

# Council Meeting for January 18, 2022



## **CITY COUNCIL AGENDA**

**January 18, 2022**

**Final Agenda**

**7:00 P.M.**

**Note: All items presented are subject to final action.**

### **PUBLIC FORUM**

#### **PETITION**

By Quincy Medical Group Foundation Cancer Crush requesting permission to conduct a raffle and have the bond requirement waived from now through 04/15/22. The City Clerk recommends approval of the permit.

#### **SALES TAX REPORT**

September, 2021 - \$984,939.47

October, 2021 - \$999,567.43

#### **HOME RULE SALES TAX REPORT**

September, 2021 - \$927,337.27

October, 2021 - \$957,631.22

#### **MAYOR'S APPOINTMENTS**

Dr. Tim Jacobs to the Police Pension Fund Board of Trustees for a two year term and Ed Holthaus to the Quincy Tree Commission for a three year term.

#### **PROCLAMATION**

January 18<sup>th</sup> through January 25, 2022 as "Sanctity of Human Life Week"

#### **RESOLUTIONS**

The HR Manager recommending approval of the restructure of the QMG Employee Clinic to be included under the reinsured HRA plan to eliminate redundant expenses and the prior independent contract discontinued and replaced by this new integrated structure.

Recommending approval of the transfer from Blue Cross Blue Shield dental plan to MetLife dental plan that results in the same benefits, coverage, and cost to the employee.

Recommending approval of the transfer from the single Blue Cross Blue Shield plan to the primary and secondary HRA benefits plan that results in the same benefits, coverage, and cost to the employee, consolidated and tabled for one week on a motion by Ald. Sassen.

Chief of Police recommending approval to transfer one half of the Justice Authority Grant (JAG) funds in the amount of \$7,585.00 to Adams County.

Comptroller and Finance Committee recommending engaging Lauterbach & Amen, Naperville, IL to provide the actuarial valuations for both the fire and police pension fund for a total three-year cost of \$34,080.

Purchasing Agent recommending approval of the bid from The Golden Ruler of Hannibal, MO in the amount of \$10,537.57 with 29% off catalog pricing for a one-year contract period of February 1, 2022 through January 31, 2023.

Purchasing Agent recommending approval of the bid from Aramark Uniform for a two-year contract beginning February 1, 2022 and ending January 31, 2024; for an annual cost of \$9,545.64.

Aeronautics Committee and Airport Director recommending approval of the proposed ground lease with Moss Family Farms Inc. for the farming of the agricultural acreage at Quincy Regional Airport.

Aeronautics Committee and the Airport Director recommending approval of an agreement with Crawford, Murphy, and Tilly, Inc. for Phase Two of the reconstruction of runway 4/22 and removal of runway 18/36 project, the total contract cost is not to exceed \$118,600. In accordance with the FAA Airport Improvement Program this cost will be 90% funded by the United States Department of Transportation, 5% funded by the Illinois Department of Transportation, and 5% funded by the City of Quincy.

Aeronautics Committee and the Airport Director recommending approval of an agreement with Crawford, Murphy, and Tilly, Inc. to provide engineering and planning services to construct a general aviation apron and roadway for a new corporate hangar, the total contract cost is not to exceed \$310,600. This project is to be 90% funded by the State of Illinois, and 10% by the City of Quincy.

## **ORDINANCES**

### **Second presentation of an Ordinance entitled:**

**Ward 4** An Ordinance Granting A Special Use Permit For A Planned Development (2634-2638 Broadway, specifically at 2636 Broadway, Suite 2).

An Ordinance Amending The 2021-2022 Fiscal Year Budget.

## **REPORT OF FINANCE**

## **EXECUTIVE SESSION**

**Executive/Closed Session pursuant to the Open Meetings Act 5ILCS 120/2 (c) (11)  
Pending or Imminent Litigation**

# VENDOR WARRANT DETAIL

## QUINCY CITY TREASURER



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Warrant/EFT#: EF 0011535				
Fiscal Year	2022	Issue Date	12/09/21	
Warrant Total	\$984,939.47	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A2054997	2A2054997	\$984,939.47

IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$984,939.47	DISTRIBUTE MUNI/CNTY SALES TAX

*ST Comm*

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 12/08/2021
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: SEP. 2021 COLL MO: OCT. 2021 VCHR MO: DEC. 2021
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX

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Warrant/EFT#: EF 0008220				
Fiscal Year	2022	Issue Date	01/07/22	
Warrant Total	\$999,567.43	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A2070991	2A2070991	\$999,567.43

IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0189	492	27	44910055	4491	\$999,567.43	DISTRIBUTE MUNI/CNTY SALES TAX

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/06/2022
2	MUNICIPAL 1 % SHARE OF SALES TAX
3	LIAB MO: OCT. 2021 COLL MO: NOV. 2021 VCHR MO: JAN. 2022
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL 1 % SHARE OF SALES TAX

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Warrant/EFT#: EF 0011533				
Fiscal Year	2022	Issue Date	12/09/21	
Warrant Total	\$927,337.27	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A2054995	2A2054995	\$927,337.27

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IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0138	492	27	44910055	4491	\$927,337.27	DISBURSE HOME RULE MUNI SALES

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 12/08/2021
2	MUNICIPAL HOME RULE SALES TAX
3	LIAB MO: SEP. 2021 COLL MO: OCT. 2021 VCHR MO: DEC. 2021
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL HOME RULE SALES TAX

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Warrant/EFT#: EF 0008218				
Fiscal Year	2022	Issue Date	01/07/22	
Warrant Total	\$957,631.22	Warrant Status		
Agency	Contract	Invoice	Voucher	Agency Amount
492 - REVENUE		A2070989	2A2070989	\$957,631.22

IOC Accounting Line Details						
Fund	Agency	Organization	Appropriation	Object	Amount	Appropriation Name
0138	492	27	44910055	4491	\$957,631.22	DISBURSE HOME RULE MUNI SALES

Payment Voucher Description	
Line	Text
1	IL DEPT. OF REVENUE AUTHORIZED THIS PAYMENT ON 01/06/2022
2	MUNICIPAL HOME RULE SALES TAX
3	LIAB MO: OCT. 2021 COLL MO: NOV. 2021 VCHR MO: JAN. 2022
4	?S PHONE: 217 785-6518 EMAIL: REV.LOCALTAX@ILLINOIS.GOV
61	MUNICIPAL HOME RULE SALES TAX

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<https://illinoiscomptroller.gov/vendors/vendor-payments-new/vendor-warrant-detail/?Warr...> 1/10/2022

<https://illinoiscomptroller.gov/vendors/vendor-payments-new/vendor-warrant-detail/?War...> 12/13/2021



CITY OF QUINCY, ILLINOIS

**P**roclamation  
Official

**WHEREAS**, January 19, is the 49th Anniversary of the United Supreme Court Decision which legalized abortion; and

**WHEREAS**, The Constitution of the United States ought to protect ALL HUMAN BEINGS, irrespective of age, health, function, or condition of dependency; including their unborn offspring at every state of biological development; and

**WHEREAS**, Millions of unborn children have been denied their “rights to life, liberty, & the pursuit of happiness”; and

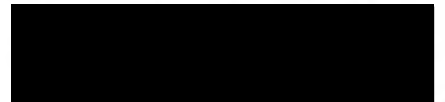
**WHEREAS**, The people of the 17th District, State of Illinois and their elected officials respect God’s gift of life.

**NOW, THEREFORE, I**, Michael A. Troup, Mayor of the City of Quincy, on behalf of the City Council and the citizens of Quincy, do hereby proclaim January 18<sup>th</sup> through January 25<sup>th</sup>, 2022 as

**SANCTITY OF HUMAN LIFE WEEK**

in the City of Quincy and I encourage citizens to honor the lives of all human beings born and unborn and to recognize this week and participate in its observance.

