

**MINUTES OF THE FIRE DEPARTMENT COMMITTEE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
NOVEMBER 25, 2013 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Roessler called the Fire Department Committee 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:

Present: Chairman Roessler and Aldermen Ebersohl, Agne and Reis.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Niemietz, Huch, Mathews and Holtkamp.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams (left at 7:28 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Columbia Fire Protection District Trustees Glenn Stumpf and Mike Conrad, and Columbia Fire Protection District Fire Chief Mike Roediger.

Chairman Roessler stated the meeting was called for the purpose of discussing (1) the City of Columbia – Columbia Fire Protection District Dispatching Services Agreement; and (2) any other items to be considered.

II. DISPATCHING SERVICES AGREEMENT REVIEW/DISCUSSION

Chairman Roessler made opening remarks and called upon City Administrator Al Hudzik to address the Committee/Council Members, as well as the Columbia Fire Protection District representatives, concerning the reason changes had been requested to the Dispatching Services Agreement. Hudzik indicated that the original term of the Dispatching Services Agreement was for three (3) years (with a termination date of June 20, 2014) and that changes had been requested by the city (pursuant to the Fire Department Committee meeting of July 8, 2013) pertaining to the purchasing, repairing and maintenance of communications equipment used strictly, or partially, to dispatch fire department personnel, since no discussions had taken place (by city representatives) pertaining to those expenses when the original Dispatching Services Agreement had been negotiated. During the meeting, a general discussion took place pertaining to the dispatching services provided to the fire district (by the city), including the costs and

some of the equipment needed to provide those services; during the discussion, all in attendance were given the opportunity to make comments, ask questions and express their opinions, which included (i) that the city felt the fire district should bear some responsibility for the expenses associated with the equipment needed, and its repair and maintenance, for fire district employees to be dispatched – especially if mandated by the federal or state governments; (ii) a fire district representative gave comparative rates charged to other fire departments/districts by independent third parties for dispatching services – a comment was made that the fire district was OK with the current charges contained in the Dispatching Services Agreement; (iii) fire district representatives stated they were seeking clarification on their ability to suggest changes to the amended language sought by the city – one of their main concerns was that the district maintain control over the expenses that may be charged to the district pursuant to the changes requested by the city; (iv) a comment was made (by a fire district representative) that if a change is mandated, the city would have to comply with the mandated requirements anyway and, therefore, that may result in no cost to the fire district; and (v) the fire district was willing to pay for the cost, repairs and maintenance of equipment used 100% for fire district dispatching, but further negotiations were needed for equipment used only partially for dispatching fire district personnel. Comments made by several city representatives were of the nature that fire district input would be sought for expenses the district was expected to pay (either directly or as a reimbursement to the city) and that the city welcomed suggested language changes by the fire district. The fire district representatives stated that suggested changes (by the fire district) to the revisions sought by the city would be sent to Chairman Roessler.

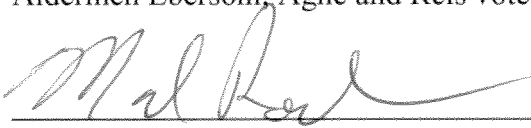
III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Reis to adjourn the Fire Department Committee Meeting of the City Council of the City of Columbia held Monday, November 25, 2013 at 7:32 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Agne and Reis voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FIRE DEPARTMENT COMMITTEE

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, NOVEMBER 25, 2013 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 7:33 p.m.

Upon Roll Call, the following members were:

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

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, Director of Community & Economic Development Paul Ellis (arrived at 8:07 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: James R. Schmersahl, CPA, Schorb & Schmersahl, LLC.

Chairman Roessler stated the purpose of the meeting was to (1) receive the annual financial report and audit presentation by Schorb & Schmersahl; and (2) discuss any other items to be considered.

