



REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN, ILLINOIS, MONDAY, AUGUST 14, 2023

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, August 14, 2023, at 6:00 p.m. at the Elizabeth Titus Memorial Library, 2 W. Water Street, Sullivan. The meeting was called to order by Mayor Mike Mossman. A roll call was taken.

Commissioner Abbey Sherwood	- present
Commissioner Mike Kirk	- present
Commissioner Chuck Woodworth	- present
Commissioner Doug Shook	- present
Mayor Mike Mossman	- present

2. Mitch Hardiek gave an update on the status of grants and City projects.
- The City is waiting on the grant agreement for the DCEO Water Grant
 - The joint agreement with IDOT for the ITEP grant is being prepared. After that is executed, the engineering agreement will be presented. Once both documents have been signed, the property will be surveyed and the design phase will begin.
 - There are no changes for the Highway Safety Improvement Program
 - There are two pay estimates for the Water Plant Project. The plant is close to completion and should be online by the end of the month.
 - The Bernius Project will be completed after striping is done. Any remaining funds from the State Legislative Grant could be used for road improvements on 1200N.
 - Projects utilizing funds from Rebuild Illinois have been completed.
 - The NOFO for the Unsewered Grant is expected to be published later this year.
 - Phase 1 for the Safe Routes to School Grant is at IDOT for review. There is an estimated letting date for November 17, 2023, with construction estimated in the spring. The application for Phase 2 is due October 2, 2023.
 - Once materials are received for the Eastview Lift Station a pre-construction meeting will be scheduled.
 - There are no changes for the PARC Grant application
 - The City will be installing sewer at 1200N and working with IDOT for funding. Improvements will be made to the intersection and approximately 600 feet east of the intersection.

Commissioner Kirk asked how there are fund remaining from the State Legislative Grant when the project bid was \$267,000. Treasurer Bushue explained that the City will also use EDP and TARP funding to complete the \$278,631 project.

3. Mayor Mossman asked if there were any comments from the public.
- Bob Ingram asked for an explanation of the hydraulic evaluation of Wyman Lake, why the City is getting a tree trimmer from out of state and also questioned the contract language. Commissioner Shook explained that the City hires the contractor

to do a specific job; the contractor decides how those tasks are completed. The hydraulic study will be completed to determine if Wyman Lake can handle the water capacity from the proposed detention tanks for the new school. The tanks could be eliminated if the lake can handle the volume of water.

Mr. Ingram then questioned the length of the contract with BH Electric. Commissioner Kirk stated that the contract is open ended and can be terminated at any time. The contractors will be completing tasks to get the department caught up.

4. Mayor Mossman read the items in the consent agenda:
 - Approval of minutes of the regular meeting held July 24, 2023
 - Approval of claims except those in TIF funds
 - Approval of a Project Authorization with Milano & Grunloh for a hydraulic evaluation of Wyman Lake
 - Approval of 2024 Regular Council Meeting Schedule
 - Approval of Pay Estimate #13 for \$998,808.61 to Grunloh Building for the Water Treatment Plant Project
 - Approval of Pay Estimate #5 for \$22,682.20 to All Service Contracting Corp for the Water Treatment Plant Project
 - Approval of Resolution 23-T – A Resolution of Authorization for the OSLAD Grant

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve the consent agenda. Upon a roll call being taken the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Doug Shook	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried by omnibus vote.

5. Commissioner Sherwood reported that a lot of work is being completed on phase one and two for the OSLAD grant. Splash pad equipment has been delivered, but the invoice will need to be pulled from the agenda due to an error. Phase one should be ready to bid out at any time and demo could possibly start this fall. She suggested that the public visit the Civic Center's Facebook page for updates on programs and activities being offered.

6. Commissioner Kirk had nothing to report, as he will discuss many items under new/unfinished business.

7. Commissioner Woodworth reported that the Distribution Crew repaired a couple of large leaks in front of Monical's. The pipe at that location is old and very thin. The City will eventually need to look at replacing the pipe from Eden Street to Water Street, as well as other pipes of the same age.

The filters at the new water plant have been backwashed and bacti samples

have been collected from the processing equipment in the plant. The switch over from the old plant to the new plant will probably take place by the end of the month.

8. Commissioner Shook reported that the Industrial Way project is close to completion. The remaining items include striping and the removal of the storm water controls from the inlets. Contractors have been hauling loads of concrete and brick to the Street Department for crushing. Brush grinding started this morning and should be done in three days.