**IN TESTIMONY WHEREOF, I HAVE  
HEREUNTO SET MY HAND AND CAUSED TO  
BE AFFIXED THE SEAL OF THE CITY OF  
QUINCY ON THIS 18<sup>TH</sup> DAY OF JANUARY IN THE  
YEAR OF OUR LORD TWO THOUSAND TWENTY-TWO.**



**MICHAEL A. TROUP  
MAYOR, CITY OF QUINCY**





## **RESOLUTION**

**WHEREAS**, the City of Quincy partnership with Quincy Medical Group (QMG) Employee Clinic was restructured January 1<sup>st</sup>, 2022 to integrate the same Employee Clinic Benefits into the Secondary Reinsured HRA; and,

**WHEREAS**, the same original 100% covered services will remain the same with no charge for employees and their dependents who are covered on our Blue Cross Blue Shield health insurance but all charges will be submitted to BCBS and the secondary HRA to achieve the 100% coverage and,

**WHEREAS**, QMG has cooperated in adjusting the pricing and method of billing to create a certainty savings for the City by fully integrating with the secondary HRA benefit to produce immediate and lasting savings compared to the prior contract and,

**WHEREAS**, the same process of determining the events and providers that are covered at 100% at QMG will remain the same and,

**WHEREAS**, the same May 1, 2021 payroll deduction remain until further notice.

**NOW THEREFORE BE IT RESOLVED**, that the HR Manager recommends Council approval of the restructure of the QMG Employee Clinic to be included under the reinsured HRA plan to eliminate redundant expenses and the prior independent contract discontinued and replaced by this new integrated structure.

## **RESOLUTION**

**WHEREAS**, the City of Quincy dental insurance plan transferred from a Blue Cross Blue Shield plan to a Metlife dental plan as of January 1<sup>st</sup>, 2022; and,

**WHEREAS**, the new Metlife dental plan replicates the annual benefit caps, deductible amount, out-of-pocket limits, and covered services; and,

**WHEREAS**, all employees benefit from an immediate January 1, 2022 reset of the per person \$1,200 annual benefit and lifetime ortho benefit caps, the plan will not carry over any prior use history with the exception of Orthodontia Benefits which carryovers and integrates the prior lifetime usage per person and,

**WHEREAS**, the same May 1, 2021 payroll deduction remain until further notice.

**NOW THEREFORE BE IT RESOLVED**, that the HR Manager recommends Council approval of the transfer from Blue Cross Blue Shield dental plan to Metlife dental plan that results in the same benefits, coverage, and cost to the employee.

## **RESOLUTION**

**WHEREAS**, City of Quincy health insurance plan transferred from a 1 card Blue Cross Blue Shield plan to a 2 card Blue Cross Blue Shield plan plus Secondary Reinsured HRA as of January 1<sup>st</sup>, 2022; and,

**WHEREAS**, the transferring of plan adjudication processes does not affect the final experienced deductible amount, out-of-pockets limits, and covered services; and,

**WHEREAS**, all deductible and out of pocket incurred since May 1, 2021 to December 31, 2021 carries over to this new plan deductible/OOP structure through April 30, 2022 and participant deductible/OOP will not reset until May 1, 2022; and,

**WHEREAS**, the same Blue Cross Blue Shield provider network is in place; and,

**WHEREAS**, the same May 1, 2021 payroll deduction remain until further notice.

**NOW THEREFORE BE IT RESOLVED**, that the HR Manager recommends Council approval of the transfer from the single Blue Cross Blue Shield plan to the primary and secondary HRA benefit plan that results in the same benefits, coverage, and cost to the employee.





# DEPARTMENT OF POLICE CITY OF QUINCY

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From the Office of Robert A. Copley, Chief of Police  
530 Broadway - Quincy, Illinois 62301-4058  
Phone (217) 228-4480, Fax (217) 221-2269

January 14, 2022

Mayor Mike Troup  
Members of the Quincy City Council  
Quincy City Hall  
730 Maine Street  
Quincy, IL 62301

## **RE: DISBURSEMENT OF GRANT FUNDS – JUSTICE ASSISTANCE GRANT**

Dear Mayor Troup and Members of the Quincy City Council:


The purpose of this letter is to request authorization to distribute to the Adams County Sheriff's Department their share of the Justice Authority Grant (JAG) which was approved August 31<sup>st</sup>, 2020. This grant is in collaboration with the sheriff's department. The actual funds are not distributed until the agency spends the money. We are approaching the end of this grant and we would like to begin the process of submitting final reports to close it out.

This grant consists of federal funds from the Department of Justice's Edward Byrne Memorial Justice Assistance Grant Program, which is more commonly referred to as the JAG program. The total grant award we received and spent was \$15,169.52, which is to be divided between our agencies (\$7,585.00 to Adams County, \$7,584.52 to Quincy Police).

At this time we are requesting the authorization to distribute to the Adams County Sheriff's Department the \$7,585.00, which is their share of the grant. The Quincy Police Department is the lead agency and administrator of this grant.

If you have any questions, please feel free to contact me. In my absence, you may contact Deputy Chief Yates. Thank you for your attention to this request.

Sincerely,

  
Robert A. Copley  
Chief of Police

RAC:ay

Ec: Mr. Jeff Mays, Director of Administration  
Ms. Sheri Ray, Comptroller  
Deputy Chief Pilkington  
Ms. Gail Newell

*"Service – Pride – Dignity"*

## **RESOLUTION**

WHEREAS, the City of Quincy and Adams County applied for the Justice Authority Grant (JAG) in a combined effort and must share the award; and

WHEREAS, the JAG grant totals \$15,169.52 and each agency agreed to split the amount evenly; and

WHEREAS, the Quincy Police Department and the Adams County Sheriff's Department jointly agreed that the Quincy Police Department will act as administrator of the JAG grant; now

THEREFORE BE IT RESOLVED, the Chief of Police recommends to the Mayor and City Council that the Police Department be granted authority to transfer one-half of the JAG grant funds (\$7,585.00) to Adams County.

Robert Copley  
Chief of Police

January 18, 2022



# CITY OF QUINCY

## Comptroller's Office

Sheri L. Ray  
Comptroller

CITY HALL – 730 MAINE STREET  
Quincy, Illinois 62301-4056  
217-228-4517

### MEMORANDUM

TO: Mayor and City Council  
FROM: Sheri Ray  
DATE: January 12, 2022  
SUBJECT: Resolution for Pension Actuarial Valuation Service

Please find attached a Resolution that I have submitted to the City Clerk for placement on the agenda for the January 18, 2022 Council Meeting.

This resolution is recommending entering into a three year agreement with Lauterbach and Amen (L&A) for fiscal years ending 4/30/2022-4/30/2024. The City has used L&A for the previous engagement period for fiscal years ending 2019-2021. L&A has provided exceptional service over these past three years. The cost of this professional service was \$9,900 in FYE 2021. The L&A quote for next fiscal year does represent an 11.3% increase; however, when compared with other actuaries, L&A has provided the lowest quote. See comparable quotes below:

Company	FYE 2022	FYE 2023	FYE 2024	3 year TOTAL
Lauterbach & Amen	11,020	11,360	11,700	34,080
Foster & Foster	11,600	12,000	12,400	36,000
Gabriel Roeder Smith	28,000	28,000	28,000	84,000

If you have any questions, please let me know.

CC: Lonnie Dunn, Corporation Counsel  
City Clerk Laura Oakman  
Jeff Mays, Director of Admin Services



**RESOLUTION**

WHEREAS, the City of Quincy contracts with an actuary to provide the fiscal year end actuarial valuations of the Fire Pension Fund and Police Pension Fund each year; and,

WHEREAS, the actuarial valuations provided by the actuary are used to establish the funding requirements for each of the pension funds and essential to the preparation of the tax levy for the upcoming year; and,

WHEREAS, the actuarial valuation scope includes providing the GASB 67 & GASB 68 disclosures required for the City’s annual financial statements; and,

WHEREAS, the finance committee recommended quotes for this professional service and the following quotes were received:

Company	FYE 2022	FYE 2023	FYE 2024	3 year TOTAL
Lauterbach & Amen	11,020	11,360	11,700	34,080
Foster & Foster	11,600	12,000	12,400	36,000
Gabriel Roeder Smith	28,000	28,000	28,000	84,000

WHEREAS, Lauterbach & Amen have provided excellent service in the past and are the lowest proposal over the three-year period; and,

THEREFORE BE IT RESOLVED, the Comptroller and the Finance Committee recommends to the Mayor and City Council the City to engage Lauterbach & Amen, Naperville, IL to provide the actuarial valuations for both the fire and police pension fund for a total three-year cost of \$34,080.



