



REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN, ILLINOIS, MONDAY, MAY 22, 2023

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, May 22, 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	- absent
Commissioner Doug Shook	- present via phone
Mayor Mike Mossman	- present

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

Bob Ingram requested that the Council summarize the changes that would be covered by Ordinance 22-18.

Verna Tice thanked the Council for including her property in the grandfathered list in Ordinance 22-18. She doesn't think it is fair to exclude other property owners in the business district. If any of those buildings no longer have a viable business on the first floor, they don't have the option to convert that area into living space to provide income for expenses and upkeep on the property. Mrs. Tice asked the Council to visit downtown Charleston to see how the business district has deteriorated after restricting residences on the first floor. Mayor Mossman stated that the item was only on the agenda for discussion and for informative purposes for the incoming Council members.

Roger Tice provided the Council with a packet of information regarding the proposed ordinance change. The packet included a letter from Samantha Dippel, a downtown property owner, explaining the issues that the property owners feel are raised by the proposed ordinance. Ms. Dippel purchased a property that could have deteriorated and turned it into a very appealing building on one of the corners of the square. The packet also included two letters from local bankers explaining their perception on the issue. One of the bankers believes it is necessary to maintain the zoning ordinances as they are written; allowing them to continue making loans without the risk of building uses being restricted. He doesn't understand why the City would propose an ordinance that would make it more difficult for the banks to offer loans for the downtown properties. The fourth item is a list of what was on the square approximately thirty years ago. At that time there were commercial businesses in all of the buildings. Mayor Mossman confirmed that the ordinance would not be passed this evening, but that there would be open discussion by the Council before the ordinance will move forward. He added the information provided by Mr. Tice would go under consideration.

3. Mayor Mossman stated that a motion needed to be made to allow Commissioner Shook to participate in the meeting via phone. Commissioner Shook is out of town for work and anticipated being back for the meeting, but was not able to do so. A motion was made by Commissioner Kirk and seconded by

Commissioner Sherwood to allow Commissioner Shook to electronically participate in the meeting. Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

4. Sam Black addressed the Council and informed them that his daughter recently visited the library to complete a project. He stated that the library doesn't offer Microsoft Office on their computers and would like the City to consider purchasing the program. Commissioner Kirk responded that the Council doesn't make decisions for the operations of the library and is only responsible for appropriating funds for their use. He suggested that Mr. Black address his concern with the Library Board. Mr. Black then asked why Commissioner Shook ran for City Council if he can't attend meetings, how many meetings Mr. Shook planned on missing and if this was going to be a continuous issue. Mayor Mossman stated that Commissioner Shook is fully engaged in the Council, but is sometimes out of town for work. Commissioner Shook then explained that a large percentage of his duties as a Councilman are done while he is home. Commissioner Sherwood added that she has worked with Commissioner Shook this past month and he has been readily available and has already dedicated a lot of time to the job.

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

- Approval of minutes of the regular meeting held May 8, 2023
- Approval of claims except those in TIF funds
- Approval of the Treasurer's report for April 2023
- Approval of Banking Resolution 23 –H through 23-N
- Approval of Pay Estimate #1 for \$117,269.65 to Feutz Contractors, Inc. for the Alley Improvements from Main to Madison
- Approval of Change Order #2 from Feutz Contractors, Inc for the Alley Improvements from Main to Madison for a decrease of \$34,286.60

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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried by omnibus vote.

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

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

and the motion was declared carried.

7. Commissioner Sherwood reported that the Park Department has been mowing and completing spring maintenance. She asked Mayor Mossman how he would like to proceed with the care of the trees in the tree farm on the northeast side of Tabor Park, as many of them have died. He thinks this can be a joint effort between the Park and the Cemetery. The Cemetery Foreman is ready to plant some of the trees in the Cemetery. Commissioner Sherwood will do some research on the appropriate time to move the trees. Mayor Mossman suggested waiting until fall, but will work with Commissioner Sherwood to make sure they are getting watered until that time. The trees were provided by a grant from the Lumpkin Foundation. The parks is starting to get busy, regionals were recently held there, park rec is coming up, youth baseball league will be starting and a lot of other activities will be coming up. Park rec is a free program offered to children in the community, those interested in signing up should contact the Civic Center. Interviews for the Civic Center Director position are being set up and Commissioner Sherwood is hopeful to have that position filled in the next two weeks. Applications are also being accepted for the front desk, lifeguards and the main maintenance position. A conference call was held today regarding the server room for the new City Building. Plans are close to finalization and the project will be rebid soon. She asked that anyone with questions or concerns regarding the project get in touch with her.

8. Commissioner Kirk reported that the line crew completed fifty-one JULIE locates in the last two weeks. The locates require the use of a lot of manpower as three departments must respond at each location. With the increase in the number of new houses being constructed, he would like the Council to consider contracting this work out and will work on getting quotes for these services. The transformer for the school has been energized. The Electric Plant staff exercised all of the engines today in preparation for an urge test. Everything ran smoothly as they generated power for the City. Commissioner Kirk stated that he would the Council to consider going into closed session to discuss wage issues and utility rates.

9. Bubba Farris reported that everything is still on schedule for the Water

Plant turn over in late July. The distribution crew repaired a leak today and has completed numerous work orders and JULIE locates. The sewer for the Cedar Dale Subdivision is halfway completed. Plans for the sewer on 1200 N were submitted to the EPA for a construction permit and numbers for the two installation options have been provided to Lee Beckman. The installation of two Nexgrid antennas could make it possible for the meter system to service meters at the Country Club. This would allow the department to complete their meter installations. The Eastview Lift Station project is on hold while plans are being drafted for a different location at the site. Mr. Farris reached out to Dale Piper and Bill Hughes for information on the location of a water main for the old junior high. The two men were able to offer some ideas on its location. The Cedar Dale project should be done in another three or four weeks. Commissioner Shook would like to meet with Mr. Farris to discuss the installation of a storm sewer and to insure that it won't conflict with any sewer work.

10. Commissioner Shook met with the engineer for the school. There has been a drainage issue at the middle school parking lot for quite some time. He is looking into ideas that will help with the drainage and is working with Lee Beckman on funding options for the project. Commissioner Shook met with the Chief of the Permit Section from IDOT regarding the entrances for the lumber yard and an entrance for the Tabeling development. A permit won't be issued for an entrance north of Sweet Vail because it is too close to Hawthorne Drive. That area will have to be serviced off of Courtyard. A common entrance and frontage south of Sweet Vail will service the lumber yard and any other developments north of it. A pre-construction meeting was held for the Industrial Way project and construction is set for early June. He met with the Street Foreman and discussed the Cedar Dale Subdivision. The specs for the subdivision meet the requirements outlined in the City's Ordinance, but he would like to ensure that the City inherits a solid setup with good streets and sidewalks. The Street Department trimmed trees, cleaned ditches, removed sign blockage, swept streets and picked up brush. Commissioner Shook met with a homeowner that lives near Asa Creek, which had concerns that the new development would cause larger amounts of water to run through the area. He assured the customer that retention bases will be used with any new development.

11. Mayor Mossman read a Proclamation designating May 21, 2023, through May 27, 2023, as National Public Works Week. He thanked the City employees and emphasized their importance to the community. He then addressed the Council and explained that he had the City Clerk prepare a bio for them. He was hopeful that everyone read the document to see how valuable she is to the City. He then spoke about the City's budget and asked that everyone keep their budgets in line and as tight as possible and to keep spending at a minimum while still providing the services needed by the community.

IDOT will be repaving Route 32, Commissioner Shook approached them about incorporating three lanes from the south edge of town to 1200N. The engineering has been completed and the funding is in place, so they are not willing to make the requested changes. The idea was to add a turn lane south to make the area more accessible. He is now trying to get the speed limit in that area reduced as the area is dangerous and slowing traffic could help the issue.

12. A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to reappoint Nancy Barker to the Zoning Board of Appeals for a term ending April 30, 2028. 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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried.

13. A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve the engagement letter with Lauterbach & Amen, LLP for the preparation of GASB 74/75 Actuary Valuation for the FY 2022-2023. The City has been using this company since 2013. The GASB is a Government Accounting Standards Board that will complete a full valuation to measure the City's OPEB liability (Other Post-Employment Benefits). The company will prepare a report that is provided to the City's auditors. 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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried.

14. Mayor Mossman stated that several descriptions for the position of Public Works Director were included in the last packet, but none of those fit the City's needs. Included in this week's packet was a description from Marshall, Illinois. Commissioner Kirk would like to continue searching for a description rather than try to change the ones that have been received. He believes there are too many layers of Government in the Marshall description. Mayor Mossman explained that all the positions wouldn't need to be adopted, but that this job description is closer to what he was looking for. Commissioner Shook agreed that with all the upcoming development the City needs someone in the field that could sort out funding and materials and keep things organized. However, he doesn't want his Foreman to have two bosses, nor does he want someone between him and his department. Mayor Mossman doesn't intend for that to happen, but believes that the City needs someone daily to help in the field. Commissioner Shook added that there will be a lot of development in the next five years and the City doesn't want to inherit a bad development plan with traffic issues, emergency response issues or infrastructure issues. Mayor Mossman asked the Clerk to look for additional job descriptions from other municipalities.

15. Commissioner Sherwood started the discussion on Ordinance 22-18, which proposes amendments to sections 44-2-2 & 40-2-5 of Chapter 40 of the City's Code of Ordinances. This was addressed by the Council in September and Commissioner Sherwood took it on. A public meeting was held where the business owners and residents were represented, along with Economic Development and the City. The ordinance was adjusted to reflect what a majority of the group felt was appropriate. It was then presented to Planning and Zoning in March. The Ordinance was approved by Planning and Zoning with the understanding that some modifications were to be made prior to its passage. Banks were to be added to the permitted uses and language was to be added to regulate the population density within a residence. She would like the City's new attorney to review this and plans on moving forward with the Ordinance after completing some research. The Ordinance has not changed since it was presented and approved by the Planning Commission. She will coordinate with the group once the changes have been made and prior to it being presented to the Council. Mayor Mossman added that the Council will be very open and forthcoming with developments on the Ordinance. They will review the information to come up with a good agreement for everyone involved. If the Ordinance is approved, Planning and Zoning Administrator Kristi Hart will put something on letterhead and have it recorded. Commissioner Sherwood is open to the idea that other property owners could address the Council at a later date to request being grandfathered in. Those currently grandfathered in were either approved by the group or have residences on the first floor.

16. Kristi Hart explained that there is no Intergovernmental Agreement between the City and the County for Planning & Zoning. The proposed agreement outlines the services that Planning & Zoning already provides to the City. When asked about the collection of fees for building permits and the distribution of those funds, she explained that she forwards the permit fees to the City Clerk and the County collects the inspection fees. The agreement with the Building Inspector is approximately ten years old. Mayor Mossman asked to have the agreement sent to the City Attorney for review.

17. A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to approve the construction of the 1200 N sewer expansion using the remainder of the ARPA funds left over after the Eastview Lift Station project. Commissioner Kirk asked if this project included the concrete. Bubba Farris answered that this project is strictly for the sewer. The entrance for the lumber yard will be a separate project. 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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried.

18. Mayor Mossman explained that Commissioner Shook may occasionally be absent from Council meetings. He should know beforehand and the Council can allow him to participate electronically. Commissioner Kirk asked if this was specific for Commissioner Shook or if it would be done for any Council member. In this instance it is specific for Commissioner Shook, but can be handled on a case by case basis. Commissioner Sherwood asked that someone consult with the attorney for clarification and legality.

19. A motion was made by Commissioner Kirk and seconded by Commissioner Shook to adjourn into closed session at 7:04 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2(c)(1)) and contracts relating to the purchase, sale, or delivery of electricity or natural gas (5 ILCS 120/2(c)(23)). 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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried.

20. The meeting was reconvened at 7:27 p.m.

21. A motion was made by Commissioner Kirk and seconded by Commissioner Shook to adjourn the meeting. 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	- absent
Mayor Mike Mossman	- yea

and the motion was declared carried and the meeting was adjourned at 7:28 p.m.



Mayor Mike Mossman

Attest 

Carrie Green, City Clerk

