FINANCE AGENDA

DATE: JANUARY 16, 2023

PUBLIC COMMENT

COMMITTEE REPORTS:

PUBLIC WORKS:

- Cemetery
- South 4th drainage between Walnut & Main St
- North 12th & Walnut
- Cherry St
- Main St

UTILITIES:

- CPI Utility Rates
- Ordinance raising minimum sewer rate
- Ordinance increasing reconnect fees

PUBLIC SAFETY:

• Red phone in Lobby not working

AMBULANCE:

- Billable Runs
- Part-time medic's pay increase

RECREATION:

- Golf Cars delivered 1/10
- Fountain soda machine coming next week
- Sink coming next week
- Christmas decorations down
- Restroom @ Hannah's playground

BUSINESS ADMINISTRATOR:

- Business district grant payments update
- Business incentive agreements update
- Ambulance fund update
- Golf fund update

CITY COLLECTOR:

• Budget review

ZONING:

 Zoning hearing – 1/26/23 @ 7:30 PM – Kevin Poettker variance – height restriction accessory building

MAYORS REPORT:

- YMCA donation
- Sidewalk on Meadowlark Lane
- Clearwave

OLD BUSINESS

NEW BUSINESS

FINANCE COMMITTEE MEETING * JANUARY 16, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Terry Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Utility Plants Mgr. Dale Detmer, EMS Operations Mgr. Allen Pollmann, Police Sgt. Kurt Detmer, Business Administrator Corey Richter, Golf Course Mgr. Paul Smith, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: Brad Hummert.

COMMITTEE REPORTS:

PUBLIC WORKS:

- N. 12th & Walnut Brad Hummert with HMG Engineers explained the options for traffic control on N. 12th & Walnut. He explained there are 2 options: a round-about or center turn lane. He stated if we do the turn lane, we are setting ourselves up for traffic signals in the future. He believes the round-about is the better option from a safety and collision standpoint. Storm drainage is already there, so that will keep cost down. The round-about will keep traffic flowing. Cost for round-about is approximately \$1,362,000 and turn lane cost \$787,000, plus traffic signals cost being at \$250,000. Don Voss met with the county and there may be funding available. This round-about will be a bit smaller, but have plenty of room for big trucks to get around. Brad Hummert stated the timeline for the process will be a 2- year process. Council in agreement to proceed with the round-about.
- Cemetery set a committee meeting for 1/30/23 @ 4:30 PM to discuss the grave in the wrong plot. Will contact family when solution has been reached.
- South 4th drainage storm sewer is so shallow and always have drainage problem there. Have materials in yard to correct, and Don would like to proceed with this now. Council in agreement.
- Cherry Street they have 4 curbing radii to pour, then tear out street and pour new one, weather permitting.
- Main Street plan to begin at end of March.

- Raeber property 12th Street discussed leaving ditch open or install storm sewer. After much discussion, it was decided to leave the ditch open with paved bottom (same as Scooters) because tiling would reduce water retention. Also, proceed with a variance for installing the required fence on the southside of ditch on property line. Doug Ratermann with HMG is dealing with Raeber on fence.
- Sidewalk on Meadowlark Alderman Fields asked Brad Hummert to explain the IL Safe Routes to School Program. He explained some schools use that for tricky stuff like replacing a walk bridge, where the project couldn't get done without it. He stated there is a lot of federal regulation and added expenses because of it. Don's preliminary estimate would be \$85,000 from District 12 to Vossclare Lane. Mayor Timmermann stated finances are the deciding factor. We will have to wait and see if funds will be available, and asked the Collector to review budget numbers on the current project. Cherry Street is estimated to need \$237,900 to complete, and downtown approximately \$50,000-\$60,000 to complete. TIF1 currently has \$90,900 left in it. Going to have to use business district funds to complete these projects.

UTILITIES:

- Sewer rates increase Ordinance increasing the minimum charge for sewer rates has been prepared and will be passed tomorrow night.
- Reconnect fee increase Ordinance increasing electric reconnect fee to \$75 during working hours and \$200 after hours has been prepared and will be passed tomorrow night.
- CPI Utility Rates January CPI rate is 6%. All utilities will increase by the CPI automatically unless we take action to lower it. Last year we lowered electric CPI to 5%. Council in agreement to lower electric CPI to 4%. Joanne to prepare ordinance for this.
- Water operator applications deadline is 1/23/23 and have 16 applications at this time.
 Set committee meeting for 1/24/23 @ 7:00 PM in the utility office to pick applicants to interview.

PUBLIC SAFETY:

- CDS has been contacted to get phone in lobby working.
- Sgt. Detmer said the new cameras are "getting there". He offered to demonstrate them for anyone who is interested.

AMBULANCE:

- Billable runs council reviewed and approved for December 2022.
- Part-time medics pay increase Allen sent out an analysis done by Washington County last year comparing surrounding areas pay rates. Our EMTs are currently at \$13 and paramedics \$16 which is considerably lower than comparisons. Allen proposed increasing to \$16 and \$19.
 Council agreed. Raises will be effective 2/4/23 pay period.
- Allen is working with Corey on a Medicare survey that recently was discovered, and needs to be completed.

RECREATION:

- Golf cars were delivered 1/10/23 Paul going through them and cleaning them up.
- Fountain soda machine and new sink have been installed. Clubhouse is switching to fountain soda.
- Park Christmas decorations have all been taken down.
- Hannah's playground restroom pipes froze and water has been turned off until it warms up.
- First park board meeting of the year is set for 1/25/23 @ 6:00 PM in City Hall.

BUSINESS ADMINISTATOR:

- Business district grant payments 7 have been sent out, 4 of the projects haven't been completed. Corey has been in contact with those 4 applicants.
- Business incentive agreements St. Peter's Hardware starting to produce sales tax and will be scheduled for payments starting in March. Knotty Pine has not done any improvements yet.
- Ambulance fund update working on Medicare survey.
- Golf fund Corey projecting a \$20,000-\$25,000 profit for FY-2023.

CITY COLLECTOR:

• Budget review – City Collector went through the budget line items for the council. With the exception of a few line items, budgets look good. Should be at 67%, and most are within that range.

ZONING

• Zoning hearing scheduled for 1/26/23 @ 7:30 PM for a variance for height restriction.

MAYOR'S REPORT:

- YMCA donation council in agreement to continue yearly donation as it benefits kids in the community.
- Clearwave fire department has received payment, but city still has not been paid. Payment is supposedly in the mail. Will allow them to resume when payment is received.

Meeting adjourned at 8:30 PM.

Non-verbatim minutes taken by:

FINANCE AGENDA

DATE: FEBRUARY 20, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS:

PUBLIC WORKS:

- Walnut Street Round-a-bout
- Cherry Street
- South 4th drainage
- Downtown

UTILITIES:

- Approve hiring Aaron Culpepper effective 2/27/23
- Lower PCA for February billing
- Washington DC

PUBLIC SAFETY:

- Police FOP contract
- April Decker's resignation 2/16/23
- Body Cameras

AMBULANCE:

- Billable Runs
- Ambulance truck issues

RECREATION:

- Swim Pool Angie Gibson possibly quitting
- · Baby pool needs painting
- Park cleanup starting in March
- Hannah's bathroom repairs
- Golf course new carts are ready to go
- · Ice machine is finally in at GC

BUSINESS ADMINISTRATOR:

• Scooters parcel id-business district

CITY COLLECTOR:

- Budget review
- Cherry Street Business District 3 Budget
- Downtown Business District 2 Budget
- Resolution Appointing Jackie Hummert Deputy City Clerk

ZONING:

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MAYORS REPORT:

- Raeber Development
- Policy & Procedure Manual (Allen's contract)
- Sexual Harassment training

OLD BUSINESS:

NEW BUSINESS:

FINANCE COMMITTEE MEETING * FEBRUARY 20, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Bryan Eversgerd, Terry Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann. Absent: Jason Davinroy.

City Officials: Public Works Mgr. Don Voss, Utility Plants Mgr. Dale Detmer, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, Police Sgt. Kurt Detmer, Golf Course Mgr. Paul Smith, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: None.

