



**REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN,
ILLINOIS, MONDAY, JANUARY 26, 2024**

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, January 26, 2024, at 3:00 p.m. at the Elizabeth Titus Memorial Library, 2 West 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	- absent
Commissioner Doug Shook	- present
Mayor Mike Mossman	- present

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

A comment was read from Bob Ingram asking what the Worth Extension is, why the City is moving forward with it and pointing out that the project will cost two-million dollars. Commissioner Shook responded that this would be explained later in the meeting.

Josh Qualls thanked the Electric Department for their help at the Police Department and the yellow house.

Bob Elder stated that the seventh grade boys basketball team won the regionals last night and will play a sectional game on Monday.

3. The consent agenda contained the following items:

- Approval of minutes of the regular meeting held January 8, 2024
- Approval of closed session minutes for January 8, 2024
- Approval of claims
- Approval of the Treasurer's report for December 2023

Mayor Mossman stated that Mike Kirk's travel reimbursement claim would be pulled from the agenda and readdressed at the next meeting.

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

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

and the motion was declared carried by omnibus vote.

4. Commissioner Sherwood reported that the Street Department took care of a blocked tile that was causing flooding on Worth Street. A trail in Tabor Park was torn up as a result of the repairs and will be fixed in the spring.

The air handlers for the Civic Center's HVAC systems in the gym and the pool area both need to be replaced. The air handler for the pool has outlived its' life expectancy and must be working properly to pass the Health Department inspection. Quotes for the replacement are approximately \$700,000 and will require the use of a crane. Jason Drury is hopeful that the project can be postponed to the next budget year. The air handler replacement for the gym may be postponed for five years, but it is important that the pool air handlers get replaced because they provide dehumidification for that area. Replacement of the larger system for the pool is approximately \$450,000, which doesn't include the crane rental or electrical work. This is something that Commissioner Sherwood might ask the Council to consider prior to the next budget year due to the eight month lead time. The previous director sought quotes for the project and only received a quote from Burdick's. Mayor Mossman would like to seek competitive bids for the project.

5. Commissioner Kirk reported that a pre-construction meeting will be held in the first week of February for the tank replacement project at the Electric Plant. The project is scheduled to begin on February 19th. Nelson's Tree Service has completed their tree trimming contract with the City. On Thursday, the IMEA held a webinar explaining their new contracts for purchasing power which will start in 2030. The agency will also begin negotiating capacity credits for the first time since the original contracts were executed. They want to secure contracts with their members by the end of the year so they can actively seek power on the open market.

The Electric Distribution Crew worked on the yellow house, completed some work at the Police Department, took delivery of a transformer, took care of an outage on Circuit 3 that was caused by a broken arm, helped Bethany with an electrical issue, took delivery of a new pickup truck, disconnected the old VFW for a contractor making repairs, completed fifteen JULIE locates, worked in the shop, and met with Barton Electric for lights at the ball diamond. The contractors left for a week to respond to a storm in Pennsylvania. When they returned, they worked on a pole by the Country Club.

Commissioner Kirk was amazed by Assistant Chief Josh Qualls' initiative to find assistance in locating a lost seven year old at 11:00 p.m. He was appreciative for all the help that the City received in finding the lost child. Mayor Mossman also thanked Assistant Chief Qualls and the rest of the Police Department for their efforts.

6. Mayor Mossman stated that Commissioner Woodworth was absent, but that the Sewer Department repaired a couple of leaks over the past week. He thanked the crew for repairing one of the leaks during the freezing temperatures.

7. Commissioner Shook reported that the Street Department completed snow removal and performed vehicle maintenance. He thanked all the crews that assisted in the snow removal. The Park Department assisted the crew in repairing a collapsed tile in Tabor Park, which services Worth Street. A new pipe with cleanouts will be added for future maintenance. He added that the City crews work very well together and that everyone pitches in to get things done.

8. Mayor Mossman reported that the Gas Department is waiting for nicer

weather to finish up the installation of the gas main at Cedar Dale Subdivision. The Council still needs to discuss the TIF IV amendment and make a decision on how to move forward. The Mayor thanked all of the City employees for working together.

9. The City Clerk explained that Ordinance 24-1 was for the disposal of 2 locators and one leak detector from the Gas Department and three iPads with outdated software. Commissioner Kirk expressed concerns with the information stored on the iPads and would like to have them destroyed.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to approve Ordinance 24-1 – Authorizing the Disposal of Personal Property Owned by Sullivan of the referenced electronics and equipment. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

10. Commissioner Kirk explained that a bid advertisement was issued for directional boring for the Cedar Dale Subdivision. One bid was received and is as follows:

Copperhead Contractors	\$86,700
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The bid is for directional boring on the east half of the subdivision. Commissioner Kirk would like to see if this option is cheaper than what it would cost if completed by the Electric Department. Copies of the bid will be sent to Commissioner Kirk, Electric Distribution Foreman Chris Parsons and Commissioner Shook.

11. Mayor Mossman explained that Brooks Inman has been asked to serve at the Easter Market at the 1225 Building on March 15, 2024 and is requesting a Special Use Permit for the event. Commissioner Shook stated that these are a one-time off premises permit for current liquor license holders. Commissioner Kirk would like Mr. Inman to provide a copy of his dram shop insurance coverage for the event naming the City as the insured. This item will be tabled until the next meeting.

12. Mayor Mossman explained that the American Legion Auxiliary has held an event for the past twelve years and is requesting a temporary liquor license for the event. They prefer to secure a temporary license rather than operating on the Legion's license. Commissioner Kirk would like the Sullivan American Legion Auxiliary to provide a copy of their dram shop insurance coverage for the event naming the City as the insured. This item will be tabled until the next meeting.

13. The City Clerk explained that the Police Department is no longer able to utilize LEADS to complete background checks for the City's Liquor Licenses, Pedder/Solicitor Licenses and Vehicular Food Vendor Licenses. She presented

options for the Council to consider. The first option is to have a background check and fingerprinting completed by a State Police Bureau of Identification approved facility. The Clerk is unsure of the cost of this option as the State Police would not provide that information. The second option is to complete a check on the applicant using Judici, which would be at no cost to the City. Commissioner Shook feels that fingerprinting is extreme and would like to explore other options. He suggested asking other communities how they handle this process. The Clerk received information from other municipalities and most of them utilize the fingerprinting through the State Police. Commissioner Kirk thinks that it would be very time consuming to complete a search through Judici. The company that completes employee background checks for the City does not offer this service for licensing. Assistant Chief Josh Qualls stated that Judici may not include all of the locations that need to be searched. In these instances, a search of Circuit Clerk websites would need to be completed. He also believes that the background checks through the State Police would be more thorough than what the Police Department provides. He suggested that other municipalities may be able to share the results of the vendor's background check. Mayor Mossman believes that the vendor should have to pay for the background checks, not the City. This item will be tabled and the Clerk will try to research other options.

14. The City Clerk explained that last year's town-wide cleanup was held in the fall due to having issues finding a vendor willing to provide the service. GFL Environmental provided the fall clean up at a cost of \$28,800, which was half the cost of previous years. When the Council discussed this item in the fall, it was mentioned that they would like to get it back on schedule for a spring date. The Clerk has reached out to GFL and if the City can confirm that they wish to move forward they could possibly lock in a May date. This would also allow for the service to be paid in the new budget year. The City has usually provided the cleanup after the town-wide rummage weekend, but GFL doesn't offer cleanup services during the summer months of June, July and August. Commissioner Shook suggested securing a date in May; if no dates were available the cleanup could again be held in the fall. Mayor Mossman remembered the last cleanup being hot and suggested going with the earliest month available. Commissioner Sherwood agreed with a May date. The Clerk will reach out to the vendor for a May date.

15. Mayor Mossman stated that Nate Herschberger had previously submitted a \$75.00 bid for the Chevy Impala that is used by the Gas Department for meter reading. After the bid was rejected, Mr. Herschberger offered an increased bid of \$200.00.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve the sale of a 2009 Chevy Impala to Nate Herschberger for \$200.00. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

16. Mayor Mossman explained that the Gas Department has two locators and one FI unit leak detector that require special equipment and training and can't be used by the department. The use of the locators requires special equipment and training. The department's other locators work fine and they will continue to use them. The leak detector's intended use was for the City to complete its' own field leak detection survey. USDI completes the survey on behalf of the City and also handles the record keeping. USDI has offered the City \$10,000 for the equipment. Commissioner Shook was in favor of selling the equipment as the items tend to break and become obsolete in a very short time.

A motion was then made by Commissioner Kirk and seconded by Commissioner Sherwood to approve the sale of the two locators and one leak detector to the USDI Company for \$10,000.00. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

17. Treasurer Bushue has discovered that the City needs to implement a Federally Funded Procurement Policy for the use of federal funds.

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve Ordinance 24-2 – An Ordinance Adopting a Federally Funded Procurement Policy. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

18. Commissioner Shook explained that the Project Authorization with Milano & Grunloh is for the engineering and design work to extend Worth Street from Hawthorne Lane to 1200N. This extension would run through TIF IV and could be a major factor in the development of the TIF district. The City could apply for grant funding for the project if interest is shown in the area. Commissioner Shook would like the Council's support in paying for the Project Authorization out of TIF IV, as it will create infrastructure within the TIF district.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to approve the use of TIF IV funds for the Project Authorization with Milano & Grunloh for a field survey and preliminary drawings for the Worth Street Extension. 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
Mayor Mike Mossman - yea

and the motion was declared carried.

19. 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
Mayor Mike Mossman - yea

and the motion was declared carried and the meeting was adjourned at 4:04 p.m.

Mike Mossman
Mayor Mike Mossman

Attest Carrie Creek
Carrie Creek, City Clerk