

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 12 MARCH 2018

18C-0086 – CALL TO ORDER

Mayor Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 101 Green Street on 12 March 2018.

18C-0087 – ROLL CALL

Upon roll call, the following members were present: Bernstein, Fach, Hahn, Kieffer, Lincoln, Westemeier and Renner

18C-0088 – ESTABLISHMENT OF QUORUM

Mayor Renner announced a quorum of Board members present to conduct City business.

18C-0089– PLEDGE OF ALLEGIANCE

The Pledge was recited.

18C-0090 - REPORTS OF STANDING COMMITTEE

Turner Hall Committee – Fach distributed copies of the recent minutes. The next meeting is scheduled for April 5th at Turner Hall.

GGMI Committee – Work is progressing at the Depot. They are in the process of tearing up the floor upstairs. GGMI took home three awards at the Governor's Conference, including "Best in Show". They are currently working on next year's budget. The application for CEO is closed. The committee is narrowing down the applications.

18C-0091 – PUBLIC COMMENT

Chris Allendorf, 920 Franklin Street – Allendorf spoke in support of becoming a sister city with Agen, France. He spent a few months studying in Agen. He is excited to help out and has agreed to be the liaison between the city and the committee. Currently they are asking for the application fee of \$185. This is the fee the program charges. He anticipates there will be very little to no effort on behalf of city employees to get the work done. This is a fantastic opportunity for citizens to experience French culture and for them to experience our culture. Allendorf urged the council to support the application.

Pam Ehrler, 11866 W. Chetlain Lane – Ehrler has requested an amendment to modify the restriction on the number of passengers in a horse drawn carriage that may be pulled by a single horse. The modification would allow her to take families rather than just four people. She is requesting to increase it to 10 passengers plus the two drivers for a total of 12 people. The new vehicle weighs less than her current visa vie and one horse would have no problem pulling it with the extra passengers.

CONSENT AGENDA CA18-05

18C-0092 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF FEBRUARY 26, 2018

18C-0093 – APPROVAL OF THE RENEWAL OF JANITORIAL SERVICES CONTRACTS WITH MARY HALSTEAD AND JEREMY WHITE FOR MAY 1, 2018-APRIL 30, 2019

18C-0094 – ACCEPTANCE OF JANUARY 2018 FINANCIAL REPORT

18C-0095 – APPROVAL OF CHANGE ORDER #2 FOR EXTERIOR BRICK MASONRY REPAIRS AT TURNER HALL

Motion: Hahn moved, seconded by Kieffer, to approve Consent Agenda, CA18-05.

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

UNFINISHED BUSINESS

17C-0472 – DISCUSSION AND POSSIBLE ACTION ON INITIATING A SISTER CITY RELATIONSHIP WITH AGEN, FRANCE

Motion: Lincoln moved, seconded by Hahn, to approve initiating a sister city relationship with Agen, France.

Discussion: Council appreciated Chris Allendorf stepping up to help out and are willing to give it a chance.

A concern was raised with using taxpayer money to pay for it. Nack felt it clearly supports a public purpose on behalf of the city so it shouldn't be a problem.

Fach feels the funding should come out of the Hotel/Motel Tax collection as that tax is supposed to be devoted to lodging promotion and promoting the city. Because of the agreement between the City and GGMI, this would have to come back through the GGMI.

Amended

Motion: Fach moved, seconded by Bernstein, to amend the motion to include contacting the Greater Galena Marketing Initiative to request funding for the fee.

Discussion: Council members were in favor of going ahead with the application and asking the GGMI for reimbursement so it doesn't stop the process.

Amended

Motion

Roll Call: AYES: Bernstein, Fach
NAYS: Kieffer, Lincoln, Westemeier, Hahn

The motion was denied.

Main Motion

Roll Call: AYES: Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Fach
NAYS: None

The motion was carried.

NEW BUSINESS

18C-0096 – DISCUSSION AND POSSIBLE ACTION ON A REQUEST BY EHRLER RANCH TO MODIFY THE RESTRICTION ON THE NUMBER OF PASSENGERS IN A HORSE DRAWN CARRIAGE THAT MAY BE PULLED BY A SINGLE HORSE

Motion: Kieffer moved, seconded by Westemeier, to approve the request by Ehrler Ranch to modify the restriction on the number of passengers in a horse drawn carriage that may be pulled by a single horse.

Discussion: Council agreed as long as the carriage is large enough and one horse can pull it they saw no problem with the change.

