VILLAGE BOARD OF TRUSTEES
MEETING MINUTES
January 21, 2019

Mayor Wells called the Meeting of the Mt. Zion Village Board of Trustees to order at 5:15 p.m. in the Village Hall Board Room. The following Board Members were present for roll call: Ellen Ritchie, Donna Scales, Wendy Kernan, and Kevin Fritzsche. Also present were Village Administrator, Julie Miller, Director of Public Works, Chad Reynolds, Chief of Police, Adam Skundberg, Director of Parks and Recreation, Tiffany Wilson, Event Coordinator, Tiffany Ball, Village Treasurer, Corey McKenzie, and Village Clerk, Dawn Reynolds. Mike Mose and Ron Johnson were absent.

Pledge of Allegiance

Public Forum: Four (4) people were present. No one wished to address the Board at this time.

Consent Agenda: A motion was made by Trustee Scales to approve the Consent Agenda as presented, seconded by Trustee Fritzsche. A breakdown of Fund Warrants for the period ending December 17, 2018 and January 21, 2019 is as follows: General Fund - $109,503.31, Convention Center - $14,350.12, Motor Fuel Tax - $8,326.66, Water Revenue Fund - $485,901.25, and Sewer Revenue Fund - $65,914.17. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of an Ordinance Annexing and Rezoning Certain Property to the Village of Mt. Zion, Macon County, Illinois and an Ordinance Approving the Mt. Zion Medical Addition Final Plat a Subdivision within the Village of Mt. Zion: Administrator Miller presented ordinances annexing, rezoning and final plat for the Mt. Zion Medical Addition – 3990 S. Mt. Zion Road/104 Ashland Avenue. The property owner, Sams and Sullivan Properties, LLC have petitioned to annex approximately 4 acres into the Village and create the Mt. Zion Medical Addition. If approved, one lot will be created consisting of approximately 4.79 acres zoned VB-3 Highway Commercial. A public hearing was held by the Mt. Zion Planning Commission and Zoning Board of Appeals on January 8, 2019 with no objections received. The Board unanimously recommended approval of the annexation, rezoning and final plat as presented.

Mary Cave and Cory Hosier of Chastain & Associates were available for questions.

A motion was made by Trustee Kernan to approve the Ordinance Annexing and Rezoning Certain Property to the Village of Mt. Zion, Macon County, Illinois and the Ordinance Approving the Mt. Zion Medical Addition Final Plat a Subdivision Located within the Village of Mt. Zion, Illinois as presented, seconded by Trustee Fritzsche. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of Sale Option for 835 Crestview Drive – Vacant Lot: Administrator Miller presented two options to sell the real estate obtained through condemnation proceedings in 2018. The Village obtained a demolition order and placed a lien on the property in the amount of $26,482.37 for demolition and legal expenses. Once the lien was assessed, the Village foreclosed on the lien and took possession of the property. The property is an empty lot consisting of approximately .27 acres.

State Statutes allow municipalities to sell real estate two different ways. The first option, by ordinance, is to take sealed bids at a Village Board meeting after publishing a public notice three weeks in a row in the local newspaper. The Village Board can accept the highest bid or reject all bids.

The second option, by resolution, is to obtain an MAI certified appraisal and either sell by public auction or real estate agent. The resolution may direct the sale to be conducted by staff of the municipality, by listing with a local licensed real estate agency (agent's commission shall be published in the resolution)

or by public auction (Municibid). However, in no event shall the property be sold for less than 80% of the appraised value.

The Macon County Assessor has the property's fair market value at $11,364. If the property were appraised at that amount, the 80% threshold is $9,091.20. The cost of an MAI appraisal is approximately $400-$800 based on previous appraisals.

Staff's goal is to get the property back in private ownership and discontinue the maintenance (mowing).

A motion was made by Trustee Fritzsche to proceed with the sale of 835 Crestview Drive utilizing the sealed bid process, seconded by Trustee Kernan. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of 2018 Budget Adjustments: Treasurer McKenzie presented the budget adjustments for Fiscal Year 2018, which is an annual requirement prior to the audit.

A motion was made by Trustee Scales to approve the budget adjustments for Fiscal Year 2018 as presented, seconded by Trustee Kernan. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of an Ordinance Approving a Budget Amendment – Police Pension Fund: Treasurer McKenzie presented for consideration an Ordinance Amending the Budget for Fiscal Year 2018 for the Police Pension Fund due to an unforeseen pension refund. The original budget amount was $75,400. The ordinance raises the budget amount to $97,904.

A motion was made by Trustee Scales to approve the Ordinance Amending the Budget for Fiscal Year 2018 as presented, seconded by Trustee Fritzsche. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of an Ordinance Amending Chapter 153 Building Code within the Village of Mt. Zion – Building Codes and Building Permit Fees: Administrator Miller presented an ordinance amending several sections of Chapter 153 Building Code of the Village's Code of Ordinances. The City of Decatur and Macon County updated their ordinances and adopted newer building codes. Staff recommends the Village adopting the new codes as well to help ensure that new construction is built to current national standards and it helps alleviate confusion for contractors and builders who work in Macon County.

