



PROCEEDINGS OF THE REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF PEKIN, ILLINOIS,
HELD IN THE COUNCIL CHAMBERS OF CITY HALL
111 S. CAPITOL ST
ON MONDAY OCTOBER 25, 2021 AT 5:30 O'CLOCK P.M.
MARK LUFT * CHAIR * PRESIDING

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Orrick.

CALL TO ORDER

Deputy City Clerk Nicole Stewart confirmed all councilmembers were physically present and logged on for electronic voting. Mayor Luft declared a quorum.

City Clerk, Ms. Sue McMillan was absent.

Attendee Name	Organization	Title	Status	Arrived
Rick Hilst	City of Pekin	Councilman	Present	5:00 PM
Karen Hohimer	City of Pekin	Councilwoman	Present	5:02 PM
Dave Nutter	City of Pekin	Councilman	Present	5:00 PM
Becky Cloyd	City of Pekin	Councilwoman	Present	5:01 PM
Lloyd Orrick	City of Pekin	Mayor Pro-Tem	Present	5:03 PM
John P Abel	City of Pekin	Councilman	Present	5:02 PM
Mark Luft	City of Pekin	Mayor	Present	5:01 PM

APPROVE AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Becky Cloyd, Councilwoman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

EXECUTIVE SESSION 5 ILCS 120/2 (C) 11. LITIGATION

4.1. Motion to: Move to Executive Session

A motion was made by Councilmember Cloyd seconded by Councilmember Abel to move into Executive Session to discuss 5 ILCS 120/2 (c) 11. Litigation at 5:34 PM. Motion carried.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Becky Cloyd, Councilwoman
SECONDER:	John P Abel, Councilman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

APPROVAL OF MINUTES

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John P Abel, Councilman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

5.1. City Council - Regular Meeting - Oct 11, 2021 5:30 PM

PUBLIC INPUT

No Public Input was received.

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John P Abel, Councilman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

- 7.1. Police Department Stats - September 2021**
- 7.2. Tazewell County Animal Control Billing - September 2021**
- 7.3. Accounts Payable To Be Paid Proof List thru October 15, 2021**
- 7.4. Ordinance No. 3023-21/22 Rezoning Request from AG and R-2 to RM-2 for Property Located at the end of Maple Park Drive and Aspen Court**
- 7.5. Ordinance No. 3024-21/22 Special Use Request for a Drive-Through Establishment at 900 N 5th Street**
- 7.6. Ordinance No. 3025-21/22 Special Use Request for Automotive Repair Business at 300 S. 2nd Street**
- 7.7. Ordinance No. 3026-21/22 Special Use Request for CDL/Truck Driving School at 3000 and 3010 Court Street**
- 7.8. Ordinance No. 3027-21/22 Special Use for a Drive-Through Establishment at 3424 Court Street**
- 7.9. Ordinance No. 3028-21/22 Special Use Request for Outdoor Used Car Lot Sales at 282 Derby Street**

NEW BUSINESS

- 8.1. Discussion - Sikich LLP Status Update on Audit**
 Chad Lucas, Lead Auditor from Sikich LLP, updated Council on the FY2019 Audit. Mr. Lucas apprised Council that draft reports were given to the Finance Director and Assistant Finance Director for review. A few adjustments were still to be made with the goal of having the audit issued later in the week.

 Councilmember Hilst inquired as to whether there was a staffing issue at the firm. Mr. Lucas concurred that there was a staffing issue and not everything was ready for the auditors from the start. Accumulating information took longer than anticipated and there were a lot of adjustments during the audit process. Mr. Lucas explained there were 85 journal entries posted by management after the Trial Balance was received by the firm, along with an additional 55 journal entries posted after that. After Council discussion, Mr. Lucas informed Council that he was struggling to move the ball forward.
- 8.2. Ordinance No. 3029-21/22 IMLRMA 2022 Min/Max Contribution**
 Human Resource Director, Ms. Sarah Newcomb, explained the annual contribution for general liability and the work comp insurance plan. Last year

Council agreed to a 3 year agreement and this was the 2nd year of that agreement. IMLRMA guaranteed once again no increase to the premium. The budgeted amount was a little more than the contribution amount but if paid early, a 1% discount is offered. The IML dues were also included on the statement and will be paid out of a different line item. Ms. Newcomb assured Council that the City was still proving to be beneficial to the Min/Max program although the City is getting close to the limits. Ms. Newcomb stated that the representatives are looking into numbers from previous years to make sure the City can stay in the program. If a full premium had been made it would have been \$1.52M as opposed to the 2020 Mid/Max program at \$1.15M.

