

MINUTES OF THE SEPTEMBER 10, 2013 REGULAR MEETING OF THE MOUNT CARROLL CITY COUNCIL

Ms. Brooke Woodin 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 Tom Charles, present, ROLL CALL
Jim Rose, present, Bob Sisler, present, Doug Bergren, present, Mike Risko, present, and Joe Grim, present.
Alderman Bergren led the Pledge of Allegiance.
Mr. Jeff Davis gave the invocation.

Alderman Rose moved and Alderman Charles seconded to approve the MINUTES
minutes of the August 27, 2013 regular meeting as presented. Roll call vote: Aldermen Charles, yes,
Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, and Grim, yes. Vote: 6 yeses and 0 noes. The motion
was carried.

Alderman Charles moved and Alderman Risko seconded to authorize ACCOUNTS PAYABLE
the payment of the accounts payable to date for the month of September 2013 as approved by the
finance committee. Roll call vote: Aldermen Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, Grim, yes,
and Charles, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Mayor Bates reported the bank account balances were at \$400,200.10 FINANCIAL REPORT
as of today before the accounts payable are paid.

Alderman Charles reported of the September 10th license and ordinance COMMITTEES
committee meeting: LICENSE & ORDINANCE

1. Alderman Charles presented the license and ordinance committee PAYROLL TIME SHEETS
recommendation to approve the use of the new time record worksheet to be used for the City
employee's payroll paperwork. Roll call vote: Aldermen Sisler, yes, Bergren, yes, Risko, yes, Grim,
yes, Charles, yes, and Rose, yes, Vote: 6 yeses and 0 noes. The motion was carried.
2. Alderman Charles presented the license and ordinance committee EMPLOYEE HANDBOOK
recommendation to approve the final draft of the employee handbook as presented with one sentence
removed on page eleven (11). Roll call vote: Aldermen Bergren, yes, Risko, yes, Grim, yes, Charles,
yes, Rose, yes, and Sisler, no. Vote: 5 yeses, 1 no and 0 absent. The motion was carried.
3. The committee discussed the outdoor music events and the noise issues.

Alderman Charles reported of the September 10th finance committee meeting: FINANCE
1. The bills were reviewed and approved.

City Attorney Ronald Coplan was in attendance and reported he had been 113 N. MILL STREET
contacted by the individual interested in the Mill Street property. He stated PROPERTY
he felt that the council should treat this as surplus property and advertise for bids. That individual could
make a bid on it as is. The advertisement would require the demolition of the buildings as well. The
council members present voiced their approval to proceed with this process.

Mayor Bates noted that the next item of business was to discuss the status CARROLL & MARKET
of the Haas property located at the corner of Carroll and Market Streets. STREET

Ms. JoAnne Haas was in attendance and reported she had hired the contractor from Anthony Construction, Inc. and had signed an agreement with the architect to oversee the repair work on the building at different stages of the project. She stated she would not be changing the ownership of the property at this time. Mayor Bates reported he met with a representative from Jo Carroll Energy about the electric pole that would have to be placed in the middle of Carroll Street while this project was under construction. That cost would be about \$6,700 and then another \$1,000 at the end of the project. Mayor Bates stated that the electric company could be contacted as soon as the City got the building permit completed and filed along with the contractor's insurance coverage requirements. Mayor Bates stated that the City council should consider whether to contact our consulting engineer to also oversee the construction of this project. Ms. Haas stated that she would be submitting the paperwork for the building permit as soon as she gets something from the county offices and she would check on the insurance information. Alderman Sisler asked about the matter of the contractor that had pleaded guilty to a "heinous" crime. Mayor Bates noted that the contractor was hired by Ms. Haas, and he did know that he was capable to do this work. Alderman Risko expressed his appreciation to Ms. Haas for her recent cooperation. Alderman Bergren noted his concern regarding the project oversight. Ms. Haas noted that in the rebuilding of this wall they would be installing all new windows and looking to put in four new windows.

Alderman Charles reported that the clean up in the Bushy Flats area was coming along but slowly. Alderman Sisler asked about pursuing the nuisance issues on Carroll Street. Mayor Bates reported that the Bob Boyd building on Market Street was possibly going to be sold to an individual that was wanting to fix the front wall, and Mr. Boyd had contacted someone to trim the weeds grown up along the west side of this building.

