

CITY OF LINCOLN
COMMITTEE OF THE WHOLE MEETING
AGENDA
MARCH 29, 2022
CITY HALL COUNCIL CHAMBERS
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Public Participation
4. Jennifer Hunt – Juneteenth, respective events and make a request for funds from the City.
5. Kelsey Edwards – Pride, respective events and make a request for funds from the City.
6. Request to Permit with Street Closure: Lincoln Railsplitter Antique Auto Club.
7. Block Party Application- John & Diane Cisco, Tom & Beth Kavelman Saturday June 4, 2022.
8. Proposal for Audit Services to the City of Lincoln from Estes, Bridgewater & Ogden. Fiscal years ending April 30, 2022 and April 30, 2023 and will not exceed \$24,800.00 for each year.
9. Capital Expenditures for F.Y. 2022/2023 for Lincoln Fire Department.
10. Discussion regarding Engineering for the City of Lincoln.
11. RFP for City Hall Window Replacement.
12. Ordinance authorizing the sale of City Property.
13. Logan County' request to stage material at 716 Broadway Street for the Court House Restoration.
13. Discussion of Budget F.Y. 2022/2023.
14. Announcements
15. Possible Executive Session
16. Adjournment
17. Upcoming Meetings: City Council: Monday, April 4, 2022 at 7:00 PM
Public Hearing: Tuesday, April 12, 2022 at 7:00 PM
Committee of the Whole Tuesday, April 12, 2022 at 7:05 PM

THE CITY OF LINCOLN

Date Received 7/18/22

3:30 PM

REQUEST TO PERMIT EVENT WITH STREET CLOSURE

RECEIVED

Must Have Council Approval

Date(s) of Event: 5/28, 6/25, 7/23, 8/27, 9/24 A copy of this form must be available at the Event!

Please describe below your request for use of City Property.

Description of Event (including participating merchants, vendors, exhibitors, and units, etc.)

Cars and coffee car show 4th Saturday Mornings
May through September, 8 to 11 AM
May 28, 2022, June 25, 2022, July 23, 2022,
August 27, 2022, September 24, 2022

Location of Event Property: (Address Utilized Space) Kickapoo St Between Broadway & Palaski

Items occupying street space utilized: Antique & Classic Cars and Trucks

Date(s) and time(s) for usage of Property: _____

Are licenses needed, if yes, please attach. YES NO

Street Closures and Parking Street(s) will be closed (Please attach map or sketch of all closures.)

If closed, which streets and blocks? Kickapoo St between Broadway and Palaski Sts

Closed from 8:00 a.m./p.m. until 11:00 a.m./p.m. (circle a.m. or p.m.)

If different times on different days, please specify. _____

Does this street normally have access to a permitted parking lot? Specify, X6

Certificate of Insurance Liability for event must be attached to request before approval.

Business/Organization/Sponsor Name: Lincoln Radsplitter Antique Auto Club, Inc

Contact Name: Rob Harmon Email: rharmon1113@gmail.com

Address: 1076 ST RT 121 Lincoln Signature: [Signature]

Phone: Business: 217-737-8523 Cell: _____

APPROVED: (signatures)

Police Department: [Signature] Mayor: [Signature]

Fire Department: [Signature] Vote: Council Approval ___ Years ___ Nays

Street Department: [Signature] Date: _____

As soon as all signatures are obtained, you will be contacted at the phone number you provided.

If your special event will be held more than once during this year with the same location and arrangements, you may use the same application with a change in dates.



Coverage Is Provided In:
Ohio Security Insurance Company

Policy Number:
BLS (23) 58 43 35 74
Policy Period:
From 04/01/2022 To 04/01/2023
12:01 am Standard Time
at Insured Mailing Location

Common Policy Declarations

Named Insured & Mailing Address	Agent Mailing Address & Phone No.
LINCOLN RAIL SPLITTERS ANTIQUE AUTO CLUB INC. 1026 State Route 121 Lincoln, IL 62656	(800) 962-7132 INDIANA INSURANCE - AMSC IL 9450 SEWARD RD FAIRFIELD, OH 45014-5412

Named Insured Is: CORPORATION

Named Insured Business Is: ANTIQUE AUTO CLUB

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

SUMMARY OF COVERAGE PARTS AND CHARGES

This policy consists of this Common Policy Declarations page, Common Policy Conditions, Coverage Parts (which consist of coverage forms and other applicable forms and endorsements, if any, issued to form a part of them) and any other forms and endorsements issued to be part of this policy.

