

FINANCE COMMITTEE * JANUARY 16, 2017

AGENDA

UTILITIES:

- Sewer line project
- Lift station purchase

PUBLIC WORKS:

- Holy Cross east project
- 2017 project – will consist of catching up on replacement sidewalk and drainage
- FAU routes for City of Breese
- Roundabout:
 - PDR has been approved. Appraisals can start
 - Meeting with County Highway committee

POLICE:

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RECREATION:

- Park Board meeting 1-25-17
- Meeting with Lions Club about shelter at Soccer Park
- Clubhouse renovations – quotes for drawing up plans

BUSINESS ADMINISTRATOR:

- S. 4th St TIF – 3 ordinances to be discussed
- Health insurance update
- Foppe Amoco revolving loan for new pumps, alternatives

CITY CLERK:

- Report on change over in office
- Loan forgiveness

AMBULANCE:

- Quote on price for new ambulance
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ZONING:

- Henken re-zoning
- Randy Peek re-zoning

MAYOR'S REPORT:

- Travel Expense voucher for APPA conference – will have for Feb. finance meeting
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FINANCE COMMITTEE MEETING * JANUARY 16, 2017

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 Hilmes, Utility Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, Police Chief Bob Fix, Golf Supt. Paul Smith, Administrative Assistant Sandy Hemann.

Visitors: None.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer reports for December were distributed. It was noted that the budgets shown on the clerk report were inaccurate. The new software company, Clarity, inadvertently put in the budget numbers for last fiscal year.

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 land purchase for sewer lift station project. Due to the high cost of the asking price and appraisal, it was decided to not buy the property and install the lift station on the available city property.
2. Holy Cross Lane Drainage Project. Final grade work suspended until this Spring.
3. 2017 TIF Projects. The main focus will be on the downtown roads and sidewalks, the completion of North Walnut Street (one block from North 1st to North Broadway), and the repair of deteriorating sidewalks.
4. Roundabout Project. State has approved the plans. Purchase of ROW and easements to be handled by State approved firm of Hansan & Associates. It was estimated the City share of the project is \$500,000.
5. FAU Routes. City included in an urban cluster with Germantown and have one FAU approved route. City to request the State to have a FAU designation for two other roads. (1) Holy Cross Lane from County Highway 11/Jamestown Road heading east past St. Joseph's Hospital. (2) Mater Dei Drive from Old Rt. 50 to Mater Dei High School.
6. Lions Club proposed shelter. Lions Club proposal to build a shelter at the soccer park is in the planning stages.

7. **Golf Clubhouse Renovations.** Council discussed the pros and cons at length. City received three architectural proposals. Brendel Architects, LLC submitted the low quote of \$5,500. Council agreed to accept the Brendel proposal and have them prepare the plans and seek bids for the project.
8. **New TIF District.** Council to consider four ordinances at the January 17th meeting to establish the City's fourth TIF District to be named "South 4th Street/Germantown Road."
9. **Employee Health Insurance.** Effective January 1st the City went with IPMG, and will be self-insured with maximum loss provision. Council in agreement to fund the Health Insurance Fund with the pro rata monthly maximum.
10. **Foppe Amoco Loan Request.** Foppe needs to upgrade their pumps and requested Revolving Loan funds but may not be able to meet the job creation/retention provision. TIF Act allows a loan provision. Council in agreement to establish a TIF loan program for businesses.
11. **Sewer Grant.** The State still owes the City \$300,000.
12. **New ambulance.** Council in agreement to take the necessary action at the January 17th meeting to purchase a new ambulance. Financing shall include an interfund loan from the electric department.
13. **Proposed "cupcake" ordinance.** The matter to be discussed with the Department of Health.

The meeting adjourned at 8:47 p.m.

Non-verbatim minutes taken by:



Robert J. Venhaus, City Clerk

FINANCE COMMITTEE MEETING * MARCH 20, 2017

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

City Officials: Mayor Charles E. Hilmes, Plant Operations Manager, Dale Detmer, Public Works Manager, Don Voss, City Business Administrator, Tim Schleper, Golf Course Supt., Paul Smith, Ambulance Director, Michael Berndsen.

Visitors: Erin Wagoner

Press: None.

The Council reviewed the bills to be paid:

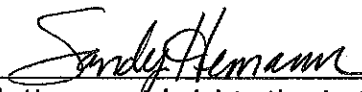
The Council went over the attached agenda prepared by Mayor Hilmes. The following action was taken relative to the agenda or other matters discussed.

1. Relief Sewer – 2nd phase done except backfill. Still waiting on EPA loan approval.
2. SB 1451 – Dale explained the bill regarding communities losing control on where antennas can be if on ROW.
3. Public Works will be at Golf Course a couple more weeks, then be moving back to Holy Cross Lane Project.
4. Don has begun approaching people regarding the ROW/Easements for the roundabout. If all goes Well, an August bid date is possible.
5. Police lawsuit is still pending.
6. Bob Fix & Charlie Hilmes met with Paulette Evans at St. Joseph Hospital regarding the police being called to the hospital for security.
7. Clubhouse renovations – Brendel still has some questions that need answering before finishing up The drawings.
8. Paul Smith explained they will be using the alternate-alternate course. The regular course will be open when all construction is finished and back-filled and seeded.
9. Video gaming at Golf Course – application has been sent to state

