

FINANCE MEETING

DATE: 1-14-19

TOPICS PREPARED FROM DEPARTMENT MEETING:

I have asked the City Attorney to attend this meeting.

PUBLIC COMMENT:

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UTILITIES:

- Water Plant update
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PUBLIC WORKS:

- Holy Cross road update
- Inspections of rental apartments and remodeling projects
- Surplus equipment sale
- Ditch cleanout between Voss-Clare and New 50

POLICE:

- Dare bowling – Feb. 16- V& H
- Will be hiring new part time police
- FOP contract talks
- Conferences – Dare conference in June; Criminal Justice in Feb.; ILEAS Mar. 24 -26

RECREATION:

- New drag for South Park diamonds; called the Rascal – price \$3182.95

BUSINESS ADMINISTRATOR:

- Health Ins. CPI and cost to employees
- Eligibility rules for retirees and dependents for health ins. - costs
- Part timers & supplemental insurance coverage
- Retail Recruitment proposals

CITY COLLECTOR:

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AMBULANCE:

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ZONING:

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MAYOR'S REPORT:

- Health Dept decision – no decision yet
- Library employees – are they City employees, What are our responsibilities to them?
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FINANCE COMMITTEE MEETING * January 14, 2019

FINANCE COMMITTEE MEETING * January 14, 2018

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Paul Steinman, Debbie Koetting, Bill Fischer, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann

Absent: Gary Usselmann

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Attorney Joanne Stevenson, City Treasurer Bob Venhaus

Press: none

Visitors: Thomas Zurliene, Kelly Zurliene, Diane Holtgrave, Jean Steinman

Public Comment: none

1. Water Plant update - 2nd tank has been completed and will be put into service towards the end of this week.
2. Utility rates - Consumer index raised 1.3%. Ordinance calls for automatic price increases per the consumer index. Proposal to raise water and sewer by this rate, but no raise to electric rates - electric fund is doing well, but the other two could use the funds. Motion by Koetting seconded by Steinman to approve no raise to electric rates. Motion Carried by unanimous voice vote.
3. Holy Cross road update - no update at this time.
4. Inspections of rental apartments and remodeling projects - discussion amongst council to decide if we want to continue to explore inspections. Council agreed to start with a focus on rental property only at first. Discussions will continue.
5. Surplus equipment sale - Camera van has been switched over and is ready for sale. Old Meals on Wheels van will also be for sale. Will be up for approval at first meeting in February.
6. Ditch cleanout between Voss-Clare and New 50 - there is a drainage ditch in there and once the houses started to be built, it started to sink. Have had a lot of requests to clean out that ditch - the City has an easement - a letter will be sent to the property owners as equipment will have to go onto some properties.
7. Apartments by hospital - have a water and sewer line that runs underneath a parking lot. The city workers don't go back in there but the cell tower workers were out there and rutted up the parking lot. The request is that the City repairs and maintains that part of the parking lot. Still waiting on final request.
8. Library employees – are they City employees? What are our responsibilities to them? The City levees the taxes, the City pays the payroll - should they be treated as city employees? City Attorney Joanne Stevenson does not find anything in her research that states that the City cannot

treat employees of the library as city employees. Library board is in complete control of employees - hire, set pay rate, supervision, work hours, rules, etc. The library employees are essentially employees of the Library Board, which is essentially a part of the City. The City cannot have any control over Library employees. Kelly Zurliene states that there is no documentation anywhere that states how the library is to function and what the relationship between the City and the Library should be. Kelly understands that there are 39 full time employees of the city that that receive benefits and that there are 2 library employees that are not receiving the same benefits and feels discriminated against because they were not offered a second health insurance plan. Feels responsible as a leader to bring this up. Discussion among the Council concurs that the board can offer both plans if they choose to do so. City Attorney Joanne Stevenson encourages that all decisions just be made in writing. The Library Board will take this information and evaluate whether or not they will treat library employees equally to the other 39 employees.

9. Dare bowling – Feb. 16 at V& H.
10. Will be hiring new part time police as some of the current part-timers are not able to work as often
11. Police Chief Bob Fix seeking approval to attend Conferences – Dare conference in June; Criminal Justice in Feb.; ILEAS Mar. 24 -26
12. New drag for South Park diamonds; called the Rascal – price \$3182.95 Park Board approved the purchase. Will be on the agenda for tomorrow night's meeting.
13. Health Ins. CPI and cost to employees - recommendation is to not increase insurance cost for the year.
14. Eligibility rules for retirees and dependents for health ins. - statute states that retired employees can choose to stay on City insurance as long as they like. Spouses and Children, as long as covered on the day before retirement, may remain on City insurance as long as they like, even after the employee has died, until the spouse is remarried or the child is 26. This also applies to disabled employees.
15. Part timers & supplemental insurance coverage - no change to requirement.
16. Retail Recruitment proposals - working with the Chamber to see if they will also contribute to working with The Retail Coach. Seeking \$5,000 per year from Chamber. Recommendation is to seek 3-year plan. This can be taken out of TIF, as it is revitalization.
17. Health Dept. decision – no decision yet. Did establish 2 sub-committees. Will get together again next month to review reports.
18. FOP contract talks scheduled for this Wednesday at 10 am.

The meeting adjourned at 8:30 p.m.

Non-verbatim minutes taken by:


Erin Wagener, City Clerk

FINANCE MEETING**DATE: 2-18-19****TOPICS PREPARED FROM DEPARTMENT MEETING:****PUBLIC COMMENT:**

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UTILITIES:

- Water Plant Update
- Replace pump at east lift station
- APPA conference Feb. 25, 26, 27

PUBLIC WORKS:

- HMG meeting on Holy Cross east project
- HMG meeting on ADA project
- Aviston water sales

POLICE:

- FOP contract
- Criminal Justice conference – Feb 27, 28
- ILEAS conference – Mar. 24, 25, 26

RECREATION:

- Feb 27 - Park Board meeting
- Feb. 20 – Golf Board meeting – 25 year celebration

BUSINESS ADMINISTRATOR:

- Shelly – Civic system training Feb. 25, 26, 27
- Audit proposal – engagement letter

- Best One Tire TIF agreement
- Library Employee/Board Ordinance
- First Net – AT&T
- Health Insurance addendums
- Retirement Health Plan – employee board needs to guide

CITY COLLECTOR:

- Budgets – Capital Expenditures for all departments
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AMBULANCE:

- Square Credit Card for payment of bills
- Report on ambulance runs, etc

ZONING:

- HSHS hearing on variance – Feb. 21, at 7:30pm
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MAYOR'S REPORT:

- Retail Recruitment Agreement
- Salaried employees vacations – right now there is no provision for them to take vacations – would like to have 3 supervisors draw up a proposal based on hourly workers vacation procedure.
- Chamber After Hours – all Council and supervisors invited – at Bent Oak Pavilion from 7 pm to 9 pm.
- WM – sent email of talks with WM. They will provide yard waste pickup starting next year from Dec. 15, 2019 to Mar. 15, 2020
- Leaf Dump – costing us \$3,000/yr. Do we want to find 1-2 acres of land out of the flood plain. Many people complaining about how muddy it is.

FINANCE COMMITTEE MEETING * February 18, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Paul Steinman, Debbie Koetting, Bill Fischer, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselman

Absent: None.

