

February 5, 2013

Lanark City Council met in regular session at City Hall. Alderman Ken Weaver, Alderman Anne Lindsay, Alderman Ed Fehlhafer, Alderman Tom Kocal, Alderman Mark Macomber, Alderman Weston Burkholder and Mayor Ed Stern were present.

Also present were Ed Mitchell, Sharon Pepin, Brett Wells, Amy Barnes, Cory Barnes, Michelle Atherton, Ken Viglietta, Jacob Smith, Jameson Burkholder, Mike Leslie, Dennis Pate and Lynnette Forth.

Mayor Stern called the meeting to order at 7:30 PM

After roll call, all recited the Pledge of Allegiance.

Motion made by Alderman Macomber, seconded by Alderman Fehlhafer to accept the minutes of the January 22nd meeting as presented. Roll call: Alderman Macomber-aye, Alderman Fehlhafer-aye, Alderman Kocal-aye, Alderman Burkholder-aye, Alderman Lindsay-aye and Alderman Weaver-aye. Motion carried.

Motion made by Alderman Macomber, seconded by Alderman Fehlhafer to accept and pay the bills from January 22, 2013 to present. Roll call: Alderman Macomber-aye, Alderman Fehlhafer-aye, Alderman Lindsay-aye, Alderman Weaver-aye, Alderman Kocal-aye and Alderman Burkholder-aye. Motion carried.

At 7:35 PM, Mayor Stern turned the meeting over to Sharon Pepin of Community Funding & Planning Services for the public hearing – minutes attached. After a few questions were answered, the public hearing closed at 7:55 PM.

Community Funding & Planning Services – Sharon Pepin submitted and read through resolution of support and commitment of funds required for CDAP grant. **Motion** made by Alderman Kocal, seconded by Alderman Weaver to approve resolution of support and commitment of funds. Roll call: Alderman Kocal-aye, Alderman Weaver-aye, Alderman Lindsay-aye, Alderman Fehlhafer-aye, Alderman Macomber-aye and Alderman Burkholder-aye. Motion carried. Municipal Building – Pepin thanked the Council for working with her on the Municipal Building and presented a rubber plant as a welcome to City's new building. Pepin submitted final paperwork which includes bills of \$4,640 to Bray Architects and \$3,750 to Community Funding & Planning Services which are to be paid out of City funds. **Motion** made by Alderman Kocal, seconded by Alderman Lindsay to approve payment of invoice of \$3,750 from Community Funding & Planning Services. Roll call: Alderman Kocal-aye, Alderman Lindsay-aye, Alderman Weaver-aye, Alderman Burkholder-aye, Alderman Macomber-aye and Alderman Fehlhafer-aye. Motion carried. Pepin quickly reviewed expenses and payments for this project. Pepin explained the last change order. It was agreed that each-Bray, Ringland-Johnson, City of Lanark-would split the cost for the outside lettering. Bray credited their 1/3 to the Library rather than the City, therefore the Library owes the City \$608. After more discussion, it was agreed to hold invoice from Bray until these final figures were confirmed. Pepin will contact Sue Sauer, Library Treasurer for their payments to Bray as it is possible the Library still owes the City approximately \$14,000 for design expenses. Clerk/Treasurer reported the Library has only paid to the City half of the first two (2) invoices to Bray for design.

Pepin reported she is still waiting on paperwork from Law Excavating for the Truman Avenue project. Pepin announced if the City receives a bill from Nicor for work on Truman Avenue, they are not to pay that bill as Law is responsible for that additional work. When asked about the final invoice from Law, Pepin reported it should be \$22,500 which is 10% of project cost. This is being held for completion of restoration. Sharon Pepin reported the State received the City's annual audit report late and City received letter from the State stating that City's annual audit report must be filed at the State within nine (9) months after fiscal year ends – no later than December 31st. The State can freeze all grants until the City is in compliance. Pepin reported with the help of Clerk Hawbecker, the audit has been filed with the State and the City is in compliance. Pepin suggested discussing this issue with auditors. Mayor Stern reported he visited with Kris Garnhart of WIPFLI and learned they have new software this year which caused delays in audit report.