# CITY OF QUINCY

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MARY-ANN ERVIN  
Purchasing Agent

CITY HALL – 730 MAINE  
QUINCY, IL 62301-4056  
(217) 228-4502  
FAX (217) 221-3608

## MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Mary-Ann Ervin

DATE: Monday, January 18, 2022

SUBJECT: Office Supply Contract

This letter is to inform you of the resolution being presented to the Mayor and the City Council on Tuesday, January 18, 2022. This resolution is requesting approval of a new one (1) year office supply contract. The current contract with Area Distributors Inc will expire on January 31, 2022.

The Purchasing Department advertised for sealed competitive bids for office supplies for all City departments. There were 43 core-items on this year's the office supply bid. Twenty-three (23) vendors downloaded the Office Supply bid packet and two (2) bids were received.

\*Office Essentials St. Louis, MO \$10,331.03 Offering 37% off Catalog pricing  
(\*included an Extraordinary Price Adjustment Clause)

The Golden Ruler Hannibal, MO \$10,537.57 Offering 29% off Catalog pricing

Bids were received from Office Essentials and The Golden Ruler. Office Essentials did not comply with the bid specifications as they provided documentation with their bid (referred to as an Extraordinary Price Adjustment Clause). The extraordinary price adjustment clause stated they may reasonably adjust the price on any office product or service with a 30-day notice to the City. As per the bid specifications, "Pricing shall remain valid for the entire term of the contract." and "Price increases will NOT be accepted." Since Office Essentials did not comply with the bid specifications their bid cannot be accepted.

This information was referred on to the Finance Committee meeting scheduled for Monday, January 10, 2022 however they did not meet. After reviewing the bids received, I would like to ask the City Council to approve of the bid from the Golden Ruler for a one-year office supply contract.

Thank you and if you have any questions, please let me know.







# CITY OF QUINCY

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MARY-ANN ERVIN  
Purchasing Agent

CITY HALL – 730 MAINE  
QUINCY, IL 62301-4056  
(217) 228-4502  
FAX (217) 221-3608

## MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Mary-Ann Ervin

DATE: January 18, 2022

SUBJECT: City of Quincy Linen & Uniform Contract

This letter is to inform you of the resolution being presented to the Mayor and the City Council on Tuesday, January 18, 2022. This resolution is requesting approval of a new two (2) year rental and cleaning of linen and uniforms contract for Quincy Regional Airport, Central Services, and the Utilities Department. The contract also includes the rental of floor mats, shop rags and mops for our various locations.

The City's Purchasing Department advertised for sealed competitive bids for the rental and cleaning of linens and uniforms contract for all City departments.

There were thirteen (13) vendors who requested the bid packet and two (2) bids were received. The bids received were as follows:

Aramark Uniform Services	Quincy, IL	\$ 9,545.64
Cintas	St Charles, MO	\$16,762.26

Both companies met the specifications set forth in the bid packet. The current contract expires on January 31, 2022.

This information was referred on to the Finance Committee meeting scheduled for Monday, January 10, 2022 however they did not meet. After reviewing the bids received, I would like to ask that the City Council consider and approve the low bid from Aramark Uniform Services for a two-year contract.

Thank you and if you have any questions concerning this, please contact me.

**RESOLUTION**

WHEREAS, the City of Quincy has union contracts with various departments that require the city to provide uniforms for employees; and

WHEREAS, the City of Quincy also requires linen service for shop rags, mops, and floor mats at various locations; and

WHEREAS, the City of Quincy did advertise for sealed competitive bids for the linen and uniform rental service; and

WHEREAS the following sealed competitive bids were received:

Aramark Uniform Services	\$ 9,545.64
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Cintas	\$16,762.26
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WHEREAS, this bid has been reviewed by the Purchasing Agent and the low bid from Aramark Uniform Services to be acceptable; now

THEREFORE B E IT R ESOLVED, t he Purchasing A gent recommends to t he Mayor and City Council that the bid of Aramark Uniform Services be accepted for a two-year contract beginning February 1, 2022 and ending January 31, 2024; for an annual cost of \$9,545.64.

Mary-Ann Ervin  
Purchasing Agent  
January 18, 2022



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*Sandra Shore*  
*Airport Director*

## MEMORANDUM

To: Mayor and City Council

Re: Airport Farm Lease

Date: 1/18/2022

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Included on Tuesday's agenda is a resolution recommending the execution of a farm lease with Moss Family Farms. The airport's biggest source of revenue is the leasing of approximately 400 acres for farming. The current lease with Moss Family Farms expires this February.

The expiration of the lease was presented to the Aeronautics Committee, who was asked how to proceed by first determining whether or not to go out for bid. The Committee ultimately decided to waive the bidding requirements for two main reasons. First, the Committee appreciated the institutional knowledge and experience Moss Family Farms has regarding the federal regulations that govern the airport and how to comply with them, as they have been the tenant since 1992. Secondly, they believed as the airport begins the major airfield project that requires a cyclical reduction and addition of acreage, a longer termed, consistent lease with a farmer familiar with the airport would be the most appropriate. The Committee believed the time and effort of transitioning to a new tenant, with the added complexities of construction on the airfield, would not benefit neither a new tenant nor the airport.

After waiving the bidding requirement the Committee recommended a new lease with the current tenant for five years. All other terms remain the same.

## **RESOLUTION**

**WHEREAS**, the Quincy Regional Airport rents approximately 400 acres of land for agricultural revenue; and

**WHEREAS**, Moss Family Farms, Inc., has operated the tillable acreage located on the premises of the Quincy Regional Airport since 1992; and,

**WHEREAS**, the current farm lease terminates at the end of the 2021 harvest season or February 29<sup>th</sup>, 2022, whichever occurs first; and,

**WHEREAS**, Moss Family Farms, Inc., has demonstrated its competence in complying with FAA regulations and possesses other specialized knowledge necessary to properly maintain an agricultural operation on the premises of the Quincy Regional Airport; and,

**WHEREAS**, the current airfield project requires annual changes to the number of tillable acres, including creating additional tillable acreage; and,

**WHEREAS**, the new term of an agricultural lease is proposed to be five (5) years as outlined in the proposed Lease Agreement; and,

**WHEREAS**, the Aeronautics Committee and the Airport Director are requesting to waive the normal bidding requirements of Section 44.045 of the City Code of the City of Quincy; now,

**THEREFORE BE IT RESOLVED**, the Aeronautics Committee and Airport Director recommend to the Mayor and City Council the authorization of the proposed ground lease with Moss Family Farms Inc. for the farming of the agricultural acreage at Quincy Regional Airport.

