

**City Board Meeting Agenda**  
**City of St. Elmo**  
**May 6, 2020 - 6:00 p.m.**  
**At the American Legion**

**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:**

- Mayoral Appointments
- Zoning Appointment
- Update on Repair or demolish property at 415 N. Olive & 111 S. Pine St.

**Reports of Standing Committees:**

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

- Purchase four wheeler

Chairman Report of Public Safety, Rick Mills

- Vest Purchase

Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report
- General Fund Budget
- Personnel – Raises

Chairman Report of Public Works, Sandra Mace

- Sewer Project Bids
- Clean up days
- Water Sampling Labs
- Lawn Mower
- Pay request sewer line project B & T
- MFT – Compliance Review 2019

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

- Resolution for Maintenance – 2020 Motor Fuel Tax
- Fair Housing Proclamation
- Arbor Day Proclamation
- Park to Kids Day Proclamation
- Poppy Day Proclamation
- National Police Week Proclamation

**Unfinished Business:**

**New Business:**

**Executive Session:**

**Adjourn or Recess:**

05-04-20PC02:32 RCVD

**City Board Meeting Agenda**  
**City of St. Elmo**  
**May 6, 2020 - 6:00 p.m.**  
**At the American Legion**

The City Council met in regular session Wednesday, May 6, 2020 at 6:00 p.m. at the American Legion with the following City Officials present: Mayor Ernie Myers, Alderman Kenneth Gammon, Rick Mills, Robert Wells, Sandra Mace, and Jordan Mahon. Alderman James Russell arrived a couple minutes late. Also present was City Clerk Rebecca Werner, Treasurer Mary Magnus, and Chief Brock Rich.

Sales Tax received in March was \$14,870.44 and April was \$10,133.28  
State Income Tax received in March was \$9997.63 and April was \$14,684.03  
State Use Tax received in March was \$5890.73 and April was \$4,079.05  
Motor Fuel Tax received in March was \$4542.53 and April was \$4387.97

**Pledge of Allegiance**

**Approval of Board Minutes**

Motion #1) Moved by Rick Mills and seconded by Kenneth Gammon to approve the March 4, 2020 Board Meeting minutes. The April Meeting was cancelled due to the Covid-19 Pandemic the State of Illinois Shelter in Place order.

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

**Approval of Treasurer's Report**

Motion #2) Moved by Rick Mills and seconded by Kenneth Gammon to approve the March & April 2020 Treasurer's Report as presented totaling for March \$90,383.42. \$36,457.16 in General Fund; \$0.00 in Audit Fund; \$1,245.26 in Social Security Fund; \$13,177.63 in Sewer Fund; \$5,039.15 in Garbage Disposal Fund; \$1,322.18 in Equipment Fund \$33,142.04 in Water Distribution Fund; \$0.00 in Motor Fuel Fund; \$0.00 in Road and Bridge Fund; \$0.00 in Insurance Fund; \$0.00 in Hotel/Motel Fund; \$0.00 in Special Tax Allocation Fund TIF I; \$0.00 in Special Tax Allocation Fund TIF II; \$0.00 in Special Tax Allocation Fund TIF III; \$0.00 in Public Benefits Fund and for April \$122,351.43. \$40,341.98 in General Fund; \$0.00 in Audit Fund; \$1,174.31 in Social Security Fund; \$27,539.91 in Sewer Fund; \$4,983.95 in Garbage Disposal Fund; \$623.65 in Equipment Fund \$33,138.94 in Water Distribution Fund; \$0.00 in Motor Fuel Fund; \$5,431.54 in Road and Bridge Fund; \$0.00 in Insurance Fund; \$0.00 in Hotel/Motel Fund; \$5,046.47 in Special Tax Allocation Fund TIF I; \$3,144.18 in Special Tax Allocation Fund TIF II; \$926.50 in Special Tax Allocation Fund TIF III; \$0.00 in Public Benefits Fund.

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

Visitors: St. Elmo Banner – Shelby Niehaus

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

- Mayoral Appointments

Motion #3) Moved by Rick Mills and seconded by JD Russell to approve the Mayoral Appointments as presented.

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

- Zoning Appointment

Motion #4) Moved by Sandra Mace and seconded by Rick Mills to approve the Mayoral Appointment of Rita Davis as Zoning Board Member for a 5 year term till March 2025.

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

- Update on Repair or demolish property at 415 N. Olive & 111 S. Pine St. 415 N. Olive signed her place over to D. Durbin and he has demo permit, 111 S. Pine has asked for an extension.

Mayor Myers reported that Rural Med was moving to St. Elmo.

### **Reports of Standing Committees:**

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

- Purchase four wheeler

Motion #5) Moved by Kenneth Gammon and seconded by Rick Mills to approve the purchase of a 4 wheeler from Richard Wines in the amount \$2,500.00.

