

CITY OF ELGIN
COUNCIL MINUTES FOR FEBRUARY 24, 2015

COUNCILORS PRESENT -

Name:	Present:	Name:	Present:
Mayor Alan Duffy	Yes	Councilor Brent Linville	Yes
Councilor Michelle Miles	Yes	Councilor Kathy Warren	Yes
Councilor Teresa Shaffer	Yes	Councilor Jeremy Richards	Yes
Councilor Rocky Burgess	Yes	Student Councilor Lena Johnson	Yes

Call to Order

The meeting was called to order at 7:00 PM by Mayor Duffy with the salute to the flag.

Roll Call

Mayor Duffy requested roll call. Councilor Miles; Councilor Burgess; Councilor Shaffer; Councilor Linville; Councilor Warren; and Student Councilor Johnson all responded present.

Approve Minutes

Councilor Linville moved to approve the minutes from February 10, 2015. Councilor Warren as Second. The vote was unanimous for approval. Motion Carried.

Open Council Position

Mayor Duffy invited Jeremy Richards to come forward and asked for questions from the Council. Councilor Linville asked how Mr. Richards would handle criticism and if Mr. Richards had attended any Council Meetings and the response was he had not attended any Council meetings in Elgin but had in other cities. Mayor Duffy questioned what issues he would like to address if appointed to the Council. Mr. Richards stated he would like to work closely with the schools. Councilor Linville questioned if he would achieve more if he was on the School Board rather than the City Council. Mr. Richards responded he felt he would be most effective on the City Council. Councilor Miles asked if he had talked with any of the Councilors. Mr. Richards responded that he had not. Mayor Duffy questioned if he was able to be available for the twice monthly Council Meetings and the upcoming budget committee meetings. Mr. Richards stated he would make the time. Councilor Warren moved to seat Mr. Councilor Richards on the Council. Councilor Burgess as Second.

Roll Call Vote: Councilor Miles – Aye; Councilor Burgess -- Aye, Councilor Shaffer – Aye, Councilor Linville – Nay, Mayor Duffy – Aye, Councilor Warren – Aye. Motion Passed.

Mayor Duffy administered the Oath of Office and Jeremy Richards was sworn in as City Councilor.

Planning Commission

Mayor Duffy stated phone calls were made to persons who had shown interest in serving on the Planning Commission. Dee Mackie was in attendance and was asked to come forward. Mayor Duffy asked the Councilors if they had questions for Ms. Mackie. Councilor Linville asked how she felt she was qualified since there have been problems. Ms. Mackie stated she had been appointed to the Planning Commission before it was dissolved. She has experience as a Planning Commissioner. Councilor Linville asked if there would be a problem with both her and

her son being on the Commission. Councilor Warren voiced her disapproval at having family members serve on the Commission at the same time. With no further discussion, Councilor Burgess moved to appoint Dee Mackie to the Planning Commission. With no Second, the motion failed. Ms. Mackie commented that when she served on the Commission three years ago her and her son both served at the same time.

Eileen Larkin was also in attendance and had shown interest in serving on the Planning Commission. She came forward at this time to answer any questions of the Council. Councilor Shaffer asked why she wanted to serve on the Commission. She responded she has lived in Elgin for 3 years and has been involved with several groups including Elgin Edge and the Historical Society. She has experience working with planning issues and feels the City needs to look towards the future; she has no hidden agenda. Councilor Linville questioned how she would deal with angry citizens. Ms. Larkin stated she worked for the Federal government with land owners and zoning changes and can work with opposing parties to come to a mutually agreeable solution. Mayor Duffy stated there will be a time commitment, especially in the beginning for training as the Commission is getting started. Ms. Larkin stated the time commitment would not be an issue for her. With no further questions from the Council, Councilor Shaffer moved to appoint Ms. Larkin to the Planning Commission. Councilor Warren as Second.

Roll Call Vote: Councilor Miles – Aye; Councilor Burgess -- Aye, Councilor Shaffer – Aye, Councilor Warren – Aye, Councilor Richards -- Aye, Councilor Linville – Aye, Mayor Duffy – Aye. Motion Carried.

Terri McDowell had also shown interest in serving on the Planning Commission and was also present. Ms. McDowell, however, stated she would rather attend the meetings and participate in that way rather than be appointed to the Commission.

Opera House Lease

Mayor Duffy opened the discussion stating corrections had been made to lease from discussions at previous meetings. None of the Councilors voiced concerns regarding the corrections to the lease. Councilor Miles stated she had talked with Sergeant Nick Pallis about evidence stored in the evidence shed. Sergeant Pallis will dispose of what can be disposed of and take care of the rest of it as soon as he gets keys. Administrator Eckstein stated the City's historical items can be moved to City storage. Councilor Linville asked for clarification that Councilor Shaffer would be ensuring lease compliance as the primary liaison with the Friends of the Opera House Board. Mayor Duffy stated as a member of the Opera House subcommittee, Councilor Shaffer will ensure the costume area is maintained as part of the lease compliance responsibilities. A brief discussion began concerning handicap parking spaces and where they could be located. Councilor Linville moved to authorize the Mayor to sign the lease for the Opera House. Councilor Warren as Second.

Roll Call Vote: Councilor Miles – Aye; Councilor Burgess -- Aye, Councilor Shaffer – Aye, Councilor Warren – Aye, Councilor Richards -- Aye, Councilor Linville – Aye, Mayor Duffy – Aye. Motion Carried.

Calico Lease Agreement

Calico is working towards taking advantage of the Enterprise zone in order to not have to pay property taxes for the first three years. Mayor Duffy encouraged the Councilors to read up on Enterprise zones for future reference. By consensus this item was moved to the agenda for the next Council meeting.

Solid Waste Transfer Station Upgrades

Mayor Duffy opened the discussion regarding installing scales at the transfer site. Administrator Eckstein shared a rough sketch of the proposed layout at the transfer site, showing one scale and moving the operations shed to the east fence line. Administrator Eckstein stated cost estimates are still being researched and most are around \$8,000. Dick Miller asked about the scales being certified. Mayor Duffy responded that any scales that are used for public must be certified. Richard Mackie stated the installation, set up, and calibration of the scales will be an additional cost that must be considered. Discussion followed stating the purpose of looking into installing scales is in hopes of breaking even at the Transfer Site. Councilor Richards asked if the City was looking to purchase or lease the scale system. Mayor Duffy responded the City is looking to purchase. Councilor Richards suggested looking in to a lease option as it may then come with maintenance as part of the contract. Councilor Miles stated she has been approached by citizens concerning items not being charged consistently at the Transfer Site. Councilor Linville responded that everything that goes across the scale would be accounted for and if discrepancies still exist, then they can look into a possible personnel issue. Mayor Duffy added that it is hard to be consistent when the weight of items is not taken into consideration when dump fees are assessed; with the scale system the City should be able to see what is coming in and going out by weight. When solid waste is being charged by weight coming in and going out, there are checks and balances and this will address the audit issue with discrepancy. Councilor Miles questioned who would be in charge of oversight of income and expenses of the Transfer Site. Office staff will oversee what is being collected vs. what is being charged. Mayor Duffy stated the present system is not perfect; there is room for human error. Councilor Warren suggested to check into a lease option. Councilor Richards added that so much is computerized or digital human error is less likely to occur. It would ultimately depend on what type of system is used.

Councilor Linville stated in using a scale system it would take the guess work out of the charges. A citizen asked about having to pay for dumping grass clippings. Mayor Duffy's response was that yard waste historically was used for mulch or was burned and most likely there will not be a charge for such items as they do not go into the bins/dumpster. The City pays by weight to have the dumpsters hauled off. Mayor Duffy added the next hurdle is to get cost estimates for the installation, set up and maintenance of a scale system. It was agreed the suggested layout looks good but won't know for sure until actual specifications of a scale is known.

Assistant Summer Camp Host

There has been no expressed interest in the position. Mayor Duffy suggested coming up with other ideas to advertise the position opening. The conversation was tabled for the next council meeting.

Wage Scale to be included in Personnel Policy Manual

Dick Miller provided a handout for the Council to review and consider when setting the wage scale for City employees. Mayor Duffy asked Mr. Miller to come forward and explain the information he provided. Mr. Miller stated at the last Council meeting a wage scale was discussed and he will not argue with the wages as they are within the range. Mr. Miller suggested the Council consider the median ages of the population of the cities that were included in the wage study. The cities where there are more people of retirement age, the wages will be different. In conclusion, Mr. Miller stated the City needs to consider what the City can afford and not what everyone else is making around the country.

Discussion followed clarifying that the wage scale that is added to the Personnel Policy Manual leaves the setting of wages and raises up to the discretion of the Council. The Council is not bound by the wages guidelines. The wages stated in the guidelines are not guaranteed. Wages and raises are set as the Council sees fit.

Administrator Eckstein stated, if approved, the wage scale guideline will be put in the manual. The Manual then goes back to CIS for their approval and it will then come back to the Council for final approval of the Personnel Policy Manual.

Mayor Duffy then asked for any objections to adding the document provided by Mr. Miller to the record. Councilor Linville voiced his objection as it was provided just before the meeting and the Councilors did not have reasonable time to review it. After a brief discussion, Councilor Linville moved to accept Mr. Miller's information into the record. Councilor Shaffer as Second. The motion passed with a dissenting vote by Councilor Warren.

Resolution 1347 (2015) City of Elgin Employee Pay Scale 2015

The resolution was read in full by Councilor Warren and she moved to adopt the resolution. Councilor Linville as Second.

Roll Call Vote: Councilor Miles – Aye; Councilor Burgess -- Aye, Councilor Shaffer – Nay, Councilor Warren – Aye, Councilor Richards -- Abstain, Councilor Linville – Aye, Mayor Duffy – Aye. Motion Passed.

Proposed Budget Meeting Dates

Administrator Eckstein provided a proposed schedule for the Budget Committee meetings. Meetings will start at 7 pm. After a brief discussion regarding the number of Budget Committee members needed, Councilor Shaffer moved to accept the 2015 Budget Committee Schedule as written. Councilor Linville as Second. The vote was unanimous for approval. Motion Carried.

Purchase of Sewer Pump

Dan Larman provided information for the Council's review regarding prices on the sewer pump needed. Mayor Duffy stated he did his own online, research and asked if the recommended pump is a bit expensive. Mr. Larman added the price difference between several of the pumps reflects the warranty on them. Councilor Linville asked Mr. Larman how much time it takes to swap out a malfunctioning pump? Mr. Larman responded about an hour with 2 people. Councilor Linville asked if there was any information regarding reliability or failure rates? Mr.

Larman stated pumps are pretty much all the same; they all have similar safety features. Councilor Linville questioned if the pumps are made in the US? Mr. Larman stated most of them are. Mr. Larman further stated if a pump goes down, it takes 2-3 weeks to be repaired and replaced. But if Public Works has one available, it can be replaced immediately and then the broken one can be sent off for repairs and be set aside to be used again.

It was agreed the Mr. Larman will come to the next Council meeting with more details for approval and a final decision.

Card Room License

The Brunswick approached the City to obtain a License to run a card table. Mayor Duffy asked if the City had an Ordinance that covers this topic. Administrator Eckstein stated the Ordinance has a \$5 fee for each card table. According to the Ordinance, the proprietor can purchase a license, and the Council has the authority to revoke the license. Mayor Duffy then read the Ordinance to the Council. Discussion ensued regarding the Ordinance and enforcement. Mayor Duffy, without objection from council, suggested looking into State law before issuing a license. He then assigned this issue to the Public Safety committee. The conversation was tabled for the next Council meeting.

Councilor Linville moved to adjourn. Councilor Warren as Second. The vote was unanimous for approval. Motion Carried.

Meeting Adjourned

Minutes respectfully submitted;

Theresa Chandler, Library Director