

January 19, 2010

Lanark City Council met in regular session at City Hall. Alderman Ken Weaver, Alderman Anne Lindsay, Alderman Ron Strohecker, Alderman Tom Kocal and Mayor Ed Stern were present. Alderman Mark Macomber called and will arrive late. Alderman Ed Fehlhafer was absent.

Also present were Ed Mitchell, Les Guenzler, Chief Magill, Linda Ludwig, Mark Hansen, Kris Garnhart and Sharon Pepin.

Mayor Stern called the meeting to order at 7:30 PM. After roll call, all recited the Pledge of Allegiance.

Motion made by Alderman Weaver, seconded by Alderman Lindsay to accept the regular and executive minutes of the January 5th meeting. Roll call: Alderman Weaver-aye, Alderman Lindsay-aye, Alderman Strohecker-aye and Alderman Kocal-aye. Motion carried.

Motion made by Alderman Weaver, seconded by Alderman Kocal to accept and pay the bills from January 5th to present. Roll call: Alderman Weaver-aye, Alderman Kocal-aye, Alderman Strohecker-aye and Alderman Lindsay-aye. Motion carried.

Motion made by Alderman Weaver, seconded by Alderman Lindsay to accept the Treasurer's Report for December as submitted. Roll call: Alderman Weaver-aye, Alderman Lindsay-aye, Alderman Strohecker-aye and Alderman Kocal-aye. Motion carried.

MSA Professional Services submitted project update with no one in attendance. Mayor Stern announced he received a call from Mike Charles of EPA explaining the Brownfield Grant is due to expire on February 2, 2010. Charles sent paperwork to Clerk to be filled out and signed by Mayor to extend grant for six months. Mayor Stern reported this paperwork was completed and mailed back to Charles last Thursday. Alderman Kocal inquired if the \$2,500 will come out of the grant. Mayor Stern and the clerk did not think so. Sharon Pepin announced she worked on this when employed by MSA and she feels it is included in the grant. Pepin suggested confirming this with MSA.

City Audit Presentation – Kris Garnhart of Lindgren, Callihan, Van Osdol (LCV) reviewed the City's annual audit report. After reviewing audit, Garnhart explained the Segregation of Duties. Small communities do not have enough people to segregate the full process of billing, receipts and deposits. Even with having separate persons for Clerk and Treasurer the Segregation of Duties in the Annual Audit Report will not go away. All seemed to understand. Garnhart then explained the Adjusting Journal Entries (AJE) which are listed at the back of the report. Most of these adjustments are due to City using cash basis and Auditors using accrual basis. Accrual basis – incurred revenue which did not actually receive but are entitled to. The same with expenses. This was already set up when LCV started doing the City's audit. Possibly set up when GASB 34 was implemented. Later GASB 34 decided communities did not have to be accrued. Garnhart reported many of her clients have gone back to cash basis only. Garnhart did not have any problem with going back to cash basis but this would need to be Council approved. Garnhart reported she received email from Mayor Stern inquiring about changing the City's fiscal year. Garnhart did not see an issue with City's fiscal year. Garnhart also explained why a couple of print outs of the annual budget showed changes in some figures. This was due to the

AJEs being entered December 10, 2009. These entries were the result of budget report printed out on November 30th showing different figures than report printed on December 17th. Alderman Strohecker feels this is very confusing for everyone. When asked, the Clerk and Treasurer recommended going back to cash basis. When asked if this would make their jobs easier, the Clerk explained probably not as all the same information will still need to be supplied to auditors. Both Clerk and Treasurer agreed it will be easier for everyone to understand. **Motion** made by Alderman Kocal, seconded by Alderman Weaver to convert audit to cash basis. Roll call: Alderman Kocal-aye, Alderman Weaver-aye, Alderman Lindsay-aye and Alderman Strohecker-aye. Motion carried. Garnhart reported there will still be some AJE but not as many. After some discussion, all seemed to agree to leave fiscal year as is and go back to cash basis. Garnhart noted that Council wants audit completed earlier. Everyone thanked Garnhart for coming tonight.