Council discussed the number of claims. Ms. Newcomb explained that there were more small general liability claims but the payout number had not increased.

Councilmember Nutter questioned the \$2,000 for IML dues.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Karen Hohimer, Councilwoman
SECONDER:	John P Abel, Councilman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.3. Resolution No. 329-21/22 CDBG 2020-2024 Consolidated Plan and 2021 Annual Action Plan Amendments

CDBG Program Manager, Mr. David Bess, explained that the City receives an allocation of CDBG from HUD on an annual basis. As part of the participation required to produce a 5 year Strategic Plan and Annual Plan, a public comment period was held in addition to a public hearing during the last Council meeting. No public feedback was received. The amendments proposed prepare for loan financing for Fire Department related expenditures. Mr. Bess continued to explain that the amendments considered the new financing mechanism eliminating funding towards the Fire Department related expenses in favor of public infrastructure projects such as sewer linings in areas of largely low to moderate incomes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Hohimer, Councilwoman
SECONDER:	Lloyd Orrick, Mayor Pro-Tem
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.4. Resolution No. 330-21/22 Granicus - MinuteTraq Maintenance Renewal

City Manager, Mr. Mark Rothert, presented the request to Council explaining that the resolution was for the renewal purchase of the software, support, hosting and maintenance from Granicus that helps the City manage meeting agendas, attendance, documents, minutes as well as public dissemination of meeting records through the Minutetraq application. The contract was first awarded in 2016 and the City continues to use the software to meet the needs of the user community. The agreement was for a one-year extension to the contract during FY2022. As of right now only one person remains at Granicus that maintains the program.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	Becky Cloyd, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.5. Resolution No. 331-21/22 Motor Fuel Tax for Joint PPUATS Funding Agreement FY2022

City Manager, Mr. Mark Rothert, explained that MFT Funds were allocated to pay for Pekin's share of PPUATS with the city's portion budgeted at \$13,021. The agreement was required by IDOT with the City receiving quite a bit of funding for road projects.

Councilmember Orrick questioned how the amount was determined. Mr. Rothert explained that it was a proration per capita.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lloyd Orrick, Mayor Pro-Tem
SECONDER:	John P Abel, Councilman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.6. Resolution No. 332-21/22 Accept HSIP Grant Funding for Guardrail Replacement & Commit Funding for Local Match

City Engineer, Ms. Josie Esker, explained that the City recently applied on behalf of multiple municipalities. The Commission awarded a federal grant and City staff chose to participate through Tri-County Regional Planning. The total cost of the city's required 10% local match was just under \$6K. City staff will relatively uninvolved as an engineer was hired on behalf of Tri-County. Construction was scheduled to begin FY2024.

Councilmember Nutter questioned if there was a deadline date for the grant. Ms. Esker believed that there was a deadline and stated that they will know when the grant agreement is received.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rick Hilst, Councilman
SECONDER:	Becky Cloyd, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.7. Resolution No. 333-21/22 Approve Final Change Order for CSO Phase 3A with Leander Construction

Public Works Director, Mr. Justin Reeise, explained the approval of the final balance of the change order for the CSO Phase 3A with Leander Construction. The original contract was for over \$5M. Three change orders have been approved accumulating to more than \$319K which were largely value added items discovered during performance of the contract that created a better project. With the approval of the fourth final change order to close out the project, the total percentage of change orders on the project was approximately 7.5%.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rick Hilst, Councilman
SECONDER:	Karen Hohimer, Councilwoman
AYES:	Hilst, Hohimer, Nutter, Cloyd, Orrick, Abel, Luft

8.8. Resolution No. 334-21/22 Staffing Reorganization and Approval of Positions

City Manager, Mr. Mark Rothert, explained that with recent staff changes and transitions out of the city organization, it was recommended personnel and expenses be reorganized to better align work responsibilities and duties. Mr. Rothert provided Council the handout included in the agenda packet illustrating the current status of employees and proposed actions taken to reorganize existing employees and new positions to be created. Mr. Rothert explained in detail the current positions, the proposed positions or expenses and the newly created positions that included a Public Works Office Associate, a Grounds Maintenance Worker, a Payroll Clerk, Risk & Safety Manager, and a Utility Location Specialist.