Sandra Shore  
Airport Director  
January 18, 2022

## RESOLUTION

**WHEREAS**, the City of Quincy is the owner and operator of the Quincy Regional Airport; and,

**WHEREAS**, the City of Quincy has accepted and executed a grant with the FAA and the State of Illinois Department of Transportation for reconstruction of part of runway 4/22 and removal of runway 18/36; and,

**WHEREAS**, Crawford, Murphy, and Tilly, Inc. (CMT) was selected in accordance with state and federal procurement requirements to provide engineering and planning services for airport projects; and,

**WHEREAS**, the City of Quincy wishes to enter into an agreement with CMT for the letting of plans of Phase Two of the reconstruction and removal project; and,

**WHEREAS**, the total contract cost is not to exceed \$118,600; and,

**WHEREAS**, in accordance with the FAA Airport Improvement Program this cost will be 90% funded by the United States Department of Transportation, 5% funded by the Illinois Department of Transportation, and 5% funded by the City of Quincy; and,

**WHEREAS**, the cost to the City of Quincy has been budgeted in the current fiscal year; and,

**WHEREAS**, the City of Quincy will act as the pass through for all federal funds; now,

**NOW THEREFORE, BE I T R E S O L V E D B Y T H E C I T Y C O U N C I L O F THE CITY OF QUINCY, IN ADAMS COUNTY, ILLINOIS**, as follows:

1. The Aeronautics Committee and the Airport Director recommend that the Mayor and the City Clerk be authorized and directed to execute and attest, respectively all agreements and other standard documents associated with the awarding of this project and proceed with the project; and,
2. The Comptroller and the Airport Director recommend to the Mayor and City Council that the Comptroller and Airport Director be authorized to release the City share of the project; and,
3. The Comptroller and the Airport Director recommend to the Mayor and City Council that the Comptroller and Airport Director be authorized to pay pass through funding to all vendors involved in this project.

Sandra Shore  
Airport Director  
January 18, 2022

## RESOLUTION

**WHEREAS**, the City of Quincy is the owner and operator of the Quincy Regional Airport; and,

**WHEREAS**, as part of the Rebuild Illinois Program, the State of Illinois Department of Transportation awarded the City of Quincy funds to construct a general aviation apron and roadway for a new corporate hangar in the enterprise zone at Quincy Regional Airport; and,

**WHEREAS**, Crawford, Murphy, and Tilly, Inc. (CMT) was selected in accordance with state procurement requirements to provide engineering and planning services for airport projects; and,

**WHEREAS**, the City of Quincy wishes to enter into an agreement with CMT for engineering services of said construction project; and,

**WHEREAS**, the total contract cost is not to exceed \$310,600; and,

**WHEREAS**, this project is to be 90% funded by the State of Illinois, and 10% by the City of Quincy; and

**WHEREAS**, the City share of \$31,060.00 is included in the current fiscal year budget; and

**WHEREAS**, the City of Quincy will act as the pass through for all the state funds; and,

**WHEREAS**, invoices for this project will be sent to the City at various times for work completed and the invoices need to be paid in a timely manner to the appropriate vendors;

**NOW THEREFORE, BE I T R E S O L V E D B Y T H E C I T Y C O U N C I L O F THE CITY OF QUINCY, IN ADAMS COUNTY, ILLINOIS**, as follows:

1. The Aeronautics Committee and the Airport Director recommend that the Mayor and the City Clerk be authorized and directed to execute and attest, respectively all agreements and other standard documents associated with the awarding of this project and proceed with the project; and,
2. The Comptroller and the Airport Director recommend to the Mayor and City Council that the Comptroller and Airport Director be authorized to release the City share of the project; and,
3. The Comptroller and the Airport Director recommend to the Mayor and City Council that the Comptroller and Airport Director be authorized to pay pass through funding to all vendors involved in this project.



Airport Director  
January 18, 2022

**ORDINANCE NO.**

**AN ORDINANCE GRANTING A  
SPECIAL USE PERMIT FOR A PLANNED DEVELOPMENT**

**WHEREAS**, Houndstooth Holdings, LLC did previously file a request for Approval of Conceptual Plan, Preliminary Plat and Final Plat with the City of Quincy, all in accordance with the Ordinances as provided; and,

**WHEREAS**, said Conceptual Plan and Preliminary and Final Plat have been approved by the City of Quincy, all in accordance with the Ordinances as provided; and,

**WHEREAS**, all requirements of Chapter 162 (Zoning Regulations) of the Municipal Code of the City of Quincy of 2015 have otherwise been complied with.

**NOW, THEREFORE**, pursuant to Chapter 162 of the Municipal Code of the City of Quincy of 2015, be it ordained by the Mayor and City Council for the City of Quincy, Adams County, Illinois, that a Special Permit for a Planned Development be and hereby is issued as follows:

**SECTION 1. Legal Description:**                      **P.I.N.:** 23-1-2214-000-00

Parts of Block One (1) in Madison Place Addition to the City of Quincy, Adams County, Illinois, described as follows: The East 19 feet of Lot Three (3), except the North 5 feet thereof; Lot Four, except the North 5 feet thereof; Lot Five (5), except the North 5 feet of the West 26 feet thereof and further excepting the North 7 feet of the East 47 feet thereof.

**SECTION 2. Uses:** To obtain a liquor license as a means to operate multiple video gaming terminals at 2634-2638 Broadway, specifically at 2636 Broadway, Suite 2.

**SECTION 3: Conditions:**                      **None**

ADOPTED:

CITY CLERK

APPROVED:

MAYOR

Officially published in pamphlet form this                      day of                      , 2022.



# CITY OF QUINCY

*Comptroller's Office*

Sheri L. Ray  
Comptroller

CITY HALL – 730 MAINE STREET  
Quincy, Illinois 62301-4056  
217-228-4517

## MEMORANDUM

TO: Mayor and City Council  
FROM: Sheri Ray  
DATE: January 7, 2022  
SUBJECT: Supplemental Budget Ordinance

Please find attached a Supplemental Budget Amendment Ordinance that I have submitted to the City Clerk for placement on the agenda for the January 10, 2022 Council Meeting.

The purpose of this supplemental is to increase the General Fund budget for excess revenues and to appropriate this excess and unbudgeted fund balance. The spending was based on the priority ranking determined at the January 3, 2022 Meeting of the Whole presentation.

The summary of the line items affected by the supplemental are attached in “Exhibit A”. If you have any additional questions, please let me know.

CC: Lonnie Dunn, Corporation Counsel  
City Clerk Laura Oakman  
Jeff Mays, Director of Admin Services

Exhibit A - Supplemental Detail Proposed 1-10-2022

Account		Current Budget	Amount	Proposed New Budget
<b><u>General Fund Additional Revenues/Unbudgeted fund balance</u></b>				
Unbudgeted Fund Balance			5,900,000	
Sales Tax	001-0000-314-02-03	11,018,173	750,000	11,768,173
Income Tax	001-0000-314-02-01	4,884,200	470,000	5,354,200
Home Rule Sales Tax	001-0000-314-01-01	9,855,476	1,000,000	10,855,476
PPRT Tax revenue	001-0000-314-02-02	4,271,506	1,608,000	5,879,506
<b>Total Available for Appropriation</b>			<b>9,728,000</b>	
<b><u>General Fund Expenses</u></b>				
Move to Restricted Cash for Pensions			1,336,432	
Police Pension	001-2112-402-23-05	3,692,134	712,814	4,404,948 <i>100% FYE22</i>
Fire Pension	001-2212-402-23-06	4,150,587	671,413	4,822,000 <i>100% FYE22</i>
Transfer to Library	001-1803-407.62-91	1,855,465	219,018	2,074,483
Transfer to Capital Projects	001-1801-491-62-15	2,347,009	5,608,040	7,955,049
Police Tactical vests	001-2112-402-47-02	<i>Safety Eqp</i> 22,000	13,800	35,800
Police Tactical Drone	001-2112-402-52-05	<i>Cap M&amp;E</i> -	12,555	12,555
Police Ammunition	001-2112-402.45-03	<i>Equip Cnsmbl</i> 29,857	9,900	39,757
Police Firearms equip	001-2112-402-46-11	<i>Supplies</i>	3,404	3,404
Fire Thermal Cameras	001-2212-402-52-05	-	27,000	27,000
Small Rental Rehab SRRP	001-1801-491.62-90	<i>Trnsfr to fund 203</i>	1,000,000	1,000,000
<b>Total Appropriated Expenses</b>			<b>9,614,376</b>	
<b><u>Capital Projects Fund</u></b>				
Revenue: Trnsf from GF	301-0000-391-01-01	2,347,009	5,608,040	7,955,049
<b><u>Capital Projects Fund Additional Expenses</u></b>				
City Hall - Bldg Reno	301-1403-401.52-02	-	3,000,000	3,000,000
Police Cars	301-2112-402-52-06	-	183,040	183,040
IT Network storage	301-1901-401.52-04	-	175,000	175,000
Ward 1	301-3152-403.54-01	96,010	285,000	381,010
Ward 2	301-3152-403.54-02	134,943	285,000	419,943
Ward 3	301-3152-403.54-03	93,717	285,000	378,717
Ward 4	301-3152-403.54-04	83,948	285,000	368,948
Ward 5	301-3152-403.54-05	167,447	285,000	452,447
Ward 6	301-3152-403.54-06	110,032	285,000	395,032
Ward 7	301-3152-403.54-07	178,062	285,000	463,062
		864,159	5,353,040	6,217,199
<b><u>Housing Resource Fund Additional Revenues</u></b>				
Revenue: Trfr from GF	203-0000-391-01-01	-	1,000,000	1,000,000
Small Rental Rehab Loans	203-6313-408-63.05	-	1,000,000	1,000,000