10. Park Board meeting March 22, 2017 @ 7:00 P.M.
11. Park projects - Received several bids for a shelter at the soccer park. Concern that the shelter matches the existing building. Would like pictures and more information.
12. Junior Legion baseball brought up they would like a grass infield on the baseball diamond. General maintenance and limited use were an issue.
13. TIF payments – Tim is working on them.
14. Touched briefly on FMLA rules – need to make sure paperwork is in order.
15. Budgets – most department heads have them turned in, will have more to report in April.
16. Bob Venhaus will be returning to work 3-23-17.
17. New ambulance – delivery could be as early as 2nd week in June. Also, will be increasing mileage Rates to \$15.50/mile.
18. Huelskamp Finding of Facts and Variance ordinances will be on the agenda for the Council meeting.
19. Haag Update – a piece of land where a house was torn down, was not included in the Haag Foods sale, and the City holds the mortgage. Any money received from the sale of the property will go back into revolving loan fund.
20. Charlie brought up if there is a need for an HR committee. Will look into it.
21. Elected official participation in IMRF – must have 600 hours and needs to be documented.
22. Managers sick leave, funeral leave and vacation. Charlie would like to see added to contracts. Nothing decided at the time.

The meeting adjourned at 8:58 P.M.

Non-verbatim minutes taken by:


Sandy Hemann, Administrative Asst.

FINANCE MEETING

DATE: 4-17-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 4-13-17

UTILITIES:

- 2nd phase – relief sewer
- IMUA-IMEA May 18-19; Dale needs to know if you are going
- No more Recycle My Fridge program

PUBLIC WORKS:

- Report on work being done by crews
-

POLICE:

- Bicycle Safety Date
- 4-29-17 Drug Take Back Day in Breese from 9 am to 3 pm
- Sign pick up in Breese - rules

RECREATION:

- Soccer Park shelter
- Golf leagues have started
- Junior Golf Camp Apr. 30 at 9 am. Ages – 4th to 8th grade

BUSINESS ADMINISTRATOR:

- ITIA conference – Apr. 18-19-20
- Foppe's loan

CITY CLERK:

- IMRF resolution – when do we vote on it
- Library benefits (IMRF & FICA) being paid by the City
- Sandy will be co-signing checks starting May 2
- Self insurance report

AMBULANCE:

- Resolution – Agreement with American Medical Response, Inc.
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ZONING:

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MAYOR'S REPORT:

- Special license for gambling parlors in Breese
- 300 Haag St. – Joanne is in contact with bank rep Lynn White
- Video gaming – I understand there will be people at the meeting to discuss the video machines at the golf course. We will take them immediately after bills.
- Sick leave policy
- Committee assignments
- Salaries – Sandy Hemann and Clare Gebke have asked to speak to the Council about their salaries as City Collector and Payroll Clerk

FINANCE COMMITTEE MEETING * APRIL 17, 2017

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

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, Plant Operations Manager Dale Detmer, Public Works Manager Don Voss, City Business Administrator Tim Schleper, Golf Supt. Paul Smith.

Visitors: Dave Grapperhaus, Joe Pariseau, Allen Huelsmann.

The Council reviewed the bills to be paid. Copies of the city clerk and city treasurer were distributed at the April 4th 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. Dave Grapperhaus and Joe Pariseau stated they were representing the concerns of Red Hoerchler of the American Legion. The concerns centered on the proposed gaming machines at the golf clubhouse, proposed expansion, drink prices and deficits. They felt that the City was unfairly competing with the clubs and taverns.
2. Mayor Hilmes explained that about 50% of clubhouse clientele come from out of town and come to the clubhouse to golf. The expansion is to accommodate the participants when attending tournaments. The gaming machines will help shrink the deficit. He noted that if the expansion is approved, it would be funded out of the TIF fund.
3. Allen Huelsmann. He said he was attending to listen but voiced concerns about the machines and the proliferation of signs that are posted in town and throughout the county.
4. Relief Sewer Project. Waiting for the EPA to approve the loan application. There is a required public comment period that will have to be satisfied.
5. LED light bulbs. The IMEA is sponsoring the free light bulbs. The details on how to distribute them are being worked out.
6. Roundabout ROW. St. Joseph Hospital has agreed to donate their portion but would like an appraisal on the worth of that donation.

- 7. Proposed shelter at Soccer Park. The Lions Club will donate a substantial amount toward the project. The matter under study.
- 8. Foppe Inc. TIF Loan. The closing has been completed on the \$40,000 loan for new pumps at their service station. Terms: 4 years at 3%.
- 9. IMRF participation for elected officials. There are new rules whereby elected officials must document the hours they work to meet the 1,000 hour threshold.
- 10. Library. Council agreed the Library shall pay the City portion of IMRF and Social Security for their employees. This shall become effective May 1, 2017.
- 11. Co-signing checks. Effective May 2, 2017, City Collector Sandy Hemann will be co-signing all city checks.
- 12. Agreement with American Medical Response. Council agreed that the City, through its EMS department, to participate in the Subcontractor Disaster and Special Event Network.
- 13. Gaming Parlors. Mayor Hilmes is studying whether to have a special liquor license for them.
- 14. Haag Foods property at 300 Haag Street. The City has a mortgage on the property and Sutherland Assets would like to acquire it. City attorney is working on the matter.
- 15. Capital Expenditures for Fiscal 2018. Council was given a list of the proposed capital expenditures for FY '18.
- 16. Downtown Revitalization. Tim Schleper has worked on a plan with Scott Rakers and others and will be presented at the next finance meeting.
- 17. Street Committee Meeting. April 25th at 7 p.m. at the utility office.

