

MINUTES OF THE MARCH 13, 2007 REGULAR MEETING OF THE MOUNT CARROLL CITY COUNCIL

Mr. Mike Lenz rang the bell to announce the start of the meeting. RINGING OF BELL  
Mayor Carl Bates called the meeting to order at 7:30 p.m. CALL TO ORDER  
Roll call: Mayor Carl Bates, present, Aldermen John Boelkens, present, Eina ROLL CALL  
Schroeder, present, Doug Bergren, present, Diane Lego, present, Bill Sparboe, present, and Doris Bork,  
present.  
Alderman Lego led the Pledge of Allegiance.  
Alderman Boelkens gave the invocation.

Alderman Boelkens moved and Alderman Schroeder seconded to approve the MINUTES  
minutes of the February 27, 2007 regular meeting. Roll call vote: Aldermen Boelkens, yes, Schroeder,  
yes, Bergren, yes, Lego, yes, Sparboe, yes, and Bork, yes. Vote: 6 yeses and 0 noes. The motion was  
carried by unanimous roll call vote.

Alderman Bork moved and Alderman Boelkens seconded to authorize the ACCOUNTS  
payment of the accounts payable to date for the month of March 2007 as PAYABLE  
approved by the finance committee. Roll call vote: Aldermen Schroeder, yes, Bergren, yes, Lego, yes,  
Sparboe, yes, Bork, yes, and Boelkens, yes. Vote: 6 yeses and 0 noes. The motion was carried by  
unanimous roll call vote.

Mayor Bates reported the total in the bank checking accounts as of March 9<sup>th</sup> FINANCIAL  
was at \$634,798.98. Alderman Sparboe moved and Alderman Bork seconded to REPORT  
accept the financial report as presented. Roll call vote: Aldermen Bergren, yes, Lego, yes, Sparboe, yes,  
Bork, yes, Boelkens, yes, and Schroeder, yes. Vote: 6 yeses and 0 noes. The motion was carried by  
unanimous roll call vote.

Alderman Lego reported of the March 12<sup>th</sup> cemetery board meeting: COMMITTEES  
CEMETERY

1. Mayor Bates and Superintendent Dauphin reported that they had looked at the cemetery entrance and  
exit approaches. Estimated cost for concrete materials was \$3,000. Superintendent Dauphin stated  
that he would be meeting with Mr. Gene Teeter on March 13<sup>th</sup> to discuss the cleaning of the brick  
pillars at the entrance of the cemetery.
2. The committee discussed the walnut trees and maintenance issues. The consensus of the council was  
to ask Mr. Michael Johnson to evaluate the trees for any value before acting to remove the trees.  
Mayor Bates noted that if there were trees removed from the cemetery that the council would  
consider planting more trees in other areas.
3. Alderman Lego moved and Alderman Sparboe seconded to approve the MR. HENDERSON  
Cemetery board recommendation to rehire Mr. Michael Henderson to work at the city cemetery  
starting on March 26<sup>th</sup> weather permitting. Roll call vote: Aldermen Lego, yes, Sparboe, yes, Bork,  
yes, Boelkens, yes, Schroeder, yes, and Bergren, yes. Vote: 6 yeses and 0 noes. The motion was  
carried by unanimous roll call vote.
4. Alderman Lego moved and Alderman Bergren seconded to approve the FLOWER REMOVAL  
cemetery board recommendation to advertise in the local newspaper that all of the flowers and  
arrangements on the graves be picked by April 15<sup>th</sup> for the spring clean up and maintenance.
5. Alderman Lego moved and Alderman Bork seconded to approve the SUMMER HELP  
cemetery board recommendation to place an ad in the newspaper requesting applications for summer  
help for the city crew departments. Roll call vote: Aldermen Bork, yes, Boelkens, yes, Schroeder,  
yes, Bergren, yes, Lego, yes, and Sparboe, yes. Vote: 6 yeses and 0 noes. The motion was carried by

unanimous roll call vote.

6. Alderman Lego reported the local DAR organization would like documentation that the tree near the Ileen Campbell gravesite had been taken out. Consensus to ask the clerk to follow up with a letter. The tree had been removed.
7. To contact MSA about redoing the map on the sign at the cemetery. It has water damage.
8. Discussed the purchase of an excavator to do the grave opening and closing services. The board asked Superintendent Dauphin to review the equipment proposed and determine whether there would be other uses in another department. Estimated cost would be \$35,000. Superintendent Dauphin stated that he would take this back to the other departments and noted that there would be need for some other equipment also to move the dirt around the cemetery if this was to be considered.
9. Another cemetery board meeting was scheduled for April 9<sup>th</sup> at 6:00 p.m.

