

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JANUARY 23, 2012 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 7:08 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, Director of Community and Economic Development Paul Ellis (departed at 7:30 p.m.), City Attorney Terry Bruckert (arrived at 7:35 p.m.), Chief of Police and EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Gene Haller, Joyce Rose and Jim Vogt, representatives of the Columbia Historical Society; and Mike Kish, principal of Immaculate Conception School ("ICS").

Chairman Ebersohl stated the meeting was called for the purpose of discussing (1) Piggot's Fort Property Cooperation Agreement (with the Columbia Historical Society); (2) the ICS crossing guard issue; (3) Public Safety Employee Benefits Act Guidelines and Procedures; and (4) any other items to be considered.

II. PIGGOT'S FORT PROPERTY COOPERATION AGREEMENT (WITH THE COLUMBIA HISTORICAL SOCIETY) DISCUSSION

Chairman Ebersohl opened the meeting and called upon Director of Community and Economic Development Paul Ellis to address the Committee Members on this issue. Paul referred to the draft Cooperation Agreement Between the City of Columbia, Illinois and the Columbia Historical Society Regarding Ownership, Preservation and Maintenance of Lot 11-A of the Bluff View Estates Subdivision, Commonly Known as the 'Piggot's Fort' Property that had previously been distributed to the Committee Members, and to the officers of the Columbia Historical Society, and provided an overview of the agreement which (i) allows the City to maintain the property; (ii) discusses possible rezoning to resolve any subdivision restrictions; and (iii) will result in the transfer of property ownership to the City. Paul introduced Gene Haller, a member of the Columbia Historical Society, who stated his concern, after reviewing the Cooperation Agreement, is that it does not alleviate the responsibility of the Columbia Historical Society to continue to insure the property while historical artifacts and relics are stored in the frame residence

and shed on the property. During the Cooperation Agreement review a general discussion was held wherein all in attendance were given the opportunity to ask questions and make comments, which included: (a) the City's intent to insure the property to alleviate the responsibility of the Columbia Historical Society (of insuring the property); (b) amending the necessary provisions in the Cooperation Agreement to allow the City to provide said insurance coverage, as well as to pay all other expenses (relating to the property) currently paid by the Columbia Historical Society; (c) the poor condition of the frame residence on the property; (d) that some or all of the property has been designated as an historical landmark; (e) findings of recent research in locating the exact site of Piggot's Fort (which appears to be across Bluff Road and slightly to the north of this property site); (f) continued research required for documenting and transferring any historical certifications applicable to the site; and (g) the need for minor revisions to the Cooperation Agreement. Paul indicated the Cooperation Agreement would be amended to reflect the changes discussed and the amended agreement would be presented at a future meeting.

III. ICS CROSSING GUARD DISCUSSION

The ICS crossing guard issue was again presented for the Committee Members consideration. A discussion took place in which all in attendance, including ICS school principal Mike Kish, were given the opportunity to make comments, ask questions, and express their opinions, which included (i) whether it should be the city's responsibility or ICS's to employ and provide supervisory oversight to this position; (ii) that a current employee of ICS has submitted an application for this position; (iii) whether the city should consider entering into an agreement with ICS wherein the city provides funding for the position and ICS employs the crossing guard; (iv) ICS school board's recommendation that the crossing guard position remain the city's responsibility; (v) possible options for student drop off that may eliminate or reduce the need for the crossing guard (e.g., Parkview Elementary School drop off/pick up procedure and whether or not such a procedure would work at ICS); (vi) the approximate number of students using the crosswalk; (vii) the possibility of being able to reduce the need to staff the crossing guard position by 15 minutes in both the morning and afternoon with changes in student arrival and departure times; (viii) potential issues with parents parking at various locations around ICS and accompanying their child(ren) to school; and (ix) ICS staffing issues resulting in the inability of staff members to serve in the crossing guard position. After quite a bit of discussion on this issue, including whether ICS or the city should be responsible for staffing and providing oversight for the crossing guard position, it was the consensus of the Committee Members that ICS assume responsibility for the crossing guard position, and that the city provide funding (for the position) through the end of the current school year.

MOTION:

It was moved by Alderman Roessler and seconded by Alderman Reis to recommend to the City Council that city staff negotiate a contract to provide funds to Immaculate Conception School for a crossing guard position until the end of the current school year. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea.

MOTION CARRIED.