The meeting adjourned at 8:47 p.m.

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

FINANCE COMMITTEE MEETING * May 15, 2017

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

The meeting commenced at 7:02 p.m.

Aldermen in Attendance: Robert Berndsen, Kevin Timmermann, Bill Fischer, Deb Koetting, Chris Hamilton, Carl Ratermann, Gary Usselman, Paul Steinman.

City Officials: Mayor Charles E. Hilmes, Public Works Manager & Building Inspector Don Voss, Utility Plant Operations Manager Dale Detmer, City Business Administrator & EMS Director Tim Schleper, Golf Course Superintendent Paul Smith, City Collector Sandy Hemann, City Treasurer Bob Venhaus.

Visitors: Jeanie Brendle of Brendle Architects, Allen Huelsman, Mark Berndsen.

Press: None.

The Council reviewed the bills to be paid:

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

1. Sewer extension report – Public comment ended on May 15, 2017
 - o Next steps are 45 day bid process and then 3 months for the state to review the project.
2. IMEA – light bulb distribution
 - o Light bulbs have come in and will be handed out at City Hall. City residents can receive 1 LED light bulb when they come in to pay their bills.
3. Public Works will be back out working at Holy Cross for the next few weeks.
4. The Police Department will order new Police cars – one from 2017-2018 general fund and one from Drug Fund.

5. Bicycle Safety – May 20, 2017; sign up starting at 9:30 at City Hall.
6. Curt Weh – approval to go to the DARE conference on July 10, 2017
 - Will be paid for from Drug Fund
7. Signage rules – Mayor Hilmes wants city workers to pick up signs from non-organizations that have no dates and no contact info.
8. Soccer Park shelter – City will get word from the Breese Lions that they have either approved or denied the request for this project.
9. Mark Berndsen – Jr. Legion proposal for Northside baseball diamond:
 - Field re-shaping - currently shaped like a pear.
 - Playing surface amendment - current surfaces are too high in silt.
 - Grass infield - Most high school teams are playing on grass fields.
 - Sprinkler system - Grass field will need water.
 - Sought advice from Dr. Brad Fesenburg - PH.D, Agronomy, recommends Laser Grading
 - Estimates from Advance Turf solutions range from \$26k - 42K
 - All Jr League Home games will be played there with the potential for tournaments if there is grass.
 - Mater Dei interested in project if grass is included.
 - Proposes to make updates in the fall. Plans to do some fundraising - hopes to raise 10-15K
 - Mark was instructed to attend the next Park Board meeting to obtain their approval.
10. Addition to Hannah's Playground - No additional details at this time. Waiting on information from Make-a-Wish Foundation.
11. Pool painting – Approve Don Kuhl to do painting at Breese pool.
12. Golf Camp May 28, 2017 at 8:30 am
13. Park Board meeting – May 24, 2017 7 pm at City Hall
14. Clubhouse renovation Jeannie Brendel –
 - Reviewed foundation plans for Golf Course addition

- Proposes next steps as taking plans out to builders to request bids.
 - Bidding will be open and advertised.
15. Sewer Grant extension – still owed \$300,000
- Grant is expiring May 31. Tim Schleper has been in communication with dept. of commerce for extension on grant.
16. Best One project - Best One is building in new TIF area on Holy Cross. Sprinkler system compliance will require a pump that will be an additional \$65,000. If they need to incur this cost, they may move project to a private road.
- Committee agrees to continue to consider paying for the pump, contingent upon the road being public.
17. Neil Detmer subordination - Has current revolving loan with the City, City officials approved the subordination pending Tim's review of the Financials for Detmer Automotive.
18. Downtown Revitalization – Mayor stated that money left at the end of TIF #1 can be allocated to this project.
19. Budget numbers - General review of preliminary budget numbers for FY 17/18
20. IMRF resolution - Individual members can choose if they would like to remain part of IMRF
21. Health & Welfare committee – June 6, 2017 at 6:30 pm at City Hall
22. Reimbursement form procedures - Mayor Hilmes discussed procedures for new Travel Reimbursement form for City Officials.
23. New ambulance arrival – June 8-20 is delivery date range; will take about 3 weeks to prepare it for duty, Bids are out for rig equipment
24. Quick Response Vehicle - discussion
- Would allow to keep from turning down transfers
 - Could potentially narrow revenue gap

- Proposal to keep one of the police vehicles intended for trade in vs. the previously discussed vehicle - it is in better shape and more reliable.

25. Zoning: No Report

26. Mayor Hilmes stated that vacation days should be submitted in writing, email or text for approval by the Mayor.

27. CSX "Deep Storage"

- Mr. Tolliver, from the ICC stated that his department is telling CSX that they need to put warning signals back up if they are going to be travelling through towns.
- He gave the impression that the rails would not be used until this has happened.
- Breese is right in the center of "Deep Storage"

The meeting adjourned at 9:34 p.m.

Non-verbatum minutes taken by: Erin Wagoner, City Clerk

A handwritten signature in black ink that reads "Erin Wagoner". The signature is written in a cursive, flowing style.

