

## FINANCE MEETING

1/20/14

TOPICS PREPARED FROM DEPT. MEETING: 1/16/14

## UTILITIES:

- Maintenance work & updates on projects – power plant work
- New engine – pouring concrete for the base

## PUBLIC WORKS:

- Koch Lane widening and crosswalk – finish crosswalk and drainage east
- Pool Project – need good weather
- Soccer park Restroom/Maintenance Shed – Littiken close to finish
- Roundabout project - easement taken care of. Waiting on Ameren to move line
- Report on Holy Cross Commons(HCC): MTC putting up walls; Legacy wings almost under roof
- Hiring part time secretary – setting up interviews
- Budget – snow removal

## POLICE:

- Cameras at soccer park - \$10,069 for 11 cameras and dvr

## RECREATION:

- Pool manager 2014/ residency
- Main pool – updating filters
- Golf Course – putting ATM in; Mar. 1 is 20<sup>th</sup> anniversary celebration

## BUSINESS ADM.:

- Foppe Ace resolution for TIF
- Haag loans – waiting for final papers

## CITY CLERK:

- Roof guard for back entrances
- BAC – fire extinguishers to be put in.

## AMBULANCE:

## ZONING:

- Update on zoning book review: turn over to Joanne; when done will have joint Council/Zoning Board meeting

## Mayor:

- Chamber sign – Julie Becker to bring up new board at Chamber meeting
- Employee Policy Manuel – went through Sec 1-4 with Dept. Heads, when done will have Joanne make corrections and go over with City Council

FINANCE COMMITTEE MEETING \* JANUARY 20, 2014

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, Bill Fischer, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselmann.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, Police Chief Bob Fix, City Business Administrator Tim Schleper.

Visitors: None.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for December were distributed at the January 7<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Part-time secretary for the public works department. There were 35 applicants but 22 were out of town. Interviews will be scheduled for about 3 applicants.
2. Proposed Roundabout at Holy Cross Lane and Walnut. St. Joseph Hospital has given an easement. An agreement is being prepared between the City and Ameren for them to relocate their utilities.
3. New cameras at Soccer Park. Council approved the purchase of 11 new cameras and related equipment at an estimated cost of \$10,069.00 from Jim's Sales and Service.
4. Swim Pool Manager. Council agreed to advertise for a swim pool manager since last years manager, Beth Hollenkamp, has moved out of town.
5. Filters at the Swim Pool. Public Works department studying the most cost effective way to improve the filters.
6. ATM machine at clubhouse. Council approved installing an ATM machine at the golf course. Credit cards will be accepted this year with the possibility of discontinuing them in the future.
7. Extending soccer field. Council in agreement to extending one of the 100 yard soccer fields to approximately 130 yards.

8. TIF Inducement for Ron & Kerry Foppe/Foppe Ace Hardware. The resolution is on the agenda for council action at the January 21<sup>st</sup> meeting.
9. City Hall roof. Look into getting something on the roofs to prevent snow/ice from falling by the back two exits.
10. Utility easements. Easements are needed from Ralph Von Bokel and the Chapman/Weiland property for the Ellwood Road Water Main Extension. Don Voss was given the authority to act on the matter.

The meeting adjourned at 8:20 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

2/17/14

TOPICS PREPARED FROM DEPT. MEETING: 2/13/14

## UTILITIES:

- Maintenance work & updates on projects – power plant work
- New engine – pouring concrete for the base
- Sewer and water concerns

## PUBLIC WORKS:

- Koch Lane widening and crosswalk – finish crosswalk and drainage east
- Pool Project – need good weather
- Soccer park Restroom/Maintenance Shed – all but done
- Roundabout project - contract with Ameren needed
- Report on Holy Cross Commons(HCC)
- Relief sewer Grants: paper work being sent in, HMG getting bid specs finalized, City share of funding
- M D retention agreement
- St. Rose waterline agreement
- Ron Blumenstein retirement – Oct 1 – hiring new person

## POLICE:

- Order for new car – won't come until after May 1
- Request for new officer
- Conceal/carry in public buildings

## RECREATION:

- Pool manager 2014 - applications
- Main pool – updating filters
- Golf Course – Mar. 1 is 20<sup>th</sup> anniversary celebration

## BUSINESS ADM.:

- Inducement letter from Mel Deien
- TIF contracts for Breese Motors and Dairy King

## CITY CLERK:

- 2014-2015 budget – start discussion on equipment/personnel additions
- Forms and applications put on website
- OSHA 310 forms

AMBULANCE:

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ZONING:

- Update on zoning book review: After the 19<sup>th</sup>, what is our next step?
- Updating of zoning and ordinance books – contract form Frank Heiligenstein

Mayor:

- Rt. 50 Coalition meeting updates
- Midwest CDI conference Aug. 11-14 in Moline
- Tourism Times ads
- Employee Policy Manuel – separating hourly employees from supervisors, Supervisors checking their manuals against the one from Joanne

FINANCE COMMITTEE MEETING \* FEBRUARY 17, 2014

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, Bill Fischer, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselman.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, Police Chief Bob Fix, EMS Director Michael Berndsen.

