

STATE OF ILLINOIS
COUNTY OF CARROLL(S)
CITY OF LANARK

October 20th, 2020

MEETING CALLED TO ORDER/ROLL CALL-Lanark City Council met in regular session at the Lanark City Hall at 7:00 p.m. Roll call taken by Kim Hunter, City Clerk, showed Alderpersons present were Lance Leverton, Brad Knutti, Weston Burkholder, Mark Macomber and Jay VanMatre. Absent: Haley Grim.

Mayor Ken Viglietta was present and presiding.

Others present were: Rob Knoup, Treasurer Donalee Yenney, Attorney Ed Mitchell, Matt Magill Police Chief, Kim Hunter City Clerk and Jerry Funk Auditor.

PLEDGE OF ALLEGIANCE-was led by Alderperson Lance Leverton.

APPROVAL OF MINUTES-MOTION-was made by Alderperson Lance Leverton and seconded by Alderperson Brad Knutti to accept the minutes of the September 15th, 2020 meeting as presented. Motion carried by 5 aye votes. Ayes: Lance Leverton, Brad Knutti, Weston Burkholder, Mark Macomber and Jay VanMatre. Absent: Haley Grim.

PUBLIC COMMENTS-None.

INTRODUCE NEW WATER OPERATOR-ACTION REQUIRED- Mayor Ken had Alderperson Mark Macomber introduce our new Lanark Water Operator Contractor. Mark introduced Rob Knoup, he is Pearl City's water maintenance person, he will become our water licensed operator. The State of Illinois has accepted and approved all licenses submitted. His start date was October 1, 2020 and his fee is \$900.00 a month. Rob told the council a little bit about himself and his education and work experience he has. Rob will be pulling our samples. Mayor Ken said Tom from Fehr Graham will also be helping Jason Alvarado a few hours a month as Jason needs it to review for his course in Southern Illinois University-Edwardsville. He will be a mentor to Jason.

AUDIT REVIEW-ACTION REQUIRED- Donalee Yenney, our Treasurer, introduced Jerry Funk, our auditor from WIPFLI. He went over the smaller letter of the audit and the Financial Report March 31, 2020 audit with the city council. Everyone had a copy of both items he went over. He encouraged the council to read through the notes. Mayor Ken had asked the auditor if future audits will be going back to coming into our office instead of doing all remote because of the Covid-19. Jerry said they will when they can. Jerry thinks it is more efficient when they come into the office. It has been a lot of work trying to do it remotely. The audit is satisfactory.

DOWNTOWN LOTS PROPOSAL-POSSIBLE ACTION-Tabled.

STANDING COMMITTEES AND BOARDS-POSSIBLE ACTION- Alderperson Weston Burkholder said that Alderperson Brad Knutti and himself met and had a Streets and Properties committee meeting last Wednesday, October 14th, 2020 at 5:30 p.m. in the Council Chambers regarding Leland Street and Elkay Driveway road for the Elkay job expansion project. He went over their meeting and the cost to widen Leland Street and the Elkay Driveway. Mayor Ken had aerial views in a handout to the council of the streets near Elkay. Cost Estimate 1-Leland Street was \$197,000.00 and cost estimate 2-Elkay Driveway was \$128,000.00 for a total of \$325,000.00. The council reviewed it and decided not to do it due to lack of revenue coming in due to Covid 19 and two major projects coming up. It is just not feasible at this time. Mayor Ken said grants are not available to us like Savanna and Mt. Carroll. We are not in the Enterprise Zone.

