

## FINANCE MEETING

DATE: Jan 19, 2015

TOPICS PREPARED FROM DEPARTMENT MEETING: Jan 15, 2015

## UTILITIES:

- CPI on utility rates
- Ordinance on Power Cost Adjustment
- 

## PUBLIC WORKS:

- Relief Sewer update – Haier close to completion
- TLV – Sidewalks and access
- Proposed 2015 work projects – weather and funding can change projects and schedule

## POLICE:

- Ryan Isaak – started schooling
- 

## RECREATION:

- Pool filters – application submitted to Health Dept.
- Hannah's restroom – block being laid, roof to come after

## BUSINESS ADMINISTRATOR:

- TIF contracts: Breese Lawn & Garden; Mid-West Tractor Service; Legacy's & Niemeyer's Ins. Agency contracts coming
- Haag loan update
- Holy Cross East drainage project – close to DCEO approval
- Comprehensive Plan update
- Enterprise Zone update

## CITY CLERK:

- Ordinance Book revision – Questions from the City Attorney; next step is setting meeting with Frank Heiligenstein to finalize changes/additions

## AMBULANCE:

- Billing program report

- 

## ZONING:

- Feb. 5, 2015 – Zoning Board meeting on Mayberry request

- 

## MAYOR'S REPORT:

- Salary negotiations in 2015 for both salaried and hourly employees – do we go with percentage increase or flat increase???
- Note being sent to employees about Long term Care option from IMRF
- Rt. 50 coalition dues – Our share is \$700 for 2015, short report of meeting
- Rainy day fund – raise from \$100,000 To \$125,000 in monthly report
- Ward Boundaries – Ward 2 has 633 registered voters. Ward 1 – 836 voters; Ward 3 – 892 voters; Ward 4 803 voters. Average should be 791 voters. Contacted County clerk about changing ward boundaries for Nov. 2016 elections
- Telecommunications Tax – now is 1% which equal just over \$26,000/yr. Could increase to 6% which would give general fund around \$130,000/yr more revenue. Maybe look at something in the middle??

FINANCE COMMITTEE MEETING \* JANUARY 19, 2015

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,

Visitors: Chris Hamilton

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

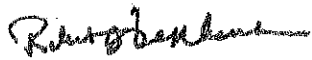
The Council went over the attached agenda prepared by Mayor Hilmes. The following is action taken relative to the agenda or other matters discussed.

1. Lincoln Village Subdivision Addition. Developer Frank Richter showed the Council his plans for a 10-lot addition. 6-Lots north of Patriot Drive and 6-Lots south of Patriot Drive. Council approved for Frank to proceed with the Preliminary Plat.
2. Electric Rates/Power Cost Adjust. Ordinance to make the modifications to be presented for action at January 20th Council meeting. All in favor.
3. Lineman Jason Deering. Leaving the City to work for Clinton County Electric Coop and February 16<sup>th</sup> will be his last day. The main reason given for resigning is the City's residency requirement.
4. Swim Pool Filter. The Permit application has been sent to the State.
5. Sidewalks in Subdivisions. Council in agreement that the sidewalks should be installed once the house has been built.
6. New Officer Ryan Isaak. Recently started the police academy at SWIC.
7. Proposed Hannah's Playground. City in need of a site plan.
8. Haag Food Service. Paperwork is being finalized to complete their request for a \$200,000 Revolving Loan from the City.

9. **Revolving Loan Funds.** State recently approved \$315,000 of the City's Revolving Loan Funds for the drainage project on Holy Cross Lane East. St. Joseph Hospital expansion project justified the jobs requirement.
10. **Update Code of Ordinances.** The review basically finished and a meeting with Illinois Codification will be setup to finalize the updates.
11. **Ambulance Billing Program.** Cost of the proposed new program not favorable. May stay with Mediclaims if they can produce better reports.
12. **Pay Raises.** Council mixed on whether to go with percentage increase or flat increases.
13. **Rainy Day Fund.** Council agreed to raise the amount to \$125,000.
14. **Ward Boundaries.** Ward 2 is deficient and working with County clerk to rectify the matter.
15. **Telecommunication Tax.** Tax is now 1% but can go to 6%. City currently receives about \$26,000/yr. The matter table for further study.
16. **Surplus property.** Street department will be accepting bids for some items. Ad will be placed in paper.

The meeting adjourned at 8:30 p.m.

Non-verbatim minutes taken by:

  
\_\_\_\_\_  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: 2-16-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 2-12-15

## UTILITIES:

- RELIEF SEWER: financing of project - \$465,000 from Capital Bill
- New Chipper

## PUBLIC WORKS:

- 2015 projects: Hannah's playground – site prep; finish Mater Dei project; Holy Cross East
- Ted Voss – sidewalk and R.O.W.
- 

## POLICE:

- 
- 

## RECREATION:

- Hannah's restroom and site plan
- New filters for pool
- Golf Course – problems with internet speed

## BUSINESS ADMINISTRATOR:

- Haag loan report
- Comprehensive Plan report

## CITY CLERK:

- Ordinance book – getting copies to be looked over by supervisors
- Health insurance report

AMBULANCE:

- computers
- 

ZONING:

- Mayberry zoning request
- 

MAYOR'S REPORT:

- Feb. 19 IDOT meeting in Springfield
- Contracts for salaried and hourly
- Begin preparation of 2015 – 2016 budgets – allow for wage increases

FINANCE COMMITTEE MEETING \* FEBRUARY 16, 2015

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

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, Police Chief Bob Fix, EMS Director Michael Berndsen, Zoning Administrator John Becker.