Visitors: Mike Macke, Susan Macke.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for January were distributed at the February 4<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Mike Macke zoning/foundation issue. Macke questioned why he needed to pour a foundation for his 14 x 32 portable building. He was informed it is required in the building codes. It was noted that the building does not meet the setback requirements and Macke has or will apply for a variance. The Council gave Macke 90 days from the date the variance is approved to construct the foundation/footings for his storage building.
2. Ameren Contract relative to the proposed Roundabout. Ameren has the contract and City waiting for them to execute it.
3. Proposed Relief Sewer Project. HMG Engineers submitted a cost estimate of \$994,274.13 of which \$129,687.93 is a contingency. Proposed financing of the project: \$465,000 Grant; \$250,000 cash reserves from sewer fund; remaining balance will be borrowed from Germantown Savings Bank.
4. Mater Dei Underground Retention Agreement. Council reviewing the agreement.
5. St. Rose Waterline Agreement. On the February 18<sup>th</sup> agenda.
6. Request for new police car. Council approved the request of Police Chief Fix for a new police car.
7. Request to hire additional police officer. Police Chief Fix submitted a detailed request on the need for an additional officer. Council reviewing the information. No formal action taken.

- 8. Concealed/Carried. Police Chief Fix stated guns are banned in public buildings and public property. Private business can ban guns from their premises with a notice on their building(s). City getting the notices printed at the Breese Journal.
- 9. Motorcycle Poker Run Benefit. Council approved the police department to sponsor the event.
- 10. TIF Agreements. Breese Motor Sales and Master M. on February 18<sup>th</sup> agenda.
- 11. TIF Inducement. Melvin and Janet Deien to renovate their building on February 18<sup>th</sup> Agenda.
- 12. Update Code of Ordinances. Council approved updating the Code of Ordinance through Illinois Codification Services who will also do the updating of the Zoning Code once the revisions are approved.
- 13. Midwest CDI Conference. Approved the Mayor to attend conference on August 11-14, 2014 in Moline, IL.

The meeting adjourned at 9:08 p.m.

Non-verbatim minutes taken by: Robert J. Venhaus  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

4/14/14

6:30 starting time

TOPICS PREPARED FROM DEPT. MEETING: 4/10/14

## UTILITIES:

- Maintenance work & updates on projects – power plant work
- New engine – pouring concrete for the base
- Flashing light on Old Rt. 50 – replace malfunctioning lights for now.
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## PUBLIC WORKS:

- Koch Lane widening and crosswalk – finish crosswalk and drainage east
- Pool Project – work moving along as weather permits
- Roundabout project – waiting on Ameren to move gas line
- Report on Holy Cross Commons(HCC)
- Relief sewer Grants: waiting on permit before seeking bids
- M D retention – done this summer
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## POLICE:

- Discussion of hiring new policeman – wait until after budgets are in
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## RECREATION:

- Pool manager 2014 – Angie Gibson hired and signed contract. Announce anyone looking to be employed by the Pool need to fill out an application
- Main pool filters – gather info for next year

## BUSINESS ADM.:

- Enterprise Zone – Keith Moran will be at Apr. 14 finance meeting – 7 pm
- Relief sewer grant agreement
- Pat Hansen – Hardees revolving loan for parking lot

## CITY CLERK:

- 2014-2015 budget – due Apr. 14, 2014
- Mark Richter – audit internal loans

## AMBULANCE:

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## ZONING: RE-APPOINT: CHRIS DOMKES &amp; BOB ROSEN

- Frank Heisgenstein –
- Macke variance request – Apr. 17 hearing 7:30 pm
- Hospital hearing – Apr. 24 7:30 pm

## MAYOR REPORT:

- Tourism letter APR 15 NOON
- Rt. 50 meeting Mar. 18 in Salem at 10 am
- Santa's Hut

FINANCE COMMITTEE MEETING \* APRIL 14, 2014

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: Robert Berndsen, Bill Fischer, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselmann.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper.

Visitors: Keith Moran, Mike Buscher, Dale Haukap.

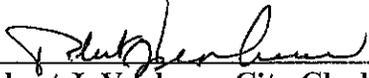
The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for March were distributed at the April 1<sup>st</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. New flashing lights on Old Rt. 50 by Clinton Street crossing. Utility department getting prices on the cost.
2. Koch Lane and Holy Cross Lane Projects. Striping is scheduled for the end of April.
3. Ameren/Roundabout Project. Ameren will start relocating their gas line this week.
4. Relief Sewer Grant Project/Permits. HMG confident the EPA will approve the Permit and should receive it in a couple of weeks.
5. Negative Accounts at end of Fiscal year. Council approved that any negative balance that may occur in the ambulance account on April 30<sup>th</sup> to be made whole with a loan from the general fund.
6. Keith Moran of Moran Economic Development. Moran gave the Council a presentation on the Illinois Enterprise Zone Program. One of the primary benefits cited is the sales tax exemption. Clinton County would be the applicant and towns in the County including New Baden, Trenton, Carlyle would be included in the Zone. Other towns such as Aviston, Germantown and Albers are interested. The cost for each town is estimated at \$7,000. The deadline is December 1, 2014. The Zone could not exceed 15 square miles.

- 7. Council approved to join the County and be part of the Enterprise Zone. The formal agreement with Moran to be passed at the May 6<sup>th</sup> Council meeting.

The meeting adjourned at 8:14 p.m.

Non-verbatim minutes taken by: .  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

5/19/14

6:30 starting time

TOPICS PREPARED FROM DEPT. MEETING: 5/14/14

## UTILITIES:

- Maintenance work & updates on projects –
- New engine –
- Net Metering ordinance

## PUBLIC WORKS:

- Pool Project – may have to delay opening of main pool
- Roundabout project – waiting on AT&T
- Report on Holy Cross Commons(HCC)
- Relief sewer Grants: bids on project
- M D retention – after pool project is done
- St. Rose water line – working on easements from Chapman/Weiland

## POLICE:

- New car is on the assembly line
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## RECREATION:

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## BUSINESS ADM.:

- Enterprise Zone – County has approved
- Relief sewer grant agreement, pool grant
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## CITY CLERK:

- 2014-2015 budget –
- Revised Ordinance book – having supervisors looking at changes, Council members

## AMBULANCE:

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## ZONING :

- May 27, 2014 – Public Hearing on revised zoning code
- Zoning Hearings – May 22, special use permit for Randy Peek and Ken Thole, May 29, 2019 – two meetings dealing with setbacks for fences, Jack Garcia and Klutho

## MAYOR REPORT:

- Budget notes – General fund notes
- Mike and Jennette Diesen – will be there around 7 pm
- Santa's Hut –
- State legislation

**FINANCE COMMITTEE MEETING \* MAY 19, 2014**

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: Robert Berndsen, Bill Fischer, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselman. Absent: Debbie Koetting.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, EMS Director Michael Berndsen, Police Chief Bob Fix.

Visitors: Mike Diesen, Jeanette Diesen, Ken Roesselet.

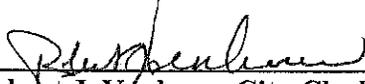
The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for April were distributed at the May 6<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Maintain road south of Julia Drive. The Diesen's requested the City continue to maintain the road in front of their house located south of Julia Drive. They were informed the property is owned by Ken Roesselet and not a City right-of-way. Council agreed to maintain the road if Roesselet deeded the needed property over to the City. Roesselet stated he would not deed over any property without being compensated which the Council would not agree to.
2. Swim Pool. Main pool opens Saturday. New splash pad/baby pool to open in 2-3 weeks.
3. Relief Sewer Project. Approve low bid in amount of \$757,957 of Haier Plumbing at council meeting.
4. HMG Task Order #11. Relief Sewer construction engineering. Approve at council meeting.
5. Arrow Shed TIF Agreement. Terms include \$5,000/yr for 8 years. Pass at June 3<sup>rd</sup> Council meeting.
6. Revised Code of Ordinances. Illinois Codification has made the revisions. City to review and comment.
7. General Fund Budget. Mayor Hilmes stated the budget should be cut by \$300,000. Rainy Day Fund amount should be \$150,000.

- 8. Ambulance Budget. Initial projection shows deficit. An analysis of the operation to be conducted.
- 9. Variance for fences. The recent change to require a variance to place a fence on the property line was discussed. The matter of the property owner being able to prove where his property line was located was deemed the main issue. The matter to be studied further.

The meeting adjourned at 8:52 p.m.