Roll Call: AYES: Lincoln, Westemeier, Bernstein, Fach, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

18C-0097 – FIRST READING OF AN ORDINANCE TO REZONE 1002 PARK AVENUE FROM LOW DENSITY RESIDENTIAL TO NEIGHBORHOOD COMMERCIAL

Motion: Bernstein moved, seconded by Hahn, to approve the first reading of an ordinance to rezone 1002 Park Avenue from Low Density Residential to Neighborhood Commercial.

Discussion: None.

Roll Call: AYES: Westemeier, Bernstein, Hahn, Kieffer, Lincoln
NAYS: Fach

The motion carried.

18C-0098 – FIRST READING OF AN ORDINANCE ANNEXING 20.84 ACRES OF TERRITORY IN RAWLINS TOWNSHIP

Motion: Hahn moved, seconded by Kieffer, to approve the first reading of an ordinance annexing 20.84 acres of territory in Rawlins Township, 18C-0098.

Discussion: The property is laid out well and it will benefit the city.

Roll Call: AYES: Bernstein, Fach, Hahn, Kieffer, Lincoln, Westemeier
NAYS: None

The motion carried.

18C-0099 – FIRST READING OF AN ORDINANCE TO REZONE 20.84 ACRES IN THE COBBLESTONE CROSSING SUBDIVISION FROM LIMITED AGRICULTURAL TO MEDIUM DENSITY RESIDENTIAL

Motion: Hahn moved, seconded by Kieffer, to approve the first reading of an ordinance to rezone 20.84 acres in the Cobblestone Crossing subdivision from Limited Agricultural to Medium Density Residential.

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Lincoln, Westemeier, Bernstein
NAYS: None

The motion carried.

18C-0100 – DISCUSSION AND POSSIBLE ACTION ON DEVELOPING AN URBAN DEER HUNTING PROGRAM

Motion: Westemeier moved, seconded by Hahn, to approve developing an urban deer hunting program.

Discussion: The program will include guidelines with regard to the retrieval of the deer once they have been hit.

A concern was raised with the stipulation that you must have three acres. While that might work in the larger areas outside, they were concerned with not having three acres in neighborhoods. Staff will look at all areas and break it down by the worst sections.

Hunters will be required to shoot two does before shooting a buck and will be required to obtain tags for the deer.

Roll Call: AYES: Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Fach, Renner
 NAYS: None

The motion carried.

18C-0101 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT FOR REPAIRS TO CROSSWALKS, SIDEWALKS, AND CURB AND GUTTER

The following bids were received:

#	Item	Unit	Quantity	Jackson Concrete		MNS Construction	
				Unit Cost	Amount	Unit Cost	Amount
1	Remove and replace 5 inch thick broom finish sidewalk	SF	80	9.90	792.00	9.94	795.20
2	Remove and replace 5 inch thick exposed aggregate sidewalk	SF	80	12.90	1032.00	12.94	1035.20
3	Install new 5 inch thick broom finish sidewalk	SF	50	8.90	445.00	8.94	447.00
4	Install curb and gutter, 24 inches wide, 6 inch high	SF	50	28.90	1445.00	31.00	1550.00
5	Remove and replace curb and gutter, 24 inches wide	LF	50	34.90	1745.00	36.94	1847.00
6	Remove and replace 9 inch thick concrete street, including epoxy coated dowels at 24 inch centres	SF	200	38.00	7600.00	35.94	7188.00

Motion: Fach moved, seconded by Hahn, to approve unit prices as listed from Jackson Concrete for sidewalk, curb, gutter and approve unit prices as listed from MNS Construction for street replacement.

Discussion: The work is for spot repairs as needed.

Roll Call: AYES: Kieffer, Lincoln, Westemeier, Bernstein, Fach, Hahn, Renner
 NAYS: None

The motion carried.

18C-0102 – DISCUSSION AND POSSIBLE ACTION ON ADDING WATER MAIN INSTALLATION TO GEAR STREET PROJECT

Motion: Westemeier moved, seconded by Lincoln, to approve adding water main installation to the Gear Street project, 18C-0102.

Discussion: Council agreed it was a good idea. The water main will go all the way to West Street.

Roll Call: AYES: Lincoln, Westemeier, Bernstein, Fach, Kieffer, Renner
 NAYS: None
 ABSTAIN: Hahn

The motion carried.