Visitors: Chris Hamilton.

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

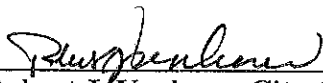
The Council went over the attached agenda prepared by Mayor Hilmes. The following is action taken relative to the agenda or other matters discussed.

1. Financing Sewer Relief Project. Council approved a temporary loan from the electric fund to the sewer fund until the grant monies are received.
2. Chipper. The old chipper is shot. Dale Detmer has been talking to some companies about used and new ones. Council gave Detmer full power to act upon notifying Council.
3. Electric Lineman. City employee Craig Deiters will replace Jason Deering as lineman. Jason recently took a position with Clinton County Electric Coop.
4. Hannah's Playground. Received a site plan. The equipment has not been ordered.
5. Holy Cross Lane East. The proposed drainage work will be done late in the year or even next year.
6. TLV Estates Phase 4. Should be ready for council action.
7. Sidewalks in subdivisions. Don Voss spoke with Ted Voss and should not be an issue.
8. Re-Plat 10 lots in Lincoln Village. On agenda for Tuesday Council meeting.

9. Swim Pool Filters. Illinois Department of Public Health had some items on the submitted plans that needed to be addressed. Will need to re-submit. Council approved buying some necessary material for the project from Norrenberns Pool.
10. Concrete. Approved bidding out the concrete needs for FY '16.
11. Proposed TIF #3 for Poettker Construction Project. Still waiting for favorable unemployment numbers to proceed.
12. Proposed Revolving Loan for Haag Foods. Tim Schleper informed the Council about the application of Haag Foods for the requested \$210,000 Revolving Loan. Council agreed to proceed with the loan.
13. New restroom at Park (east side). The project just about completed.
14. Revisions to the Revised Code of Ordinances. Illinois Codification Services has completed the revisions and will send the City two copies for final review.
15. Ambulance computers. Still researching the best route to go. Looking into possibly leasing.
16. Verizon Wireless proposed cell tower. John Becker informed council it will be classified as a utility substation. The tower would be located at the street department.
17. Health Insurance. Mayor stated the health insurance committee is looking to offer the employees a variety of plans to choose from. The employee contribution over the past years has come to \$1.14/hour (employees raises were lowered when insurance cost increased). Council approved giving the employees the \$1.14/hr but would be payroll deduction to cover the health insurance. Due to City share of IMRF, Soc Sec, etc. the net effect would be about \$18,000 over a year for all employees.

The meeting adjourned at 8:28 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk



## FINANCE MEETING

DATE: 3-16-15

TOPICS PREPARED FROM DEPARTMENT MEETING: prepared from emails received from supervisors

## UTILITIES:

- Needed upgrades at wastewater plant
- Water Tap-On fees – Sen. McCarter's bill SB 1815 – Local Gov't Committee

## PUBLIC WORKS:

- Pool filter project

## POLICE:

- Set date for Police committee meeting – March <sup>30</sup>~~23~~ at 7 pm

## RECREATION:

- Hannah's Playground project
- Opening of parks

## BUSINESS ADMINISTRATOR:

- Project OS 12-1788 – splashpad/ baby pool project - suspending project costs until further notice. Will get same notice for sewer project

## CITY CLERK

- Budgets for 2015-2016

## AMBULANCE:

- Computers and billing options

## ZONING:

## MAYOR'S REPORT:

- TIF Conference Apr. 8 – 10 in Columbia
- Posting Truth in Taxation on our website in addition to newspaper. SB792
- Rt. 50 meeting Mar. 20 – Olney – Rep Reils and IDOT assistant secretary Rich Brauer
- Salary negotiations: will have to wait until we know what the state Legislature is going to do.

## FINANCE COMMITTEE MEETING \* MARCH 16, 2015

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, EMS Director Michael Berndsen.

Visitors: Chris Hamilton.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for February were distributed at the March 3<sup>rd</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. Wastewater Treatment Plant Status. HMG Engineers evaluated the plant's current loading and future needs in 2006. They prepared a Facility Plan with a 20 year needs projection that recommended a plant upgrade to increase capacity from 0.6292 MGD TO 0.868. The cost was estimated at \$3 million (2007 dollars). The EPA requested a status report of the recent infiltration and inflow study of the collection system and a plan of action. Council approved to HMG update the Facility Plan.
2. Water plant operator position. City accepting applications for the position.
3. Filter Project at the Swim Pool. Permit has been received and materials ordered.
4. Police Committee meeting. March 30<sup>th</sup> at 7 p.m. in city hall. The purpose of the meeting is to determine the feasibility of hiring another police officer.
5. OSLAD Grant. The grant was for the new swim pool splash pad and new roofs and painting of the pool buildings. Council agreed to close out the project even though the roofs and painting still need to be done. The State has put a hold on funding for the grant projects and Council wanted to get the grant request to the State before they renege on it.
6. TIF Agreements. Foppe Ace Hardware and Mel/Janet Deien TIF Agreements on the agenda for Tuesday's council meeting.

7. Fiscal 2016 Budgets. Department heads to have their proposed budgets to city clerk by next finance meeting.
8. Ambulance personnel. Two paramedics have indicated they may be leaving for better paying jobs.
9. Mayor asked that all major purchases be suspended until the State decides what they are going to do with the Income Tax monies. The State has threatened to reduce the amount of State Income tax the City receives by 50%, which would cost the City about \$219,000 per year. Also, salary negotiations will also be put on hold until the State budget is clarified.