COMMITTEE REPORTS:

UTILITIES:

- Approve hiring Aaron Culpepper as Water Operator, with a starting date of February 27 on the agenda for approval tomorrow night.
- Lower power cost adjustment for February bill. Dale stated PCA came in at a penny, which is high, and thought we should lower it to ½ cent. Looking back in history we have lowered it in February multiple times. Council in agreement.
- APPA rally in Washington DC is Feb. 27-Mar 2 and Dale, Kevin & Bob Berndsen will be attending.
 Kevin stated he and Chris Conrad from Highland will also be meeting with some legislators about the ambulance Medicare issues.

PUBLIC WORKS:

- Walnut Street Round-a-bout only money for this would possibly be FAU Route funds. County hasn't stated what their contribution will be to this project and they will not have any funds available for 5 years. City will have to pay for engineering and it will have to be shovel ready if approved for FAU money. Possibly use infrastructure money for engineering costs.
- Cherry Street city will be pouring approaches this week and then Hank's will have dirt work and seeding to finish project. City Collector reported Business District 3 (Old Rt. 50) has a balance of \$437,941.00 as of 1/31/23, and have already spent \$153,264.45 in February.
- Downtown Revitalization finishing up 2nd Street and doing nothing on 3rd Street. Business District 2 (Downtown) has a balance of \$93.577.00 in it to cover this project.
- Mine Street drainage will be done this year. Funds to come from Business District 3 (Old Rt. 50).

- Sidewalk on Walnut working on them now. Funds will come from Street Dept. budget.
- South 4th Street drainage waiting on Clearwave to finish. Don would like to start after downtown.

PUBLIC SAFETY:

- April Decker resignation 2/16/23 will be hiring new officer.
- Body Cameras got a bid from Axon for \$28,000 for 8 cameras. Have applied for a grant. Body cameras are mandated by 2025. Storage for data is going to be the costly portion. Will set up a committee meeting to discuss further.

AMBULANCE:

- Billable runs council reviewed and approved for January 2023.
- Truck repairs truck 1 just got back in service today. The other one which we knew had issues with Jansen, has been fixed by Chris Bedard. Have not seen invoices at this time.
- New first responder trying to get his license from the state, and a new EMT that is picking up more hours.

RECREATION:

- Swim pool Angie Gibson resigning. Will advertise for new manager.
- Baby pool needs painting contacting RP Coatings for a bid to repaint.
- Park cleanup starting in March.
- Hannah's bathroom repairs Gerstner should be out this week or next.
- Golf carts ready to go.
- Ice machine in clubhouse is finally in.

BUSINESS ADMINISTATOR:

 Scooters Coffee – address was not included in Business District. Corey has contacted state and had it added.

CITY COLLECTOR:

- Budget review will be starting new budgets in March.
- Resolution with Wendy Heimann retiring, need new Deputy City Clerk. Resolution on agenda tomorrow night to appoint Jackie Hummert.

ZONING:

• Zoning hearing scheduled for 3/9/23 @ 7:30 PM for an amendment to change zoning from R-1 to C-2 to allow an open storage lot.

MAYOR'S REPORT:

- Raeber Development Joanne determined the fence should be installed by the property owners, not Raeber.
- Policy & Procedure Manual (Allen's Contract) will change Allen's contract to the same as all other contracts.
- Sexual Harassment training all employees and board members are required to have training annually.

OLD BUSINESS:

- Commercial dumpster in residential district in alley on 9th street Joanne to send letter instructing to have it removed.
- Dollar General Joanne sent letter to remove trash carts on parking lot. Zoning states must be in containment area.

Meeting adjourned at 8:22 PM.

Non-verbatim minutes taken by: _

FINANCE AGENDA

DATE: MARCH 20, 2022

PUBLIC COMMENT:

COMMITTEE REPORTS:

PUBLIC WORKS:

- Sidewalk N 2nd & Clinton
- MFT Resolution
- Rental Inspection Ordinance (fines)
- Remodeling Inspections

UTILITIES:

Utility Billing Past Due Accounts

PUBLIC SAFETY:

AMBULANCE:

- Billable Runs
- New Ambulance
- Digital Radio License
- Ambulance building roof

RECREATION:

- Pool Manager
- PA System @ Clubhouse
- Golf Maint water down still wet doing cleanup

BUSINESS ADMINISTRATOR:

- Community Bank of Trenton TIF Agreement update
- Business District Funds Update

CITY COLLECTOR:

- Budget capital expenses FY-2024
- Website Improvements Twitter & Instagram ???
- Clearwave proposal

ZONING:

- Lohman Hearing amendment
- Litteken Hearing variance
- Karl Abert's 1-lot subdivision plat on Old State Road

MAYORS REPORT:		
OLD BUSINESS:		
NEW BUSINESS:		

FINANCE COMMITTEE MEETING * MARCH 20, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Bryan Eversgerd, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann. Absent: Jason Davinroy and Terry Fields.

City Officials: Public Works Mgr. Don Voss, Utility Plants Mgr. Dale Detmer, EMS Operations Mgr. Allen Pollmann, Business Administrator Corey Richter, Police Chief Mark Berndsen, Golf Course Mgr. Paul Smith, Utility Billing Clerk Jackie Hummert, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: None.

COMMITTEE REPORTS:

UTILITIES:

• Utility Billing Past Due Accounts – council agreed to write off bankruptcies and foreclosures. Try to collect what we can, especially landlords. Also, check with debt recovery system.

PUBLIC WORKS:

- Sidewalk N. 1st & Clinton water main hit by electric and must be replaced to ADA regs. How to
 pay for improvement? Mayor asked Corey to review business district fund balances, and review
 projects that need to be paid out of them. After discussion, agreed to pay for improvement out
 of infrastructure account.
- MFT Resolution appropriating \$225,000 for yearly street maintenance. This number is usually inflated, and not what we generally spend.
- Remodeling inspections no paperwork yet.
- Rental inspection fines disregard.
- Ambulance Roof had some damage from storm and roof needs repair or replaced. Turn into
 insurance and see if they will pay anything.

PUBLIC SAFETY:

AMBULANCE:

- Billable runs council reviewed and approved for February 2022.
- Allen got a price on an E450 gas remount ambulance. Price was \$145,000-\$160,000 with a 6–7 month wait time. New truck is a 2 year wait time. Tim and Allen to get several options, and present them later.
- County is changing to digital radios. We will have to switch, and if we purchase the license by April, we will save \$1000/license. Council agreed to purchase licenses.

RECREATION:

- Swim pool only have 1 application for pool manager position. Will wait until the 24th when apps are due and see if we get more.
- PA system @ clubhouse Jim Astroth looked at it and it seems to be working fine.
- Still playing alternate course.
- Park board would like to see more handicap parking at Southside Park. Agreed to put up 2 more signs at Southside and 2 more at Hannah's.

BUSINESS ADMINISTATOR:

 Community Bank of Trenton met with Corey to complete their TIF agreement. Receipts were turned in and all seems to be in order.

CITY COLLECTOR:

- Capital Expenses managers turned in the capital expenses and these were given to council.
 Full budgets need to be turned in by 4/10/23, and will set up a committee meeting to discuss.
- Website improvements Monica has been updating the city and golf course websites. Asked permission to add Twitter and Instagram. Council agreed.
- Clearwave proposal was sent to council previously, and they are about \$500 more monthly than Charter. Charter does not have service to Southside Park or the Soccer Park. Chief Berndsen to get with Charter and see what they will charge to get service to those parks, and report back.

ZONING:

- Lohman Zoning Amendment Zoning board voted to deny the amendment. Council will uphold decision. Ordinance to deny request is on agenda tomorrow night.
- Litteken Zoning Variance Zoning board approved and is also on agenda for approval tomorrow night.
- Karl Abert's 1-lot subdivision plat on Old State Road within 1.5 miles of city limits. On agenda for approval tomorrow.

MAYOR'S REPORT:

OLD BUSINESS:

- Commercial dumpster in residential district in alley on 9th street Joanne sent letter to resident stating he needs a dumpster permit. He contacted Don Voss and was denied because permanent dumpsters are now allowed at residences. Resident stated he needs it for his business he is running from his house. Voss stated he needs a special use permit to run a business from his house. He will apply for one. Dumpster should be gone this week.
- Dollar General Joanne sent letter to remove trash carts on parking lot. With no action taken to remove carts, Chief Berndsen was advised to start fining them daily.

