

**Litchfield City Hall  
120 East Ryder  
Council Chambers  
April 20, 2017  
6:30 p.m.**

**PLEASE PUT ALL CELL PHONES AND PAGERS ON SILENT MODE OR TURN OFF.  
THANK YOU.**

**Call Meeting to Order**

**Pledge to Flag**

**Roll Call**

**Recognition of Visitors and Special Guests:**

Recognition of retirement of Fire Chief Dave Sumpter

Recognition of DJ Peck for 16+ years of service to the Volunteer Fire Department.

**Appointment:**

**Public Participation Applicant Comments:** Marilyn Harbison regarding demolition of property.

**Other Business:**

1. A motion to accept the minutes from the April 6, 2017 meeting.
2. **\*\*\* to be passed only at the first monthly City Council meeting.** A motion to direct the City Clerk to transfer funds from the city sales tax to the City's general fund to issue checks and authorize to pay the bills.

**Old Business:**

1. No old business.

**New Business:**

1. **Administration – Woodrow Street** – A motion to approve an Ordinance Annexing Territories into the Corporate Limits of the City of Litchfield, Montgomery County, Illinois.
2. **Administration – Woodrow Street** – A motion to approve payment of monthly bills retroactive for months November 2016 and January-April, 2017.
3. **Administration – Woodrow Street** – A motion to approve a contract with Foster & Foster Actuaries to prepare actuarial reports for the Police and Fire Fighter Pension Funds that are in compliance with GASB 67 and 68 reporting for an amount not to exceed \$6,000 and authorize the Mayor to sign the engagement letters.

4. **Administration – Woodrow Street** – A motion to approve a 4-year contract with the accounting firm Kerber, Eck & Braeckel LLP (KEB) for services to complete the City Government Audit including water and sewer, Tax Increment Finance Districts (1, 2 & 3) audits and the Foreign Fire Insurance Tax agreed-upon procedures and authorize the Mayor to sign the engagement letters.
5. **Fire – Woodrow Street** – A motion to purchase two (2) Lucas CPR systems, from Physio-Control for \$29,058.51 and authorize the City Clerk to cut a check upon satisfactory delivery.
6. **Tourism – Marilyn Sisson** – A motion to renew the advertising contract in the Route 66 Magazine for the Spring 2018 and authorize the Mayor to sign a contract for a one-third page, full color advertisement for \$600.
7. **Tourism – Marilyn Sisson** – A motion to renew an advertising contract with Meredith Media for a 1/6 of a page vertical ad in the biannual Travel Illinois Magazine, not to exceed the amount of \$2,830, and authorize the Mayor to sign the contract.
8. **Tourism – Marilyn Sisson** – A motion to renew the advertising contract in Heartland Outdoors for 12 months beginning July 2017 to June 2018 for a one-third page, full color ad at the cost of \$185.00 per month, not to exceed a total cost of \$2,220 and authorize the Mayor to sign the contract.
9. **Tourism – Marilyn Sisson** – A motion to renew the advertising contract with American Road from August 2017 to July 2018 which includes a quarterly, quarter-page ad, monthly tile banner, and a one page getaway listing, a total not exceeding \$4,352 and to authorize the Mayor to sign the contract.
10. **Tourism – Marilyn Sisson** – A motion to approve hiring one temporary worker for the 5K Freedom Fun Run.
11. **Tourism – Marilyn Sisson** – A motion to approve renewing the Illinois South Tourism Bureau membership at the annual “Ruby” membership level of \$2,500 and authorize the Mayor to sign the contract and the City Clerk to issue a check.
12. **Lake – Dave Hollo** – A motion to approve a change order from Seward Masonry for concrete work at the Lake Lou Yaeger Milnot Beach House for an amount not to exceed \$8,500.00.
13. **Lake – Dave Hollo** – A motion to contract for the electrical labor on an hourly basis for the Lake Lou Yaeger Milnot Beach House Renovation Project; awarding the contract to the lowest bidder and authorizing the purchase of the necessary materials.

14. **Lake – Dave Hollo** – A motion to approve partial payment to Seward Masonry, Inc., \$36,790 for work completed on the Beach House Renovation project and authorize the City Clerk to issue a check.
15. **Streets/Drainage -Jake Prange** – Discussion with possible action on the disposal of brush currently being stockpiled at the City’s South Adams property.
16. **Streets/Drainage – Jake Prange** – A motion to grant a request from Haier Plumbing for a time extension of May 26, 2017 to complete the Crestwood Pump Station.
17. **Building/Zoning – Ray Kellenberger** – A motion to approve an ordinance amending Ordinance 2831 allowing a zoning classification change located at 725 South McKinley, Litchfield, IL, from the current zoning of Agricultural (A-1) to Industrial (I).
18. **Building/Zoning – Ray Kellenberger** – A motion to approve an ordinance for the Route 66 Crossing Final Plat, 10<sup>th</sup> Addition for Lots 62, 63, 64, contingent upon: 1) Approval of construction plans for public improvements. 2) Preparation of cost estimate of public improvements sealed by an architect/engineer. 3) Furnish Financial Guarantee for public improvements by property owners and 4) Final approval by City Engineer.
19. **Economic Development – Ray Kellenberger** – A motion to approve a Redevelopment Agreement with UCB to benefit Pakem Partners for the property located within the Route 66 Crossings Development lot 61 (subdivided to lots 61, 62, 63 & 64) for an amount not to exceed “\$74,900 contingent on legal counsel final approval.
20. **Economic Development – Ray Kellenberger** – A motion to contract with TNT Railroad Contractors, Inc., for repair of the Dean Meier Litchfield Industrial Park rail spur in an amount not to exceed \$6,992.60 and authorize the City Clerk to issue a check.
21. **Economic Development – Ray Kellenberger** – A motion to approve the Downtown Façade Grant application submitted by Whitlock Chiefs, Inc., for the property located at 602 North State Street for an amount not to exceed \$8,365.00 contingent upon the Building Department granting final approval of materials used and work completed and to authorize the City Clerk to issue a check.
22. **Economic Development – Ray Kellenberger** – A motion to approve the proposal from Crawford, Murphy and Tilly for engineering services related to the Industrial Park Expansion Study Phase for an amount not to exceed \$102,655 and authorize the Mayor to sign the contract.
23. **Building and Grounds – Mark Brown** – A motion to approve the electrical bid for the Madison Park Renovation Project from D&M Electric for an amount not to exceed \$11,250 and authorize the Mayor to sign the agreement and the City Clerk to cut a check.
24. **Finance – Dwayne Gerl** – A motion to adopt an Ordinance, “Year Ending April 30, 2017 Budget Amendments for the Ambulance Equipment Replacement Fund” for the City of Litchfield.

## Executive Session

A Motion to Enter into Executive Session, as allowed under the Illinois Open Meetings Act, as found in Chapter 5 of the Illinois Compiled Statutes, Section 120, to address these certain and restricted items:

“The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body...” (5ILCS 120/2(2)(C)(1).

“Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.” (5ILCS 120/2(C)(2))

“The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.” (5ILCS 120/2(C)(5))

“The setting of a price for sale or lease of property owned by the public body.” (5ILCS 120/2(2)(6)

“Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.” (5ILCS 120/2(2)(C)(11)

### **New Business:**

1. Possible business to follow.