The meeting adjourned at 8:45 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: 4-20-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 4-16-15

## UTILITIES:

- Sewer plant update
- Christmas lighting at park

## PUBLIC WORKS:

- Hannah's playground and restroom
- Summer and fall projects
- Ted Voss – sidewalk construction along Voss-Clare lane
- Bid Opening for Holy Cross culvert project

## POLICE:

- Bike safety – change date to May 16?
- Buddy Walk – May 2 – 5K run and Buddy Walk

## RECREATION:

- Optimists asking to borrow \$10,000 for playground. City will be paid back after Fallfest.
- Park Board meeting Apr. 22, 2015

## BUSINESS ADMINISTRATOR:

- ITIA report
- OSLAD grant funds and relief sewer project grant funds

## CITY CLERK:

- Budget report
- Business districts
- Authorize fund transfers: sewer, golf, ambulance

040

AMBULANCE:

- State inspections
- 

ZONING:

- Zoning hearing – Apr. 23, 2015 – Verizon tower
- 

MAYOR'S REPORT:

- Gov. Rauner's "TurnAround" resolution
- HSHS hearing – Apr. 21, 2015
- Powerpoint presentation for development of Holy Cross Commons – MAEDC conference in December
- Economic Development changes

## FINANCE COMMITTEE MEETING \* APRIL 20, 2015

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. Absent: Gary Usselmann.

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

Visitors: Chris Hamilton, Alderman-elect.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for March were distributed at the April 7<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 matter discussed.

1. Sewer Treatment Plant. HMG Engineers in the process of updating the facility plan.
2. Buried tank by power plant/substation. BHMG has been retained to develop a plan of action to have it removed.
3. Holy Cross Lane Culvert Project. Bid opening for the material to be held on April 28.
4. RoundAbout Project. IDOT is requiring a public information meeting regarding the project.
5. Buddy Walk on May 2. Council approved closing N. 10<sup>th</sup> St. Over 900 have signed up for the event.
6. Complaints regarding construction equipment in residential district. Duane Richter to be notified about the matter.
7. Optimist Pledge toward Hannah's Playground. Optimist pledged \$40,000 toward the project. \$30,000 has been paid. The Playground committee asked all commitments be paid as the project has started. Council approved a loan of \$10,000 to the Optimist. Monies to be repaid after the Fallfest.
8. Paint Swim Pool Buildings. Council approved the bid from Don Kuhl to paint the pump house; pool house and concession stand for \$4,800.

9. New roofs on swim pool buildings. Council approved Litteken Construction to do the work due to a May 28<sup>th</sup> deadline on the OSLAD Grant.
10. Business District. Tim Schleper handed material regarding the establishment of a Business District. The matter to be further discussed at a later date.
11. Budgets for Fiscal 2016. A date to be established to review the proposed budgets.
12. Funds in the "red". Council approved the city clerk to make interfund loans to make whole any fund that is in the red at the end of the fiscal year.
13. Zoning districts changes. Council approved the request from Zoning Administrator John Becker to prepare a list of proposed zoning changes. The changes are relative to having certain properties re-zoned to the proper zoning district.
14. Governor Rauner's "Turnaround " Resolution. Council agreed not to pass it at this time.
15. St. Elizabeth Hospital. Mayor Hilmes will testify Wednesday in favor of building a new hospital in O'Fallon, IL. Tim Schleper will accompany him.
16. Economic Development Changes. Mayor Hilmes felt the consulting services of Harold Palmer were no longer needed since Tim Schleper could now do the job. Council was in agreement. Mayor to notify Harold concerning this matter.
17. Mel/Janet Deien TIF Agreement. They have agreed to assign their agreement to "Citizens to Promote Scouting" (Boy Scouts). Council approved the assignment.

The meeting adjourned at 8:40 p.m.

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

## FINANCE MEETING

DATE: 5-18-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 5-14-15

## UTILITIES:

- Sewer project update
- 

## PUBLIC WORKS:

- Hannah's Playground progress & cost of cameras for playground area
- Holy Cross bid specs
- Complete Mater Dei retention project
- Walnut St. from N. 1<sup>st</sup> St. to N. Broadway
- Getting back to local drainage, curbing, and street projects for 2016

## POLICE:

- Letter to Duane Richter – unauthorized business in residential area.
- 

## RECREATION:

- Pool rate increases
- Pool filter project and painting of building –permit from health dept.
- Cameras for Hannah's Playground

## BUSINESS ADMINISTRATOR:

- Enterprise Zone update
- Haag's loan
- Submit OSLAD grant papers

## CITY CLERK:



- Budgets for 2015-2016
- 

#### AMBULANCE:

- Replace pumps on ambulance
- 

#### ZONING:

- May 21, 2015 – Jim Hummert's hearing on lot size in commercial area
- Angie Holtgrave letter – non-conforming lot
- McCain variance

#### MAYOR'S REPORT:

- Bruegge easement – vacating alley from 1990
- Website updating – putting city forms on the website
- Consultant update
- City Clerk office - future

## FINANCE COMMITTEE MEETING \* MAY 18, 2015

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, Chris Hamilton, Debbie Koetting, Carl Ratermann, Paul Steinman, Kevin Timmermann, Gary Usselmann.

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

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for April were distributed at the May 5<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 matter discussed.