NEW BUSINESS:

- Surplus Equipment for sale Joanne checking to see if this takes council approval. If it does, it will be placed on the 4/3/23 agenda.
- Liquor licenses Chief Berndsen stated that city ordinance requires liquor license holders to be city residents. Most of the bar owners are not. Joanne to investigate.

Meeting adjourned at 7:58 PM.

Non-verbatim minutes taken by:

FINANCE AGENDA

DATE: APRIL 17, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS:

PUBLIC WORKS:

- Ambulance Roof
- Downtown Revitalization Update
- Cherry Street striping
- Job descriptions
- Don out May 5-12

UTILITIES:

Bucket Truck

PUBLIC SAFETY:

• Dollar General - tickets

AMBULANCE:

- Billable Runs
- New Ambulance
- Radios & Software

RECREATION:

- Hand dryers in park bathrooms
- Pool painting quote

BUSINESS ADMINISTRATOR:

• Gearing up for Audit

CITY COLLECTOR:

- Budgets
- Economic Interest Statements

ZONING:

- Appoint Ron Koopmann to zoning board
- Hearing special use-Justin Jones 4/20/23 @ 7:30 PM

MAYOR'S REPORT:

• Scooter's fence and properties down the line

OLD BUSINESS:

NEW BUSINESS:

FINANCE COMMITTEE MEETING * APRIL 17, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Bill Fischer, Carl Ratermann, Tim Schleper. Absent: Terry Fields, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Utility Plant Operations Mgr. Dale Detmer, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, Golf Course Mgr. Paul Smith, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: None.

COMMITTEE REPORTS:

PUBLIC WORKS:

- Ambulance roof still waiting to see what insurance will pay.
- Downtown revitalization Don stated he has heard some comments about whether sidewalk on N. 2nd is ADA compliant. He assured everyone that the sidewalk and ramps are compliant. Should be done on North side of 2nd, and will start South side next week.
- Don stated they will put some yellow paint on the transition by Ace Hardware.
- Cherry Street striping Hank's does not have this scheduled yet. Will email when ready.
- Job descriptions Joann has prepared the ordinance for the public works manager and street and drainage supervisor. Will email tomorrow for changes or approval.
- Don out surgery is scheduled for May 5th and expects 1-2 weeks recovery.
- Street Supervisor truck checked price and new one is \$43,000. Don to check into used or other options.
- Street Supervisor office furniture and computer council approved to order.
- Mine Street Don asked permission to order drainage structures. Council decided to wait until after budget meeting.
- Bob Humphrey 665 N. 2nd has requested a speed bump in alley. Council denied request.

UTILITIES:

Dale received notice that a new bucket truck has become available, after waiting over 2 years.
 Council agreed to purchase for \$241,105.00. Discussed trading in 1999 model for \$4,500, but thought we could possibly get more outright. Decided to keep it at this time.

PUBLIC SAFETY:

• Dollar General — Chief Berndsen has hand delivered, to the store manager, 15-16 tickets in the amount of \$11,525.00 for zoning violations. He has received no response. He was directed to keep writing tickets. Joanne to get phone number of owner to the mayor.

AMBULANCE:

- Billable runs council reviewed and approved for March 2022.
- Ambulance radios and licenses Allen was advised the price for the radios and licensing will
 increase significantly over the summer. If purchased now, total price would be \$14,400. This is
 necessary because the county has changed systems, and it is a necessary upgrade. Council
 approved to purchase.
- New ambulance will set a public safety committee meeting to discuss.
- Ambulance 15 is back in service.

RECREATION:

- Hand dryers in the park bathrooms council agreed to purchase 9 of them for a total of \$5,000.
 Dryers will be installed in house.
- Pool got a quote from RP Coatings for \$16,800. Council agreed to get it done now.
- Park will see an increase in revenue of about \$72,000, due to TIF1 ending. Council agreed to put half of the increase to the pool revenue.
- Pool discussed needing to get group lessons again this year at pool. Will discuss with Mason when pool opens.
- Pool Alderman Eversgerd suggested opening the splash pad to the public in the mornings before the pool is open. This will be like O'Fallon's splash pad which is free to everyone. Was discussed if we will need a lifeguard. Will have Mason check into when pool opens.
- Golf Simulator Doug is looking into.

BUSINESS ADMINISTATOR:

Corey will begin preparations for audit.

CITY COLLECTOR:

- Budgets set meeting to review budgets for FY-2024 for 4/27/23 @ 7:00 PM.
- Economic interest statements county sent out emails to everyone to get them filled out and turned in.

ZONING:

- Mayor will appoint Ron Koopmann to the zoning board. Jeanne Weber resigned.
- Hearing special use for Justin Jones, home occupation, on 4/20/23 @ 7:30 PM.

MAYOR'S REPORT:

• Scooter's fence and properties down the line – fence will be placed on the north side of the ditch to avoid property owners having to get a variance. Scooter's will be contacted to let them know.

OLD BUSINESS:

NEW BUSINESS:

Meeting adjourned at 8:02 PM

Non-verbatim minutes taken by:

FINANCE AGENDA

DATE: MAY 15, 2023

PUBLIC COMMENT:

1. Robinson Outdoor Sign

COMMITTEE REPORTS:

PUBLIC WORKS:

• Jim Frohn ROW

UTILITIES:

PUBLIC SAFETY:

AMBULANCE:

- Billable Runs
- New Ambulance

RECREATION:

• Hand dryers are in and installed at Hannah's Playground

BUSINESS ADMINISTRATOR:

• Community Bank TIF Agreement

CITY	COLL	EC1	OR:

- Budgets
- Employee Contracts

ZONING:

MAYOR'S REPORT:

OLD BUSINESS:

NEW BUSINESS:

FINANCE COMMITTEE MEETING * MAY 15, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann.

City Officials: Utility Plants Mgr. Dale Detmer, Business Administrator Corey Richter, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, Golf Course Mgr. Paul Smith, Clubhouse Mgr. Doug Schulte, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: Delbert Riehn, Teri Green.

PUBLIC COMMENT:

Delbert Riehn and Teri Green with Digital Billboards explained they want to place a digital billboard in Breese. The billboard is for advertising, but also to display public service notices in case of emergencies or bad weather. Mr. Riehn explained they are looking for property to place the sign. Mayor Timmermann explained that it will take a special use permit and gave them the contact information for John Becker, our zoning administrator.

COMMITTEE REPORTS:

PUBLIC WORKS:

Dale Detmer explained that Jim Frohn would like to quitclaim a piece of property at 425 S. Pine
to the city. He stated the property is currently being used as a roadway to resident's driveways.
Frohn pays taxes on this property. Mayor Timmermann tabled the issue for further review, to
see if it would be in the best interest of the city.

UTILITIES:

The utility department received a safety award from IMUA/IMEA this year.

PUBLIC SAFETY:

No report.

AMBULANCE:

- Billable runs council reviewed and approved for April 2023.
- A committee meeting was held to discuss ambulance personnel contracts and a new ambulance.
 Will discuss with budgets.

RECREATION:

Hand dryers in the park bathrooms have been received and installed at Hannah's playground.
 The electric department will have to do some panel upgrades to the other restrooms before installation can be done.

BUSINESS ADMINISTATOR:

- Corey explained the Community Bank TIF agreement is ready for approval and is on the agenda tomorrow night.
- Scooter's Coffee Scooters would like to place the fence on the south side of the ditch. This
 would require a variance, and neighbors would have to be notified. The mayor believes this
 would not be a good idea, and would like a meeting with Scooter's, Joanne, Bob, Corey and Gary
 to discuss placement of the fence.

CITY COLLECTOR:

- Budgets sent out changes to department heads and council. Adjusted some numbers on the
 police budget. Added a line item to administration budget for \$200,000 which will be put into a
 restricted account to be used for any unforeseen capital expenses. Budget should be ready for
 approval at next meeting.
- Contracts Christy Coleman with Lewis & Brisbois, labor law attorney, recommended not having
 contracts for hourly employees, not under a collective bargaining unit and also, the need for a
 policy and procedures manual. Since raises have already been negotiated for the next 4 years, it
 was decided to move forward with the policy and procedures manual, and discuss the contract
 issue in 4 years.