II. AUDIT PRESENTATION (for the City's FYE 04/30/13) BY SCHORB & SCHMERSAHL

Chairman Roessler opened the meeting and called upon James R. Schmersahl, CPA, Partner with the firm of Schorb & Schmersahl, LLC, to make the annual financial report and audit presentation – Mr. Schmersahl distributed draft copies of the following documents to all Committee/Council Members in attendance: (A) a three (3) page letter containing various information/findings/statements related to the audit; (B) the Annual Financial Report for the city's fiscal year ended April 30, 2013; and (C) a foldout of the Annual Financial Report's page 12. Mr. Schmersahl began his presentation by thanking Accounting Manager Linda Sharp and city staff for their cooperation in providing the necessary financial data during the city's audit for its recently ended fiscal year. Jim then informed the Committee/Council Members that (1) the city's accounting policies conform to generally accepted accounting principles appropriate to local governmental units of this type (i.e., municipalities); (2) the audit was conducted according to proper accounting standards and with qualified personnel; and (3) the draft contained an unqualified (clean) audit opinion on its financial statements for the past fiscal year – he also advised the Committee/Council Members that no problems were encountered during

the audit and there were no difficulties, disputes or disagreements (with city staff) to report. Jim then reviewed and analyzed some of the documentation/financial data in the Annual Financial Report (FYE 04/30/13) including PP. 1 & 2 (Independent Auditors' Report), as well as some of the figures/text presented in the report's sections entitled "Basic Financial Statements", "Required Supplementary Information" and "Other Information", including: (i) P. 11 – Statement of Net Position; (ii) P. 12 – Statement of Activities; (iii) P. 13 – Balance Sheet (Governmental Funds); (iv) P. 15 – Statement of Revenues, Expenditures and Changes in Fund Balances (Governmental Funds); (v) P. 18 – Statement of Revenues, Expenses and Changes in Net Position (Proprietary Funds); and (vi) P. 37– Legal Debt Margin (in the Notes to Financial Statements section). Additionally, he reviewed figures on P. 44 (Illinois Municipal Retirement Fund information), as well as PP. 20 & 45 (Police Pension Fund information) touching upon the funding levels and unfunded liabilities pertaining to those pension funds. During his presentation Jim (a) made various comments on the financial figures he reviewed; (b) touched upon the difficult economic environment the country continues to experience (and its effect on the city's ability to continue providing services to its residents); (c) pointed out that the city's Illinois Municipal Retirement Fund's unfunded Actuarial Accrued Liability changed from an overfunded balance to an underfunded balance (in the last several years) due mainly to the poor investment performance experienced by the state run pension fund; and (d) stated that their audit did not identify any deficiencies in the city's internal controls that were considered to be material weaknesses; however, Jim did identify a few areas where improvements in the city's internal controls could be considered. A general discussion took place by all in attendance during Jim's presentation and he answered various questions that were asked of him.

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, November 25, 2013 at 8:16 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl, Huch and Holtkamp voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FINANCE, CLAIMS, BONDS AND INTEREST 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,
NOVEMBER 25, 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 8:16 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams (left at 9:25 p.m.), Director of Community & Economic Development Paul Ellis (left at 9:20 p.m.), Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandra Garmer.

Guests Present: Ryan Weber, Director of Monroe County's Emergency Management Agency (left at 8:30 p.m.), Columbia Fire Protection District Fire Chief Mike Roediger (left at 8:30 p.m.), Plan Commission Members, Caren Burggraf, Karin Callis, Wes Hoefken, Amy Mistler, Paul Khoury (all left at 8:30 p.m.), Russell Horsley (left at 9:00 p.m.) and Mike Hemmer (left at 9:20 p.m.), and developer Bill Hawn and his attorney Art Morris (both left at 8:50 p.m.).

Chairman Ebersohl stated the meeting was called for the purpose of (i) receiving presentations on (1) Monroe County's Hazard Mitigation Plan – Ryan Weber; (2) property development – Bill Hawn; and (3) the Admiral Parkway Redevelopment Area; and (ii) discussing any other items to be considered.

