

CITY OF LINCOLN
REGULAR CITY COUNCIL MEETING

AGENDA
MAY 3, 2021
7:00 PM

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Swearing in of Elected Officials

Mayor Tracy Welch (4 year term)

City Clerk Peggy Bateman (4 year term)

City Treasurer Charles N. (Chuck) Conzo (4 year term)

Alderman Ward 1 Steven Parrott (4 year term)

Alderman Ward 2 Ron Fleshman (2 year term)

Alderman Ward 2 Sam Downs (4 year term)

Alderman Ward 3 Wanda Lee Rohlfs (4 year term)

Alderman Ward 4 Richard "Rick" Hoefle (4 year term)

5. Public Participation

6. Consent Agenda By Omnibus Vote

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If any one wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

A. Payment of Bills

B. Approval of minutes April 5, 2021 Budget Workshop FY21/22, April 13, 2021 Budget Workshop FY21/22, April 13, 2021 Committee of the Whole Meeting, April 19, 2021 Public Hearing-Tentative Budget FY 21/22.

C. Request from Kathie Williams to permit the closing of South Kickapoo Street from Broadway Street to Pulaski Street for the LCHS Grand March on Saturday, May 1, 2021 from 4:30 pm until its conclusion.

D. Request from Jim Loeffler of the Railsplitter Car Club to permit the closing of Kickapoo Street from Broadway Street to Pulaski Street for the "Cars and Coffee" event on Saturday, May 22, 2021, June 26, 2021, July 24 2021, September 25, 2021 from 8:00 a.m. until 10:00 a.m.

7. Ordinances and Resolutions

8. Bids

9. Reports

10. New Business/Communications

11. Announcements

11. Possible Executive Session

12. Adjournment

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or cityclerk@lincolnil.gov no later than 48 hours prior to the meeting time.

BUDGET WORKSHOP – FY 21/22
Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Monday, April 5, 2021

The Budget Workshop with the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 8:11 p.m., with proper notice given. Attendance was noted.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Jeff Hoinacki, Ward 4
Alderwoman Kathy Horn, Ward 4

Staff Present:

City Administrator Elizabeth Kavelman
City Clerk Peggy Bateman
Treasurer Chuck Conzo
Police Chief Paul Adams

Absent:

City Attorney John Hoblit

Remotely:

Fire Chief Bob Dunovsky
Streets Superintendent Walt Landers
Building and Safety Officer Wes Woodhall
Veolia Water, Andrew Bowns

Presiding:

Acting Mayor Tracy Welch

Public Participation:

There was no one present to speak for public participation.

Acting Mayor Welch asked Treasurer Conzo to read the State Statute regarding the process that the City follows for its budget. Treasurer Conzo stated that the Council follows Illinois Municipal Code Chapter 65 Section 5-8-2-9.9 Public Inspection Notice Hearing on Budget. He then read the Statute.

Animal Control

Fee based on Contract

Audit Fee

Based on Auditors

IMRF & Social Security Contributions

Treasurer Conzo is rechecking this totals

Transfers

Based on loans and is kept at the same level.

TIF Fund

Amount is based off of last year. The City is still waiting on the report from the County.

Liability Insurance

Large increase from \$541,000 to \$653,000 due to workman's comp claims and greater premiums.

City Clerk

Budget has been cut by almost \$10,000.

City Treasurer

Shaved \$200 from his budget.

Travel and Training was not used as much due to COVID.

City Administrator

Lines were eliminated at the direction of the Acting Mayor.

Salaries

Salaries for the \$25,000-\$50,000 range employees have historically been too low. The budget committee is recommending at flat rate increase of \$2500 for the FY. This will get employees closer to the same pay of other municipalities. Overall increase will be \$19,571.43 in a \$26 million budget. This City is in a position to do this this year. This will not be a reoccurring increase.

Department Head raises will go as followed...

B/Z – 6%

S/A – 3.5%

Police Chief – 3.5%

Fire Chief – 3.5%

Building and Zoning

New tires are needed on the City vehicle.

Line 8342 – increased by \$100 due to the increase in title searches

Travel & Training – down \$500

Demo & Cleanup – \$30,000 not used in FY20/21. RFP is on the next COW for demo at 518 2nd St.

B/Z has applied for at \$75,000 grant to assist in the cleanup of nuisance properties, have not gotten a response yet.

Crossing Guards

Line decreased due to only one crossing guard

Merit Commissions

Increase to Appropriations

Mayor and City Council

Salaries Clerical – Amount should come over from the City Administrator's salary

Contract Services – Legal

Amount based on current contract with City Attorney plus additional for outside legal fees

Contingencies

Copier contract is lowered

Fire Department

Budget is on target – not many changes

Overtime is down as promised due to the hiring of additional fireman

Police Department

Gas & Oil line will increase due to the increase in fuel costs

Contractual Services line will have a big increase

1. New Tasers – Current Tasers aren't working, batteries are failing
2. Body Cameras – Required by the new Police Reform. Department is looking to lease the Cameras to keep cost down and stay up to date on technology.

Building and Grounds

Telephone services up \$3,500

Discussion on new roof for City Hall. Each time repairs are made it costs upwards of \$1000. A new metal roof would cost approx. \$280,000 and a new shingled roof would cost approx. \$100,000.

IT Services

Line for outsourcing IT support. An RFP will be sent out.

Economic Planning & Development

\$6,000 for 3rd Fridays – 3 events planned

\$60,000 for Economic Development Grants – anything approved in FY 20/21 but not paid out, will be added to the FY 21/22 budget.

Street & Alley

Removed Personal Items line – not used a lot, will use another line if needed

Increase clothing allowance – this wasn't done in the previous budget in error. Increase for new employee & replacement employee

Gas & Oil – raised \$4,000 due to fuel costs

Supplies & Materials – reduced from \$70,000 to \$50,000. Appropriations set to cover just in case.

Traffic Signal Repair – reduced \$15,000

3606 Salaries – The highest paid employee retired last year with another high paying employee retiring in a couple months. The department would like to hire a 9th employee.

Health Benefits

Reduction in cost due to competing rates found by City Broker

Motor Fuel Tax

Street Light Electric – Through a grant from Ardaugh, the Street Dept replaced several street lights with energy saving led lights. Ameren did several too. \$60,000 was budgeted for current year and year to date only \$37,000 has been spent.

Traffic Signal – dropped down

Salaries hourly – large increase due to MFT work

Heitmann Drive – Engineering and Construction costs covered under Rebuild Illinois program.

Debt Services

Bond Payments the City is obligated to make in FY 21/22

The Council decided to stop for the night. An additional Budget Workshop will be on April 13, 2021

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderwoman Horn. Acting Mayor Welch adjourned the meeting at 9:40 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

BUDGET WORKSHOP – FY 21/22
Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Tuesday, April 13, 2021

The Budget Workshop with the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 8:01 p.m., with proper notice given. Attendance was noted.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Jeff Hoinacki, Ward 4
Alderwoman Kathy Horn, Ward 4

Staff Present:

City Clerk Peggy Bateman
Treasurer Chuck Conzo
Police Chief Paul Adams
Fire Chief Bob Dunovsky
Streets Superintendent Walt Landers
Building and Safety Officer Wes Woodhall
Veolia Water, Andrew Bowns

Absent:

City Administrator Elizabeth Kavelman

Remotely:

Presiding:

Acting Mayor Tracy Welch

Public Participation:

Wanda Rohlf asked for clarification of how many employees the Council wished to hire to assist the Council. Acting Mayor Welch stated that there would be a full time employee and possibly a part time employee. A job description has been drafted and will be distributed to the Council. These employees will be housed in the front office of City Hall and report to the Mayor, City Council, other department heads and City Officials. Full time employee will make \$30,000.

Retirement & Social Security Contributions

Treasurer Conzo needs to recalculate and make slight adjustments

Public Communications

Acting Mayor Welch requested to add \$5,000

G.O. Bond Fund

Fire Department projects

25 year of air packs need replaced. Grants have been applied for but denied. The cost would be around \$196,948 but Chief Dunovsky feels he can get the price down to \$150,000. \$90,000 will come out of the G.O. Bond Fund and \$60,000 will come out of the line Fire Dept equipment.

Police Department projects

Replacement of 6 computers inside squad cars that are malfunctioning plus 4 lockers for the woman's locker.

Street & Alley projects

\$50,000 needed to purchase a used Bucket truck. The current truck is a 1998 and recent inspection results aren't expected to be good. Purchase may not be done right away.

Sewer O & M

Administrative budget (Clerk's Office) is down \$800

Revenue

Expected to bring in \$4.38 million in sewer fees. \$8.45 million is loan proceeds from the State revolving funds for CSO & Union St projects.

Expenditures

Capital Expense Equipment – large increase...an influent pump needs serviced this year. There are 2 seal failures.