COVERAGE PART	CHARGES
Commercial General Liability	\$430.00

<i>Total Charges for all of the above coverage parts:</i>	\$430.00
<i>Certified Acts of Terrorism Coverage:</i>	\$9.00
	(Included)

Note: This is not a bill

IMPORTANT MESSAGES

- This policy is auditable. Please refer to the conditions of the policy for details or contact your agent.
- Notice: The Employment-Related Practices Exclusion CG 21 47 is added to this policy to clarify there is no coverage for liability arising out of employment-related practices. Please read this endorsement carefully.

Issue Date 01/24/22

Authorized Representative

To report a claim, call your Agent or 1-800-366-6446

DS 70 21 11 16



Coverage Is Provided In:
Ohio Security Insurance Company

Policy Number:
BLS (23) 58 43 35 74
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POLICY FORMS AND ENDORSEMENTS - CONTINUED

This section lists the Forms and Endorsements for your policy. Refer to these documents as needed for detailed information concerning your coverage.

FORM NUMBER	TITLE
CG 88 77 12 08	Medical Expense At Your Request Endorsement
CG 88 86 12 08	Exclusion - Asbestos Liability
CG 92 50 01 16	Illinois Sexual Misconduct or Abuse Exclusion
IL 00 17 11 98	Common Policy Conditions
IL 00 21 09 08	Nuclear Energy Liability Exclusion Endorsement (Broad Form)
IL 01 47 09 11	Illinois Changes - Civil Union
IL 01 62 10 13	Illinois Changes - Defense Costs

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

DS 70 21 11 16



Coverage Is Provided In:
Ohio Security Insurance Company

Policy Number:
BLS (23) 58 43 35 74
Policy Period:
From 04/01/2022 To 04/01/2023
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	421.00
	Certified Acts of Terrorism Coverage	9.00

Total Advance Charges:

\$430.00

Note: This is not a bill

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

DS 70 22 01 08

MAR 14 2022

City Clerk 700 Broadway St. 217/735-2815 Lincoln, IL 62656



CITY OF LINCOLN, ILLINOIS

RECEIVED

City of Lincoln Block Party Application

Date Application Submitted: 03/14/2022

Name of Block Party Sponsor: JOHN & DIANE CISCO Phone #: 815.685.2158

Name of Alternate Contact: TOM & BETH KAVELMAN Phone#: 618.926.9584

Sponsor's Address: 603 COLLEGE AVENUE E-Mail: marydcisco@gmail.com

Alternate's Address: 515 LINCOLN AVENUE E-Mail: bethkavelman@gmail.com

Date of Block Party: SAT, 06/04/2022 Start Time: 3:00 PM End Time: 9:00 PM WITH A RAIN DATE ON SAT, 06/05/2022, SAME TIMES. BARRICADES WILL BE SET UP BY 11:00 AM ON SAT, 06/04/2022, 11:00 AM, DISMANTLED AT 9:00 AM. STAGED BY THE SIDE OF THE STREET AT 603 COLLEGE AVENUE FOR MOB, 06/05/2022, AM PICK-UP.

Location of Block Party (Specify hundred block, street name from cross street, i.e. 400 Block of Elm from 9th Street to 10th Street) 400-500 BLOCKS OF COLLEGE AVENUE, FROM PERLA TO KEOKUK STREETS

Do you plan to use a tent? Yes: [checked] No: [] Do you plan to have a fire pit? Yes: [checked] No: [] (only on concrete street)

(Please note that all tents and fire pits must be inspected and approved by Fire Dept. personnel prior to the start of the block party. To schedule a tent or fire pit inspection, contact the Fire Dept. at 735-4020.)