FINANCE MEETING

DATE: 6-19-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 6-15-17

PUBLIC COMMENT:

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UTILITIES:

- Relief Sewer project – July 27 bid opening
- Power Cost adjustment

PUBLIC WORKS:

- Salt Storage building – use MFT to pay for structure
- Discuss Water Main replacement from N. 5th to N. 7th in Pleasant Villa

POLICE:

- CILLA resident update
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RECREATION:

- Clubhouse renovation – announce seeking bids at July 5 meeting
- Hannah's Playground addition – June 20 meeting at 4:45 at playground. Have asked Don Voss and Ernie Gebke to represent the City.
- Soccer Park shelter – waiting on reply from Lions
- Park Board dinner – June 28 at 6 pm - Supervisors need to give Ernie a count of employees attending

BUSINESS ADMINISTRATOR:

- Detmer Subordination agreement – will be on agenda 6-20-17
-

CITY COLLECTOR:

- Appropriation Ordinance - Public meeting on 7-17-17. Vote on 7-18-17
- Prevailing wage ordinance – on agenda for 6-20-17
- IMRF resolution – on agenda for 6-20-17

AMBULANCE:

- New ambulance
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ZONING:

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MAYOR'S REPORT:

- OPEN HOUSE – Shelter Logic/Arrow Sheds on 6-24-17 from 9 am to 2 pm
- Change of meeting date from July 4, 2017 to July 5, 2017
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FINANCE COMMITTEE MEETING * JUNE 19, 2017

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: Bill Fischer, Chris Hamilton, Debbie Koetting, Carle Ratermann, Paul Steinman, Kevin Timmermann, Gary Usselmann. Absent: Robert Berndsen

City Officials: Public Works Manager Don Voss, City Collector Sandy Hemann, Golf Course Supt. Paul Smith, City Treasurer Robert Venhaus, Police Officer Kurt Detmer.

Mayor Charles Hilmes, Alderman Robert Berndsen, and Plant Operations Manager Dale Detmer were at the APPA Conference in Orlando, FL.

Visitors: None

The council reviewed the bills to be paid.

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. Relief Sewer Project. Bid opening will be July 27, 2017. Don Voss noted that it will go to the EPA for review.
2. Salt Storage Building. The council was shown a picture of a similar structure. The estimated cost to be \$61,500. Will possibly use TIF money if eligible expense, if not will use MFT and will have to make payments for approximately 4 years. Council gave approval to start bidding process.
3. Pleasant Villas Subdivision (N 5th – N 7th) need water line replacement. Would like to upgrade lines to 6" lines for fire protection reasons. No action was taken at this time.
4. Water filters at the water plant are going to need replacing in the near future.
5. Power Cost Adjustment will be discussed at next finance meeting.
6. Cilla Resident – Joanne has been in contact with States Attorney John Hudspeth about a Cilla resident who has been causing a disturbance. The resident has been taken from the home and is in Chicago. Joanne will keep us posted with any news on the status of the situation
7. Clubhouse Renovation – The council has concerns about the need and cost of the renovation as planned. After much discussion, the council agreed to continue with the bidding process and see what the cost will be.
8. Hannah's Playground Addition – Don Voss and Ernie Gebke to meet with the committee and contractors Tuesday @ 4:45 p.m at the site.

9. There is a park board dinner on June 28 @ 6:00 p.m.
10. Detmer Subordination Agreement. On the agenda on for approval on 6/20/17.
11. Prevailing Wage Ordinance. On the agenda for approval on 6/20/17.
12. IMRF resolution. On the agenda for approval on 6/20/17.
13. Appropriation Ordinance. Public Hearing will be held July 17 at 7:00 pm in City Hall. Pass ordinance at July 18th council meeting if all is in order.
14. New Ambulance. Tim is on his way to pick it up today.
15. Safety Committee meeting schedule for 7/11/17 at 7:00 p.m. Subject of the meeting is ambulance personnel
16. Bill Fischer wanted to clarify that Shelter Logic is having a "1st Annual Sale", not open House. It will be held on 6/24/17 from 9:00 – 2:00. He stated it will be "like a giant garage sale".
17. City Council meeting will be changed from July 4th to July 5th due to the holiday. Will be approved at council meeting.

Meeting adjourned at 8:02 p.m.

Non-verbatim minutes take by :



Sandy Hemann – City Collector

FINANCE MEETING

DATE: 7-17-17

TOPICS PREPARED FROM DEPARTMENT MEETING:

PUBLIC COMMENT:

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UTILITIES:

- Power Cost Adj.
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PUBLIC WORKS:

- Update on work being done
- Sewer line update
- Rock and oiling – July 31, Aug 4, rain date Aug 7
- Ordered new truck to replace the 1996. Too much for repairs.

