

**City Board Meeting Agenda**  
**City of St. Elmo**  
**May 5, 2021 - 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**

**Swearing in of newly elected officials**

**Visitors:**

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

- Mayoral Appointments

**Reports of Standing Committees:**

Chairman Report of Public Works, Sandra Mace

- M & G Engineering Professional Service Agreement (Water Grant)
- Water Sampling Labs
- MFT (Motor Fuel Tax) bids

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

- Donald Reed resignation
- Deken Park Maintenance & Deken Park Janitor
- Marty Haslett – Zoning -- city property

Chairman Report of Public Safety, Rick Mills

- Brian Roedl resignation
- Ammo
- Tires for Chevy Police Car

Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report
- General Fund Budget
- Personnel – Raises
- Electrical bid on city buildings and street lights

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

- Kids to Park Day Proclamation
- Poppy Day Proclamation
- National Police Week Proclamation

**Unfinished Business:**

**New Business:**

**Executive Session:**

**Adjourn or Recess:**

## City Board Meeting Minutes

City of St. Elmo

May 5, 2021 - 6:00 p.m.

At the American Legion

The City Council met in regular session Wednesday, May 5, 2021 at 6:00 p.m. at the American Legion with the following City Officials present: Mayor Ernie Myers, Alderman Kenneth Gammon, Robert Wells, Rick Mills, Sandra Mace, James Russell, and Danielle Fontaine. Also present was Clerk Rebecca Werner and Treasurer Mary Magnus and newly elected Mayor Kimberly Baron.

### Pledge of Allegiance

### Approval of Board Minutes

Motion #1) Moved by Rick Mills and seconded by Sandra Mace to approve the April 7, 2021 Board Meeting minutes.

Ayes: Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

### Approval of Treasurer's Report

Motion #2) Moved by Sandra Mace and seconded by JD Russell to approve the April 2021 Treasurer's Report.

Ayes: Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

**Swearing in of newly elected officials:** Kimberly Baron, Mayor; Sandra Mace, Alderman Ward I; Kenneth Gammon & Danielle Fontaine, Alderman Ward II; Robert Wells, Alderman Ward III; Rebecca Werner, Clerk and Mary E. Magnus, Treasurer. At this time Ernie Myers changed seats with Kimberly Baron.

**Visitors:** Casey Cameron sent an Email on Vaccine passport and to ask if we can review the liquor licenses; Jack Belden wanting to know why he didn't meet zoning requirements to move in a home on 2 pods; Anthony Albright; Marty & Crystal Haslett; Effingham Daily News; St. Elmo Banner; and several of Kim's family.

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

- Mayoral Appointments

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

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine

### Reports of Standing Committees:

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

- M & G Engineering Professional Service Agreement (Water Grant)

Motion #4) Moved by Sandra Mace and seconded by Bob Wells to approve the Professional Service Agreement from Milano & Grunloh Engineers, LLC for the Water Grant.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace

- Water Sampling Labs

Motion #5) Moved by Sandra Mace and seconded by Kenneth Gammon to approve hiring Illinois Environmental Protection Agency for Chemical Analysis in the amount of \$1,177.30 and the City of Mattoon Water Dept. for 24 Coliform samples in the amount of \$432.00 for our Community Water Supply Testing Program for Fiscal Year 2021/2022.

Ayes: Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon

- MFT (Motor Fuel Tax) bids

Motion #6) Moved by Sandra Mace and seconded by JD Russell to accept bids from Larry Heuerman for Materials Seal Coat RS-2 in the amount of \$2.70 per gallon for a total of \$20,557.80 and Load, Weigh, Spread and Roll Seal Coat Aggregate CM-16 in the amount of \$13.75 per ton for a total of \$5,238.75 and Beelman Logistics for Aggregate CA-6 in the amount of \$12.48 per ton for a total of \$1,497.60 and for Seal Coat Aggregate CM-16 (crushed stone) in the amount of \$14.78 per ton for a total of \$5,631.18 and for Aggregate 1" crushed stone in the amount of \$16.48 per ton for a total of \$1,977.60; and Effingham Asphalt Co. for Patching Mixture in the amount of \$75.00 per ton for a total of \$3,750.00 for calendar year 2021 MFT projects.