9. Mayor Mossman reported that the columbariums are now in place at the Cemetery. There is a proposed Ordinance on the agenda which will establish the niche fees. The time capsule buried at the 1973 centennial celebration was dug up three weeks ago. The vault was full of water and many of the items were not able to be salvaged. A key to the City, centennial plates and coin proof sets from 1973 were recovered and given to the Historical Society for a display. Mayor Mossman read a copy of a letter from Mayor Leon Lane recapping the events that took place at the Century 1 celebration. The original letter was in the vault but had also been destroyed.

10. A motion was made by Commissioner Kirk and seconded by Commissioner Shook to waive bidding and approve the quote of \$25,811.40 from Fairbanks Morse Defense for inspections on a PC2 engine and two OP engines at the Power Plant. The mechanic will be onsite for a week and a half to complete the service. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

11. Commissioner Kirk would like to hire Nelson Tree Service to complete a 5-year cut back later this year. The lines are unsafe due to tree growth and have become unsafe.

A motion was made by Commissioner Kirk and seconded by Commissioner Woodworth to approve an agreement with Nelson Tree Service for line clearance. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Doug Shook	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

12. Commissioner Kirk explained that an Electric System Coordination Study

should be completed as a safety precaution. The City is fed by two main Ameren breakers, one in Bethany and one here. BHMG will check the connections, breakers, and transformers to make sure everything is operating correctly.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve the proposal from BHMG for the completion of an Electric System Coordination Study at a cost of \$47,500.00. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

13. Commissioner Kirk stated that the City is required to complete an Electric System Arc Flash Study every ten years. Dust can accumulate in electrical cabinets causing them to flash when they are opened, which can lead to death. BHMG will inspect all cabinets to make sure the contacts are clean, bring it up to code and make sure all stickers are in place for OSHA.

A motion was made by Commissioner Kirk and seconded by Commissioner Sherwood to approve an ARC Flash Study for \$14,500.00. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Doug Shook	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

14. The City last entered into a contract with BH Electric due to a staff shortage in the Distribution Crew. At that time, the crew from BH Electric responded to call-outs and completed other necessary tasks. Commissioner Kirk has talked with BH Electric about a new contract and has negotiated an hourly decrease of \$135.00. They can be here in three weeks and will provide a crew, two bucket trucks, a line truck and a pickup truck. Commissioner Kirk asked the City Clerk to have the contract reviewed by the City Attorney prior to its execution.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook authorizing Mayor Mossman to execute the contract with BH Electric for manpower after it has been reviewed by the City Attorney. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea

Mayor Mike Mossman - yea

and the motion was declared carried.

15. Commissioner Kirk explained that the passage of Ordinance 23-23 would remove the adoption of the Ameren Electric Service Manual from the City's Electric Code.

A motion was made by Commissioner Kirk and seconded by Commissioner Sherwood to adopt Ordinance 23-23, amending the Electric Code. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Doug Shook	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

16. Commissioner Kirk stated that Ordinance 23-24 would remove the adoption of the Ameren Electric Service Manual from the City's Building Code.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to adopt Ordinance 23-24, amending the Building Code. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

17. Commissioner Kirk asked to table the discussion on the rate study, as it needs to be finalized before its presentation.

18. Commissioner Kirk stated that the City received and approved a quote in June for the purchase of a replacement transformer for the Metro Factory. When the transformer was ordered the price had decreased from \$96,500 to \$89,841.00. Commissioner Kirk asked the Council to consider using TIF funds to pay for half of the transformer's purchase price, as the purpose of TIF is promote industry and economic development in the community.

A motion was made by Commission Kirk and seconded by Commissioner Shook that the cost of the transformer be split evenly between the Electric Department and TIF funds. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea

Commissioner Chuck Woodworth - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

19. Commissioner Sherwood stated that the proposal for the replacement of the lights at the middle ball diamond was approximately \$250,000.00. She has talked with Commissioner Kirk about this and explained that the project was initiated by the Electric Department Foreman. This was originally budgeted from the Electric Department, but she would like to request the use of TIF funds for this project. Commissioner Kirk is opposed to spending this much on a project that will only be used by the school. Commissioner Sherwood clarified that the diamond is not only used by the school, but by numerous other groups. Commissioner Kirk believes some of the lights could be replaced for \$40,000-\$50,000. Commissioner Sherwood is willing to obtain additional quotes, but would like to know if the Council is willing to consider the project. Commissioner Shook would like to review the use of TIF funds in relation to this project. Mayor Mossman would like to see what other options are available and believes that the Council is in agreement that the project could possibly be paid for with TIF funds if the price is acceptable.

