

**MINUTES OF THE LICENSE, INSURANCE CLAIMS, CEMA AND  
CONTRACTS COMMITTEE MEETING OF THE CITY COUNCIL OF THE  
CITY OF COLUMBIA, ILLINOIS HELD MONDAY, AUGUST 22, 2011 IN THE  
COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Mathews called the License, Insurance Claims, CEMA and Contracts Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:03 p.m.

Upon Roll Call, the following members were:

Present: Chairman Mathews and Aldermen Roessler, Piazza and Reis.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Agne, Niemietz and Huch.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Jim Closson, Illinois Municipal League Risk Management Association Loss Control Specialist.

Chairman Mathews stated the purpose of the meeting was to (1) receive a presentation from the City's insurer -- the Illinois Municipal League Risk Management Association; and (2) discuss any other items to be considered.

**II. ILLINOIS MUNICIPAL LEAGUE RISK MANAGEMENT ASSOCIATION  
PRESENTATION**

Chairman Mathews opened the meeting and called upon City Administrator Al Hudzik, who made opening comments and introduced Jim Closson, a Loss Control Specialist with the Illinois Municipal League Risk Management Association (IMLRMA). Jim distributed the following documents to the Committee/Council Members: (i) a three (3) page "Declarations" document summarizing the various insurance coverages, and their dollar limits, currently in effect for the City of Columbia through the IMLRMA; (ii) a sheet entitled "Facts About IMLRMA"; and (iii) a sheet entitled " Safety Training Topics"; he then gave a brief history of the IMLRMA, including the number of municipalities it currently serves, and indicated that it is an all lines, comprehensive provider of liability, property and bonding coverages (the IMLRMA does not offer life, AD&D, medical and supplemental income insurance coverages). He informed the

Committee/Council Members that IMLRMA offers loss prevention/risk management support to its clients (including the City of Columbia) as part of its services in an attempt to keep insurance premiums to a minimum; he gave the following examples of such support services (offered to the City of Columbia): (a) he has conducted numerous risk management training programs with city personnel, including (i) Accident Investigation and Prevention; (ii) Confined Space Entry and Rescue; (iii) Trenching and Shoring; and (iv) "Office Ergonomics"; (b) he helps coordinate and attends quarterly meetings of the Department Heads Safety Committee, wherein he reviews the status of claims and everyone discusses loss prevention techniques; (c) he has conducted inspections of the city's parks and some of its sidewalks, and has made recommendations to help minimize loss exposure; (d) he has distributed/provided various checklists/documents to aid in the city's risk management assessments; and (e) he has led discussions on the need for the city to be vigilant in receiving "additional insured" certificates on special events occurring in the city/work being done on city property as a risk management technique. During his presentation, Closson (i) responded to questions and comments made pertaining to the coverages and services offered to the city through IMLRMA; and (ii) identified Jackie Hausmann as the city's IMLRMA coordinator responsible for administering the city's liability and property insurance program and for filing claims.

After Closson's presentation, City Administrator Hudzik commented on the cooperation received from the Department Heads, and their employees, in helping to identify possible liability risks and their receptiveness to implementing procedures to help reduce those risks and the claims filed against the city.

### III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

### IV. ADJOURNMENT

#### MOTION:

It was moved by Alderman Piazza and seconded by Alderman Reis to adjourn the License, Insurance Claims, CEMA and Contracts Committee Meeting held Monday, August 22, 2011 at 7:18 p.m. Upon Roll Call vote, Chairman Mathews and Aldermen Roessler, Piazza, and Reis voted yea. **MOTION CARRIED.**

  
T J MATHEWS, Chairman  
LICENSE, INSURANCE CLAIMS, CEMA AND CONTRACTS COMMITTEE

Minutes taken by:

  
SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY  
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
AUGUST 22, 2011 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Gene Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:19 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Director of Community and Economic Development Paul Ellis (arrived at 7:45 p.m.), Chief of Police and EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Joe Hardin and Jim Vogt, representing David Levinson/Clayton Forsyth Realty and James M. Lewis, Sr., Vice President of the First National Bank of St. Louis, possible financier of the proposed CUPs.

Chairman Ebersohl stated the meeting was called for the purpose of (1) the Columbia Lakes Community Unit Plan (North & South) discussion; (2) the City Marketing Efforts review and discussion; and (3) any other items to be considered or discussed.