Please Circle Yes or No

Do you request a visit from the Lincoln Fire Department? [Yes] No } BOTH PRIOR TO THE EVENT. Do you request a visit from the STREET DEPARTMENT? [Yes] No } IF THE POLICE DEPT. WOULD LIKE TO STOP US THAT EVENING. Do you request a visit from the Lincoln Police Department? [Yes] No }

Applicant does hereby promise and agree to indemnify and save harmless the City of Lincoln from any and all claims, demands, causes of action or judgments made by any person and arising in any manner from the granting of Block Party Agreement. The applicant agrees to be responsible for accepting delivery of barricades to their home, for the placement of the barricades upon the City right-of-way and for the return of barricades to their property for City pickup. Any questions in regard to barricades, contact the Street Dept. at 732-4655.

Name (Print): DIANE CISCO, BETH DAVIS-KAVELMAN, JACKIE BAKER, C. SAE DANBERSON, VIVIAN THOMPSON, DANE OSBORNE Signature: [Signatures]

Note: The Police and or Fire Departments reserve the authority to terminate the event if complaints are received, City ordinances are violated, or if public safety or peace is compromised.

FOR OFFICIAL USE ONLY

Date Received: 3/14/2022 Application is: Approved: [] Denied: []



SAVE THE DATE

Let's kick off the summer of 2022 with a neighborhood block party.
Come on out and meet your neighbors!

Saturday, JUNE 4TH FROM 3-8PM

RAINDATE: **Sunday JUNE 5TH FROM 3-8PM**

(MORE INFO TO FOLLOW)

Committee:

Jackie & Skip Baker

Diane & John Cisco

Sue & Justin Dammerman

Elizabeth & Tom Kavelman

Vivian & Bobby Thompson

DANE OSBORN

Estes, Bridgewater & Ogden

CERTIFIED PUBLIC ACCOUNTANTS

LORI K. MILOSEVICH, C.P.A., C.F.E.
TERRI L. PHELPS, C.P.A.
JAMES C. LEGG, C.P.A.
DANIEL J. CODY, C.P.A.
RICHARD W. OGDEN, C.P.A.

901 South Second Street
Springfield, Illinois 62704
217/528-8473
Fax 217/528-8506



March 18, 2022

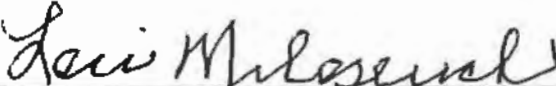
To the City Officials
City of Lincoln, Illinois

Thank you for the opportunity to submit a proposal to provide audit services to the City of Lincoln, Illinois. This proposal provides information about Estes, Bridgewater & Ogden, our qualifications, and references, including the specific information requested in your request for proposal.

We appreciate being considered and we assure you that if this proposal is accepted we will give the assignment our close and continued attention. We are available to discuss this proposal more fully with you and answer any questions at your convenience.

Very truly yours,

ESTES, BRIDGEWATER & OGDEN



Lori K. Milosevich, Partner, CPA

DESCRIPTION OF ESTES, BRIDGEWATER AND OGDEN AND RELEVANT EXPERIENCE

Estes, Bridgewater & Ogden is a local certified public accounting firm that traces its origin back to 1918. The firm has one office located in Springfield, Illinois. We have four partners and five professional staff. We serve clients ranging from very large national to medium and smaller size organizations, which include governmental, not-for-profit organizations, and for-profit entities. We provide the following services:

- Accounting and Auditing -- Our firm is involved in providing accounting and auditing services for governmental, not-for-profit organizations, and for-profit entities. We have extensive experience in governmental and not-for-profit accounting and auditing. We require our partners and staff to obtain continuing education hours that meet or exceed the requirements as outlined in Government Auditing Standards (The Yellow Book).
- Tax Planning and Preparation – We provide tax services to our clients, which include tax return preparation and tax research for individuals, partnerships, corporations, estates, trusts and not-for-profit organizations. We also represent clients before various regulatory agencies such as the Internal Revenue Service and the Illinois Department of Revenue.
- Computer Consulting – We offer a wide range of services to our clients with regard to installation of computerized accounting systems, computerized general ledger and journals, computer-prepared financial statements, and the preparation of federal and state income and information tax returns.