Exhibit A - Supplemental Detail Proposed 1-10-2022

**Realign Salaries/Benefits**

Decrease IT Director	001-1901-401-11-01	Wage	(71,000)	
	001-1901-401-11-17	Sick BB	(6,500)	
	001-1901-401-11-18	Vac BB	(5,000)	
	001-1901-401-21-01	Health	(22,000)	
	001-1901-401-22-01	SS	(6,400)	
	001-1901-401-22-02	Med	(1,500)	
	001-1901-401-23-01	IMRF	(9,000)	<u>(121,400)</u>
Increase Fire Admin Asst	001-2211-401-11-01	Wage	17,500	
	001-2211-401-11-04	Holiday	1,000	
	001-2211-401-11-15	Vacation	700	
	001-2211-401-22-01	SS	1,200	
	001-2211-401-22-02	Med	300	
	001-2211-401-23-01	IMRF	1,800	<u>22,500</u>
Increase Compt/Tyler	001-1501-401-11-01	Wage	10,000	
	001-1501-401-22-01	SS	600	
	001-1501-401-22-02	Med	150	
	001-1501-401-23-01	IMRF	1,000	<u>11,750</u>
Increase HR Admin Asst	611-3810-401-11-01	Wages	10,000	
	611-3810-401-11-15	Vacation	350	
	611-3810-401-21-01	Health	18,800	
	611-3810-401-22-01	SS	550	
	611-3810-401-22-02	Med	150	
	611-3810-401-23-01	IMRF	850	<u>30,700</u>
Decrease Utilities Admin	501-3310-411-11-01	Wages	(43,500)	
	501-3310-411-11-04	Holiday	(2,500)	
	501-3310-411-11-15	Vacation	(1,800)	
	501-3310-411-21-01	Health	(12,200)	
	501-3310-411-22-01	SS	(2,900)	
	501-3310-411-22-02	Med	(700)	
	501-3310-411-23-01	IMRF	(4,600)	<u>(68,200)</u>
Increase Engineering	001-3712-404-11-01	Wages	43,500	
	001-3712-404-11-04	Holiday	2,500	
	001-3712-404-11-15	Vacation	1,800	
	001-3712-404-21-01	Health	12,200	
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	001-3712-404-22-02	Med	700	
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			<b>Overall Salaries Net Impact</b>	<b><u>(56,450)</u></b>

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	001-3712-404-22-01	SS	2,900	
	001-3712-404-22-02	Med	700	
	001-3712-404-23-01	IMRF	4,600	<u>68,200</u>
<b>Overall Salaries Net Impact</b>			<u><u>(56,450)</u></u>	

# THE CITY COUNCIL

## OFFICIAL PROCEEDINGS

### REGULAR MEETING

Quincy, Illinois, January 10, 2022

The regular meeting of the City Council was held this day at 7:00 p.m. with Mayor Michael A. Troup presiding.

The following members were physically present:

Ald. Fletcher, Bergman, Bauer, Mays, Sassen, Mast, Reis, Awerkamp, Uzelac, Holtschlag. 10.

Absent: Ald. Entrup, Freiburg, Farha, Rein. 4.

Ald. Sassen moved the absent Aldermen be excused from this meeting. Motion carried.

The minutes of the regular meeting of the City Council held January 3, 2022, and the Town Business minutes of December 13, 2021, were approved as printed on a motion of Ald. Uzelac. Motion carried.

Legal Counsel: Assistant Corporation Counsel Bruce Alford.

Ald. Bauer moved the City Council sit as a Town Board. Motion carried.

### TOWN BUSINESS

**The City Clerk and Ex-Officio Town Clerk presented and read the following:**

#### **Registered Request to Speak**

The Township Ex-Officio Mayor asked if there is anyone present to speak.

There were none present.

#### **Report Of The Quincy Township Supervisor For General Assistance For The Month Of December, 2021.**

#### **DISBURSEMENTS**

Relief orders were issued  
to 6 cases containing 6  
individuals at an average  
grant per case of \$325.00                      \$ 1,950.00

#### **CASH ACCOUNT**

Balance December 1, 2021  
GA Checking                                      \$ 1,810.39  
GA Money Market                                70,400.45  
SSI Reimbursement                             650.00  
Interest     5.62  
Total     \$ 72,866.46

Obligations paid during  
the month                                         \$ (1,950.00)

Balance December 31, 2021                      \$ 70,916.46

Cindy Brink  
Supervisor Quincy Township

We the undersigned auditing committee to which were referred the above bills respectfully report it has examined same and recommend their payment.

Dave Bauer, Chairman  
Jeff Bergman  
Ben Uzelac

Ald. Bauer, seconded by Ald. Uzelac, moved the report be received and vouchers be issued for the payment of disbursements and administrative bills for the various amounts, and on the roll call each of the 10 Aldermen voted yeay, with 4 absent. Motion carried.

**Report of the Town of Quincy Auditing Committee  
Bill Payments for All Vendors  
January 2022**

<u>Vendor</u>	<u>Amount</u>
Adams	384.04
Alarm Systems	47.50
Ameren Illinois	369.54
City of Quincy Self Insurance	42.63
Digital Copy Systems	36.18
IL Property Assessment Institute	410.00
Illinois School Supply	616.30
Josh Ayres	240.00
Kirk Rodemich field work Assessor	824.00
Marco Assessor	41.50
O'Donnell's	56.00
	<hr/>
Total	\$3,067.69

Committee:  
Dave Bauer, Chairman  
Jeff Bergman  
Ben Uzelac

Ald. Bauer, seconded by Ald. Uzelac, moved the reports be received and vouchers be issued for the various amounts, and on the roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

**Trustee Comments**

There were no comments.

The meeting resumed its sitting as a City Council on motion of Ald. Bauer.

**PUBLIC FORUM**

Jason Priest spoke to the council.

**PETITIONS**

By Rupp Enterprises requesting a Special Permit for Planned Development to allow for multiple uses at 2435 Maine Street, presently zoned R3.

Ald. Sassen moved the petition be received and referred to the Plan Commission for study and to report back. Motion carried.

By Mark Cassens, on behalf of Dustin & Amber Becks and James & Teresa Spencer, requesting a subdivision (dividing one lot into two) for property located near 6214 Old Columbus Road, presently zoned RU1.

Ald. Mays moved the petition be received and referred to the Plan Commission for study and to report back. Motion carried.

Application for Revocable Permit for Encroachment of City Right of Way from Lyn Schlipman, board member of Right to Life of Adams County, requesting permission to hang a banner across 5th & Maine Street in conjunction with National Right to Life Week from January 18th to January 24th. She has asked that the City of Quincy assist in the installation and removal of this banner. The Utilities and Engineering Director presents this request, subject to the condition that the City is not responsible for weather-related damage to the banner.

Ald. Holtschlag moved the prayer of the petition be granted. Motion carried.

**FISCAL YEAR ENDING 4/30/2021 GASB  
74/75 OPEB VALUATION**

The report for Fiscal year ending 4/30/2021 GASB 74/75 OPEB Valuation was ordered, received and filed on a motion of Ald. Uzelac. Motion carried

**RESOLUTION**

HR Manager recommending approval of the restructure of the QMG Employee Clinic to be included under the

reinsured HRA plan to eliminate redundant expenses and the prior independent contract discontinued and replaced by this new integrated structure

#### **RESOLUTION**

HR Manager recommending approval of the transfer from Blue Cross Blue Shield dental plan to MetLife dental plan that results in the same benefits, coverage, and cost to the employee

#### **RESOLUTION**

HR Manager recommending approval of the transfer from the single Blue Cross Blue Shield plan to the primary and secondary HRA benefit plan that results in the same benefits, coverage, and cost to the employee

Ald. Holtschlag moved Resolutions 1, 2, and 3 be moved to the end of the agenda, after the Executive Session, seconded by Ald. Uzelac. Motion carried.

#### **RESOLUTION**

BE IT RESOLVED, by the Council of the City of Quincy Illinois that there is hereby appropriated the sum of One Million Ten Thousand Dollars (\$1,010,000.00) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/22 to 04/30/23.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Quincy shall submit within three months after the end of the maintenance period, as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

Ald. Sassen moved for the adoption of the resolution, seconded by Ald. Holtschlag, and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

#### **RESOLUTION**

BE IT RESOLVED, by the Council of the City of Quincy Illinois that there is hereby appropriated the sum of Four Hundred Ninety One Thousand Dollars (\$491,000.00) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/22 to 04/30/23.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Quincy shall submit within three months after the end of the maintenance period, as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

Ald. Sassen moved for the adoption of the resolution, seconded by Ald. Holtschlag, and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

#### **RESOLUTION**

WHEREAS, on January 11, 2021, the Quincy City Council awarded the contract for the CSO Phase I LTCP Improvement Project which consists of the modification and replacement of select CSO diversion structures to improve the capture of combined sewage and conveyance to the Waste Water Treatment Plant for treatment; and,

WHEREAS, the Department of Utilities and Engineering requires the services of an engineering firm to assist with various inspections and construction material testing throughout the duration of the project; and,

WHEREAS, Klingner and Associates of Quincy has submitted invoices totaling \$17,057.17 for costs associated with these services; and,

WHEREAS, funding for this service is available in the 2021/2022 Sewer Fund fiscal year budget.

NOW, THEREFORE BE IT RESOLVED, that the Director of Utilities and Engineering and the Utilities Committee recommend to the Mayor and Quincy City Council that the invoices from Klingner and Associates of Quincy, Illinois, totaling \$17,057.17 be approved for payment.

Jeffrey Conte, P.E.  
Director of Utilities & Engineering

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Mast, and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

#### **RESOLUTION**

WHEREAS, both Tank Drainage System pumps at the Waste Water Treatment Plant recently failed and require repair; and,

WHEREAS, the pump repairs require the purchase of parts from the pump manufacturer through the regional representative Hydro-Kinetics Corporation of St. Louis, Missouri; and,

WHEREAS, the parts have been delivered and an invoice received in the amount of \$11,696.15 for the repair parts; and,

WHEREAS, funding for the purchase of the replacement parts is available in the 2021/2022 Sewer Fund fiscal year budget.

NOW, THEREFORE BE IT RESOLVED, that the Director of Utilities and Engineering and the Utilities Committee recommend to the Mayor and Quincy City Council that normal bidding requirements be waived and the invoice from Hydro-Kinetics Corporation of St. Louis, Missouri, in the amount of \$11,696.15 be approved for payment.

Jeffrey Conte, P.E.  
Director of Utilities & Engineering

Ald. Bauer moved for the adoption of the resolution, seconded by Ald. Mast, and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

#### **ORDINANCE**

Adoption of an Ordinance entitled: An Ordinance Amending Title VII (Traffic Code) Of Chapter 81 (Traffic Schedules) Of The Municipal Code Of The City Of Quincy Of 2015. (“Right Turn Only” for all southbound traffic at the intersection of 7th and Broadway.)

Ald. Bauer moved for the adoption, seconded by Ald. Bergman, and on the roll call each of the 10 Aldermen voted yea, with 4 absent.

The Chair, Mayor Michael A. Troup, declared the motion carried and the ordinance adopted.

#### **ORDINANCE**

Adoption of an Ordinance entitled: An Ordinance Amending Title VII (Traffic Code) Of Chapter 82 (No Parking Zones) Of The Municipal Code Of The City Of Quincy Of 2015. (“No Parking” on the west and east sides of North 7th Street from Broadway extending north to the alley entrances.)

Ald. Bauer moved for the adoption, seconded by Ald. Bergman, and on the roll call each of the 10 Aldermen voted yea, with 4 absent.

The Chair, Mayor Michael A. Troup, declared the motion carried and the ordinance adopted.

#### **ORDINANCE**

Adoption of an Ordinance entitled: An Ordinance Establishing The Small Rental Rehabilitation Program (SRRP).

Ald. Uzelac moved for the adoption, seconded by Ald. Holtschlag, and on the roll call the following vote resulted: Yeas: Ald. Mast, Reis, Awerkamp, Uzelac, Holtschlag, Fletcher, Bergman, Bauer, Mays. 9. Present: Ald. Sassen. 1. Absent: Ald. Rein, Entrup, Freiburg, Farha. 4.

The Chair, Mayor Michael A. Troup, declared the motion carried and the ordinance adopted.

#### **ORDINANCE**

First presentation an Ordinance entitled: An Ordinance Granting A Special Use Permit For A Planned Development (2634-2638 Broadway, specifically at 2636 Broadway, Suite 2).

#### **ORDINANCE**

First presentation an Ordinance entitled: An Ordinance Amending The 2021-2022 Fiscal Year Budget.

**REPORT OF FINANCE COMMITTEE**

Quincy, Illinois, January 10, 2022

	Transfers	Expenditures	Payroll
City Hall.....		2,215.19	32,507.14
Planning & Dev .....	23,000.00		
9-1-1.....	29,500.00		
Recycle .....	7,000.00		
Building Maintenance.....		4,586.70	
Comptroller.....		95.00	11,422.48
Legal Department .....		0.00	8,905.92
Commissions.....		0.00	634.60
IT Department.....		11,087.76	8,948.04
Police Department.....		3,646.91	261,533.16
Fire Department .....		1,213.28	190,860.32
Public Works.....		16,379.20	45,020.31
Engineering.....		3,046.64	19,776.52
<b>GENERAL FUND SUBTOTAL .....</b>	<b>59,500.00</b>	<b>42,270.68</b>	<b>579,608.49</b>
Planning and Devel.....		315.56	21,745.74
911 System.....		0.00	38,229.69
911 Surcharge Fund.....		126,377.58	
Traffic Signal Fund.....		1,295.65	
Police Dept. Grants .....		8,217.27	
Crime Lab Fund.....		521.10	
Police DUI Fund.....		12,828.00	
Transit Fund.....		431.64	80,630.50
Capital Projects Fund.....		8,166.53	
Water Fund .....		89,727.71	105,509.77
Sewer Fund .....		24,680.25	19,585.27
Quincy Regional Airport Fund .....		3,036.61	19,389.29
Municipal Dock .....		3,847.73	
Garbage Fund.....		19.99	14,274.80
To Recycle Fund.....	1,000.00		
Recycle Fund .....		39.98	9,295.79
Central Garage .....		51,216.15	22,512.38
Self Insurance .....		1,754.21	6,023.86
<b>BANK 01 TOTALS .....</b>	<b>60,500.00</b>	<b>374,746.64</b>	<b>916,805.58</b>
Motor Fuel Tax .....		409.93	
<b>ALL FUNDS TOTALS.....</b>	<b>60,500.00</b>	<b>375,156.57</b>	<b>916,805.58</b>

Jack Holtschlag  
 Anthony E. Sassen  
 Richie Reis  
**Finance Committee**

Ald. Reis, seconded by Ald. Sassen, moved the reports be received and vouchers be issued for the various amounts and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

**MOTIONS**

Ald. Fletcher moved to allow a dumpster on city right-of-way at 227 Sycamore Street for one week. Motion carried.