School Tax Referendum Presentation – Mark Hansen gave power point presentation for approximately twenty minutes then fielded questions. Current enrollment at high school is 235. Future consolidation was also discussed. Everyone thanked Hansen for presentation.

Sharon Pepin of Community Funding & Planning Services passed out sample of press release, cover letter and survey. Clerk announced next water bill mailing is February 26th. After some discussion, Alderman Strohecker suggested giving Mayor Stern the power to get this done in order to put in water bills. Pepin recommended giving small window to respond. Need 75% response. Discussed who would collect responses and keep record of responses. Need to coordinate survey with street address on survey and water bill. Pepin will work with Clerk to coordinate. Discussed the concern of confidentiality – possibly use post office box. Alderman Macomber arrived at 9:05 PM. Pepin will verify income amounts if sending out February 26th. Pepin will get prices. Pepin has information on RFQ for architect. Planning Committee was set for January 22, 2010 at 8:00 AM. Mayor will contact Library Board members of committee. Pepin has prepared funding matrix for project.

Chief Matt Magill discussed upcoming things to look at. Chief has applied for grant for vests. Three officers are being measured. Grant is for matching funds. We pay in full and are reimbursed for 50% by grant. Management software is about \$1,000. Chief suggested this could come out of General Fund – computer. Alderman Strohecker did not agree. He feels it should come out of Police Dept. budget. Clerk suggested Police Equipment or Police Office Supplies. Chief reported it will probably not be in this fiscal year. Chief reported approval for sports signs and engine braking by IDOT. Chief submitted draft of sign for boys 4th place. Prices from Bonnell are \$146.48 per sign – total of \$292.96 plus freight. Maintenance Dept. will provide steel mounting posts. Locations are approved by IDOT. Excessive engine braking prohibited. City can purchase and maintain. Chief does not have prices for these as yet. **Motion** made by Alderman Kocal, seconded by Alderman Lindsay to approve purchase of sports signs for boys 4th place. Roll call: Alderman Kocal-aye, Alderman Lindsay-aye, Alderman Strohecker-aye, Alderman Weaver-aye and Alderman Macomber-aye. Motion carried. **Motion** made by Alderman Strohecker, seconded by Alderman Kocal to purchase three engine braking signs. Roll call: Alderman Strohecker-aye, Alderman Kocal-aye, Alderman Lindsay-aye, Alderman Macomber-aye and Alderman Weaver-aye. Motion carried.

Les Guenzler, Maintenance Manager submitted maps for seal coating. Guenzler announced Maintenance Dept. repaired water main break at Ron Schultz's and dug grave today. Furnace and cabinets have been removed from the house (322 S. Argyle) and are stored at 111 S. Broad. Guenzler inquired about the removal of the trees on the property. Mitchell announced taking down the trees is not in the specs. Guenzler reported the electrical is gone but the gas is still

there. City must pay for disconnection before Nicor will take out. Clerk and Treasurer reported bill to Nicor of \$652 for disconnection is included in tonight's bills. All seemed to agree to have Mt. Dept. take down all the trees on property located at 322 S. Argyle.

General audience – no one present.

Heritage Center Board & furnace problems – Mitchell submitted resolution to appoint new members to Heritage Center Board as directed by Mayor Stern. New members are Connie Zuck, Anne Viglietta, Jim Eckburg and Ed Fehlhafer. **Motion** made by Alderman Kocal, seconded by Alderman Lindsay to approve resolution to appoint members to Heritage Center Board. Roll call: Alderman Kocal-aye, Alderman Lindsay-aye, Alderman Weaver-aye, Alderman Strohecker-aye and Alderman Macomber-aye. Motion carried. Mayor Stern reported one of the furnaces is out at the Heritage Center. Lyle Miller has looked at it and cannot keep running for more than one day – pilot goes out. Mayor Stern announced the Heritage Center's checkbook balance is only about \$3,100. Alderman Fehlhafer submitted quote from FS for \$2276. Alderman Strohecker submitted quotes from Gibbs in Milledgeville. Alderman Strohecker announced FS is not in the furnace business any more but will do. Alderman Strohecker explained FS refers their repairs to Gibbs. Discussed the three different quotes from Gibbs. After more discussion on the furnace and how to fund, it was agreed to wait for Alderman Fehlhafer to be sure we put in the right furnace and Pepin will check on grant.

