

**City of Auburn
Council Meeting Minutes
Monday, August 15, 2022**

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

Mayor Berola called for a motion to appoint Bethany Sponsler as the City Clerk. A motion was made by Alderman Marquis to approve Bethany Sponsler as the City Clerk, second by Alderwoman Sheppard.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett

NAYES: None

ABSENT: None

Mayor Berola swore in Bethany Sponsler as the new City Clerk.

Clerk Sponsler took roll. Present were Mayor Berola, Clerk Sponsler, Treasurer Williams, Alderman Hemmerle, Alderman Johnson, Alderman Karhliker, Alderman Marquis, Alderman Powell, Alderman Royer, Alderwoman Sheppard.

Also present were Superintendent Henson, Chief Campbell, and Attorney Moredock.

Mayor Berola welcomed discussion on the topic of back pay for Office Manager Ponsler for May-August duties. Alderman Johnson asked that the discussion be tabled until the next meeting. A motion to table the discussion was made by Alderman Johnson, second by Alderman Marquis.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett

NAYES: None

ABSENT: None

City Clerk's Report:

Clerk Sponsler presented the August 1, 2022, meeting minutes for the council's review and approval. Alderwoman Sheppard noted that the recorder did not work at the last meeting, so the minutes were typed as they were written from the handwritten notes that Deputy Clerk Ponsler took during the meeting. Alderman Johnson made a motion to approve the minutes, second by Alderman Powell.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett

NAYES: None

ABSENT: None

Treasurer's Report

Treasurer Williams presented the bills list from August 2, 2022, to August 15, 2022 for the Council's review and approval. A discussion was had about possibly upgrading the server in the future. Supt. Henson mentioned that there was a firewall issue, but nothing was compromised. Superintendent Henson said he will look into the cost of upgrading the server. A motion was made by Alderman Garrett to approve the bills list, second by Alderwoman Sheppard.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Sheppard

NAYES: Garrett, Royer

ABSENT: None

Treasurer Williams provided the July 2022 cash report for the council review and approval. Alderman Johnson made a motion to approve the July cash report, second by Alderwoman Sheppard.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard
NAYES: Garrett
ABSENT: None

Treasurer Williams reported that the July video gaming reports were not available on the website. She will try to have them at the next meeting.

Mayor Berola asked for the Council's availability for the following week to discuss the City Office Manager position, candidates, and other personnel issues. A meeting was scheduled for Tuesday, August 23, 2022 at 7 pm.

Attorney's Report

Attorney Moredock presented the second reading of Ordinance 1520-22, An ordinance Creating a Pour-Only Liquor License Classification. This creates a Class F license, which is a private license to sell liquor at retail by the drink or pitcher only, for consumption on the premises. There is a fee of \$50 per year and has the same hours as all other class of licenses.

Alderwoman Sheppard made a motion to approve Ordinance 1520-22, second by Alderman Marquis.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

Attorney Moredock presented the second reading of Ordinance 1521-22, An Ordinance Clarifying the Minimum Charge for Utility Services. This ordinance states that the minimum fee still applies unless the homeowner requests that the utilities are physically disconnected. If the utilities are simply turned off, the minimum charge still applies.

Alderwoman Sheppard made a motion to approve Ordinance 1521-22, second by Alderman Powell.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

Attorney Moredock presented the second reading of Resolution 88-22, North Street MFT Resolution and Expenditure Request.

Alderman Karhliker made a motion to approve Resolution 88-22, second by Alderman Johnson. This was presented by Benton and Associates at the August 1, 2022 meeting.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

Alderman Karhliker asked about the second reading of the Safe Routes for Schools. This is qualifications based due to being federal funds. Alderman Karhliker, Mayor Berola, and Superintendent Henson will grade it to move on.

Department Heads

Chief Campbell presented the Sangamon County Animal Control Agreement for May 1, 2022-April 2023 in the amount of \$707.86. This will need to be signed by Mayor Berola and approved by the Council.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Sheppard, Garrett

NAYES: Royer

ABSENT: None

Chief Campbell informed the Council that Michael McDermond starts full-time academy on Tuesday.

Superintendent Henson mentioned the rash of water main breaks recently. Two were Otter Lake's water mains that we helped on. Otter Lake will reimburse the city for overtime and sand.

Superintendent Henson informed the council that repairs need to be made to a wastewater treatment plant pump. He received a bid from Vandevanter of \$9,738.87. Alderman Royer made a motion to approve the pump repair estimate of \$9,738.87. Second made by Alderman Johnson.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett

NAYES: None

ABSENT: None

Conxxus Fiber- Metro- will be starting to run fiber optic cable in September. There was a discussion about concerns about hitting gas mains and physical damage. Attorney Moredock said the city cannot charge for simply boring in the city's right of way. A discussion was had about imposing a fee that will require the crews to ensure they will clean up the mess they leave behind.

Superintendent Henson filled in as the Office Manager. He reported that Sarah from KEB came on Wednesday and agreed to come on August 22 to help the office get the payroll out on August 26. Vacation and sick time will be staying in house. KEB sent an obligation contract to look over. The contract said it would cost \$850/month for payroll.

Committee Reports

Administration:

Alderman Johnson reported he and Mayor Berola would hold interviews on Thursday for the top two office manager candidates.

Public Works:

Alderman Karhliker updated the council on the measurements of the awing for the office drive through window. It will be 9 ft high about stick out 5 ft from the building. The bid from Hohimer was \$2684.88. Alderman Karhliker made a motion to approve the bid from Hohimer not to exceed \$2700. Second by Alderman Royer.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett

NAYES: None

ABSENT: None

A discussion was had about if a building permit is needed when replacing the shingles on a roof. If a homeowner is not changing the pitch of the roof or the eaves, a building permit is not needed. It was agreed that reimbursement checks would be cut for recent customers who paid for building permits.

It was discussed whether the wording should be changed on the building permit and Attorney Moredock suggested it be left as it reads or include at the discretion of the building inspector.

Public Utilities:

Alderman Johnson questioned the amounts on Change Order #3. Alderman Johnson made a motion to table Change Order #3 until the next meeting. Second by Alderman Karhliker.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

Health & Safety:

Alderwoman Sheppard brought up the engineering study for exploration of grants for the new police/community building. The city would need to put out an RFP. A discussion was had about the differences between an RFP and an RFQ. A Health and Safety Committee meeting will be held on Tuesday, August 23, 2022 at 6:30 pm to discuss the engineering study.

Parks:

Alderman Hemmerle had nothing new to report on the parks grant. It was asked if the land on Kennedy had been appraised. Alderman Garrett will follow up.

Economic Development:

Alderman Garrett had nothing new to report due to the transition within the city office and the website. Alderman Garrett reported that there were questions about a dead tree that needs to be dealt with. He is waiting on the bids to be completed. He will update the council at the next meeting.

Alderman Garrett also mentioned Tami assuming a larger role within the city office and possible remuneration. Mayor Berola said that would be discussed at the special meeting on Tuesday, August 23, 2022.

Alderman Garrett made a motion to exit regular session and move to executive session at 8:30 pm, second by Alderwoman Sheppard. A voice vote was taken.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

A motion was made to come back to regular session from executive session at 8:42 pm by Alderman Garrett, second by Alderwoman Sheppard. A voice vote was taken.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

Alderman Garrett made a motion to adjourn meeting at 8:45 pm, second by Alderwoman Sheppard. A voice vote was taken.

AYES: Hemmerle, Johnson, Karhliker, Marquis, Powell, Royer, Sheppard, Garrett
NAYES: None
ABSENT: None