1. Sewer Plant Upgrade. HMG Engineering updating the plans. Information should be available in the Fall.
2. Holy Cross Lane East Culvert Replacement Project. Bid Opening held April 28<sup>th</sup>. Low Bidders were County Materials Corporation and Kohnen Concrete Products. Council in agreement to waive the proposal guaranty for Kohnen Concrete Products. Bids to be approved at May 19<sup>th</sup> Council meeting.
3. Railroad Ditch at Walnut Street Crossing. Council authorized the City Attorney to send letter to the Railroad about the erosion on the east side of Walnut Street causing an unsafe condition.
4. Swim Pool Rates. Council approved slight increases.
5. Security Cameras at Hannah's Playground. Council approved the bid from Jim's Sales & Service for \$5,700.
6. Enterprise Zone Application. A public hearing is required. State will make a decision this Fall.
7. Swim Pool Filter Replacement Project. Illinois Department of Public Health inspected the project last Friday and approved it.
8. Haag Foods Excessive dust. Mayor Hilmes to contact Haag about the matter.
9. Little Prairie Estates Subdivision. Council reviewed and on agenda for May 19<sup>th</sup> meeting for approval.

10. Relief Sewer Project. Two Change Orders to the contract of Haier Plumbing & Heating on the agenda for May 19<sup>th</sup> Council meeting.
11. HMG Task Order #10. On agenda for May 19<sup>th</sup> Council meeting.
12. General Fund Budget for Fiscal 2016. Council reviewed the preliminary budgets. No final action until the State makes a decision on how much they will cut the LGDF monies.
13. Ambulance Replacement Pumps. Council approved the purchase.
14. Angie Holtgrave zoning issue. Council agreed to give her 90 days to rectify the matter.
15. Bruegge Furniture alley vacation. Previously approved in 1988. Appears all the easements required were granted. Council agreed to sign the document to vacate the alley so the title is clean in order for Mike Bruegge to sell the property.
16. City Clerk Office. Mayor asked the Council to give some thought on how to structure the city clerk office when City Clerk Robert Venhaus retires in 2017.

The meeting adjourned at 8:40 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: 6-15-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 6-11-15

### UTILITIES:

- Sewer update
- Wade Sales & Service sewer extension

### PUBLIC WORKS:

- Mater Dei retention project
- Been working on smaller jobs
- Rock and Oiling – dates to be set
- Cross walk at Main and 50
- Increase handicap parking spots at Hannah's Playground
- Jim Hummert – sewer tap
- Curbing done by home owner – hire someone to put it in

### POLICE:

- Housing concerns: trailer; Deien cleanup; Hilmes burnt house; Knebel; Volger N. 7<sup>th</sup> and Walnut St.
- St. Dominic Picnic – June 20

### RECREATION:

- Hannah's Playground – Grand Opening is on June 21, 2015
- Overflow in baby pool
- Storm & lightning rules in City Parks (30 minutes); burn pits

### BUSINESS ADMINISTRATOR:

- Comprehensive plan and TIF map

- Dist. 12 request
- ICSC
- OSLAD & sewer grant report

#### CITY CLERK:

- Budgets – need Appropriation Ordinance to be passed on July 21. Do we assume cuts in revenue OR proceed with our estimates of past revenue and cut accordingly. No major capital purchases until the end of the year
- 

#### AMBULANCE:

- Demo of tablets - report
- 

#### ZONING:

- McCain variance
- 

#### MAYOR'S REPORT:

- Haag's lot and dust
- Salaries: starting with supervisors and continue with hourly
- Training of summer help
- EAV in Breese, TIF #1 & TIF #2

## FINANCE COMMITTEE MEETING \* JUNE 15, 2015

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, Chris Hamilton, Debbie Koetting, Carl Ratermann, Paul Steinman, 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.

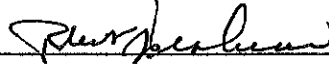
The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for May were distributed at the June 2<sup>nd</sup> Council meeting.

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. Wade Sewer Extension. Council approved proceeding with the project.
2. East Lift Station. HMG Engineers doing hydraulic study.
3. Proposed crosswalk at North Main and Old Rt. 50. IDOT has been contacted and project proceeding.
4. Handicapped Spaces by Hannah's Playground. Council agreed to provide three spaces initially.
5. Foods and Things Sewer tap. Council unanimous that there shall be a separate sewer tap as required by the zoning variance.
6. Replacement curbing by Ken Fields residence. Curbing to be replaced by street department when time permits.
7. Burn pits. Council agreed to ban burn pits in city parks.
8. Appropriation Ordinance. Council agreed to appropriate capital outlay expenditures but need council approval before purchases are made.
9. Meals on Wheels. BAC building not big enough for a kitchen to prepare meals.
10. Haag Foods excessive dust. Council authorized the city attorney to send Haag a letter if they do not take action to remedy the situation.

11. Conference report. Tim Schleper presented the Council with a report on the conference he recently attended in Las Vegas.
12. Comprehensive Plan. PGAV submitted a cost not to exceed \$3,000 to prepare the maps.
13. District #12 Request for TIF Funds. Will ask the Council to help with a capital expenditure. No action until they submit their proposal.

The meeting adjourned at 8:45 p.m.

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

## DEPARTMENT MEETING

DATE: 7-16-15

PURPOSE: TO INFORM MAYOR, CITY COUNCIL, AND OTHER SUPERVISORS OF ONGOING & UPCOMING PROJECTS THAT AFFECTS THE RESIDENTS OF THE CITY OF BREESE.

## UTILITIES:

- Sewer updates – planned improvements
- Testing – what are best practices
- IMUA/IMEA meeting at doubletree in Collinsville at 6:30 pm

## PUBLIC WORKS:

- Rock and oiling
- Small projects being done
- Walnut at the overpass – County willing to work with on this project if we can provide some of the labor.

