

CITY OF LINCOLN
REGULAR CITY COUNCIL MEETING
AGENDA
JULY 3, 2023
7:00 PM

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Participation**
5. **Official Oath of Office - Jason Lucas to Police Sergeant**
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 anyone 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 for May 15, 2023 Regular City Council Meeting.
- C. Approval of request from Lincoln First United Methodist Church to close the alley between the Church and the Church parking lot in the 300 Block of Broadway Street on Sunday, July 9, 2023 from 12:00 p.m. until 3:00 p.m. for the Church Potluck/Picnic.

7. **Ordinances and Resolutions**

Ordinance Adopting Amendment No. 1 to the Appropriation Ordinance for F.Y. 2022-2023.

8. **Bids**

9. **Reports**

10. **New Business/Communications**

- A. Approval of Economic Development Grant for roof replacement to Shivam Om Oil, d/b/a Fifth Street Food Mart, for property at 1302 5th Street in an amount not to exceed \$7,500.00.
- B. Approval of Façade Grant to Carie Groves, d/b/a McEntire's Home Appliance, for property at 403 Broadway Street in an amount not to exceed \$6,901.50, pending approval of the Historic Preservation Commission.
- C. Approval of Façade Grant to Common Cents Homes LLC, d/b/a The Blue Dog, for property at 111 S. Sangamon Street in an amount not to exceed \$4,999.00, pending approval of the Historic Preservation Commission and the sale of the building.
- D. Approval of Façade Grant to Common Cents Homes LLC, d/b/a The Blue Dog, for property at 113 S. Sangamon Street in an amount not to exceed \$1,601.00, pending approval of the Historic Preservation Commission and the sale of the building.

11. **Announcements**

12. **Possible Executive Session**

13. **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.

REGULAR CITY COUNCIL MEETING

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

Monday, May 15, 2023

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Welch at 7:01pm, with proper notice given. City Clerk Peggy Bateman called roll.

Present:

Alderman Robin McClallen, Ward 1
Alderman Steve Parrott, Ward 1
Vacant, Ward 2
Alderman Sam Downs, Ward 2
Alderman Kevin Bateman, Ward 3
Alderman Wanda Lee Rohlf, Ward 3
Vacant, Ward 4
Alderman Craig Eimer, Ward 4

Staff Present:

Peggy Bateman, City Clerk
John Hoblit, City Attorney
Bob Dunovsky, Fire Chief
Walt Landers, Streets Superintendent
Joe Meister, Police Chief
Chuck Conzo, City Treasurer
Andrew Bowns, Veolia Water, Project Manager

Absent:

Wes Woodhall, Building and Safety Officer

Presiding:

Tracy Welch, Mayor

Public Comment:

Rob Harmon was present to address the council regarding car shows in the downtown area.

Consent Agenda by Omnibus Vote:

A. Payment of Bills

B. Approval of minutes for March 28, 2023 Committee of the Whole Meeting, April 3, 2023

Regular City Council Meeting, April 11, 2023 Committee of the Whole Meeting, April 17, 2023

Regular City Council Meeting, April 17, 2023 Budget Workshop-FY 23/24, April 25, 2023 Public Hearing, April 25, 2023 Special Voting Meeting.

C. Approval of Request from the Logan County Tourism Bureau to permit the closing of the 1000 and the 1100 block of First Street and a portion of the 700 block of South Jefferson Street on Saturday, June 24, 2023 from 1:00 p.m. until 5:00 p.m. for the Cruise-in fundraiser for the Mill Museum.

D. Approval of Request from the City of Lincoln Third Friday Committee to permit the closing of various City streets on Friday, May 19, 2023 and Friday, July 21, 2023 from 4:00 p.m. until 10:00

p.m. and on Friday, June 16, 2023 from 4:00 p.m. until midnight for Third Friday Events.

E. Approval of request from the Lincoln Railsplitter Antique Auto Club, Inc. to permit the closing of the 100 Block of South Kickapoo Street between Broadway Street and Pulaski Street on Saturday, May 27, 2023, Saturday, June 24, 2023, Saturday, July 29, 2023, and Saturday, September 23, 2023 from 8:00 am until 11:00 am for the Cars and Coffee Meet for the Collector Cars.

Alderman Bateman made the motion to approve, Alderwoman Rohlfs seconded. Mayor Welch called for discussion.

There being no other discussion, City Clerk Bateman called roll.

Yeas: (6) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (0)

Abstain: (0)

Absent: (0)

Mayor Welch moved to other items on the agenda.

Ordinances and Resolutions:

A. Approval of the Motor Fuel Tax Maintenance Program Resolution 2023-477 for FY 2023-2024.

Alderwoman Rohlfs made the motion to approve, Alderwoman McClallen seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called roll.

Yeas: (6) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (0)

Abstain: (0)

Absent: (0)

B. Ordinance 2023-1005 amending Sections 8-10-4, 8-10-7, 8-10-9 of the City Code regarding signs.

Alderman Parrott made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called roll.

Yeas: (6) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (0)

Abstain: (0)

Absent: (0)

C. Resolution 2023-476A establishing salaries and/or Pay Increases for the City of Lincoln.

Alderman Bateman made the motion to approve, Alderman Eimer seconded. Mayor Welch called for discussion.

Alderwoman McClallen thanked Police Chief Meister for the information he provided the council regarding his civilian employees. She agreed that the department heads should be making these annual wage increase decisions and that an annual review should be done to help with that.

Alderman Parrott went through comparable wages with the State. He said that it was unfortunate how this item came about but he said the council does value the employees.

Alderwoman Rohlf's suggested that the council look at longevity for the non-union employees.

There being no other discussion, City Clerk Bateman called roll.

Yeas: (5) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (1) Alderwoman Wanda Lee Rohlf's

Abstain: (0)

Absent: (0)

Mayor Welch moved to other items on the agenda.

Reports:

A. City Treasurer's Report for April, 2023

General Fund balance is about \$550,000 more than last year. A few more bills will come through

Police Pension went up \$65,000 from last month

Fire Pension – don't have April's report from the State

Municipal Sales tax – up a little from last year

Non Home Rule Sales tax – up slightly from last year

State Income Tax – down about \$35,000 for the first 3 months

Video Gaming – up \$3700 from last year

MFT – down from last year

B. City Clerks Report for April, 2023

\$259,772.25 was received in sewer payments for April 2023. \$28,332.83 of that was received from both prisons.

C. Department Head Reports for April, 2023

There reports are on file or will be soon.

Mayor Welch moved to other items on the agenda.

New Business/Communications:

A. Advise and Consent to the Mayoral Appointment of Alderwoman Robin McClallen to the Economic Development Commission.

Alderwoman Rohlf's made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (5) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlf's, Alderman Kevin Bateman

Nays: (0)

Abstain: (1) Alderwoman Robin McClallen

Absent: (0)

B. Approval of payment to Otto Baum Co. for completion of the Half Moon Drive and Eaton Drive Curb Project in an amount not to exceed \$17,390.30.

Alderman Bateman made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (6) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (0)

Abstain: (0)

Absent: (0)

C. Approval of the contract for Sewer O&M Services between Veolia and City of Lincoln for FY 2023-2024 in an amount not to exceed \$1,422,233.00.

Alderman Parrott made the motion to approve, Alderwoman Rohlfs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

Yeas: (6) Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen

Nays: (0)

Abstain: (0)

Absent: (0)

Announcements:

- Request to the council for a special meeting on May 30th at 6pm to vote on a request going through the Planning Commission for a special use permit at the old St Clara's Manor.
- The surveyors have completed their work on S. Lake road. Documentation was found that shows the Condo Association owns that road. The City owns a portion of the concrete pad near Kickapoo St. The Condo Association is willing to grant a permanent easement for access to the solar panels. Documents will be copied and given to the City for record.
- Mayor Welch has reached out to GOVHR twice but has not received a call back.
- People have embraced the Dog Park. A group has begun on Facebook. IAW should be installing the water line soon. Melrose Park was vandalized a week after the ribbon cutting.
- 3rd Fridays is this Friday. Volunteers are still needed.
- Alderman Bateman thanked the citizens for the support of the race track. Huge turnout.
- Alderman Eimer thanked the Sewer and Street Departments for the sod at the Harrison St project.
- City Cleanup and tire collection this Saturday 8am – 4pm at the Lincoln Municipal Cleanup.
- Police Chief Meister thanked the Council for reconsidering the salary increases voted on tonight. He feels that this sets a higher standard to other local employers to bring better paying jobs to our community to help it grow.

Adjournment:

There being no further discussion to come before the City Council of Lincoln, Alderman Downs motioned to adjourn, seconded by Alderwoman Rohlfs. Mayor Welch adjourned the meeting at 7:52 p.m.

Respectfully Submitted By:

Charity Hutchison, Recording Secretary

REQUEST TO PERMIT EVENT WITH STREET CLOSURE

Must Have Council Approval

JUN 26 2023

Date(s) of Event: July 9, 2023

A copy of this form must be available at the Event!

RECEIVED

Please describe below your request for use of City Property.

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

All Church Potluck / Picnic at Lincoln First United Methodist Church, 302 Broadway St, Lincoln, IL. Food, tables, chairs will be set up on church parking lot behind the church. A Bounce House will be set up on church parking lot across the alley. Since children and adults will be crossing the alley, we are requesting temporary closure of the alley between NOON and 3 PM on that date

Location of Event Property: (Address Utilized Space) 302 Broadway St, Lincoln, IL 62656

Items occupying street space utilized: Alley

Date(s) and time(s) for usage of Property: July 9, 2023 Noon - 3 PM

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? Alley between the church and the church parking lot

Closed from Noon a.m./p.m. until 3 PM 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, NO

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

Business/Organization/Sponsor Name: Lincoln First United Methodist Church

Contact Name: Bridget Schneider / Committee Chair Email:

Address: 302 Broadway St

Signature: Bridget Schneider

Phone: Business:

Cell: 217-737-4124

APPROVED: (signatures)

Police Department: Joseph H. Meister

Mayor: [Signature]

Fire Department: [Signature]

Vote: Council Approval ___ Years ___ Nays

Street Department: Walt Jandl

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.

CERTIFIED ESTIMATE OF SUPPLEMENTAL REVENUES BY SOURCE

CITY OF LINCOLN

The undersigned, City Treasurer of the City of Lincoln, Logan County, Illinois, does hereby certify that the estimate of Supplemental Revenues by source, and anticipated to be received by said taxing district, is attached hereto by separate document and is a true and correct copy of said anticipated additional revenues for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

This certification is made and filed pursuant to the requirement of Public Act 89-455 (35ILCS 200/18-50) and on behalf of the City of Lincoln, Logan County, Illinois.

This certification must be filed within thirty (30) days after the adoption of the Appropriation Ordinance.

Dated this ____ day of July, 2023

Charles N. Conzo, City Treasurer

Filed this ____ day of July, 2023

Theresa Moore, County Clerk

SUPPLEMENTAL REVENUE PROJECTIONS --2017-2018

| Fund No. | Fund Name | Revenue Source | Amount |
|----------|---------------|-------------------------------------|-----------------|
| 02 | General Fund | Logan County Parks Grant | \$ 5,000.00 |
| 50 | Sewer O. & M. | Loan Proceeds Over Rev. Projections | \$ 2,217,780.22 |
| 70 | Equip. Rental | Loan Proceeds-Equipment | \$ 366,060.00 |

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CERTIFICATION OF SUPPLEMENTAL APPROPRIATION ORDINANCE

CITY OF LINCOLN

The undersigned, duly elected, qualified and acting Clerk of the City of Lincoln, Logan County, Illinois, does hereby certify that attached hereto is a true and correct copy of the Supplemental Appropriation Ordinance of said City for the fiscal year beginning May 1, 2022 and ending April 30, 2022, as adopted on December 1, 2023.

This certification is made and filed pursuant to the requirement of Public Act 88-455 (35ILCS 200/18-50) and on behalf of the City of Lincoln, Logan County, Illinois.

This certification must be filed within thirty (30) days after The adoption of the Supplemental Appropriation Ordinance.

Dated this _____ day of July, 2023

Peggy Bateman, City Clerk

Filed this _____ day of July, 2023

Theresa Moore, County Clerk

ORDINANCE NO. 2023-_____

ORDINANCE ADOPTING AMENDMENT #1 TO APPROPRIATION ORDINANCE

CITY OF LINCOLN

May 1, 2022 - April 30, 2023

WHEREAS, the City Council has directed the Corporate Authorities to prepare an Appropriation Ordinance; and

WHEREAS, the Corporate Authorities worked diligently in the preparation of The Appropriation Ordinance for the fiscal year beginning May 1, 2022 and ending April 30, 2023, and

WHEREAS, the City Council desires to limit the spending of the City according to those items as set forth in the Working Appropriation Ordinance unless approved by the Council; and

WHEREAS, the total Budget expenditures and Appropriation expenditures for the fiscal year beginning May 1, 2022 and ending April 30, 2023 will not be exceeded as a result of the Appropriation changes described herein;

NOW THEREFORE, it is hereby resolved that the amendments within the Appropriation, as proposed by the Corporate Authorities on July , 2023, as attached and incorporated herein, are hereby adopted as a spending limit for the items contained therein and before expenditures shall be made in excess for items not contained therein, it shall be necessary to apply to the City Council for a modification of the Appropriation Ordinance. This Ordinance shall be in effect the day of July, A. D. 2022.