POLICE:

- New car delivery – vin numbers have been given, next step is production line.
-

RECREATION:

- Hannah's playground addition – to start after rock and oiling
- Park Board meeting 7-26-17
- New park board member needed – prefer Ward 1, or 2, or 3 as ward 4 has 3 already.
- Update on hole # 2 & # 3
- Video gaming should be up and running on July 14
- Clubhouse renovation – bids due by Aug. 11

BUSINESS ADMINISTRATOR:

- Assignment of TIF agreement from Jimmy T's to VonFalc.S (Gridiron Grill)
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CITY COLLECTOR:

- Monthly reports delivered by email???
- 7 pm Public Hearing starts for Appropriation Ordinance

AMBULANCE:

- New ambulance being detailed
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ZONING:

- Zoning meeting on 7-20-17 at 7:30 at City Hall. Ron & Dana Luebbers setback from 25 ft to 8 ft.
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MAYOR'S REPORT:

- Hospital – Diamonds and Denin Gala
- Sept 29 – Rt. 50 scramble
- Budget bill – IML take on changes to city revenue, should have received email with this info
-

FINANCE COMMITTEE MEETING * July 17, 2017

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

City Officials: Mayor Charles Hilmes, City Treasurer Robert Venhaus, Utility Plant Operations Manager Dale Detmer, Breese City Police Officer Kurt Detmer, City Business Administrator and EMS Director Tim Schleper, Public Works Manager & Building Inspector Don Voss, City Collector Sandy Hemann.

Press: none

Visitors: none

Public Comment: none

The Council reviewed the bills to be paid:

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

1. 7 p.m. Public Hearing starts for Appropriation Ordinance
2. Power Cost Adj. June was 3/4 a cent. July 1.5 cents. August will be higher. Would like to adjust July to 1/2 cent. Less revenue of \$48,000. Berndsen motion Hamilton second. All in favor say aye.
3. Lift station bid opening is July 27, 2017
4. Preparing the roads for rock and oiling – July 31, Aug 4, rain date Aug 7

5. Ordered a new truck to replace the 1996. Had a new truck in the budget, determined to move forward with the purchase, as the bid for repairs was too high. New truck will cost \$29,500.
6. Don Voss received an email from Chris Wilson regarding land purchase for proposed roundabout to Dr. Smith. Original offer was \$55,250 "land and improvements \$18,700, damages \$20,300, Temporary easement \$16,250." Counter offer was \$68,450 - increase of \$13,200 (24%). Typical offer increase is 10%. Council agreed to counter offer.
7. New police car delivery – vin numbers have been given, next step is production line.
8. Hannah's playground addition – Don Voss will start on his part after rock and oiling. Would like to complete in time for a revealing party sometime in early October. Still waiting on city cost to be verified.
9. Park Board meeting will be held on July 26, 2017. Adam Fields had to resign.
10. New park board member needed – prefer Ward 1, or 2, or 3 as ward 4 has 3 already. City council had interest from several individuals. Council members agreed to offer the position to Eric Johnson.
11. Update on hole # 2 & # 3 - seeding hasn't taken as well as he would have liked. Hoping by August to rope them off to re-seed.
12. Video gaming is up and running July 14.
13. Clubhouse renovation – bids are due by August 11, 2017. Will review during the next finance meeting.
14. Proposal to send monthly reports by email to save cost on paper and ink.
15. Assignment of TIF agreement from Jimmy T's to VonFalc's (Gridiron Grill). All of the loans are in Jim Thole's name. When VonFalc's purchased the business, they took over payments. VonFalc's are no longer able to cash their TIF checks and the names on the contracts need to be changed.

16. New ambulance being striped and detailed, should be completed July 18, 2017. Have most everything in it, some mounting left to do. Should be ready to enter into service at the beginning of August.
17. Zoning meeting will be on July 20, 2017 at 7:30 at City Hall regarding Ron & Dana Luebbers setback from 25 ft to 8 ft.
18. Sept 29, 2017 – Rt. 50 golf scramble in Salem, IL
19. Budget bill – IML take on changes to city revenue, should have received email with this info. Will start charging a 2% fee for handling sales tax. This will apply to sales tax for business districts.
20. August 4, 2017 CCRC is having golf tournament at Clinton Hills.
21. Charlie Hilmes had preliminary discussions with Poettker's regarding building proposals on July 17, 2017.
22. Hospital – Diamonds and Denim Gala on September 15, 2017 - in the past, we have always put a team in the golf tournament, which this is replacing as the hospital fundraiser for the year.

The meeting adjourned at 8:27 p.m.

Non-verbatim minutes taken by: _____



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 8-14-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 8-10-17

PUBLIC COMMENT:

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UTILITIES:

- Report on relief sewer project
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PUBLIC WORKS:

- Work projects –
- Salt Storage shed
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POLICE:

- School opening 8-15-17 – Be careful
- Police cars – scheduled delivery on 8-14-17

RECREATION:

- Hannah's Playground – insurance claim
- Hannah's Playground – Fallon's Wish
- Pool hours after school starts – Check pool and City FB page
- Improvements to baseball diamond – Mark Berndsen and grass infield report
- Bent Oak clubhouse expansion – bid opening on 8-11-14

BUSINESS ADMINISTRATOR:

- Environmental being done on Poettker ground
- IML – Sept 20 - 24
- ITIA - Sept 19 - 20

CITY COLLECTOR:

- Did all of you get your financial reports by email?
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AMBULANCE:

- Ambulance tourney report
- Quick Response Vehicle (QRV) – purpose and report
- FEMA ambulance – Purpose and report

ZONING:

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MAYOR'S REPORT:

- Local business meeting
- Invitations
- Contacting schools about visits to manufacturing plants

FINANCE COMMITTEE MEETING * August 14, 2017**FINANCE COMMITTEE MEETING * August 14, 2017**

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, Kevin Timmermann, Carl Ratermann, Paul Steinman, Debbie Koetting, Gary Usselmann
Absent: none

City Officials: Mayor Charles Hilmes, City Treasurer Robert Venhaus, Utility Plant Operations Manager Dale Detmer, City Business Administrator and EMS Director Tim Schleper, Public Works Manager & Building Inspector Don Voss, City Collector Sandy Hemann.