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus

Press: none

Visitors:

Public Comment: none

UTILITIES:

1. Water Plant Update - finished coating last tank last week and this Wed/Thurs it will be back in service.
2. Replace pump at east lift station - pump failed, received new pump, guide rails were deteriorated and need replaced. Concrete need repaired due to spalding. Getting prices. Estimated to be between \$35,000 - \$50,000. Lift pump is at least 25 years old.
3. APPA conference Feb. 25, 26, 27 in Washington D.C, Dale Detmer and Charlie Hilmes & Bob Berndsen will be attending.
4. HMG meeting on Holy Cross east project - hope to have final plans by March.
5. HMG meeting on ADA project - revolving loan money that we have to put towards this - looking at locations where we don't have ramps and where we have ramps that are in bad shape. If we concentrate on the locations that do not have ramps now, we will not use all of the \$137,000 budget. Estimated to be about \$5,500 per intersection. The City has until December of 2020 to complete. Would like to concentrate on areas outside of TIF districts.
6. Aviston water sales - the register we put on the water meter about 9 months ago was the wrong style and has been registering incorrectly. We have been overcharging Aviston because of this. We will have to credit Aviston either by check or a credit on their bill for approximately \$30,000.
7. FOP contract – received an email from Dan Bailey - will meet next Monday to hopefully finalize the contract.
8. Police will be attending Criminal Justice conference – Feb 27, 28
9. Police will be attending ILEAS conference – Mar. 24, 25, 26
10. Feb 27 - Park Board meeting @ 7:00 PM in City Hall
11. Feb. 20 – Golf Board meeting – 25 year celebration
12. Shelly – will be attending Civic system training Feb. 25, 26, 27
13. Audit proposal – engagement letter was received today. The auditor will be out at the meeting tomorrow night to review.

14. Best One Tire TIF agreement - \$946,000 in TIF 90% reimbursement until 2039.
15. Library Employee/Board Ordinance will have to be pushed back until March 5, Library Board hasn't met to review yet.
16. First Net – AT&T. Proposal to move to First Net platform, which will save about \$300 per month and first responders will receive price breaks. This is the first platform that will come up in the state of an emergency. They will come on-site to do the change-over so employees don't have to go into a store.
17. Health Insurance addendums - 1 is for union and 1 is for non-union. Will be on the agenda for approval tomorrow night.
18. Retirement Health Plan – employee board needs to guide
19. Budgets –Need Capital Expenditures to Collector for all departments before March meeting
20. Shelly will be meeting with Square to see about accepting credit cards for ambulance payments.
21. Report on ambulance runs, etc May to January 2018 - 859 runs. May to January this year 809 runs, down 50 runs. Last FY \$1.123M in gross charges. \$742K so far this year, but it was found that Medicaid claims missed about 43 of our runs, so we will see those fees later.
22. HSHS Zoning Variance Hearing will be held Feb. 21, at 7:30pm
23. Retail Recruitment Agreement - Mayor Hilmes would like to sign a 3 year contract. Chamber has agreed to contribute \$2,500 per year towards this.
24. Salaried employees vacations – right now there is no provision for them to take vacations – would like to have 3 supervisors draw up a proposal on how to proceed.
25. Chamber After Hours – all Council and supervisors invited – at Bent Oak Pavilion from 5 pm to 7 pm on Thursday.
26. Waste Management– sent email of talks with WM. They will provide yard waste pickup starting next year from Dec. 15, 2019 to Mar. 15, 2020. This will give residents an option for winter yard waste.
27. Leaf Dump – costing us \$3,000/yr. Do we want to find 1 -2 acres of land out of the flood plain to have a City owned leaf dump? Many people complaining about how muddy it is at the present site.

The meeting adjourned at 7:42 p.m.

Non-verbatim minutes taken by:


Erin Wagoner, City Clerk

FINANCE MEETING

DATE: March 18

TOPICS PREPARED FROM DEPARTMENT MEETING: Mar. 14

PUBLIC COMMENT:

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UTILITIES:

- Policy on City employees cutting down and trimming trees. Any questions
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PUBLIC WORKS:

- Set date for Public Works meeting. Mar 26 at 7pm, if that works. Topics Holy Cross East, ADA project, downtown project, Mater Dei Dr.
- 3 Diamond Street – any questions?
- Breese Northern water district
- Leasing a backhoe and buying a new dump truck

POLICE:

- FOP contract signed
- Bring part time pay to \$20/hr.
- Grant for 2 new cameras on cars
- ILEAS conference Mar. 24-26
- New police car

RECREATION:

- Park Board meeting Mar. 27, 7pm, City Hall
- Pool rate increase. Looking at increasing rates
- 25th Anniversary promotions: Mar. 24, Apr. 27 June 7

BUSINESS ADMINISTRATOR:

- Mar. 19, 6:30pm, City Hall - Public hearing for ADA project
- 3 Diamond update on 12 St. expansion – contract between Raebers and 3 Diamond
- First Net – AT&T update of our phones – Mar. 19, 9-noon
- Potential future TIF
- Retail Recruitment update – Mar. 28 & Mar. 30 meeting with Chamber
- Changes audit will bring to each department

CITY COLLECTOR:

- Cemetery changes – cremation and allowing more than one urn per grave site. St. Dominic allows up to 4ds plaque for each
- Budgets – equipment needs

AMBULANCE:

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ZONING:

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MAYOR’S REPORT:

- Leaf Dump – open from Mar. 23 to Apr. 28, only Sat. and Sun.
- Illinois South Tourism – 1 min videos produced for towns, or groups and price list
- Military Affairs Committee – I have been asked to serve on the legislative and education committees. Will mean attending committee meetings in Shiloh and on base.
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FINANCE COMMITTEE MEETING * March 18, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Paul Steinman, Debbie Koetting, Bill Fischer, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann

Absent: Mayor Charlie Hilmes - Attending County Board Meeting

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, Zoning Administrator John Becker

Press: none

Visitors: none

Public Comment: none

1. Policy on City employees cutting down and trimming trees has not changed. Information has been posted on City Facebook page.
2. Public Works meeting on March 26 at 7pm at the Utilities Department. Topics to discuss: Holy Cross East, ADA project, downtown project, Mater Dei Drive.
3. 3 Diamond Street will not be on the agenda tomorrow night.
4. Breese Northern water district - plans are moving forward and the City is taking ownership of the water line April 1, 2019. Official agreement will be on the agenda tomorrow night.
5. Request to lease a backhoe and buy a new dump truck. Both City backhoes are 19 years old and are hardly used. Would like to sell at least one of them and then lease a New Holland for a year, but may be cost prohibitive. Will continue to research options and discuss.
6. FOP contract signed.
7. Bring part time police pay to \$20 per hour to keep up with the rest of the county. Council agreed that it is time.
8. Police Department has applied for a grant for 2 new cameras on cars.
9. ILEAS conference Mar. 24-26. Bob and Mark will be attending.
10. New police car was denied last year - would like to put it in the budget for this year. Department is requesting a pickup truck. Carlyle and New Baden recommend using a truck. Council agrees to truck as long as it fits into the budget.
11. Park Board meeting is on March 27 at 7pm at City Hall.
12. Pool rate increase. Discussed increasing rates at department meeting - rates have not raised in a number of years and, with minimum wage increases, the City needs to consider it.
13. 25th Anniversary promotions at the Golf Course: Appreciation Day after Chipping Final on March 24, April 27 will be \$25 for 9 holes of golf, a cart and a 6 pack of beer and June 7 is a live music event.

