

STATE OF ILLINOIS
COUNTY OF CARROLL
CITY OF LANARK

April 18, 2023

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 Marilyn Heller, City Clerk, showed Alderpersons present were Haley Grim, Brad Knutti, Mark Macomber, and Lynn Collins.

Mayor Ken Viglietta was present and presiding.

Others present were: Kevin Barnes, Ed Stern, Karen Reed, Robert Luther, Rosemary Flikkema, Charles Price, Darin Stykel, Attorney Ed Mitchell, Treasurer Jodi Diffenderfer, Maintenance Manger Jason Alvarado, Chief Matt Magill, and Clerk Marilyn Heller.

PLEDGE OF ALLEGIANCE-was led by Alderperson Mark Macomber.

SWEAR IN CITY OFFICIALS – ACTION REQUIRED - Alderperson Mark Macomber, Alderperson Ed Stern and Clerk Marilyn Heller were sworn into office.

APPROVAL OF MINUTES-MOTION-was made by Alderperson Brad Knutti and seconded by Alderperson Mark Macomber to accept the minutes of the March 7, 2023 meeting as presented. Motion carried by 5 aye votes. Aye votes: Alderpersons Haley Grim, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins.

APPOINTMENT TO FILL VACANCY – ACTION REQUIRED- A Motion was made by Alderperson Brad Knutti and seconded by Alderperson Mark Macomber to appoint Kevin Barnes to the vacant ward 1 alderperson position. Motion carried 5 aye votes. Aye votes: Alderpersons Haley Grim, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins.

PUBLIC COMMENTS- None

Mayor Ken and Darin Stykel shared that Congressman Eric Sorensen awarded Lanark a 2-million-dollar grant for the city's water main infrastructure. This will be a completely different project from the lead service line grant we are working to apply for. Darin shared that he and Bridget of Fehr Graham submitted Lanark for this grant at no cost to the city. The grant is 80/20, Lanark will have to pay 20% towards the project to receive the 2 million and will have 3 to 4 years to spend it. Darin shared the issue with the water main mapping throughout Lanark as it is not too accurate. Lastly, he estimated the cost for water mains installed is roughly \$200 a foot. Alderperson Brad thanked Darin and Ken for getting this done in a short time frame.

Mayor Ken met with Representative Tony McCombie and discussed with her the 112K that was promised to Lanark and never received. She is now working with Speaker of the House Emanuel Welch as he can still release the 112K to Lanark. She will be getting back to us by the end of this week.

Lead service line project plans have been submitted and should be approved within the next 2 months. If approved, June 2024 would be the estimated start date. The EPA loan is for 4 million with 2 million forgiveness for 30 years with 0% interest. We missed the cut off date for this year funding at 100% due to the estimated 100 surveys not completed. Darin suggested three steps for collecting the last surveys needed. 1. Have the Aldermen reach out to each resident. 2. Add a fine to the residents next water bill. 3. Shut the water off until survey completed.

Street light project has started and the west side has been taken down. The conduit has collapsed by the Pharmacy and will need 350 ft replaced. This is not included in the contract and they are working on the price.

TIF ORDINANCE – ACTION REQUIRED - A Motion was made by Alderperson Mark Macomber and seconded by Alderperson Brad Knutti to approve Ordinance # 995, an Ordinance Approving and Authorizing the Execution of a Tax Increment Financing District Redevelopment Agreement. Motion carried by 4 aye and 2 abstain. Aye votes: Alderpersons Haley Grim, Brad Knutti, Mark Macomber, and Lynn Collins. Alderpersons Kevin Barnes and Ed Stern abstained. The project is already completed and the receipts have been turned into the treasurer already.

BUDGET APPROVAL – POSSIBLE ACTION – Treasurer Jodi went over the budget as presented. There was 3,500.00 added to the police DUI Equipment line and \$25.32 removed from street lights a sit was coded incorrectly. **A Motion** was made by Alderperson Mark Macomber and seconded by Alderperson Haley Grim to approve the budget for 2023-2024 as submitted. Motion carried by 6 aye votes. Aye votes; Alderpersons Kevin Barnes, Haley Grim, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins.

2023 TAHOE PURCHASE – ACTION REQUIRED – Treasurer Jodi shared that she contacted the dealership, Miles, last week to get a copy of the invoice for the 2023 Tahoe Police Squad Car as it had not been turned into her. The invoice received shows a purchase date of May 19, 2022 with interest. Jodi spoke with the city's auditor, Dan, and this purchase will have to be recorded on fiscal year 2022-2023 expenditures. This will be considered an unauthorized purchase and an unauthorized loan as there are no minutes showing council approval for the purchase or the loan as well as not being on the budget nor was it appropriated. Due to this unauthorized purchase and loan, Dan informed Jodi that there will be a write up in the audit for internal controls and unauthorized purchases. According to Illinois statute all purchases over \$10,000.00 has to be voted on and approved by the council. The possible ramifications for this write up could include bond rating issues, loan issues, grants, etc. The council discussed Chief Matt Magill informing them on this purchase he made per the 5-year rotation months ago and he received it and it is insured with the city. But, it was stated again there was no council approval/vote and it was not on the fiscal year 22-23 budget and appropriations. Jodi asked the council for a motion to approve the purchase and the loan with interest. **A Motion** was made by Alderperson Brad Knutti and seconded by Alderperson Lynn Collins to purchase the 2023 Tahoe from May 2022 with the interest accrued. Motion carried by 6 aye votes. Aye votes;

Alderspersons Kevin Barnes, Haley Grim, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins.

Jodi also asked the council for a policy for all purchases that will be adding onto the state statue. She suggested that all invoices get sent to her at city hall, they get stamped dated when received, given to the proper department for further information and signature approval. There is will be a finance committee meeting to work on getting this policy created.

Jodi asked Chief Magill for an update on the sale of the 2018 Tahoe. Chief Magill shared that Freeport Park District has possession of the vehicle and once we receive the title he ordered, we will get payment. The vehicle is still being insured with Lanark until we receive payment.

LANARK POLICE DEPARTMENT JOB DISCRPTION - POSSIBLE ACTION – Alderperson Lynn handed out an addendum to the job description for the Lanark Police department that was created Sept. 13, 2010 for Chief Magill. The job description shows Chief Magill as a part-time police chief and part-time public safety administrator. The addendum presented would update the Peripheral job duties (Zoning Officer, Code Official, Webmaster, and IT Support) to match what he has been doing historically and currently. This also states that the combination of part-time policing and part-time peripheral job duties would constitute a single full-time position and entitle him to full-time employee benefits. The council then discussed the original job description failed to be passed as an ordinance back in 2010 due to insurance liabilities and possible state statues and needs to be looked into further. Currently Chief Magill’s total salary comes out of the police fund but to accurately report his salary it should be split out with police department and the admin/general to match his actual duties. Alderperson Lynn emphasized this is all unnecessary. Alderperson Brad asked to have a new job description created and presented to the council. Tabled.

STANDING COMMITTEES AND BOARDS-POSSIBLE ACTION- Celebrate Lanark Committee – Rosemary shared the Easter Egg Hunt in the park was very well received and each child got 10+ eggs. **Park Board** – on the same day as the Egg Hunt there were leaks fount in the bathrooms and will require a Prowant to fox. Also, the toilet is creaked in the women’s bathroom and will need to be replaced. The Lions Club volunteered to paint the gazebo in the park, she is hoping to have it done before OSD and 4 of the 6 benches have been replaces in the gazebo.

REPORTS-EMPLOYEES, ATTORNEY, CLERK, TREASURER, ALDERPERSONS AND MAYOR- Maintenance Manager Jason – is getting a quote on a sewer and water line locating and mapping program with J and R. He discussed the importance of the equipment as well as the benefits of having the software. Darin Style shared the pros of Lanark having their own locator as well. Jason shared about 3 or 4 weeks ago a transformer blew at well 3 and it blew the transducer at the water tower. Jason worked with Brian to get a new one order and should be up and working again soon. Next, Britney Welch called Jason asking to have no parking signs put up in front of her property due to Little Sprouts employee’s parking on side streets. The council discussed and decided to wait until the ARCH school leaves this summer and then the

employees should start parking in the parking lot on the other side of the building. Alderperson Haley asked when the start date for cold or hot patching, noting School Dr. and E. Pearl. Jason stated they are starting on Thursday and to call him with any specific areas needing addressed first. **Chief Magill** – went over the Code Enforcement Tracking Report Thru 4/18/2023. Alderperson Haley asked to have the vehicles added to list at Kruse’s property. Clerk shared complaints on 130 Westside Ave. for garbage, broken windows, etc. Burkholder’s need to remove standing wall that was agreed on with Roger Burkholder at previous council meeting. Alderperson Lynn asked about the property up from her house as she got a call for animals entering broken window. Chief Magill will look into as he was told it was taken care of last year. **Attorney Ed Mitchell** – removed a water lien and reminded the council the Statement of Economic Interest are due May 1. If they are not turned in to the court house by then there is potentially fines. **Clerk Marilyn** – gave the council copies of a letter from Ardena Grant regarding delinquent properties. There were 10 shut off letters sent and one lien released for Jeff Medor. **Alderperson Brad** – shared he called Jason for a sink hole on East Pearl and he got it fixed right away. **Alderperson Kevin** – requested a list of all employees and phone numbers. Clerk will email asap. **Mayor Ken** – shared he attended the Police Academy and there were 22 graduates. There is also a new class starting with another 21 potential new officers. Lastly, Donalee asked about the McCarthy building and she shared a novel idea of the city buying the building and renting it out to her. Sadly, the city approved a large amount of TIF money to this building and it continues to sit empty.

ADJOURNMENT-MOTION-was made by Alderperson Ed Stern and seconded by Alderperson Brad Knutti to adjourn at 9:29 p.m. Motion carried by 6 aye votes.

Respectfully submitted,
Marilyn Heller, City Clerk