



## REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN, ILLINOIS, MONDAY, JUNE 26, 2023

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, June 26, 2023, at 6:00 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	- present
Commissioner Doug Shook	- present
Mayor Mike Mossman	- present

2. Mike Kloack from Meeder Public Funds explained the process the firm uses when making investment recommendations for the City. The portfolio for the operating funds was created for a shorter duration with more liquidity. Those funds are in a 0-3 year strategy with a maximum maturity of 3 years. As of May 31<sup>st</sup>, this portfolio is made up of money market investments, treasury agencies, muni bonds, commercial paper and corporate debt. With an average duration of approximately a year and half, these funds are earning almost 4.5%. As securities in the 0-1 year grouping mature they are reinvested at the current rate, helping maintain a higher interest rate longer. Since the City doesn't have the need for liquidity for the Titus Funds (\$11.7 million), these are invested in a 0-5 year strategy, which is currently earning 4.23%. The shorter portfolio is currently yielding better than the long-term portfolio, but they are both earning at a very good interest rate. The firm's first concern with the portfolio is safety, then liquidity and yield. Commissioner Sherwood explained that when the RFP's were issued the City's main concern was safety. Meeder does a good job with this, which is why the City chose to go with the firm.

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

Nancy Barker asked why the audio and video recordings for closed session were being destroyed and which recordings would be destroyed. The City Clerk explained that the recordings can only be destroyed if they are more than eighteen months old and the minutes for those recordings have been approved by the Council. She then asked if the positions for the IMEA and IPEA boards were paid positions. Mayor Mossman responded that the positions represent the City and are not paid positions.

Ann Short thanked the Council for hosting the electronic recycling event. The event was very successful and the last trailer was filled as the last vehicle came through.

Bob Ingram stated that he had asked about the purchase of a 1000 kVA transformer at the last meeting. Commissioner Kirk provided Mr. Ingram with the meeting minutes showing that the Council waived bidding and approved the purchase of the transformer. Mr. Ingram then stated that the compressor quote for the Trane Chiller was only good for 10 days and was no longer valid. Commissioner Sherwood explained that an emergency situation occurred and the compressors

have already been purchased. Mayor Mossman added that this was a maintenance issue and the Council needed to move forward on the purchase even though it was over \$25,000. Mr. Ingram then stated that there were two quotes in the packet for the library roof. Mayor Mossman confirmed that there were two quotes received by the Library Board for the roof replacement.

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

- Approval of minutes of the regular meeting held May 22, 2023 and June 12, 2023
- Approval of claims
- Approval of the Treasurer's report for May 2023
- Approval of Resolution 23-Q – A resolution Authorizing the Destruction of Audio or Video Recordings of Closed Meeting Sessions
- Approval of Closed Session Minutes from May 22, 2023

Commissioner Woodworth asked about the \$95,000 claim for the annual funding of the Sullivan Chamber & Economic Development, as he didn't remember voting on the item. Commissioner Sherwood stated that a three year contract was approved for the Chamber and this payment is for the second year of that contract. A motion was made by Commissioner Kirk and seconded by Commissioner Woodworth to approve the consent agenda as written. 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	- abstain
Mayor Mike Mossman	- yea

and the motion was declared carried by omnibus vote.

5. Commissioner Sherwood stated that the Electronic Recycling event was very successful. Employees from the Park Department, Sewer Department, Street Department and Police Department assisted with the event. She confirmed that the City Clerk has been trying to get a town-wide clean-up scheduled since January. The park department has been mowing and cleaning flower beds. Marshall's Tree Service will be removing two trees around the Kiddie Corral. The Fourth of July Celebration is coming up and the American Legion will be hosting activities and the fireworks in the park. A meeting was held with Sourcewell for the replacement of the ball diamond lights. Sourcewell provided a quote of \$250,000, which comes with a 25 year warranty. They City could apply for a second OSLAD grant to fund the project, but Commissioner Sherwood is unsure how long the lights can wait. The lights at the small diamond have been fixed. The equipment for the splash pad was delivered on Friday and she is hopeful that the project can be completed by the end of fall.

Jason Drury started at the Civic Center last Monday and is learning how the facility operates. The Civic Center will be closed Friday through Sunday for the carnival. The kiddie pool reopened, thanks to departments that assisted. New compressors were ordered for the Trane Chiller to prevent the equipment from failing, as it was only working at fifty percent.

Commissioner Sherwood has done a lot of research and provided information for the other Commissioners on the City Building project. Treasurer Jill Bushue started with the City today.