14. Mar. 19, 6:30pm, City Hall - Public hearing for ADA project for curbing, gutters and ADA ramps and sidewalks in 33 different locations that need to be made to meet compliance. HMG is reviewing the contracts now - the state has changed their guidelines. Cost may change a bit. Hopefully we have final amounts before meeting tomorrow night.
15. 3 Diamond updates on 12 Street expansion – contract between Raebers and 3 Diamond is being written.
16. First Net – AT&T update of our phones – Mar. 19, 9-noon
17. Potential future TIF - will have to connect. Since TIF 1 is expiring in 3.5 years, would like to propose a TIF that would include Schuette's area, down Germantown Road to Poettker's, the North side of 4th Street to Main Street to Old 50, over to Walnut and up to the round-a-bout. Would connect to TIF 2, TIF 3 & TIF 4. Council agrees that Shelly contact PGAV for proposal.
18. Retail Recruitment update – Mar. 28 meeting with Chamber at Luncheon at YMCA to meet with bankers, realtors and representatives from some of the larger employers. They will be back on April 30 for a dinner and a full presentation.
19. Changes audit will bring to each department - will be sent a needs list in advance.
20. Cemetery changes – cremation and allowing more than one urn per grave site. St. Dominic allows up to 6 with a plaque for each. Recommendation is to allow either (3) Urns or (1) casket and (2) urns, and require all be from the same family.
21. Budgets – Ambulance building will be paid off in July. Council reviewed proposed capital expenditures for 2019.
22. Dale Strieker is requesting to utilize a property in town as an Air BNB. Does not want to advertise, but make it available to friends and family to rent for weddings, etc. Discussion regarding what sort of zoning or permitting will be needed to approve these within the City.
23. Leaf Dump – open from Mar. 23 to Apr. 28, only on Sat. and Sun.
24. Illinois South Tourism – 1 min videos are being produced for towns, or groups \$500 + travel time. Can increase opportunities for up to \$800 plus travel time. Will receive the video rights for the website. This is the same group that did the Ski - Made in Illinois video last year. It was produced with a drone and looked great. Council agreed to multiple shoots for \$800 + travel time.
25. Military Affairs Committee – Mayor Charlie Hilmes has been asked to serve on the legislative and education committees. Will mean attending committee meetings in Shiloh and Scott Air Force Base.
26. Mark Kohnen and the HVAC company who are donating heating for Hannah's bathrooms will be out tomorrow to do some measuring.
27. Alderman Timmermann asks that the council consider a program where City employees can gift their sick time to hardship cases on a volunteer basis.

The meeting adjourned at 8:04 p.m.

Non-verbatim minutes taken by:



Erin Wagoner, City Clerk

FINANCE COMMITTEE MEETING * April 2, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 6:30 p.m.

Aldermen in attendance: Paul Steinman, Debbie Koetting, Bill Fischer, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann

Absent: None

City Officials: City Business Administrator Shelly Schadegg

Press: None.

Visitors: None.

Public Comment: None.

1. Breese TIF Services Agreement – Proposal from PGAV to conduct a feasibility study for 4 proposed TIF areas. Study will review the parcels to ensure criteria is met for all parcels. If all 4 are in line, there will be another proposal to the State to get approval. \$2,500 retainer will be due to begin diligence. Total cost will be \$22,500.
2. Golf Course Cameras-Jim's Sales & Service – Proposal to replace 6 cameras at golf course and recorder as it has been discovered that the cameras are no longer working. Police department requested the proposal upon discovery. Discussion to expand DVR capabilities to 16 channel.
3. Clean up day is April 27th from 9-3.
4. POW/MIA City proposal - Mayor Hilmes asked the council if there is interest in becoming POW/MIA City - will investigate further what that means.
5. Expense reimbursement policy - currently being reviewed by City Attorney Joanne Stevenson.
6. Census Bureau - help session on May 1 for people who may be interested in census jobs. Also, the bureau is starting another program - more information to follow.
7. House Bill 1652 - deals with military veterans and their spouses. IL has long been one of the states that make it very difficult to get certified to perform certain jobs, i.e.: teachers, nurses, beauticians, real estate agents, etc. People may be here for 6 months before able to be certified and work. Military Affairs working with House and Senate to make it easier for relocating spouses to become certified in their field to work when relocated to IL.
8. Last Thursday had a representative from the Retail Coach in town. Toured Schuette's - in very poor repair, will be a total gut-job to become functional. Had a Chamber luncheon, hosted by YMCA, to answer questions. Also met with a local banker to discuss Schuette's options, Chris Clay from the hospital to discuss business needs according to the hospital. Met with representative from Best One. Have had contact from a hotel group who is interested in coming to Breese, as well as a fast food company. Representative felt positive of our community. On April 30 there will be a Chamber meeting with a full presentation and proposal.
9. Council discussed local AirBnBs in town and what sort of permitting or licensing might be needed and what sort of taxes might be required.

The meeting adjourned at 7:10 p.m.

Non-verbatim minutes taken by:


Erin Waggoner, City Clerk

FINANCE MEETING

DATE: 4-15-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 4-11-19

PUBLIC COMMENT:

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UTILITIES:

- Prairie State Lobby Day report
- IMEA/IMUA conference – May 16 & 17

PUBLIC WORKS:

- Clinton St. sidewalk report
- Holy cross East report
- Mater Dei Dr engineering
- New roof on shed by City Hall
- City Wide cleanup Apr. 27

POLICE:

- Police cars stay in city when officers are off duty
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RECREATION:

- New cameras at golf course
- Pool price increases
- Golf course – replace culvert on #4 and rock, oil parking lot
- Restroom Hannah's Playground – HVAC system

BUSINESS ADMINISTRATOR:

- Retail coach update – Chamber meeting, Apr. 30
- PGAV meeting discussion on TIF
- JRB meeting on new TIF's Apr. 29, 1 pm
- Establish business district in downtown area
- Cell phone tax and need for infrastructure money

CITY COLLECTOR:

- Budgets
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AMBULANCE:

- Ambulance tourney Aug. 3
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ZONING:

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MAYOR'S REPORT:

- Expense and committee reimbursement
- Committee assignments form May 2019 to Apr. 2021
- City wide Garage Sales – May 17, 18, 19
- Breese Chamber golf tourney May 19
- May 7 Shimkus traveling Help Desk – 3 – 4:30pm
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FINANCE COMMITTEE MEETING * April 15, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Paul Steinman, Debbie Koetting, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann

Absent: Bill Fischer

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus,

Press: none

Visitors: Tim Schleper

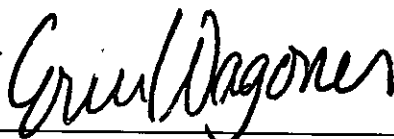
Public Comment: none

1. Prairie State Lobby Day report - Charlie, Bob, Don and Dale went to Prairie State's first annual Lobby Day to talk about what is happening in the energy environment. 3 energy bills that have been introduced are anti-coal. 1 deals with revamping energy system in municipalities. Another proposes that IL is carbon-free by 2030 and renewable by 2050. Stacy at the agency has been sending out emails to keep city officials in the know.
2. IMEA/IMUA conference – May 16 & 17. Dale will be sending an email later this week to determine who will go. Conference is free to attend. Only cost to attendees will be lodging.
3. Clinton St. sidewalk is complete.
4. Holy cross East - plan is to get sidewalks staked and temporary walk complete this week.
5. Mater Dei Dr - HMG starting on engineering, will take a couple of years to complete.
6. New roof on shed by City Hall - shingles blew off a few weeks ago. Would like to hire the job out. Proposed a metal roof instead of shingles. Council preferred to save money and replace with shingles.
7. South Main Street is in need of repair. It has been about 14 years since any repairs have been done. Best guess cost will be \$300K for concrete or \$150K for asphalt. Expected lifespan of asphalt will be another 14 years. Concrete will last considerably longer. Perhaps MFT Bond for financing road. Also discussed who's responsibility it is to maintain adjacent railroad tracks on S Main.
8. City Wide cleanup Apr. 27.
9. Police cars stay in city when officers are off duty - one officer is planning to move outside of town and the council agreed with proposal to keep cars within city when off duty.
10. New cameras at golf course will be on agenda tomorrow night for approval for \$4,040.
11. Pool price increase proposal - last year spent \$91,000 to operate and only brought in \$62,000 of revenue. Increase approval will be on the agenda tomorrow night.

