

MINUTES OF THE APRIL 10, 2012 REGULAR MEETING OF THE MOUNT CARROLL CITY COUNCIL

Mr. Eric Dauphin 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, Jim Rose, ROLL CALL  
present, Bob Sisler, present, Doug Bergren, present, Mike Risko, present, and Doris Bork, present.  
Aldermen Risko led the Pledge of Allegiance.  
Mr. John McConnel gave the invocation.

Alderman Bergren moved and Alderman Risko seconded to approve the minutes MINUTES  
of the March 27, 2012 regular meeting as presented. Roll call vote: Aldermen Charles, yes, Rose, yes,  
Sisler, yes, Bergren, yes, Risko, yes, and Bork, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Alderman Risko moved and Alderman Bergren seconded to authorize the ACCOUNTS PAYABLE  
payment of the accounts payable to date for the month of March 2012 as approved by the finance  
committee. Roll call vote: Aldermen Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, Bork, yes, and  
Charles, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Mayor Bates reported the bank account balances were at \$356,150.22 as FINANCIAL REPORT  
of today (without the bills payable being posted). Alderman Charles moved and Alderman Risko  
seconded to accept the financial report as presented. Aldermen Sisler, no, Bergren, yes, Risko, yes,  
Bork, no, Charles, yes, and Rose, yes. Vote: 4 yeses, 2 noes and 0 absent. The motion was carried.

Mayor Bates and Alderman Risko reported of the April 10<sup>th</sup> recreation COMMITTEES  
board meeting: RECREATION

1. Discussed the maintenance issues and the ADA pool lift. Mayor Bates noted the engineers from MSA would work with Rusty to get the needed permit from the State at a cost not to exceed \$500. The pool lift with a cover should still be at about \$3,405. To report back with more at the next meeting.

Alderman Charles reported of the April 10<sup>th</sup> finance committee meeting: FINANCE

1. The bills were reviewed and approved.
2. Mayor Bates reported that the bathroom remodeling project at the COMMUNITY HOUSE  
community house was completed, but the water heater had gone out. Plattenberger Plumbing was  
getting some costs for a replacement and should have installed soon.
3. Discussed the budget review. The departments should be done on BUDGET  
the April 23<sup>rd</sup> committee meeting night. The goal is to have a final draft of the  
budget/appropriation ordinance for the first meeting in May.
4. Alderman Charles suggested the City develop a proposal to seek bids from local internet  
providers to handle the new iFiber cable network. Discussed investigating this matter with other  
communities.
5. Alderman Charles presented the finance committee recommendation BAND FUND  
to approve the request from the Lutheran Church to contribute \$300.00 REQUEST  
from the City band fund towards the entertainment for the June 24<sup>th</sup> ice cream social. Roll call  
Alderman Bergren, yes, Risko, yes, Bork, yes, Charles, yes, Rose, yes, and Sisler, yes. Vote:  
6 yeses and 0 noes. The motion was carried by unanimous roll call vote.
6. Alderman Charles presented the finance committee recommendation to COLLECTOR'S  
place on file and publish the 2012 Annual Report of the City Collector. REPORT

Roll call vote: Aldermen Risko, yes, Bork, yes, Charles, yes, Rose, yes, Sisler, no, and Bergren, yes. Vote: 5 yeses, 1 no and 0 absent. The motion was carried.

7. Discussion of budget review and summer help with the public works departments. Mayor Bates noted that in not hiring anyone right now it still should be a matter to look at later in the season.
8. Reviewed the draft of the employee handbook. Discussed the proposed structure of the public works department and the pay scale.

Mr. Lou Schau, Mt. Carroll CDC, was in attendance and provided a report of the CDC UPDATE CDC's history and highlights with information about current and proposed projects. He asked about whether the CDC was included in this next year's budget and what would be the funding. No specific information was presented at this time. He presented information about the memorial bench program and some additions to the Market Street Commons vendors and activities.

Discussion was held regarding a question about the amount of jobs created since the remodeling of the Kraft Building and how this corresponds with the requirements for the revolving loan fund.