Willett Hofmann – Building Demolition Project Award Recommendation - Mike Leslie submitted letter of recommendation of demolition bids. Eight (8) qualified bids were received. Lowest three (3) bids were:

1. Northern Illinois Service Company-Rockford
2. Colgan Excavating, Inc.-Savanna
3. Law Excavating-Mt. Carroll

Mike Leslie reported the bids include all three (3) buildings removed and leveled resulting in three (3) vacant lots. City Attorney Ed Mitchell inquired how the City can demolish Amy Barnes' building if we do not own. After brief discussion, Alderman Kocal scheduled a Streets & Property Committee meeting for February 12th at 7:30 PM in city hall.

Consider Furniture Purchase for Multi-purpose Room – Brett Wells of Sterling Business Machines (SBM) submitted and reviewed furniture proposal for the Multi-purpose room/Council Chambers. Wells brought executive chair for the Council members and pictures of tables and chairs recommended. Wells reported a 58% discount will be given due to coop purchases-Library and City. Chairs for general audience and tables are all stackable with castors which can easily be stored in the janitor's closet. When asked, Wells reported six (6) to eight (8) weeks for delivery. Purchase can be invoiced after April 1, 2013. **Motion** made by Alderman Macomber, seconded by Alderman Weaver to approve purchase of ten (10) executive and twenty (20) regular chairs plus four (4) tables-two (2) eight (8) feet and two (2) five (5) feet. Roll call: Alderman Macomber-aye, Alderman Weaver-aye, Alderman Lindsay-aye, Alderman Fehlhafer-aye, Alderman Kocal-aye and Alderman Burkholder-aye. Motion carried.

Audit Report – Mayor Stern reported the report has been sent into the State. Mayor Stern then quickly reviewed the audit. Mayor Stern reported the City of Lanark's financial health is very good; maybe too good. Mayor Stern discussed page 6 of the audit report. **Motion** made by Alderman Weaver, seconded by Alderman Burkholder to approve Audit Report for the last fiscal year. Roll call: Alderman Weaver-aye, Alderman Burkholder-aye, Alderman Macomber-aye, Alderman Kocal-aye, Alderman Fehlhafer-aye and Alderman Lindsay-aye. Motion carried.

Appoint Treasurer – Mayor Stern appointed Michelle Atherton as City Treasurer to be effective February 15, 2013. **Motion** made by Alderman Kocal, seconded by Alderman Fehlhafer to approve Mayor Stern's recommendation of appointment of Michelle Atherton as City Treasurer to be effective February 15th. Roll call: Alderman Kocal-aye, Alderman Fehlhafer-aye, Alderman Lindsay-aye, Alderman Weaver-aye, Alderman Burkholder-aye and Alderman Macomber-aye. Motion carried. City Attorney Ed Mitchell administered the Oath of Office to Michelle Atherton.

General Audience – Jameson Burkholder, was present on behalf of Roger Burkholder. Jameson requested clarification of what decision was regarding Roger’s TIF application. Roger’s original application consisted of two (2) projects but was combined into one (1) project. After some discussion, the consensus of the Council is that Roger is now doing a larger project than first proposed and does not affect the TIF funds. Sharon Pepin reported new construction does not qualify for TIF funds. Refurbish and renovations do qualify for TIF funds. When asked if additions qualify for TIF funds, Pepin suggested consulting TIF Attorney Kathleen Orr. Clerk will contact Kathleen Orr for something in writing.

Denny Pate of Moring Disposal was present to answer any questions regarding the contract. Ed Mitchell received contract today via email. Mitchell has a few questions for Pate regarding the contract. Both will discuss later this week.

Ken Viglietta submitted “Business Friendly Communities Take Action Today” information. Alderman Kocal announced Lanark and Shannon residents are reading the book *Hollowing Out the Middle* and will meet the end of this month at Heritage Center to discuss the book. Goal is to keep people here and bring back our young people after college. There is more information in article in this week’s issue of the Prairie Advocate.

With no other General Audience business, Mayor Stern moved on to committees. No committees had any additional business.

Chief Matt Magill discussed replacing the tan Tahoe. Chief has quote from Decatur for 2013 Chevrolet Tahoe 4-WD. Chief Magill explained the price has been frozen. This is through State Bid contract. Chief Magill read over quote and reviewed each description reporting most of our current equipment can be transferred to new 2013 Tahoe but cannot transfer to 2014. When asked about above and beyond cost of vehicle, Chief estimated \$5,000 which includes labor to transfer equipment. Chief Magill explained the last time new squad was purchased the old vehicle was sold. Chief recommends keeping this one for City use – meetings to cut down on personal expenses. Chief Magill reported the black 2009 Tahoe has approximately 65,000 miles and should see another two (2) years. Discussion included other towns, vehicles and grants. The consensus was to put this in the next fiscal year’s appropriations.

Zoning – Chief Magill reported a Planning Commission meeting is schedule for February 14th at 7:00 PM.

Ed Mitchell reported at the last meeting we discussed an agreement with Eastland Motor Sports for installation of a water filter – City purchase filter and Lessman maintain. When asked about past fees and late fees, Clerk recalled consensus was Lessman would pay all past and late fees. Aldermen Lindsay and Kocal recalled the same consensus. Mitchell will finish draft of contract and send copy to Alderman Macomber for final approval also copy Alderman Fehlhafer and Clerk Hawbecker. Mitchell submitted copies of Amendment to Statute dealing with Open Meetings Act on agendas and reviewed. Basically states anything to be voted on must be on the agenda. Mitchell discussed Nicor ordinance which was passed back in December and sent to Nicor. Nicor was to approve it within thirty (30) days but did not. Now we must issue again for approval. Mitchell has drafted a short ordinance giving another thirty (30) days and put on next agenda. Mitchell discussed ordinance amendment draft regarding the Library Board requiring an annual finance report. Norm Brinkmeier, Cemetery Board has been doing this annually as required for the past few years. Alderman Lindsay reported all City Boards should be required to submit an annual report. After reviewing City’s contract with Aero Inc. which was bought out by T-6, Mitchell will send letter requesting payment of \$600 per year and certificate of insurance. Mitchell recommended holding tonight’s payment of \$99.00 until receipt of \$600 payment. Mitchell discussed blighted buildings-nothing more to report on Crichton property.

Mitchell is moving forward on nuisance process and should have more to report at next meeting. Alderman Burkholder suggested adding property at 237 West Side Avenue to the blighted buildings list. The consensus was for Mitchell to send notice.

Alderman Weaver has had several inquiries about bulk cleanup. Current contract has one (1) bulk cleanup which is in the spring. When asked, Denny Pate of Moring Disposal announced approximately thirty-five (35) cents additional per home per month to add a second bulk cleanup.

Alderman Lindsay had an inquiry about having a dumpster and if could have recycling bin also. When Pate asked if the City was charging for garbage services, Alderman Lindsay thought so but was not sure. That of course raised the question if she is paying City for garbage services, why does she have a dumpster. Alderman Lindsay will discuss with resident and Moring Disposal.

Clerk reported cost is \$65.00 for six (6) months rent of post office box for the new city hall. Clerk just wants everyone to know what cost is and asked if they still wanted to rent post office box. The consensus was to rent. Clerk/Treasurer reported for the month of January we have paid Ringland-Johnson a total of \$293,641.00 for the Municipal Building. To cover these payments, three (3) CDs have been redeemed in order to replenish the City's funds. CDs redeemed in January were: \$90,000 and \$95,699.58 for General fund and \$150,000 for Water & Sewer fund. When asked what total of funds are, Clerk submitted report stating total ending balance of City funds is \$932,909. All seemed pleased with this total after all the expenditures incurred with several projects. Clerk reported no one discussed the letter from Annette Hartman at the last meeting. Clerk received phone call from Hartman and she was not happy about this. After some discussion, consensus was to set up a fund and policy for donations in next year's budget. Clerk/Treasurer suggested setting a date to begin working on appropriations – March 12th at 6:30 PM in city hall.

Mayor changed the Streets & Property meeting next Wednesday evening to Committee of the Whole in order to discuss other items on the agenda. One of which is the lady that has been paying sewer fees for over forty (40) years and is not hooked into City's line. During discussion, several aldermen reported that this was all discussed and decided some time ago. Mayor Stern reported nothing has been done as yet. When asked what was decided, Aldermen Lindsay and Macomber reported the City was to absorb the cost of the connection and that would settle all debts. City workers were going to do this work. Mayor Stern did not think the City's crew could do this work; a plumber would need to be contracted. Mayor Stern reported there is a State Statute requiring the City to refund this money to the State and the resident would have to request it from the State. Several aldermen did not understand how anyone could pay for a service which is not being supplied for that long-approximately forty (40) years. Consensus is for Mayor to proceed with this project.

Motion made by Alderman Weaver, seconded by Alderman Macomber to adjourn. All ayes. Motion carried.

Meeting adjourned at 9:50 PM.

*Respectfully submitted,
Jackie Hawbecker, City Clerk*

PUBLIC HEARING MEETING MINUTES - CITY OF LANARK

Mayor Ed Stern opened the public hearing at 7:35 PM and turned the meeting over to Sharon Pepin of Community Funding & Planning Services. Ms. Pepin distributed a sign-in sheet and asked that everyone in attendance sign it, and she then proceeded to review the following information.

Purpose of Public Hearing -

The City of Lanark is holding a Public Hearing to obtain citizens' views on the submission of a Community Development Block Grant (CDBG) from the Illinois Department of Commerce & Economic Opportunity (DCEO) for sanitary sewer improvements. This public hearing is a requirement of the grant program, and is the first of two Citizen Participation Public Hearings. Specific program and project information is discussed below.

Range of Activities Funded Through These Grant Programs -

The CDBG program is funded by Title I of the Federal Housing & Community Development Act of 1974, as amended. The State of Illinois' CDBG program is known as the Community Development Assistance Program (CDAP). Through this program, funds are available to assist Illinois communities meet their greatest economic and community development needs, with an emphasis upon helping persons of low-to-moderate income.

To ensure the State's CDAP program meets the intent of the Federal Housing & Community Development Act, Congress has required the program meet at least one of the following three national objectives: benefiting low-to-moderate income persons; aiding in the prevention or elimination of slums and blight; or meeting other community development needs that pose a serious and immediate threat to the health and welfare of the community.

To complement these federally-mandated objectives, DCEO has established the following specific objectives for the CDAP program: Strengthening community economic development through the creation of jobs, stimulation of private investment and strengthening the tax base; Improvement of public infrastructure and elimination of conditions which are detrimental to health, safety and public welfare; and, Conservation and expansion of the state's housing stock in order to provide a decent home and a suitable living environment for persons of low-to-moderate income and the developmentally disabled.

Eligible activities funded under the Public Infrastructure component include water, sanitary sewer and storm sewer projects that involve the acquisition, construction, reconstruction, rehabilitation, demolition or installation of public infrastructure and improvements.

Amount of Funds Available -

Each year, the Illinois Department of Commerce & Economic Opportunity establishes funds for each of their CDAP program categories. This year, the state's allocation is estimated at \$26,000,000. A breakdown of each program category's funding allotment is as follows: Economic Development - \$5,000,000, maximum grant amount is \$750,000; Public Infrastructure Construction - \$7,445,000, maximum grant amount is \$450,000; Planning Design Engineering - \$2,000,000, maximum grant amount is \$150,000; Housing Rehabilitation - \$5,000,000, maximum grant amount is \$400,000; Additional Housing Rehabilitation for Physically Disabled Persons - \$750,000, maximum grant \$100,000; and Emergency Public

Infrastructure - \$2,750,000, maximum grant amount is \$200,000; Approximately \$900,000 is set aside for State administration.

Proposed Benefit To Low-and-Moderate Income Persons -

The City conducted a community-wide income survey in 2010 that documented a 57.32% low-to-moderate income benefit to residents. Lanark's proposed grant application project includes improvements to one of the City's sanitary sewer lift stations and the connecting sewer piping, which are an integral component in the sewer collection system and thereby benefits the entire community. The proposed project also includes sewer in-system collection improvements along Blair Parkway. Per the 2010 income survey data, 58% of the residents that will directly benefit from the Blair Parkway improvements are of low-to-moderate income.

