



REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN, ILLINOIS, MONDAY, MARCH 27, 2023

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, March 27, 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 Richard Glazebrook. A roll call was taken.

Commissioner Abbey Sherwood	- present
Commissioner Mike Fowler	- present
Commissioner Chuck Woodworth	- present
Commissioner Doug Booker	- present
Mayor Richard Glazebrook	- present

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

Bob Ingram asked why there wasn't a document in the Council packets for the contract with Sarah Golden. Commissioner Sherwood and Mayor Glazebrook explained that the item was going to be discussed but no action would be taken because the document is still being modified.

Nancy Barker asked if the zoning permit for the new Water Plant and the demolition permit for the City Building had been taken care of.

Kristi Hart, Planning and Zoning Administrator for the City addressed comments made by Jan Haegan at the last meeting. She requested that the City comply with its own rules and ordinances by submitting permits for future projects. The building inspector is responsible for inspecting the public and employee restroom at the Water Plant. Those inspections were completed and passed. The State will inspect the actual plant. The Water Plant property was annexed into the City in 2006 by an annexation agreement. That agreement zoned the property as R-1. Within three months of the annexation the Planning Commission should have held a meeting to recommend its future classification. This meeting was never held. A Planning Commission Meeting will be held in April to properly rezone the property.

3. Mayor Glazebrook publicly read a meeting notice for the proposed third amendment for Sullivan TIF District IV. The public meeting will be held at 5:00 p.m. on Monday, April 24, 2023, at the Elizabeth Titus Memorial Library, 2. W. Water St. in Sullivan. The purpose of the meeting is to enable the City to advise the public, taxing districts having real property in the amended redevelopment project area, taxpayers who own property in the amended redevelopment project area, and residents in the amended area as to the City's possible intent to prepare an Amendment to the TIF District Redevelopment Plan and designate an Amended Redevelopment Project Area and to receive public comment

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

- Approval of minutes of the regular meeting held March 13, 2023
- Approval of claims except those in TIF funds

- Approval of the Treasurer's Report for February 2023
- Approval of change order #1 from Feutz Contractors, Inc. for the Alley Improvement Project for a deduction of \$23,263.50
- Approval of a Project Authorization with Milano & Grunloh for the preparation of site plans for the City Building project
- Pass Resolution 23-C – Resolution for Maintenance Under the Illinois Highway Code (MFT)

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

Commissioner Doug Booker	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Fowler	- yea
Mayor Richard Glazebrook	- yea

and the motion was declared carried by omnibus vote.

5. A motion was made by Commissioner Sherwood and seconded by Commissioner Woodworth to approve the TIF claims. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Mike Fowler	- abstain
Commissioner Doug Booker	- yea
Mayor Richard Glazebrook	- yea

and the motion was declared carried.

6. Commissioner Sherwood reported that the Park Department has filled holes and ruts in both parks, reseeded, mowed the ball diamonds, replaced the flag at the middle diamond, cleaned up around the small ball diamond, trimmed roses at Tabor Park, trimmed trees, cut broken trees by the bridge in Tabor Park with the help of the Street and Sewer Departments, cleaned leaves out of the spillway and changed oil in the trucks and mowers. Wyman Lake was restocked with approximately 808 trout. April 1st is the first day for trout fishing. They are pricing water fountains for several locations in the parks and have discussed converting the volleyball area to grass instead of sand. There are potholes throughout the park that need to be repaired.

Bidding is now open for the City Building project. Bids will be opened on April 24th and will be awarded at a special meeting on April 26th. Commissioner Sherwood read the Treasurer report aloud. The City is still accepting applications for the Treasurer position and plans to start the interview process in the next week or two.

Commissioner Fowler was surprised to see a basement in the plans for the City Building. Commissioner Sherwood stated that she was initially against a basement but was guaranteed that the basement would be dry. Options for the building were limited due to the size of the site. Bids are being sought for a full basement with the option to reduce it to a partial basement.

Commissioner Fowler asked when the Park project would be put out for bids. Commissioner Sherwood explained that they are still waiting to hear from another group before they move forward. If there is enough money in the budget there will be a separate pickleball court, if not, the pickleball court will be with the tennis courts.

7. Commissioner Fowler reported that there was only one outage during the storm on March 3rd. That outage was caused by a dead tree falling on the lines. Three older poles broke but didn't cause any outages. He added that the City made a good investment by using contractors, trimming trees from the lines and replacing older poles. The school district applied for a lighting project for the old high school that will save approximately \$27,850.00 The Electric Department purchased three LED street light head that will qualify for the rebate. Commissioner Fowler met with Distribution Foreman Chris Parson, who requested a pay increase of ten percent above the Journeyman Lineman scale. He would also like to purchase a new sixty foot bucket truck for the department. The wait time on a basic unit is two to three years. Altec provided a quote of \$245,476.00 for a new truck. Commissioner Fowler stated that if there were no objections to the purchase he would give Mr. Parsons the ok to get the City on the list. The Distribution Crew removed dead trees around lines, replaced a downed wire from the storm, tied up broken poles for future removal, repaired the score board at the park, energized three new transformers, worked on mapping circuits and replaced three old street lights. Kaleb Martin and Ryan Kneller attended training on backfilling poles.

Nancy Barker asked if the ten percent increase for Chris Parsons was an automatic increase, adding that Commissioner Fowler is the only Commissioner that asks for increases for their employees. Commissioner Fowler explained that his department is union and increases have to be voted on by the Council.

8. Bubba Farris reported that the Sewer Crew completed an extensive sewer repair on Roane Street, helped the Street Department repair sink holes, repaired a water line that got hit, blasted a sewer on Eden Street and removed a flush hydrant at the Water Plant. He will meet with Commissioner Woodworth about the location of the septic tank for the water plant, it will then be installed. Laurie Minor has been contacted and asked that the engineers for the Cedar Dale Subdivision have it staked out so work can begin. They have the materials needed for the installation. He is still waiting to hear from Lee Beckman on the sewer for the Lumber Yard.

9. Commissioner Woodworth reviewed the annexation of the Water Plant and discovered that the property was annexed in 2006. The property for the old Water Plant was annexed in 1975. The City's Zoning Ordinances 40-2-4 states that all land that is annexed to be part of the City should automatically be classified as R-1 Low Density Residence District. Part B states that a public hearing should be held by the

Planning Commission within three months of the date of annexation. A hearing was not held in 2006 to rezone the Water Plant property. Part C states that within 30 days after the hearing, the Planning Commission shall report its recommendation for the classification of the annexed territory to the City Council. The report of recommendation was never provided to the Council regarding the Water Plant property. Commissioner Woodworth reviewed the information with Kristi Hart and discovered that the Sewer Plant is also improperly zoned and should be zoned as heavy industrial. A hearing is being scheduled to rezone both properties. The building permit process for the Water Plant was submitted last week.

Burdick Plumbing has installed piping, pipe supports and racks for feed pipes at the new Water Plant. Anderson Electric installed conduit, control panels, heaters and pulled wires for the process equipment. The process vessels have been painted, and the brick was installed on the outside of the office area.

A water and sewer rate survey of 83 towns in Central Illinois was received, showing Sullivan ranking number fifty-two for water rates and forty-eight for sewer rates.

10. Commissioner Booker reported that the Street Department loaded rock for sale, repaired and replaced signs, worked on equipment, cleaned the dump lots, help the Park Department with the removal of a tree, picked up trash on the square, cleaned storm drains, attending meetings for upcoming projects, repaired a sink hole, rocked areas around town and cleaned the shop. Commissioner Booker thanked the Sewer Department for their assistance repairing the sink hole.

11. Mayor Glazebrook stated that the school has a Resource Officer and the other Patrol Officers are on call anytime he may need help. He thanked the police for their service. No response has been received from the railroad regarding the letter about derailments. A follow up letter will be sent. The Historical Society will have an open house on April 1st. He will be meeting with the owner of the building next to the old City Building and an individual that has an ADA concern about the post office.

12. A motion was made by Commissioner Booker and seconded by Commissioner Fowler to table Resolution 23-D to the next meeting. Commissioner Booker was approached by a store owner that is willing to quote a price for boots and shirts. Commissioner Sherwood asked that he update Nakayla Swisher once he hears something back. Upon a roll call being taken, the results were as follows:

Commissioner Doug Booker	- yea
Commissioner Mike Fowler	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Richard Glazebrook	- yea

and the motion was declared carried.

