

**City of Auburn**  
**City Council Meeting Minutes**  
**Monday, August 1, 2022**

**\*\*\*\*\*Council meeting minutes were taken from City clerk's handwritten notes, the recorder DID NOT record the meeting\*\*\*\*\***

The meeting was called to order at 7:00 p.m. by Mayor Berola with the reciting of the Pledge of Allegiance.

Mayor Berola requested roll call. Present were Mayor Berola, Alderman Powell, Alderman Marquis, Alderman Garrett, Alderman Royer, Alderman Johnson, Alderwoman Sheppard, Alderman Karhliker, Treasurer Williams Office Manager Ponsler, Superintendent Henson, Chief Campbell, and Attorney Moredock. Absent Alderman Hemmerlee.

**Mayor's Comments**

Mayor Berola regretfully accepted the resignation of Office Manager Kristy Ponsler. Mayor Berola read to the council her letter of resignation. He thanked her for her service to the city. A motion was made by Alderman Johnson to accept Officer Manager Ponsler's resignation, second by Alderwoman Sheppard.

Ayes: Powell, Johnson, Sheppard, Marquis, Royer, Garrett, Royer, and Karhliker

Nayes: None

Absent: Hemmerle

The Mayor advised that KEB, or Eck, Shafer and Punke will handle payroll on a month by month basis. He will get pricing and provide to the council. Mayor will get someone for payroll.

The Mayor advised that FOIA requests will now be handled by Attorney Moredock. The bills and day to day operations will be handled by the city office. Supervisory duties will go to Superintendent Henson who works closely with office with utilities now. The liquor licenses will be handled by The Mayor and Alderwoman Sheppard and they will assist the office staff with questions etc. (The handwritten notes spoke of added compensation for the office staff taking on more work) The Mayor advised the city would be taking applications for office manager until Monday, August 8, 2022. The Mayor will call a special council meeting after the application process closes. The Mayor advised he will be in the office next week and working closely to ensure that there is a smooth transition and any concerns can be resolved.

Bethany Sponsler was in attendance to see how the role of clerk is handled and sit through a council meeting, to see if she is interested in filling the city clerk position.

A motion was made by Alderman Powell to give all FOIA request duties to Attorney Moredock. Second by Alderman Royer.

Ayes: Johnson, Marquis, Powell, Royer, Garrett, Karhliker, Sheppard

Nayes: none

Absent: Hemmerle

### **City Clerk Report**

Officer Manager Ponsler presented the July 18, 2022 meeting minutes for the council's review and approval. Motion by Sheppard to approve the meeting minutes, second by Alderman Johnson. **(No list of ayes or naves in handwritten notes)**

### **Treasurer Report**

Treasurer Williams presented the bills list from July 19, 2022 to July 31, 2022, for the council's review and approval. A motion was made by Alderwoman Sheppard to approve the bills list, second by Alderman Johnson.

Ayes: Johnson, Powell, Sheppard, Marquis, Royer, Karhlier

Nayes: Garrett

Absent: Hemmerle

### **Attorney Report**

Attorney Moredock presented the second reading of Ordinance 1519-22 – Ordinance Regulating Police presence at community events. Chief will have authority on number of officers needed, he will have discretion on approval of which officers are to be hired for the events. A motion was made by Alderman Garrett to approve Ordinance 1519-22, second by Johnson.

Ayes: Garrett, Johnson, Powell, Sheppard, Marquis, Royer, Karhliker

Nayes: None

Absent: Hemmerle

Licensee responsible for cost, events that have alcohol on private property. Question was posed in regards to Closing of streets for non-alcohol related events. The city can expect to provide advice on where additional security will be needed in regards to the size of the event.

Attorney Moredock presented the first reading of Ordinance 1520-22, An Ordinance Creating a Pour-Only Liquor License Classification.

Class F license for businesses like the Bike Club on the square. They would require dram insurance and hours of operation would be same hours of operation as other liquor licenses. Fee would be up to council.