REPORTS-EMPLOYEES, ATTORNEY, CLERK, TREASURER, ALDERPERSONS AND MAYOR- **Matt Magill, Chief of Police** said that he had spoke with Rosemary Flikkema regarding cameras for the park. They will be up as soon as they can. The person doing the camera project will be at the park on Saturday morning, he has looked at Google maps determining the size of the park. The signs are up at the park, they are big so people can see them. The officers have talked to the kids and said this is an all or done deal. The kids are saying they appreciate a bigger basketball court. He said as far as Halloween goes the police department will not be handing out candy due to the Covid-19 guidelines with social distancing. He said two officers will be out on Halloween night. **Mayor Ken Viglietta** said as far as employee reports, Jason Alvarado is taking courses and that is why he is not at the council meetings for now. They are on Tuesday nights. In mid-November the course and tests will be over for the semester until the next semester which starts in January. Ken said the maintenance department is doing a great job, they are fixing water main breaks at a standard they can get it done very quickly. The crew have similar skill levels and he said when it comes to reviews to look at the wages, we will want to keep them as they are valuable employees. Ken also said that Mark Johnson will not be working this winter. Bryce Meinsma will be helping with snow plowing and snow removal. He said Mark will come back in March or April and work thru the Fall and then retire. Mark has great value for all the hydraulics repairs for the city and has trained the maintenance guys on how to do it. When the time comes to think about wages we need to look at that too and do everything we can to keep them. **Attorney Ed Mitchell** said that Lance Leverton had given him a sample of a Cannabis, Drug and Alcohol Use/Abuse Policy Ordinance we need to look at it and talk about it at the next council meeting. Lance said it came from Mark Bell who is our insurance representatives from their attorneys. Ed will look at it. Mayor Ken suggested that the Personnel committee meet, they are Mark Macomber, Lance Leverton and Haley Grim and to invite the employees to come in and discuss it. Mayor Ken mentioned it was a goal to have something done for the first of the year. Lance said that this is drafted by many attorneys for our insurance company. Ken said when they are ready to have a meeting to let Kim Hunter know so she can post it. Matt Magill had a few questions and concerns about what the Ordinance will mean for the police department. There is no field test at this point yet. Lance suggested that it would be

a good idea to have Matt Magill, Ed Mitchell and Mayor Ken at the Personnel Committee meeting.

Kim Hunter, City Clerk talked about Mayor Ken reading a DAR (Daughters of the American Revolution) proclamation at the event they had at the city park. The Carroll County review had a picture and a write up about it also in the paper. She also said that two petitions have been taken out for the election so far. She announced the City Hall office will be called on Tuesday, November 3rd, 2020 for Election Day. **Donalee Yenney, Treasurer** talked about the Zoom meeting we had with Crowe, they are the administrator with the funds for the Local Cure, yesterday on October 19th, 2020. She had submitted the first batch of receipts and they didn't go through so we had to chat with them to see what we needed to do to resubmit them. She had asked them about the new ruling on police officer payroll for Covid-19 expenses and they said it will be sufficient to get up to the amount we are allowed to receive. She talked about the audit she is doing with Jerry from WIPFLI and working with Sonya with clerk books who is working with Becca from WIPFLI regarding adjustments they are working on. Once that is done we will be closing out the books since April. **Brad Knutti, Alderperson** reported an update on the SKADA system and it is close to being done and they have offered to do some demos. He said the maintenance guys are very efficient as he had seen them at work at a neighbors house. **Lance Leverton, Alderperson** reported that he had an Eastland Music Booster zoom meeting and they thanked the City of Lanark for the money donation they received for their trip. He said they will try and perform in 2021. They may have different options down the road because of Covid-19. **Weston Burkholder, Alderperson** said Little Sprouts have some issues with a curb and they are wanting to make a drop off area, re-curb it and make it wider. Weston would like to see it put into the budget at a budget meeting. The curb is falling apart and we need to make it safe. **Mayor Ken Viglietta** reported that we had cancelled the city council meeting for October 6th, 2020 and in that time we needed to take care of some business administratively. One was a donation for \$100.00 to Lydia Coatney for the basketball program where she is attending at the University of Wisconsin-Whitewater in Wisconsin. The second one was a contract that needed to be signed immediately with Fehr Graham engineers for \$200.00 a month contract to cover up to \$10,000.00 for Tom at Fehr Graham to step in to tutor Jason. Mayor Ken said he also signed the contract for Rob Knoup for Lanark water operator and Rob's fee will be \$900.00 a month. Mayor Ken said the next meeting for November 3rd, 2020 for the city council meeting is cancelled for Election Day and that we will meet on November 17, 2020 unless the council decides there is a lack of an actionable agenda to meet or if they decide not to meet. Mayor Ken told the council to read the Summary of Changes in the OMA Reference Guide updated September of 2020 that was in their packet of papers.

ADJOURNMENT-MOTION-was made by Alderperson Weston Burkholder and seconded by Alderperson Lance Leverton to adjourn at 8:10 p.m. Motion carried by 5 aye votes. Absent: Haley Grim.

Respectfully submitted, Kim Hunter, City Clerk