## POLICE:

- Is there a need for part time officers? – If so, how do we go about hiring some?
- Update on properties in need of maintenance

## RECREATION:

- Golf course budgets and revenue -
- 

## BUSINESS ADMINISTRATOR:

- Enterprise Zone update
- Retaining business

## CITY CLERK:

- Appropriation Ordinance
- City Clerk/Collector changes??

## AMBULANCE:

- Ambulance Community Outreach – July 26, 2015
- Ambulance Scramble Aug 1, 2015



## ZONING:

- Foppe hearing notice — Amend the zoning of 366 N. 2<sup>nd</sup> St. from R-1 to C-1
- Toni Garcia — Special Use for dog grooming business at 1280 Ellwood Dr.

## MAYOR:

- Margo Meissner house
- C.D.I. conference in Moline 8-10-15 to 8-13-15
- IML conference — 9-17-15 to 9-19-15; 4 Council members are allowed to go if they wish
- TIF conference — 9-16-15 to 9-17-15
- Railroad property
- Supervisors salary negotiations

**FINANCE COMMITTEE MEETING \* JULY 20, 2015**

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, Chris Hamilton, Debbie Koetting, Carl Ratermann, Paul Steinman, 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, EMS Director Michael Berndsen.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for June were distributed at the July 7<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. IMEA/IMUA Meeting. August 13<sup>th</sup> at 6:30 p.m. in Collinsville.
2. Upgrade Sewer Plant and East Lift Station. HMG Engineers currently working on both projects.
3. Testing of three different ditches/lakes: JayCee Lake, Lake north of Lakeview Drive; and three locations at the Breese East Subdivision Lake. One in front of the lift station; another just past lift station, and in the middle of Breese East Lake. Testing will continue to determine the affect of pumping of sewer at the east lift station.
4. Additional police officer/part-time police officers. Council agreed no hiring of an additional officer until the work comp claim of Officer Fitzgerald has been settled. The matter of part-time wages to be discussed with the police chief.
5. Dilapidated/unkempt properties. City attorney is working on them.
6. Golf budget/revenues. The projections show the golf fund to be in the red at the end of the year. The recreation committee to meet and discuss changing the course where only nine holes are maintained. Currently, with the alternate course setup, eleven holes are maintained.
7. Swim Pool. A permit is being sought to change the chlorination system.
8. Business retention. The matter of establishing another TIF area to accommodate a business to expand and build in Breese is being studied. Part of TIF #1 would be deleted and included in the new TIF.

9. **City Clerk/City Collector.** The matter of re-structuring the personnel in the city clerk office upon the retirement of current city clerk Robert Venhaus was discussed. Council in general agreement to make the next city clerk a part-time position and changing the responsibilities of the city collector. The matter to be discussed with the city attorney.
10. **Meissner Property.** The Mayor was given authority to make an offer on the property of the late Robert and Dorothy Meissner, located just east of city hall.
11. **Supervisor Salaries.** The contracts for the salary employees and hourly worker expire in November 2015. Council decided to do raises of the salary employees first. The proposed increase in salaries was discussed. Mayor Hilmes to notify them of the offer.

The meeting adjourned at 9:20 p.m.

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

Finance Committee \* August 15, 2016Agenda

## UTILITIES:

- Sewer line project – lift station permit approved
- Reclamation – tank removal
- Super Value – sewer credit

## PUBLIC WORKS:

- Purchase of Ratemann property
- Walnut St. project – use of RR property for culvert and sidewalk
- Fall work projects

## POLICE:

- Approval of crosswalk cameras on Walnut and Voss-Clare
- Sept. 18 – D.A.R.E. Motorcycle Ride

## RECREATION:

- Park Board meeting 8-24-16
- Establishing a dog park
- Pool schedule – Aug.15 – Sept. 4
- New cash register at golf course – problems with internet and credit cards

## BUSINESS ADMINISTRATOR:

- South 4<sup>th</sup> St. TIF – Sept 6 meeting
- SSA for ambulance – need to let County know by Sept. 1

- Best One – 6 jobs created – construction to start soon

CITY CLERK:

- Ordinance changes to be approved on Sept. 20, 2016 meeting

- 

AMBULANCE:

- Ambulance tourney report

- 

ZONING:

- Zoning updates – to be approved at Aug. 16, meeting

- 

MAYOR:

- E-waste pickup in October
- Cahokia Mounds Resolution
- Charter – revoking free account for B.A.C. building. Would recommend cancelling Charter, maybe get an antenna?
- TIF convention –Sept 15 - 16
- IML convention Sept 22 -25

**FINANCE COMMITTEE MEETING \* AUGUST 15, 2016**

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

City Officials: Mayor Charles E. Hilmes, City Business Administrator Tim Schleper, Administrative Asst. Sandy Hemann.

Visitors: Will Schleper.

Press: None.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for July were distributed at the August 2<sup>nd</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. Will Schleper. Presented his Eagle Scout Project. The project consisted of an entrance to Hannah's Playground. Council approved the project contingent on approval of the park board.
2. Tank Removal Project. The project consists of removing an old tank buried by the power plant and should be completed in about a month.
3. Super Valu sewer bill. Council granted their request for relief on their sewer bill since the excessive amount of water used on their cooling towers did not go down the sewers.
4. Ratermann Property. Property and right-of-way needed for the Holy Cross Lane Revolving Loan/St. Joseph Hospital Project is at an impasse. City attorney to write them a "final offer" letter.
5. Walnut Street Extension. The final leg of the project ends at the railroad tracks. The City requested permission to install a sidewalk and culvert. Railroad wanted an excessive amount to even review the plans. HMG Engineers to contact them and report back in a month.
6. Water/Sewer Service Truck. Council tabled the request for further information. The price of the truck was about \$63,000.

