

City Board Meeting Agenda
City of St. Elmo
April 3, 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:

- Zoning Appointments

Reports of Standing Committees:

Chairman Report of Finance, Rick Mills

- Finance meeting April 24, 2019 @ 6:00 PM
- Chalkable – Power School
- Personnel Policy changes
- IRWA Adm Conference

Chairman Report of Public Works, Sandra Mace

- Write off bad debt
- Water Line Project bid
- Sewer Project bid
- Sewer Lagoon Weed Killer
- Lawn Mower
- Ditch off south field behind properties on East Rt. 40

Chairman Report of Parks, Local Improvements & Zoning, David Watkins

- Hiring janitorial work at Deken Park & Lake Nellie
- Park Maintenance Employee

Chairman Report of Public Safety, Allen Nevergall

Communications, Petitions, Resolutions, Orders and Ordinances:

- Proclamations -- Fair Housing
- Proclamations -- Arbor Day

Unfinished Business:

New Business:

Executive Session: Approval of Executive Session minutes and destruction of tapes of Executive Session minutes

Adjourn or Recess:

City Board Meeting Minutes
City of St. Elmo
April 3, 2019 - 6:00 p.m.
At the City Hall

The City Council met in regular session Wednesday, April 3, 2019 at 6:00 p.m. at the City Hall with the following City Officials present: Mayor Ernie Myers, Alderman Sandra Mace, Kenneth Gammon, Rick Mills, David Watkins and James Russell. Also present was City Clerk Rebecca Werner, Treasurer Mary Magnus, and Chief Brock Rich. Alderman Allen Nevergall was absent.

Sales Tax received in March was \$13,583.64
State Income Tax received in March was \$8,570.72
State Use Tax received in March was \$5,153.50
Motor Fuel Tax received in March was \$2,813.84

Pledge of Allegiance

Approval of Board Minutes

Motion #1) Moved by Rick Mills and seconded by Kenneth Gammon to approve the March 6, 2019 Board Meeting minutes.

Ayes: David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

Absent: Allen Nevergall

Approval of Treasurer's Report

Motion #2) Moved by David Watkins and seconded by JD Russell to approve the March 2019 Treasurer's Report as presented totaling \$109,473.81. \$32,147.29 in General Fund; \$0.00 in Audit Fund; \$1,170.43 in Social Security Fund; \$18,343.13 in Sewer Fund; \$4,881.00 in Garbage Disposal Fund; \$805.42 in Equipment Fund \$51,416.48 in Water Distribution Fund; \$0.00 in Motor Fuel Fund; \$311.06 in Road and Bridge Fund; \$0.00 in Insurance Fund; \$0.00 in Hotel/Motel Fund; \$399.00 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.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, David Watkins

Absent: Allen Nevergall

Visitors: Shelby Niehaus & Randy Watson Centennial time, St Elmo will be celebrating 150 years in 2021. Randy wants to put a group of people together and start working on a celebration.

Reports and Communications from the Mayor and Other City Officers:

- Zoning Appointments

Motion #3) Moved by David Watkins and seconded by Kenneth Gammon to approve the Mayoral Appointment of Dennis Riley as Zoning Board Member for an unexpired 3 year term till March 2022 and Dave Hill as Zoning Board Member for an unexpired 4 year term till March 2023. They will be filling the vacancy of LeMar Marchman and JD Russell.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, David Watkins, Sandra Mace

Absent: Allen Nevergall

Reports of Standing Committees:

Chairman Report of Finance, Rick Mills

- Finance meeting April 24, 2019 @ 6:00 PM
- Chalkable – Power School

Motion #4) Moved by Rick Mills and seconded by JD Russell to approve the annual license fee for Accounting & Payroll of \$978.50 with Chalkable - PowerSchool our software company.

Ayes: Rick Mills, JD Russell, David Watkins, Sandra Mace, Kenneth Gammon
Absent: Allen Nevergall

- Personnel Policy changes

Motion #5) Moved by Rick Mills and seconded by David Watkins to amend the personnel policy sections title Vacations, Employee Service Award, Holidays & Sick Leave as attached.