Non-verbatim minutes taken by: .  
Robert J. Venhaus, City Clerk

FINANCE MEETING  
6/16/14

TOPICS PREPARED FROM DEPT. MEETING: 6/11/14

UTILITIES:

- Maintenance work & updates on projects –
- New engine – in and being prepped for use
- Net Metering ordinance

PUBLIC WORKS:

- Pool Project – will have better idea of opening at finance meeting
- Roundabout project – AT&T close to finishing, June 23 is start date
- Report on Holy Cross Commons(HCC) – roadway done, some work to do
- Relief sewer Grants:
- M D retention – will get started after pool project
- St. Rose water line – finalizing easements

POLICE:

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RECREATION:

- Per state code, new pump filters will have to be contracted out
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BUSINESS ADM.:

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- Relief sewer grant agreement, pool grant, OSLAD grant

CITY CLERK:

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- Revised Ordinance book –

AMBULANCE:

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ZONING :

- Need another Public Hearing on revised zoning code
- Zoning Hearing – finding of facts for Holtgrave and Meissner

MAYOR REPORT:

- 2014 – 2015 budget notes –
- SB 3507 – Sen. McCarter's bill – limit water and sewer tap on fees
- Mark Smith call

FINANCE COMMITTEE MEETING \* JUNE 16, 2014

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, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselman. Absent: Bill Fischer.

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, EMS Director Michael Berndsen.

Visitors: None.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for May were distributed at the June 3<sup>rd</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. New Engine at Power Plant. Engine/generator has arrived and will take 4-6 weeks to install.
2. New Bucket Truck. Electric Department in the process doing research on one.
3. Old Street Lights. Electric Department will soon start replacing the green metal ones.
4. New Splash Pad/Baby Pool. Should open on June 24<sup>th</sup> if approval is given from the Illinois Dept. of Public Health.
5. Roundabout Phase 1 Drainage Project. Scheduled to begin June 23.
6. Relief Sewer Project. Pre-Construction Conference on June 17.
7. Water Main Extension along Ellwood St. Work has started.
8. Closing hours of Taverns. The matter being studied and then a meeting with the tavern owners will be scheduled.
9. Defibrillators. Approved the purchase of one at the swim pool.
10. Fiscal 2015 Ambulance/Golf Budgets. The matter of projected deficits was discussed.

11. **General Fund. Revised budget #2 was presented and discussed.**
12. **Mark Smith Chiropractic building. Relative to the Roundabout Project, the City can not negotiate the purchase of property that will be needed.**
13. **TIF #1. The matter of removing some undeveloped property from TIF #1 was discussed.**
14. **Central High School TIF Reimbursement. Council approved borrowing the needed funds to pay their reimbursement request of \$100,372.00.**
15. **Topmost lighting project at Super Valu. Topmost requested reimbursement for 100% of the cost over the remaining life of TIF#1. The matter was tabled to review the agreement.**

The meeting adjourned at 9:08 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

FINANCE MEETING  
7/14/14

TOPICS PREPARED FROM DEPT. MEETING: 7/10/14

UTILITIES:

- Maintenance work & updates on projects –
- New engine update
- SB 3507 – In Governor's hands. Both legislators have asked for municipalities to be vetoed. Some think whole bill will be vetoed.
- Water smell and taste, flushing of water lines

PUBLIC WORKS:

- New Water Line – done and testing being done
- Roundabout project –
- Report on Holy Cross Commons(HCC) – Legacy Place has invited all of us for a tour on July 30 at 6:30, spouses included
- Relief sewer Grants: report
- M D retention – report
- Post Ron Blumenstein's job – leaving in Oct.

POLICE:

- Police car will be on street soon
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RECREATION:

- New pump filters – payment could come from TIF
- Splash Pad/Baby Pool – has been well received
- Thunder/Lightening at Park events

BUSINESS ADM.:

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CITY CLERK:

- Appropriation Ordinance for 2014-2015 – Public hearing starts at 7 pm
- Revised Ordinance book –

AMBULANCE:

- Aug. 2 – Golf Scramble

ZONING :

- Need another Public Hearing set for Aug. 19. Would like to approve at Sept.5 meeting
- Zoning Hearing – July 17 – <sup>MICHAEL'S</sup>Michael's gazebo
- Update on Duane Richter -

MAYOR REPORT:

- Welcome to Breese sign needs repair -options
- Late Closing Ordinance changes
- Justin Eilermann will be at meeting to discuss changing view on uniplaxes

FINANCE COMMITTEE MEETING \* JULY 14, 2014

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, Bill Fischer, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Gary Usselmann. Absent: Kevin Timmermann.

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, EMS Director Michael Berndsen.

Visitors: Justin Eilermann.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for June were distributed at the July 1<sup>st</sup> Council meeting.