12. Painting will be completed in the later part of April, first part of May. New finish is anticipated to last about 10 years.
13. Golf course – replace culvert on #4, it is rusting out at the bottom. Also propose to rock and oil the parking lot. Will be paid for out of TIF.
14. Restroom Hannah’s Playground – HVAC system looks to be completed other than roof work.
15. Retail coach will be here on April 30 - Chamber dinner at Bent Oak, in the pavilion, from 6-8 pm. Will be giving statistics as well as a retail list of companies that are currently expanding in our area.
16. Shelley had a discussion regarding a couple of future TIFs. A map shown to council illustrates locations. 2 sections pointed out show that creating a new TIF will bring no additional revenue. The Raber property, if developed, would make more sense to create a TIF on.
17. A map for a proposed business district was shown to the council - would be just downtown. Instead of going to a TIF, going to a business district would allow for a 1% sales tax increase in the district to bring in revenue for infrastructure.
18. Notice was sent to the paper today for JRB meeting on Monday, April 29 at 1 pm to review proposed TIFs with the taxing bodies. Will also set up a meeting for the businesses within the district before moving this forward. Tentative date is May 8.
19. Increase Telecommunications tax for infrastructure money - currently 7% goes back to the state and 1% stays local. Can increase local to 6%.
20. Budgets - most have been turned in, will have them prepared by May finance meeting.
21. Ambulance tourney Aug. 3
22. Zoning - have not been reappointing board members. Will be reappointing 3 zoning and 4 park board members tomorrow night.
23. Expense and committee reimbursement changes at the county level - if they have 3 meetings in an evening, they are charging for 3 meetings but are only supposed to be charging for 1. Also running into per diem troubles - individuals who are making 20-25K in meetings and per diem.
24. Committee assignments form May 2019 to Apr. 2021
25. City wide Garage Sales – May 17, 18, 19
26. Breese Chamber golf tourney May 19
27. May 7 Shimkus traveling Help Desk – 3 – 4:30pm
28. 2 possible ordinances from last meeting - 1 dealing with cemeteries - a casket and 2 urns or 3 urns in one plot, each with their own name plate. Will be voting on that tomorrow night. The second ordinance is in regards of gifting sick time. This is not ready to be approved at this time.
29. Short-term rentals - had a meeting with John, Shelly and Mayor Hilmes to discuss. The proposal is that a Rental Registration form should be instituted. Anyone who rents space would need to fill one out and a fee will be set for the form. Sample form used by the City of Urbana included. Would also like to instill Rental Inspections as well as a Building Inspection for remodeling and renovations. Would like the Public Works committee to draw up a plan for Council to review.
30. Alderman Davinroy mentioned a property that has a falling down carport over a trailer that looks to be a safety issue. Will have police check it out.

The meeting adjourned at 8:12 p.m.

Non-verbatim minutes taken by:



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 5-20-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 5-16-19

PUBLIC COMMENT:

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UTILITIES:

- IMUA/IMEA conference report
- Energy Efficiency report

PUBLIC WORKS:

- Holy Cross East update
- Rental registrations and inspections – set meeting date for rental meeting

POLICE:

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RECREATION:

- Pool painting
- Park Board meeting May 22 @ 7pm

BUSINESS ADMINISTRATOR:

- Update on Audit Prep – discuss Proposed AJE write offs, fixed asset inventory
- Real Estate Tax Abatement- discuss incentive of tax rebates for those who buy lots and build new homes.
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CITY COLLECTOR:

- 2019-2020 budget numbers
- Cemetery ordinance

AMBULANCE:

- Breese EMS rate increase
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ZONING:

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MAYOR'S REPORT:

- Civic Leader Tour - May 21- 22
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FINANCE COMMITTEE MEETING * May 20, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Debbie Koetting, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary UsseImann, Bill Fischer

Absent:

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, Golf Course Superintendent Paul Smith

Press: none

Visitors: none

Public Comment: none

1. Mayor Hilmes handed out articles from IMUA/IMEA Conference

IMUA/IMEA conference report. Alderwoman Koetting covered topic of succession planning that was discussed at conference. Mayor Hilmes discussed cyber security. Dale Detmer has been elected IMEA President.

2. New Energy Efficiency program started May 1 for next fiscal year - the City gets about 13,000 for efficiency. Arrow just applied for \$3,000 and another project is set up for \$2,000. For residential,

the Light Bulb program is available again this year. Another possible program is a credit for programmable thermostats. Council agreed to both programs.

3. Dale Detmer mentioned a few new bills that would be of interest to the City: House Bill 3035 - Lead Service Line; replacement of line from meter to house and 18" into house. Also, House Bill 137 - Painting Bill. Would have to hire Union Painters for any painting jobs within the city.
4. Holy Cross East update - temporary sidewalk is in. Permanent sidewalk timing is dependent on acquiring a right-of-way from the hospital (North Side). Senator Plummer asked for Wish List of projects. Mayor Hilmes suggested adding re-paving of Main Street. Shelly Schadegg suggested re-painting the water tower.
5. MFT Bid opening was held May 15 with only one bid being received from Don Anderson. Only available dates for rocking & oiling of streets are August 12, 14 and 16. Rental registrations and inspections – June 25 At KC Hall at 7 pm - information session.
6. Pool painting - 3 coats have been completed and striping is set to begin. Ok'd fiberglass grading for \$2,350. Lots of cracks in pool - opened in 1964.
7. Park Board meeting May 22 at 7pm at City Hall
8. Golf Course still very wet, working on getting Par 5s open. Kids' camp this weekend has been cancelled.
9. Update on Audit Prep – discussed Proposed AJE write offs, fixed asset inventory. Working on dates for audit - will take 2 days. 30% finished with adjusting entries that the auditors used to do. Whole process is moving along smoothly.
10. TIF Budget - need to approve a 4 year plan so funds are allocated to certain projects.
11. Real Estate Tax Abatement- discussed incentive of tax rebates for those who buy lots and build new homes. PGAV coming on Wednesday to discuss Schutte's, will also have them begin the feasibility studies on this project as well.
12. Proposal that TIF money used to enclose pavilion at golf course - loan of \$61,754.54 be written off and booked as an asset.
13. 2019-2020 Budget numbers – looking at a 10 year history the City has consistently lost money in the general fund. Proposed FY-2020 budgets show \$167,000 shortage in the general fund and ambulance fund \$53,000 short. Ambulance rate increase will help this, plus Ambulance building will be paid off in July. Council continues to discuss increasing sales tax. Committee meetings being scheduled to discuss adjustments.
14. Cemetery ordinance to allow multiple interments in a single plot will be on agenda for tomorrow night's meeting.
15. Breese EMS rate increase - we are much lower than other entities. Will increase revenue and still keep Breese at a lower rate than other local municipalities.
16. Mayor Hilmes attending Civic Leader Tour - May 21- 22 at McGuire AFB.

The meeting adjourned at 8:41 p.m.