Vehicle line – decreased

Building & Grounds – Large decrease

Electrical – Same

Supplies/Materials – Same

Repairs/Maint – up to \$130,000. This money along with an Ameren rebate program is for electrical upgrades at the south plant lift station.

Capital Expense Sewer Construction – increased to \$987,500 to address laterals up to homes

Capital Projects

Non Home Rule Sales Tax – declining but hopeful that it will increase

Micro resurfacing – up to \$572,000 from \$500,000. There will be \$7 per square foot reimbursement from IAW for their work during water main repairs.

TIF Fund

The City still does not have property tax document. Expected to receive soon.

Hoping to refinance bonds at a lower rate

Additional Comments:

The Street Department is in need of a new Street Sweeper. The one that will be replaced is costing a lot in repairs. Superintendent Landers would like to lease a sweeper. Lease payment would be \$65,000. He'd also like to see \$50,000 budgeted for an additional dump truck payment.

Building & Safety Official Wes Woodhall would like to provide the City residents with a way to dispose of old TVs. Containers will be dropped off at the LMSB and residents can turn in TVs on certain days during the week. Once the container is full, the City will be charged \$2,000 to remove it. Alderman

Bateman would like \$10,000 added to the Nuisance/Abatement line to cover the cost of 5 full containers.

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Keller motioned to adjourn, seconded by Alderwoman Horn. Acting Mayor Welch adjourned the meeting at 8:45 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

COMMITTEE OF THE WHOLE MEETING

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Tuesday, April 13, 2021

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 6:00 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Ron Fleshman, Ward 2
Alderman Sam Downs, Ward 2 (present at 6:03pm)
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderwoman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Present:

Peggy Bateman, City Clerk
Chuck Conzo, City Treasurer
John Hoblit, City Attorney
Bob Dunovsky, Fire Chief
Wes Woodhall, Building and Safety Officer
Andrew Bowns, Veolia Water, Project Manager
Paul Adams, Police Chief
Walt Landers, Streets Superintendent

Remotely:

Christy Crites, CMT

Absent:

Elizabeth Kavelman, City Administrator

Presiding:

Acting Mayor Tracy Welch

Public Participation:

There was no one present to speak for public participation.

Invoice from Crawford, Murphy & Tilley for CSO for professional services from January 30, 2021 through February 26, 2021 in the amount of \$29,809.18.

This item will be placed on the regular agenda.

Plocher Construction Pay Estimate #8 Union Street Pump Station in the amount of \$647,739.38.

This item will be placed on the regular agenda.

L. Keeley Construction Pay Estimate #1 Union Street Pump Station in the amount of \$347,002.20.

This item will be placed on the regular agenda.

Request to Permit: Lincoln Park District 5k Run, August 28, 2021 at 8:00 a.m. in conjunction with Balloons over 66.

This item will be placed on the consent agenda.

Additional Taxi Service in the City of Lincoln – TacOne Transport LLC

The Council received an email from City Clerk Bateman stating testimonials and feedback from the public.

Alderman Bateman said that social media shows overwhelming support for a 2nd taxi service in the Lincoln.

Acting Mayor Welch more closely examined the ordinance regarding taxi services. He'd like an Alderman to work with the City Attorney to redraft a more current ordinance specifically targeting the process the Council has recently gone through and the rates. The original ordinance was done in 1939 then again in 1960.

This item will be placed on the regular agenda.

Resolution approving the content of certain Executive Session Meeting Minutes.

This item will be placed on the regular agenda.

Proclamation Arbor Day Celebration April 24, 2021

This item will be placed on the regular agenda.

Ordinance amending 9-5-15 of the City Code regarding no parking on Castle Manor Drive

There is currently parking on the north side of Castle Manor Drive that blocks the view of traffic for emergency vehicles and regular vehicles. The City would like to make Castle Manor Drive and no parking Street.

This item will be placed on the regular agenda.

All Traffic Solution Inc. – Purchase and Install Speed Alert Pole with Solar near Lincoln College

Several complaints from people of cars speeding down Nicholson Road, just past Rutledge. LPD has had their speed trailer there before, but the trailer is also needed throughout the City. Lincoln College has agreed to share the cost of one sign that will be placed in front of Lincoln College. LPD is asking for two signs, the second sign will be placed on Nicholson Road to slow traffic coming from the Route 66 direction. The cost to the City will be approximately \$9,000 and will come out of FY21/22 budget.

This item will be placed on the regular agenda.

Revision to City of Lincoln Holiday Schedule

Correction to the holiday schedule to show observing Christmas on Friday, December 24, 2021 and New Year's Day on Friday, December 31, 2021

This item will be placed on the consent agenda.

Award of Contract for the Mowing of Nuisance Properties in the City of Lincoln

Every two years this contract is bid out to mow nuisance properties. Building & Safety Official Wes Woodhall recommends awarding Gene Mehan the contract. He has been mowing for the City for the last 7 years.

This item will be placed on the regular agenda.

Demolition of 518 2nd St

This property is in extremely poor condition. Mr. Woodhall recommends not going inside the house, the roof is caving in. The City mows the property and there haven't been utilities at the property for years. The meter was actually pulled in 2003. The Building and Safety Office has not been able to contact the owner. The City will not take ownership of the property. A lien will be placed on the property in the amount of the demo costs. The City will continue to mow the property.

This item will be placed on the regular agenda.

Sewer Main on Chicago Street between Davenport and Tremont Street

Andrew Bowns feels that the Chicago Street Sewer needs to be lined now, it will save the City a half million dollar project of just constantly repairing it. Petersburg Plumbing had the lowest bid of \$162,916.00. Mr. Bowns would like the Council to approve the \$170,000 that was budgeted due to this just being an estimate and not knowing how many laterals will need replaced.

This item will be placed on the regular agenda with the amount not to exceed \$170,000.

Motor Control Center Air Conditioning Unit #3

This item will be placed on the regular agenda.

Seepex Sludge Pump Replacement Part

The cost of these replacement parts is \$7,139.00. The parts are needing replaced simply due to wear and tear.

This item will be placed on the regular agenda.

Ordinance creating Section 3-22 of the Lincoln City Code "Low-Speed Electric Motorized Scooters and Scooter Share Programs"

Bird is not wanting to take responsibility of a user being injured due to street conditions. City Attorney Hoblit urges the Council to proceed with caution. He stated that other municipalities have introduced this program on an introductory basis.

Geofencing (areas where scooters will not operate) will be up around the West end of town and also around Lincoln Christian University. Bird has already hired a local fleet manager to manage the fleet. The fleet will start with 25 scooters.

This is a seasonal business that will run until late fall and relaunch in the spring. This ordinance will remain in effect until January 2022, the Council will evaluate the ordinance then.

This item will be placed on the regular agenda.

Ordinance Establishing 3-23 “Recreational Adult Use Cannabis Dispensary”

The State says that you cannot have a dispensary within so many miles of a grow facility. When the City passed their Cannabis ordinances without knowing that.

This item will be placed on the regular agenda.

Announcements:

- Acting Mayor Welch would like to place approval of the budget, if applicable pending budget workshop, on the regular agenda.
- Acting Mayor Welch would like the Council to grant the Economic Development Grant Committee the authority to review Façade grant applications and then bring them to the Council for approval. This item will be placed on the regular agenda.
- Parklet Application: City Attorney will have the application ready soon.
- Scott Turner was present to discuss the Spring Cleanup that he is heading up. He currently has approx. 100 people signed up to volunteer for a 2 hour period. The last cleanup event collected 2 tons of garbage.

Executive Session | 2 (C) (1) Personnel and 2 (C) (11) Litigation:

There being no further announcements to come before the council, Alderman Keller made a motion to move into Executive Session, seconded by Alderman Hoinacki. City Clerk Bateman called the roll.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Ron Fleshman, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderwoman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Yeas: (8) Alderman Tracy Welch, Alderman Sam Downs, Alderman Ron Keller, Alderman Kevin Bateman, Alderman Jeff Hoinacki, Alderwoman Kathy Horn, Alderman Steve Parrott, Alderman Ron Fleshman

Nays: (0)

Abstain: (0)

Absent: (0)

The council recessed from the meeting at 6:58 pm in order to enter into Executive Session. Acting Mayor Welch announced that the Council will enter the Budget Workshop when they reconvene.

Return from Executive Session:

The council reconvened from Executive Session at 7:59 pm in order to reconvene the Committee of the Whole meeting. Roll call was taken.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Ron Fleshman, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderwoman Kathy Horn, Ward 4
Alderman Jeff Hoinacki, Ward 4

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Fleshman motioned to adjourn, seconded by Alderman Bateman. All were in favor. Acting Mayor Welch adjourned the meeting at 7:59 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

PUBLIC HEARING – TENTATIVE BUDGET FY21/22

Lincoln City Hall, Council Chambers
700 Broadway Street | Lincoln, Illinois

Monday, April 19, 2021

The Public Hearing with the City Council of Lincoln was called to order by Acting Mayor Tracy Welch at 7:00p.m., with proper notice given.