Mayor Luft discussed the purpose and reasoning behind the proposal and felt it was a very productive option to maneuver in areas the City had struggled before.

Councilmember Orrick questioned if the City had the ability to do snow removal. Mr. Rothert stated that the City had a truck that could do snow removal but the City could look at purchasing an additional salt spreader.

Council discussed the potential difficulty in hiring staff for snow removal and considered the cost options of contracting it out.

Councilmember Nutter discussed hiring a full time Economic Development person instead of contracting the position out part time and paying the same amount of pay with duties transferred to other positions.

Mayor Luft spoke in favor of Mr. Matt Fick, Economic Development Director, and stated that Mr. Fick had accomplished more working only three days per week than any other person in that position working full time.

Councilmember Cloyd also spoke in favor of Mr. Fick and how he has helped her understanding of downtown revitalization.

Councilmember Orrick also spoke in favor of Mr. Fick and complimented him on interfacing with the Chamber of Commerce and creating business retention and expansion.

Council continued to discuss the details of the proposed positions and expenses.

RESULT:	APPROVED [5 TO 2]
MOVER:	Dave Nutter, Councilman
SECONDER:	Becky Cloyd, Councilwoman
AYES:	Hohimer, Cloyd, Orrick, Abel, Luft
NAYS:	Rick Hilst, Dave Nutter

8.9. Resolution No. 335-21/22 Authorizing Spending Authority for Purchase of Bucket Truck

Public Works Director, Mr. Justin Reeise, explained that the Public Works Department was in need of a bucket truck for operations and the resolution was to approve the spending up to \$35,000 on the used vehicle. The City had applied to an Ameren Program to receive a donated bucket truck but the wait was more than a year out. Staff believed the residual value on a purchased bucket truck would make the ownership cost of the truck less than procuring short term equipment rentals and contracting out the maintenance tasks that require a bucket truck. Mr. Reeise added that the used market was small at this time.

Council discussed the cost difference between a new vehicle and a used vehicle with a new vehicle costing upwards of \$100,000.

Mr. Reeise answered Council's questions explaining that the street department had a bucket truck but the transmission had failed and it was beyond its useful life. The bucket truck will be utilized for signs, tree trimming and clearing, storms and the like.

RESULT:	APPROVED [6 TO 0]
MOVER:	Dave Nutter, Councilman
SECONDER:	John P Abel, Councilman
AYES:	Hilst, Hohimer, Cloyd, Orrick, Abel, Luft
ABSTAIN:	Dave Nutter

CITY COUNCIL OR STAFF REPORTS

Fire Chief Reeise announced that the ladder truck should be home next week.

Public Property Manager, Mr. Jayson Brienon announced that the street department just finished a painting project on Koch Street and that the windows and doors will be replaced next spring. Mr. Brienon also announced that the bulk item event is November 13th on Second Street and at the Street Department. The last day of yard waste pickup is December 17th.

City Engineer, Ms. Josie Esker, announced that it was the final day of paving on Parkway and manholes are scheduled after that. Ms. Esker encouraged everyone to travel slow on Parkway. Mill Asphalt is planned for Court Street next week.

Mayor Luft complimented Ms. Esker for being hands on and helping people.

Finance Director, Mr. Bruce Marston, announced that last week a representative from IDOT performed audits for calendar years 2019, 2020 and 2021. All records were in order and went much smoother than other audits.

Chamber of Commerce representative, Ms. Amy McCoy, announced that Thursday was the 24th Annual Business and Community Recognition Luncheon.

Councilmember Orrick congratulated Deputy Clerk Nicole Stewart on graduating from the Municipal Clerks of Illinois Institute.

Councilmember Abel requested a city wide pickup of electronics.

ADJOURN

There being no further business coming to Council, a motion was made by Councilmember Nutter seconded by Councilmember Hohimer to adjourn. Motion carried viva voce. Mayor Luft adjourned the meeting at 7:30 PM.