ZONING:

No report.

MAYOR'S REPORT:

- Mayor stated that applicant turned down the job offer for the utility plant operations manager. Could possibly have to advertise for applications again.
- South Water Tower received a letter from EPA stating they need more information. HMG is working on this.
- Ward 3 alderman replacement Kevin has a couple options and will be talking to them. We have 60 days to replace the vacancy.
- Betty Meskil vs City of Breese received a letter from Chuck Pierce, IML attorney, asking if the city would still like to proceed to trial on this case or offer a settlement. Council will meet with Mr. Pierce to discuss this matter.

OLD BUSINESS:

NEW BUSINESS:

Meeting adjourned at 8:45 PM.

Non-verbatim minutes taken by

FINANCE AGENDA

DATE: JUNE 19, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS:

PUBLIC WORKS:

- Jim Frohn ROW
- Water Tower Logo
- 12th Street Intersection Study
- Ambulance Roof Bids
- Watermain for New Water Tower Bids
- Mine Street Update

UTILITIES:

- Flushing Hydrants
- OSHA Visits
- Dale & Bob in Seattle June 18-21st
- IMUA Scholarship

PUBLIC SAFETY:

- Body Cameras
- Camera Grant Corey

AMBULANCE:

- Billable Runs
- EMS Personnel Raises/Tim
- Pagers for New Hires
- Golf Scramble

RECREATION:

• Golf – Landscape/Monuments

BUSINESS ADMINISTRATOR:

• St. Peter's Hardware Business District Agreement

CITY COLLECTOR:

- Appropriation Ordinance
- IML-Reservations
- New rock proposal for City Hall

ZONING:

• Enterprise Zone Ordinance

MAYOR'S REPORT:

- Change Council meeting to July 5th
- Sexual Harassment Training all departments
- Hazardous Material Inventory

OLD BUSINESS

NEW BUSINESS

FINANCE COMMITTEE MEETING * JUNE 19, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Jason Davinroy, Bryan Eversgerd, Bill Fischer, Carl Ratermann, Tim Schleper. Absent: Bob Berndsen, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Business Administrator Corey Richter, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: Suann Fields, Walker Mondt.

PUBLIC COMMENT:

Walker Mondt attended the meeting inquiring about the possibility of getting a dog park in the city. He was advised the first step would be to attend the next park board meeting and present it to them.

COMMITTEE REPORTS:

PUBLIC WORKS:

- Jim Frohn ROW due to lack of information, this was tabled at the last finance meeting. Don explained the situation and explained this property is presently being used as a roadway. The council approved the guit claim.
- New water tower logo the cost to put the city logo on 3 sides was approximately \$100,000.
 Don was advised to investigate a cheaper option.
- 12th Street intersection study Mayor asked Don to get with Dan Behrens at the County
 Highway Department, because the county study does not warrant a round-about. HMG traffic
 study indicated the intersection is rated an "F" (failed); therefore, indicating a roundabout is
 warranted. Since we have had no response from the County, the Mayor would like a meeting
 with county board members to discuss. Date and time to be determined.
- Ambulance roof bids received 2 bids. Was decided to go with Crown Roofing which was the cheaper bid at \$22,226.17.
- Watermain for new water tower bids Don was instructed to proceed with the low bid from Schulte Supply.
- Mine Street update Possible TARP grant for up to \$67,000. Waiting to hear from IDOT on the
 possibility of using city forces to do the project.

UTILITIES:

- Flushing hydrants started Monday, and should be finished by Thursday.
- OSHA visits we are going to request a voluntary OSHA inspection of all departments.
- Dale Detmer & Bob Berndsen are in Seattle June 18-21st.
- IMUA Scholarship Ed Cobau with IMUA will present at the July 5th council meeting the IMUA scholarship to Sydney Klemish. A student who was one of the winners this year.

PUBLIC SAFETY:

• Camera grant – Corey is applying for a camera grant for Tom Wuest's in-car camera.

AMBULANCE:

- Billable runs council reviewed and approved for May 2023.
- Foster's Coach will have a new ambulance here to look at on 6/29/23.
- EMS personnel raises \$1.25 per hour raise for 4 years, possible \$30/month stipend for cell phones. Will be on 7/5/23 agenda for approval.
- Pagers for new hires Allen needs to order about 6 new pagers for the new personnel hired.
 Was instructed to get prices.
- Golf Scramble will be held August 5th, and Allen is starting plans and mailings.
- Need a new computer at the base Allen was instructed to get prices.

RECREATION:

- Landscape monuments Paul is checking into updating the monuments and hole sponsors.
- Splash pad is planning to open by end of this week.
- Park Board meeting will be 6/28 at the park for the annual dinner.

BUSINESS ADMINISTATOR:

- Corey has received all the invoices and paperwork to complete St. Peter's Hardware Business
 District Agreement. Agreement was approved June 7, 2022.
- Scooter's Coffee Joanne was instructed to get a letter to Scooter's to get the variance application filled out and filed with the zoning administrator.

CITY COLLECTOR:

- Appropriation is almost finished and will be sent to Joanne to prepare the ordinance. Required public hearing will be held July 17, 2023.
- IML reservations anyone wishing to go to the IML conference needs to let Sandy know to make reservations.
- New landscape rock proposal for City Hall council approved to move forward.

ZONING:

• Enterprise zone ordinance – on agenda for approval tomorrow night. Approves adding a parcel in Albers. All municipalities must pass ordinance approving the change and agreement.

MAYOR'S REPORT:

- Mayor stated due to July 4th being a holiday, the next council meeting will be changed to July 5th.
- Sexual harassment training is required for all city personnel. Working on making available to everyone.
- Hazardous material inventory every department needs to keep inventory log. This is a requirement.

OLD BUSINESS:

NEW BUSINESS:

Meeting adjourned at 7:52 PM.

Non-verbatim minutes taken by:

Sandy Hemann, City Clerk

FINANCE AGENDA

DATE: JULY 17, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS

PUBLIC WORKS:

- Round-about
- Mine Street
- South Main Street

UTILITIES:

- Water Tower
- Dale's last day working is 8/11/23

PUBLIC SAFETY:

• Central High School Parade

AMBULANCE:

- Billable Runs
- New Ambulance Status

RECREATION:

- Golf Landscape/Monuments
- Tree Service Hole 8
- Splash Pad

BUSINESS ADMINISTRATOR:

- Corey's Replacement
- Joe's Pizza

CITY COLLECTOR:

- Appropriation Ordinance
- Business District Grants
- Office 365 move

ZONING:

• Zoning Hearings: Koopmann & Scooters

MAYOR'S REPORT:

• Meeting with County on Round-about

OLD BUSINESS:

• Clearwave

NEW BUSINESS:

FINANCE COMMITTEE MEETING * JULY 17, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Suann Fields, Bill Fischer, Carl Ratermann, Tim Schleper. Absent: Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Utility Plant Operations Mgr. Dale Detmer, Business Administrator Corey Richter, EMS Operations Mgr. Allen Pollmann, Police Sgt. Kurt Detmer, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson, Golf Course Supt. Paul Smith.

COMMITTEE REPORTS

PUBLIC WORKS:

- Round-a-bout met with county last week and came up with an agreement. The county is interested since we will be using STU Route money to fund the project, and they will go in half on the engineering. It will be 3-5 years before we will see the project begin.
- Mine Street & South Main will be using \$292,745.28 Rebuild Illinois funds, \$62,700 Tarp Grant funds and \$250,000 surplus MFT to fund these 2 projects. Mine Street will be storm sewer and curbing, and S. Main will be resurfacing. Have received approval from IDOT to use day labor to do Mine Street. The savings from that should be enough to do S. Main next year if we get approval to use day labor for that project as well. Will start Mine Street yet this summer.
- Discussed R-3 and planned development property. The mayor questioned, if, when property is rezoned to R-3, it is not developed within a time period, can it revert to the previous zoning classification. Joanne to research this, as she was unsure if it could be done.