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

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

- Vest Purchase -- Looking into a donation from Country Financial

Motion #6) Moved by Rick Mills and seconded by Kenneth Gammon to purchase 2 vest and 1 carrier from Ray O'Herron in the amount of \$1495.53.

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

#### Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report

Motion #7) Moved by Rick Mills and seconded by JD Russell to approve the Quarterly Investment Policy Report for January, February and March 2020.

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

- General Fund Budget

Motion #8) Moved by Rick Mills and seconded by Kenneth Gammon to approve the 2020/2021 General Fund budget of \$452,900.00 plus set aside \$50,000.00 for Ordinance Violations.

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

- Personnel – Raises

Motion #9) Moved by Rick Mills and seconded by Kenneth Gammon to approve a .50 per hour raise for McKinney, Caraway, Porter, Bearden, Rich, Nevergall, Gardner, Magnus and Beshears effective May 10, 2020 pay period.

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

#### Chairman Report of Public Works, Sandra Mace

- Sewer Project Bids

Motion #10) Moved by Sandra Mace and seconded by JD Russell to approve the bid from Visu-Sewer of Missouri, LLC in the amount of \$298,162.50 for the sewer project.

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

- Clean up days

Motion #11) Moved by Sandra Mace and seconded by Bob Wells to set clean up days for June 8th and to hire Sanitation Service for 40 yd. roll off dumpsters in the amount of \$540.00 per dumpster.

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

- Water Sampling Labs

Motion #12) Moved by Sandra Mace and seconded by Kenneth Gammon to approve hiring Illinois Environmental Protection Agency for Chemical Analysis in the amount of \$3717.59 and Teklab, Inc. for 24 Coliform samples in the amount of \$357.60 for our Community Water Supply Testing Program for Fiscal Year 2021.

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

- Lawn Mower

Motion #13) Moved by Sandra Mace and seconded by JD Russell to approve the purchase of a Riding Lawn Mower from Riechmann Bros. in the amount \$9,700 with trade.

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

- Pay request sewer line project B & T

Motion #14) Moved by Sandra Mace and seconded by Kenneth Gammon to accept pay request #3 and final in the amount of \$6,679.04 from B & T Drainage for the sewer line project.

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

- MFT – Compliance Review 2019

Motion #15) Moved by Sandra Mace and seconded by Rick Mills to accept the MFT Compliance Review 2019 for the period beginning January 1, 2019 through December 31, 2019.

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

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

- Resolution for Maintenance – 2020 Motor Fuel Tax

Motion #16) Moved by Rick Mills and seconded by JD Russell to adopt **Resolution No. 2020-002, “Resolution for Maintenance of Streets and Highway by Municipality Under the Illinois Highway Code”.**

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

- Fair Housing Proclamation
- Arbor Day Proclamation
- Park to Kids Day Proclamation
- Poppy Day Proclamation
- National Police Week Proclamation

Motion #17) Moved by Sandra Mace and seconded by Kenneth Gammon to approve the Mayor signing the Fair Housing Proclamation, Arbor Day Proclamation, Parks to Kids Day Proclamation, Poppy Day Proclamation and National Police Week Proclamation.

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

#### **Unfinished Business:**

#### **New Business:**

#### **Executive Session:**

**Adjourn or Recess:**

Motion #18) Moved by JD Russell and seconded by Kenneth Gammon to adjourn the meeting at 7:09 p.m.

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

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Rebecca Werner, City Clerk

## Yearly Appointments by Mayor

### **Committees**

#### **Parks, LI & Zoning**

Kenneth Gammon  
Jordan Mahon  
Bob Wells

**3rd Wed. of Month @ 6:00 P.M.**

Chairman

#### **Public Works**

Sandra Mace  
Kenneth Gammon  
James D. Russell

**3rd Wed. of Month @ 6:30 P.M.**

Chairman

#### **Public Safety**

Rick Mills  
James D. Russell  
Bob Wells

**3rd Wed. of Month @ 7:00 P.M.**

Chairman

#### **Finance**

Rick Mills

Chairman

All Alderman

#### **Zoning Board of Appeals**

Maxwell Heaton

Chairman

#### **FOIA Officer**

Ernie Myers

#### **Chief of Police**

Brock Rich

#### **Collector**

Bobbie Beshears

#### **Supt. Of Public Works**

Peg McKinney

#### **Attorney**

Rick Day

#### **Tourism Committee**

SEBA Representative  
Hotel/Motel Owner/Operator  
Hotel/Motel Owner/Operator  
Retail Business Owner  
City Council Representative  
At Large  
At Large

Barb Kilzer

Sandra Mace  
Paula Myers