

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JUNE 11, 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 7:02 p.m.

Upon Roll Call, the following members were:

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

Chairman Ebersohl informed the Committee Members that since a quorum of Committee Members are physically present, Alderman Piazza plans to attend the meeting electronically (as soon as he is able), since he is out of town on job related business.

Present Electronically: Alderman Piazza (via skype – joined meeting at 7:32 p.m.)

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, City Attorney Terry Bruckert, Director of Community and Economic Development Paul Ellis, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garner.

Guests Present: Gene Haller and Jim Vogt, representatives of the Columbia Historical Society (left the meeting (after the Piggott's Fort site location discussion) at 7:45 p.m.).

Chairman Ebersohl stated the meeting was called for the purpose of discussing (1) Columbia Historical Society property transfer documentation; (2) the site location of Piggott's Fort; (3) pending litigation; and (4) any other items to be considered.

**II. COLUMBIA HISTORICAL SOCIETY - PROPERTY TRANSFER
DOCUMENTATION REVIEW/DISCUSSION**

Chairman Ebersohl opened the meeting and called upon Community and Economic Development Director Paul Ellis to address the Committee Members on this issue. Paul

distributed a GIS aerial photo of the property in the vicinity of Columbia Historical Society's Lot 11-A of the Bluff View Estates Subdivision (i.e., the property that may be transferred to the city by the Columbia Historical Society) and identified the site of said Lot 11-A – he then reviewed the provisions of a document entitled “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 ‘Schneider’s Farm’ Property”, including its Exhibits (1 – Special Warranty Deed; and 2 – Photos of the property taken in May 2012). During Paul’s review he advised the Committee Members of some minor language changes to the Cooperation Agreement; additionally, all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (i) text should be inserted identifying the intended use(s) of the property; (ii) the Columbia Historical Society does not intend to use the property once all items of historical significance (stored there) are removed; and (iii) proper insurance coverage should be carried by both the Historical Society and the city.

Paul then reviewed the provisions of a document entitled “Cooperation Agreement Between the City of Columbia, Illinois and the Columbia Historical Society Regarding Display of Historic Items and Artifacts”. During Paul’s review, a general discussion took place wherein all in attendance were able to make comments, ask questions and express their opinions (**NOTE: Alderman Piazza joined the meeting via skype during this discussion**), which included (a) how to value the historic items and artifacts for insurance purposes; (b) the cataloging of said historic items and artifacts; and (c) the term of the Cooperation Agreement – the draft agreement incorporated a term in perpetuity – City Attorney Bruckert suggested that the term be changed to twenty (20) years with automatically renewable twenty (20) year periods, and contain a provision that it may be terminated by mutual agreement of the city and Historical Society.

It was the consensus of the Committee Members that Mr. Ellis coordinate the redrafting of the Cooperation Agreements, the release of the Bluff View Estates Subdivision property restrictions, the cataloging of the historic items and artifacts and the rezoning of Lot 11-A of the Bluff View Estates Subdivision with members of the Columbia Historical Society – Paul is to present the re-drafted Cooperation Agreements to the city council for its consideration at a future council meeting.

III. PIGGOTT’S FORT SITE LOCATION UPDATE/DISCUSSION

Community and Economic Development Director Ellis then reviewed a three (3) page document entitled “Piggott’s Fort Survey” and presented the resume of Dwayne L. Scheid, who has offered to lead the effort to locate the Piggott’s Fort site (he plans to work on evenings and weekends on a pro bono basis). The Piggott’s Fort Survey document was compiled by Mr. Scheid and details the (i) steps to be taken to try to locate

the site of the fort, (ii) testing of the site's features and artifacts, (iii) excavation of a predetermined quantity of features; (iv) lab processing of the artifacts collected; and (v) report preparation, registration of the site with the state, and presentation of results at local, state and national conferences – the survey document also listed some of the equipment, materials and supplies needed for the project, including items to be used for the processing of any artifacts found. Paul then (a) briefly reviewed the process(es) to be followed in attempting to locate the Piggott's Fort site; and (b) stated the project's costs would include the excavation and labor expenses (he plans to solicit volunteers for as much of this work as possible), as well as those associated with any needed equipment rental, materials, supplies and items used to process artifacts. Paul informed the Committee Members that representatives of the Columbia Heritage and Preservation Commission had spoken to the owner, as well as the farmer, of the property where Piggott's Fort is thought to have been located, and both of them expressed a willingness to cooperate in this effort. He also recommended that agreements be drafted for (A) Dwayne Scheid to lead this effort; and (B) the owner and the farmer of the survey site property, to allow this project to begin and to designate ownership of any artifacts discovered. It was the general consensus of the Committee Members that Paul present the recommended site location project agreements to the Committee Members once they have been drafted and are ready for review.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Mayor Hutchinson informed the Committee Members that (i) he had recently spoken to Louis Mund pertaining to Mr. Mund's request for the city to grant an easement to him and consider conveying mineral rights (to him) on property he donated to the city (in the past) where the Mule Road water tank is located (see March 12, 2012 Committee of the Whole Meeting minutes); and (ii) Mr. Mund would like the city to give consideration to his requests. City Engineer Ron Williams stated that he has tried to find the document(s) conveying the water tank property to the city, but has been unsuccessful in locating them – he also stated that Water Foremen Steve Mueller thought Mr. Mund had donated the water tank property to the city. The Mayor then informed the Committee that Mr. Mund has also looked for his copies of the conveyance document(s) and has not been able to find them. It was the general consensus of the Committee Members that the city agree to Mr. Mund's requests for an easement and the conveyance of mineral rights on the city's Mule Road water tank property – City Engineer Williams is to contact Mr. Mund and coordinate the preparation of the necessary documents, which are to be reviewed by the City Attorney.

