

The City Council of the City of Aledo met in Regular Session via video conferencing communication on April 06, 2020. MAYOR HAGLOCH called the meeting to order at 6:36 P.M. The roll was called, whereupon the following answered present:

Aldermen ILA BERTRAND, TERRY BEWLEY, MICHAEL CHAUSSE, BARRY COOPER, DENNIS DIXON, JIM HOLMES, CHRIS KOPP, and LINDA SARABASA. Mayor CHRISTOPHER HAGLOCH.

Also present were CHRIS SULLIVAN, City Administrator / Chief of Police, JUSTIN BLASER, Director of Public Works & Utilities, SANDY BULL, City Treasurer, MARK WALTON, City Attorney, and JAROD DALE, City Clerk.

The media was represented by Cala Smoldt, Rock Island Argus & Aledo Times Record, and Jim Taylor, WRMJ.

Due to Covid-19 concerns, public attendance at City Council and committee meetings will not be allowed until further notice from the City. Any comments or questions about any matter on the agenda for a meeting may be submitted by email to the City Clerk at cityclerk@aledoil.org.

COMMITTEE OF THE WHOLE

A moment of silence was observed by the Aledo City Council due to the recent emergency events related to the Covid-19 Pandemic.

Public Comment: No Report.

Communication & Correspondence: No Report.

Requests & Petitions: No Report.

Public Works Activity Report:

- *Streets:* Transition to electronic record keeping; street patching; mounted new welcome to Aledo sign south of the High School; and finish basketball hoops at the water tower park.
- *Water:* JULIE's and finals. Two (2) water-line leak repairs; transition to electronic record keeping; and assisted Diamond Ag with the install of a new water service and meter.
- *Gas:* JULIE's; continue working on gas main extension project; OQ training; weld tests; assist with two (2) water leaks and curb box replacements; and transition to electronic record keeping.
- *Cemetery:* One (1) funeral occurred. work on equipment; assist Street Division; work on stones and dirk-work; and transition to electronic record keeping.

- *DPW*: Transitioning to daily/weekly digital forms; working on gas main extension project with gas division, and close to begin ordering materials; Frieden transition to W/WW Division; Louck has submitted his retirement notice to the City effective 5/1. Button Building Roof project is complete. Turkey vultures are back at the south water tower.

Aledo Police Department Activity Report: CITY ADMINISTRATOR/CHIEF Sullivan reported training has become an issue. There are numerous state-mandated certifications the officers must maintain and training courses the officers must complete to remain certified by the Law Enforcement Training and Standards Board. Some of the training is required by State Statute and other training courses and certifications are mandated by the administrative rules of the ILETSB.

The Mobile Training Units (MTUs) conduct the majority of the required training courses. Others are offered to the officers of the Department, in-house, by certified instructors who work for the Department. All training by the MTUs has been suspended. In-house training is not possible in an environment where social space is required and group activity is not allowed. The police chiefs in this region and the MTU Board are seeking temporary relief from the training mandates. We are appealing to the ILETSB for relief in either the form of an extension of the normal time requirements or a one-time exemption for 2020.

The School Resource Officer position is on hold until the COVID-19 related restrictions are lifted and school resumes. The District begins making payment on June 1st and the earlier start date discussed with Council will not occur. There are questions as to the availability of school resource officer training classes this summer.

The Police Department separated all work spaces and work areas. The vehicles were assigned to stagger use by shifts when possible. The squad room was divided into work areas and two (2) separate computer stations were created. The locker room was taken out of use and the bank of 12 lockers was divided into three sets of banks of four lockers each. The former locker room will not be used until after the COVID-19 restrictions are lifted. It will then become a meeting room. The area which had been used as an open meeting room, attached to the kitchen and break area, was walled off, creating a separate office area for Sgt. Baker. This moves him from the squad room, allowing for a separate work area during the COVID-19 restrictions and will become a private work space thereafter.

The new configuration of the work areas of the Police Department's building allow the Department to continue to function on a normal basis. It also separates the officers as much as possible and allows for individual work areas to be sanitized at the start and end of each shift.

The Drug Enforcement Agency (DEA) has ended the drug take back program. The Aledo Police Department will continue to host a drug take back program. The

Department will offer the service to the community on an ongoing basis. Any week day, during work hours (8:00 a.m. to 4:30 p.m.), citizens can come to the Department and turn over unneeded and expired medications for disposal. The Department will maintain a locked container for the drugs to be stored in until they can be incinerated. As always, the medications can be turned in by anyone, on behalf of anyone, and can be dropped off anonymously.