18C-0103 – DISCUSSION AND POSSIBLE ACTION ON A LEASE WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION FOR KAYAK STORAGE

Motion: Hahn moved, seconded by Lincoln, to approve a lease in the amount of \$120 with the Illinois Department of Transportation for kayak storage, 18C-0103.

Discussion: Kieffer was opposed as he feels it will make it look cluttered under the bridge.

Roll Call: AYES: Westemeier, Bernstein, Fach, Hahn, Lincoln, Renner
 NAYS: Kieffer

The motion carried.

18C-0104 – ANNUAL REPORT OF VACATION RENTAL LICENSING ACTIVITY

Matt Oldenburg gave a report on the status of vacation rental licensing activity.

SUMMARY OF REQUESTS – BY PROPERTY			
Type	Requested	Approved	Licensed
Commercial	19	17	10
Residential	17	13	7
Residential – SR	3	3	1
Waitlist – Res.	31		
Total	70	33	18

Summary of Units – In Service		Summary of Units – Approved/Potential		
Type	Total	Type	Approved	Potential
Commercial	16	Commercial	43	46
Residential	7	Residential	13	17
Residential - SR	1	Residential - SR	3	3
Total	24	Total	59	65

2017 Hotel Tax Summary				
Lodging Type	Businesses	Gross Revenue	Hotel Tax	Percent
Large Lodging	6	\$ 9,339,125	\$466,956	79%
Small Inn/B & B	23	\$ 2,347,982	\$117,395	20%
Vacation Rental	13	\$ 164,573	\$ 8,229	1%
Totals	42	\$11,851,590	\$592,579	100%

Council questioned if a moratorium should be put on the wait list. Oldenburg advised he keeps a list chronologically by request. Those applicants will not go before the Zoning Board for a license until one becomes available.

Oldenburg reported out of the 59 approved units, he knows of only three apartments that had previously housed tenants. Those tenants were not prematurely evicted in order to do so. Either their lease expired or a changeover occurred. The vast majority have been for dilapidated apartments that were not being used.

Staff continues to track hotel motel tax. It is hard to quantify the amount of time spent each day but it is a time consuming endeavor. Fach questioned if the City is being reimbursed for the increased amount of time it takes to file these entries. Moran advised it is a learning curve and difficult to know how much time it actually takes.

Cindy Pepple, Finance Director, advised once the properties are approved, she meets with the owners to go through the tax return. She provides them with a list of frequently asked questions and a description of how the room nights are calculated. While there is an initial load up front, she feels there will be less demand on staff once it is up and running.

Council discussed possible reimbursement from GGMI from the Hotel Motel Tax to cover expenses. Oldenburg advised the fee for a Special Use Permit is \$400. The license fee for the first year is \$150. Building permit fees cover the cost of inspections as they make improvements. He feels those fees offset most of the cost.

Fach voiced concern with parking in the downtown if we have 300 units. He feels the city should start thinking about a parking structure funded by the lodging revenue stream.

18C-0105 – WARRANTS

Motion: Kieffer moved, seconded by Hahn, to approve the Warrants as presented, 18C-0105.

Discussion: None.

Roll Call: AYES: Bernstein, Fach, Hahn, Kieffer, Lincoln, Westemeier, Renner
 NAYS: None

The motion carried.

18C-0106 – ALDERPERSONS’ COMMENTS

Gear Street – Lincoln is excited to see the Gear Street project moving forward. He recommended holding an informational meeting or sending out a detailed letter so people understand things will get worse before they get better. Moran advised he is working on a letter.

Brick – Westemeier advised the brickwork near the waste can in front of the VFW has loose bricks and a couple missing. The curb ramp also has spaces that need to be patched as well.

Spring Street – Westemeier feels the City needs to put more pressure on our senators and IDOT about getting Spring Street done.

18C-0107 – CITY ADMINISTRATOR’S REPORT

Gear Street Project – Moran advised the Gear Street project has already begun. NICOR has started doing subsurface investigations.

Grant Park – Staff has been working on getting bids out for the oval garden in Grant Park. The bids will go out with an early spring/summer start.

Budget – The first budget meeting will be Monday, March 19, 2018 at 5:00 p.m.

18C-0108 – MAYOR’S REPORT

Mayor Renner advised there was no longer a need for Executive Session.

18C-0109 – MOTION FOR EXECUTIVE SESSION

This item was removed from the agenda.

18C-0110 - ADJOURNMENT

Motion: Hahn moved, seconded by Kieffer, to adjourn.

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Lincoln, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,



Mary Beth Hyde
City Clerk