



## REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN, ILLINOIS, MONDAY, DECEMBER 11, 2023

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, December 11, 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 via phone
Commissioner Doug Shook	- present
Mayor Mike Mossman	- present

2. The public hearing for the Community Development Block Grant (CDBG) project for storm sewer system improvements was called to order at 6:03 p.m. Mr. Beckman explained that the City intends to apply for a \$650,000 grant for storm sewer improvements to improve the health and safety threat to residents. The project would replace/extend approximately 1600 lineal feet of storm sewer pipes, manholes, pavement removal and replacement, seeding and all related cost along with activity delivery costs. The project benefit area will include Parkway Drive to the west and to the north, Hamilton Street to the east and Strain Street to the south. These areas have experienced some extreme flooding in the past and the project will help alleviate those issues.

There were no comments from the public. Commissioner Woodworth asked for clarification that the storm sewers are maintained by the Street Department. The public hearing for the CDBG grant was adjourned at 6:08 p.m.

3. A public hearing for Ordinance 23-38 – An Ordinance for Levy & Assessment of Taxes for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024 for the City of Sullivan, County of Moultrie, Illinois was called to order at 6:08 p.m. Treasurer Bushue explained that the equalized assessed value (EAV) for the properties in the city increased by 9.79% this year for a total levy of \$59,275,378. The City will impose a tax rate of 2.23%, which will result in a \$1,321,679 tax extension for the 2023-2024 tax year. Mayor Mossman presented the last reading of the proposed levy.

Aaron Wilhelm asked for confirmation that the City was basing the levy on a percentage rather than a set amount. Carol Elder summarized the explanation by stating that the tax rate will remain the same, but that the increase in the assessed evaluation triggered the need for a truth in taxation hearing.

Commissioner Shook stated that the County would still receive the tax even if the City weren't to pass the tax levy, but the levy allows the City to claim that portion.

The public hearing for Ordinance 23-38 for the Tax Levy was adjourned at 6:13 p.m.

4. Lee Beckman from Milano & Grunloh gave an update on the status of grants and City projects.

- The City is still waiting on the grant agreement for the Water Grant for the Main Street Water Main. The project can be advertised once the agreement has been signed by both the City and DCEO. The City will be given a sixty day period to comply with their steps prior to the bid opening. The contract could be drafted for construction to coordinate while school is out for the summer.
- A public hearing was held at this meeting for the DCEO Grant for storm sewer improvements on the west and south sides of the school.
- Milano & Grunloh has started surveying for the ITEP grant. This project will be bid out by IDOT.
- A chemical feed modification and a feed point for the chlorine gas at the water plant are in the works and should be completed within the next few weeks.
- The Industrial Way project has been completed and the final change order was submitted to IDOT.
- State Legislative funds remaining after the completion of the Industrial Way project will be transferred to the 1200N project.
- Remaining funds from Rebuild Illinois could be allocated for the 1200N project.
- The NOFO for the Unsewered Grant has not been announced. This project would provide sewer to residents on the north side of town.
- A & R Mechanical submitted the low bid of \$288,740.85 for Phase I of the Safe Routes to School Grant. Construction could begin late first quarter or early second quarter. Commissioner Kirk asked if this would provide sidewalks for the south trailer park. Commissioner Shook believes the trailer park is included in a later project phase. Lee Beckman stated that the City could continue to apply for the grant which would allow sidewalks to be added where the previous phase stopped.
- The grant application for Phase II of the Safe Routes to School Grant was submitted in October.
- Construction on the Eastview Lift Station will begin once all the materials have been received. This project could take one week to complete.
- Announcements for the OSLAD Grant are anticipated for December 15<sup>th</sup>.
- Modifications were made for the gravity sewer to the Lumber Yard on 1200N. The gravity sewer for IDOT will be replaced with a lift station and should still fall within the project budget. The City will apply for TARP funds for 1200N.
- Estimates and exhibits were prepared for the Worth Street Extension. EDP funds could be utilized if an anchor business is willing to relocate to that area.

The project schedule delaying the Main Street Water Main Project until after May 15<sup>th</sup> could be incorporated into the project specs. Commissioner Woodworth asked if the IDOT sewer project should be bid prior to receiving all of the easements. Mr. Beckman recommended not bidding the project until all the easements have

been received. He believes that bidding the project on private property could be cheaper than using state right-of-ways. Commissioner Woodworth asked how the chlorine injection at the water plant would be relocated. Mr. Beckman will send him the drawings.

5. Mayor Mossman asked if there were any comments from the public.

Nancy Barker thanked Commissioner Sherwood and the Park Department for how nice the park looks. She then asked if there were going to be any lights on the poles around the square. Mayor Mossman explained that this hasn't been done for years. She also stated that those viewing the stream of the meetings are making comments that they can't hear and asked the Council to use their microphones. She inquired about the purpose of the claim to BH Electric. Commissioner Kirk stated that the expense is for a lump sum payment for labor and equipment. Ms. Barker shared that she had inquired about the clean-up of a specific property and would like to see something done about it. Mayor Mossman will look into this.