Alderman Sparboe reported of the March 13<sup>th</sup> finance committee meeting: FINANCE

1. The bills were reviewed and approved.
2. Chief Hockman reported that Police Officer Jim Burch had had some type of OFFICER BURCH spell when he was in Peoria, IL last Friday. He has a broken rib and cracked rib and will be attending with a doctor to determine what had caused his spell. It is unknown at this time how long he would be off of work with the city.
3. The budget work sheet was presented for the finance committee to review over the next two weeks.
4. Clerk Cuckler reported of receiving quotes for new software for the utility billing system. While doing this the one company provided a quote for the payroll, claims (check writing) and general ledger, also. Arshem Data Services, Inc. of Freeport, IL quoted \$5,000 for all of the above software. Mr. Arshem stated in the quote that he would work with the staff through three cycles of the billing and for one full year on the payroll, claims and general ledger to get us through an audit of the books. If extra support would be needed he would charge \$75.00. The LOCIS company of Joliet, IL provided a quote for the utility billing at \$3,700 with and annual support charge of \$900. Clerk Cuckler stated that Mr. Arshem had 30 clients in Illinois and the close ones to us were Lanark, Stockton, Milledgeville, Polo and Forreston. She stated that the clerks she has talked with in the area have stated that they are very satisfied. Clerk Cuckler stated that she would like to pursue the purchase of the software from Arshem Data Services along with two new computers for the city hall office. Alderman Sparboe presented the finance committee recommendation NEW SOFTWARE & to authorize the clerk to pursue the purchase of the new software from Arshem COMPUTERS Data Services at the cost of \$5,000 and purchase new computers at a cost not to exceed \$3,000. Roll call vote: Aldermen Boelkens, yes, Schroeder, yes, Bergren, yes, Lego, yes, Sparboe, yes, and Bork, yes. Vote: 6 yeses and 0 noes. The motion was carried by unanimous roll call vote.
5. Mrs. Sharon Pepin was in attendance and reported that she was no longer with MSA Professional Services, Inc. She would be working with MSA with the city to complete some of the outstanding projects. She noted that she would like to schedule a meeting with the mayor to pursue a Federal EDA grant for the water project and she could work up a pre-application at no cost. She expressed her desire to continue working with the city on future planning and grant programs. She presented a proposal for the Safe Routes to School Travel Plan and Grant Application. Cost not to exceed \$2,900. Alderman Sparboe presented the finance committee recommendation to hire Sharon Pepin, Community Funding and Planning Services, to conduct the Safe Routes to School Travel Plan and Grant Application at the cost not to exceed \$2,900. Roll call vote: Aldermen SHARON PEPIN Schroeder, yes, Bergren, yes, Lego, yes, Sparboe, yes, Bork, yes, Boelkens, yes. Vote: 6 yeses and 0 noes. The motion was carried by unanimous roll call vote.

6. Alderman Sparboe presented the finance committee recommendation to authorize the payment of the Blue Mountain Design bill of \$425.00 for hosting the Mount Carroll website through the end of the year and to add the agenda and minutes from January through June 2007. Roll call vote: Aldermen Bergren, yes, Lego, yes, Sparboe, yes, Bork, yes, Boelkens, yes, and Schroeder, yes. Vote: 6 yeses and 0 noes. The motion was carried by unanimous roll call vote. Mayor Bates asked Mrs. Nancy Gable to provide a statistic listing of the number of "hits" to the website. BLUE  
MOUNTAIN DESIGN
7. The finance committee voiced their approval to table the request for financial support from the Carroll County Economic Development Corporation until the next meeting.

Mr. John Swiech reported that the Competitive Communities Initiative steering committee would be meeting in city hall on March 16<sup>th</sup> at 6:30 p.m.

Mr. Lou Schau reported that the Mount Carroll CDC were progressing with Saturday work details at the Kraft Building and were reviewing the proposal to develop a new website for the Chamber/CDC and City. The council members present voiced their approval to schedule a finance committee meeting for March 19, 2007 at 6:00 p.m. to discuss and consider the Proposal for the new website as a cooperative effort between the City, CDC and Chamber.