Mayor Hutchinson then informed the Committee Members that he would be out of town from June 16th – June 23rd and that one of the council members would have to be appointed as Mayor Pro Tem at the June 18th council meeting.

V. **EXECUTIVE SESSION**

Chairman Ebersohl entertained a motion to go into Executive Session to receive an update on litigation currently pending against the city.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Reis and seconded by Alderman Roessler to go into Executive Session at 7:52 p.m. to receive an update on litigation currently pending against 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 Agne and seconded by Alderman Niemietz to return to the Regular Session of the Committee of the Whole at 8:07 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 (electronically via skype) 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 – there was none.

VI. **ADJOURNMENT**

MOTION:

It was moved by Alderman Agne and seconded by Alderman Roessler to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, June 11, 2012 at 8:10 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, JUNE 11, 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 8:11 p.m.

Upon Roll Call, the following members were:

Physically Present: Chairman Roessler and Aldermen Ebersohl and Huch.

Since a quorum of Committee Members were physically present, Committee Member/Alderman Piazza attended the meeting electronically (since he is out of town on job related business).

Present Electronically: Alderman Piazza (via skype).

Absent: None.

Quorum Present.

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

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams, 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 proposed tax-exempt financing compliance procedure; (2) the city's audit engagement letter; and (3) any other items to be considered.

**II. TAX-EXEMPT FINANCING COMPLIANCE PROCEURE REVIEW/
DISCUSSION**

Chairman Roessler opened the meeting and called upon City Attorney Terry Bruckert to address the Committee/Council Members on this issue. Terry informed the Committee/Council Members that the IRS has recently issued an advisory to issuers of obligations on which the interest is federally tax-exempt to adopt written procedures for monitoring post-issuance federal tax requirements for such obligations. He also indicated that the proposed compliance procedure document (previously distributed to those in attendance) contained provisions detailing steps to be taken by the city in order to comply

with the IRS's advisory on this issue. City Administrator Hudzik indicated that Accounting Manager Sharp and he had a few items to discuss with Bruckert pertaining to the compliance procedure document before it is presented to the council for approval. It was the consensus of the Committee/Council Members that (i) the Accounting Manager be named in the compliance procedure as the "Bond Compliance Officer"; (ii) Hudzik and Sharp consult with Bruckert on any necessary changes; and (iii) the compliance procedure be presented to the council for its consideration at a future council meeting.

III. AUDIT ENGAGEMENT LETTER REVIEW/DISCUSSION

Chairman Roessler briefly reviewed Accounting Manager Sharp's Memo re: Engagement Letter from Schorb & Schmersahl, LLC, as well as its attached engagement letter, pertaining to the city's audit for its fiscal year ended April 30, 2012. Chairman Roessler and Accounting Manager Sharp indicated the proposed engagement letter contained standard language (virtually the same as that presented in past years) and a slight fee increase to \$17,400 plus out of pocket costs (the fee had been \$16,900 plus out of pocket costs for the past three (3) years). It was Ms. Sharp's recommendation that the audit engagement letter, as presented, be approved.

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Huch to recommend to the City Council the approval of the Engagement Letter of Schorb & Schmersahl, LLC for audit services, in the amount of \$17,400 plus out of pocket costs (with the total cost not to exceed \$18,000), for the City's fiscal year ending on April 30, 2012. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Piazza voted yea.

MOTION CARRIED.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

V. 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, June 11, 2012 at 8:18 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

**MINUTES OF THE PERSONNEL COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JUNE 11, 2012 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Jeff Huch called the Personnel Committee Meeting of the City Council of the City of Columbia, Illinois to order at 8:18 p.m.

Upon Roll Call, the following members were:

Physically Present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler.

Absent: None.

Quorum Present.

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

Present Electronically: Alderman Piazza (via skype since he is out of town on job related business).

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

Guests Present: None.

Chairman Huch stated the meeting was called for the purpose of discussing (1) collective bargaining negotiations and employee wages; (2) the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the city; and (3) any other items to be considered.

II. EXECUTIVE SESSION

Chairman Huch entertained a motion to go into Executive Session to discuss (i) collective bargaining negotiations and employee wages; and (ii) the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the city.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to go into Executive Session at 8:19 p.m. to discuss (i) collective bargaining negotiations and employee wages; and (ii) the appointment, employment, compensation, discipline, performance or dismissal of specific employee(s) of the city. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Niemietz and seconded by Alderman Ebersohl to return to the Regular Session of the Personnel Committee Meeting at 8:55 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea. **MOTION CARRIED.**

Upon return to the Regular Session of the Personnel Committee Meeting, the following Committee Members were present: Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Agne, Mathews, Piazza (electronically via skype) and Reis.

Chairman Huch asked if there was any action to be taken as a result of the Executive Session of the Personnel Committee Meeting – there was none.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:


It was moved by Alderman Ebersohl and seconded by Alderman Niemietz to adjourn the Personnel Committee Meeting held Monday, June 11, 2012 at 8:58 p.m. Upon Roll Call Vote, Chairman Huch and Aldermen Ebersohl, Niemietz and Roessler voted yea.

MOTION CARRIED.



JEFF HUCH, Chairman
PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant