

**City Board Meeting Agenda**  
**City of St. Elmo**  
**August 7, 2019 - 6:00 p.m.**  
**At the City Hall**

**Order of Business**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Board Minutes

Approval of Treasurer's Report

Visitors:

**Reports and Communications from the Mayor and Other City Officers:**

- Citizen of the Year
- Census

**Reports of Standing Committees:**

Chairman Report of Public Works, Sandra Mace

- Lift Station Repairs
- Pay requests and Change Order water line project B & T
- K & C Excavating -- Mulching Brewbaker Drive

Chairman Report of Parks, Local Improvements & Zoning, Kenneth Gammon

- Deken Park Sign

Chairman Report of Public Safety, Rick Mills

- Personnel
- Full Time Officer Collin Gardner pay increase
- Confirm poll vote taken to repair the Tahoe police car
- Vest & Carrier – Chief Rich
- Signage on 2<sup>nd</sup> St. for school bus stop

Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report
- Transfer/Loan Money from Sewer Fund to Water Fund

**Communications, Petitions, Resolutions, Orders and Ordinances:**

- An Ordinance Amending Chapter 13 Division 7 Offenses involving Sale, Distribution and Possession of Tobacco Products of the City of St. Elmo, (Fayette County) Illinois Municipal Code as Listed Below.
- An Ordinance Authorizing Sale of Municipally Owned Personal Property

**Unfinished Business:**

**New Business:**

**Executive Session:**

**Adjourn or Recess:**

**City Board Meeting Minutes**  
**City of St. Elmo**  
**August 7, 2019 - 6:00 p.m.**  
**At the City Hall**

The City Council met in regular session Wednesday, August 7, 2019 at 6:02 p.m. at the City Hall with the following City Officials present: Mayor Ernie Myers, Alderman Sandra Mace, Kenneth Gammon, Rick Mills, Jordan Mahon, Robert Wells and James Russell. Also present was City Clerk Rebecca Werner, Treasurer Mary Magnus, and Chief Brock Rich.

Sales Tax received in July was \$9,748.70  
State Income Tax received in July was \$13,373.92  
State Use Tax received in July was \$3,705.74  
Motor Fuel Tax received in July was \$2,637.02

Pledge of Allegiance

Approval of Board Minutes

Motion #1) Moved by Rick Mills and seconded by Kenneth Gammon to approve the July 3, 2019 Board Meeting minutes.

Ayes: Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

Approval of Treasurer's Report

Motion #2) Moved by JD Russell and seconded by Kenneth Gammon to approve the July 2019 Treasurer's Report as presented totaling \$268,530.75. \$40,452.47 in General Fund; \$4,125.00 in Audit Fund; \$1,226.39 in Social Security Fund; \$21,224.00 in Sewer Fund; \$4,927.75 in Garbage Disposal Fund; \$2,373.42 in Equipment Fund \$81,002.97 in Water Distribution Fund; \$5,249.03 in Motor Fuel Fund; \$0.00 in Road and Bridge Fund; \$0.00 in Insurance Fund; \$225.00 in Hotel/Motel Fund; \$9,057.50 in Special Tax Allocation Fund TIF I; \$0.00 in Special Tax Allocation Fund TIF II; \$913.00 in Special Tax Allocation Fund TIF III; \$0.00 in Public Benefits Fund; \$97,754.22 CDBG Grant Fund.

Ayes: Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

Visitors: Shelby Niehaus, Kim Baron. Kim wants to borrow picnic tables and bleachers for Labor Day at the park, also asked about the citizen of the year and extra handicap parking for the park.

**Reports and Communications from the Mayor and Other City Officers:**

- Citizen of the Year Sandy is in charge of this
- Census – Ernie meet with the Census person and he said that are percentage was low the last time we did this. We need to make sure everyone is counted. The City lost approximately \$1,600 per person not counted.

**Reports of Standing Committees:**

Chairman Report of Public Works, Sandra Mace

- Lift Station Repairs

Motion #3) Moved by Sandra Mace and seconded by Kenneth Gammon to approve the repairs to Rt. 40 lift station from Vandevanter Engineering in the amount of \$6,853.39 plus freight and installation.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Jordan Mahon

- Pay requests and Change Order water line project B & T

Motion #4) Moved by Sandra Mace and seconded by Kenneth Gammon to accept pay request 2A in the amount of \$49,936.50, 2B \$49,500.00, 2C \$49,133.70, 2D \$49,810.50, 2E \$48,517.20, 2F \$48,936.60 and 2G \$20,029.50 from B & T Drainage for the water line project and approve Change Order #2 increase of \$700.00.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Jordan Mahon, Sandra Mace

- K & C Excavating -- Mulching Brewbaker Drive

Motion #5) Moved by Sandra Mace and seconded by Rick Mills to accept the bid from K & C Excavating in the amount of \$1,800.00 to mulch Brewbaker Drive.

Ayes: Rick Mills, JD Russell, Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon

#### Chairman Report of Parks, Local Improvements & Zoning, Kenneth Gammon

- Deken Park Sign

Motion #6) Moved by Kenneth Gammon and seconded by Jordan Mahon to approve purchasing an entry sign at Deken Park from Creative One Signs in Effingham in the amount of \$1520.00.

Ayes: JD Russell, Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills

#### Chairman Report of Public Safety, Rick Mills

- Personnel
- Full Time Officer Collin Gardner pay increase

Motion #7) Moved by Rick Mills and seconded by JD Russell to approve a pay increase of .25 per hour for Officer Gardner becoming a certified full time officer effective July 1, 2019.

Ayes: Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

- Confirm poll vote taken to repair the Tahoe police car

Motion #8) Moved by Rick Mills and seconded by Jordan Mahon to confirm poll vote taken on July 9, 2019 to repair the Tahoe police car in the amount of \$628.44 from Sperry's Service.

Ayes: Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

- Vest & Carrier – Chief Rich

Motion #9) Moved by Rick Mills and seconded by JD Russell to approve the purchase of a vest and carrier from Ray O'Herron in the amount of \$699.99

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Jordan Mahon

- Signage on 2<sup>nd</sup> St. for school bus stop

Motion #10) Moved by Rick Mills and seconded by Kenneth Gammon to approve the purchase of signs from Econo Signs in the amount of \$3,720.00 for school bus stop on 2<sup>nd</sup> St.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Jordan Mahon, Sandra Mace

Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report

Motion #11) Moved by Rick Mills and seconded by Bob Wells to approve the Quarterly Investment Policy Report for April, May and June 2019.

Ayes: Rick Mills, JD Russell, Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon

- Transfer/Loan Money from Sewer Fund to Water Fund

Motion #12) Moved by Sandra Mace and seconded by Rick Mills to approve transferring money from the sewer fund to the water fund in the amount of \$100,000.00.

Ayes: JD Russell, Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills

**Communications, Petitions, Resolutions, Orders and Ordinances:**

- An Ordinance Amending Chapter 13 Division 7 Offenses involving Sale, Distribution and Possession of Tobacco Products of the City of St. Elmo, (Fayette County) Illinois Municipal Code as Listed Below.

Motion #13) Moved by Rick Mills and seconded by Sandra Mace to approve

**ORDINANCE NO. 1028, “An Ordinance Amending Chapter 13 Division 7 Offenses involving Sale, Distribution and Possession of Tobacco Products of the City of St. Elmo, (Fayette County) Illinois Municipal Code”.**

Ayes: Bob Wells, Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

- An Ordinance Authorizing Sale of Municipally Owned Personal Property

Motion #14) Moved by Rick Mills and seconded by JD Russell to approve

**ORDINANCE NO. 1029, “An Ordinance Authorizing Sale of Municipally Owned Personal Property”**

Ayes: Jordan Mahon, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

**Unfinished Business:**

**New Business:**

**Executive Session:**

**Adjourn or Recess:**

Motion #15) Moved by Sandra Mace and seconded by Rick Mills to adjourn the meeting at 7:08 p.m.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Jordan Mahon

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Rebecca Werner, City Clerk