Danielle Shindelar has received multiple ordinance violations for an unregistered vehicle. She states that the vehicle was registered when the tickets were received. She also had a vehicle that was sitting on blocks while repairs were being made and doesn't believe that the City's Ordinance specifies how many days this is allowed. Ms. Shindelar doesn't believe that she should have to pay for the violations when her vehicle was registered. Mayor Mossman will look into this and be in contact with Ms. Shindelar.

6. Mayor Mossman read the items in the consent agenda:

- Approval of minutes of the regular meeting held November 27, 2023
- Approval of closed session minutes for November 27, 2023
- Approval of claims

A motion was made by Commissioner Woodworth and seconded by Commissioner Shook to approve the consent agenda. 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 by omnibus vote.

7. Commissioner Sherwood reported that the Street Department helped with the demolition of the tennis and basketball courts. The Park Department has been grinding stumps from the trees that were removed this fall and removed the aerator from the lake. The Electric Department has been working on the lighting at the middle diamond. Once they are done the contractors will return to finalize the project. With the weather turning colder, residents have voiced concerns about the ducks that are living at Wyman Lake. Ed Moody is looking into options for their care, one of the ducks was dumped at the lake and can't fly.

A few of the ignitors for the pool heater at the Civic Center failed and were repaired. The staff is repainting the east gym wall. Shawn Bell, the new maintenance employee completed his Certified Pool Operator Class. New lane anchors have been installed in the pool and more will be installed. Membership numbers have been increasing and they will try to keep the momentum going into the first of the year. The facility will be closed on Christmas Eve and Christmas Day. Public swim will be offered from 1:00 p.m. to 3:00 p.m. during the winter break for Sullivan Schools. A nutrition class has been scheduled and information can be found on the Civic Center's Facebook page. The City will be offering a summer swim pass, which will allow a child to swim all summer for \$50.00.

The City received the annual real estate tax disbursement and budget- to-actuals for the month of November have been issued. Cedar Dale Subdivision has been marked and updated to the City's GIS mapping. Nakayla Swisher has been working on a part-time paid time off policy. Commissioner Sherwood attended a meeting for the development of a comprehensive plan for the City.

8. Commissioner Kirk reported that the Distribution Crew pumped and disposed of oil from a leaking transformer, assisted in the demolition for the splash pad, met with the Mayor and Metro Communications at the Cedar Dale Subdivision, attended a FEMA meeting, finished the LED conversion of the decorative street lights, managed an outage on Washington Street for a pole replacement, completed 22 JULIE locates, and prepped Sullivan Mechanical for a transformer replacement. The Contractors pulled 100 feet of primary wire, assisted with the leaking transformer, rebuild two risers, set a 75 kVA transformer, hung 220 feet of triplex for bus heaters at the school and installed a controller for a capacitor bank on Sixth Street.

Commissioner Kirk attended meetings in Springfield for the IMEA. The IMEA is trying to buy or lease up wind and solar energy. By 2035, the State of Illinois will have to be compliant with wind, solar or hydro generation. The IMEA has ownership of a coal mine in Kentucky and one in Illinois. The Illinois mine, which produces a good amount of the revenue that subsidizes the 33 IMEA members, will have to be shut down. The IMEA received a quote exceeding \$250 million dollars to shut the mine down. He would like to have closed session to discuss a contract the IMEA is wanting to secure with its' members

9. Commissioner Woodworth informed Commissioner Kirk that there is still a flag up east of the Toy Bar.

The chlorine injection point at the Water Plant is being moved, it is currently injected right before the meter. The air bubbles from the injection are causing a reading error with the meter. Everything else is going well at the plant, some other adjustments have been made. The new polymer softeners are being used to settle the lime.

Drawings for the new elevations on 1200N were received. A manhole will be installed and the pipe at the lumber yard will be 8ft deep. A lift station will be installed at the IDOT yard and the gravity sewer from the church to the IDOT yard will pump to the lumber yard.

One of the Distribution Operators broke his leg (not work related) and will be off for six to eight weeks.

Commissioner Woodworth informed the Council that he would like to go into closed session at the end of the meeting.

10. Commissioner Shook reported that the Street Department swept streets, completed equipment maintenance, and worked on the demolition of the tennis courts, and horse shoe pits. The City will fill the hole with regrind and level it out. If the weather is good tomorrow, they may start on the demo of the basketball courts. The crew also hauled dirt and rock to 1200N

11. Mayor Mossman reported that the easements for the Cedar Dale Subdivision were mapped in the City's GIS system. The Gas Department welded 540 feet of two inch gas main on Mattox Street. There will be two mains installed in the subdivision.