The Department is working closely with the Mercer County Sheriff's Department and the Mercer County Health Department to make certain Aledo and Mercer County are prepared in the event of COVID-19 cases in our area. Public Works Director Blaser has been involved in planning to assist the Health Department in the event it becomes necessary. The PD and Public Works are also preparing for possible severe spring weather and how we will deal with an event requiring the City and County to open shelters.

CHIEF is participating in remote meetings hosted, by the Health Department, relating to the COVID-19 pandemic and the general preparedness and awareness of all of the agencies and government bodies responsible for the response to this emergency. As of now, Genesis Hospital believes they can handle the projected influx of patients if see numbers of sick cases and hospitalizations that have been occurring. Obviously, each area is different and we could see a spike or be an anomaly. The County is preparing for a worst-case scenario and hoping for the best case to occur.

Preparations are being made at Genesis to be able to handle COVID-19 cases onsite, and temporary measures have been taken to expand the Emergency Room capabilities. Off-site locations to house additional emergency medical personnel, if needed, are being arranged. Some of those preparations will require the assistance of the City of Aledo and its employees. There is a potential need for the temporary use of City of Aledo property.

City Staff is working to obtain personal protective equipment, sanitizing products and other items necessary to keep our employees safe during this crisis. This has been a slow and relatively unsuccessful process. We have been reaching out to agencies involved in emergency response and seeking every possible avenue to obtain the necessary supplies.

There have been some issues with people using the City parks that are closed. The Police Department has been trying to make gentle reminders that the parks are closed. There have also been people gathering on the Central Park parking lot and hanging out together. Several have been asked to leave and reminded of the restrictions on public gatherings and social distancing. We will be taking some steps to make the closure of the parks more apparent.

The Mercer County Sheriff's Department and the 911 Emergency Dispatch Center have upgraded to Viola Telephone for their internet service. All of the squad cars were reconfigured to the new system for access to the records management system and

computer-aided dispatch. The new system will allow for better reception and should make it possible for officers to spend a greater amount of time in the cars and on the street doing patrol duties and less time in the station. Almost all computer entries and report writing should be able to be done in the vehicles, using the mobile data terminals.

The Department will be accepting applications to fill the full-time police officer position that opens up when the School District's contract with the City for police services begins on June 1, 2020. The position will be advertised in April, with applications due by the end of May, 2020. Testing is not currently possible and the academies have been closed. Current police cadets have been sent home and are completing the academy learning processes at home. The start dates of any new academy classes have been put on hold. The best-case scenario would be receiving applications from academy-trained certified law enforcement officers.

Administration Report:

CITY CLERK Dale reported the utility billing and payroll information for the month of March, 2020. Also, the City Council was provided with the quarterly reports regarding sales tax and building permits.

CIYT CLERK reported City Hall staff have transitioned to a different way of working these past few weeks. A majority of staff are working remotely from home, while two (2) staff members remain at City Hall and are there to take-in payments either by phone or from the drop-off slot at the front door. This is a definite challenge as it makes you find new ways to operate daily around things you are typically used to having at your fingertips at work. We are having to adjust to communicating electronically and approve items where we typically use large amounts of paper for paper-trail.

CITY CLERK has set-up remote capabilities for the office staff and working daily on updates within the city website. City Staff has generated all online forms, i.e., building applications, new customer accounts, NV permit applications, PD watch requests, special events, etc. The phone system has given us some issues and could possibly be due to Frontier issues as we were trying to utilize the Call FWD feature on our phones at our individual desks, but that was tying-up other lines and the feature was not hanging up once a call was complete. This created a problem if someone would try and call City Hall. We have reverted back to off-site staff having to regularly check their VMs remotely. This identified an issue that the City did not have enough lines to operate in this type of way.

CITY CLERK has been working diligently with staff and elected officials to create a new way of meeting electronically. All week City Staff has been testing ways to give our staff and elected officials an easy way to meet electronically. With the shelter-in-place order, and trying to keep the staff safe, the work load has been ever fast changing and at times hard to keep up.

CITY CLERK received a call this week from the City of Silvis, IL and they noted they were highly impressed with our “Covid-19 info” button on the front-page of the website, regarding materials and information we are trying to provide to the general public. They noted they have been following daily and are providing the same type of information on their website for their constituents in Silvis.

With COVID-19, this has brought up other issues such as our agendas and how we can easily generate these types of documents to be sent out to the masses and elected officials as well. For now, we are trying to create easy work arounds to accumulate the information. Civic Plus has provided information on a way to better organize and produce materials for the website. This is of course is at a cost but may be something that should be looked into for the future.

