval of the requested Conditional Use Permit by Jim and Rob Ries pending a review by the City Attorney Alcorn and to hold a Special City Council meeting on November 24, 2015 to hear the request.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried

Consideration of O-15-153 Ordinance Authorizing the Execution of the IMLRMA Minimum/Maximum Contribution Agreement for the City's Liability/Risk Management Insurance

Each year the City has two options as to how we pay for our liability and workers comp insurance with IMLRMA. The City can pay what IML calls a normal loss amount that is in a middle of the other two amounts we could have to pay. Choosing the middle amount we are locked in to paying this amount regardless of our actual claims. There is also an option to pay a minimum loss amount and the risk with choosing this option is that if you have a higher amount of claims in that year you will pay more than if you had chosen the middle amount, however low claims in the year will allow the City to pay less than the middle amount. Our history shows that in the past 10 years we have stayed below the minimum amount with the exception of two years where we were at the minimum amount or just above it. Based on this information it is recommended that we choose the min/max option and choose to pay it all at once in the amount of \$276,319.89. We can receive a 1% discount by paying it in one payment which is reflected in the amount stated.

Motion by Wachtel, second by Smith to approve Ordinance O-15-153 authorizing the execution of the IMLRMA Minimum/Maximum contribution agreement and to choose Payment Option #1 in the amount of \$276,319.89 and authorize the Mayor to execute the documents.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson

NAYS: 0

ABSTAIN: 0

ABSENT: 2 Roodhouse,Rothschild

Motion Carried

Consideration of an Administrative IT Position, Job Description & Salary for approval

Administrator Kotter reported that due to an upcoming retirement the City is hiring a Computer Operations Administrator. The position is currently hourly but it is our intention to have the position be salaried and part of the management team. We have begun advertising for the position last week. Currently the City budgeted \$66,028 for the wages, this was approved in the budget so unless it becomes necessary to increase this amount Council would not need to act on the salary. The description is very similar with minimal changes and the changes that were made came from the management team meetings making sure that the description was accurate based on current and future responsibilities needed such as overseeing GIS. We also added Administrator to the title. Currently we use Twin States as support but that will be reduced as the new employee will take on those responsibilities to a certain extent. They would be used for an annual audit of our system.

Motion by Kennett, second by Carroll-Duda to approve the job description for the Computer Operation's Administrator and authorize the City Administrator to complete the hiring process.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild

Motion Carried

Consideration to approve performing a human resource audit.

Administrtror Kotter reported that she has a proposal from Cottingham & Butler in the amount of \$4,750 to \$6,000 to perform this audit, but she is waiting on possibly another proposal. She would like to have permission to pick a firm to conduct the audit not to exceed \$6,000, a firm will be picked based on the best service to the City for the least money.

Motion by Wachtel, second by Smith to approve the hiring of a firm to conduct a complete Human Resources Audit for the City not to exceed \$6,000, allowing the City Administrator to select the firm and execute the document.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild

Motion Carried

Payment of City and Utility Bills

There were two extra bills for consideration presented by the City Accountant; one being the Verizon Wireless Bill and the other one Northwest Municipal Association Meeting. Mayor Palmgren stated that she would not be attending the Northwest Municipal Association Meeting so that bill can be removed.

Motion by Smith, second by Robinson to approve payment of City and Utility bills excluding the Northwest Municipal Association Meeting for \$23.00.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse,Rothschild

Motion Carried

Public Comment

Gene Eiklor stated that he had sent an email to the elected officials. There were a couple new Aldermen as well as the Mayor who didn't receive the email. Mr. Eiklor stated that the City Council are exceeding their authority per the Charter by changing the term of the Mayor to two years from one and changing the compensation from \$300 to the current amount. Administrator Kotter reported that Mr. Eiklor had submitted a FOIA request for information on the Mayor's term change from the Clerk. She would like to see this item go on an agenda and get a legal opinion from Attorney Alcorn based on the information that was given through the FOIA process.

Retiree Larry Dawson stated that he had some questions about the Retiree Healthcare Insurance before a decision is made.

Executive Session

Motion by Carroll-Duda, second by Robinson to go into Executive Session under the following statute at 7:21PM. 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

ROLL CALL VOTE:

AYES: 6 Simosky,Wachtel,Kennett,Carroll-Duda,Smith,Robinson
NAYS: 0
ABSTAIN: 0
ABSENT: 2 Roodhouse, Rothschild

Motion Carried

Motion by Wachtel, second by Roodhouse to return to open meeting at 9:33PM.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried.

Actions after Executive Session

Consideration of creation of HR Director Position, Job Description and Salary.

Motion by Carroll-Duda, second by Simosky to approve the HR Director Position, Job Description and Salary as discussed in Executive Session.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried.

Consideration of an individual review of residency requirement section 6.03 personnel policy.

Motion to deny request to exceed residency requirement by Darin Jaros.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried.

Adjournment

Motion by Wachtel, second by Robinson to adjourn at 9:37pm.

Voice Vote. 6 Ayes. 2 Absent.

Motion Carried

Respectfully submitted,

Loree K Phlypo
City Clerk