Open Meetings Act (OMA) Designee & FOIA Officer – Electronic training must be taken. Chief Magill suggested Ed Mitchell as the OMA Designee. Mitchell is willing to take training. **Motion** made by Alderman Macomber, seconded by Alderman Lindsay to appoint Ed Mitchell as Open Meetings Act Designee. Roll call: Alderman Macomber-aye, Alderman Lindsay-aye, Alderman Strohecker-aye, Alderman Weaver-aye and Alderman Kocal-aye. Motion carried. Council discussed FOIA Officer. Chief Magill was recently appointed. Other communities have appointed two FOIA Officers. After some discussion, it was agreed to have one FOIA Officer for now.

No building permits were submitted.

Committees

Water & Sewer – The well is back on line. There have been three water main breaks this month.

Streets & Property – Alderman Strohecker announced we need to decide about drainage.

Purchasing – no report.

Personnel – Minutes from committee meeting were amended – Mayor Stern discussed...appoint FOIA & OMA positions. Discussed hiring two full-time seasonal this year. This depends on what Brian Ferry does – retire or not. Some feel this is wrong on Ferry's part to give notice to retire and then change his mind again. Guenzler was asked to check with Ferry. Discussed what to do – Ferry may or may not retire. Some feel we would not have hired Matt Haverland if we knew Ferry was not retiring. Some agreed we do not need four full time employees this time of year. Mayor Stern reported he talked with Ferry and he would like to continue working until October of this year.

Economic Development – Alderman Kocal announced CEDS meeting at Carroll County courthouse conference room tomorrow night. Alderman Kocal explained there is a lot of misinformation out there and they would like to clear it all up.

Ordinance – no report.

Ed Mitchell presented bidding documents for 322 S. Argyle demolition. Mitchell asked for clarification of #5 – take out sidewalk or not. Alderman Strohecker announced it is to be left in as it was just recently replaced. Mitchell submitted invitation to bid to be put in newspapers. Discussed proper disposal. Alderman Macomber recommended just adding “must comply with all City/County/State laws”. **Motion** made by Alderman Macomber, seconded by Alderman Weaver to approve bid documents of house at 322 S. Argyle. Roll call: Alderman Macomber-aye, Alderman Weaver-aye, Alderman Lindsay-aye, Alderman Strohecker-aye and Alderman Kocal-aye. Motion carried. Bids are to be to Clerk by March 1, 2010 and open March 2, 2010.

Alderman Weaver announced he will not be at the February 2nd Council meeting.

Alderman Lindsay, Alderman Strohecker and Alderman Macomber did not have any additional business this evening.

Alderman Kocal reported he and Chief Magill have talked about the Police Department ordinance and have agreed to leave as is, not to pursue at this time.

Clerk gave Sunshine information to Chief Magill and had Ed Mitchell verify signatures for IL Funds. Mayor, Treasurer and Clerk are authorized signers.

Treasurer did not have any additional business.

Mayor Stern announced Census tests will be given at Heritage Center next week. When Alderman Strohecker inquired if paying rent, Mayor did not know. Mayor Stern reported several Council members attended the Strategic Planning session last evening. Alderman Strohecker, Treasurer Ludwig, Clerk Hawbecker, Ed Mitchell and Mayor Stern were in attendance. Approximately twenty were in attendance. Mayor Stern feels it was a good place to hear what residents want. Next session is next Monday led by John Huggins.

Motion made by Alderman Lindsay, seconded by Alderman Kocal to adjourn. All ayes. Motion carried.

Meeting adjourned at 10:30 PM.

Respectfully submitted,
Jackie Hawbecker, City Clerk