

**MINUTES OF THE ORDINANCE, PLANNING AND ZONING COMMITTEE
MEETING OF THE CITY COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS
HELD MONDAY, JANUARY 28, 2013 IN THE COUNCIL ROOM OF CITY
HALL**

I. CALL TO ORDER

Chairman Jim Agne called the Ordinance, Planning and Zoning 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 Agne and Aldermen Ebersohl and Reis.

Absent: Alderman Niemietz.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Roessler, Huch and Mathews.

Administrative Staff Present: City Administrator Al Hudzik, Assistant City Engineer Tim Ahrens, Chief of Police & EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Agne stated the purpose of the meeting was to discuss (1) the definition of kennel; and (2) any other items to be considered.

II. DEFINITION OF KENNEL DISCUSSION

Chairman Agne opened the meeting and summarized various information contained on documentation received from City Engineer Ron Williams, which had previously been distributed to the Committee/Council Members, from eight (8) cities in the St. Louis Metropolitan Area concerning kennel definitions and regulations pertaining to animals creating a nuisance – he indicated most kennel definitions referenced the number of animals housed, as well as allowable ages. Chairman Agne also reviewed the Columbia Plan Commission’s recommendations on the definition of a kennel and regulations pertaining to animals creating a nuisance. During Chairman Agne’s presentation, a general discussion was held wherein all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included: (i) the kennel definition changes recommended by the Plan Commission seemed appropriate, but some

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Memo from City Engineer Ron Williams re: Amending the Definition of Kennel (1 page)

Memo from City Engineer Ron Williams re: Request for Zoning Amendment Text Amendment to Amend the Definition of Kennel (1 page)

Kennel/Animal Regulations for the City of Chesterfield, Des Peres, Florissant, Maryland Heights, O’Fallon, St. Peters, Sunset Hills and Wentzville (8 pages)

Ordinance No. 2974 – An Ordinance Amending the Definition of Kennel in Section 17.04.030 (Definitions and Rules of Construction) of Title 17 (Zoning) of the Municipal Code of the City of Columbia, Illinois (3 pages)

Plan Commission Minutes – November 26, 2012 (5 pages)

Committee/Council Members felt the number (and allowable ages) of animals to be housed should be included in the definition of a kennel, whereas others didn't feel that information was necessary; (ii) the City of Chesterfield Sec. 5-2 language pertaining to dogs, cats and other animals creating a nuisance should be incorporated into the City's nuisance violation regulations; and (iii) the recommended definition of a kennel references animals that are bred or raised on a commercial scale, not those that are personal pets.

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

Chairman Agne informed the Committee/Council Members of a recent news article pertaining to recommendations made by a housing task force in Belleville on how criminal activity in rental properties (in the city) could be addressed – he asked the Committee/Council Members to give thought to addressing similar issues in the City of Columbia.

IV. **ADJOURNMENT**

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Reis to adjourn the Ordinance, Planning and Zoning Committee Meeting of the City Council of the City of Columbia, Illinois held Monday, January 28, 2013, at 7:24 p.m. Upon Roll Call vote, Chairman Agne and Aldermen Ebersohl and Reis voted yea. **MOTION CARRIED.**



JIM AGNE, Chairman

ORDINANCE, PLANNING AND ZONING 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,
JANUARY 28, 2013 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 7:25 p.m.

Upon Roll Call, the following members were:

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

Absent: Alderman Niemietz.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, Assistant City Engineer Tim Ahrens, Chief of Police & EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: Superintendent of Columbia Community Unit School District (CUSD) No. 4, Dr. Gina Segobiano (left at 7:45 p.m.), Columbia School Board Members Karen Anderson and Scott Middelkamp (both left at 7:45 p.m.), Columbia Police Sergeant Mike Conrad (left at 8:23 p.m.) and Sister Cities of Columbia President Ingrid Soraghan.

Chairman Ebersohl stated the meeting was called for the purpose of reviewing and discussing (1) the Columbia CUSD No. 4 Future Farmers of America Program; (2) the ID Networks Management Information System; and (3) any other items to be considered.

