

Keithsburg City Council Minutes
Held at 302 S. 14th Street
March 12, 2018

Mayor Henshaw opened the Meeting at 6:30 PM

Pledge of Allegiance

Alderman Physically Present: Gary Fues, Bill Pinger, Donnie Cox, Ronnie Brock, Don Truitt and Lisa Wessels. Also Present: Treasurer-Cindy Diehl, Clerk-Terri Gibson, Streets-George Lyle and Fire-Clarence Howard.

Old Business:

Hire Campground Host: Brock explained we received 3 applications and the campground committee recommended hiring Carolyn Wuerzburger and paying her \$500 per month and as last year she would be responsible for the mowing and weed eating, cleaning bathrooms and collecting money, plus all duties listed on the application. She would also receive \$100 bonus for the months involving (Memorial, July 4th and Labor Day). Gary made motion to accept for a 60-day trial period; Donnie seconded. Motion carried with all “yes” votes.

Fireworks: Terri checked with J&D Display and they are not do not have July 4th available to set off fireworks, however they do have July 7th at dusk. Donnie made motion to accept July 7th at dusk; Bill seconded. Motion carried with all “yes” votes.

Committees:

- Fire Department: Existing members are Pinger, Truitt and Fues. Mayor Henshaw appointed Pinger as Chairman. Fues explained that both assistant fire chiefs would rather communicate with him. Howard explained he also had talked with Brian Wheeler and Jason Malcom (assistants) and they had expressed they would rather talk to Fues regarding the fire department. The council wants the best communication. Howard explained they are going to work on fixing their issues within the department. Lisa made motion to appoint Fues as Chairman, Donnie seconded. Motion carried with all “yes” votes.
- Campground: Mayor Henshaw appointed Wessels and Brock. Brock as Chairman. Lisa made motion to accept; Bill seconded. Motion carried with all “yes” votes.
- Revolving Loan Fund: Mayor Henshaw appointed Terri Gibson, City Attorney, Cindy Diehl, and himself. Donnie made motion to accept; Ronnie seconded. Motion carried with all “yes” votes.

Public Comments: No Comments

Approve the minutes of last month meeting: Correction – 1601 VanBuren Street Property–Mayor Henshaw clarified that there was a roll call taken to accept the \$5,100 bid. Lisa-yes; Don-no; Donnie-yes; Bill-yes and Gary-yes. Motion not carried. The property was put up for bid, therefore with only 5 aldermen present all 5 would have had to vote “yes”. Bill made motion to accept the minutes; Ronnie seconded. Motion carried with all “yes” votes.

Authorize the Cash Receipts and Disbursements: Donnie made motion to accept; Gary seconded. Motion carried with all “yes” votes.

MSA to give Grant Updates: Steve Haring

- Wetland Mitigation update/Pre-Construction meeting follow-up: Contractor will begin work as soon as possible. The tree clearing must be completed by March 31st then the removal of the jump levee from 10th to 15th on Jackson will begin. The engineers are working on a 3-year maintenance agreement for the tree planting.
- Storm Water drainage/Storm Pump/Flood Protection bid opening update: IDOT is requiring the City to acquire a \$75,000 security bond prior to the work going east and west under 4th & Jackson Street. Valley Construction was lowest bid at \$630,848.76 and the bids are good for 60 days. The engineers are waiting on DNR and IDOT permit approvals. Due to the funds available they recommend the city consider alternates #1 & #3 but not to accept alternate #2 (4th Street Flood Gate enclosure). Alternate #2 only leaves a contingency of \$20,000. In case the IDNR and easements doesn't work out they have restructured the storm sewer outfall to the Mississippi River. It would mean a new pump station and must hook up a hose and go over top the levee, would require bigger and better pumps.
- MSA Scope of Levee Analysis Work Amendment #2: Steve explained the amendment was for changing scope of work and administration hours. No extra fee required. Project number 1147902 Donnie made motion to accept; Lisa seconded. Motion carried with all “yes” votes.
- Easements: The height of our levee that runs along Pope Creek has increased over the past 25 years using sandbags, loose sand, etc. to protect the city. The engineering consultants have determined that the effect of the increase in levee height could affect the property owners on the north side of the levee by about three to four inches in very large floods. The additional height does *not* affect the normal, everyday water levels in Pope Creek. The levee's effect also is limited to flood events larger than the 100-year floodplain and does not affect the property flood insurance status or rates. If the city can show that property owners concede to an easement allowing the increased water levels due to the levee, then we can keep the levee that is already in place. However, if *all* property owners do not sign the easement than approximately 2 -2 ½ feet of the Pope Creek levee will have to be removed putting the city at a greater risk of flooding. Brock and Pinger have been having great success with acquiring the signed easements, only one property that has been approached has refused at this time. They still have numerous others to contact once their paperwork is finalized. MSA is willing to meet with the property owners if they have any further questions.
- Levee Analysis Contract was not to exceed \$12,000: MSA is asking for an amendment for an additional \$8,000 for surveying and easement assistance. After much discussion Ronnie made motion to accept; Lisa seconded. Motion carried with all “yes” votes.