UTILITIES:

- Water Tower EPA still rejected our application because they need more information. HMG working on it.
- Dale's last day working is 8/11/23.

PUBLIC SAFETY:

Central High School wants to have a homecoming parade on Sunday, 9/24/23 at 1:00 PM. They
would like to start and finish at Southside Park. It was noted there is a golf tournament at Bent
Oak that day, and the council felt it would be too congested on S. Broadway. The council
approved the date, but would like the route changed. Tim Schleper will discuss with Central.

AMBULANCE:

- Billable runs council reviewed and approved for June 2023.
- New ambulance is waiting to get a cabinet installed and then it will be ready for service.

RECREATION:

- Landscape Monuments Paul is working on updating the hole sponsor monuments and landscaping around them and start collecting the \$200 a year again.
- During a recent storm a tree was struck by lightning and embers from that tree started another
 tree on fire. Paul would like to get Rensing Tree Service in that area by hole 8 to get it cleaned
 up. Rensing would access the area from the Hilmes property side. Rensing gave a bid of \$900
 for 3 trees. Paul to caution tape off the area until this can be done. Council approved hiring
 Rensing.
- Splash pad only, will be open on Saturday mornings when guards are available.

BUSINESS ADMINISTATOR:

- Corey's replacement have 2 resumes that will be reviewed.
- Joe's Pizza met with them last week. Plan is to close on property end of August and start construction September 1. Discussed TIF/Business District agreements. Joanne and Business Administrator will work with them on that.
- Corey updated the council on pre-audit numbers for FY-2023. Several funds have shown a profit, including the golf course. Auditors will be in this week.

CITY COLLECTOR:

- Appropriation ordinance with no public in attendance for the public hearing, the ordinance will be passed at the meeting tomorrow night.
- Business District grants city will be taking applications for business district grants from July 15, 2023 – September 15, 2023. Recipients will be decided at the September 18th finance meeting. Information and applications are posted on the city website and Facebook page. The Chamber of Commerce was also notified of the available grants.

 Microsoft 365 – Jason Stockman will be switching everyone to Microsoft 365 over the next weekend. Everyone was advised to get their email and contacts backed up, so they don't lose anything in the conversion.

ZONING:

 A variance for Lucas Koopmann is on the agenda for approval tomorrow night. There is a hearing scheduled for Scooter's Coffee fence on Thursday.

MAYOR'S REPORT:

Mayor reported on the meeting held with the county last week. He stated an agreement was
made and they are in favor of the project and agreed to pay half of the engineering costs. He
stated the project is still 3-5 years out.

OLD BUSINESS:

- Clearwave we are still receiving calls and complaints about holes and damages they caused when installing fiber. It was advised to keep a list and contact them.
- Alderman Schleper brought up the concrete by Ace Hardware from the Cherry Street project.
 Don Voss will be addressing this.

NEW BUSINESS:

None.

Meeting adjourned at 8:10 PM.

Non-verbatim minutes taken by:,

Sandy Hamana City Clark

FINANCE AGENDA

DATE: AUGUST 14, 2023

PUBLIC COMMENT:

- 1. Walker Mondt Breese Dog Park Proposal
- 2. Kelly Zurliene Breese Library

COMMITTEE REPORTS:

PUBLIC WORKS:

- Extended Warranty Mini Excavator & Loader
- Timmermann Group Drainage

UTILITIES:

- Lawnmower purchase \$12,450 Sewer/\$5,000 Electric
- Security cameras & fire alarm system
- Mine Street starting moving electric poles

PUBLIC SAFETY:

Code Red – add storm notification system

AMBULANCE:

- Billable runs
- Ambulance still waiting on cabinet
- Ambulance golf scramble estimate \$11-12,000

RECREATION:

- Park car did donut in grass by Main pavillion
- Golf landscaping progress

BUSINESS ADMINISTRATOR:

• New Hire

CITY COLLECTOR:

ZONING:

• Florczyk Zoning ordinances

MAYOR'S REPORT:

1. 3-Diamond Development

OLD BUSINESS:

• Clearwave (Bryan)

NEW BUSINESS:

• IML RMA Insurance Renewal (Bryan)

FINANCE COMMITTEE MEETING * August 14, 2023

Minutes of the Finance Committee Meeting of the Breese City Council held on the above date.

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Carl Ratermann, Tim Schleper, Gary Usselmann. Absent: Suann Fields, Bill Fischer.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Business Administrator Corey Richter, Street Supt. Tom Tebbe, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson, Park Custodian Bruce Kruep.

Librarian Kelly Zurliene, Library Board Members Bonnie Holzinger, Gwen Fischer, Judy Kampwerth, Jean Steinman, Jim Sprengel.

Visitors: Perry Gaskill, Chris Hamilton, Mike Fix, Lynn Fix, Bailey Wilson, Cheryl Kampwerth, Abby Niemeyer, Walker Mondt, Allye & Grant Boehne.

PUBLIC COMMENT:

Walker Mondt, representative for the "Unofficial Breese Dog Park Committee", asked if anyone had any questions or concerns regarding the proposal that was submitted at the last meeting requesting a dog park in Breese. Mayor Timmermann explained that some neighbors have concerns about putting it at the Northwest corner of the park, near their homes. Mayor Timmermann stated we will need to have a public meeting to address any concerns. Walker Mondt stated the group will do fundraising to raise the necessary funds for construction. Cost is estimated at \$20,000-\$30,000. The two locations discussed for placement are the Northwest corner at North Park or the Soccer Park on Holy Cross Lane. A meeting was tentatively scheduled for September 12, 2023 @ 7:00 PM at the K of C Hall in Breese. The city will put a notice on our Facebook page informing the public of the meeting on 9/12/23.

Alderman Usselmann stated the library board members were in attendance regarding a couple of budget and maintenance items. The main concern is who is responsible for maintenance on the building. They were recently turned down on a couple of items they requested at budget time. Mayor Timmermann stated all necessary_maintenance to the building is the city's responsibility. The roof, parking lot, HVAC have all been items paid for by the city most recently. Librarian Kelly Zurliene was asked to put together a proposal listing all repairs that need to be done for the council's review.

COMMITTEE REPORTS:

PUBLIC WORKS:

Streep Supt. Tom Tebbe asked to purchase the extended warranties for the excavator and track loader. The current warranties are getting ready to expire. The cost is \$6,465 for a 3-year/2,000-hour warranty. The council agreed to purchase warranties. Costs to be paid out of the street budget.

• Timmermann Group drainage – Don Voss stated the building has flooded three times. He stated the street department increased the size of the drainage box through the sidewalk on Main Street, which was thought to be the problem. The building still flooded, with the water coming in on the Northwest corner of the building. IML Risk Management, the city's liability insurance carrier, has hired an engineer to try to resolve the issue. We are waiting for the report from IML.

UTILITIES:

- Don Voss stated the 1993 mower needs to be replaced. He got a price for a new mower from MTS in the amount of \$17,450. Don to decide which budget this will come from.
- Security cameras and fire alarm system prices at the electric plant, line shed and water plant as follows: line shed \$5,210, power plant \$6,624, water plant fire alarm \$3,642, water plant camera surveillance \$6,640. The council approved to move forward with the purchase from Tech Electronics, with city forces running wire. Don stated he will focus on the water plant first. Kevin also stated we need to investigate placing cameras at the water towers in the future.
- The electric department would like permission to offload line truck #1 and would like to sell it on Purple Wave auction site, to possibly get a higher price. The council agreed to have Joanne prepare an ordinance permitting this.

PUBLIC SAFETY:

Code Red Storm Notification System – would like to add the tornado warning at a price of \$500 per year. Council in agreement. Alderman Schleper wanted to make sure that if they get a tornado warning from Code Red, that officers must set off the tornado siren. Chief Berndsen assured him they would.

AMBULANCE:

- Billable runs motion by Eversgerd, second by Berndsen to approve billable runs for July 2023.
 Motion carried by voice vote.
- New ambulance cabinet Allen talked to Foster Coach, and we should have it soon.
- Golf Scramble netted approximately \$12,000 which will be used for new radios.