Commissioner Sherwood read the Treasurer's Report.

6. Commissioner Kirk gave an update on tasks completed by the Distribution Crew. Curtis Thompson was hired as a full-time Plant Operator. Two seniors from Sullivan High School will also be working with the Department as part of a work program.

During the last storm, the Pielstick engine was making an odd noise, which they assume to be the turbo. Fairbanks Morse provided a quote of \$12,000 to diagnose the issue. They also provided a quote of \$21,000 to service two additional engines.

A transformer purchased by the last Council for the factory owned by Zak Horn is beginning to fail and will need to be replaced. Quotes for a new transformer were received from Sunbelt Solomon for \$124,000 and from Maddox for \$90,797.00. Commissioner Kirk would like this on the agenda for the next meeting or to schedule a special meeting some time next week. Commissioner Sherwood asked if the City had replaced the transformer from Princeton. Commissioner Woodworth said that the City bought a new transformer for Princeton to replace the one they gave to the City. Mayor Mossman asked that a special meeting be scheduled for later this week. The meeting will be held on Friday at 4:00 p.m. to address the issue of a transformer for the factory owned by Zak Horn.

7. Commissioner Woodworth reported that the Distribution Crew installed two valves on Magill Street to isolate a leak so repairs could be made. Eventually the main will need to be replaced due to its condition. The sewer for the Cedar Dale subdivision has been completed and the sewer for 1200N will begin after the 4<sup>th</sup> of July. IEPA permits have been received for the fire service line, the Eastview Lift Station and the sewer for 1200N. The engineering has been completed for the sewer on 1200N. At the water plant, more control panels and wiring have been installed, the water pipes are being painted and color coded and equipment is being installed and connected for the July start-up.

8. Commissioner Shook met with Liberty Lumber about their utility services. The electric has been installed and they are ready for the water and sewer. The Distribution Crew explored the idea of placing a temporary sewer tank at the location that could be used until the new sewer service can be installed.

Last Friday, Commissioner Shook spoke with IDOT's Chief of Permits. They received a complaint about the traffic at the lumber yard entrance and would like the back entrance to be installed.

This afternoon, he met with IDOT and State Representative Brad Halbrook about a turn lane on Route 32, widening the turn radius at Water Street and Route 32 and also widening the turn radius at Eden Street and Route 32. IDOT is in the design phase for improvements on Route 32, which are scheduled for 2024-2028. The new overlay will run south from the stoplights at 121 to 1200N. If IDOT is open to a turn lane at the Tabelaing Development, the overlay would expand farther. During the same time, a repaving project will be completed east from the stoplights on 121 to Eastlawn and will include ADA ramps for the sidewalks.

The north side of the Industrial Way project is done. They will start excavating the south half tomorrow.

Mayor Mossman confirmed that a turn lane is needed on 1200N, the road is unsafe for drivers making left-hand turns into the coffee shop. While talking to IDOT, Commissioner Shook talked about the dance studio moving to 1200N which will require school buses to travel that route. Commissioner Kirk encouraged citizens to submit letters to the state addressing their safety concerns. This year, IDOT will be repaving from Dalton City to the west edge of Sullivan.

9. Mayor Mossman thanked the departments that put flags up for flag Day. The flags will stay up for the remainder of the summer. He welcomed the new Treasurer, Jill Bushue, adding that she will do well and has already been helpful in answering questions. There is currently a gas outage on south Main Street south of the railroad tracks. When the Gas Department was removing a gas service it broke off at the main. The gas had to be shut off and the crew is in the process of welding a stop for that location. Once that has been completed they will go door-to-door and assist customers in relighting pilot lights. If anyone is in need of assistance, the on-call number was posted on the City's Facebook page.

10. A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve Jill Bushue as an authorized signer for all City accounts with Scott State Bank, First Community Bank of Moultrie County, First Mid Bank & Trust and US Bank. 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.

11. Commissioner Sherwood sent plans and other information regarding the City Building project to the other Commissioners. She asked if they had any questions they would like her to address. Commissioner Shook has reviewed the plans and thinks a significant amount of excavating will need to be done even if the basement is eliminated. He anticipated the project coming in at 4-5 million dollars. Commissioner Kirk is opposed to the timing of the project. He doesn't think there is enough money in the TIF fund to complete the projects that the City has already

committed to. Commissioner Woodworth suggested using some of the Titus funds since the City has already invested a considerable amount of money towards the project. Commissioner Sherwood doesn't think the funds were intended for something like this and is not on board with this option. Commissioner Shook would like to see a nice City Building, but doesn't like the idea of a two-story building on the current footprint. Commissioner Sherwood is willing to get him in contact with Colton Davis to discuss his concerns. She has been insured by Mr. Davis that there wouldn't be any issues, as they have completed projects like this before. She would like the Council to continue to support the project if funding is available and to have a long-term plan in place. Commissioner Kirk asked if there were plans for a one story building. Commissioner Sherwood confirmed that there were in the beginning, but that option isn't realistic for the current location. A one story building was explored for a different location but the Council at the time felt that the building should remain on the square. After hearing all arguments, Mayor Mossman didn't feel that there was any reason to move forward on reissuing the invitation for bids until it is more defined on how they should move forward, as there are concerns for the funding and the engineering. There is currently \$2.8 million in TIF IV and an additional \$200,000 should be received within the next 30-60 days. Those funds will be used to pay for the water and sewer installation for Cedar Dale Subdivision. Currently, there are five TIF agreements with Developers for projects in TIF IV and the City is committed to those expenses. Sarah Golden had previously proposed that the utilities would pay for some of those development costs. Commissioner Sherwood asked if the utilities would entertain the idea of contributing to the City Building project. Commissioner Kirk is not willing to agree to this and believes it would be taxing the citizens for something the money is not intended for. Mayor Mossman believes that the reserves should be used for emergencies and the current reserves aren't enough to cover a natural disaster. Commissioner Shook will contact Colton Davis. Commissioner Kirk would like to see the plans for a single story. Mayor Mossman tabled the item indefinitely.

12. Commissioner Sherwood had a set of plans printed for the OSLAD Wyman Park Improvement Project for the Council to review. She stated that the Mayor has asked that all invitations for bids be approved by the Council prior to being issued. Commissioner Sherwood requested the Council's approval to issue an invitation for bids for the Wyman Park Project. Mayor Mossman believes the only way to establish a project cost is to bid it out. Commissioner Sherwood reminded the Council that this is a matching grant. IDNR has already forwarded fifty percent of the project funds to the City. Commissioner Shook asked if the site work would be bid, if the city would complete the demo and if the labor would be used as part of the match. Commissioner Sherwood stated that any man hours, equipment or demo of concrete can be applied as the City's portion of the project. Commissioner Shook would like to get with Treasurer Bushue to get a representative cost for the City's portion of man hours and equipment.

A motion was made by Commissioner Shook and seconded by Commissioner Sherwood to move forward with the issuance of an invitation of bids for the OSLAD Wyman Park Improvement Project. 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.

13. A motion was made by Commissioner Sherwood and seconded by Commissioner Woodworth to waive the bidding for the purchase of Trane chiller compressors from Burdick Mechanical Contractors for \$31,500.00. 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.

14. A motion was made by Commissioner Kirk and seconded by Commissioner Sherwood to approve the issuance of an invitation of bids for the Liquid Fuel System Upgrade/Fuel System Installation at the Electric Plant. The project to replace a 95,000 gallon diesel tank at the Electric Plant was initially bid out in 2021 but was never awarded. Commissioner Kirk said that the project needs to be done and has been included in the department's budget. The project will take 140 days to complete and will change the appearance of the west side of the light plant. 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.

15. Commissioner Woodworth stated that the invoices for Wallace Excavating and Arcola Water Main were pulled from the claims list at the last meeting. Both of these vendors were used for the Cedar Dale Subdivision project and will also be used for the sewer installation on 1200N. Bids weren't sought for these projects and both will exceed the \$25,000 threshold outlined in the state statutes.

A motion was made by Commissioner Woodworth and seconded by Commissioner Sherwood to waive the bidding for Wallace Excavating and Arcola Water Main for the work they have done on Cedar Dale Subdivision and the work that will be done on 1200N.