Ald. Fletcher moved to refer to Street Lights/Right-Of-Way Committee the street lights out at Hamann Lane. Motion carried.

Ald. Holtschlag moved the City Council adjourn and sit in Executive Session on Executive/Closed Session pursuant to the Open Meetings Act 5 ILCS 120/2 (c)(8) Security Procedures and 5 ILCS 120/2 (c) (2) Collective Bargaining Negotiations, seconded by Ald. Fletcher, and on a roll call each of the 10 Aldermen voted yea, with 4 absent. Motion carried.

**CITY COUNCIL RECONVENED**

After sitting in Executive Session on Executive/Closed Session pursuant to the Open Meetings Act 5 ILCS 120/2 (c) (8) Security Procedures and 5 ILCS 120/2 (c) (2) Collective Bargaining Negotiations, Ald. Uzelac moved the City Council reconvene and sit in regular session at 8:33 p.m. Motion carried.



**RESOLUTION**

HR Manager recommending approval of the restructure of the QMG Employee Clinic to be included under the reinsured HRA plan to eliminate redundant expenses and the prior independent contract discontinued and replaced by this new integrated structure.

**RESOLUTION**

HR Manager recommending approval of the transfer from Blue Cross Blue Shield dental plan to MetLife dental plan that results in the same benefits, coverage, and cost to the employee.

**RESOLUTION**

HR Manager recommending approval of the transfer from the single Blue Cross Blue Shield plan to the primary and secondary HRA benefit plan that results in the same benefits, coverage, and cost to the employee.

Ald. Mast moved to read Resolutions 1, 2 and 3 collectively, seconded by Ald. Uzelac. Motion carried.

Ald. Sassen moved to table Resolutions 1, 2 and 3 for one week, seconded by Ald. Fletcher. Motion carried.

The City Council adjourned at 8:38 p.m. on a motion of Ald. Uzelac. Motion carried.

**LAURA OAKMAN**

City Clerk

**AGENDA**  
**QUINCY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES' MEETING**  
**JANUARY 11, 2022 - 6:00 p.m.**

- I. APPROVAL OF AGENDA
- II. APPROVAL OF MINUTES
  - \*Regular Meeting – December 14, 2021
- III. PRESIDENT’S COMMENTS
- IV. RECOGNITION OF CORRESPONDENCE
  - \*comments from suggestion box
  - \*thank you note from Adams Business Team
  - \*thank you note for staff from Kim and Kathy Humphry
  - \*note from Alpha Park Public Library patrons
- V. PUBLIC COMMENTS
- VI. LIBRARY REPORTS
  - Directors Report – Kathleen Helsabeck
  - Financial Reports – Cheryl Predmore
- VII. COMMITTEE REPORTS
  - Audit – Cheryl Predmore
    - \*Approval of December 31, 2021, Expenditures
  - Finance – Cheryl Predmore
  - Building & Grounds – Harry Ruth
  - Personnel – Clairice Hetzler
  - Policy – Megan Duesterhaus-AuBuchon
  - Ad Hoc Advocacy – Dean LaVelle
  - Mary Weems Barton/Quincy Public Library Foundation
- VIII. UNFINISHED BUSINESS
  - A. Approval of Mural Proposal
- IX. NEW BUSINESS
  - A. Sick Leave Bank Report
- X. PUBLIC COMMENTS

**Quincy Public Library  
Board of Trustees Meeting  
December 14, 2021  
Minutes**

The regular meeting of the Quincy Public Library Board of Trustees was called to order at 6:02 p.m. on Tuesday, December 14, 2021, with Kathy Ridder presiding. Trustees present: Cheryl Predmore, Harry Ruth, Dean LaVelle, Megan Duesterhaus-AuBuchon, Clairice Hetzler, and Angela Ketteman. Trustees absent: Ben Uzelac. Others present: Kathleen Helsabeck, Kim Akers, Burgundy Hill, and Malinda Vogel – TQ Liaison.

**I. APPROVAL OF AGENDA**

Kathleen Helsabeck asked that Laura Sievert of ArtsQuincy be allowed to speak earlier in the meeting. Cheryl Predmore moved to approve the agenda as revised. Megan Duesterhaus-AuBuchon seconded and the motion carried.

**II. APPROVAL OF MINUTES**

Angela Ketteman moved to approve the November 9, 2021, regular meeting minutes as presented. Clairice Hetzler seconded and the motion carried. Dean LaVelle moved to approve the November 12, 2021, minutes from the Board retreat. Angela Ketteman seconded and the motion carried.

**III. PRESIDENT'S COMMENTS**

President Kathy Ridder stated that several names have been submitted to fill the seat left vacant by Chris Pratt's resignation. She asked Harry Ruth to assist her in reviewing the names. After review, the individuals selected will be contacted, asked to complete a questionnaire, and interviewed. They will start the process in January. She and Kathleen Helsabeck are working on an orientation process for new Board members. Ms. Ridder thanked the Board for attending the recent retreat, and stated that they will begin working on the long range plan and documents from that meeting in January.

**IV. RECOGNITION OF CORRESPONDENCE**

Four comments were submitted to the suggestion box. Burgundy Hill stated that in response to two of the comments, the toys and Lego table have been returned to the children's area. Another comment asked that the Library consider once again offering Monday Movies at 1:00 p.m. Ms. Hill stated that the Library is currently only offering Monday Movies at 5:30 p.m., but are evaluating attendance. The fourth comment complimented Bill Waters for his help on a patron's recent visit to the Library. A note from the QMG Foundation was received thanking the Library for partnering with them for a storytime with Tracy Schlepfforst. A letter and Halloween candy were received from Dr. Paul Miller. Dr. Miller donated Halloween candy he collected as part of his Halloween Buy Back program to the Library and complimented the Library on the opportunities it provides to children. An email asking that the Library consider adding the unserved areas in Payson and Plainville to the possible Mobile Library schedule. Ms. Hill stated that, as the project is in the initial planning phases, no schedule has been

determined, but this suggestion will be included in any future discussions about scheduling.

**VI. PUBLIC COMMENTS**

There were no comments from the public in attendance.

**VII. LIBRARY REPORTS:**

**A. Financial Report – Cheryl Predmore**

Cheryl Predmore reported that the balance in the Homebank Operating Fund as of November 30, 2021, was \$1,134,800.84. The balance in the reserve fund is \$400,234.58. The Library is 60% through the fiscal year.

**B. Director's Report**

Kathleen Helsabeck reported that traffic numbers are still about 33% less than 2019, but are slowing rebounding. The 2020 magazine purge was recently completed, and deleted issues were given to various patrons, staff, local organizations, and put out on the free table in the lobby. After 20 years of service, Gay Miller is retiring from the Maintenance Department. After 36 years of service, Val Stark is retiring after having worked in Circulation, Outreach, and Technical Services. The Library currently has seven open positions and is actively seeking applicants.

Ms. Helsabeck stated that the new fire panel was ordered from Seico on November 17. At that time, Seico stated that it would arrive in three to four days. As of December 14, Seico now says that the part is back-ordered and not expected to arrive until February. Ms. Helsabeck asked the Board if they would like to continue waiting on Seico or move to the more expensive option through Alarm Systems, Inc. The Board expressed concern about safety issues and asked what the time frame would be if they moved to Alarm Systems. Ms. Helsabeck will check. Kathy Ridder and Harry Ruth asked to be kept informed and will call a Building & Grounds Committee meeting to discuss the issue if needed. The Dryvit project is complete, and the exterior looks much brighter and cleaner.