This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law

| | <u>Transfer From:</u> | <u>Transfer To:</u> |
|--------------|--|---|
| \$ 1,200.00 | 02-3600-4086 Streets & Alleys-Clothing Allow. | 02-3600-8362 Streets & Alleys-Printing/Publishing |
| \$ 420.00 | 02-3600-5106 St. & Alleys-Supplies/Gas & Oil | 02-3600-5202 Streets & Alleys-Supplies/General |
| \$ 61.00 | 02-3606-4014 Streets & Alleys/Salaries-Hourly | 02-3606-4017 Streets & Alleys/Salaries-Clerical |
| \$ 15,468.00 | 02-3600-5106 St. & Alleys-Supplies/Gas & Oil | 02-3600-6441 St. & Alleys-Tree Trim/Stump Removal |
| \$ 15,093.00 | 02-3606-5116 Streets & Alleys-Supplies-Mat | 02-3600-6441 St. & Alleys-Tree Trim/Stump Removal |
| \$ 56,439.00 | 02-3606-4014 Streets & Alleys/Salaries/Hourly | 02-3600-6441= St. & Alleys-Tree Trim/Stump Removal |

Additional Revenue:

\$ 21,436.00
Loan From Sewer O. & M.

Additional Expense:

02-0604-6482
Landfill Clean-up

| | <u>Transfer From:</u> | <u>Transfer To:</u> |
|--------------|--|---|
| \$ 11,256.00 | 43-0100-9969 G.O. Bond Expenditures | 43-0200-7865 G.O. Bond Expenditures-Tech. & Equip. |

Amount:

\$ 7,594.00
Sewer Plant/Repairs Equip.

Transfer To:

50-7400-5214
Sewer Plant/Repairs & Maint. Equip.

Additional Revenue:

\$ 2,217,780.22
Loan Proceeds-Over Rev. Projections.

Additional Expenditures:

\$ 684,441.83
50-7400-7867
CSO/LTCP

Amount:

\$ 36,497.97
-
\$ 11,983.45
\$ 395,448.82
\$ 335,638.07

56-0007
Loan Principal & Int. Payment

56-0007
Loan Principal & Int. Payment

56-0007
Loan Principal & Int. Payment

56-0007
Loan Principal & Int. Payment

Transfer To:

56-0007-8852
Union St. Loan Principal Payment

56-0007-8853
Union St. Loan Interest Payment

56-0007-8852
CSO Loan Principal Payment

56-0007-8863
CSO Loan Interest Payment

| | | |
|--------------|--|--|
| \$ 19,399.89 | 60-3600-7827 Cap. Expense-Micro-surfacing | 60-3600-7850 Participate In Lincoln Parkway |
|--------------|--|--|

Additional Revenue:

\$ 366,060.00
70-0000-3980
Loan Proceeds-Equipment

Additional Expense:

70-1200-7860
Police Department Vehicles

**Amendment To Appropriations Ordinance
Fiscal Year 2022-2023**

| <u>Amount:</u> | <u>Transfer From:</u> | <u>Transfer To:</u> |
|----------------------------|--|--|
| \$ 3,946.00 | 02-0018-8385 Insurance-Vehicle Liability | 02-0018-8389 Insurance--Property |
| \$ 1,110.00 | 02-0000-4098 Municipal Retirement Contrib. | 02-000-8324 Audit Fee |
| \$ 3,126.00 | 02-0000-4098 Municipal Retirement Contrib. | 02-0000-5208 Repairs/Maintenance-Sirens |
| \$ 87.00 | 02-0204-5412 City Clerk-Equip./Computers | 02-0204-6435 City Clerk-Contractual Services |
| \$ 175.00 | 02-0254-4014 Salaries-Council Secretary | 02-0254-4010 Salaries-Elected Officials |
| \$ 31.00 | 02-0254-8474 Mayor/Council-Telephone, etc. | 02-0254-5102 Mayor/Council-Supplies/Office |
| \$ 19.00 | 02-0254-8474 Mayor/Council-Telephone, etc. | 02-0254-8410 Mayor/Council-Postage |
| \$ 880.00 | 02-0604-6439 Contingencies-Software Maint. | 02-0604-6435 Contingencies-Copier Lease |
| \$ 8,879.00 | 02-0604-6438 Contingencies-Communication | 02-0604-6436 Contingencies-Radios/Cameras |
| <u>Additional Revenue:</u> | | <u>Additional Expense:</u> |
| \$ 5,000.00 | 02-0000-3860 Logan County Parks Grant | 02-0224-8410 Logan County Parks Grant Expenses- |
| | <u>Transfer To:</u> | <u>Transfer To:</u> |
| \$ 178.00 | 02-0800-5112 Fire Dept.-Equip./Computers | 02-0800-5102 Fire Dept.-Supplies/Office |
| \$ 55.00 | 02-0800-8474 Fire Dept.-Telephone/Mobile | 02-0800-8402 Fire Dept.-Fire Dept.-Dues/Subs. |
| \$ 972.00 | 02-0800-5202 Fire Dept.-Repairs/Maint./Equip. | 02-0800-5214 Fire Dept.-Equip. Replacement Fund |
| \$ 11.00 | 02-0806-4018 Fire Dept. Salaries-Overtime | 02-0806-4012 Fire Dept. Salaries-Appointed |
| \$ 963.00 | 02-1400-8474 Bldg. & Grounds-Telephone | 02-1400-6433 Bldg. & Grounds-Internet Service |
| \$ 6,110.00 | 02-1400-8302 Bldg. & Grounds-Utilities/Elect. | 02-1400-6433 Bldg. & Grounds-Contractual Services |
| \$ 622.00 | 02-1400-5212 Bldg. & Gr.-Repairs/Maint./Bldg. | 02-1400-5202 Bldg. & Gr.-Repairs/Maint/Equip. |
| \$ | | |

Transfer From:

Transfer To:

\$ 218,938.00

81-0000-8523
ARPA Fund-Grant Expenditures

81-0000-8521
ARPA Fund-City Hall Windows

\$ 209,300.23

81-0000-8523
ARPA Fund-Grant Expenditures

81-0000-8524
ARPA Fund-City Parks

\$ 14,658.34

81-0000-8523
ARPA Fund-Grant Expenditures

81-0000-8525
ARPA Fund-Dog Park

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The vote on the adoption of this Ordinance was as follows:

Ald. Parrott _____

Ald. McClallen _____

Ald. Downs _____

Vacant _____

Ald. Rohlfis _____

Ald. Bateman _____

Ald. O'Donaghue _____

Ald. Eimer _____

Ayes: _____

Nays: _____

Absent: _____

Abstentions: _____

Passed and approved this _____ day of _____, 2023.

City of Lincoln

BY: _____

Tracy Welch, Mayor
City of Lincoln,
Logan County, Illinois

ATTEST; _____ (SEAL)

Peggy S. Bateman, City Clerk
City of Lincoln,
Logan County, Illinois

MEMORANDUM

TO: Mayor and City Council Members
FROM: Ashley Metelko, Administrative Assistant
MEETING DATE: June 27, 2023
RE: Economic Development Commission Grant Approvals

Background:

On June 16, 2023, the Economic Development Grant Commission met and approved the following applications:

STRUCTURAL GRANTS:

5th Street Food Mart/Shivam om Oil – 1302 5th Street

- *Roof Replacement*

Amount approved by Economic Development Commission on June 16, 2023: \$7,500.00

FACADE GRANTS:

1. McEntires Home Appliance/Carie Groves – 403 Broadway Street

- *install flashing, 2x4 treated furring strips, metal siding, and top cap for wall approximately 65'x20'.*

(Pending Approval of Historic Preservation Commission)

Amount approved by Economic Development Commission on June 16, 2023: \$6,901.50

2. Blue Dog/Common Cents Homes LLC – 111 S Sangamon Street

- *Wash, Paint, signage, front window tint, removal of old awning.*

(Pending Approval of Historic Preservation Commission and sale of building)

Amount approved by Economic Development Commission on June 16, 2023: \$4,999.00

3. Blue Dog/Common Cents Homes LLC – 113 S Sangamon Street

- *Wash, Paint, place logo decals/signage.*

(Pending Approval of Historic Preservation Commission and sale of building)

Amount approved by Economic Development Commission on June 16, 2023: \$1,601.50