Commissioner Shook was in agreement to waive bidding for the Cedar Dale Project, but would like to bid the 1200N project. Commissioner Woodworth explained that it would cost approximately \$200,000 more if the project was bid out. Commissioner Shook is concerned with the legality of proceeding. Commissioner Woodworth stated that Wallace will be doing the digging and providing the trench boxes at a cost of approximately \$250,000.00. When asked if the City was within the law to move forward in this manner, Commissioner Woodworth said yes, it is perfectly legal if the Council votes to bypass the bidding process. Commissioner Sherwood said that they want the sewer line in and if the project is bid out it will postpone the project. After the completion of the Eastview Lift Station, there will be approximately \$30,000 that could be applied to the sewer on 1200N. Commissioner Kirk asked if that amount was from state funding, as prevailing wage will need to be paid and suggested consulting an attorney. Commissioner Shook then asked if City employees will be down in the hole for the sewer. Commissioner Woodworth stated that the City employees will be in the hole but safety boxes are required. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

16. At the last meeting the Council voted for an annual four percent increase on water rates. At that time Commissioner Woodworth noticed that the three rate tiers offered a discounted rate. The tiers were a requirement of Rural Development when the City received the loan for the Water Plant. With the current tier rates, a customer using 7,000 gallons of water would receive \$20.00 worth of free water. Commissioner Woodworth would like to change the third tier for residential customers from \$10.73 per thousand gallons to \$11.98 per thousand gallons. He would also like to change the third tier for rural customers from \$16.03 per thousand gallons to \$17.90 per thousand gallons.

A motion was made by Commissioner Woodworth and seconded by Commissioner Shook to amend the water rates on the third tier for inside the City residents from \$10.73 to \$11.98 per thousand and the third tier on outside the city limits from \$16.03 per thousand to \$17.90 per thousand. 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.

17. Mayor Mossman called for a recess at 7:33 p.m., the meeting resumed at 7:36 p.m.

18. Commissioner Shook received a quote from R&R Services of Illinois, Inc. for yard waste recycling. They charge \$600.00 an hour for this service and provide the machine, an excavator and a loader to feed the waste into the mulcher. Commissioner Shook estimated the cost at \$4,800.00 per day plus a \$400.00 mobilization fee. He anticipates the process taking two days and thinks it could be done two to three times a year. He would like the to Council to consider trying this as an alternative to burning. The mulch created from the process could be used within the City or given away to residents. Mayor Mossman would like to be there when the process occurs.

19. Commissioner Shook explained that the City has contracted with Surmeier & Surmeier in the past for concrete crushing services. The company charges \$6.75 per ton to crush concrete and the City sells it for \$13-\$14 a ton. Ryan Nuding, Street Foreman, was notified by the company that they will be going through the area and won't be back for six to nine months. There is a large pile of concrete at the Street Department and more will be delivered once the demolition of the middle school starts. There is not another company within a 150 mile radius that provides these services. Commissioner Shook would like to waive bidding for this contract. Commissioner Woodworth was in agreement since the City is familiar with the company and has used them before.

A motion was made by Commissioner Shook and seconded by Commissioner Kirk to waive bids and approve a contract with Surmeier & Surmeier, Inc. for concrete crushing. 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.

20. Library Board President, Ann Short addressed the council regarding the quotes that were received for the replacement of the library roof. After the last Council meeting Central Roofing presented another quote offering a twenty year warranty for an additional \$1,200.00. Michelle Nolen reported that the company had previously repaired a leak in the roof, but will not submit an invoice until the bid has been awarded. Commissioner Shook didn't think it was right that Central Roofing came back with an amended bid after both bids were disclosed. He suggested moving forward with Industrial Services even though their bid was higher than Central's. Commissioner Sherwood disagreed, adding that Central Roofing contributes to the community and is also a local company. Commissioner Woodworth also didn't think it was right that the bid was amended after the quotes were disclosed at the last meeting. Commissioner Sherwood asked how the project



would be funded. Mayor Mossman didn't recall the Council ever discussing the funding. After discussion, Commissioner Shook stated that he did agree with Commissioner Sherwood and could support a hometown business. Commissioner Kirk believes that this could be a TIF eligible expense, which could be confirmed by the TIF consultants.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to accept Central Roofing's low bid with a 20 year warranty for the library's new roof replacement. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

21. A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve Ordinance 23-16 – An Ordinance Appointing Mike Kirk to the Illinois Municipal Electric Agency Board of Directors. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

22. A motion was made by Commissioner Shook and seconded by Commissioner Woodworth to approve Ordinance 23-17 – Appointing Mike Kirk to the Illinois Public Energy Agency Board of Directors. 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	- abstain
Mayor Mike Mossman	- yea

and the motion was declared carried.

23. A motion was made by Commissioner Sherwood and seconded by Commissioner Woodworth to adjourn the meeting. 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 and the meeting was adjourned at 7:53 p.m.

  
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Mayor Mike Mossman

Attest   
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Carrie Creek, City Clerk