Estes, Bridgewater & Ogden is licensed by the State of Illinois for public practice. The firm is enrolled in the quality review program as required by professional standards of the American Institute of Certified Public Accountants. We have continually received unqualified opinions that assured us that our system of quality controls meet the standards established by our profession. We have included a copy of our latest peer review report.

In regard to the City of Lincoln, our firm meets the independence requirements issued by the standards of the American Institute of Certified Public Accountants.

AUDIT APPROACH AND FEES

Our fee proposal anticipates the audit would be conducted in accordance with generally accepted auditing standards as issued by the AICPA and Government Auditing Standards of the U.S. Comptroller General.

If we determine that federal funding levels require that you have a Single Audit under the Uniform Guidance, we will discuss with you the additional fees to perform extended procedures and reporting that would be required. This proposal does not include those fees.

The fees proposed below are for the fiscal years ended April 30, 2022, and 2023 and will not exceed the following:

Preparation of the Annual Audit Report of the City of Lincoln (30 copies) and the Illinois Annual Financial Report	<u>\$24,800.00</u>
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MEMORANDUM

TO: Mayor and Council of the City of Lincoln
FROM: Fire Chief Bob Dunovsky

MEETING DATE: 3/29/2022
RE: Capital Projects for FY 2022-23

Background:

Capital Project requests for 2022-23.
 Request to order from MES & AEC prior to May 1, 2022 price increases. Potential Savings:

		Prior to May 1	After May 1	Potential Savings
2022-23 Budget Req.	MES	\$ 54,610	(\$56,450 - \$58,708)	\$ 4098
	AEC	\$ 30,699	(\$31,966 - \$33,276)	\$ 2577
			(\$3107)	\$ 6675
				\$9691

City Council Recommendation:



124 East First Street
Deer Creek, IL 61733

Quote

Date 03/22/2022
 Quote # QT1561923
 Expires 04/09/2022
 Sales Rep Knapp, Wesley C
 PO # X3 Pro 4500/30
 Shipping Method FedEx Ground

Bill To
 CHIEF DUNOVSKY
 LINCOLN, CITY OF (FD)
 700 BROADWAY, CITY HALL
 LINCOLN IL 62656
 United States

Ship To
 CHIEF DUNOVSKY
 LINCOLN, CITY OF (FD)
 700 BROADWAY, CITY HALL
 LINCOLN IL 62656
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Sales Price	Amount
X8914028305304			Air-Pak X3 Pro SCBA (2018 Edition) with Snap-Change, Parachute Buckles, 4.5, Standard, No Accessory Pouch, E-Z Flo C5 Regulator with Quick Disconnect Hose (Rectus-type fittings), Universal EBSS, None, No, Pak-Tracker, No Case, 2 SCBA Per Box	6	7,230.00	43,380.00
200128-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 30 Minutes (at 40 lpm)	10	1,055.00	10,550.00
FP1MK000000000			Vision C5 Facepiece (NIOSH/NFPA Approved) Medium Face Seal, Kevlar Headnet, No Spare Headnet	2	340.00	680.00

Subtotal 54,610.00
Shipping Cost (FedEx Ground) 0.00
Total \$54,610.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1561923



Fire • Safety • Security

3003 Stanton Ave.

Springfield, Illinois 62703

1-800-422-2144 or 217-529-3003

Proposal

March 11, 2022



To: Chief Bob Dunovsky
Lincoln Fire Department
700 Broadway
Lincoln, IL 62656
217-735-4020 Email: rdunovsky@lincoln.il.gov

Salesperson	Job	Shipping Terms	Payment Terms	Valid till
T.Oller	Pentheon Battery Tools	Invoiced Separately	Upon Invoice	4/30/22

