

**City of Auburn**

**Council Minutes**

**May 18, 2015**

Mayor Stamer called the meeting to order at 7:00 PM.

**Present:** Barb Stamer, Larry Hemmerle, Julie Barnhill, Rod Johnson, Clay Davidson, Seth Williams, Tom Berola, and Vic Devos, Jr. **Absent:** Matt Gillock, Tom Appelt, and Chris Warwick. Raylene Grischow, City Attorney

**Department Heads:** Bruce Centko, Bill Karhliker, and Kristy Ponsler.

**Mayor's Comments**

- a. Mayor Stamer announced to the council that Alderman Clay Davidson will be resigning from the council effective May 18, 2015 as he will be moving out of Auburn. The Mayor thanked Alderman Davidson for his service to the city.
- b. Mayor Stamer appointed the following members to the zoning board for five year terms up for reappointment in 2020: Dave Miller, Steve Mulvey, and Kurt Powell.

Berola made a motion to accept the mayor's recommendation for the zoning board appointments, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

- c. Mayor Stamer appointed the following members to the library board: Shirley Deheve, Amy Steele, and Monica Garrett. Their term will be from 2015-2018. Berola made a motion to accept the mayor's recommendation for the zoning board appointments, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- d. Mayor Stamer in coordination with Tom Berola, made the recommendations for the council committees. Alderman Berola indicated that a copy would be provided to the City Clerk as well as the newspaper on the alderman assignments to each committee.
- e. Berola made a motion to accept the tentative list of committee members, second by Johnson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

**II. City Clerk's Report – Deputy Clerk Ponsler**

- a. Ponsler presented the meeting minutes from the first city council meeting on 04/20/15. Hemmerle made a motion to accept the meeting minutes and destroy the recorded copy, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

- b. Ponsler presented the meeting minutes from the second council meeting on 04/20/15. Johnson made a motion to accept the second meeting minutes, second by Hemmerle. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- c. Ponsler reminder the new Alderman regarding online training for FOIA/Open Meetings Act. New alderman will need to complete online and provide documentation for city office files. Each alderman will need to go to the Illinois Attorney General's Office to complete the online training.
- d. Ponsler also informed new alderman of upcoming trainings they could attend including Workshop for Local Government Officials and IML workshop coming up over the summer. Ponsler asked that alderman inform her should they wish to attend IML workshop as there is a fee associated with attending.

III. City Treasurer's Report – Ponsler in Appelt's Absence

- a. Ponsler presented a reclassification of funds report that outlined a few areas in which the city was over budget and over appropriations. Line items were outlined with the appropriate areas in which funds would be moved from. Berola made a motion to accept the reclassification of funds outlined in the report provided by Ponsler, second by Williams. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- b. Ponsler presented the final budget for the 2015-2016 fiscal year for review by the council. No vote taken as it was just to have in their files over the course of the year.
- c. Ponsler presented the Bills List from 04/30/15 to 05/13/15 for the council's approval. A motion was made by Hemmerle to approve the bills list, second by Berola. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- d. Ponsler presented the April Financial Statement for review and approval. Davidson made the motion to approve the April Financial Statement, second by Hemmerle. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

IV. Attorney – Grischow absent, but will need an executive session at the end of the meeting to discuss union issues. Grischow will be available via phone to discuss.

V. Visitors

- a. Zoning Board – Dave Miller was present and provided an update on recommendations from the Zoning Board meeting that was held on May 13, 2015.

- i. Annette Pignon requested a variance to allow replacing a swimming pool with another of the exact size. The pool is located inside the property line at 1215 Pine Lane, but does not meet the setback requirements. Due to the fact that the city has normally allowed replacement of accessory structures within the original's footprint. It was recommended by the zoning board for the council to grant the variance to reduce setbacks and allow construction of the new pool in the exact area of the pool being replaced. Also recommended that the city refund the variance fee paid. Johnson made the motion to refund the variance fee, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  
- ii. Zoning variance to change from R1 to R2 and allow building a duplex on a non-conforming lot at Lot 55 Meadowbrook Plat 5. Owner of record, John Hickman, would like to sell property too Josh Smith, who wishes to construct a duplex on the lot. The ordinance requires 12,000 square foot of volume, while the lot would have approximately 11,550. It was stated that the lot was already zoned R2 so that request was not relevant. The recommendation to the council was to grant the use variance to allow construction of a duplex on Lot 55 Meadowbrook Plat 5 contingent upon the tax parcel being split into two separate parcels. Johnson made the motion to approve the use variance on Lot 55 Meadowbrook Plat 5, second by Devos, Jr. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  
- iii. Last request was for Marie and Dan Bartolazzi to remove a wheelchair ramp at their residence and replace it with a front porch, which would line up with other adjacent properties on the block. Recommendation was made to grant construction of a porch at 215 E. Madison Street that would line up with similar structures on adjacent properties. Berola made a motion to accept recommendation of zoning committee to build a porch and align with adjacent properties at 221 East Madison, second by Davidson. . **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  
- iv. The next zoning board meeting will be held on June 10, 2015.
  
- v. Dawn Godsil was present representing Sugar Creek Wine and Deli. Ms. Godsil provided information to the council regarding her desire to construct an outdoor seating area at her business. She provided a drawing indicating the exact setup of her proposal as well as pictures from another business that highlights how the potential area would look once built. Because the item was

not on the previous zoning board agenda, the zoning board was not able to discuss the matter. Ms. Godsil also inquired about potentially leasing the space from the city and asked for consideration of that as well. It was asked that Ms. Godsil get on the next zoning board agenda to discuss further.