Non-verbatim minutes taken by:



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 6-17-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 6-13- 19

PUBLIC COMMENT:

-

UTILITIES:

- Hiring new lineman
- Bucket truck report

PUBLIC WORKS:

- One lot subdivision east of end of town. Frank Richter property
- Leasing backhoe; sale of old one
- Holy Cross update and other projects

POLICE:

- Police truck is in; sale of Explorer to K. C.
-

RECREATION:

- Transfer of utility pickup to park and disposal of park vehicle
-

BUSINESS ADMINISTRATOR:

- Insurance renewal – going out for bids
- Set up meeting to discuss Downtown Revitalization plan
- Potential grant applications for downtown area
- Updates on potential TIF's

- Tax abatement report
- Retail Coach report

CITY COLLECTOR:

- Budget for 2019-2020
- IMRF rate change - Pay full rate or phase in rate
- Paying roundabout Phase 2 to Clinton County

AMBULANCE:

-
-

ZONING:

- Questions on 444 N. 6th St.
- Questions on Poettker equipment placement

MAYOR'S REPORT:

- Library Board – re-appoint 3 members Jean Steinman, Angie Becker, and Mary Hereen
-
-
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-

FINANCE COMMITTEE MEETING * June 17, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann, Bill Fischer

Absent: Debbie Koetting

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus

Press: none

Visitors: none

Public Comment: none

1. Power cost adjustment is usually in July through September - suggest a \$0 change for June. Council agrees to adjustment.
2. Bucket truck report - 1-year-old Demo Truck for sale, \$239,000. New one, identical to it will be \$225-260,000. Current truck is 26 years old and needs to be replaced. Dale requesting permission to move forward with continuing to consider truck, it will not be available long. Truck will be available in September.
3. Rod Schrage put in notice that July 5th will be his last day of work. Moving to Oklahoma. Will need to hire a new lineman. Will put an ad in the paper this week and will take applications until July 8, 2019.
4. One lot subdivision east of end of town, Frank Richter property, will need curbing and storm sewers.
5. Leasing backhoe from Midwest Tractor, 300-hour minimum has been waived; propose the sale of the 19-year old one the City currently owns.
6. Holy Cross update - will be starting on storm sewer at the end of this week. Finished some curb replacement on 13th.
7. Police truck is in; propose the sale of Explorer to K. C. for \$5,000. Council agreed.
8. Transfer of utility pickup to park and disposal of park vehicle - City would be negligent if tried to sell it to someone, it is a 2003 Chevrolet.
9. Insurance renewal – have received IML renewal packets and are going out for bids. Will do renewals with IML in October.
10. Proposal to set up meeting to discuss Downtown Revitalization plan
11. Potential grant applications for downtown area

12. Updates on potential TIF's - still in process. HMG working on drainage plan for Raebers. Health department did a report. Need the Schuette's building to be considered 'blighted' by the state.
13. Tax abatement report - the only way to do these are on unannexed land. Must do a 20-year annexation agreement (maximum) and rebates start on year 1. Currently there is only 1 area that is unannexed at this time. Tax abatements can also be done for commercial businesses. Council agrees to continue to discuss.
14. Retail Coach report - biggest kicker is the Schuette's building. There is interest in the building by some grocers, but to subdivide it out as the building is too large for current grocer markets.
15. Budgets for 2019-2020 have been sent out. \$197,000 short in general fund still.
16. Hearing on July 14 for appropriation.
17. IMRF rate change - current rate is .1032 and is moving to .1135. Council agrees to pay full rate as opposed to 'smoothing' it in.
18. Paying roundabout Phase 2 to Clinton County – will bring total to \$163,744 paid so far.
19. Bench has been placed in front of ambulance building in memory of Al Gebke.
20. Ambulance golf tournament on August 3, 2019
21. Questions on 444 N. 6th St. - construction equipment is being stored on the property with no special use permit for the property. Council agrees to send the resident a letter informing of the misuse of the property.
22. Questions on Poettker equipment placement - concerns from the neighbors although the placement of the equipment is on their own, commercial property.
23. Library Board – re-appoint 3 members Jean Steinman, Angie Becker, and Mary Hereen at tomorrow night's meeting.
24. IML Conference September 19-21 - Council Members, please RSVP to Shelly.
25. Adding to the agenda for tomorrow night - Fire Department would like to hold 'Fill the Boot' on August 2nd and 3rd.
26. Blood donation competition at the Fire Department on June 21st.

The meeting adjourned at 8:14 p.m.

Non-verbatum minutes taken by: _____



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 7-15-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 7-11-19

PUBLIC COMMENT:

-

UTILITIES:

- Lineman apps – set interview date
- Residency requirement for lineman

PUBLIC WORKS:

- Ongoing work – Holy Cross Lane
- Registration and inspection of rental property – set meeting date for council discussion

POLICE:

-
-

RECREATION:

- Park Board meeting – City Hall – July 24
- Golf course: One par-5(alt #9) should be open next week. Regular course open hopefully by Aug 1.
-

BUSINESS ADMINISTRATOR:

- Update on potential TIF for Schuette's Market
- Update on Fred's and Schuette's property

- Update on ADA project funding
- Set council meeting for downtown revitalization plan
- Annex Wade Sales and Service new property
- Business Districts
- Archiving of social media
- Sales Tax abatement – discussion
- Retail coach report
- Seeking bids for Property, liability, and boiler insurance

CITY COLLECTOR:

- Appropriation Ordinance
-

AMBULANCE:

-
-

ZONING:

- July 11 zoning meeting cancelled
- Home Businesses – who must obtain special uses and how many are there?
- Becker property – rezoning to residential

MAYOR'S REPORT:

- Dumpster ordinance
- Grass cutting by City
-
-
-

FINANCE COMMITTEE MEETING * July 15, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann, Bill Fischer, Debbie Koetting

Absent: None

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, Zoning Administrator John Becker, City Attorney Joanne Stevenson

Press: Liz Dowell, Carlyle Union Banner/Centralia Sentinel

Visitors: none

Public Comment: none

1. Lineman apps – currently have 6 applications. 5 of those have been to Lineman school. Interview date to be determined after phone interviews have been completed.
2. Residency requirement for lineman will be upheld.
3. Ongoing work – Holy Cross Lane - curb and walk are progressing.
4. Registration and inspection of rental property – meeting date for council discussion set for Monday, July 22 at 7 pm at City Hall.
5. Optimist Club will be presenting playground and application scrapbook for Southside Park playground equipment at City Council meeting on July 16.
6. Park Board meeting – City Hall – July 24 at 7 pm.
7. Golf course: One par-5(alt #9) should be open next week. Regular course open hopefully by Aug 1.
8. Update on potential TIF for Schuette's Market - awaiting some amounts since 2013 from the county - hope to have 1st draft completed by this Friday. Will be reviewed before sending to the state.
9. Update on Fred's and Schuette's property - Owner of Fred's building has presented letter of intent to lease, with potential to purchase. Another investor interested in entire shopping center. Shelley has been meeting with contractors to understand work that will be needed to make it white box ready. Parking lot also needs significant work - \$302,000. Drive cost will be \$148,000.
10. Update on ADA project funding - Notice of award is on the website.
11. Set council meeting for downtown revitalization plan to determine scope of work for the project. Work must be started before the end of the TIF.
12. Annex Wade Sales and Service new property. Currently receive \$55,000+ in sales tax from this business and will need to annex new property to keep this revenue stream. Will take to the Zoning Board.
13. Business Districts - reviewed the 3 sections. Recommendation is to increase sales tax 1%. City receives 1% of current 6.25% rate. At 7.25%, City would receive 2%. Can use additional tax

money to incentivize current businesses, infrastructure improvements within the district as well as revenue for the City. Council agreed to allow PGAV to study 3 separate districts.