Qty	Part #	Description	Unit Price	Line Total
Chief Dunovsky: A.E.C. on behalf of Holmatro is proud to forward the following proposal.				
1.00	159.000.063	Holmatro PCU50 Pentheon Cutter- Inclined Cutter Jaw, NFPA 1936 Classification - A8 B8 C7 D9 E9	\$9,419.00	\$ 9,419.00
1.00	159.000.064	Holmatro PSP40 Pentheon Spreader - 10,443 psi working NFPA 1936 Compliant	\$9,705.00	\$ 9,705.00
1.00	159.000.062	Holmatro PTR50 Pentheon Telescopic RAM - 10,443 psi working	\$7,963.00	\$ 7,963.00
3.00	151.000.583	Holmatro PBPA287 Lithium Ion Battery - 7 amp hours, 28 VDC	\$616.00	\$ 1,848.00
3.00	151.000.742	Holmatro PBCH2 Battery Charger - 120V input	\$489.00	\$ 1,467.00
2.00	151.000.503	Holmatro DCPC1 Daisy Chain Power Cord - Allows connecting up to 3 chargers from a single 120V power outlet	\$13.00	\$ 26.00
3.00	151.000.499	Holmatro POTC1 On-Tool Charging Cord - Cord to connect tool to charger for the purpose of on-tool charging.	\$87.00	\$ 261.00

THANK YOU FOR THIS OPPORTUNITY TO BE OF SERVICE!

From: Tom Oller toller@aecfire.com 217-381-9869 TOTAL \$ 30,689.00

Accepted by: _____ Date: _____

Freight is F.O.B. Manufacturer's Warehouse and not included in proposed price unless noted. Credit Terms are net 15 days from the date of invoice W.A.C.
A late fee of 1.5% will be added to all past due accounts. Buyer is responsible for return check fees and collection costs including reasonable attorney fees incurred in the event it becomes necessary to seek collection of its account. Delivery dates are approximate. An order once accepted by the seller cannot be cancelled by the buyer except upon terms agreed to in writing including the seller's cancellation charge. Returns are made on a case by case basis. Most manufacturers charge a 15 - 20% restocking fee. Approval must be obtained prior to return. Unless otherwise noted, applicable sales tax not included. Proposal is valid for 30 days unless otherwise specified.

FAX SIGNED PROPOSAL TO 217-529-3233

www.aecfire.com



MEMORANDUM

TO: Mayor and Aldermen of the City of Lincoln

FROM: Walt Landers, Street Superintendent

MEETING

DATE: March 29, 2022

RE: **Engineering Services**

Background

It has been expressed that there is an interest by some to go out for request for proposals regarding engineering and design services for the City of Lincoln. Areas where engineering and design services are needed range from the annual Illinois Motor Fuel (MFT) Maintenance Program and other various municipal capital projects.

Analysis/Discussion

Farnsworth Group Inc. was awarded the contract for engineering services for the City of Lincoln in January 2015. Since then, their firm has overseen our MFT Maintenance program, design and construction engineering services including road reconstruction and resurfacing, sidewalk and curb replacement. They have also designed and construction engineering on two bridge replacements projects and teamed with city staff to complete a pavement study of all city streets. Farnsworth's architectural division worked on the new Municipal Services Building project.

I believe that the engineering services provided by Farnsworth Group regarding our MFT maintenance program, reconstruction and resurfacing and curb and sidewalk projects have been excellent. Farnsworth staff was also instrumental in helping the city through an MFT audit by the Illinois Department of Transportation that spanned multiple years. It would be my recommendation that we continue to use Farnsworth Group in the manner we have in the past.

If the council would like to explore other options regarding engineering services, there are upcoming projects that the city could go out for RFP'S. The remaining Rebuild Illinois Bond money will fund at least one other project if not two. This would allow the city to gauge the market and allow other firms an opportunity to work for the city. Also, CMT is currently putting together a Professional Services Agreement for design and construction engineering for a resurfacing project on N. Union St. It is for approximately 1000 feet of N. Union St from Woodlawn Rd. to Brainards Branch. This is one of the areas impacted by last year's sewer project and construction of the new lift station.