II. MONROE COUNTY HAZARD MITIGATION PLAN PRESENTATION – RYAN WEBER

Chairman Ebersohl opened the meeting and called upon Ryan Weber, Monroe County's Emergency Management Agency Director, to address the Committee Members on this issue. Ryan began by distributing copies of pages 103 – 113 of the Monroe County Multi-Hazard Mitigation Plan, containing Table 5-8 (List of Mitigation Strategies

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Memorandum from Director of Community & Economic Development Paul Ellis re: Monroe County Hazard Mitigation Plan (1 page)

Memorandum from Director of Community & Economic Development Paul Ellis re: Reducing Flooding in the Admiral Parkway Redevelopment Area (1 page)

Redevelopment Project Area Boundary Map (1 page)

Admiral Parkway TIF District Hydrology Study - Draft Copy (3 pages)

Admiral Trost Stormwater Park – Constructed Wetlands HUC 10: #0714010109 (Carr Creek – Mississippi River)

Proposal for the IEPA Illinois Green Infrastructure Grant Program for Stormwater Management (IGIG) (8 pages)

Developed for Columbia, IL) having columns titled “Mitigation Item”, “Goals and Objects Satisfied”, “Hazards Addressed”, “Priority” and “Comments”. Ryan informed the Committee Members that work started on the mitigation plan in January, 2012 and assistance has been provided by SIU-C personnel; additionally, input has been received from local representatives in compiling the draft plan; he also (i) indicated that “high” priority items should be achievable in 1 – 2 years, “medium” priority items should be achievable in 3 – 4 years, and “low” priority items should be achievable in 5 years; and (ii) reviewed some of the items in the handout. Ryan then (a) informed the Committee Members that he had applied for and received an extension (of 6 months) to have the mitigation plan completed and submitted (from its December 31, 2013 due date); and (b) asked the Committee Members to review the plan (as it applies to Columbia) in more detail and suggest any changes they feel may be needed. During Ryan’s presentation, all in attendance were given the opportunity to make comments, ask questions and express their opinions. Community and Economic Development Director Paul Ellis stated that work would continue (on the plan) by local representatives and that any suggestions should be forwarded to him for discussion at a future committee meeting – he also stated that a resolution supporting the final plan would be submitted to the city council in the future.

III. PROPERTY DEVELOPMENT PRESENTATION – BILL HAWN

Chairman Ebersohl then called upon Bill Hawn to address the Committee Members on this issue. Bill informed the Committee Members that he has been looking at the Old Pine Creek subdivision property (i.e., the site formerly proposed for development by STS Custom Homes, Inc.) to determine the feasibility of reconfiguring the development of that area using only lots fronting Centerville Road – he also informed the Committee Members that he had met with City Engineer Ron Williams to discuss this possibility. Bill then asked the Committee Members for any thoughts they had pertaining to the development of the site – all in attendance were then given the opportunity to make comments, ask questions and express their opinions, which included (i) sanitary sewer issues would have to be addressed – in the past, discussions have been held to allow Pioneer Ridge property to connect to the sewer system to be built to service this site; additionally, a sanitary sewer line currently exists on the west side of the old railroad right-of-way, and an easement would be needed to connect to that line – approval would also be needed from the Illinois Department of Natural Resources due to designation of the old railroad right-of-way property as a dam; (ii) storm water drainage would also need to be addressed (note: the city has the responsibility of monitoring the culverts (on the west side of this site) on a quarterly basis and when storms occur – the culverts need to be kept clean (an easement may be needed on property south of this site to access the culverts) so the storm water can drain); (iii) the 2 to 1 land slope issue (on the site) needs to be addressed – several suggested options were discussed; (iv) a minor subdivision designation may not be feasible since improvements need to be made to the site; and (v) with 80’ frontage lots on Centerville Road, approximately 9 – 10 lots could be developed

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– Hawn stated that due to the drainage issues, the western part of the site (approximately 4 – 5 acres) is deemed to be “not useable”. Many Committee Members stated they were not opposed to this site being developed, but they expressed concerns about the feasibility of such a project and asked that a concept of the proposed development be submitted at a future Committee Meeting for their review. Bill Hawn indicated he would continue to consider the development of this site and planned to present a more detailed plan at a future date.