7. New Cameras. Council agreed to proceed with the placement of cameras at the intersection of North Walnut and Vossclare Lane.
8. Proposed Dog Park. A Boy Scout requested permission to build one for his Eagle Scout Project. Council felt the only place where there is room is at the soccer park. The cost and liability was discussed. The cost could run as high as \$50,000. Tabled for further study.
9. Square Reader. Will be installed at the golf course at an estimated cost of \$1,500.
10. Proposed S. 4<sup>th</sup> St/Germantown Road TIF. The TIF Redevelopment Plan has been prepared by PGAV Planners. The various notifications is the next step.
11. SSA Ambulance Contracts. Council agreed to increase them by 3.75%.
12. City clerk ordinance changes. The changes will be ready for Council action at the September 20<sup>th</sup> meeting. The Council agreed the salaries for the city council would stay the same.
13. EMS Golf Scramble. Profit was estimated at \$15,000 and earmarked for a power load/stair chair.
14. Swim Pool water leak. Council in agreement to "forgive" the excessive charges.
15. Conferences. Illinois Municipal League on Sept. 22-25 and ITIA on Sept. 13-15. Council approved those wishing to attend.
16. Advertising. Council approved \$100 for a hole sponsor for the Rt. 50 Coalition golf fundraiser.
17. Fall Cleanup. Waste Management to be contacted on how much they will charge to take televisions.
18. Travel Expenses. A new law becomes effective January 1, 2017 and an ordinance concerning it will have to be passed.

The meeting adjourned at 8:25 p.m.

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

FINANCE MEETING

DATE: 8-17-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 8-15-15

UTILITIES:

- Sewer upgrade report
- Bucket Truck recommendation

PUBLIC WORKS:

- Sewer grant report
- Project worked on this month
- Sept. 8, 9, & 11 – Rock and Oiling of NE quadrant of Breese
- 9-29-15 & 10-2-15 – Rock and oiling of alleys and driveways, 15 cents/sq. ft.
- Vacate right of way in Clintonian Plaza and Haag Foods house
- Tif 3 – drainage north of Holy Cross – Brad Hummert, we will start with him if he is there early

POLICE:

- Part time applicants - report
- Houses on Walnut St. and Main St.

RECREATION:

- Christmas Lighting Committee
- 

BUSINESS ADMINISTRATOR:

- Economic developments – TIF 3
- Health Ins. changes

CITY CLERK:

- City Clerk changes
- Meissner property – closing on Aug. 31

AMBULANCE:

- Scramble report



- Equipment request

ZONING:

- Votes on zoning board recommendations for Ace Hardware & Toni Garcia
- Sept. 3, 2015 hearing – Beth Woltering request

MAYOR'S REPORT:

- CXS railroad news
- State budget – loss of video gaming revenue and MFT until budget is approved
- Salaried employees contract

**FINANCE COMMITTEE MEETING \* AUGUST 17, 2015**

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, Chris Hamilton, Debbie Koetting, Carl Ratermann, Paul Steinman, 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.

Visitors: Brad Hummert.

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

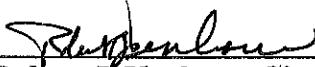
The Council went over the attached agenda prepared by Mayor Hilmes. The following is action taken relative to the agenda or other matters discussed.

1. New Bucket Truck. Approved the purchase of a 2016 Altec Industries Model TA60 bucket truck in the amount of \$184,997 to be used in the electric department.
2. Detention areas for proposed new TIF. Brad Hummert of HMG Engineers showed the Council some scenarios regarding detention areas for the proposed new TIF District north of town. One involves the purchase of some property. Council agreed to approach the property owner(s) regarding the matter.
3. Relief sewer grant. The final paperwork has been submitted. The matter of not including minority and female participation goals in the bid specs has created a problem. City working with DCEO and the Capital Development Board to get the issue resolved.
4. Vacate Right-of-Way. Council approved on proceeding to vacate the ROW on Haag Street.
5. Vacate Right-of-Way. Council tabled the request by Mark Timmermann to vacate ROW on the west side of Clintonian Plaza until some issues have been resolved.
6. Vacate Right-of-Way. Council denied the request of Doug & Jane Nelson to vacate ROW near North 1<sup>st</sup> and Mine Street.

7. Jerry Lampe Sewer Backup. The cause was tree roots in the City's main. City insurance company denied Lampe's claim. The insurance company did not find the City to be negligent. Lampe claimed damages of about \$15,000 for cleanup and replacement.
8. Part-time police officers. The recent ad in the paper did not bring qualified applicants.
9. Officer Rick Fitzgerald. Workman's Compensation approved him to work "light duty" and still receive workman's compensation. He is currently working light duty.
10. Health Insurance. Council agreed to accept the proposal from Blue Cross Blue Shield for an increase of 9% starting in October 2015. The anniversary date would have been January 1, 2016.
11. Meissner property. Council agreed to proceed with the purchase of the Meissner property. The realty company received an offer slightly higher than the City's agreed upon price.
12. EMS Golf Tournament. The tournament gross take was about \$20,000 and the net was about \$15,000.
13. PowerLOAD and Stair Chair. Council agreed to purchase the equipment for the ambulance department. The total cost was \$26,120.50 and use the proceeds of the tournament to help pay for it.
14. CSX Railroad. The CSX Railroad that goes through town has shut down for the foreseeable future.
15. Salary employees. Council discussed the counter-proposals submitted from some of the employees.

The meeting adjourned at 9:32 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

FINANCE MEETING

DATE: 9-14-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 9-10-15

UTILITIES:

- New truck
- 

PUBLIC WORKS:

- Roundabout construction – Public meeting – Sept 30, 2015
- Phase 2 – Drainage for roundabout
- Back flow preventers – inspection reports
- Retention along Holy Cross east
- Fall Clean-Up through W.M. – Oct. 24, 2015 from 9 am to 3 pm: also what to do with old TV's

POLICE:

- Report on dilapidated houses
- 

RECREATION:

- Christmas Lighting committee
- Park projects – showcase
- 

BUSINESS ADMINISTRATOR:

- TIF development
- Sewer grant project

CITY CLERK:

- 012
- Preliminary audit report

#### AMBULANCE:

- U.S.R.D. funds available for emergency equipment. Loans/grants
- Installation of power lift

#### ZONING:

- Vote on Beth Woltering property change from R-2 to Commercial
- 9-24-15 -- Zoning meeting to allow change from C-3 to R-2 and C-2 on Joe Kruep's property

#### MAYOR'S REPORT:

- Meissner property -- inspection needed for asbestos, roofing, etc -- what immediate uses do we have.
- Downtown improvement project
- Contracts -- supervisors
- Contracts - hourly

## FINANCE COMMITTEE MEETING \* SEPTEMBER 14, 2015

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, Chris Hamilton, Debbie Koetting, Carl Ratermann, Paul Steinman, 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, EMS Director Michael Berndsen.

Visitors: None.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for August were distributed at the September 1<sup>st</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. Proposed TIF Districts. A meeting with PGAV is scheduled this week at the IML Conference.
2. Relief Sewer Project. DCEO and Capital Development Board approved the City's plan regarding the matter of not including minority and female participation goals in the bid specs. The project includes new sidewalks and curbing in the sewer project area on North 1<sup>st</sup> St.
3. TIF Bonds Series 2005. Speaking with some security firms and Germantown Bank about refinancing them at a savings of \$60,000.
4. Roundabout Informational Meeting. September 30<sup>th</sup> at City Hall between hours of 6 p.m. – 8:30 p.m. presented by Clinton County and City of Breese.
5. Backflow preventers. Council agreed to send letters to businesses that they must meet the provisions of the Illinois Plumbing Code to have an approved backflow prevention device.
6. Property for Detention. Property owner has been contacted about the City wishing to purchase two acres for detention. No decision has been made.
7. Fall Cleanup October 24. Located at street department from 9 a.m. – 3 p.m. Council to investigate on what to do with old TV's since nobody will take them.

- 13 7 4
8. East Relief Lift Station. Council approved to proceed with soil borings at two different sites. One by Memorial Drive and the other by Community Link.
  9. Jerry Lampe sewer backup. City insurance still investigating the situation.
  10. Dilapidated houses. City attorney sending another letter to property owner on North Walnut. The house on South Main is in foreclosure.
  11. Bandstand at North Park. Showcase to present a plan regarding a proposed sidewalk to the bandstand. They indicated they would pay for material and labor. Council concerned about drainage.
  12. Ambulance grants. City looking into available grants for a new ambulance.
  13. Right-of-Way. City speaking to proposed property owner about acquiring a 60' ROW for future use. The ROW would be off Old Rt. 50 onto the Joseph Kruep Estate.
  14. Meissner Property. Council in general agreement to raze it. The Council would work with any interested party who would want to move it at their cost.
  15. Downtown Improvement. Mayor to contact the downtown businesses about ways to increase getting people to go downtown.
  16. Salary increases. Supervisor's contracts have been prepared. Mayor Hilmes gave any supervisor the opportunity to discuss his contract. Council discussed the wage raises of the hourly workers as well as the zoning administrator. Mayor asked for a 4-year contract.

The meeting adjourned at 9:05 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: 10-19-15

## TOPICS PREPARED FROM DEPARTMENT MEETING: 10-15-15

## UTILITIES:

- Sewer upgrade
- 1<sup>st</sup> St. project – drainage, sidewalk, and curb – State money

## PUBLIC WORKS:

- Fall projects
- Lampe sewer problems – taken care of, BUT how to prevent future sewer backups
- Fall Clean-Up
- 

## POLICE:

- Halloween – Oct 31, 2015 from 6 – 8 pm
- Rick Fitzgerald retirement

## RECREATION:

- Oct. 27, 2015 Golf Board meeting – finances and other topics
- Park – fall events

## BUSINESS ADMINISTRATOR:

- TIF developments
- 

## CITY CLERK:

- Hand out audit reports
- 

## AMBULANCE:

- SSA contract approval
- Continuing education and pay

## ZONING:



•  
MAYOR'S REPORT:

- Leaf Dump -- days and hours
- Hourly employees contracts

## FINANCE COMMITTEE MEETING \* OCTOBER 19, 2015

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, Chris Hamilton, Paul Steinman, Kevin Timmermann, Gary Usselman. Absent: Debbie Koetting, Carl Ratermann.

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 September were distributed at the October 6<sup>th</sup> Council meeting.

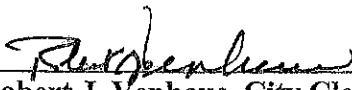
The Council went over the attached agenda prepared by Mayor Hilmes. The following is action taken relative to the agenda or other matters discussed.