II. COLUMBIA CUSD NO. 4 FUTURE FARMERS OF AMERICA PROGRAM PRESENTATION/DISCUSSION

Chairman Ebersohl opened the meeting and called upon Columbia CUSD No. 4 superintendent, Dr. Gina Segobiano, to address the Committee Members on this issue. The Mayor made opening remarks pertaining to the community partnering with the school district on this project while Dr. Segobiano distributed documentation entitled "CCUSD#4 – Agriscience Greenhouse Project" consisting of six (6) pages showing (i) aerial photos of CCUSD No. 4 property/Bolm-Schuhkraft Memorial Park property near the proposed greenhouse site; (ii) pictures of a small shed and other items near the border of the school district property/city park property in the area of the baseball diamond; and (iii) pictures of various greenhouses – said documentation included the request from CCUSD No. 4 that "The school district is seeking approval from the City Council to construct the new greenhouse on property lines." Dr. Segobiano then informed the Committee Members that in conjunction with the school district's Future Farmers of America Program, the district planned to purchase a greenhouse kit and have a greenhouse constructed (utilizing students and school personnel to the greatest extent possible) on property owned by the school district very close to the property line of

Bolm-Schuhkraft Memorial Park (near the end of E. Park Drive by the baseball diamond). She explained this location was selected due to its relative flatness as opposed to the rolling topography of other school district property in the area. Dr. Segobiano then reviewed all pages of the documentation distributed including information pertaining to the project's desired size, parking/access, utility needs, budget and timeline (Spring/Summer, 2013), as well as its educational uses and its potential benefits to the community – she indicated the school district is exploring various funding options, including applying for grants, and that the project is currently in the preliminary planning phase. During Dr. Segobiano's presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (a) a discussion on the benefits of the greenhouse for both educational and community purposes; (b) the style of greenhouse to be constructed and its expandability; and (c) the area's topography requires that the greenhouse site be located very close to city park property – access will be from city property, but the actual building should be on school district property. It was the consensus of the Committee Members that documentation expressing the City's support of the greenhouse project be drafted and forwarded to Columbia CUSD No. 4.

III. ID NETWORKS MANAGEMENT INFORMATION SYSTEM DISCUSSION

Police Chief Joe Edwards informed the Committee Members that Columbia, in conjunction with Waterloo and Monroe County, entered into Agreements with ID Networks, Inc. (in 2008) to provide internet technology software, software maintenance and equipment to operate an integrated county-wide computer aided dispatch (CAD) system. He further stated that the city, along with the other governmental agencies, have experienced problems with the ID Networks system since its initial installation – he then detailed some of the problems the city has experienced/continues to experience. During his presentation, he indicated that we have kept ID Networks updated on the problems experienced and, although ID Networks has indicated they are working to fix the problems (and are about to release an update to the software system in the near future), the problems continue to require police department/telecommunicator personnel, as well as REJIS IT personnel, to spend quite a bit of time addressing the unresolved issues. He then informed the Committee Members that he has been researching different systems, and described the system offerings of Information Technologies, Inc. (ITI), which is headquartered in St. Louis. Joe indicated ITI offers cloud computing, and therefore the city would not need to buy/use its servers for system data – ITI sent him a quotation requesting a one (1) year agreement @ \$2,799/mo. + approximately \$15,000 in set-up fees; however, ITI is willing to waive the set-up fees if the contract is signed by February 1, 2013. Joe further stated that he contacted the county and Waterloo to see if they had any interest in exploring other options and each entity indicated they planned to allow more time for ID Networks to address their issues. Since it will take some time for ITI to set-up its system and train our personnel (if we decide to use that system) we would be paying both ITI and ID Networks for several months. Sergeant Mike Conrad then made some comments on our inability to get the ID Networks system to work very effectively. During Joe's presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (i) the timeframe offered (i.e., sign by February 1st) is only a few days away and before the next City Council Meeting date; (ii) the need to check on the adequacy of insurance coverage carried by ITI; and (iii) the need to switch systems since the ID Networks system doesn't seem to work as originally envisioned. It was the consensus of the Committee Members

that Police Chief Edwards, City Attorney Bruckert and City Administrator Hudzik review the ITI documentation and present the proper documents to the City Council whenever they are ready to recommend approval – Police Chief Edwards is to request an extension of the February 1st deadline to get the set-up fees waived.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

Sister Cities Presentation

Ingrid Soraghan, President of Sister Cities of Columbia, Illinois, distributed a one (1) page document entitled “Sister Cities of Columbia, IL 2013 Visit Events” and informed the Committee Members that the Sister Cities organization will be celebrating its 20th Anniversary this year. She then reviewed the information on her handout, which contained information on (i) a Student Exchange Visit (25 high school students) from April 1-22, 2013; and (ii) an Official Delegation Visit (52 guests) from May 10-20, 2013, to help celebrate the 20th Anniversary, including a schedule of events and a listing of “Official German guests from Gedern”.