12. Mayor Mossman presented the last reading of the Tax Levy Ordinance 23-38  
A motion was made by Commissioner Shook and seconded by Commissioner Woodworth to approve Ordinance 23-38 – An Ordinance for Levy & Assessment of Taxes for the Fiscal Year Beginning May 1, 2023 and ending April 30, 2024 for the City of Sullivan, County of Moultrie, Illinois. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

13. A motion was made by Commissioner Shook and seconded by Commissioner Kirk to approve Resolution 23-X – Council Resolution of Support to apply for a Community Development Block Grant for Storm Sewer Improvements. 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.

14. Mayor Mossman stated that Commissioner Shook would like to expand the City's snow route to include the nursing homes and a few other areas within the City limits. The Electric Department was also added to the snow route. Commissioner Kirk would like the map to be available on the City's website.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve Ordinance 23-40 – An Ordinance Amending Chapter 24 – Motor Vehicle Code, Section 24-11-1 – Emergency Snow Routes 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
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Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

15. Mayor Mossman explained that the City Clerk revised Ordinance 23-41 to reflect what was discussed at the last meeting. Commissioner Shook was in favor of passing the ordinance and reviewing any items that pose an issue at a later date.

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve Ordinance 23-41 – An Ordinance Amending and Adding to Chapter 3 – Animals, Section 3-1-20 of the Revised Code of Ordinances of the City of Sullivan, Illinois. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

16. Commissioner Kirk asked that prior to settling on a dollar amount for Christmas bonuses that it be agreed upon that the bonus would only be for full-time employees. Commissioner Shook was in agreement and Mayor Mossman confirmed that this has been done previously but that a few exceptions were made over the years. Commissioner Kirk then suggested that everyone receive a bonus of \$200.00 after taxes. HR Director Swisher said that this amount would be different for every employee. Treasurer Bushue suggested it would be easier if a specific amount was given. Commissioner Shook then proposed a bonus of \$225.00.

A motion was made by Commissioner Kirk and seconded by Commissioner Sherwood to approve Christmas bonuses for the employees at \$225.00 each full-time employee. 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.

17. Commissioner Kirk confirmed that the bid for the 500 kVA transformer for the Cedar Dale Subdivision had been advertised, but no bids were received. He added that a lot of boring will be completed for the installation of the utilities at this location and would like to seek informal bids for the boring services. Mayor Mossman was in

agreement. Commissioner Sherwood asked if bidding would be waived and a transformer purchased if one became available. Commissioner Woodworth suggested buying a transformer if one becomes available, adding that the Council could waive bidding. Commissioner Shook was in agreement.

18. Mayor Mossman explained that a question had been posed as to whether or not the City would waive the tap fees for Habitat for Humanity. Commissioner Shook believes that this is something that the City should do. Mayor Mossman stated that the fees have been waived in the past. After hearing this, Commissioner Woodworth suggested that the City continue to waive them. Commissioner Kirk recalled waiving the fee for the electricity, but not for the street lights. Commissioner Kirk asked if there was a TIF agreement with the organization and reminded the Council that the development is in a TIF district. The tapping fee is \$1,500.00 for the gas and water services. Mayor Mossman is in favor of waiving the fee and the additional costs because habitat is doing a service to the community by helping families get into homes. Commissioner Shook agreed. Mayor Mossman confirmed that the City will waive future tap fees with the organization.

19. HR Director Swisher explained that the Paid Leave for All Workers Act in Illinois mandates that all employers provide 40 hours of paid leave to all employees on an annual basis starting on January 1, 2024. It also requires that all part-time employees receive one hour of paid leave for every 40 hours worked. In order to be exempt from some of the provisions of the act, the City should have an Ordinance and Resolution in place by January 1. The City's Labor Attorney prepared a draft of her recommended changes; these changes were provided to the Council. Ms. Swisher would like to change the language from fiscal year to anniversary date to anniversary date. Ms. Leka added a part-time employee section and also included temporary employees. This states that the employee will receive one hour of personal time off for every 40 hours they work. The City currently has 26 part-time employees, 20 of which must stay under 600 hours a year due to IMRF. Those 20 employees would receive, at the most, 15 hours of personal time off per year. Mayor Mossman encouraged the Council to meet with Ms. Swisher if they had any questions about the policy, as it will need to be passed at the next meeting. The personal time off will not carry over, if an employee doesn't use their time they will lose it.

20. A motion was made by Commissioner Shook and seconded by Commissioner Kirk to adjourn into closed session at 7:19 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity (5 ILCS 120/2(c)(1)) and to discuss the operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies. Upon a roll call being taken, the results were as follows:

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

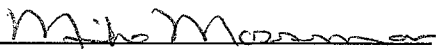
and the motion was declared carried.

21. The meeting was reconvened at 8:11 p.m.

22. A motion was made by Commissioner Shook and seconded by Commissioner Kirk to adjourn the meeting. 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 and the meeting was adjourned at 8:11 p.m.

  
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Mayor Mike Mossman

Attest Carrie Creek  
Carrie Creek, City Clerk