Press: none

Visitors: none

Public Comment: none

The Council reviewed the bills to be paid.

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

1. Have been doing demo work down the street in preparation for the salt storage shed.
2. Hannah's Playground - council is in favor of replacing equipment beyond what will be covered by insurance company. The City has a \$500 deductible. It is unknown yet if the insurance company will cover replacement cost or depreciated cost.

3. Discussed putting addition to the South instead of the North - additional playground equipment will fit better and will not seal off the pavilion access.
4. Discussed proposal for carbon steel traffic-blocking barriers around Hannah's Playground. Opportunities to raise funds for the projects through advertised sponsorship on the barriers. Will increase safety of park from traffic as they will be placed between the curbing and the sidewalk.
5. JTC Petroleum of Maryville has done our oiling for the last few years. Had received multiple complaints. Don Voss wrote a letter to JTC to address the issues.
6. District 12 needed a small piece of sidewalk - City will be performing the work.
7. School opening 8-15-17 – Be careful
8. Pool hours after school starts – Check pool and City FB page
9. Mark Berndsen had raised over \$30,000 for grass infield at baseball diamond. Only main concerns are the amount of work maintaining the fields will take and concerns that younger groups will be excluded from using the fields.
10. Bent Oak clubhouse expansion – bid opening on 8-11-17. There were 3 bidders - GAL, Rehkemper, and Litteken. If we choose not to do any of the upgrades, would like to consider doing something with the pavilion similar to what Dairy King has done with theirs, making the pavilion more usable for events. Will continue to review bids after architect has verified all bidders were working from the same plan.
11. IML Conference is Sept 20 - 24
12. ITIA Conference is Sept 19 - 20
13. Received a note from Jeff Strieker - School Board would like to meet with City to discuss TIF
14. Did all of you get your financial reports by email?
15. Proposal sent to Poettker Construction - haven't heard back yet.
16. Ambulance tourney report - do not have the report yet but preliminary is that we will be down a few thousand dollars this year from a lack of hole sponsors.
17. Quick Response Vehicle (QRV) – if you have questions, please talk to Tim Schleper.
18. FEMA ambulance – should be ready by Thursday for deployment, should it be needed.
19. EMS has been busy - have had 30+ calls since Thursday.
20. Environmental is being done on Poettker ground.

- 21. Contacting Mater Dei and Central about visits to manufacturing plants to show students facility and opportunities. Will know more by the middle of September.
- 22. Mark Smith has agreed to sign his easement.
- 23. Police Cars were scheduled for delivery on 8/14/17

The meeting adjourned at 8:09 p.m.

Non-verbatum minutes taken by:



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 9-18-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 9-15-17

PUBLIC COMMENT:

-

UTILITIES:

- Sewer line extension
- Street lighting on Holy cross Lane – waiting for roundabout completion

PUBLIC WORKS:

- Salt Storage building
- ROW & easement purchase for roundabout

POLICE:

- Mater Dei parade – 9-27-17
- Halloween parade – 10-29-17
- Veterans Day parade – 11-11-17

RECREATION:

- Hannah's playground addition
- X-mas lights and storage
- Grass infield project – Paul has been talking with Mark Berndsen about sub-soil, irrigation and type of grass.

BUSINESS ADMINISTRATOR:

- Poettker contract

CITY COLLECTOR:

- Cash based audit vs accrual method – changes may be coming for Breese
-

AMBULANCE:

- Tourney results
-

ZONING:

-
-

MAYOR'S REPORT:

- Liquor ordinance change – gambling café's
- TIF and Dist. #12 - report
- New Hospital Administrator – Chris Klay
- Veto session Oct. 24-16 & Nov. 7-9
- Oct 12 - ????

FINANCE COMMITTEE MEETING * September 18, 2017

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, Kevin Timmermann, Carl Ratermann, Paul Steinman, Debbie Koetting, Gary Usselmann

Absent: Bill Fischer

City Officials: Mayor Charles Hilmes, City Treasurer Robert Venhaus, Utility Plant Operations Manager Dale Detmer, City Business Administrator and EMS Director Tim Schleper, Public Works Manager & Building Inspector Don Voss, City Collector Sandy Hemann, City Attorney Joanne Stevenson, Golf Course Superintendent Paul Smith.

Press: none

Visitors: none

Public Comment: none

The Council reviewed the bills to be paid:

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

1. Waiting for final plans for round-a-bout at Holy Cross Lane before doing any street lighting going East and West. The City needs to determine what kind of poles that we want for the lights. Initial discussion is to use the concrete poles.
2. Working on easements for the sewer line extension - waiting on other responses. Waiting on approval from EPA, should be receiving that soon. Will be ready to go once easements and approvals arrive.
3. Concrete is poured and needs to cure for 28 days before we can seal it for the salt storage building.
4. Concrete ready to pour for Hannah's Playground expansion. Repairs began today on damaged portion of the playground. Received \$22,000 from insurance for the repairs. New section will be fenced on South and East sides with the West side remaining open for easy access to the bathrooms.
5. The City will be building a loft in one of the city buildings for future Christmas light storage. Lights have been previously stored at Quad County Ready Mix. The City thanks them for the years of storage that they have provided.
6. Mater Dei parade will be held on 9-27-17.
7. Halloween parade will be held on 10-29-17.
8. Veterans Day parade will be held on 11-11-17.
9. Poettker Construction has decided to build their new building in Breese and not relocate to Missouri. Joanne reviewing the contractual agreement.