**II. COLUMBIA LAKES COMMUNITY UNIT PLAN (“CUP”) (NORTH & SOUTH) DISCUSSION**

(Note: In addition to the individuals listed hereon in I., approximately fifteen (15) members of the public were in attendance.)

Chairman Ebersohl opened the meeting and called upon Joe Hardin to address the Committee Members. Joe began by referencing a document prepared by Heneghan and Associates for the First National Bank of St. Louis, dated August 19, 2011, labeled “South R-7 Concept Plan”, depicting a possible development plan (for the south parcel) showing thirteen (13) buildings containing ninety-four (94) units – said concept plan used most of the property on the site (including the hillside) and did not contain much in the way of green space or amenities (Note: this document was received shortly before this meeting and it was placed on each of the Committee Member’s desks for their review and reference). Hardin stated that developer Levinson is not proposing to develop the site using the “South R-7 Concept Plan” document, but the concept plan was presented to

show how the site could possibly be developed following the city's R-7 zoning requirements. Jim Lewis addressed the Committee Members and stated the bank contracted to have Heneghan prepare the "South R-7 Concept Plan" document to show how the land could possibly be developed. Mr. Lewis also made other comments pertaining to the past development of the Columbia Lakes area and stated he was hopeful that the CUPs would be approved by the city. A general discussion then took place wherein all in attendance (including members of the public) were given the opportunity to ask questions, make comments and express their opinions, which included many of the same issues raised, discussed and listed in the minutes of the July 25, 2011 and August 8, 2011 minutes of the Committee of the Whole; some additional items included: (a) a listing of several advantages of approving of the South CUP vs. development pursuant to the city's R-7 regulations (e.g., the CUP development would result in (i) more recreation/green space; (ii) lower density; (iii) less gouging of the hillside; (iv) more amenities; (v) more efficient use of the land); (b) whether variances would be required to develop the site according to the "South R-7 Concept Plan" presented – a suggestion was made that the City Engineer review the concept plan presented to see if he feels any are needed; (c) whether it is feasible to develop on the hillside; (d) traffic management and the congestion that may result from the development of the North and South sites; (e) that various other plans have been presented to develop the North and South sites in the past; (f) that approval of the CUPs seems to give the city more control over the development of the sites; and (g) the buffer zone requirements pertaining to a CUP development vs. those required by the R-7 zoning requirements. During the general discussion (i) Joe Hardin again stated that the "South R-7 Concept Plan" document was for reference purposes only – this is not a plan the developer is considering; (ii) some of the Committee Members indicated that they were in favor of the CUP proposals or opposed to them; and (iii) there was debate on whether a vote on the CUPs should be taken at this meeting or postponed until a future meeting.

**MOTION(S):**

It was moved by Alderman Agne and seconded by Alderman Roessler to table action at this meeting and to meet again on Monday, August 29, 2011 to again discuss this matter; after additional discussion, Alderman Roessler rescinded his second and Alderman Agne rescinded his motion. It was then moved by Alderman Agne and seconded by Alderman Reis to recommend to the City Council to proceed with the preparation of the ordinance(s) necessary to approve of the CUPs, based upon the most recent plans submitted, contingent upon receipt and review of the detailed site plans. Chairman Ebersohl and Aldermen Agne, Roessler and Reis voted yea. Aldermen Niemietz, Huch, Mathews, Piazza and Mayor Hutchinson voted nay. **MOTION FAILED.**

**III. REVIEW/DISCUSSION OF CITY MARKETING EFFORTS**

Director of Community and Economic Development Paul Ellis began by informing the Committee Members that the City of Columbia has been chosen to receive the 2011 Active Living Award on September 20<sup>th</sup> – recipients of this award are recognized for engaging in unique and sustainable efforts to incorporate physical activity into everyday living. He then reviewed his Memorandum re: Marketing the City of Columbia and updated the Committee Members on each of the marketing efforts shown under the

headings of “Underway”, “Near Horizon” and “To Be Determined”. In the “To Be Determined” section possible marketing efforts identified included (i) a “Today in America” segment with Terry Bradshaw (approximately five (5) minutes of a professionally produced program showcasing the City of Columbia) – this program will get some national exposure, but the estimated cost for the production approximates \$20,000; and (ii) exposure through KMOV News 4 and Great Day St. Louis’ “On the Road!” production and presentation – various options exist ranging from \$1,500 to \$3,000. After a general discussion it was the consensus of the Committee Members that Ellis (a) continue in his efforts to market the City of Columbia; and (b) check with other companies to see if similar productions to those discussed can be produced less expensively.