Present:

Alderman Tracy Welch, Ward 1
Alderman Steve Parrott, Ward 1
Alderman Colby Leith, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Ron Keller, Ward 3
Alderman Jeff Hoinacki, Ward 4
Alderwoman Kathy Horn, Ward 4

Staff Present:

City Clerk Peggy Bateman
Treasurer Chuck Conzo
City Attorney John Hoblit
Police Chief Paul Adams
Fire Chief Bob Dunovsky
Streets Superintendent Walt Landers
Building and Safety Officer Wes Woodhall
Veolia Water, Andrew Bowns

Absent:

City Administrator Elizabeth Kavelman

Remotely:

Presiding:

Acting Mayor Tracy Welch

Public Participation:

There was no one present or on the phone for public participation.

Acting Mayor Welch asked if anyone had any comment regarding the budget. There was none.

Adjournment:

Alderman Keller made the motion to adjourn the public hearing, Alderman Fleschman seconded. Acting Mayor Welch adjourned the meeting at 7:01 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

APR 27 2021

RECEIVED

REQUEST TO PERMIT

DATE: April 26, 2021

We, the undersigned of the City of Lincoln, do hereby respectfully request the Mayor and City Council to permit

the 100 block of South Kickapoo to be closed for
the LCHS Grand March event on Saturday May 1st
2021 from 4:30-5:45 pm (end of event). We ask
that no parking signs during event be displayed to
allow for the safety and social distancing of
guests and participants.

If the above request is for use of City property, including streets and/ or alleys, please check one of the two boxes below:

A Certificate of Insurance Liability for the event is attached.

A Certificate of Insurance Liability for the event will be provided to the City no later than ASAP.

If City property is used, a Certificate of Insurance Liability is required listing the City as an additional insured. The City reserves the right to postpone review and consideration of this Request to Permit until a Certificate of Insurance Liability is provided.

Name: KATHIE Williams

Address: 115 S. Kickapoo St.

Lincoln IL 62656

Phone: 217-706-6881 Cell: _____

Email: smalltowncreations16@gmail.com

REQUEST TO PERMIT

APR 26 2021

DATE: 4-26-21

RECEIVED

We, the undersigned of the City of Lincoln, do hereby respectfully request the Mayor and City Council to permit

Railsplitter Car Club To use Kerkapoo

Street from Palastki To Broadway on the
4th Saturday of the month from 8:00 Am
To 10 Am For A Cars and COFFEE
Event. The Dates will be May 22 - June 26
July 24 Sept 25

If the above request is for use of City property, including streets and/ or alleys, please check one of the two boxes below:

A Certificate of Insurance Liability for the event is attached.

A Certificate of Insurance Liability for the event will be provided to the City no later than _____.

If City property is used, a Certificate of Insurance Liability is required listing the City as an additional insured. The City reserves the right to postpone review and consideration of this Request to Permit until a Certificate of Insurance Liability is provided.

Name: Jim Joefle

Address: 502 Short Penth ST Lincoln, IL
62656

Phone: 217-871-8431 (Cell)

Email: JDL27food@gmail.com



Coverage Is Provided In:
Ohio Security Insurance Company

Policy Number
BLS (22) 58 43 35 74
Policy Period:
From 04/01/2021 To 04/01/2022
12:01 am Standard Time
at Insured Mailing Location

**Commercial General Liability
Declarations**

Basis: Occurrence

Named Insured	Agent
LINCOLN RAIL SPLITTERS ANTIQUE AUTO CLUB INC.	(800) 962-7132 INDIANA INSURANCE - AMSC IL

SUMMARY OF LIMITS AND CHARGES

Commercial General Liability Limits of Insurance	DESCRIPTION	LIMIT
	Each Occurrence Limit	1,000,000
	Damage To Premises Rented To You Limit (Any One Premises)	1,000,000
	Medical Expense Limit (Any One Person)	15,000
	Personal and Advertising Injury Limit	1,000,000
	General Aggregate Limit (Other than Products - Completed Operations)	2,000,000
	Products - Completed Operations Aggregate Limit	2,000,000

Explanation of Charges	DESCRIPTION	PREMIUM
	General Liability Schedule Totals	668.00
	Certified Acts of Terrorism Coverage	15.00

Total Advance Charges: \$683.00

Note: This is not a bill

To report a claim, call your Agent or 1-844-325-2467

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