Adams has started the migration project and is making progress. Donations have been arriving as a result of the initial Mobile Library Campaign; \$11,700 has been donated to date. Burgundy Hill reported that she is waiting on word from the Marion Gardner Jackson Foundation on the status of the grant application. Unfortunately, the Library was not awarded the Illinois Humanities Community Grant, but was informed by the Illinois Humanities Grant committee that there are future grant opportunities for which the Library could apply. Ms. Helsabeck reiterated the reasons for the Mobile Library project including community outreach, increased literacy opportunities, PR, and extending Library service to disadvantaged neighborhoods in the City.

Dean LaVelle asked Ms. Helsabeck about the City levy. She stated that the City has not changed the Library's levy because the Library has not yet asked for a change. She recently met with Mayor Troup and was told that the levy and the Library's budget will remain the same for next fiscal year. She noted that the City recently separated out parts of their levy, but indicated that the Library will not be a separate line because it is a

municipal library and connected to the City. She stated that she also met with Jeff Mays and reiterated a need for ARPA funds for the HVAC, windows, and Mobile Library project. She also met with Ryan Keck who is proposing ripping out the current Daikon HVAC system and replacing it with a Mitsubishi product that they have been having some success with. If the Library moves forward with this project, Mr. Keck hopes to save most of the duct work and other hardware, but will need to replace most of the other equipment. He is estimating the cost of this replacement at \$500,000 to \$750,000, or \$10 to \$15 per square foot. Mr. Mays indicated that he would like to see the Mary Weems Barton/Quincy Public Library Foundation take on a portion of the project, but will see what the City can do.

Ms. Helsabeck reported that she is working with Dennis Williams from Teen Reach to help address the remote learning issues in Quincy schools. She stated that there are approximately 600 students not attending school for a variety of reasons, not specifically Covid-related. She is proposing that students and their mentors use the Library’s meeting spaces, resources, and wi-fi as an alternative to traditional school.

Ms. Helsabeck then stated that at the December Friends meeting, the minutes from the October QPL Board meeting pertaining to the discussion of the harassment in the Friends organization were read aloud to the members in attendance, which caused outrage. She stated that she informed the Board of the problems with a few of the Friends because the bullying and harassment is creating a toxic environment. She noted that she appreciates all of the hard work done by the Friends and their donations to the Library. Overall, the Friends are an excellent organization with great volunteers. Kathy Ridder asked that the Executive Board discuss this situation further as soon as possible.

**VIII. COMMITTEE REPORTS:**

**A. Audit – Cheryl Predmore:** Cheryl Predmore presented the Expenditure Approval List for November 30, 2021, in the amount of \$253,168.62. This amount includes credit card payments in the amount of \$1,623.02 that arrived after the November Board meeting and a payment to Advantage Archives in the amount of \$114,337.66 for the historic newspaper digitization project. Ms. Predmore noted that the expenditures also included a payment to Keck for repairs to the HVAC system in the amount of \$22,299.25. There being no further discussion, Ms. Predmore moved to approve the Expenditure Approval List for November 30, 2021, as presented. Megan Duesterhaus-AuBuchon seconded. A roll call vote was held with the following results:

Cheryl Predmore	yes	Megan Duesterhaus-AuBuchon	yes
Angela Kettelman	yes	Harry Ruth	yes
Clairice Hetzler	yes	Dean Lavelle	yes
Kathy Ridder	yes	Ben Uzelac	absent

The motion carried with seven yes votes, zero no votes, one absent, and one vacant seat.

**B. Finance – Cheryl Predmore:** Cheryl Predmore reported that the Finance

Committee met on November 9, 2021, the minutes of which were included in the Board packet.

**C. Building & Grounds – Harry Ruth:** Harry Ruth reported that the Building & Grounds Committee did not meet. He asked Kathleen Helsabeck if she had been in contact with the HVAC consultant as recommended. She stated she has not, but is planning on contacting them soon. Mr. Ruth stated that he will probably be calling a meeting once the consultant has been contacted so the Board can move forward with a plan for the HVAC system.

**D. Personnel – Clairice Hetzler:** Clairice Hetzler reported that the Personnel Committee met on December 1, 2021, where they met in Executive Session to discuss the Executive Director’s evaluation. She stated that the committee will be mailing out evaluation forms to members of all three Library Boards as well as asking for input from various Library partners and constituents. She stated that the evaluation is based on yearly goals and achievement of those goals. Ms. Hetzler stated that she will be mailing out the evaluations after the first of the year and asked that they be returned in the self-addressed stamped envelope within two weeks.

**E. Policy - Megan Duesterhaus-AuBuchon:** Megan Duesterhaus-AuBuchon reported that the Policy Committee did not meet.

**F. Ad Hoc Advocacy – Dean LaVelle.** Dean LaVelle reported that the Ad Hoc Advocacy Committee did not meet, but he will be scheduling a meeting in January.

**G. Mary Weems Barton/Quincy Public Library Foundation – Kathy Ridder.** Kathy Ridder reported that the Foundation met on November 17, 2021. She asked that the minutes from that meeting be included in the January Board packet.

## **IX. UNFINISHED BUSINESS**

No Unfinished Business was brought before the Board.

## **X. NEW BUSINESS**

**A. Discussion of Mural Proposal.** Laura Sievert, Executive Director of Arts Quincy, presented a proposal to the Board for the installation of a mural on the west-facing side of the building. She stated that Arts Quincy put out a request for a project for the Mt. Sterling area, but several artists misunderstood and submitted drawings for a Quincy project. The funders like the drawings and agreed to fund a Quincy project if a suitable wall could be found for the mural. Ms. Sievert stated that the project is fully-funded, and the artwork is expected to last a minimum of five to seven years with minimal maintenance. She stated that the mural would provide positive exposure for the Library and opportunities for both local and tourist photos. The Board thanked Ms. Sievert for her proposal and agreed to discuss it further at the January Board meeting.

**B. Parking Lot Hearing.** Kathleen Helsabeck stated that the Alibi Bar on 5<sup>th</sup> &

York is requesting night club status from the City to stay open until 3:00 a.m. and has asked the Library if their customers can use the Library's parking lot after the Library is closed. Joe Duesterhaus was asked to draw up an agreement, and recommended a nominal fee for use of the lot. In answer to a question about liability, Ms. Helsabeck stated that she spoke with a LIRA representative who said that as long as the bar was included on the Library's insurance policy and the Library was included on the bar's policy, that would address any liability issues that could arise. The question of snow removal was also raised. Ms. Helsabeck stated that the maintenance staff currently take care of removing snow from all parking lots, but if there is snow after Library hours, they generally do not remove it until closer to opening. If the bar is allowed to use the lot, they would have to remove the snow to make it available to the bar's patrons well after Library hours. It was noted that Port's Place (510 Jersey) customers already use the Library's lot after hours without an agreement. The Board stated that if there is not an agreement with either establishment, there is no liability to the Library and snow removal is not expected. It was agreed that the Library will not offer an agreement at this time and continue to monitor the situation.

**C. LIRA Assessment Update.** A copy of the assessment compiled by Gallagher Bassett as a result of their walk-through in October was included in the Board report.

**XI. PUBLIC COMMENTS**

There were no comments from the public in attendance.

There being no further discussion, Dean LaVelle moved to adjourn the meeting. Megan Duesterhaus-AuBuchon seconded, and the meeting was adjourned at 7:04 p.m.

Respectfully submitted,  
Kimberly Akers



## **DEPARTMENT OF CENTRAL SERVICES COMMITTEE MEETING NOTICE**

A Central Services Committee meeting will be held Tuesday, January 18<sup>th</sup> in Engineering's Conference Room 235 of City Hall at 6:15 p.m. before the City Council meeting.

### Agenda

1. Call Meeting to Order
2. Approval of Minutes
3. Public Comment (3 minutes)
4. Old Business
5. New Business
  - a) Flat Trailer
6. Late Additions

Respectfully submitted,

Kevin McClean  
Central Services Director