#### **IV. EXECUTIVE SESSION**

Chairman Ebersohl entertained a motion to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body.

##### **MOTION – EXECUTIVE SESSION**

It was moved by Alderman Huch and seconded by Alderman Reis to go into Executive Session at 9:38 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body. Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

##### **MOTION – REGULAR SESSION**

It was moved by Alderman Agne and seconded by Alderman Niemietz to return to the Regular Session of the Committee of the Whole at 9:55 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Committee of the Whole Meeting, Mayor Hutchinson and the following Committee Members were present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis.

Chairman Ebersohl asked if there was any action to be taken as a result of the Executive Session of the Committee of the Whole Meeting.

##### **MOTION:**

It was moved by Alderman Huch and seconded by Alderman Niemietz to recommend to the City Council that city staff be authorized to consult with Mark W. Weisman, attorney with the firm of Gallop, Johnson & Neuman, on the employee job performance issues as discussed in Executive Session. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

V. **OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

VI. **ADJOURNMENT**

**MOTION:**

It was moved by Alderman Agne and seconded by Alderman Niemietz to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, August 22, 2011 at 9:56 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea.

**MOTION CARRIED.**

  
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GENE EBERSOHL, Chairman  
COMMITTEE OF THE WHOLE

Minutes taken by:

  
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SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE AMBULANCE, RADIO COMMUNICATION AND  
DISPATCH COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY  
OF COLUMBIA, ILLINOIS HELD MONDAY, AUGUST 22, 2011 IN THE  
COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Steven Reis called the Ambulance, Radio Communication and Dispatch Committee Meeting of the City Council of the City of Columbia, Illinois to order at 9:57 p.m.

Upon Roll Call, the following members were:

Present: Chairman Reis and Aldermen Niemietz, Huch and Mathews.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Agne, Roessler and Piazza.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joseph Edwards, Accounting Manager Linda Sharp, and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Reis stated the purpose of the meeting was to discuss and review (1) the 800 MHz Signal Transmission System Tower; and (2) any other items that may need to be considered.

**II. 800 MHz SIGNAL TRANSMISSION SYSTEM TOWER UPDATE/ DISCUSSION**

Chairman Reis made opening remarks and called upon Chief of Police Edwards to address the Committee on this issue. Chief Edwards stated he had been in touch with Monroe County officials since the July 25, 2011 committee meeting and that the County Board and the 911 Board have each appropriated \$40,000 (not to exceed 1/3<sup>rd</sup> of the cost of the tower) for the purchase of the tower to be located in Columbia (totaling funds appropriated of \$80,000 (not to exceed 2/3rds of the cost of the tower)). Edwards also stated that other governmental entities in the county were being approached to contribute funding for the tower, since he deems its purchase as beneficial on a county-wide basis; he also stated that a decision needs to be made, and the order placed soon, to take advantage of the microwave equipment funding (see July 25, 2011 Ambulance, Radio Communication and Dispatch Committee Meeting minutes). Edwards stated that the county may have funds available to loan to the city for the city's portion of the tower's cost. During Joe's presentation all in attendance were given the opportunity to ask questions and make comments, which included (i) whether other viable options existed – Edwards stated this is the most cost effective option; (ii) whether the tower could be a

pole tower and the height requirement – Edwards stated the engineers, who designed the system, indicated the tower had to be approximately 190 ft. tall to properly transmit the signals, and they were responsible for the design of the tower – their recommendations are being followed since they are aware of the design requirements needed to allow for the proper mounting of the microwave equipment and transmission of the signals; and (iii) the amount of funding being offered by the County and 911 Boards doesn't appear to approximate 1/3<sup>rd</sup> of the tower's funding level for each of those entities (since the estimated cost of the tower is \$190,000) – those entities were to be contacted again to discuss how they arrived at their appropriated amounts, and whether they may consider increasing those amounts. During the general discussion, Chairman Reis stated that he had been involved in some of the preliminary tower height discussions, and they didn't incorporate a 190 ft. tower in Columbia (a smaller tower was discussed); however, the final system design required the approximately 190 ft. tower in Columbia for the proper transmittal of signals – the change in the height of the tower may have resulted in the difference in the 1/3<sup>rd</sup> funding levels appropriated by the County and 911 Boards vs. the current estimated tower cost. The consensus of the Committee/Council members was that the city needed to move forward with the tower purchase so the Starcom system recommended by the Monroe County Interoperable Communications Committee, which integrates with systems approved by most other counties in the St. Louis metropolitan area, could be implemented.