RECREATION:

- Someone did a donut in the grass near the main shelter. Cameras in that area are not working.
 The need to update the camera system at the park and for the police cameras was brought up.
 Will need to set up a committee meeting after further investigation.
- Golf landscaping looks good at golf course.

BUSINESS ADMINISTATOR:

Hiring Trevor Schubert as the new business administrator. Mayor Timmermann stated he
requested 15 days of vacation, instead of the standard 11 ½ days in the 1st year. The council
agreed. He will follow the manager's vacation schedule starting his second year of employment.
No start date is set at this time.

CITY COLLECTOR:

No report.

ZONING:

A variance request for Florczyk is on the agenda for approval tomorrow night.

MAYOR'S REPORT:

- We met with Ben Porush with 3-Diamond Development. 3-Diamond is wanting to purchase the property next to their current development, to add 40-60 units. Council in favor of the development.
- Alderman Schleper mentioned that our population is reaching close to 5,000 residents and we need to start thinking about the changes we will need to make regarding the police pension.

OLD BUSINESS:

 Clearwave – Alderman Eversgerd stated he found 8 driveways in his subdivision that were damaged during fiber installation. He believes we need to hold Clearwave accountable for these. Would like to try to get Clearwave to attend the next meeting.

NEW BUSINESS:

IML/RMA insurance – we will be price checking with other carriers for this insurance. The
council agreed and we will send a letter of intent to Taylor Koetting, our IML insurance
representative, with our intentions.

Meeting adjourned at 8:44 PM.

Non-verbatim minutes taken by:

Sandy Hemann, City Clerk

FINANCE AGENDA

DATE: SEPTEMBER 18, 2023

PUBLIC COMMENT:

- Jennifer Helm with Fick, Eggemeyer & Williamson CPA- FY-2023 Audit Report
- Chris Byron Shelter Logic

COMMITTEE REPORTS:

PUBLIC WORKS:

- Mine Street Delay
- Golf Course box culvert
- 12th Street Roundabout Agreement

UTILITIES:

PUBLIC SAFETY:

AMBULANCE:

• Billable Runs

RECREATION:

- Golf Course Cameras
- Golf truckster for next FY
- Rough Mower
- Dog Park

BUSINESS ADMINISTRATOR:

- K & J Fence & Entrance
- Business District Grant Applications
- Ambulance GEMT cost report

CITY COLLECTOR:

- SSA Agreements
- New ambulance Loan repayment

ZONING:

MAYOR'S REPORT:

- Managers Contracts
- 10.2 Acres-St. Joseph Hospital
- Policy & Procedure Manual

OLD BUSINESS:

NEW BUSINESS:

EXECUTIVE SESSION:

Meskil Case

FINANCE COMMITTEE MEETING * SEPTEMBER 18, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Suann Fields, Bill Fischer, Gary Usselmann. Absent: Carl Ratermann, Tim Schleper.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Business Administrators Corey Richter & Trevor Schubert, Street Supt. Tom Tebbe, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, Golf Course Supt. Paul Smith, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: Jennifer Helm, Auditor with Fick, Eggemeyer & Williamson.

PUBLIC COMMENT:

Jennifer Helm, auditor with Fick, Eggemeyer & Williamson attended to review the city's FY-2023 Audit Report. Ms. Helm presented the audit report and answered any questions that came up. Overall, the audit went well with very few minor management comments.

Mayor Timmermann noted the management comment regarding timecards not signed off on, is unacceptable. He stated it is the manager's responsibility to review and sign off on all timecards, and he expects them to make sure this is done each payroll. Timecards will be sent back to managers for any timecard not signed off on.

The council also discussed going out for bids for next year's audit. No decision was made.

COMMITTEE REPORTS:

PUBLIC WORKS:

- Mine Street delay Mine Street has been put on hold until February, due to IDOT needing an environmental survey.
- Golf Course box culvert Tom Tebbe presented an estimate on some repairs at the golf course. Council approved the street department to proceed with replacing the box culvert on the merge by hole 3, cart paths on holes 3, 4 & 8, and the drain repair on 3. Total cost estimated at \$24,012.00 (this number includes a 15% contingency).
- 12th Street Roundabout Agreement Don stated that he hasn't heard from the county on this. Will approve tomorrow with the contingency of "upon approval of the state's attorney".
- Installation of the water line for the new water tower has begun.

 Sewer plant upgrade – Don has a call into Brian Buchheit/HMG regarding sewer rates increase, timeline for going out for bid, and loan interest rates.

UTILITIES:

 Bradford Bank is buying the Mioux Florist building. They have talked to Jason about moving electric services to underground electric. Jason is working on estimated cost for this.

PUBLIC SAFETY:

No report.

AMBULANCE:

- Billable runs motion by Berndsen, second by Usselmann to approve billable runs for August 2023. Motion carried by voice vote.
- The new ambulance has been picked up and is getting wrapped and equipped. Should be in service in about 2 weeks.

RECREATION:

- Doug got a quote from Pro-Alarm for cameras at the golf course. More research to be done before purchase.
- Paul is pricing and testing a new rough mower and golf truckster. He has looked at Toro and John Deere, new and used. Order time for new is still taking over a year, so it will possibly be part of next year's budget.
- Dog Park attendance at the town hall meeting was good. Most in favor, but the location is still
 undecided. All neighbors' concerns were voiced and taken into consideration. The dog park
 committee was asked to flag off each site (North Park and Soccer Park). The park board meeting
 on 9/27 will be held at the park for viewing and discussion. Will report back at the next finance
 meeting.

BUSINESS ADMINISTATOR:

- K&J fence & entrance Trevor is still waiting for them to submit some invoices before they can be reimbursed, which is part of their TIF agreement.
- Business district grants received 23 total grant applications. Trevor and Kevin will review to
 make sure all are eligible projects. Grants will be paid out when all paid receipts are submitted.
 Trevor also handed out a business district summary detailing income and balances in each
 district. Funds should be available to pay out all applications.

Illinois GEMT – new program for Federal assistance on Medicaid transports. We will be
estimated to receive \$24,000/year, minus cost report fees of 12% of collected plus fixed fee of
\$7,500. Motion by Eversgerd, second by Usselmann to proceed with application. Motion
carried by unanimous voice vote.

CITY COLLECTOR:

- The state's attorney has requested proposed Clinton County SSA contract amounts for 2023/2024. We are requesting the following amounts: Germantown Twp. \$41.474.00, Germantown Village \$60,177.00, Breese Twp. \$52,309.00, Breese City \$222,815.00. This is the maximum allowable amount without a truth- in- taxation hearing.
- An amortization schedule has been set up for re-payment of the new ambulance purchased last week. The ambulance was paid out of the general fund capital expense account, with an internal loan set up for re-payment from the ambulance department. Monthly payment amount of \$3,264.45 will be paid for a term of 60 months.

ZONING:

No report.

MAYOR'S REPORT:

- Managers Contracts are due to be renewed 11/1/23. Will be talking to committee chairmen first, then meet with managers individually.
- Policy & Procedures manual has been received from Lewis & Brisbois. Will need to set up a committee to review and make corrections.
- 10.2 acres St. Joseph Hospital property on Holy Cross Lane is for sale. The property is currently excluded from the TIF3 due to being tax-exempt. Business Administrator has talked to PGAV, and the property can be added to TIF3 if a TIF agreement is requested by the buyers.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

Motion by Eversgerd, second by Davinroy to go into executive session to discuss ongoing litigation issue. Motion carried by voice vote. The executive session ended at 8:50 PM.

Motion by Berndsen, second by Eversgerd to reconvene city council meeting. Motion carried by voice vote.

Mayor Timmermann brought up the condition of the city sidewalks. How do we make sure our sidewalks are safe, and what are we liable for? Most damage is done by trees being planted between the sidewalk and curbing, which is out of our control. He asked Don Voss to check the sidewalk with Joe Cunningham, because he believes we may have to do some repair work there.

City Attorney Joanne Stevenson to research municipalities liability on sidewalks and will report back with findings.

Meeting adjourned at 9:02 PM.