- Water Tower update/Paint colors & lettering: Chris Cooper from MSA showed the council numerous colors to choose from for the water tower. The council agreed to have Keithsburg colors of orange background with black letters. The lettering now faces towards city hall and Chris will present a sketch next month for the council to determine which direction they would like for the lettering. The contractor will be breaking ground within the next 2 weeks.

Family Crisis Center: Marla Reynolds was present and explained the Champions for Children's Walk is May 5th starts at 9:00 at Central Park in Aledo, \$20 registration fee. Donnie made motion to donate \$1,100; Ronnie seconded. Motion carried with all "yes" votes.

First Christian Church Easter Egg Hunt Donation: Chuck Reynolds was present and explained they are having their annual Easter egg hunt on March 31st at 10:00 and are asking for a donation. Lisa made motion to donate \$200.00; Donnie seconded. Motion carried with all "yes" votes.

Streets/Sidewalks:

- Advertise for part-time maintenance position and pay \$10.00 per hour: Donnie made motion to accept; Ronnie seconded. Motion carried with all "yes" votes.

Fire Department:

- Josh Howard Application: Gary made motion to accept; Lisa seconded. Motion carried with all "yes" votes.
- Application Forms: Howard explained the fire department members would prefer to go back to the old application form. The council agreed but wants the following added: medical history section and at least 12 hours annual training required, plus removing the social security number and work phone. Council agreed.
- Howard explained the members would like to communicate strictly with the committee members.
- Raise the Tax Levy up to 6% for Fire Protection: Howard suggested the city raise the tax levy up to 6% however Terri had informed him this was discussed several months ago, and she contacted the county clerk to find out we are taxing the maximum without having a referendum and being put on the ballot for voting. The only other option is for the fire department to form and/or join a fire district which also requires a vote on the ballot as it also would raise the citizens property taxes as well. Either way the next election will be April 2019 and this process will take some time to prepare for, therefore the fire department and city council needs to decide what they want to do, so we can get this process started.
- Pancake Breakfast Fundraiser: Fire Station on May 19th serving from 7:00am to Noon
- The council congratulated Jessie James for over 50 years of service on the fire department.

Official City Code Book Ordinance: Over the past 3 years the Sterling Codifiers have been compiling all our existing ordinances of a general nature along with any amendments and have created a new Official Keithsburg, IL City Code. Upon adoption, this Code will constitute the official City Code of Keithsburg. This Code of ordinances will be known and cited as the Keithsburg City Code and all general ordinances passed of the City prior to the adoption of this Code are hereby repealed, except such as are included in this Code or are by necessary implication herein reserved from repeal. There are numerous ordinances in which are not hereby repealed and are not included in a code book because they are vulnerable to change such as personnel policies or they are an annual ordinance such as tax levies, appropriations, and prevailing wages (complete list in the code book 1-2-1). Things that may change numerous times are not included in the code book. Motion to adopt The Keithsburg, IL City Code, Gary made motion to accept; Donnie Seconded. Motion carried with all “yes” votes.

Mercer County High School Donation: For post-prom part for the students. Gary made motion to donate \$200; Lisa seconded. Motion carried with all “yes” votes.

Employee Raises: Mayor Henshaw has conducted his annual evaluations for George Lyle (Streets) and Terri Gibson (Collector) and he recommends giving them an annual raise. Lisa made motion to give 3% raises; Gary seconded. Motion carried with all “yes” votes.

Closed Session to discuss a Revolving Loan Fund Application for Off the Hook: Gary made motion to accept; Bill seconded. Motion carried with all “yes” votes.

Revolving Loan Fund Application for Off the Hook for \$51,850.58: To refinance the balance of \$11,850.58 being refinanced from prior RLF and borrow an additional \$40,000 to install a kitchen and POS system. Donnie made motion to accept; Bill seconded. Motion carried with all “yes” votes.

Donnie made motion to adjourn, Ronnie seconded, accepted by all.

Time: 8:08pm

Terri Gibson
City Clerk