- vi. Barb Henn and Brandy Brown were present to provide details on the Carnival that is being planned for the city square on August 13, 14, and 15, 2015. They would eventually like to get back to hosting the event in May as previously planned. They have the contract with the carnival and are just awaiting council approval to reserve the space and move forward with the carnival planning. Motion made by Davidson to have the carnival on August 13, 14, and 15, 2015, second by Williams. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- vii. Chief Centko requested a committee meeting to discuss the carnival to potentially talk about streets because he believed that there would be a way to provide additional space for more vendors/rides for the event. The carnival will be added to the next administration committee meeting.
- viii. Alderman Hemmerle presented on the request for the AAC to put a storage shed across from city office to store decorations. It would not be a permanent structure and would be a temporary fixture on that space. No vote taken as it was an issue that had previously been allowed for storage before.
- ix. Sabrina Hoagland was present to provide details on a 5K race in which would be held on Saturday, September 12, 2015 beginning at East Park. The race will benefit the Feline Ranch. It was requested by the council that the City of Auburn be removed from the registration form and then Ms. Hoagland could proceed with sending out registration forms.
- x. Reverend Janice Robinson was also in attendance with concerns pertaining to her rental of the community center. She indicated that she requested multiple days for the community center and was told she could not do that many days. Alderman Berola explained to her that it was not a matter of discrimination but a matter of community center not being available or not allowing complete access to just one group for an extended period of time and limiting rental by other groups.
- xi. Representatives from Liberty National were also present and wishing to speak to the City about supplemental insurance benefits they could offer.
- xii. An administration meeting was established for May 27, 2015 at 6:30 p.m.

#### VI. Department Heads

a. Centko

- i. Centko presented a resignation letter from Officer Gary Mellor effective Friday, May 25, 2015. Davidson made the motion to accept the resignation of Officer Gary Mellor effective May 25, 2015, second by Williams. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
- ii. The Chief will immediately begin advertising for a new police officer to fill the vacancy.

b. Karhliker

- i. MFT bid letting will be on May 26, 2015 at 10:00 am in the city council chambers.
- ii. Burton residence on 5<sup>th</sup> St has inquired with the city about replacing the sidewalk in front of his house and split the cost with the city. It will be approximately 4 yards at around \$400. He would be responsible for half the cost.

c. Ponsler

- i. Ponsler indicated that the ability to pay utility bills online is now live. Residents can also simply view their account information online as well. They simply have to establish a username and password and have account information available for the initial set up.
- ii. Budget billing for the new fiscal year has went out to residents either currently on the budget billing or those that have requested to be on budget billing. Due to the fact that the new software was not able to convert old data, the budget billing is only based on the 7 months established in the new system. Therefore customer's budget is based on a shorter time frame. The city will be able to monitor the status of the budget bills that have been figured and should the budgeted amount not be sufficient, the city reserves the right to adjust the amount to accommodate higher usage.
- iii. Should a customer not pay the exact budget amount, they will be taken off the budget billing.

VII. Committee Reports

a. Administration – Berola

- i. Motion made by Tom Berola to hire Preston Whisler as summer help, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  - ii. Motion made by Berola to remove City Utility Clerk, Tami Travous, from probation retro to May 10, 2015 payroll, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  - iii. With the new union contract, it eliminates the animal control officer and the building inspector and the city needs to come up with a contingency plan on what to do. The Animal Control Officer will be advertised as an as needed part time position. Motion made by Berola to advertise for animal control officer at a rate of \$9.00/hour, not to exceed a total amount of \$3000, second by Davidson. Advertisement to run for two weeks and review applications received. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  - iv. Building inspector position will be discussed with the union to determine if John Edie can continue to review building permits in the interim until a permanent person can be established or a permanent solution can be established.
  - v. The next Administration meeting will be 05/27/15 at 6:30 PM
- b. Public Works – Johnson
- i. Possibility to work with Martin Engineering in terms of the DCEO grant should the city apply. This firm would not charge the city any fees unless funds are awarded under the grant. Karhliker voiced concern with using that firm if the issue is water as that firm does not specialize in that area. Further discussions will take place at a later time, should the city move forward with the grant.
- c. Public Utilities – Hemmerle
- i. No Report.
- d. Health & Safety – Gillock absent
- i. No report
- e. Health & Housing – Stamer
- i. 505 East Wineman – Talavera – Berola made a motion to allow one week to move the chickens with no fine enforced if moved within that timeframe, second by Hemmerle. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

- ii. 106 North Heather (grass and weeds) and 221 East Madison (unsightly accumulations) has not corrected their issues pertaining to their health letters.
  - iii. Berola made motion to declare 106 North Heather a nuisance for grass and weeds and begin a fine of \$50/day until the issue is abated, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  - iv. Berola made a motion to declare 221 East Madison a nuisance and begin the fine of \$50/day until the issue is abated, second by Davidson. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**
  - v. 162 East Jackson – car in yard does run and no further action is needed on this residence.
- f. Parks – Hemmerle
    - i. No report.

VIII. Executive Session

- i. A motion was made by Davidson to enter in to Executive Session to discuss the union issues, second by Hemmerle. **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

IX. Adjournment

- i. A motion to adjourn was made by Hemmerle; second by Berola **Voice Vote: AYE: Barnhill, Berola, Davidson, Devos, Hemmerle, Johnson, Williams NAY: None. ABSENT: Gillock (7-0-1).**

Respectfully Submitted,

Kristy Ponsler  
Deputy Clerk