Ayes: JD Russell, David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills
Absent: Allen Nevergall

- IRWA Adm Conference

Motion #6) Moved by Rick Mills and seconded by Kenneth Gammon to allow Treasurer Magnus to attend the IRWA Adm Conference on May 16 & 17, 2019 at Fairview Heights, Illinois with the city paying all fees (\$165), hotel (\$112 plus tax), mileage and meals.

Ayes: David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell
Absent: Allen Nevergall

Chairman Report of Public Works, Sandra Mace

- Write off bad debt

Motion #7) Moved by Sandra Mace and seconded by David Watkins to approve writing off the bad debt that is attached.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, David Watkins
Absent: Allen Nevergall

- Water Line Project bid – Bids came in high, working on getting them down
- Sewer Project bid

Motion #8) Moved by Sandra Mace and seconded by Kenneth Gammon to approve the bid from B&T Drainage Inc. in the amount up to \$152,300 for the sewer project.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, David Watkins, Sandra Mace
Absent: Allen Nevergall

- Sewer Lagoon Weed Killer

Motion #9) Moved by Sandra Mace and seconded by Kenneth Gammon to approve quote from Progressive Chemical & Lighting in the amount of \$640.00 for the sewer lagoon weed killer 50 pounds of weed killer.

Ayes: Rick Mills, JD Russell, David Watkins, Sandra Mace, Kenneth Gammon
Absent: Allen Nevergall

- Lawn Mower—Riding mower 52”

Motion #10) Moved by Sandra Mace and seconded by Kenneth Gammon to approve the purchase of a Riding Lawn Mower from Austin’s Parts & Hardware in the amount \$4,164.00.

Ayes: JD Russell, David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills
Absent: Allen Nevergall

- Ditch off south field behind properties on East Rt. 40

Motion #11) Moved by Sandra Mace and seconded by JD Russell to approve the quote from WRW Concrete, Inc. in the amount of \$1900.00 for the ditch work off south field behind properties on East Rt. 40.

Ayes: David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

Absent: Allen Nevergall

Chairman Report of Parks, Local Improvements & Zoning, David Watkins

- Hiring janitorial work at Deken Park & Lake Nellie

Motion #12) Moved by David Watkins and seconded by Kenneth Gammon to approve hiring Bobbie Beshears for Deken Park & Lake Nellie janitor at minimum wage per hour not to exceed 3 hours per week.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, David Watkins

Absent: Allen Nevergall

- Park Maintenance Employee

Chairman Report of Public Safety, Allen Nevergall

Communications, Petitions, Resolutions, Orders and Ordinances:

- Proclamations -- Fair Housing
- Proclamations -- Arbor Day

Motion #13) Moved by Sandra Mace and seconded by David Watkins to approve the Mayor signing the Fair Housing and Arbor Day Proclamations.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, David Watkins, Sandra Mace

Absent: Allen Nevergall

Unfinished Business:

New Business:

Executive Session: Approval of Executive Session minutes and destruction of tapes of Executive Session minutes

Motion #14) Moved by David Watkins and seconded by Sandra Mace to move into Executive Session for the purpose of Approval of Executive session minutes and destruction of tape of Executive Session minutes at 6:45 p.m. with Mary Magnus present.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, David Watkins, Sandra Mace

Absent: Allen Nevergall

Motion #15) Moved by David Watkins and seconded by JD Russell to adjourn from Executive Session at 6:53 p.m.

Ayes: Rick Mills, JD Russell, David Watkins, Sandra Mace, Kenneth Gammon

Absent: Allen Nevergall

Adjourn or Recess:

Motion #16) Moved by JD Russell and seconded by David Watkins to adjourn the meeting at 6:55 p.m.

Ayes: JD Russell, David Watkins, Sandra Mace, Kenneth Gammon, Rick Mills

Absent: Allen Nevergall

Rebecca Werner, City Clerk