Non-verbatim minutes taken by: Sandy Hemann, City Clerk

FINANCE AGENDA

DATE: OCTOBER 16, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS:

PUBLIC WORKS:

• Resolution - Mine Street

UTILITIES:

PUBLIC SAFETY:

• Grant for Body Cams

AMBULANCE:

- Billable Runs
- Sell Old Ambulance on Purple Wave

RECREATION:

- Need Park board member Ward 1 or 2 Preferrable
- Lawn Mower for Park
- Tree at NW corner of park
- Golf Course Utility Vehicle

BUSINESS ADMINISTRATOR:

- TIF Reports
- Police Grant

CITY COLLECTOR:

ZONING:

MAYOR'S REPORT:

- Managers Contracts
- Policy & Procedure Manual-Next Meeting 10/23/23 @ 6:30 PM
- Dog Park

OLD BUSINESS:

NEW_BUSINESS:

FINANCE COMMITTEE MEETING * OCTOBER 16, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Suann Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Business Administrator Trevor Schubert, Street Supt. Tom Tebbe, EMS Operations Mgr. Allen Pollmann, Police Chief Mark Berndsen, Golf Course Supt. Paul Smith, Park Custodian Bruce Kruep, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: Allye & Grant Bohne

PUBLIC COMMENT:

Allye and Grant Bohne turned in a petition regarding the dog park. Mayor thanked them for bringing it in.

COMMITTEE REPORTS:

PUBLIC WORKS:

- Resolution authorizing the appropriation of funding to complete Mine Street is on the agenda for approval tomorrow night. This ensures IDOT we have the funds to complete the project.
- Beelman Ready Mix's minimum concrete load they will send out is 3 yards. We only need 1 yard at times, so Don stated we have a use/need for large concrete blocks. He would like to purchase 2 forms to make the blocks using the extra load concrete. Motion by Berndsen, second by Eversgerd to seek bids to purchase the forms. Motion carried by unanimous voice vote.
- TLV Ditch residents recently attended a council meeting asking for a concrete flow line at the bottom of their ditch. The council received the estimate to do this. The issue is that there are many ditches in town like this, and it is not possible to do all of them, mainly because many of them are too deep. It was decided to talk to the residents again and explain the issue.
- Sewer Plant Don talked to HMG and they will be sending the prints to EPA for review. They feel we are still on target for a starting date of spring 2025.
- Water Tower water main is complete. Plans are almost ready to go to bid.
- Lead service lines have about 25-30 more to go. Have only seen 2 lead service lines so far. The search must be complete by the end of 2024.

UTILITIES:

 Jason is waiting for information from BHMG about the 69 kb switch. This switch will be installed on Breese Road.

PUBLIC SAFETY:

• The Business Administrator is working on a grant for body cameras for police officers. Body cameras are mandated, and we will need 7 of them.

AMBULANCE:

- Billable runs motion by Eversgerd, second by Schleper to approve billable runs for September 2023. Motion carried by voice vote.
- Allen would like permission to sell the old ambulance on Purple Wave in hopes of getting a better price for it. Council in agreement. Joanne to prepare ordinance for the 11/7/23 meeting.

RECREATION:

- We need to seek another park board member. Will advertise this on the city Facebook page.
- Bruce got prices for a new lawn mower. X-Mark from MTS is \$22,000 for a 2023, and about \$23,000 for a 2024. Riechmann/John Deere is \$27,000 for 2024. Bruce to get a quote from MTS for approval at the next meeting.
- It was brought up that the grandstand is going to need new seats and a roof. Bruce to start looking into this for the next fiscal year.
- Tree at NW corner of park Bruce to have it removed.
- Kevin asked if both large soccer fields are used. Bruce stated the west one is used, but the east one is not. It's too big for 5th-6th graders, so it is used mainly for practice.
- Golf Course utility vehicle Paul got a price from Battery Specialist of \$11,139.83 but has decided to wait to purchase until next fiscal year.
- Paul finished landscaping on monuments and will be looking at renewing sponsorships.
- Trees behind hole 7 need to be removed soon, due to the lightning striking these trees this past summer.
- Replaced siding on bathrooms on course.

BUSINESS ADMINISTATOR:

- Annual TIF reports are due 10/31 Trevor has sent them to the auditors and attorney for their review.
- Police grant Trevor is working on the grant for police cameras.

CITY COLLECTOR:

No report.

ZONING:

No report.

MAYOR'S REPORT:

- Managers Contracts are due to be renewed 11/1/23. Kevin instructed committee chairmen to meet with managers so we can finish this up by 11/15/23.
- Policy & Procedures manual next meeting is on 10/23/23 at 6:30 PM.
- Dog park Kevin will work with Joanne to get the wording correct for the motion, and it will be voted on at the 11/7/23 meeting. Kevin passed around petitions brought in by the dog park committee.

OLD BUSINESS:

No report.

NEW BUSINESS:

Joe McNamara contacted the mayor stating he believes that all the streets in Breese should be paved. Mayor will ask McNamara to attend the next meeting. Don to put together some numbers on the cost.

Motion by Schleper, second by Ratermann to adjourn the meeting. Motion carried by unanimous voice vote.

Meeting adjourned at 7:55 PM.

Non-verbatim minutes taken by:

FINANCE AGENDA

DATE: NOVEMBER 20, 2023

PUBLIC COMMENT

COMMITTEE REPORTS

PUBLIC WORKS:

- Fuel Tanks
- Clearwave dispute
- Contract N. 12th Street Roundabout
- Resolution N. Mine Street

UTILITIES:

• EMD maintenance on units 5, 6 & 7

PUBLIC SAFETY:

AMBULANCE:

- Billable Runs
- MABAS Agreement

RECREATION:

- Golf-Cushman 500 Cart quote
- Park Lawnmower quote

BUSINESS ADMINISTRATOR:

• IML/RMA Min Max Ordinance

CITY COLLECTOR:

- Tax Levy
- Health Insurance Renewal
- 12th Street Roundabout Engineering Costs infrastructure account?
- Employee handbook-affirmative action plan

ZONING:

- Findings of facts & variance ordinances Chris Dorries
- Rakers Farm Subdivision Plat

MAYOR'S REPORT:

- Managers Contracts
- Park Board Members

OLD BUSINESS:

NEW BUSINESS:

FINANCE COMMITTEE MEETING *NOVEMBER 20, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Suann Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Business Admin. Trevor Schubert, Street Supt. Tom Tebbe, Police Chief Mark Berndsen, Golf Course Supt. Paul Smith, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: None.

PUBLIC COMMENT:

COMMITTEE REPORTS

PUBLIC WORKS:

- Gateway FS wants to install a bigger gas/diesel tank at the power plant to reduce delivery frequency. Don to move forward with this.
- Clearwave dispute Clearwave damaged a sewer line on the corner of 11th & Cherry Streets, and incurred a \$9,000 bill with Gerstner Plumbing, that hasn't been paid. If not paid by Tuesday, Don would like to shut them down until payment is received. The council agreed.
- The contract for the N. 12th street roundabout with HMG in the amount of \$201,326.00 is on the agenda for approval tomorrow.
- Resolution authorizing the appropriation of funding to complete Mine Street is on the agenda for approval tomorrow night. This ensures IDOT that we have the funds to complete the project. The previous resolution was missing a form, so we must pass a new resolution.
- Rakers Farm Subdivision Plat, on Rod & Gun Road, which is within a mile and a half of the city limits, is on the agenda for approval tomorrow night.
- 12th street roundabout STU funds are spoken for this year. We should be first in line in 2028.
- A resident on N. 8th street contacted the mayor about some curbing work done in front of his house. He stated there is a tripping hazard and would like it fixed. Tom to investigate and resolve this issue.

UTILITIES:

- EMD maintenance on units 5, 6 & 7 is needed. Peaker to work on replacing bearings and other maintenance needs.
- Approved to mention the Christmas light credit at the meeting tomorrow night.

PUBLIC SAFETY:

• The Christmas parade is on Saturday at 6:00 PM. Anyone wanting to walk in the parade for the city should meet at city hall at 5:30 PM.

AMBULANCE:

- Billable runs Motion by Schleper, second by Eversgerd to approve billable runs for October 2023. Motion carried by voice vote.
- MABAS Agreement the yearly mutual aid agreement needs to be renewed. Joanne to prepare for approval at the 12/5 council meeting.