IV. PUBLIC SAFETY EMPLOYEE BENEFITS ACT GUIDELINES AND PROCEDURES DISCUSSION

City Administrator Hudzik reviewed the draft ordinance, previously distributed to the Committee Members, pertaining to the adoption of guidelines and procedures for eligible city employees to make a claim for benefits under the state's Public Safety Employee Benefits Act. Attorney Terry Bruckert stated the act was passed in 1997, but it did not contain guidelines and procedures for submitting a claim, and since some other cities have experienced issues with the processing of claims, he is recommending that the council give consideration to adopting the guidelines and procedures contained in the draft ordinance. Mayor Hutchinson indicated that (in the past) he had spoken to several other Mayors and their cities had either adopted guidelines or were in the process of doing so, since they felt there should be a formal procedure in place for claims to be submitted.

MOTION:

It was moved by Alderman Reis and seconded by Alderman Huch to recommend to the City Council that an ordinance be prepared for the City to adopt guidelines and procedures for eligible employees to make a claim for benefits under the Public Safety Employee Benefits Act. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea.

MOTION CARRIED.

V. EXECUTIVE SESSION

Chairman Ebersohl entertained a motion to go into Executive Session to (i) receive an update on litigation currently pending against the city; and (ii) discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the city.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Niemietz and seconded by Alderman Piazza to go into Executive Session at 8:42 p.m. to (i) receive an update on litigation currently pending against the city; and (ii) discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the city. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Reis and seconded by Alderman Roessler to return to the Regular Session of the Committee of the Whole at 8:56 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 Reis and seconded by Alderman Roessler 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 performance/discipline of specific employee issues as discussed in Executive Session, and to ratify any prior actions taken to that extent. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**

VI. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

VII. ADJOURNMENT


MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Huch to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, January 23, 2012 at 8:58 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, JANUARY 23, 2012 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the Finance, Claims, Bonds and Interest Committee Meeting of the City Council of the City of Columbia, Illinois to order at 8:59 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl, Huch and Piazza.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Niemietz, Mathews and Reis.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, Chief of Police and EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the purpose of the meeting was to discuss (1) a FY 2011 – 2012 Financial Review (6 mos.); and (2) any other items to be considered.

II. FY 2011 – 2012 FINANCIAL REVIEW (6 MOS.) DISCUSSION

Chairman Roessler opened the meeting and called upon Accounting Manager Linda Sharp to address the Committee on this issue. Linda distributed documents entitled “General Fund Budget Analysis for the Six Months Ended 10-31-2010” and “Enterprise Funds Budget Analysis for the Six Months Ended 10-31-2010” (for informational purposes) and then reviewed documentation previously distributed entitled “Six Month Budget Review for the Period Ended 10-31-11” and “Budget Review – Ambulance Department”. The Six Month Budget Review document contained pages similar to those distributed at the beginning of the meeting, but they contained financial data comparing actual to budgeted expenditures for the first six months (until 10-31-11) of the city’s current fiscal year – those figures were also shown in bar graph/pie chart form. Various bar and line graph information was shown for the Ambulance Department (for the first six months of the city’s fiscal year), as well as in extrapolated form for the entire fiscal year. During Linda’s presentation a general discussion was held, which included: (i)

extrapolated fiscal year figures for the Ambulance Department may not accurately reflect yearly estimated totals since neither revenues nor expenses are consistent from month to month; (ii) additional analysis will be needed to more accurately predict yearly totals; and (iii) the need to review the figures again after additional analysis is done. Both Linda and City Administrator Hudzik stated a more thorough analysis would be prepared and presented (using nine month figures (through 01-31-12)) at a future meeting. Chief of Police Edwards stated that both EMS Chief Ken Buss and he would present their analysis of Ambulance Department figures at a future meeting. City Administrator Hudzik then distributed and reviewed worksheets (containing fiscal year and fiscal year to date (“YTD”) information) entitled “Sales Tax Receipts Summary”, reflecting monthly sales tax receipts; “George Weber Chevrolet 1% Sales Tax Payments by Month”; “Sales Tax Receipts by Category”, reflecting various categories of sales taxes reported on a quarterly basis; “Income Tax Receipts”, reflecting monthly income tax receipts (and listing payments currently owed to the city by the state); “Use Tax Receipts”, reflecting monthly use tax receipts; and “Utility Tax Receipts”, reflecting monthly receipts. Hudzik’s presentation included analytical data comparing this year’s YTD figures to those of previous years – he also highlighted and commented upon several of the figures presented on the worksheets.

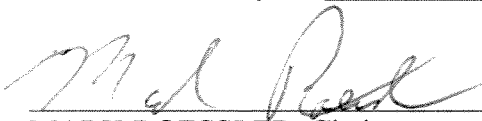
III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Huch to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, January 23, 2012 at 10:13 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Piazza voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant