

The Board of Aldermen met in regular session at 6:00 p.m.

Aldermen Present: Connie Painter, Marvin Vioria, Jason Osbourne, Jeff Botkins, Rusty Rothweiler, Ralph Lemongelli

Alderman Absent:

Others Present: Mayor Jerry Potterfield, Jackie Pangborn, Kevin O'Bryan, Stacy Dorsett, Brian Walters, Dawn Stupavsky, Brad Pfanner, Devyn Timbrook, Zach James, Kari Botkins, Judy Stone, Robby Ellison, Rhonda Peer, George Hausdorf, Mandi White, Hazel Smith, Caleb Klingsmith, Karen Pope, Robert Dowell

Mayor Potterfield called the meeting to order at 6:00 p.m. and asked that all stand and recite the Pledge of Allegiance.

Mayor Potterfield and the Council recognized Jackie Pangborn for her 21 years of service with the City. She was presented with a plaque from the City as well as a gift from the Aldermen.

The Board of Aldermen reviewed the consent agenda which included minutes from the September 8 & 15th, 2020 meetings. Alderman Rothweiler made a motion to approve the minutes from September 8 & 15, 2020; Alderman Painter seconded with all in favor. Alderman Painter made a motion to approve the August financials and the bills payable presented for September 17, 2020; Alderman Vioria seconded however no vote was taken as Jackie Pangborn stated one more bill needed to be added to the list for \$85.00 to Schneider Computer Repair. Alderman Rothweiler made a motion to amend the motion to approve the bills payable as presented and include the \$85.00 payment; Alderman Painter seconded with all in favor.

Mayor Potterfield opened the floor to open forum:

Open Forum

- Matt Schmidt from the Salvation Army is requesting to use the 4-way stop on December 1, 2020 from 10am – 3:30pm for a fundraiser. Although they are not local, they do help local residents with rent and utility assistance as well as food pantry donations. Alderman Painter made a motion to approve their request; Alderman Lemongelli seconded with all in favor.
- The Community Task Force would like to use the 4-way stop for a fundraiser for their group however the date is yet to be determined, but tentatively the first Saturday in November. A vote will be taken at the next meeting once a date is set.

Presentations

- None

Planning and Zoning

- None

Public works

- Alderman Vioria asked who will be in charge with day-to-day operations of the departments since Ms. Pangborn will be gone. Each department head will be responsible for their departments but work orders, etc. will still funnel through City Hall.
- Alderman Vioria stated that it is in the book as to what the different departments have been doing.
- Interviews were done with potential employees for the Street Department. Kevin O'Bryan recommended to hire two employees: Corey Losey and Gage Bottoms. Mr. Losey would be hired at \$14.50 as he is ready to start training for Gas department immediately, Mr. Bottoms will start at \$14.00. Alderman Lemongelli made a motion to approve the recommendation from Mr. O'Bryan; Alderman Rothweiler seconded with all in favor.
- Several months back, the Council approved a marketing agreement with the National Service Line Warranty group. Alderman Painter stated she has had a lot of people contact her regarding this, that they are confused thinking this is a required insurance. Although this is not an endorsement by the City, each homeowner can use their own discretion as to whether or not to purchase this insurance. Alderman Painter would like to discontinue the program to save confusion. Alderman Painter made a motion to discontinue the marketing agreement with the National League of Cities; Alderman Lemongelli seconded with all in favor.
- George Hausdorf from People Services gave an update on the projects they have been working on including raising meter pits, exercising valves, jetting manholes. They will be repairing a hydrant on South Locust and replacing a hydrant at West Border/West Summer.
- Mr. Hausdorf also discussed the creek by the Elevator that he was asked to look into due to homeowner complaints. He stated that due to the creek not being a straightaway, the curves allow for sediment to deposit and sit, causing rot. He suggests straightening the creek path and putting in a large tube in order for it to all wash down. This will not have to be approved by DNR or the Corps and would only affect a few homeowners. He estimates the cost would be approximately \$25,000 if the City does the work, depending on easements, etc. Alderman Rothweiler asked that Mr. Hausdorf draw up plans for this to better explain to the homeowner's and to get with Kevin O'Bryan to discuss this project as well.
- Mr. Hausdorf then stated their contract states they must have a point of contact with the City, but now that Ms. Pangborn is gone, was unsure who that would be. This will now be Chris Ellison.
- North Park Grant – the City was awarded the grant for the Pour In Place surface made from recycled tires. Bids were sent out for a company to do the project. The low bid was from S. Bollinger & Associates for \$43,120.00 and Ms. Pangborn stated they did the project at St. Jude's Park and was pleased with their work. Alderman Painter made a motion to accept the bid from S. Bollinger & Associates; Alderman Rothweiler seconded with all in favor.

Public Safety/Nuisance

- Captain Zach James stated they are still working on nuisance issues, approximately five on the list that have not been abated but they are still moving forward.
- The Community Betterment committee met last week, and they are also moving forward with their plans. Alderman Painter discussed Make A Difference Day and asked if the City would be involved in this again. Ms. Ellison will contact the person in charge to find out when this will be taking place and will discuss again at the next meeting.
- The Lake Gazette has asked that the City help sponsor an ad for the Blue Santa project. The cost will be \$200 per week for two weeks. Alderman Rothweiler made a motion to approve this request; Alderman Osbourne seconded with all in favor.
- An annual agreement with Monroe County Joint Communications for dispatch service has been received. Alderman Lemongelli made a motion to allow Mayor Potterfield to sign the agreement for dispatch services; Alderman Painter seconded with all in favor.
- Monthly court reports were given to the Council for their review.

Administration committee

- Alderman Osbourne asked Ms. Pangborn to provide the City Administration report. She stated an updated To Do List is included in the packets.
- Proposals from different headhunter agencies have been received but they are very expensive.
- Ms. Pangborn has drafted a list of City Administrator duties – per ordinance, per job description as well as what she actually does and an updated job description. Ads soliciting help will be sent to the Lake Gazette, Hannibal Courier-Post, Quincy Herald-Whig and Salt River Journal.
- Ms. Pangborn has drafted a proposal for a part-time work contract with the City. This would include additional training for current staff, working on standard operating procedures, policies, grant writing, etc. Alderman Rothweiler made a motion to approve working with Ms. Pangborn on a part-time basis, details to be determined before the next meeting; Alderman Painter seconded with all in favor.
- Requested the following accounts be written off as uncollectible for accounting purposes only and referred to the City’s Collection agency:

September 2020

Pugh, Tyler	313 Prosperity	\$	1,201.40
Pugh, Tyler	620 First St	\$	703.43
Routh, Crystal	304 Widow Lane #50	\$	<u>158.22</u>
		\$	2,063.05

Alderman Rothweiler motioned to write off these accounts in the amount of \$2,063.50 for September as uncollectible for accounting purposes only and to refer them to the City’s Collection Agency; Alderman Botkins seconded the

motion. Aldermen Lemongelli, Rothweiler, Vioria and Botkins in favor, Aldermen Painter and Osbourne opposed, motion passes.

- A Budget review meeting has been scheduled for Monday, September 21,2020 at 5:00 p.m.

Park Board

- Alderman Painter gave an update regarding topics discussed at the Park Board meeting including South Lake trees, cemetery entrance, First Street parking lot, chamber pots and Panther Paws.
- Alderman Rothweiler made a motion to approve the minutes from the September 15, 2020 meeting; Alderman Osbourne seconded with all in favor.

Economic Development

- No report

City Attorney Report

- No report.

Mayor's Report

- Mayor Potterfield stated he will in Palmyra next week for the Mayor's Cup.

There being no more business to discuss; Alderman Lemongelli made a motion to adjourn; Alderman Rothweiler seconded with all in favor. The meeting ended at 6:50 p.m.

MAYOR JERRY POTTERFIELD

CHRISTINE ELLISON, City Clerk