In discussion of the Low to Moderate Income Survey proposal from Sharon LMI SURVEY Pepin of Community Funding and Planning Services (CFPS), Alderman Risko moved and Alderman Charles seconded to go with the option #2 of this proposal at the cost of \$2,400 to the City, with the following scope of work: City conducting the survey via an initial mailing and conducting survey follow-up. The City will complete items 2(Copy the income survey form; write address on each survey form), 3 (Create and copy cover letter that can accompany survey form), 4 (Create article for local paper), 5 (Obtain residential mailing list from City, prepare mailing envelopes/match up with address on each survey form; prepare self-addressed stamped envelopes; stuff and mail envelopes, and 6 (Conduct follow-up to ensure 75% response rate is received); CFPS would complete items 1 ( Create and get income survey approved by DCEO staff), 7 (Input surveys received into spreadsheet; analyze survey results, 8 (Create an income survey map showing the results of income survey by household) and 9 (Create DCEO income survey worksheet) Roll call vote: Aldermen Bork, yes, Charles, yes, Rose, yes, Sisler, yes, Bergren, yes, and Risko, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Alderman Charles moved and Alderman Risko seconded to pass Resolution RESOLUTION No. R4-2012-5, A Resolution of Support from the City of Mt. Carroll, Illinois for the Illinois Enterprise Zone Program and Legislation in the Illinois General Assembly to extend Illinois Enterprise Zone. Roll call vote: Aldermen Charles, yes, Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, and Bork, yes. Vote: 6 yeses and 0 noes. Resolution No. R4-2012-5 was adopted by unanimous roll call vote.

Alderman Bergren moved and Alderman Bork seconded to approve the Arbor ARBOR DAY Day proclamation for April 27, 2012. Roll call vote: Aldermen Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, Bork, yes, and Charles, yes. Vote: 6 yeses and 0 noes. The motion was carried.

Under general audience, Ms. Nina Cooper, College Street, asked a question about the CDC board, Mr. Len Anderson, Market Street, mentioned the bumper stickers were available for purchase to help support the City's K-9 dog, Scout, and Aldermen Rose and Bork asked about certain ditch work along Mill Street.

Under correspondence, Mayor Bates noted an e-mail sent to Alderman Risko from the Mark Bressler family inquiring about doing volunteer work for the City such as mowing, trash pick and tree debris removal at the Percy Park located at the intersection of State Road and South Jackson Street. He stated he had asked the city attorney to draft some sort of waiver form for this issue as there was another individual that also wanted to help the City by mowing some of the public property. This would be presented to the council at the next meeting. He noted the letter from Moring Disposal, Inc. 20,160 pounds of recycling items had been picked up during the month of March 2012.

Mayor Bates read the following statement:

“April 10, 2012-City Employees

During our December 21, 2011 regular meeting, our auditors (Winkel, Parker and Foster, CPA PC) were in attendance and handed out hard copies of our Audit and I had asked our Council members to review and advise if there were any questions or comments. Three (3) months have gone by and there were no comments – so I have a couple of points to make from that audit that I believe should be shared with the community.

Winkel, Parker and Foster, CPA PC uses a risk based Audit approach-based on the information at the time of the Audit (April/May 2011); they did extensive review of the Payroll process and interviewed employees, City Council Members, City Clerk and myself to insure that the City of Mount Carroll was indeed in Compliance with the Policies and Procedures in place. Winkel, Parker and Foster, CPA PC – reviewed similar sampling of timecards from the period in question along with additional timecard samplings – this did result in a charge of \$1,115.00 for the additional payroll testing/sampling.

The quote was \$18,615.00 and revised charges were 19,370.00

Alderman Charles has been working on an Employee Handbook for the City of Mount Carroll and our employees – this is a result of the drive in Alderman Charles to assist on insuring our City employees have a Voice and place of reference. This was also a key topic from the Auditors as noted in their December 21, 2011 letter addressed to the City of Mount Carroll.

I would like to thank the City of Mount Carroll employees for their continued dedication to our community.”

Alderman Bergren moved and Alderman Risko seconded to adjourn the meeting. ADJOURNMENT  
Roll call vote: Aldermen Rose, yes, Sisler, yes, Bergren, yes, Risko, yes, Bork, yes, and Charles, yes.  
Vote: 6 yeses and 0 noes. Mayor Bates adjourned the meeting at 8:19 p.m.

The Mount Carroll City Council approved these minutes at the April 24, 2012 regular meeting.

Julie A. Cuckler  
City Clerk & Collector