

VILLAGE BOARD OF TRUSTEES
MEETING MINUTES
June 4, 2018

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: Ron Johnson, Shane Mendenhall, Donna Scales, Wendy Kernan, and Kevin Fritzsche. Also present were Village Administrator, Julie Miller, Director of Public Works, Chad Reynolds, Lieutenant Mike Foster, Director of Parks and Recreation, Tiffany Wilson, Event Coordinator, Tiffanie Lynch, Village Treasurer, Corey McKenzie, and Village Clerk, Dawn Reynolds. Mike Mose was 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 Johnson. A breakdown of Fund Warrants for the period ending May 21, 2018 and June 4, 2018 is as follows: General Fund - \$78,273.54, Convention Center - \$6,710.14, Motor Fuel Tax - \$5,124.58, Unemployment - \$7,350.00, 2016 Capital Projects - \$3,439.70, Water Revenue Fund - \$417,538.13, and Sewer Revenue Fund - \$9,444.83. Roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of An Ordinance Repealing and Replacing Ordinance 2018-4 An Ordinance Adding Territory to Enterprise Zone – Decatur Memorial Hospital: Administrator Miller presented for consideration an ordinance to repeal and replace the previous ordinance approved in February 2018 adding property to the Enterprise Zone for a Decatur Memorial Hospital project. The changes were sent to the State of Illinois for final approval and it was discovered that the legal descriptions were incomplete. The State has requested new ordinances be adopted with the corrected legal descriptions. Andrew Taylor, Decatur and Macon County Economic Development Corporation, was present for questions.

A motion was made by Trustee Medenhall to approve the attached Ordinance Repealing and Replacing Ordinance 2018-4 An Ordinance Adding Territory to Enterprise Zone for Decatur Memorial Hospital as presented, seconded by Trustee Fritzsche. A roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of An Ordinance Adopting a Revised Village of Mt. Zion Personnel Policy Manual: Administrator Miller presented for consideration An Ordinance Adopting a Revised Village of Mt. Zion Personnel Policy Manual. In recent years, there have been both State and Federal law changes that affect both employers and employees. The revised personnel policy includes those law changes as well as further clarification of current policies.

The employee council was presented the policy and met to discuss concerns. All concerns were addressed. The Village Attorney has also reviewed the policy, his recommendations for specific language have been included. If approved, a meeting will be held for all current employees to go over the policy and a copy of the new policy will be given to all current employees as well as all new hires.

A motion was made by Trustee Johnson to approve the attached Ordinance Adopting a Revised Village of Mt. Zion Personnel Policy Manual as presented, seconded by Trustee Kernan. A roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of An Ordinance Approving the Final Plat with Variances for Carpenter's Addition a Subdivision Located Within the Village of Mt. Zion, Illinois: Administrator Miller presented for

consideration An Ordinance Approving the Final Plat and a Variance for a Minor Subdivision known as Carpenter's Addition. The new subdivision creates two (2) lots. Lot one (1) will contain three existing apartment buildings and Lot two (2) is currently vacant. The property is located on Dogwood Court. The two lots will share a permanent ingress/egress easement.

Minor subdivisions, less than 5 lots, normally do not require Village Board approval. However, the owners are requesting a variance to allow access for both lots to share a permanent ingress/egress easement that is already a paved roadway and is private property. The Planning and Zoning Board of Appeals met on May 8, 2018 and a public hearing was held. No objectors were present. The Planning Commission unanimously recommended approval of the Final Plat and Variance as requested.

A motion was made by Trustee Fritzsche to approve the attached Ordinance Approving the Final Plat with Variances for Carpenter's Addition a Subdivision Located within the Village of Mt. Zion, Illinois as presented, seconded by Trustee Kernan. A roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval to Authorize An Inter-Agency User Agreement Between The Illinois State Police and The Village of Mt. Zion: Administrator Miller presented for consideration an Inter-Agency User Agreement with the Illinois State Police and the Village of Mt. Zion. The Illinois State Police recently updated the user agreement to include requirements of the Criminal Justice Information Services (CJIS) Security Policy. Agencies with eligibility to receive federal criminal history record information must comply with the CJIS security policy and Illinois legislative mandates. The Village currently does not outsource fingerprinting for liquor licenses. Lieutenant Foster was not aware of an existing agreement.

A motion was made by Trustee Scales to approve the Inter-Agency User Agreement with the Illinois State Police and the Village of Mt. Zion as presented, seconded by Trustee Johnson. A roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Discussion and Approval of Property Tax Abatement – Ruff-Inn-It – Tax Increment Financing District/Enterprise Zone: Administrator Miller presented for consideration a refund to Ruff-Inn-It for property taxes collected as an oversight. The property is included in both the Enterprise Zone as well as the Tax Increment Financing (T.I.F.) District. One of the benefits of the Enterprise Zone is the property tax abatement for three years (100% abatement for year one, 75% abatement for year two, 50% and abatement for year three), but due to the property also being included in the T.I.F. District, the Enterprise Zone Ordinance did not allow for the property taxes to be abated. Andrew Taylor, Decatur and Macon County Economic Development Corporation, was present for questions.

A motion was made by Trustee Johnson to approve and authorize the Village Administrator to execute any and all paperwork necessary to refund the T.I.F. portion of the property taxes collected from the Ruff-Inn-It property, located in both the Enterprise Zone and the T.I.F. District, totaling \$22,111.29 as presented, seconded by Trustee Fritzsche. A roll call vote was taken: Johnson-yea, Mendenhall-yea, Scales-yea, Kernan-yea, and Fritzsche-yea. Motion carried 5-yea, 0-nay, 1-absent.

Administrator & Staff Items:

Treasurer McKenzie reported the most recent Sale of Surplus was a success with every item sold. McKenzie also invited everyone out for the EDC fundraisers for Blue Ribbon Night. June 5th at Las Margaritas, June 12th at Coz's, June 20th at Crawford's, June 26th at Solsa, and every Wednesday in June at Krave.

Event Coordinator Lynch reported that the Summer Kick Off event was a success. A detailed report will be presented at a future Board meeting.

Lieutenant Foster reported that Kyle Gorrell just completed his 5th week of training, must complete 14 weeks total.

Executive Session – Section 2(c)(5) - The purchase or lease of real property for the use of the public body – Broadway Reconstruction Project, Section 2(c)(5): A motion was made by Trustee Fritzsche to enter Executive Session at 5:40 p.m., seconded by Trustee Mendenhall. A voice vote was unanimous, motion carried.

A motion was made by Trustee Fritzsche to exit Executive Session at 6:19 p.m., seconded by Trustee Johnson. A voice vote was unanimous, motion carried.

Adjournment: A motion was made by Trustee Mendenhall to adjourn the June 4, 2018 Village Board meeting, seconded by Trustee Fritzsche. A voice vote was unanimous; motion carried. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,



Dawn Reynolds
Village Clerk