Plans For Minimizing Displacement -

No displacement is anticipated as a result of this project.

Detailed Prioritized List of Community Development Needs -

The City of Lanark has identified the following priority community development projects:

- Well improvements
- Wastewater treatment facility
- Storm water improvements
- New Library and Municipal Building Complex
- Update its Capital Improvements Plan
- Sanitary sewer lift station improvements
- Sewer collection system improvements

Over the last few years, the City of Lanark has completed a number of the above-identified improvements. Both wells have been reconstructed, improvements have been done at the wastewater treatment plant, storm sewer improvements have been completed at two locations in the community, and the City recently completed the renovation of its new City Library and Municipal Building complex. In addition, the City has been concentrating its efforts on improvements to one of its lift stations and identifying the sewer backup problems being experienced by residents on the City's southwest corner.

The City of Lanark has historically experienced sanitary sewer collection system surcharging and residential backups during periods of high groundwater and rainfall events. Lanark has been addressing this problem and has made improvements in its collection system over the years. However, there are still areas where flooding and residential sewer backups occur due to high clear water flows inundating the collection system. The East Lift Station is one such area that is impacted by the high flows. The lift station was constructed in 1981 and services approximately a 200-acre area. During rainfall events, the lift station is inundated with clear water and wastewater and experiences flooding. The existing lift station is unable to convey peak wastewater flows during rainfall events, thus causing sewer collection system surcharging and residential sewer backups. Based on findings from various engineering studies completed, it is recommended that the City upgrade the existing lift station and construct a force main downstream in order to better handle inflow and infiltration and peak wastewater flow events to prevent flooding and backups.

The Blair Parkway area in the southwest corner of the City is another area where residents have experienced sanitary sewer backups in their homes for a number of years. Residents have approached the City on many occasions asking for assistance. The City has spent time and money studying the problem and providing short-term repairs. After the completion of an extensive study, it is recommended that approximately 830 linear feet of deteriorated sewer main be replaced with a large-sized sewer main. The larger sized main will accommodate the flow, increasing the capacity from 1,000 gallons per minute to approximately 4,000 gallons per minute, and should eliminate the residential sewer backups in this area.

The City of Lanark's CDAP Public Infrastructure grant application request entails upgrades to the East Sanitary Sewer Lift Station that includes replacement of the dry and wet well structures, valves and pumps, and the construction of a new building to house the electrical controls and standby generator. The project also entails the construction of a new force main to service discharge from the lift station. The City's proposed project and grant request also includes the reconstruction of a new sanitary sewer collection main in the southwest corner, along Blair Parkway, to eliminate residential sewer backups experienced in this area.

The City's Lift Station and Sanitary Sewer Improvements Project are estimated to cost \$883,000. Lanark is applying to DCEO for a Community Development Assistance Program Public Infrastructure grant in the amount of \$450,000, which is 51% of the project cost and includes funds for the administration of the grant. The amount of CDAP funds to be used for sanitary sewer improvements that will benefit low-to-moderate income persons is roughly \$245,000. The City of Lanark will be contributing 49% of the project cost, or roughly \$433,000. A portion of the City's contribution includes a \$100,000 DCEO Opportunity Returns grant that has been secured for the lift station improvements.

The public may access the City's Community Development Assistance Program grant application by contacting the City Clerk at 815-493-2431 to arrange a time. A complete copy of the grant application will be available at City Hall after February 19, 2013.

Ms. Pepin asked if there were any questions from the Council or audience.

Questions: Alderman Weaver inquired if this will be done in phases. This is Phase 1 & 2. When asked, Alderman Fehlhafer explained Phases 3 & 4 which includes the underground reservoir is still in the planning stages. When asked about the timeline for this project. Pepin explained won't hear back from grant until September so won't see construction starting until March of 2014. It will take all of 2014 with completion of the project in 2015. Then eligible to apply for grant again to do Phases 3 & 4 with completion in 2017. Aldermen discussed out of pocket expenses for the total project.

The public hearing closed at 7:55 PM.