1. HMG Engineers Task Order #13. On the agenda for the October 20 Council meeting.
2. North 1<sup>st</sup> Street Curb/Sidewalk Project. Plans have been completed and ready to bid out. This project is to satisfy the relief sewer grant project of not including minority and female participation goals in the bid specs.
3. Sewer backups. City employees to review the videos taken of the sewer mains to make sure action is taken if a blockage is spotted.
4. Officer Rick Fitzgerald Retirement. Will officially retire effective October 31, 2015.
5. Police base pay. Council agreed to establish a base pay for new hires.
6. New police officer. No action taken at this time.
7. Golf Board meeting. October 27<sup>th</sup> at 6 p.m. at the golf course. The main topic is finances.
8. New 3<sup>rd</sup> and 4<sup>th</sup> TIF Districts. PGAV is working on them.
9. Ambulance Paramedics. Council agreed to compensate them for attending the three required classes to keep their licenses.

10. Part-time ambulance EMT's and Paradics. Council tentatively approved pay increases as presented.
11. Special Service Areas (SSA) Contracts. Agreed to increase the SSA Ambulance Contracts by 3% from last year: Breese City; Breese Township; Germantown Village; and Germantown Township.
12. Hourly employees pay raises. A settlement has been agreed to and city attorney is preparing the 3-year contracts for all departments.

The meeting adjourned at 8:15 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk

## FINANCE MEETING

DATE: 11-16-15

TOPICS PREPARED FROM DEPARTMENT MEETING: 11-12-15

## UTILITIES:

- Sewer lift station and plant updates
- 

## PUBLIC WORKS:

- Crosswalk at Old Rt. 50 and Main St.
- ROW vacate of alley behind Clintonian Plaza
- Approval o TLV 4 & sidewalks

## POLICE:

- Christmas parade
- New officer and new car

## RECREATION:

- Golf course – change of route
- Christmas lighting update – discuss costs
- Customer Appreciation at Bent Oak – Dec. 6 from 1 pm till ??? Everyone welcomed

## BUSINESS ADMINISTRATOR:

- TIF report sent
- Report on new districts

## CITY CLERK:

- IMLRA renewal – min-max plan
- Audit report – any questions
- IMRF new rates – employee 4.5%; City 12.06%

- Re-structuring of City Clerk office – setting a time table for changes

#### AMBULANCE:

- SSA approval
- Mutual Aid agreements
- Power Load is in

#### ZONING:

- Nov. 19, 2015; 7:30 pm – Korte hearing followed by Steinmann hearing
- 

#### MAYOR'S REPORT:

- Welcome signs: \$600 to replace dead plants and dig out the old
- Federal Highway Bill: Rep Shimkus – Now in conference committee – Hope for passage by end of year.
- Illinois – HB 4305 – passed House but is on a procedural hold. Deals with money for MFT, video gaming, casino, 911, and lottery funds for municipalities and counties
- Would like supervisors to come up with a list of approved degrees for educational incentives. Health insurance news dealing with part time/seasonal workers. Bill Schmaltz will be at the meeting at 7 pm. We will start with this right after approval of bills.

FINANCE COMMITTEE MEETING \* NOVEMBER 16, 2015

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, Chris Hamilton, Debbie Koetting, Paul Steinman, Kevin Timmermann, Gary Usselman. Absent: Carl Ratermann.

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 (part of meeting), Golf Supt. Paul Smith.

Visitors: Bill Schmaltz of Einstein Advanced Health Insurance Solutions.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for October were distributed at the November 3<sup>rd</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. Bill Schmaltz. Made a presentation regarding the requirements of the Affordable Care Act pertaining to full-time, full-time equivalent, variable hours/seasonal employees. Measurement/Stability Periods, minimum essential coverage. It was noted that those who work 1,560 hours/yr would be eligible for health insurance.
2. IMEA meeting. November 18 at 11:00 a.m. to discuss economic development.
3. Crosswalk at North Main and Old Rt. 50. Although IDOT does not like crosswalks clustered together, the Council agreed to pursue it at stated location.
4. Vacate alley behind Clintonian Plaza. On the November 17<sup>th</sup> agenda.
5. Final Plat of TLV Estates #4. Set for approval at the December 1<sup>st</sup> Council meeting.
6. North 1<sup>st</sup> Street Project (between Walnut and Haag St). Project consists of sidewalks, drainage and curbing. Two bids were received and the low bid was \$117,000. Approval tabled until some items regarding the bid were discussed with the contractor. The project being done to satisfy the relief sewer grant project of not including minority and female participation goals in bid spec.

7. Sidewalks in subdivisions. The subdivision ordinance requires sidewalks on one side of all streets, except alleys. Ted Voss, developer of TLV Estates, informed the Mayor that sidewalks will be installed in TLV #4 once a house is built. No formal commitment on completing the sidewalks on Vossclare Lane and putting sidewalks TLV Estates #1 - #3.
8. New officer/police car. New police vehicle tabled until State budget is resolved. Council requested to see the financial information previously submitted by the police chief before acting on hiring a new officer.
9. Golf Course. Mayor Hilmes proposed making the alternate route at the golf course the permanent route. The reason cited was to save money. No action was taken.
10. Proposed TIF Districts #3 & #4. PGAV currently doing the study.
11. City Clerk office. Mayor Hilmes distributed a timeline for changes in the city clerk office. The retirement of City Clerk/Collector Robert Venhaus in May 2017 necessitated the restructuring. The matter to be further discussed at a later date.
12. Zoning hearings on November 19. Variance requests from Chris Korte and Craig Steinman will be considered.

The meeting adjourned at 9:20 p.m.

Non-verbatim minutes taken by:

  
Robert J. Venhaus, City Clerk