10. Proposal for Liquor ordinance change regarding companies coming to town that are strictly gambling café's. The proposed ordinance would prohibit gaming facilities from opening up. This has become very common up North where these cafes are opening up on every corner.
11. Mayor Hilmes would like to add \$7,500 to the grass infield project in an effort to get the project done as well as possible. This will upgrade the sub-soil, irrigation or the type of grass. The infield will be laser-graded in 2 different parts. Grading will start on September 25, 2017. The project is scheduled to take 5 days to complete.
12. Overpayment of TIF money to 3 companies. We are sending them a letter requesting that money be returned.
13. Cash based audit vs accrual method – changes may be coming for Breese. Corey is ahead of the game and will be turning in report correctly. City Collector is to maintain status quo until she hears otherwise.
14. Golf Tournament for Ambulance made \$9,000.
15. Meeting with District 12 - concerned over school funding through TIF. When the state is not paying 100%, they begin to lose money based on the formula. Asked Mike Weber to run the numbers from 1999 to present in an effort to show them that they were making more money because of the TIF, when the state was paying 100%. Suggested to the school that the City will help with capital projects, although there is a hold on capital projects for now so that the school can continue to pay teacher salaries. The City will help as much as possible.
16. Chris Klay is the new hospital administrator. Mayor Hilmes and Don have a meeting with him tomorrow regarding the right-of-way.
17. HMG is having an open house on October 6 from 5-8 pm.
18. Veto session will be 10/24-26 and 11/7-9.
19. Saturday October 7, St. Elizabeth's is having a ribbon-cutting ceremony.
20. October 12 - Mayor Hilmes has scheduled knee surgery for this date.
21. Mayor will not be here tomorrow evening, will be at the IML meeting in Chicago.

The meeting adjourned at 8:45 p.m.

Non-verbatim minutes taken by: _____



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 10-16-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 10-12-17

PUBLIC COMMENT:

-

UTILITIES:

- Relief sewer - easements
- Repeal of Clean Air Act

PUBLIC WORKS:

- Roundabout – ROW and easements, next steps
- Concrete and rock bids

POLICE:

- Halloween parade 10-29-17
- Veterans Day Parade 11-11-17
- Beer bottles laying along downtown streets – contacting bars to keep closer watch on people leaving with drinks and police will watch for those customers brings open containers.

RECREATION:

- Hannah's Playground – Fallon's Wish and new entrance sign
- Infield on baseball diamond
- Lions and shelter at soccer park

BUSINESS ADMINISTRATOR:

- Update on Poettker's- revolving loan fund approval, next steps
- Hiring of new B.A.

CITY COLLECTOR:

- Audits reports for 2016-2017 fiscal year
- Tax levy for 2018

AMBULANCE:

- New B.A. will keep office in City Hall - will be closer to those that person will work with daily
- Appoint Shane Westfall as temporary supervisor for ambulance until B. A. is able to assume role

ZONING:

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-

MAYOR'S REPORT:

- Mike Schulte is retiring from mowing. This will include City Hall, Meissner lot, Library, BAC building and City Cemetery.
- Council recommendation on giving Class A license to convenience stores. Reason is they want to apply for video gambling.
- Oct. 19 – my house at 7 pm to review B.A. apps. Select up to 4 for interviews on Oct 24.
-

FINANCE COMMITTEE MEETING * October 16, 2017

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, Kevin Timmermann, Carl Ratermann, Debbie Koetting, Bill Fischer, Gary Usselmann

Absent: Paul Steinman, Mayor Charles Hilmes

City Officials: City Treasurer Robert Venhaus, Utility Plant Operations Manager Dale Detmer, Public Works Manager & Building Inspector Don Voss, City Collector Sandy Hemann, Golf Course Superintendent Paul Smith.

Press: none

Visitors: none

Public Comment: none

The Council reviewed the bills to be paid:

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

1. Greg Minard will be retiring from the water plant. The ad for the replacement as an operator will be in the journal this week and next week - applications are due on November 3rd. Will do interviews on the 8th.
2. Repeal of Clean Air Act - will take 1 year. Everything will stay status quo until then.
3. Currently working through easement negotiations for the new relief sewer.
4. Concrete bidding will be done at the beginning of each fiscal year.
5. Hannah's Playground is near completion. Sign is supposed to go up this weekend and grand reopening is next Saturday, 10/21/17.
6. Halloween parade 10-29-17
7. Veterans Day Parade 11-11-17 - Breese Legion hosting this year.
8. Beer bottles laying along downtown streets – contacting bars to keep closer watch on people leaving with drinks and police will also watch for those customers leaving with open containers.
9. Infield is about done on new ball diamond. Had too much sod so the city used the sod cutter to help utilize it in other places. Sod needs to settle for the next few weeks.
10. Lions Club would like to commit finances to build a shelter at the soccer park. The city will provide all concrete work.
11. Audit reports for 2016-2017 fiscal year have been passed out to City Council members. No major concerns with reports.
12. Tax levy for 2018 target is to stay under \$1.
13. Mike Schulte is retiring from mowing. This will include City Hall, Meissner lot, Library, BAC building and City Cemetery.