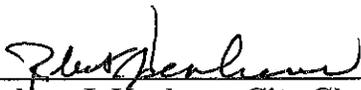
The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Justin Eilermann/Uniplexes. Presented a new concept and supporting documentation regarding uniplexes. Instead of a typical "partywall" he wanted a "common raised patio area." The reasoning is that it would reduce each unit's owner from repairs to common roofs and also noise issues associated with the current "partywall" construction methods. Council not receptive to the idea. The matter was discussed at length with various scenarios. It was suggested that due to the large lot size of Lot 50 in Lincoln Village, that Eilermann could split the lot and apply for a variance to relax the 75' lot width at building line requirement. Council was generally in favor of that idea. The new concept regarding uniplexes was tabled for further study.
2. Ron Blumenstein retirement. Approved to place an ad in paper.
3. Welcome to Breese signs. The sign west of town in need of repair. Council reviewed quotes from Lager Monument to replace. Council agreed to repair it due to the high cost to replace.
4. Pump filter at swim pool. Approved to proceed to have plans prepared to bid out the project.
5. Proposed Enterprise Zone. Various towns and county recently met and a tentative map was presented showing the zones. The next meeting is scheduled for July 31.

6. A.G. Becker concrete request. Council was not in favor of City forces to concrete the front of the old Krebs building on Main St. Becker has remodeled the building and City granted him a TIF Inducement Agreement. Council felt the cost to do the concrete work would be eligible for TIF reimbursement.

The meeting adjourned at 8:40 p.m.

Non-verbatim minutes taken by:

  
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Robert J. Venhaus, City Clerk

FINANCE MEETING  
8/18/14

TOPICS PREPARED FROM DEPT. MEETING: 8/15/14

UTILITIES:

- Maintenance work & updates on projects –
- New engine update
- SB 3507
- Delinquent utility bills – \*\*John Horstman and Donna Rolfingsmeyer\*\*

PUBLIC WORKS:

- Dump truck - \$48,500 – needs approval Tues. night
- Payloader – Don has a report
- Roundabout drainage project – close to completion
- Contact IDOT about fence on Walnut and Holy Cross
- Relief sewer : report
- M D retention – done
- Job opening – interviews on Aug. 26

POLICE:

- Speed control device – will be used at schools and other spots
- Tobacco grant \$1320 – to drug fund
- Dare Benefit Motorcycle Ride – Sept 14

RECREATION:

- New pump filters –
- Pool hours for rest of year
- 

BUSINESS ADM.:

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CITY CLERK:

- Revised Ordinance book –

AMBULANCE:

- Golf Scramble report

ZONING :

- Need another Public Hearing set for Aug. 19. Would like to approve at Sept. 2nd meeting
- Zoning -3 findings of fact and ordinances to approve

MAYOR REPORT:

- Welcome to Breese sign:
- Money from trash
- IDOT patching of new Rt. 50
- Rt. 50 - \$100 hole sponsorship
- Charlie Meyer golf tourneys

FINANCE COMMITTEE MEETING \* AUGUST 19, 2014

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, Bill Fischer, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselmann.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, Deputy City Clerk Wendy Heimann.

Visitors: John Horstman, Bill Brendel, Ed Rolfingsmeyer, Donna Rolfingsmeyer.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for July were distributed at August 5<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Delinquent Utility Bills. The visitors in attendance were all landlords and had issues with the City following their disconnect policy. Their concern was being responsible for a tenant's bill since City ordinance makes landlords equally responsible for the bill. They felt if a customer is behind, utilities should be disconnected. After some discussion, the Mayor stated there would be a meeting on the matter and would let them know what was decided.
2. Net metering policy. The policy has been prepared and is on the agenda for approval at August 19<sup>th</sup> Council meeting.
3. Used Dump Truck. Council approved the purchase.
4. Payloader. Council gave Don Voss full power to act on the purchase of a 2006 Payloader after checking out the equipment. Cost: \$91,375. He has looked at other ones and this seems to be the best.
5. Tobacco Grant. Council approved to transfer the proceeds of \$1,320 to the alcohol/drug fund.
6. Dare Benefit Motorcycle Ride. Council approved for the Breese Police Department to sponsor the event to be held on September 14, 2014.
7. Pump filters at swim pool. Specs are being prepared to bid out the project.

8. **Revision to Zoning Code.** Approve the ordinance if there are no objections at the final public hearing on Tuesday.
9. **Stair Chair for Ambulance.** The chair has been order and part of the profits from the EMS Golf Scramble would be used to fund it. The cost was \$6,500.
10. **Hole Sponsor.** Council agreed to sponsor a hole at the Rt. 50 Coalition Golf Scramble for \$100.
11. **Scrap/Surplus Property.** All proceeds must be turned over to the City.
12. **Calendar of Events Website.** Chamber of Commerce advised they will no longer pay the \$350/qrt to maintain it. The matter turned over to committee.
13. **Interviews for street department employee.** Council will interview three applicants on August 26.

The meeting adjourned at 9:05 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

FINANCE MEETING

DATE: 9-15-14

TOPICS PREPARED FROM DEPARTMENT MEETING 9-12-14

UTILITIES:

- Maintenance work –engine report
- Delinquent Utility Policy – should receive a copy by email
- Website foreclosure notice needed, Vacant Building Registration Fee

PUBLIC WORKS:

- Purchase of loader
- Roundabout drainage project completed
- Relief Sewer Project report
- Rock and Oiling of alleys Oct. 18 *17 15 & 159 ft*
- Fall Clean-Up Oct 18 from 9am – 3 pm
- New Roof Street Shed
- Cell Tower lease
- Sidewalk to St. Vincent to be done after crops are harvested

POLICE:

- Sept. 27 – Drug Drop Off program from 10 am to 2 pm at City Hall

RECREATION:

- Pool roofs, painting, and new filters
- Christmas lighting request – Jerry Voss

BUSINESS ADMINISTRATOR:

- TIF Inducement letter from Poettker Const.
- SSA for ambulance – set \$\$ amount for county approval
- Enterprise Zone meeting Sept. 29

CITY CLERK:

- Audit report

AMBULANCE:

- Ambulance building repairs – approved Terminex for \$6,075

ZONING:

- Jung Special Use – meeting date will be set

MAYOR'S REPORT:

- MAEDC conference Dec. 7 – 11
- Leaf Dump Oct 15 to Dec. 14 on Wed., Sat. and Sun

FINANCE COMMITTEE MEETING \* SEPTEMBER 15, 2014

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, Bill Fischer, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselman. Absent: Debbie Koetting.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper.

Visitors: Rodell Weh, Jerry Voss.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for August were distributed at the September 2<sup>nd</sup> meeting.

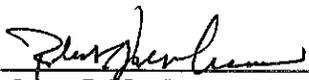
The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. Christmas Lighting at North Park. Rodell and Jerry gave an update. Fundraisers include Dairy King promotion, donation cans at various businesses, Optimist concession stand. They will seek donations from the Chamber of Commerce and local businesses. Council approved a donation of \$1,000.
2. Delinquent Utility Policy. Council approved the policy. Water service will be disconnected during the winter months if a customer is delinquent.
3. Website Foreclosure Notice. Council approved to put on website. Tabled vacant building registration fee.
4. Rock/Oiling alleys/driveway. October 17<sup>th</sup> at cost of \$.15 sq. ft.
5. New roof at street shed. Council approved to proceed at estimated cost of \$15,000. Materials estimated at \$9,000 to be taken from TIF. Labor estimated at \$6,000 to be taken from street budget.
6. New cell tower lease. Tower to be located by street department. City to receive \$600.00/month.
7. TIF Inducement Resolution. Approve at Council meeting. Allows Poettker Construction Co. to proceed with their project prior to formal TIF Agreement.

8. Ambulance SSA Contracts for 2014/2015. Council approved following: Breese City: \$104,000; Breese Township: 37,000; Germantown Village: \$27,300; Germantown Township: \$29,000. This represents about a 5% increase from last year. Clinton County will send formal contracts.
9. Ambulance building. Council approved quote from Terminex in amount of \$6,075 for repairs.
10. MAEDC Conference. Council approved Mayor attending on December 7-11.

The meeting adjourned at 8:15 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

DATE: 10-20-14

## TOPICS PREPARED FROM DEPARTMENT MEETING: 10-16-14

## UTILITIES:

- Engine report
- Electric Rate Structure

## PUBLIC WORKS:

- Relief Sewer Project
- Cell Phone Tower lease
- Sidewalk to St. Vincent
- Hannah's restroom project
- Ted Voss subdivision – he will be there at beginning of meeting to discuss cost.

## POLICE:

- Halloween – Oct 31, from 6pm to 8pm
- 

## RECREATION:

- Christmas decorations at North Park
- Pool – new filters update

## BUSINESS ADMINISTRATOR:

- Upcoming projects
- Marketing tools
- Enterprise Zone
- Frank Richter

## CITY CLERK:

- Revising Ordinance Book – will set meeting for Joanne and supervisors
- City Clerk/Collector and Treasurer

## AMBULANCE:

- Letter of support for St. E's
- Protective gear

## ZONING:

- Jung special use permit

## MAYOR'S REPORT:

- Rt. 50 news
- Changes in Economic webpage
- Illegal meetings, transparency
- Trip

**FINANCE COMMITTEE MEETING \* OCTOBER 20, 2014**

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, Bill Fischer, Debbie Koetting, Carl Ratermann, Norb Tebbe, Kevin Timmermann, Gary Usselman. Absent: Paul Steinman.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, EMS Director Michael Berndsen.

Press: None.

Visitors: Ted Voss.

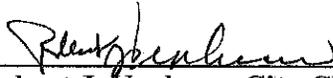
The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for September were distributed at the October 7<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. TLV Estates Property. A 25' x 800' strip located at the north end of TLV Estates and just south New Rt. 50. The future use of the property would be for drainage purposes. Cost of property \$2/sq. ft. Council rejected offer since they not only felt it was excessive, but also the chance of the overall project happening to be remote.
2. Ted Voss/TLV Estates. Approved reimbursing Ted Voss \$3,000 for having to change his subdivision plans to exclude the stated drainage area.
3. Power Cost Adjustment/Base Rate. Council agreed to change the PCA Base Rate to about \$.070. This shifts a portion of the charges from the power cost adjustment to the power cost base rate. The change in itself will not increase the overall electric rates.
4. Restroom at North Park. The old restroom on the east side of north park has been demolished. A handicapped accessible one is being constructed. This is being done relative to the proposed Hannah's Playground.
5. New filters at Swim Pool. Council approved for Don Voss to order them.
6. Update Comprehensive Plan. Relative to the proposed Poettker Construction Development.

7. CDAP Grant. Seek grant(s) to upgrade Holy Cross Lane East.

The meeting adjourned at 8:50 p.m.

Non-verbatim minutes taken by:   
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: Nov. 17, 2014

## TOPICS PREPARED FROM DEPARTMENT MEETING:

## UTILITIES:

- New engine test
- 

## PUBLIC WORKS:

- Ted Voss – will be at meeting to discuss land for drainage and sidewalk
- Relief sewer project started
- Sidewalk between hospital and St. Vincent subdivision
- Cell tower lease

## POLICE:

- Chamber Christmas parade Sat. Nov 29, rain date Sun. Nov 30 : 6 pm start & fireworks
- Rick Fitzgerald retirement July 1, 2015

## RECREATION:

- Lighting in North Park
- Golf Appreciation Day Sun. Dec. 7, 2014

## BUSINESS ADMINISTRATOR:

- Report on enterprise zone, TIF industrial park
- 

## CITY CLERK:

- Tax levy ordinance:
- 

## AMBULANCE:

- 
- 

## ZONING:

- Zoning meeting Nov. 20 – Jennifer Jansen
- 

## MAYOR'S REPORT:

- TIF and schools:
- Joint Review Board meeting
- AT. 50 BRIDGE REPAIR

FINANCE COMMITTEE MEETING \* NOVEMBER 17, 2014

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, Bill Fischer, Debbie Koetting, Paul Steinman, Kevin Timmermann, Gary Usselmann. Absent: Carl Ratermann, Norb Tebbe.

City Officials: Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, EMS Director Michael Berndsen.

Visitors: None.

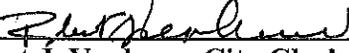
The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for October were distributed at the November 4<sup>th</sup> Council meeting.

The Council went over the attached agenda. The following is action taken relative to the agenda or other matters discussed.

1. New engine/generator #8. The tests performed today went well.
2. Relief Sewer Project. Project progressing. The matter of the contractor meeting the completion date was brought to the attention of the Council.
3. Ted Voss land purchase. Council agreed to purchase the 25' x 800' strip for \$30,000. The property is located at the north end of TLV Estates and just south of New Rt. 50. The future use of the property would be for drainage purposes. The matter of access to the property would be brought to the attention of Ted.
4. Police Officer Rick Fitzgerald retirement. Due to Rick's proposed retirement on July 1, 2015, Council agreed to send Ryan Isaak to the full-time police academy starting in January 2015, per the request of Chief Fix. Isaak would have to be hired full-time by the City prior to starting the academy.
5. Enterprise Zone. Pass Ordinance at November 18<sup>th</sup> meeting.
6. Elementary District #12. Mayor met with their officials regarding how the City's TIF affect them. Agreed to work with them on some capital improvement projects.
7. 2014 Tax Levy (payable in 2015). Council agreed to keep the rate about the same as last year.

8. EMS Conference. Michael Berndsen and Tim Schleper gave a report of the conference both attended last week. They will seek further information on a new billing company. Michael spoke on a vehicle monitoring system that may be pursued in the future.
9. Joint Review Board. Annual meeting has been scheduled for December 16<sup>th</sup> at 6 p.m.

The meeting adjourned at 8:25 p.m.

Non-verbatim minutes taken by:   
Robert J. Venhaus, City Clerk

FINANCE MEETING

DATE: 12-15-14

TOPICS PREPARED FROM DEPARTMENT MEETING: 12-11-14

UTILITIES:

- Wholesale distribution Service Rate Refund
- Possible opportunity for solar cell installation in cooperation with IMEA
- Utility Clerk -proposal

PUBLIC WORKS:

- Unlimited Play – site work costs
- Relief sewer – test on pump; force order on cost for rock removal
- Ted Voss – access and sidewalks
- Sidewalk to Fieldcrest – completed except for seeding

POLICE:

- Hiring Ryan Isaak to be full time for the holidays – Schooling starts in January

RECREATION:

- Pool filters report

BUSINESS ADMINISTRATOR:

- Holy Cross East – drainage project – still awaiting DCEO approval
- TIF contracts – 4 contracts to be approved in near future
- Inducement letter for Poettker's project

- Revolving loan – Haag’s requesting loan for new contracts
- Comprehensive plan update
- MAEDC report
- 

CITY CLERK:

- IMRF –Long Term care Insurance
- Ordinance book

AMBULANCE:

- Billing options
- 

ZONING:

- 

MAYOR’S REPORT:

- JRB meetings – Dec. 16, 2015 – TIF 1 at 6 pm; TIF 2 at 6:30
- Dec. 26 – City offices will be open
- Tim Schleper – Clinton County EMA director – part time position
- THE GLOBAL RETAIL REAL ESTATE CONVENTION (RECON)  
MAY 17-20, 2015

3

FINANCE COMMITTEE MEETING \* DECEMBER 15, 2014

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, Debbie Koetting, Carl Ratermann, Paul Steinman, Norb Tebbe, Kevin Timmermann, Gary Usselman. **Absent:** Bill Fischer.

**City Officials:** Mayor Charles E. Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper.

**Visitors:** Madalyn Lane, Amy Garcia.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for November were distributed at the December 4<sup>th</sup> Council meeting.

The Council went over the attached agenda prepared by Mayor Hilmes. The following is action taken relative to the agenda or other matters discussed.

1. **Haag Foods.** Requested a loan of \$200,000 from the City's Revolving Loan Fund. Recently Haag Foods was awarded the "Ovation Brands" restaurant concept beginning January 19, 2015 and were in need of some additional working capital. The new business will allow Haag to hire 10-12 new employees. The Council was in general agreement to proceed since approval is needed from the State.
2. **Wholesale distribution service rate refund.** The City's share comes to \$145,167 and will come via a credit on the IMEA power bill over the next 3 months.
3. **IMEA solar cell installation.** Since the project would take about 1-2 acres of land and with no real benefits, the Council was not receptive to participate.
4. **Jessica Duncan pay raise.** Don Voss and Dale Detmer felt she deserved a \$1/hr raise. She works about 30/wk as a part-time administrative assistant in the public works department. After some discussion, the Council voted to grant the raise with Aldermen Steinman and Alderman Ratermann dissenting.
5. **Hannah's Playground.** Council approved for the City to pay for the site work costs totaling about \$19,000.

6. Relief Sewer Project. Contractor encountered some unforeseen rock while excavating which hindered the project. A change order will be forthcoming increasing the contract due to problem.
7. Ted Voss/TLV Estates. Ted agreed to provide access to the land the City plans on purchasing for drainage purposes. No decision when he plans on putting the required sidewalks in his subdivisions.
8. Sidewalks in subdivision. Mayor Hilmes felt that sidewalks should be put in when a house is completed.
9. Dave Kluemke/grease trap. Council felt that if Dave starts frying chicken for people he would need to install a grease trap. Also, may need a special use permit for a home occupation.
10. Swim Pool Filters. The application will soon be sent to the State for approval. Don Voss was recently certified as a contractor.
11. Holy Cross Lane East Project. Project entails drainage improvements. Funding from the Revolving Loan in the amount of \$315,000. Paperwork being submitted to State.
12. TIF Agreements. Agreements for Lawn & Garden, Niemeyer Insurance, Midwest Tractor and Legacy Place will soon be presented for action.
13. Haag Food Service. Council agreed the term of the loan should be for only 3 years.
14. Comprehensive Plan Update. City attorney working on some zoning matters in the plan. The schedule is to approve it in February 2015.
15. MAEDC Conference. Tim Schleper reported on the conference he attended. Site selection was one of the main topics.
16. Health Insurance. Working on some details but initial projection is about a 5.5% increase on a plan from Blue Cross Blue Shield from the current plan.
17. IMRF Long Term Care Plan. This is strictly an employee option but would need Council approval. Council in agreement to participate.
18. Ambulance Billing Options. Council agreed to proceed with the new billing company.
19. RECON15 Conference. The Global Retail Real Estate Convention. Council approved Mayor Hilmes and Tim Schleper to attend the conference in Las Vegas, NV on May 17-20, 2015.

20. Clinton County EMA Director (part-time). Tim Schleper slated to be appointed to the position. Tim informed the Council the work would be done at night, but there are two day meetings. He said he would also cut back on ambulance and police part-time work. Council did not prohibit him from accepting the position as long as it did not interfere with his duties as City Business Administrator.

The meeting adjourned at 9:35 p.m.

Non-verbatim minutes taken by: Robert J. Venhaus  
Robert J. Venhaus, City Clerk