American Legion Property Purchase Update

City Administrator Hudzik informed the Committee Members that Accounting Manager Linda Sharp and he met to discuss the \$70,000 funding gap on the purchase of the American Legion Fields (see November 26, 2012 and January 14, 2013 Parks, Playgrounds and Recreation Committee Meeting minutes), and that is was their recommendation that \$35,000 be put in the budget during each of the city’s next two (2) fiscal year’s budgets in order to meet the funding gap – the Committee Members concurred with that recommendation.

V. ADJOURNMENT

MOTION:

It was moved by Alderman Reis 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, January 28, 2013 at 8:38 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

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,
JANUARY 28, 2013 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 8:38 p.m.

Upon Roll Call, the following members were:

Present: Chairman Huch and Aldermen Ebersohl and Roessler.

Absent: Alderman Niemietz.

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

Quorum Present.

Elected Officials and Administrative Staff Present: City Clerk Ron Colyer (left at 9:20 p.m.), City Administrator Al Hudzik, Assistant City Engineer Tim Ahrens (left at 9:20 p.m.), Director of Community and Economic Development Paul Ellis (arrived at 8:48 p.m. and left at 9:20 p.m.), Chief of Police & EMS Director Joe Edwards (left at 9:50 p.m.), Interim EMS Chief Shannon Bound (left at 9:50 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Huch stated the meeting was called for the purpose of discussing (1) departmental staffing; and (2) any other items to be considered.

II. DEPARTMENTAL STAFFING DISCUSSION

Chairman Huch called upon City Administrator Al Hudzik to address the Committee/Council Members on this issue. Hudzik indicated various Department Heads would be addressing the Committee/Council Members to describe the duties and staffing of their departments.

City Hall Administrative Staff/City Department Heads

Summaries of the duties of personnel in the following departments were given:

Accounting/Finance Dept.: Accounting Manager Linda Sharp detailed the duties of Accounting Specialist Michelle Brown (full-time), Accounting Clerk Pam Friedrich (part-time) and Accounting/Clerical Assistant Sandy Garmer (part-time), who shares duties with the City Clerk's Department; **City Clerk's Dept.**: City Clerk Ron Colyer detailed the duties of Deputy Clerk Donna Mehaffey; **Community and Economic Development Dept. (CEDD)**: Community and Economic Development Director Paul Ellis detailed many of the items handled by CEDD and the duties of Administrative Assistant/Event Coordinator Jackie Hausmann, who also provides assistance to the Mayor and City Administrator; and **City Department Heads**: City Administrator Al

Hudzik briefly summarized the duties and responsibilities of Accounting Manager Sharp, Community and Economic Development Director Ellis, Chief of Police and EMS Director Edwards (as well as Interim EMS Chief Bound), and City Engineer Williams.

III. EXECUTIVE SESSION

Chairman Huch entertained a motion to go into Executive Session to discuss (i) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body; and (ii) employee wages and benefits for one or more classes of employees.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to go into Executive Session at 9:23 p.m. to discuss (i) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body; and (ii) employee wages and benefits for one or more classes of employees. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl and Roessler voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Ebersohl and seconded by Alderman Roessler to return to the Regular Session of the Personnel Committee Meeting at 9:56 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl 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 and Roessler. Other Council Members present: Mayor Hutchinson and Aldermen Agne, Mathews 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.

MOTION:

It was moved by Alderman Ebersohl 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 Polsinelli Shughart, on the employee issues discussed in Executive Session, and to ratify any prior actions taken pertaining to said issues. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl and Roessler voted yea.

MOTION CARRIED.

MOTION:

It was moved by Alderman Roessler and seconded by Alderman Ebersohl to recommend to the City Council that Mark W. Weisman, attorney with the firm of Polsinelli Shughart, be employed as labor counsel to assist with negotiating the initial collective bargaining agreement with American Federation of State, County and Municipal Employees Council 31 on behalf of Columbia EMS personnel (represented by AFSCME Council 31). Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl and Roessler voted yea.

MOTION CARRIED.

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

None.

V. **ADJOURNMENT**

MOTION:


It was moved by Alderman Roessler and seconded by Alderman Ebersohl to adjourn the Personnel Committee Meeting held Monday, January 28, 2013 at 9:59 p.m. Upon Roll Call vote, Chairman Huch and Aldermen Ebersohl and Roessler voted yea. **MOTION**

CARRIED.



JEFF HUCH, Chairman
PERSONNEL COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant