

FINANCE MEETING**DATE: 12-14-20****TOPICS PREPARED FROM DEPARTMENT MEETING: 12-10-20****PUBLIC COMMENT:**

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UTILITIES:

- Water tower update
- Purchase hydro excavator
- Roof bids for line shed
- Pickup truck bids
- Generator maintenance update
- APPA virtual legislative rally Mar. 2 - 4

PUBLIC WORKS:

- Holy Cross update
- Seeking bids for concrete and rock for 2021. Bid opening Jan. 7, 2021
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POLICE:

- Officer Isaak out until Dec. 18
- Policy manual update being worked on
- Camera report

RECREATION:

- Golf financial report
- Hiring a new Park custodian – seek applications

BUSINESS ADMINISTRATOR:

- JRB meetings Dec. 15, 2020 at 6:30 and 7 pm at City Hall
- Dist. 12 TIF agreement
- Update on CDC COVID guidelines
- Sugar Valley Meats TIF agreement
- COVID Relief Grant program proposals
- TIF projection
- Business Dist. projection

CITY COLLECTOR:

- Tax levy ordinance
- Health insurance bids for 2021

AMBULANCE:

- Agreement between Kaskaskia College and Breese EMS
- Part time EMS wage schedule

ZONING:

- WODA-COOPER zoning
- Seeking applications for Zoning Administrator and Code Enforcer

MAYOR'S REPORT:

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FINANCE COMMITTEE MEETING * December 14, 2020

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

The meeting commenced at 7:00 p.m.

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

Absent:

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

Press: none

Visitors:

Public Comment:

1. Water tower update – Don and Dale met with representatives from the JC Park – proposal was to put a water tower on the back of that property, but that is not an option. Looking at other pieces of property that may be for sale. Would like to avoid residential areas due to future maintenance needs.
2. Purchase hydro excavator – continuing to research equipment and prices. Demoed a Ditch Witch, with a purchase price of \$93,081. This piece of equipment is essential and used by all departments. Would like to vote on the purchase at the first meeting in January.
3. Roof bids for line shed -Only received one bid, from Litteken Construction, for \$39,400. Will be on the agenda for approval tomorrow night.
4. Pickup truck bids were sent to Council Members, who agreed to purchase for \$23,054.
5. Generator maintenance update – had to change settings on the new relays that were replaced over the summer. Additional changes will be made. Will have to shut the power off and do a black start in the future. Will plan for early morning so as to not disrupt residents. Could take approximately 20-60 minutes.
6. APPA virtual legislative rally Mar. 2 – 4. If any council members would like to participate, let Dale know.
7. Holy Cross update -will be back tomorrow to excavate and bring rock in.
8. Seeking bids for concrete and rock for 2021. Bid opening will be Jan. 7, 2021.
9. Officer Isaak out until Dec. 18.
10. Policy manual update being worked on as per new DOJ guidelines. Many of the updates are standardized. Once completed will be added to the agenda for approval.
11. Camera report – will be reviewing estimates after the holidays.

12. Golf financial report – \$59,396 profit. \$11,396 loss at this time last year. \$79,000 better than last year. Projecting to end the year at -\$4,000. Hope to make this up during the winter months.
13. Hiring a new Park custodian – seeking applications. Intent will be to turn into a full-time position with benefits. Intent is to have new hire on board by March 1.
14. JRB meetings Dec. 15, 2020 at 6:30 and 7 pm at City Hall. If no participation, meeting will be rescheduled.
15. Dist. 12 TIF agreement for \$275,000 for the expansion of the parking lot and road. Will pay out of their general fund and then will submit for reimbursement at completion rates of 25%, 50%, 75% and 100%. Will be on the agenda tomorrow night for approval.
16. Update on CDC COVID guidelines and return to work policy. Item #1 was the only major change, reducing quarantine time to 10 days, 7 days after contact. Must have tested negative, no earlier than day 6.
17. Sugar Valley Meats TIF agreement - \$216,772. TIF is set to expire and has 2 payments left.
18. COVID Relief Grant program proposals
 - a. 1- Business district COVID relief – max benefit is \$5,000 per business for building modifications in conjunction with COVID or alterations to accommodate online commerce. Overall cap of \$270,000.
 - b. 2 – General Fund grant – same structure, can be used for loss of revenue, payroll costs, overhead costs, ect. Capped at \$5,000 per business, total max of \$200,000.
 - c. Filing timeline is December 16 – January 7. NO late applications will be accepted. If council approves, notifications will go out to businesses on Wednesday.
 - d. Tim Schleper, Bob Berndsen, Kevin Timmermann and Jason Davinroy have volunteered to form a review board for applications.
19. TIF projections were sent to Council Members. Had projected ending TIF 1 with an excess of \$800,00. Moved to the Holy Cross project with the projection of extending the road.
20. Business Dist. Projection – reviewed with the grant information.
21. Tax levy ordinance – projection of \$786,000 - \$1,000 lower than maximum allowable amount. Will be additional \$38,000 to levy. Council agreed to amount. Ordinance will be on the agenda for tomorrow night for \$1,238,434, will need to abate the bond levies.
22. Health insurance bids for 2021 – Started with an 18.89% increase with BCBS – UHC came in at a 6.27% - negotiated to 2.8% increase. UHC plan is not as good as BCBS. Renegotiated BCBS to 7.7%. Will decrease by 1% if we pick up life insurance and .25% if we pick up vision insurance, making it 6.45%. Proposing to stay with BCBS, as it is a better plan. Council agrees to add to the agenda tomorrow night for approval.
23. Opportunity to enter into an agreement between Kaskaskia College and Breese EMS for ride-alongs and hands-on training. Professors will be involved and students will get credit. Will be a positive tool for recruitment for Breese EMS. Council agreed to enter the partnership.
24. January 1st, minimum wage will go up \$1.00. We will have EMS employees who have been working for the City who will be making less than \$1.00 more than new employees. Will need to adjust the Part-Time EMS Employee Wage Scale. Proposed adjustments will cost approximately \$4,500 per year. Council agreed.
25. Chief of Police Bob Fix has expressed interest in Zoning Administrator and Code Enforcer – council agreed.
26. Special Use permit – zoning board recommended approval for council meeting tomorrow night.

27. Parking – Zoning code would require 159 spaces. WODA-COOPER wanted to build 100 spaces, negotiated to 120 spaces, or just over 2 spaces per apartment. No one at the meeting was able to reasonably argue against the variance or provide logical evidence. 159 spaces would require more water run-off and less green space. Research of neighboring cities shows a 2 space per apartment requirement. Council is considering a contingency contract for parking.

The meeting adjourned at 8:50 p.m.

Non-verbatim minutes taken by:



Erin Hamilton, City Clerk