Attorney Moredock presented the first reading of Ordinance 1521-22, An Ordinance Clarifying the Minimum Charge for Utility Services.

Attorney Moredock advised he would need a short executive session at the end of the meeting in regards to pending litigation 2(c)(11)

Chief Campbell advised Officer McDermand passed his power test. Other officers are preparing for training. Alderman Garrett and Chief Campbell met with engineers on new building. Looking at grants to help support the idea of a police station connected with a community center/safety center. The location and purchasing of land will continue to be discussed as more details and information is gathered.

Superintendent Henson advised his part time laborer is going in for a second ankle surgery and does not intend to come back this year, he is looking at finding a replacement to finish out the season.

### **Administration Report**

Alderman Johnson had no report for Administration

### **Public Works Report**

Alderman Karhliker discussed the Acceptance of MFT proposal and Bid Tab Auburn Seal Coat 2022 , by IRC in the amount of \$59, 784.00.

Alderman Karhliker made a motion to accept the bid, with a second by Alderman Marquis.

Ayes: Powell, Johnson, Sheppard, Marquis, Royer, Garrett, and Karhliker

Nayes: none

Absent: Hemmerle

Alderman Karhliker gave information on the North Street MFT Resolution and Expenditure request. Giving IDOT information that council approved Rebuild Illinois forms. Added to next agenda

Alderman Karhliker updated the Safe Routes to School. Guidance will follow when federal funds are received. Qualifications based system determines what the next steps are to select an engineer. April 28, 2026 is the date for fund to be exp. By. Benton and Associates were at meeting to give additional information of process.

Alderman Karhliker advised of prices for the Back door to the chambers and side door in the city office to be replaced. Motion by Karhliker second by Sheppard to replace the doors with Barnett windows and doors for a price not to exceed \$6,400.00.

Ayes: Karhliker, Royer, Marquis, Sheppard, Powell

Nayes: Johnson, Garrett

Absent: Hemmerle

Alderman Karhliker also advised of needing to add an awning on the drive up of the city office. Water damage from rains seeps in and gets bills wet. After questions on the height etc, Alderman Karhliker will call and get more specifics.

Alderman Karhliker advised of needing to replace the drive through window in the city office. The window cost will be \$1792.32

A motion was made by Karhliker and second by Johnson for the new window at drive through.

Ayes: Johnson, Karhliker, Sheppard, Powell, Marquis, Royer

Nayes: Garrett

Absent: Hemmerle

### **Public Utilities Report**

Alderman Johnson advised the pre-annexation agreement with Springfield Plastics is under way. Once the agreement is signed the city

will start receiving sales tax revenue. Alderman Garrett asked about his initial sales tax numbers and felt other council members felt they were incorrect. We can always ask for ST-1 forms as part of the agreement

### **Health and Safety**

Alderwoman Sheppard had no report

### **Health and Housing**

307 Red Bud had been abated. No report

### **Parks Report**

Alderman Hemmerle was absent. Discussion on the Speaker system on the square is working and live. The light on the south side of square will need to be fixed. Possibly see if lights for bandstand could possibly change color with the season.

### **Economic Development**

Alderman Garrett advised of the new Price Cutter grand opening. He advised of a new business coming to Auburn soon and more details would be released. Questions on the assessment/appraisal of Red Bud Park were discussed. Barry Taft is an appraiser for commercial property and a formal letter will be sent to get the property appraised.

A motion was made by Garrett and second by Marquis to enter executive session at 8:34 p.m.

A motion was made by Royer and second by Marquis to come out of executive session.

Garrett felt the health and safety/housing officer should be paid in some way. Due to state law it would have to be voted on and could not take place until a new officer was elected.

Motion was made by Garrett and second by Marquis at 8:46 p.m. to adjourn.

Respectfully submitted

Alderwoman Tracy Sheppard

\*\*\*Ending clarification, all minutes were typed from clerks handwritten notes, as the recorder did not record meeting\*\*\*