**MOTION:**

It was moved by Alderman Niemietz and seconded by Alderman Huch to recommend to the City Council the purchase of the tower needed to allow signal broadcasting on the Starcom 21 800 MHz P25 system after city staff explores and identifies available funding options to allow for such purchase. Chairman Reis and Aldermen Niemietz, Huch and Mathews voted yea. **MOTION CARRIED.** A straw poll of the other Aldermen was taken: Ebersohl, Agne, Roessler and Piazza voted yea.

**III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

**IV. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Huch and seconded by Alderman Niemietz to adjourn the Ambulance, Radio Communication and Dispatch Committee Meeting held Monday, August 22, 2011 at 10:18 p.m. Upon Roll Call Vote, Chairman Reis and Aldermen Niemietz, Huch and Mathews voted yea. **MOTION CARRIED.**



STEVEN REIS, Chairman

AMBULANCE, RADIO COMMUNICATION AND DISPATCH COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant

Ambulance, Radio Communication and Dispatch Committee Meeting  
August 22, 2011



**MINUTES OF THE WATER AND SEWER COMMITTEE MEETING OF THE  
CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
AUGUST 22, 2011 IN THE COUNCIL ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman John Piazza called the Water and Sewer Committee Meeting of the City Council of the City of Columbia, Illinois to order at 10:19 p.m.

Upon Roll Call, the following members were:

Present: Chairman Piazza and Aldermen Agne, Mathews and Reis.

Absent: None

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl, Niemietz, Roessler and Huch.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Piazza stated the purpose of the meeting was to discuss (1) the Water Service Lawn Care and Sprinkling Policy; and (2) any other items to be considered.

**II. WATER SERVICE LAWN CARE AND SPRINKLING POLICY REVIEW/  
DISCUSSION**

Chairman Piazza called the meeting to order and referenced the City of Columbia Policy Water Service – Lawn Care and Sprinkling document that had been approved by a motion at the August 3, 1998 City Council Meeting (see August 8, 2011 Water and Sewer Committee minutes for additional discussion of this policy); he then asked the Committee Members whether (i) they felt any changes should be made to said policy; (ii) it should be adopted in ordinance form; or (iii) a different policy should be adopted. A brief discussion was held wherein two (2) other options were identified: (i) a second meter is attached to the main to measure water useage for lawn care and sprinkling; and (ii) use of a deduct meter (the city's current financial software program cannot generate automatic billings when a deduct meter is utilized). It was the general consensus of the Committee Members that said policy (as it currently exists) be adopted in ordinance form.

**MOTION:**

It was moved by Alderman Agne and seconded by Alderman Reis to recommend to the City Council adoption of the City's Water Service – Lawn Care and Sprinkling Policy (approved on August 3, 1998 and currently in effect) in ordinance form. Upon Roll Call vote, Chairman Piazza and Aldermen Agne, Mathews and Reis voted yea. **MOTION CARRIED.**

**III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

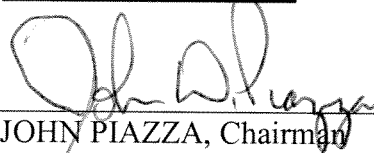
None.

**IV. ADJOURNMENT**

**MOTION:**

It was moved by Alderman Reis and seconded by Alderman Agne to adjourn the Water and Sewer Committee Meeting held Monday, August 22, 2011 at 10:23 p.m. Upon Roll Call vote, Chairman Piazza and Aldermen Agne, Mathews and Reis voted yea.

**MOTION CARRIED.**



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JOHN PIAZZA, Chairman  
WATER AND SEWER COMMITTEE

Minutes taken by:



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SANDRA GARMER, Accounting/Clerical Assistant