14. Archiving of social media - Council received a packet outlining State of Illinois social media guidelines. Several municipalities have engaged this company to archive their social media in response to several IL lawsuits. Council agreed to pursue archiving.
15. 3 Diamond Development is 2 weeks from closing. Do not anticipate going past August 1. Will be responsible for 47% of total cost of 12th street project. That amount will be \$349,293 and will be paid to the city upon closing. Those funds will be put into an escrow account to pay HMG as the project proceeds.
16. Sales Tax abatement – discussion
17. Retail coach report - Circling back to grocers to determine if there is interest in leasing the property, Hibbett only interested if there is a grocery anchor. A fast food restaurant is talking with a landowner out by hospital.
18. Seeking bids for Property, liability, and boiler insurance
19. Appropriation Ordinance will be voted on at Regular Meeting on July 16.
20. July 11 zoning meeting cancelled
21. Home Businesses – who must obtain special uses and how many are there? Council will begin to formulate guidelines to define parameters.
22. Becker property – rezoning to residential
23. Dumpster ordinance to be drawn up by City
24. Grass cutting by City - will issue citation and will have 5 days to correct before City will perform mowing service. Homeowner will be charged for cutting.

The meeting adjourned at 8:41 p.m.

Non-verbatim minutes taken by:



Erin Wagone, City Clerk

FINANCE MEETING

DATE: 8-19-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 7-11-19

PUBLIC COMMENT:

-

UTILITIES:

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-

PUBLIC WORKS:

- Task Order for Mater Dei Dr. improvements
- ROW agreements on Holy Cross lane

POLICE:

- Crosswalk lights at Rt. 50 & Clinton, Main St. & Rt.50, and Gerdes St and Rt. 50
- School opening, crosswalks - use caution

RECREATION:

- Park Board meeting – 8-28-19
- Golf course report; signage to golf course
- Equitable Restroom Act

BUSINESS ADMINISTRATOR:

- Wade Annexation agreement – what are we willing to do?
- Business Districts - update on where we are at
- Schuette's update

- Fred's update
- Diamond development update
- Accounting policies - update

CITY COLLECTOR:

-
-

AMBULANCE:

-
-

ZONING:

-
-

MAYOR'S REPORT:

- 13 months to Sept 30, 2020 – What should be done with Mayor's pay and benefits
- Supervisor's contract negotiations – their contract ends on Oct. 31, 2019
-
-

FINANCE COMMITTEE MEETING * August 19, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselmann, Bill Fischer, Debbie Koetting

Absent: None

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, City Attorney Joanne Stevenson

Press: none

Visitors: none

Public Comment: none

1. Task Order for Mater Dei Dr. improvements will be on agenda for regular meeting tomorrow night.
2. ROW agreements on Holy Cross lane – total of 3, 2 of which have agreements signed, meeting with the hospital tomorrow for 3rd. Rock and oil is complete. Sidewalks will take a majority of the winter to complete.
3. Crosswalk lights at Rt. 50 & Clinton, Main St. & Rt.50, and Gerdes St and Rt. 50 have been requested. State approval is required before adding crosswalk lights. Cost is currently being investigated.
4. School opening, crosswalks - use caution.
5. Park Board meeting – 8-28-19 at City Hall.
6. Golf course report; signage to golf course. Regular course was open until we had 5 more inches of rain. Small amounts of damage on holes 2 & 3. Regular course will reopen once it dries out more.
7. Equitable Restroom Act – The new law states that if you are going to have a single stall restroom that has a locking mechanism on the door, it is no longer going to be 'ladies' or 'men's', it will be all gender. It will be a one-user restroom that simply states 'restroom'.
8. ADA Agreement has been sent back to the state and we have 2 years to complete the project.
9. Wade Annexation agreement – business is asking for a Term sheet before deciding if will annex.
10. Business Districts - update on where we are at – agreements from PGAV for 3 business districts. Cost for each is \$12,500.
11. Schuette's update – contract on building. Public Hearing in August, hoping to close before the end of the month.
12. Fred's update – LOI has expired.
13. Diamond development has closed, everything has been funded and permits are ready.

14. Accounting policies – fixed asset policy has always been in place, previous auditors did not follow the policy. Updated policy with what has been booked in the last 10 years and will make our policy in line with our actual fixed assets. Will be on agenda for approval at tomorrow's regular meeting.
15. Ambulance new rates – revenue is up for the first 3 months.
16. 13 months to Sept 30, 2020 – What should be done with Mayor's pay and benefits
17. Supervisor's contract negotiations – their contract ends on Oct. 31, 2019

The meeting adjourned at 8:34 p.m.

Non-verbatum minutes taken by:



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 9-16-19

TOPICS PREPARED FROM DEPARTMENT MEETING: emails from supervisors

PUBLIC COMMENT:

- Health committee report - speaker

UTILITIES:

- Scada system – buy new system
-

PUBLIC WORKS:

- Rental inspection update – set date for meeting with land lords
- 5th street sidewalk repair
- Starting Holy Cross project
- Price on crosswalks and signal lights – How do we proceed

POLICE:

- Bob may go to Chiefs conference in Chicago for 2 days in October.
-

RECREATION:

- FallFest
-

BUSINESS ADMINISTRATOR:

- Update on Wade Sales and Service
- Update on Proposed TIF studies
- Update on proposed business districts
- Update on 12th St (if info is received by then.

CITY COLLECTOR:

- Annual workplace training on sexual harassment in the workplace
-

AMBULANCE:

- Proposed SSA amounts to send to county for Breese Ambulance
-

ZONING:

-
-

MAYOR'S REPORT:

- Ban or allow cannabis sales in Breese, if we approved, what tax level(0-3%)
- Supervisors contracts
-
-
-

FINANCE COMMITTEE MEETING * September 16, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Kevin Timmermann, Tim Schleper, Gary Usselmann, Carl Ratermann, Bill Fischer

Absent: Deb Koetting

City Officials: Mayor Charlie Hilmes, City Business Administrator Shelly Schadegg, Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, Collector's Office Admin Asst Jackie Hummert, City Attorney Joanne Stevenson, Bob Venhaus City Treasurer

Press: none

Visitors: Bill Schmaltz Einstein Consulting, Kurt Reinheimer Shared Health Alliance

Public Comment: Kurt Reinheimer presented the Sharx Prescription Program to the Council.

1. Health committee report – speaker Kurt Reinheimer presented the Sharx Prescription Program
2. Due to current Scada system no longer being supported or updated, Dale will work with BHMG to replace with a new system. The project time frame will be less than 1 year and is estimated at \$190K.
3. Rental inspection update – A Meeting for landlords has been set for October 22nd, 7:00 pm to be held at KC Hall.
4. 5th street sidewalk repair – Two thirds of the North side of the repair has been completed on North 5th street.
5. The North Side drainage of the Holy Cross Project is to begin September 17th.
6. Pedestrian activated cross walk lights have been priced out at \$10,000 per crosswalk. To add manual override to each it would be an additional \$5,000. City Council will review funding for the project.
7. Chief Fix may go to Chiefs conference in Chicago for 2 days in October.
8. FallFest is scheduled for September 28th at Northside Park.
9. Initial meeting with Brandon Wade of Wade Sales and Service was held last week. Further discuss regarding the potential annexation will be with Attorney Kathy Orr regarding specifics as to State Sales Tax.
10. PGAV has submitted the proposed TIF analysis for the Topmost Parcel which will be reviewed by Council at the October 1st Council Meeting.
11. The proposed business district study continues with PGAV and it is estimated that all studies and documents will be completed by December 31, 2019.