Ayes: JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills

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

- Donald Reed resignation

Motion #7) Moved by Kenneth Gammon and seconded by Danielle Fontaine to approve the resignation of Donald Reed as Deken Park maintenance and janitor.

Ayes: Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

- Deken Park Maintenance & Deken Park Janitor

Motion #8) Moved by Kenneth Gammon and seconded by Danielle Fontaine to approve hiring Collin Hannagan for Deken Park maintenance person at \$11.00 per hour not to exceed 20 hours per week and for Deken Park janitor at \$11.00 per hour not to exceed 3 hours per week.

Ayes: Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

- Marty Haslett – Zoning -- city property -- Discussed Marty & Crystal Haslett garage and concrete pad. They would like to build on city property on their concrete pad. City needs to do more checking on this.

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

- Brian Roedl resignation

Motion #9) Moved by Rick Mills and seconded by Kenneth Gammon to approve the resignation of Officer Brian Roedl as part time police officer.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine

- Ammo

Motion #10) Moved by Rick Mills and seconded by JD Russell to approve purchasing ammo from Locked & Loaded in the amount of \$800.00.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace

- Tires for Chevy Police Car

Motion #11) Moved by Rick Mills and seconded by Danielle Fontaine to accept the bid from Sperry Service for 4 Chevy police tires in the amount of \$475.00.

Ayes: Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon

#### Chairman Report of Finance, Rick Mills

- Quarterly Investment Policy Report

Motion #12) Moved by Rick Mills and seconded by Sandra Mace to approve the Quarterly Investment Policy Report for January, February and March 2021.

Ayes: JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills

- General Fund Budget

Motion #13) Moved by Rick Mills and seconded by Kenneth Gammon to approve the 2021/2022 General Fund budget of \$452,900.00 plus set aside \$50,000.00 for Ordinance Violations.

Ayes: Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell

- Personnel – Raises

Motion #14) Moved by Rick Mills and seconded by Danielle Fontaine to approve raises of .25 per hour for McKinney, Caraway, Porter, Bearden, and Magnus; set Beshears pay to \$13.00 per hour and Russell pay to \$18.50 per hour and set Beck, M. Ledbetter, B. Ledbetter pay to \$17.50 per hour effective May 9, 2021 pay period.

Ayes: Danielle Fontaine, Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells

- Electrical bid on city buildings and street lights Opt. #2

Motion #15) Moved by Rick Mills and seconded by Kenneth Gammon to approve hiring Handyman Curtis Ryen to do the LED lighting upgrade in the city buildings in the amount of \$2,035.00.

Ayes: Sandra Mace, Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine

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

- Kids to Park Day Proclamation
- Poppy Day Proclamation
- National Police Week Proclamation

Motion #16) Moved by Kenneth Gammon and seconded by Danielle Fontaine to approve the Mayor signing the Kids to Park Day Proclamation, Poppy Day Proclamation and National Police Week Proclamation.

Ayes: Kenneth Gammon, Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace

#### **Unfinished Business:**

#### **New Business:**

#### **Executive Session:**

#### **Adjourn or Recess:**

Motion #17) Moved by Kenneth Gammon and seconded by JD Russell to adjourn the meeting at 7:25 p.m.

Ayes: Rick Mills, JD Russell, Bob Wells, Danielle Fontaine, Sandra Mace, Kenneth Gammon

---

Rebecca J. Werner, City Clerk

**2021 Mayoral Appointments**

**Public Works** – 3<sup>rd</sup> Wednesday at 6pm

Sandra Mace-Chairman

Bob Wells

Kenneth Gammon

**Parks, Local Improvements, & Zoning** -3<sup>rd</sup> Wednesday at 6:30pm

Rick Mills- Chairman

James D. Russell

Danielle Fontaine

**Public Safety**-3<sup>rd</sup> Wednesday at 7pm

James D. Russell-Chairman

Kenneth Gammon

Danielle Fontaine

**Finance Committee**

Kenneth Gammon-Chairman

Rick Mills

Sandra Mace

James D Russell

FOIA Officer- Kimberly Baron

City Attorney-Richard Day

Superintendent of Public Works -Peg McKinney

Collector -Bobbie Beshears

No police chief will be appointed at this time.