20. Commissioner Sherwood asked to pull the purchase of the splash pad equipment from the agenda. The document that was provided was incorrect; the item is tabled to the next meeting.

21. Commissioner Sherwood informed the Council that the Master Plan is for the Phase 2 OSLAD Grant Application. This project includes improvements to three ball diamonds, the addition of bat and bird houses and renovations to the soccer field and parking lot. The project is estimated at \$1.5 million and would require a fifty percent contribution from the City. Applications are due at the end of the month.

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve the Master Plan for the 2023 OSLAD Grant. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood - yea
Commissioner Doug Shook - yea
Commissioner Mike Kirk - yea
Commissioner Chuck Woodworth - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

22. Commissioner Sherwood stated that Ordinance 23-25, regulating residences in the downtown business district, was presented to the previous Council in September. Changes were made, which included adding banks and bed and breakfasts to the permitted uses and restricting residential living on the first floor. Residential living is allowed for the grandfathered properties. Other property owners interested in residential living on the first floor would need to address the Council to request a special use permit. Planning and Zoning suggested including a density clause; this language has not been included. Commissioner Sherwood believes that

the Ordinance protects the property owners and will allow for a mix between residential and commercial properties. Kathy Woodworth voiced her concerns about the issues that may arise in the future with empty properties and the possibility that future property owners may have a hard time securing bank loans due to the restrictions.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve Ordinance 23-25 – An Ordinance Amending Sections 40-2-2(E) and 40-2-5 of Chapter 40 of the Revised Code of Ordinances of the City of Sullivan, Illinois. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- abstain
Mayor Mike Mossman	- yea

and the motion was declared carried.

23. Commissioner Sherwood explained that the City has an undocumented policy that allows customers to avoid disconnection by providing a medical note from their doctor. The City Attorney has advised that the City should not have medical information related to its customers. The Ordinance will terminate this practice. Customers with outstanding balances will be given the opportunity to set up payment plans.

A motion was made by Commissioner Sherwood and seconded by Commissioner Woodworth to approve Ordinance 23-26. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

24. Commissioner Woodworth explained that Ordinance 23-21 will require a plumber to install a main water shut off valve when completing any plumbing on a house that doesn't already have an interior valve. This will provide a way for homeowners to shut off their own water in case of an emergency.

A motion was made by Commissioner Woodworth and seconded by Commissioner Shook to adopt Ordinance 23-21, amending Article II of Chapter 6 of the Revised Code of Ordinances of Sullivan, Illinois by adding a new section 6-2-4 regarding interior water shut-off valves. Upon a roll call being taken, the results were as follows:

Commissioner Chuck Woodworth	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea

Commissioner Mike Kirk - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

25. Mayor Mossman called a five minutes recess at 7:02 p.m. The meeting was resumed at 7:08 p.m.

26. Commissioner Shook stated that the Safe Routes to School Grant will provide ADA compliant sidewalks in front of the new school to Hunter Street, then on Hunter Street from Graham Street to Lincoln Street. Resolution 23-S states that the City is in support of the Grant Project.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to provide financial commitment to the Illinois Safe Routes to School Grant Program – Cycle 2023. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook - yea
Commissioner Abbey Sherwood - yea
Commissioner Mike Kirk - yea
Commissioner Chuck Woodworth - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

27. Commissioner Shook explained that the process for patching potholes could be improved by using a hot box. A quote was received from CMW equipment for a Falcon 4 Ton Asphalt Hot Box and Recycler for \$37,013.00. Another quote was received for a lower price, but the gates on that hot box aren't big enough to accommodate the use of a bobcat or skid steer. The Falcon is equipped with a hydraulic lift that can dump asphalt into the hole and can be plugged in at night to keep the patch hot.

A motion was made by Commissioner Shook and seconded by Commissioner Kirk to waive bidding and accept the quote from CMW Equipment for the 4 Ton Falcon Transporter of \$37,013.00. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook - yea
Commissioner Mike Kirk - yea
Commissioner Abbey Sherwood - yea
Commissioner Chuck Woodworth - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

28. Mayor Mossman stated that Ordinance 23-20 allows for the disposal of a loader from the Street Department and a Vermeer Trencher from the Gas Department.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood for the adoption of Ordinance 23-20 disposing of personal property owned by the City. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

29. Mayor Mossman stated that the mutual aid agreement between the City of Sullivan and Sullivan Township would be pulled from the agenda.

30. Mayor Mossman asked if the Council would like to renew the moratorium on cannabis or if they would like to continue with the understanding that all future decisions will be made by the Council. Commissioner Shook would like the Council to handle any future decisions. Commissioner Sherwood heard that someone is interested in opening a dispensary. Mayor Mossman stated that the moratorium will not be extended and all future decisions will be handled by the Council on a case by case basis.

31. Mayor Mossman explained that there are two six-inch gas valves that need replaced. USDI has provided a quote of \$22,000 for the replacement of the valves, which includes labor, material, transportation and equipment.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to waive bidding and accept the proposal from USDI for the replacement of gas valves. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

32. Mayor Mossman read a letter from South Central FS requesting a liquor license classification change. They are interested in a sell and serve license that would allow them to open a gaming room. Commissioner Sherwood doesn't think the City needs a gaming room, as there are plenty of places that people can gamble. Commissioner Shook stated that the income the City receives from gaming is minimal and doesn't believe the City needs more gambling.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to deny the classification change requested by South Central FS. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook	- yea
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Commissioner Abbey Sherwood	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

Commissioner Kirk asked that the City Clerk follow up with South Central FS.

33. Mayor Mossman stated that Ordinance 23-22 would remove the moratorium language in City's Liquor Code.

A motion was made by Commissioner Sherwood and seconded by Commissioner Woodworth to approve Ordinance 23-22 – An Ordinance amending Chapter 21 – Liquor, Section 21-2-6 of the Revised Code of Ordinances for the City of Sullivan. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

34. Mayor Mossman stated that the last Council approved the purchase of a 2016 Vermeer Trencher for \$81,875.00. That piece of equipment was sold before it could be purchased by the City. The Gas Department would like to purchase the 2016 Vermeer Trencher they have been leasing from Vermeer Midwest. They would like to purchase that piece of equipment for \$57,875.00.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to waive bidding and approve the purchase of a 2016 Vermeer RTX 550 Trencher from Vermeer Midwest for a purchase price of \$57,875.00. Upon a roll call being taken, the results were as follows:

Commissioner Mike Kirk	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

35. Mayor Mossman stated that Ordinance 23-27 would increase the tapping fees for the Gas Department. A tap within City limits will increase from \$200.00 to \$1,550.00 and a tap outside of City limits will increase from \$400.00 to \$1,750.00. The City will almost break even on the taps if the increase is imposed.

Commissioner Sherwood asked if this was comparable to other communities. Mayor Mossman believes that the new fee would still be lower than others in the area.

A motion was made by Mayor Mossman and seconded by Commissioner Shook to approve Ordinance 23-27 amending sections 17-3-5 and 17-3-6. Upon a roll call being taken, the results were as follows:

Mayor Mike Mossman	- yea
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea

and the motion was declared carried.

36. Mayor Mossman stated that the two garbage companies that have previously provided the town-wide clean-up have terminated those services. GFL Environmental from Clinton is willing to provide this service and has offered a September/October date. Last year, Doty Sanitation utilized 21 trucks at a total cost of \$46,200. GFL provides larger trucks at a rate of \$2,400 per truck. The services offered by GFL would be similar to Doty's. Items will need to be bagged or bundled and there are some restrictions on what they will take. They will not offer this service in the middle of summer, so the City will need to discuss changing to a spring or fall date. The City Clerk explained that GFL has safety protocols in place and may not pick up items such as broken glass. Items that aren't picked up would be the responsibility of the homeowner.

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to waive bidding and approve services from GFL Environmental for a Town-wide Clean-up. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Doug Shook	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

37. Mayor Mossman explained that Ordinance 23-28 set a price for the columbariums in the Cemetery. The price for a single niche will be set at \$800.00 and a double niche will be set at \$1,600.00. Commissioner Sherwood asked to remove the language that the City would refund the purchase price upon removal. Commissioner Kirk would like the Ordinance to define if openings and closings are included in the price or in addition to the price. Mayor Mossman suggested that a refund shouldn't be offered since the City will need to replace the plaque if the niche is forfeited. The Ordinance is tabled until the language can be amended.

38. Commissioner Kirk read a thank you letter from the Village of Chatham. In July, Chatham sent out a mutual aid request for with their electric distribution system. The City responded by sending two men and two bucket trucks. Repairs included changing out 184 poles, replacing 26 transformers, reattaching 29

transformers and replacing and rehangng 26 miles of line. Power was able to be restored after eight days. Commissioner Kirk appreciated the help the two electric department employees were able to offer. The expenses incurred by the City are reimbursable through FEMA.

39. A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to adjourn the meeting. Upon a roll call being taken, the results were as follows:

Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Kirk	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried and the meeting was adjourned at 7:41 p.m.



Mayor Mike Mossman

Attest 

Carrie Creek, City Clerk