12. The 12th street project by developer and landowner is estimated to go out for bid within next 10 to 14 days. A plan showing the access road for Diamond Development Contractors was distributed to the Council. The access will be enforced by City Police which has been communicated to Developer.
13. HMG will proceed on preparation of public bid documents for the resurfacing of the Topmost Parcel.
14. A Draft of the annual audit was received on September 16th and is being reviewed by City Business Administrator. The Auditors will present the Final Audit Report at the October Finance Committee Meeting. The Auditors Control Letter was distributed to the City Council for their review.
15. City Collector discussed annual workplace training on sexual harassment in the workplace which has been mandated by State of Illinois.
16. Proposed SSA amounts presented to City Council which will be reviewed and discussed at October 1st meeting for approval, as they are due to State's Attorney office no later than October 11th.
17. Discussion of banning or allowing cannabis sales in Breese.
18. Supervisors contracts will be up for renewal November 1, 2019. Mayor Hilmes asked all committee members to meet with department heads to discuss their contracts.

The meeting adjourned at 8:40 p.m.

Non-verbatim minutes taken by: Shelly Schadegg

FINANCE MEETING

DATE: 10-14-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 10-10-19

PUBLIC COMMENT:

- Auditors report - 15-20 minutes

UTILITIES:

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-

PUBLIC WORKS:

- Rental Property Inspections, Oct. 22, 7pm, K. of C Hall
- Update on Holy Cross Lane
- Pedestrian crossing lights
- Frank Richter subdivision – 50-60 units
- City wide clean-up Oct 19, 9am – 3pm
- E-recycling – talked with Waste Management
- W/M winter yard waste – 440 customers – they will do survey

POLICE:

- Update on police dept.
-

RECREATION:

- Golf Board meeting Oct 16, 7pm, clubhouse – discuss pass rates for 2020

BUSINESS ADMINISTRATOR:

- Oct. 18, open bids for Triple Crown parking lot
- Nov. 13 – safety training – Through IML and set up by Dale – 4 counties to be invited – ambulance, Parks, Golf - free
- ADA grant project – start date – record requirements
- Southern Bus and Mobility – Cost share for concrete
- Infrastructure Fund proposal – setting money aside for curb, drainage and sidewalk
- City Christmas party – set date

CITY COLLECTOR:

- Census outreach
-

AMBULANCE:

-
-

ZONING:

- Fence problems – do we go back to 3 ft?
-

MAYOR'S REPORT:

- Leaf dump – costs \$3,000/year
- Referendum on cannabis sales and production – let residents decide – due by Dec. 30
- Supervisors salaries – set meeting date
-
-

FINANCE COMMITTEE MEETING * October 14, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselman, Bill Fischer, Debbie Koetting

Absent: None

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager/Building Inspector Don Voss, City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, City Attorney Joanne Stevenson, Golf Course Superintendent Paul Smith, Zoning Director John Becker

Press: none

Visitors: Shawn Williamson

Public Comment:

Shawn Williamson presented the independent Auditors report to the Finance Committee.

1. Rental Property Inspection Meeting will be on Oct. 22, 7pm, K of C Hall
2. Update on Holy Cross Lane – currently working on drainage.
3. Pedestrian crossing lights – discussed briefly last month. Investment per light will be \$10K-\$14K. Council agreed to start with upgrading the light on Clinton. Will continue to investigate District 12 lights for best crossing location.
4. Frank Richter subdivision – 50-60 units – will continue to discuss.
5. City wide clean-up Oct 19, 9am – 3pm
6. E-recycling – talked with Waste Management since the Boy Scouts will not be doing this anymore. They are trying to find a solution.
7. W/M winter yard waste – 440 customers – they will do survey to extend service past standard timing of March 15 – December 15.
8. Update on police dept – Officer Curt Weh is back and department is running smoothly.
9. Golf Board meeting Oct 16, 7pm, clubhouse – discuss pass rates for 2020.
10. Oct. 18, open bids for Triple Crown parking lot
11. Nov. 13 – safety training – Through IML and set up by Dale – 4 counties to be invited – Ambulance, Parks, Golf - free
12. ADA grant project – start date – record requirements
13. Southern Bus and Mobility – Cost share for concrete – waiting on pricing.
14. Infrastructure Fund proposal – setting money aside for curb, drainage and sidewalk. Council Aligned.
15. City Christmas party – set date – December 13 for all full-time employees.
16. PGAV responded, cost will be \$11,500 to move forward with Old Route 50 West TIF.

16. Census outreach – will be incredibly important to ensure that everyone gets counted so that we do not lose out on state funding.
17. Will be engaging a company for online employee training. Cost will be \$1,800 - \$1,900 per year.
18. Ramping up recruiting for part-time EMTs.
19. Fence problems – The question was posed to the council about returning to the 3 ft. set-back rule. John Becker stated that this has been the only problem with this issue. The council determined that this was an issue between neighbors and not a zoning issue. When Mayor Hilmes asked the council if the change was needed, no one stated 'yes'. The issue has been closed.
20. Leaf dump – costs \$3,000/year
21. Referendum on cannabis sales and production – let residents decide – due by Dec. 30
22. Supervisors salaries – October 28 at 6:30 pm.

The meeting adjourned at 8:34 p.m.

Non-verbatum minutes taken by:


Erin Wagone, City Clerk

FINANCE MEETING

DATE: 11-18-19

TOPICS PREPARED FROM DEPARTMENT MEETING: notes from emails

PUBLIC COMMENT:

-

UTILITIES:

- Salary proportions from each utility for Dale(50%-25%-25%) and Don (60%- 20%- 20%)

-

PUBLIC WORKS:

- Rental Property inspections
- Update on Holy Cross Lane
- Pedestrian crossing lights
- Frank Richter subdivision – 50-60 units
- E-recycling – talked with Waste Management
- Hospital request

POLICE:

- Hiring new personnel in Police Dept – Bringing payroll back to City Collector's office

-

RECREATION:

- Customer Appreciation Day at Bent Oak – Dec. 1, 2019, 1pm

BUSINESS ADMINISTRATOR:

- Southern Bus & Mobility cost share of concrete work
- TIF public notice for Registration of interested Parties registry
- Old Rt. 50 West TIF project costs – TIF projections (new TIF)
- Update on Liability/Property insurance quotes
- Economic Development request – Hillary Frost Photography & Beauty Bar
- Resident fall on main street sidewalk – financial assistance request

CITY COLLECTOR:

- Tax levy Ordinance
- Signatures on AP checks, changes?

AMBULANCE:

-
-

ZONING:

-
-

MAYOR'S REPORT:

- Referendum on cannabis draw up resolution for vote?
- Approval of supervisor's contracts
- Small business Saturday – Nov. 30
- Christmas parade – Nov. 30
-

FINANCE COMMITTEE MEETING * November 18, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselman, Bill Fischer, Debbie Koetting

Absent: None

City Officials: City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, City Attorney Joanne Stevenson, Police Chief Mark Berndsen, Police Officer Kurt Detmer

Press: none

Visitors: none

Public Comment: none

1. Rental Property inspections – applications are due on Friday – 2 have been turned in so far.
2. Update on Holy Cross Lane – large part of storm sewer work is complete.
3. Pedestrian crossing lights – first one is on order, will be installed upon receipt.
4. Woda subdivision – expecting a proposal/plan to the city for 50-60 units.
5. E-recycling – talked with Waste Management about E-recycling in the spring.
6. Hospital request for funds for on-going projects.
7. Hiring new full-time employee in Police Dept – will transition payroll back to City Collector's office.
8. Customer Appreciation Day at Bent Oak – Dec. 1, 2019, 1pm
9. Bent Oak Junior Pass extension – due to an error on this year's passes – would like to extend an offer back to those students to sell them next year's pass for \$25, versus \$225. Council agreed.
10. Southern Bus & Mobility has requested a cost share of concrete work – total cost is \$154,800. Proposal is 50% (\$77,400) – Council agreed.
11. TIF public notice for Registration of interested Parties registry. Preliminary budget for the TIF is \$630,000 over life of the TIF (23 years).
12. Old Rt. 50 West TIF project costs – TIF projections (new TIF).
13. Update on Liability/Property insurance quotes came back at a range of \$220,000 - \$264,000. Continuing to evaluate and compare the coverage options, will report back at next month's meeting.
14. Economic Development request – Hillary Frost Photography & Beauty Bar, more information to come regarding the request.
15. Resident fell on main street sidewalk on August 29 – she has been out of work and is seeking financial assistance – council agrees to engage insurance company on request.
16. Tax levy Ordinance – county assessor stated that our district rate will probably increase by 4-6%. Will make decision in December.

17. Signatures on AP checks- auditors disapproved of City Collector signing AP checks in addition to entering the checks. Council agrees that City Treasurer be the signatory.
18. Health Insurance – aggregate insurance owes city over \$66,000 and will not be returned until April and the city currently only has \$38,000 in the insurance bank account. All of these funds will be returned but requesting to give the account a loan of \$150,000 from the general fund. Council agrees.
19. Have hired 3 new part-time EMS – 1 paramedic and 2 basic. Equipment needs have been updated and new pagers have been purchased. Ambulance staff are looking at putting together a different kind of fundraiser – perhaps a dinner with entertainment.
20. Referendum on cannabis draw up resolution for vote? Council agreed to no referendum.
21. Approval of supervisor’s contracts – will be on the agenda for tomorrow night’s meeting.
22. Small business Saturday – Nov. 30. Council agreed to share the cost of advertising with 7 other communities for approximately \$125.
23. Christmas parade – Nov. 30
24. Council agreed to continue to consider a Light Duty policy for City Employees.
25. Salary proportions from each utility for Dale from (50%-25%-25%)(Electric, Water, Sewer) to (80%, 10%, 10%) and Don from (60%- 20%- 20%) (General Fund, Water, Sewer) to (40%, 30%, 30%) – Council approved.

The meeting adjourned at 8:48 p.m.

Non-verbatim minutes taken by:



Erin Wagone, City Clerk

FINANCE MEETING

DATE: 12-16-19

TOPICS PREPARED FROM DEPARTMENT MEETING: 12-12-19

PUBLIC COMMENT:

- Bill Schmaltz – Bids on Health, Vision and Dental insurance for 2020

UTILITIES:

- IMEA news
-

PUBLIC WORKS:

- Rental Property Inspection Ordinance – setting fees
- Registration % - Do we give late filers a break?
- Approve ordinance amending the City of Breese Code relating to Building Codes and Fire regulations
- Update on Holy Cross project
- MFT resolution to be approved & Bid #1
- Prioritize TIF #1 projects
- Create bid documents for sewer liner

POLICE:

- Hiring Lea Nenninger
- Set new officer base rate
- Request by police officer to take police car home – out of city limits

RECREATION:

- South Park Playground equipment – What do we want to do with old equipment?

BUSINESS ADMINISTRATOR:

- Sick pay addendum to contracts
- Liability and Property insurance approval for 2020
- TIF #5 – Old Rt. 50 (Super Value)
- Difference in pay periods between salaried and hourly workers

CITY COLLECTOR:

- Health insurance bids – covered in public comment
- Tax Levy ordinance approval
- Resolution to authorize Kim Wiegmann to be City’s agent to IMRF
- Tax abatement ordinance for Rt. 50 TIF bonds

AMBULANCE:

-
-

ZONING:

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MAYOR’S REPORT:

- JRB meeting for TIF #1, #2, #3,#4 – 6:30pm at City Hall on Dec. 17, 2019
- TIF Spring Conference – Apr. 15-17
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FINANCE COMMITTEE MEETING * December 16, 2019

Minutes of the finance committee meeting of the Breese City Council held in City Hall on the above date.

The meeting commenced at 7:00 p.m.

Aldermen in attendance: Tim Schleper, Kevin Timmermann, Jason Davinroy, Robert Berndsen, Carl Ratermann, Gary Usselman, Bill Fischer, Debbie Koetting

Absent: None

City Officials: City Collector Sandy Hemann, City Business Administrator Shelly Schadegg, City Treasurer Bob Venhaus, City Attorney Joanne Stevenson, Interim Police Chief Mark Berndsen

Press: none

Visitors: Bill Schmaltz

Public Comment: Bill Schmaltz – Bids on Health, Vision and Dental insurance for 2020

1. Digger Derrick truck is in.
2. Rental Property Inspection Ordinance – setting fees. Compared several other municipalities; the Council agreed to fees of \$80 for the first inspection, \$0 for a re-inspection and \$80 for a 3rd and each subsequent inspection.
3. Registration is at 80% - Filing after January 1st will incur a \$25 late fee.
4. Approve ordinance amending the City of Breese Code relating to Building Codes and Fire regulations
5. Update on Holy Cross project – back to work on it last week.
6. MFT resolution to be approved & Bid #1 – will be a 16-month. There will be double the aggregate and the salt on the bid.
7. Prioritize TIF #1 projects – will need to schedule a prioritization meeting
8. Create bid documents for sewer liner
9. Josh Foppe property on Koch – needs to do a one-lot subdivision. He is unconcerned if the ditch gets tiled, will leave it to the City to decide.
10. Hiring Lea Nenninger
11. Set new officer base rate
12. Request by police officer to take police car home – out of city limits. Officer states that he lives less than one mile from the city limit. Council determined that City of Breese Police Vehicles should not be parked outside of city limits when off duty.
13. South Park Playground equipment – Council has no preference on what happens to old equipment.
14. Sick pay addendum to contracts – will need to be added to Collective Bargaining contract if agreed upon.
15. Liability and Property insurance approval for 2020 – received several bids. Imming was highest so compared Ghallager and IML. IML returned with additional incentives which made them the best option.

16. TIF #5 – Old Rt. 50 (Super Value) Moving forward with TIF plan. Thursday there will be a notice in the paper for interested parties registry.
17. Difference in pay periods between salaried and hourly workers
18. Health insurance bids – covered in public comment
19. Tax Levy ordinance approval - \$752,000.
20. Resolution to authorize Kim Wiegmann to be City's agent to IMRF to replace Clare.
21. Tax abatement ordinance for Rt. 50 TIF bonds
22. JRB meeting for TIF #1, #2, #3,#4 – 6:30pm at City Hall on Dec. 17, 2019
23. TIF Spring Conference – Apr. 15-17
24. Rt. 50 Coalition meeting – a hearing determined that there was no merit to the project and all funding has been pulled from the Eastern portion of the project – Onley to Lawrenceville. They are trying to get that reversed.

The meeting adjourned at 8:40 p.m.

Non-verbatum minutes taken by:


Erin Wagoner, City Clerk