13. A motion was made by Mayor Glazebrook and seconded by

Commissioner Fowler to award the bid for a 1990 International 4700 Truck to the Sullivan Township for \$1,800.00. Upon a roll call being taken, the results were as follows:

Mayor Richard Glazebrook	- yea
Commissioner Mike Fowler	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Doug Booker	- yea

and the motion was declared carried.

14. A motion was made by Mayor Glazebrook and seconded by Commissioner Fowler to award the bid for a 1973 Dodge Van to Gatlin Miller for \$758.00. Upon a roll call being taken, the results were as follows:

Mayor Richard Glazebrook	- yea
Commissioner Mike Fowler	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Doug Booker	- yea

and the motion was declared carried.

15. A motion was made by Mayor Glazebrook and seconded by Commissioner Booker to award the bid for a Case 1290 Boom Mower with parts to Jamie Temples for \$2,502.21. Upon a roll call being taken, the results were as follows:

Mayor Richard Glazebrook	- yea
Commissioner Doug Booker	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Fowler	- yea
Commissioner Chuck Woodworth	- yea

and the motion was declared carried.

16. Commissioner Sherwood is interested in entering into an employee contract with Sarah Golden. Sarah has offered to assist the City with the completion of the audit work papers, the appropriation resolution, budget work papers and the annual treasurer report. The office staff will complete the appropriation resolution. The remaining items have deadlines that must be met, which could be an issue for the current staff with the additional responsibilities they have assumed. The contract will outline the scope of the project and the fees for each project completed. Ms. Golden would complete these projects at the City Building. Once the document is in final form it will be reviewed by Attorney Jill Leka. The contract would be less than 120-150 hours. The due date for the budget work papers is July 10th, audit work

papers is October 27th and the annual Treasurer's report is July 15th. Mayor Glazebrook asked if the contract would be extended. Commissioner Sherwood stated that there is language that gives the option to extend the contract if the employee and the Council are in agreement, but would require a vote by the Council.

17. A motion was made by Commissioner Sherwood and seconded by Commissioner Booker to allow Commissioner Woodworth to electronically participate in the April 24, 2023 and the May 8, 2023 City Council meetings due to being unable to physically attend because of a personal illness. Upon a roll call being taken, the results were as follows:

Commissioner Abbey Sherwood	- yea
Commissioner Doug Booker	- yea
Commissioner Mike Fowler	- yea
Commissioner Chuck Woodworth	- abstain
Mayor Richard Glazebrook	- yea

and the motion was declared carried.

18. A motion was made by Commissioner Fowler and seconded by Commissioner Booker to approve the purchase of a reconditioned 750 kVA Padmount Transformer from Maddox for a total purchase price of \$51,744.00. This transformer will be used for the new lumber yard. Upon a roll call being taken, the results were as follows:

Commissioner Mike Fowler	- yea
Commissioner Doug Booker	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Chuck Woodworth	- yea
Mayor Richard Glazebrook	- yea

and the motion was declared carried.

19. A motion was made by Mayor Glazebrook and seconded by Commissioner Sherwood to temporarily lift the moratorium on liquor licenses to allow the release of one Class A license for Brooks Inman at 1600 S. Hamilton Suite C. The liquor license will be issued to a sports bar that is going in behind Sweet Vail. Upon a roll call being taken, the results were as follows:

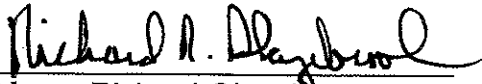
Mayor Richard Glazebrook	- yea
Commissioner Abbey Sherwood	- yea
Commissioner Mike Fowler	- yea
Commissioner Chuck Woodworth	- yea
Commissioner Doug Booker	- yea

and the motion was declared carried.

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

Commissioner Abbey Sherwood	- yea
Commissioner Doug Booker	- yea
Commissioner Mike Fowler	- yea
Commissioner Chuck Woodworth	- yea
Mayor Richard Glazebrook	- yea

and the motion was declared carried and the meeting was adjourned at 7:03 p.m.



Mayor Richard Glazebrook.

Attest 

Carrie Creek, City Clerk

