



**REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SULLIVAN,
ILLINOIS, MONDAY, SEPTEMBER 25, 2023**

1. The City Council of the City of Sullivan, Illinois, met in regular session on Monday, September 25, 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 via phone
Mayor Mike Mossman	- present

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

Nancy Barker questioned the mileage report that was submitted by Commissioner Shook at the last meeting. She feels that the mileage is unnecessary and would like a more specific account of how the miles were accrued. Mayor Mossman suggested that Ms. Barker and Commissioner Shook meet to discuss their differences.

Josh Davis asked the Council to consider allowing hens in city limits. He believes this could help reduce the cost of household groceries and could be an opportunity to teach children responsibility and how to take care of them. He shared ordinance requirements from surrounding communities. Mayor Mossman stated that the Council will discuss the issue at the next meeting.

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

- Approval of minutes of the regular meeting held September 11, 2023
- Approval of closed session minutes for September 11, 2023
- Approval of claims
- Approval of the Treasurer's report for August 2023
- Approval of Resolution 23-V – A resolution regarding the release of Executive Session Minutes

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

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

and the motion was declared carried by omnibus vote.

4. Commissioner Sherwood reported that the bid opening for the Wyman Park Splash pad and Sports Courts was held, and will be discussed later in the meeting. The OSLAD grant application for ball diamond improvements was submitted and a notice was received from IDNR stating that a determination should be made by December 15th. Trees are being removed from the parks, eight were removed last week. A start date for the ball diamond lighting project is proposed for November, the demo of the current system will take place prior to that.

The Civic Center is currently hiring for lifeguard positions. The air handler that was ordered still has not been delivered, but should be in place before next spring.

The City Treasurer has been finalizing the details for the audit; the firm should start looking through the City's records soon. The office staff recently attended training and learned quite a bit.

5. Commissioner Kirk reported that the Electric Distribution crew helped remove a tree from the park and worked on the electric infrastructure at the Masonic Home. He corrected his explanation of translosures from the last meeting; these are now used as splice boxes. The contractors that will assist the Distribution Crew arrived last Monday. The crew has completed work at the North Trailer Park, straightened a pole at the post office and rehung the primary line and placed four new poles.

Commissioner Kirk stated that his long-time friend Steve Wood passed away on Friday. Mr. Wood served as the City Attorney for many years, was a member of the Ambucs and the Lions Club and was a quiet giver. He was the main benefactor for the pavilion on the square.

6. Commissioner Woodworth reported that the easements for 1200N have been signed and recorded. He thanked the City Clerk for taking care of this process. The descriptions for the easements on Route 32 were received from Milano & Grunloh. After the easements are prepared by the City Attorney, Commissioner Woodworth will discuss them with the land owners. The crops on 1200N have been harvested and the sewer project will begin once Wallace is available.

Bids were received for a UTV for the Sewer Department and will be opened later this evening.

The new Water Plant is now online. The engineers and plant operators have been working to get the chemicals and the flow situated and combined. The flow in the clarifloes has been inconsistent, making it hard to regulate the chemicals. This could possibly result in complaints from residents about the water quality. The water does meet all the state requirements, but may have some discoloration. The City will get the issue remedied as soon as possible.

7. Commissioner Shook reported that the Industrial Way project has been completed. There is still an invoice that will need to be paid and possibly some reseeding that will need to be done.

Information for the Safe Routes to School grant was compiled and sent to the Engineer last week. Commissioner Shook thanked the Clerk and Laurie Minor for their work on this.

The Street Department has been patching streets, mowing and completing maintenance on equipment. The owner of The Landing is having some concrete work done at the corner of VanBuren and Harrison. The City will be paying for the right-of-way to be replaced at that location.

8. Mayor Mossman met with Robyn Carr from the Child Advocacy Center in Charleston last week. The agency has made a request to use the yellow house next to the City Building as a satellite office. They currently serve ten counties and travel throughout Central Illinois. Having a location in Sullivan would allow them to conduct interviews here, rather than having an officer escort the children to Charleston. The agency would have interviewing equipment onsite and would provide their own furniture. The City's records stored at this location would need to be secured. Typically the agency doesn't pay rent for these types of locations and the space is donated for their use. Commissioner Shook asked if any improvements would need to be made to accommodate their use of the house. Mayor Mossman stated that they do not need a handicap accessible building and they said the building is in good shape. He believes that anything that can be done to help children is a good reason. Commissioner Woodworth agreed that this would be for a good cause and that he was fine with allowing this. Commissioner Sherwood was also in agreement.

Mayor Mossman asked to set a date for a meeting with Gwen Crawford regarding the TIF IV amendment. A proposed date of October 27th was discussed, with the meeting to be held in the morning.

Mayor Mossman spoke about Steve Wood, who previously served as the City's Attorney. Mr. Wood gave a lot back to the community and will be sorely missed. Mayor Mossman asked that everyone take a moment to think of how Mr. Wood affected them and the community.

9. Commissioner Sherwood shared that a City employee has requested that the Council reevaluate the current vacation policy for employees with over 15 years of service. In 2021, the vacation policy was updated and new employees were given a week's vacation upon hire. At that time, Commissioner Sherwood discussed the change with Mayor Glazebrook and Commissioner Fowler and they didn't feel that any other vacation accruals needed to be adjusted. Under the current policy, employees max out at 160 vacation hours after 15 years of service. Commissioner Sherwood hasn't had any of her employees request this and isn't interested in making any changes. If a Commissioner is interested in changing the policy, she asked that they do so with the assistance of the HR Director. Mayor Mossman asked the Council to look at the handbook and determine if the request had any merit. All City employees follow the same vacation policy. The IFOP Union is the exception to the policy, as they accrue 200 vacation hours after 18+ years of service.

10. Mayor Mossman stated that when driving around the city he has noticed a

lot of garbage containers in the streets and on the boulevards. He asked that citizens pull the containers up to their houses after it has been emptied. He believes that this will make the community look better.

Commissioner Kirk asked if the Mayor had directed the Police Department to start writing ordinance violations for weeds and vehicles parked in the boulevards. The Mayor has asked the department to look into these issues, if they continue a ordinance violation can be issued.

11. Commissioner Shook thinks that the bids for the Splash Pad & Sports Courts were accurate because they were all within a few percent of the average bid. Commissioner Sherwood stated that half of the total project cost of \$763,600 will be paid by IDNR. The City is then responsible for the remaining expenses, but can use man hours as part of its' contribution. Man hours will be used for the demo and for the parking lot improvement that will be completed by the Street Department. The City received a donation of \$20,668.85 from the Spark Committee; this money was specifically raised for the Splash Pad. Commissioner Shook asked if equipment rental could be used as part of the City's contribution. Commissioner Sherwood will check with IDNR, but doesn't think that is allowed. The City has already received \$190,900 up front. Those funds are being used to pay the expenses that have already been acquired for the project.

A motion was made by Commissioner Sherwood and seconded by Commissioner Shook to award the bid for the Wyman Park Splash Pad and Sports Courts Project to Building Systems for \$479,407.00 and authorize the Mayor to execute any necessary contracts. 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.

12. Commissioner Woodworth asked the City Clerk to open the sealed bids for the Sewer Department UTV. The bids were as follows:

- Alliance Tractor for a 2023 JD Gator - \$29,900.00
- Sloan Implement for a 2023 JD Gator - \$27,400.00
- Sloan Implement for a 2024 JD Gator - \$29,114.92

Mayor Mossman suggested that they wait until the next meeting to award the bid so the Council has time to review them. Commissioner Woodworth reviewed the bids and verified that the 2023 Gator's were identical. Sloan's has done a lot of work for the City and the Distribution Foreman asked to move forward if they were the low bidder.

A motion was made by Commissioner Woodworth and seconded by

Commissioner Sherwood to accept the bid from Sloan Implement for the 2023 Gator for the price of \$27,400.00. 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.

13. Commissioner Kirk stated that the meter gang boxes that were installed on Cottontail Lane fifty years ago need to be replaced and upgraded. Quotes were requested from Atchison Electric, Graven's Plumbing & Heating and Nadler Electric. This project will require the fabrication of 8 tack boxes and 8 junction boxes along with many other items. Only two quotes were received, which are as follows:

- Nadler Electric - \$93,690.00
- Atchison Electric - \$95,677.99

Commissioner Woodworth asked if this project was too big for the some of the employees to build, as some of them are fabricators. Commissioner Kirk responded that this isn't something the city could do.

A motion was made by Commissioner Kirk and seconded by Commissioner Woodworth to accept the low bid from Nadler Electric in the sum of \$93,690.00 and waive the bidding if it is necessary for a meter panel replacement project on cottontail lane. 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	- yea
Mayor Mike Mossman	- yea

and the motion was declared carried.

14. At the previous meeting, the Council discussed changing the utility rates for all city accounts. Mayor Mossman explained that the next three ordinances will impose those changes.

A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve Ordinance 23-31 – An Ordinance Amending Chapter 11 – Electric Department, Section 11-3-3 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
Commissioner Doug Shook	- yea
Commissioner Abbey Sherwood	- yea

Commissioner Chuck Woodworth - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

15. A motion was made by Commissioner Woodworth and seconded by Commissioner Kirk to amend Chapter 38 Water & Sewer, Section 38-4-8 – Charging all city accounts the same amount as residents.

Commissioner Sherwood believes that the Civic Center account will be affected the most by this change. The Treasurer explained that the amount will not be as much as they thought and the facility will be classified as large commercial. Commissioner Sherwood wants to make sure that they plan accordingly for the change. Mayor Mossman said that this will relieve the burden that has been imposed on the rate payers for several years. Commissioner Woodworth stated that years ago city accounts didn't have bills. Bill Harris changed that and all departments started paying cost for utilities.

Upon a roll call being taken, the results were as follows:

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

and the motion was declared carried.

16. A motion was made by Commissioner Kirk and seconded by Commissioner Shook to approve Ordinance 23-33 – An Ordinance amending Chapter 17 – Gas system, Section 17-3-1 of the Revised Code of Ordinances of the City of Sullivan.

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 - yea
Mayor Mike Mossman - yea

and the motion was declared carried.

17. Mayor Mossman stated that the City Attorney was asked to prepare an ordinance that would alleviate the issue of people living in the park. If the issue arises, the proposed ordinance will require the Police to check with shelters in the area to see if they have a space available. If there is room, they can assist in getting them to the shelter. If they choose to deny the spot at the shelter and remain in the park an ordinance violation will be issued. The City would like to do what they can to help these individuals and to ensure that patrons feel safe when visiting the park. Commissioner Kirk pointed out that there is some wording that needs to be stricken

from paragraph D, page 4. The City Clerk stated that Commissioner Sherwood has also found an error in paragraph B. Commissioner Woodworth said that New Life Church helps quite a few people in these situations. Mayor Mossman added that the Ministerial Association does as well, but a lot of them choose not to go to a shelter. The Clerk was asked to get with the City Attorney for corrections. This will be presented again at the next meeting.

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

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

and the motion was declared carried and the meeting was adjourned at 6:59 p.m.



Mayor Mike Mossman

Attest 

Carrie Creek, City Clerk