Mr. Nick Wager of MSA Professional Services, Inc. was in attendance and presented the MSA Project Update Report. A copy of the report will be attached as a part of the record of these minutes. MSA PROJECT  
UPDATE

From the Southeast Lane Roadway Improvement Project an IDOT Form BDE2342 regarding the specifications and construction for the Storm Water Pollution Prevention Plan would require the mayor's signature before submitting. Alderman Bork moved and Alderman Sparboe seconded to authorize the mayor to sign IDOT form BDE2342 for the Southeast Lane Roadway Project. Roll call vote: Aldermen Bergren, yes, Lego, yes, Sparboe, yes, Bork, yes, Boelkens, yes, and Schroeder, yes. Vote: 6 yeses and 0 noes. The motion was carried by unanimous roll call vote.

Alderman Sparboe moved and Alderman Bork seconded to grant the street solicitation request to the Methodist Church Youth Group to conduct the street solicitation on June 2, 2007 at the downtown and highway intersections. Roll call vote: Aldermen Lego, yes, Sparboe, yes, Bork, yes, Boelkens, yes, Schroeder, yes, and Bergren, yes, Vote: 6 yeses and 0 noes. The motion was carried by unanimous roll call vote. STREET  
SOLICITATION

Mayor Bates noted that the street solicitation request from the Mt. Carroll Lions Club would be placed on the agenda for the next meeting under old business pending the filing of the paperwork with the clerk.

Alderman Bergren moved and Alderman Schroeder seconded to pass Ordinance No. 2007-03-10, AN ORDINANCE AMENDING CLOSING HOURS FOR LIQUOR LICENSEES. Roll call vote: Aldermen Sparboe, yes, Bork, yes, Boelkens, yes, Schroeder, yes, Bergren, yes, and Lego, yes. Vote: 6 yeses and 0 noes. Ordinance No. 2007-03-10 was adopted by unanimous roll call vote. Mr. Mike Lenz asked about the procedure to apply for these extended hours. Mayor Bates stated once the fifty-dollar fee was paid the clerk would notify the police department, then the establishments would make the annual application for the fiscal year starting on May 1<sup>st</sup>. ORDINANCE NO.  
2007-03-10

Alderman Boelkens moved and Alderman Schroeder seconded to pass Ordinance No. 2007-03-11, AN ORDINANCE REPEALING PARKING RESTRICTIONS. Roll call vote: Aldermen Bork, yes, Boelkens, yes, Schroeder, yes, Bergren, yes, Lego, yes, and Sparboe, yes. Vote: 6 yeses and 0 noes. Ordinance No. 2007-03-11 was adopted by unanimous roll call vote. ORDINANCE NO.  
2007-03-11

Mr. Len Anderson was in attendance to update the council on the scheduled Car Cruise Nights for this summer. He noted that there was a car club he was in contact with that would be in town. He presented a proposal for the revamping of the parking in the parking lot in the 400 block of North Main Street. The Council members present voiced their approval to re-stripe the parking lot for a one-way flow of traffic through the parking lot this year, and then to assess any future improvements to the parking lot after the summer season. CAR CRUISE  
NIGHTS

Mayor Bates reported of the cost estimate from Mr. Bryan McCaskey of Jo-Carroll Energy for the electric extension for well #4 and the pressure relief valve stations proposed for the water systems improvement project. Total cost \$7,100. Mayor Bates gave a copy of the estimate to Mr. Nick Wagner of MSA Professional Services. WATER PROJECT

Mayor Bates noted the letter from Mr. Larry DeSpain, 116 E. Market Street, granting the city permission to cut down and remove any and all trees on the above stated property. Mayor Bates stated this area was proposed as some green space in the downtown area. TREE REMOVAL

Alderman Sparboe moved and Alderman Boelkens seconded to adjourn the meeting. Roll call vote: Aldermen Sparboe, yes, Bork, yes, Schroeder, yes, Bergren, yes, and Lego, yes. Vote: 6 yeses and 0 noes. Mayor Bates adjourned the meeting at 8:39 p.m. ADJOURNMENT

The Mount Carroll City Council approved these minutes at the March 27, 2007 regular meeting.

Julie A. Cuckler  
City Clerk & Collector

Note the attachment of the MSA Project Update Report is on file in City Hall with the permanent record.