Mayor’s Report: MAYOR Hagloch reported with COVID-19 he has been in constant communication with City Staff. Also, if any issues should arise it was noted the City Council will be notified as well.

Committee Report: No Report.

REGULAR COUNCIL SESSION

Following the Pledge of Allegiance to the Flag,

ACTION ITEMS

APPROVAL OF MINUTES:

Motion was made by ALDERMAN KOPP and seconded by ALDERMAN SARABASA to approve the meeting minutes of March 16, 2020 as presented. A Roll call vote was recorded as follows:

YES: Bertrand, Chausse, Cooper, Dixon, Holmes, Kopp, and Sarabasa. NO: None. ABSTAIN: Bewley. Motion carried. 7 yeas, 0 nays, 1 abstention.

Motion was made by ALDERMAN CHAUSSE and seconded by ALDERMAN DIXON to approve the special meeting minutes of March 18, 2020 as presented. A Roll call vote was recorded as follows:

YES: Chausse, Cooper, Dixon, Holmes, Kopp, Sarabasa, and Bertrand. NO: None. ABSTAIN: Bewley. Motion carried. 7 yeas, 0 nays, 1 abstention.

FINANCE: INVOICE LIST:

Motion was made by ALDERMAN BERTRAND and seconded by ALDERMAN DIXON that the Invoice Listing, which has been marked Exhibit “B”, attached hereto and made

a part of these minutes, be authorized and checks issued. A Roll call vote was recorded as follows:

YES: Chausse, Cooper, Dixon, Holmes, Kopp, Sarabasa, Bertrand, and Bewley. NO: None. Motion carried. 8 yeas, 0 nays.

ORDINANCE NO. 08, SERIES OF 2020; PROVIDING UTILITY RATE RELIEF, DEFERRAL OF LIENS AND SHUT-OFFS AND BUILDING PERMIT FEES WAIVERS DURING PENDENCY OF COVID-19 EMERGENCY: (FIRST READING)

Section 1. Notwithstanding anything to the contrary in the City Code or in any other Ordinance adopted by the City Council of the City of Aledo, for the month of March 2020, the amount billed by the City for water and sewer (for the April 16, 2020 billings with payments due on May 5, 2020) will be billed at one-half of the normal water and sewer rates for all City water and sewer customers.

Section 2. Notwithstanding anything to the contrary in the City Code or in any other Ordinance adopted by the City Council of the City of Aledo, for utility billings (water, sewer and gas) for the month of March 2020, which will be billed on April 16, 2020 with payment due on May 5, 2020, all late fees will be waived through June 1, 2020.

Section 3. Notwithstanding anything to the contrary in the City Code or in any other Ordinance adopted by the City Council of the City of Aledo, during the month of April 2020, the City shall not file any utility liens for non-payment of water, sewer or gas charges.

Section 4. Notwithstanding anything to the contrary in the City Code or in any other Ordinance adopted by the City Council of the City of Aledo, during the month of April 2020, the City shall not engage in any service terminations or shutoffs for water, sewer or gas services.

Motion was made by ALDERMAN CHAUSSE and seconded by ALDERMAN BERTRAND to waive the 2nd reading regarding Ordinance No. 08, Series of 2020. A Roll call vote was recorded as follows:

YES: Cooper, Dixon, Holmes, Kopp, Sarabasa, Bertrand, Bewley, and Chausse. NO: None. Motion carried. 8 yeas, 0 nays.

Motion was made by ALDERMAN CHAUSSE and seconded by ALDERMAN DIXON to adopt Ordinance No. 08, Series of 2020; providing utility rate relief, deferral of liens and shut-offs and building permit fees waivers during pendency of Covid-19 emergency. A Roll call vote was recorded as follows:

YES: Dixon, Holmes, Kopp, Sarabasa, Bertrand, Bewley, Chausse, and Cooper. NO: None. Motion carried. 8 yeas, 0 nays.

(Clerks Note: Item Ord 7, Series of 2020 which was originally listed on the agenda has been corrected to reflect the numbering error and reflects within these minutes as Ordinance No. 08, Series of 2020.)

RESOLUTION NO. 13R, SERIES OF 2020; APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES FOR PREPARATION OF PLANS AND BID ADMINISTRATION FOR INDUSTRIAL PARK DETENTION AND SITE GRADING PROJECT:

Motion was made by ALDERMAN BERTRAND and seconded by ALDERMAN SARABASA to approve Resolution No. 13R, Series of 2020; Approving an Agreement for Professional Services for Preparation of Plans and Bid Administration for Industrial Park Detention and Site Grading Project; to provide plans, project specifications, bid administration and contract documents for a cost not to exceed \$30,000.00 A Roll call vote was recorded as follows:

YES: Holmes, Kopp, Sarabasa, Bertrand, Bewley, Chausse, Cooper, and Dixon. NO: None. Motion carried. 8 yeas, 0 nays.