RECREATION:

- Park received 2 quotes for a new lawnmower: \$22,079 from MTS and \$22,419.01 from Riechmann. Agreed to purchase from MTS. Put on agenda for approval 12/5/23.
- Golf Cushman 500 Cart quote. Received a quote \$11,193.93 from Battery Specialist.
 Approved to order now for next year's budget.
- Dog park committee met on 11/18 to set a game plan. Next meeting is scheduled for 12/3/23 at city hall. Tim had HMG do some maps of the park areas where the dog park may be located.
- Park Board members there have been some questions about board members living in city limits and board members and employees being related. Joanne advised if it is a "temporary" board for a specific project, then no, they don't have to be residents. But if it is a more permanent board (such as park board, zoning board etc.), then yes, they should be a resident. Council in agreement to verify if a park board member lives in city limits. Joanne's recommendation is that it has been the city's policy to allow relatives to work together, so the policy should be the same for employees and board members.

BUSINESS ADMINISTATOR:

- IML/RMA Min Max Ordinance IML submitted a bid for risk management insurance and the premium remains the same as last year. Will approve ordinance tomorrow night.
- Auditors Council in agreement to seek quotes for new auditors. Trevor to start the process.

CITY COLLECTOR:

- Tax Levy preliminary numbers show an increase of approximately \$45,000-\$53,000. Will contact assessor regarding the EAV, which will give a better indication of rates. The council would like to keep the rate at under \$1.00.
- Health Insurance renewal meeting set with broker for 11/27 at 6:30 PM to review the renewal.
- 12th Street roundabout need to know where to pay for engineering costs. Council in agreement to take from the infrastructure account.
- Employee handbook set meeting for January.

ZONING:

- Variance for Chris Dorries on agenda for approval Tuesday night.
- Rakers Farm Subdivision Plat on agenda for approval Tuesday night.

MAYOR'S REPORT:

Managers contracts meeting will follow the insurance committee meeting on 11/27.

OLD BUSINESS:

No report.

NEW BUSINESS:

Waste Management contract is due for renewal January 1, 2024. Waste Management stated 1/3 of the town has recycle service, but it is taking Waste Management as long to pick up recycle as a regular trash day. They gave 3 possible options: 1) Roll offs located in a general location for people to bring their recycle; 2) charge everyone for recycle; 3) no recycle collection. The council was not in favor of these options and instructed Alderwoman Fields to push them for another 1-year contract until a decision can be made.

Motion by Schleper, second by Ratermann to adjourn the meeting. Motion carried by unanimous voice vote.

Meeting adjourned at 8:20 PM.

Non-verbatim minutes taken by: Sandy Hemann, City Clerk

FINANCE AGENDA

DATE: DECEMBER 18, 2023

PUBLIC COMMENT:

COMMITTEE REPORTS

PUBLIC WORKS:

• Materials bid letting for 2024.

UTILITIES:

- Utility Rate cpi
- Sewer Rates
- Lab Equipment for Sewer Plant
- Pole Lease Agreement Clearwave
- 69kv pole/switch bids
- Water samples
- Dale Detmer's wages

PUBLIC SAFETY:

• Body Cam grant

AMBULANCE:

• Billable Runs

RECREATION:

• Dog Park Donations

BUSINESS ADMINISTRATOR:

- Auditors
- Software Fixed Assets/MiPay/MiTime Modules

CITY COLLECTOR:

- Tax Levy
- NeoGov Human resources software

ZONING:

MAYOR'S REPORT:

• Health Insurance

OLD BUSINESS:

NEW BUSINESS:

FINANCE COMMITTEE MEETING *DECEMBER 18, 2023

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

Mayor Kevin Timmermann called the meeting to order at 7:00 PM.

Aldermen in attendance: Robert Berndsen, Jason Davinroy, Bryan Eversgerd, Suann Fields, Bill Fischer, Carl Ratermann, Tim Schleper, Gary Usselmann.

City Officials: Public Works Mgr. Don Voss, Electric Operations Mgr. Jason Deering, Business Admin. Trevor Schubert, Street Supt. Tom Tebbe, Police Officer Ryan Isaak, Golf Course Supt. Paul Smith, EMS Operations Mgr. Allen Pollmann, City Treasurer Robert Venhaus, City Attorney Joanne Stevenson.

Visitors: None.

PUBLIC COMMENT:

COMMITTEE REPORTS

PUBLIC WORKS:

• Material bid letting for 2024 was held on 12/15/23 with Beelman awarded the rock and concrete bids at the following prices: Concrete \$133/yd, CA-6 \$12.28/ton, CA-7 \$18.18/ton. Will have bid tab sheet Tuesday and is on the agenda for approval at the council meeting.

UTILITIES:

- Utility Rate cpi utility rates are due to increase by cpi on January 1. Don and Jason recommend that we don't raise the electric rates by cpi because the electric fund is flourishing. Council in agreement to not raise electric rates in January.
- Sewer Rates would like to raise the minimum charge \$7.00 and raise rates by cpi in January. Rates need to increase due to the sewer plant upgrade. Council in agreement.
- Lab equipment for sewer plant HMG is currently doing testing which is costly. When we have the new sewer plant in place, the city will take over this testing. Don would like to purchase the testing equipment now to save costs. The equipment purchased will then be installed in the new plant. Council in agreement to purchase the equipment. Approximate cost \$15-\$16,000.
- 69kv pole/switch bids are due 12/20/23, with a spring install. This is the switch on Highline Road which isn't operating correctly.

- Clearwave pole lease agreement Clearwave would like to use the city's utility poles to run their service to businesses in town. Would need a pole lease agreement. The council agreed to offer Clearwave an agreement for \$30 per pole, plus cpi increase each year. Don also mentioned that we need to revisit the Charter Pole Lease agreement, which maxed out in 2017.
- Water samples Pace Labs is our current water sample testing facility, and testing has been
 unreliable. We have to depend on UPS to get them to Pace in a timely manner, and recently
 Pace had an issue in the lab resulting in a ding by the EPA. We cannot afford these black marks
 on our record. Tim Fitzgerald is available to run the samples to Collinsville and Don would like
 permission to hire him. The council in agreement.
- Dale Detmer's wages would like to hire Dale for consultation on yearly utility reporting. He
 will work with Jason and Don to train them. Don was instructed to offer \$70-\$75 per hour for
 his service.

PUBLIC SAFETY:

Body cam grant – Trevor stated the police are mandated to purchase 8 body cameras by 2025.
 There is a grant available to be reimbursed up to \$2000 per camera. It is a one for one match, so the city will have to match the funds received. We can purchase the cameras after January 1st and turn in the grant paperwork by March. It is a SRT grant.

AMBULANCE:

- Billable runs Council approved billable runs for November 2023.
- Old Ambulance auction on Purple Wave ends tomorrow and the bid is currently at \$5000.00.

RECREATION:

• Dog park donations – will set up a line item to receive donations.

BUSINESS ADMINISTATOR:

- Trevor has formed a list of auditors to seek bids from. He hopes to collect all bids by February, so we will be ready for the next audit in May.
- Software Civic Systems, our software company, has fixed assets and MiPay/MiTime modules that would make payroll and timekeeping more streamlined. Also, a fixed asset module that will make keeping the fixed assets more manageable. Council in agreement to purchase.
- Timmermann Group asked to extend their business district grant. We will extend it through April 30th, and if they are not able to get the job complete, will reassess it at that time.

CITY COLLECTOR:

- After checking with the assessor, we will be able to levy the maximum amount, due to the increased EAV, without the rate going over \$1.00. This will increase property tax revenue by about \$53,000.00.
- Neo-Gov is a human resources software company that helps manage training for all employees. Kind of expensive, and the council agreed to not purchase it at this time.

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No report.

MAYOR'S REPORT:

Health Insurance – The Mayor stated we will have to continue with UHC for January only, since
we didn't meet the deadline for the new self-insured plan. We will be going with the selfinsured plan starting February. Many kinks still need to be worked out, and the health insurance
committee will be working on this.

OLD BUSINESS:

No report.

NEW BUSINESS:

No report.

The meeting adjourned at 8:30 PM.

Non-verbatim minutes taken by: Sandla Hamann

Sandy Hemann, City Clerk