Mr. Matt Schueler, CPA and Ms. Brooke Woodin, CPA of Wipfli, LLP, ANNUAL AUDIT the City's consulting auditing firm, were in attendance and addressed the council about the annual financial statements completed for the fiscal year ending April 30, 2013. Mr. Schueler reviewed and summarized the audit report as presented to the council. He noted the non-compliance statement that the tax increment finance (TIF District) reporting has not been brought up to date along with the required meetings of the joint review board. This would need to be done as soon as possible. He also noted from page 29 their concern regarding the custodial credit risk of the City's deposits. The City should have on file a pledged security in the City's name in excess of the FDIC coverage for its deposits. Ms. Woodin provided a Comparison Summary of the City's "Net Position" for the last five years and noted the City's overall totals were all about the same for all of those years. Alderman Sisler expressed his concern regarding the "Significant Deficiency Letter" and the issues presented there. Alderman Charles stated that the council has worked to eliminate some of the issues from the past such as putting together the employee handbook and keeping on record all of the City's interfund transfers. Mayor Bates noted the City would be handling the direct deposit of payroll checks in the future, and Mr. Schueler stated that the City should set up some internal control procedures to handle the checks and balances of that system when it starts. The council members present thanked Mr. Schueler and Ms. Woodin for attending this evening's meeting.

Alderman Grim moved and Alderman Charles seconded to grant a RAFFLE LICENSE raffle license to the Wonders of Washington (A local 4-H group through the extension). Roll call vote: Aldermen Bergren, yes, Risko, yes, Grim, yes, Charles, yes, Rose, yes, and Sisler, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Alderman Charles moved and Alderman Risko seconded to grant the street solicitation permit to the Mount Carroll Lions Club for the October 12, 2013 activity. Roll call vote: Aldermen Risko, yes, Grim, yes, Charles, yes, Rose, yes, Sisler, yes, and Bergren, yes. Vote: 6 yeses and 0 noes. The motion was carried.

STREET
SOLICITATION

Alderman Charles moved and Alderman Risko seconded to pass the Motor Fuel Tax Resolution for Street Maintenance for Calendar Year 2013 Appropriating \$39,000.00 of Motor Fuel Tax Fund Expenditures. Roll call vote: Aldermen Grim, yes, Charles, yes, Rose, yes, Sisler, yes, Bergren, yes, and Risko, yes. Vote: 6 yeses and 0 noes. The resolution was adopted by unanimous roll call vote.

MFT RESOLUTION

Alderman Grim moved and Alderman Risko seconded to pass Ordinance No. 2013-9-5, AN AMENDMENT TO AN ORDINANCE ESTABLISHING AN ENTERPRISE ZONE WITHIN THE ILLINOIS COUNTIES OF WHITESIDE AND CARROLL. Noted this was a Sterling, IL project to redevelop an old strip mall area along East Lincolnway. Roll call vote: Aldermen Charles, yes, Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, and Grim, yes. Vote: 6 yeses and 0 noes. The ordinance was adopted by unanimous roll call vote.

ORDINANCE NO. 2013-9-5

GENERAL AUDIENCE

Under general audience Alderman Risko reported that there were going to be 80 participants for a museum packing and crating seminar to be held on the Campbell Center campus one day this month. He also reported that the cemetery board would be meeting this week to consider a proposal submitted by the Pruitt Monuments to repair the six hazardous monuments at the cemetery. That cost was presented at \$1,490 which would put the monument repairs just \$10 under the \$3,000 budgeted for this year. Alderman Charles reported of a situation he observed with the new full time police officer, he felt he did a very good job handling this matter. Mayor Bates noted that the next Northern Illinois Mayors Association meeting would be held in Byron, IL on September 19th. The council members present commented to Mr. Jeff Davis, in the audience, their appreciation of his painting job on the outside of the Kraft building.

Alderman Charles moved and Alderman Bergren seconded to adjourn the meeting. Roll call vote: Aldermen Charles, yes, Rose, yes, Sisler, yes, Bergren, yes, Risko, yes and Grim, yes. Vote: 6 yeses and 0 noes. Mayor Bates adjourned the meeting at 8:32 p.m.

ADJOURNMENT

The Mount Carroll City Council approved these minutes at the September 24, 2013 regular meeting.

Julie A. Cuckler
City Clerk & Collector