RESOLUTION NO. 14R, SERIES OF 2020; APPROVING THE PURCHASE OF LAWMOWER EQUIPMENT:

Motion was made by ALDERMAN SARABASA and seconded by ALDERMAN KOPP to approve Resolution No. 14R, Series of 2020; Approving the purchase of lawnmower equipment from Hanks Power & Equipment and to purchase two (2) Hustler Super Z HyperDrive 60” front mount mowers from Hanks Power & Equipment for \$27,181.00. A Roll call vote was recorded as follows:

YES: Kopp, Sarabasa, Bertrand, Bewley, Chausse, Cooper, Dixon, and Holmes. NO: None. Motion carried. 8 yeas, 0 nays.

MOTION APPROVING RETIREMENT LETTER SUBMITTED BY RANDALL L. LOUCK:

Motion was made by ALDERMAN CHAUSSE and seconded by ALDERMAN BEWLEY to approve with regret the retirement letter submitted by Randall L. Louck effective May 1, 2020. A Roll call vote was recorded as follows:

YES: Sarabasa, Bertrand, Bewley, Chausse, Cooper, Dixon, Holmes, and Kopp. NO: None. Motion carried. 8 yeas, 0 nays.

MOTION APPROVING APPOINTMENT OF LUCAS SALMON TO THE POSITION OF STREET SUPERINTENDENT:

Motion was made by ALDERMAN BERTRAND and seconded by ALDERMAN KOPP to approve the appointment of Lucas Salmon to the position of Street Superintendent effective May 2, 2020. A Roll call vote was recorded as follows:

YES: Bertrand, Bewley, Chausse, Cooper, Dixon, Holmes, Kopp, and Sarabasa. NO: None. Motion carried. 8 yeas, 0 nays.

MOTION APPROVING REPLACEMENT OF EXTERIOR DOORS AT ALEDO POLICE DEPARTMENT IN THE AMOUNT OF \$8,530.00:

Motion was made by ALDERMAN CHAUSSE and seconded by ALDERMAN DIXON to approve the replacement of exterior doors at Aledo Police Department in the amount of \$8,530.00 submitted by East Moline Glass, 1333 13th Avenue, East Moline, IL., 61244. A Roll call vote was recorded as follows:

YES: Bewley, Chausse, Cooper, Dixon, Holmes, Kopp, Sarabasa, and Bertrand. NO: None. Motion carried. 8 yeas, 0 nays.

STANDING COMMITTEE REPORTS: No Report.

OLD BUSINESS: ALD. Chausse suggested the City consider reviewing an abatement to liquor license holders within the city limits of Aledo. MAYOR Hagloch reported the item has already been under consideration and will be determined after the emergency pandemic of COVID-19. A letter was also suggested to be created and sent to license holders as well if a determination is finalized.

NEW BUSINESS:

MAYOR Hagloch reported his plans to suspend the Spring City-Wide Clean-Up Days to be held the week of April 27th. Plans will be established to hold the event at a later date, possibly considering the summer months. Information will be generated in the Aledo bulletin.

MAYOR reported the City would need to meet a threshold of at least \$3,300 in expenses related to COVID-19 to qualify for a FEMA Grant. COVID-19 expenses will need to be tracked and will be able to apply thru FEMA Relief with the County. City Staff has limited spending out of the general fund. Staff will continue to work on Tax Increment Financing (TIF) projects and Motor Fuel Tax (MFT) projects this year.

CITY ADMINISTRATOR/ CHIEF Sullivan reported the bulk gas rate went down this past month and utility billing will be adjusted to reflect the decreased rate for bills being sent out in April, 2020.

CITY ATTORNEY Walton reported six (6) weeks ago holding meetings electronically at home would have been a violation of the Open Meetings Act. But, with the current emergency of COVID-19 the Governor has temporarily allowed meetings to be held in this fashion. CITY ATTORNEY Walton congratulated the CITY CLERK and City Staff on the work completed to organize the abilities by the City to hold electronic meetings during the pandemic.

ADJOURNMENT: There being no further business, motion was made by ALDERMAN KOPP and seconded by ALDERMAN SARABASA that the meeting be adjourned. A Unanimous voice vote followed in agreement. Meeting was adjourned at 7:08 P.M.

Jarod Dale, City Clerk

Minutes approved by Council action April 20, 2020.

Jarod Dale, City Clerk