14. Council recommendation on giving Class A license to convenience stores. Reason is they want to apply for video gambling. Not much can be done - it is within the limits of the law.
15. Oct. 19 – meeting at Mayor Hilmes’s house at 7 pm to review B.A. Apps. Select up to 4 for interviews on Oct 24.
16. Update on Poettker’s- revolving loan fund is waiting for approval. Environmental reports have been given to the state. Will go into the paper on Thursday, October 26th for 2 weeks. Will close on November 10 for public comment.
17. Looking at a new vent for the ambulance - does bi-pap, c-pap, etc. It is \$8,500 and was budgeted for. Would like to get approval to purchase. It is portable and the purchase is long-overdue.
18. Mayor Hilmes will appoint Shane Westfall as temporary supervisor for ambulance until B. A. is able to assume role.

The meeting adjourned at 8:15 p.m.

Non-verbatim minutes taken by:



Erin Wagoner, City Clerk

FINANCE MEETING

DATE: 12-18-17

TOPICS PREPARED FROM DEPARTMENT MEETING: 12-14-17

PUBLIC COMMENT:

-

UTILITIES:

- Multiple tenant water meters
-

PUBLIC WORKS:

- Roundabout report: certification, movement of utilities
- Poettker project – agreement with county
- Relief sewer report

POLICE:

-
-

RECREATION:

- Golf cart and purchase of 2 mowers
-

BUSINESS ADMINISTRATOR:

- Revolving loan fund approval for Poettker project
- JRB meetings for TIF #1, TIF #2, TIF #3, and TIF #4 at City Hall at 6:30
- Web site redesign

CITY COLLECTOR:

- Health insurance costs for 2018
-

AMBULANCE:

- Ambulance report
-

ZONING:

- Huelsmann Zoning approval
-

MAYOR'S REPORT:

- Lawn care bids for City
- Raffle application approval
- Sexual Harassment ordinance
- Cleaning contract for public buildings
- Bent Oak after Council meeting

FINANCE COMMITTEE MEETING * December 18, 2017

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

Absent: None

City Officials: Utility Plant Operations Manager Dale Detmer, Public Works Manager & Building Inspector Don Voss, City Collector Sandy Hemann, Golf Course Superintendent Paul Smith, City Business Administrator Shelly Schadegg, Zoning Administrator John Becker.

Press: none

Visitors: none

Public Comment: none

The Council reviewed the bills to be paid:

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

PUBLIC COMMENT:

None

1. Multiple tenant water meters becomes very complicated for the city to bill. Suggestion is that the water bill either be sent to the landlord or that individual meters need to be put in for multiple units. Water usage is currently being divided equally among tenants, which is not fair to the tenants. This will affect 15 buildings in Breese. Landlords will be notified in January and will take effect in June 2018.
2. Greg Minard will be at the meeting tomorrow – He retired and Sunday was his last work day.
3. Roundabout report: Currently in bidding phase. Bid opening will be January 19, 2018.
4. Poettker project – Met with Dan Barrens. County will pay the cost for the materials for the curbing and storm sewer the City will do the work. Sanitary Sewer should be ready to request permitting later next week.
5. Relief sewer report - pipe prices should be coming back down after the hurricanes, which is what the contractor is waiting for to begin this project.
6. Correct Poettker zoning from C2 to C3 to comply with height limit. Will have zoning hearing in January.
7. Golf cart purchase - bids from Little Egypt, Yamaha and Club Cart. EZ-GO \$89,250, Club Car \$90,000. Both companies giving the city for \$30,000 for trade-in. Recommendation is Club Car as it is a better cart. These carts are coming out of Illini Club - very clean carts.

8. Purchase of 2 mowers, looked at a rough mower and a greens mower. Went to Riechmans, Rough cut mower bid is \$28,250, with a trade in of \$4,500 for current equipment, totaling \$23,750. Bid for the Greens mower was \$32,351, with a \$750 trade in, making the total \$31,601.
9. Received letter from the state that all conditions have been met. Revolving loan fund approval for Poettker project
10. JRB meetings for TIF #1, TIF #2, TIF #3, and TIF #4 at City Hall at 6:30 on December, 19th.
11. Propose to redesign the City Web site as well as create a golf cart site.
12. Health insurance costs for 2018 - currently reviewing renewals - will be staying with current plan.
13. Ambulance report - Shelly has met with Shane a number of times and she is learning a lot.
14. Huelsmann Zoning - approve ordinance at the council meeting.
15. Will officially appoint Shelly as the Business Administrator for the City of Breese at the meeting tomorrow evening.
16. Lawn care bids for City have been received. Bid winner will be Richter Lawn Care.
17. Raffle application approval tomorrow evening. Have only gotten a few questions. Maximum spend on any single raffle cannot exceed \$250,000, maximum single prize cannot exceed \$150,000, maximum single ticket cost cannot exceed \$500.
18. Sexual Harassment ordinance - JoAnne is looking at ordinances now. Will not discuss at tomorrow night's meeting, will address at the first meeting in January.
19. Cleaning contract for public buildings - current cleaning contract holder would like to have part-time weekend help at the BAC Building.
20. Holiday Celebration at Bent Oak after Council meeting

The meeting adjourned at 8:12 p.m.



Non-verbatim minutes taken by: _____

Erin Wagoner, City Clerk