IV. ADMIRAL PARKWAY REDEVELOPMENT AREA PRESENTATION/ DISCUSSION

Community and Economic Development Director Paul Ellis then addressed the Committee and reviewed his Memo re: Reducing Flooding in the Admiral Parkway Redevelopment Area (which had previously been distributed (along with its attachments)) pertaining to chronic flooding issues occurring in or near that area of the city. City Engineer Ron Williams then projected an aerial overview of the affected area and summarized the Admiral Parkway TIF District Hydrology Study per the “Draft Copy” supplied to the city by Hoelscher Engineering; Ron also reviewed the “proposed actions” to be taken as listed at the bottom of Paul’s Memo, which included (a) replacement of a culvert under Valmeyer Road; (b) authorization for HeartLands Conservancy to again apply for state funding through the Illinois Green Infrastructure Grant (IGIG) Program for expansion of the wetlands in the Admiral Trost Development Park; (c) moving dirt removed from the wetlands expansion site to the former Video Exchange parcel to assist in raising the level of that parcel so it can be developed (this will have to be negotiated/coordinated with the site’s owner(s)); and (d) financing the city’s share of the costs involved in (a) – (c) using Tax Increment Financing funds. Ellis then reviewed the IGIG Program for Stormwater Management documentation that had previously been submitted by HeartLands Conservancy to the IEPA (and which grant had not been awarded), and updated the Committee Members on the re-submittal of the grant application during a new funding cycle – he also informed them of the Play Commission’s and PLAY Foundation’s discussions about developing a destination playground in the Admiral Parkway Redevelopment Area and that the grading required to complete the stormwater project proposed in the IGIG Program would need to be completed before any project(s) could be undertaken in the park. As Ron and Paul made their presentations, all in attendance were given the opportunity to make comments, ask questions and express their opinions – it was the consensus of the Committee Members that (i) the necessary documentation be presented at a future council meeting supporting the application by HeartLands Conservancy for an IGIG grant to help address the stormwater management issues in the Admiral Parkway Redevelopment Area; and (ii) the city provide the matching funding in the event the IGIG grant is awarded. Paul said he would keep the council updated on the progress being made on this issue.

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

City Administrator Al Hudzik then (i) reviewed correspondence received from Tim Scheibe, President of Reliable Sanitation, offering to amend the city's "Refuse Collection Contract" by reducing the monthly fee increase scheduled to occur on December 1st from \$.49/mo. to \$.44/mo. with a corresponding reduction of the monthly fee (per account) from \$13.17 to \$13.12 – Hudzik stated the proper documentation to approve the fee reductions would be presented at the next council meeting; (ii) informed the Committee Members that he would be submitting the necessary documentation at the next council meeting to extend the New Cingular Wireless cell tower land lease for five (5) years at an annual lease rate of \$12,000 plus 50% of any sublease receipts (this is an increase from the current annual lease rate of \$3,327 (see August 12, 2013 committee meeting executive session minutes)); he also said the lease amendment document would contain other minor changes requested by New Cingular Wireless; and (iii) indicated that additional documentation would be submitted at the next council meeting authorizing the signing of the loan documentation for the Community Development Assistance Program loan to Aunt Maggie's on Main.

VI. **EXECUTIVE SESSION**

Chairman Ebersohl entertained a motion to go into Executive Session to discuss (a) the purchase or lease of real property for use by the city; and (b) the compensation of specific city employees.

MOTION – EXECUTIVE SESSION

It was moved by Alderman Niemietz and seconded by Alderman Holtkamp to go into Executive Session at 9:20 p.m. to discuss (i) the purchase or lease of real property for use by the city; and (ii) the compensation of specific city employees. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

MOTION – REGULAR SESSION

It was moved by Alderman Agne and seconded by Alderman Reis to return to the Regular Session of the Committee of the Whole Meeting at 9:41 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp 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, Reis and Holtkamp.

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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 Niemietz and seconded by Alderman Huch to recommend to the City Council that city staff be authorized to make an offer for the purchase of the real property (for use by the city) in the amount as discussed in Executive Session. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea. **MOTION CARRIED.**

VII. ADJOURNMENT

MOTION:

It was moved by Alderman Reis and seconded by Alderman Agne to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, November 25, 2013 at 9:42 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Reis and Holtkamp voted yea.

MOTION CARRIED.



GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

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