The ordinance also increased the building permit fee by $0.05 per square foot, making the fee $0.15 per square foot. The last increase was in 1996.

A motion was made by Trustee Fritzsche to approve the Ordinance Amending Chapter 153 Building Code within the Village of Mt. Zion as presented, seconded by Trustee Kernan. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of Mayoral Appointment to the Mt. Zion Police Commission – Robert Kistenfeger: Mayor Wells presented for consideration the re-appointment of Robert Kistenfeger to the Board of Fire and Police Commissioners for a 3 year term ending December 31, 2021. Mr. Kistenfeger currently serves on the Board and has agreed to continue to serve as commissioner.

A motion was made by Trustee Kernan to approve and confirm Robert Kistenfeger to the Board of Fire and Police Commissioners as presented, seconded by Trustee Scales. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of a Resolution Authorizing and Approving the Execution of an Intergovernmental Agreement with the Illinois Office of the Comptroller Regarding the Access to the

Comptroller's Local Debt Recovery Program: Administrator Miller presented for consideration a resolution to enter into an intergovernmental agreement with the State Comptroller's office to collect delinquent debts such as outstanding fines, property code violations, and water/sewer bills. The comptroller charges an administrative fee which is collected from the debtor.

Currently, unpaid water bills are turned over to a collection agency which keeps 33.33% of the collected debt and the collection rate is low. Unpaid mowing charges are collected through a lien placed on the property and only collected when the property is sold. Clerk Reynolds has spoken to several Clerks in Illinois that are happy to report the success of the program.

A motion was made by Trustee Fritzsche to approve the Resolution Authorizing and Approving the Execution of an Intergovernmental Agreement with the Illinois Office of the Comptroller Regarding Access to the Comptroller's Local Debt Recovery Program as presented, seconded by Trustee Kernan. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of an Ordinance Amending Chapter 50 – Water – Section 50.03 Payment; When Due; Shutoff of Service for Nonpayment: Administrator Miller presented for consideration an ordinance amending the water turn-on fee for non-payment to $50. The current fee is $30 during regular office hours and $40 after hours. The majority of water turn-ons occur after hours creating an overtime situation for the Public Works Department. A comparison of water reconnection fees was provided of neighboring municipalities with the majority charging $50.

A motion was made by Trustee Kernan to approve the Ordinance Amending Chapter 50 – Water in the Code of Ordinances for the Village of Mt. Zion, Illinois as presented, seconded by Trustee Fritzsche. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of an Ordinance Establishing an Administrative Procedure for Assessing and Determining Claims Under PSEBA: Administrator Miller presented for consideration an ordinance drafted and recommended by the Illinois Municipal League as a result of several court cases regarding Illinois' Public Safety Employee Benefits Act (PSEBA) law. Both home rule and non-home rule municipalities should adopt by ordinance administrative procedures for conducting a process and hearing to consider an application from their disabled firefighters and police officers, or their survivors, for PSEBA benefits. Village Attorney, Ed Flynn has reviewed the ordinance.

A motion was made by Trustee Fritzsche to approve the Ordinance Establishing an Administrative Procedure for Assessing and Determining Claims Under PSEBA as presented, seconded by Trustee Ritchie. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Discussion and Approval of Preferred Caterer Agreement – CAC Restaurants, Inc. – Coz's: Administrator Miller presented for consideration the application of CAC Restaurants, Inc. – Coz's to be a Preferred Caterer for the Convention Center. The Convention Center currently has 5 preferred caterers. Coz's added a small banquet room to their restaurant and has started catering. Coz's liquor license through the Village will cover both the restaurant and catering. It is their responsibility to obtain the appropriate State license for catering off premise.

A motion was made by Trustee Scales to approve CAC Restaurants, Inc. – Coz's as a Preferred Caterer for the Village of Mt. Zion as presented, seconded by Trustee Kernan. A roll call vote was taken: Ritchie-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 4-yea, 0-nay, 2-absent.

Administrator & Staff Items:
Director Wilson announced the Dueling Pianos event on February 9th.

Administrator Miller reported the City of Decatur water contract renewal will be coming to a future Board meeting. Also, Miller and Wilson will be making a short presentation for a grant for the Splash Pad in Springfield tomorrow.

Mayor & Trustees Items:
Trustee Kernan thanked the Public Works Department for an exceptional job done on snow removal.

Mayor Wells thanked Chief Skundberg for the monthly report and gave kudos to Public Works for a job well done.

Adjournment: A motion was made by Trustee Scales to adjourn the January 21, 2019 Village Board meeting, seconded by Trustee Fritzsche. A voice vote was unanimous; motion carried. The meeting was adjourned at 5:53 p.m.

Respectfully submitted,

DReynolds

Dawn Reynolds
Village Clerk