

**Keithsburg City Council Minutes**  
**Held at 302 S. 14<sup>th</sup> Street**  
**October 11, 2010**

**Mayor Askew Opened the Meeting at 6:30 PM**

**Alderman Physically Present:** Roy Pritchett, Maxine Henry, Davina Logsdon, Linda O'Brien, George Askew and Neil Nylin.

**Minutes of last month meeting:** Davina made a motion to accept; Neil seconded, accepted by all.

**Cash Receipts:** Neil made a motion to accept; Maxine seconded, accepted by all.

**Cash Disbursements:** George made a motion to accept; Davina seconded, accepted by all.

**Street Lights are being Vandalized:** Mayor Askew explained more than 20 street lights have been shot out in the last 2 weeks and AmerenIp refuses to replace anymore until we catch however is doing it. Mayor Askew will contact Crime Stoppers for assistance with this matter.

**Animal Control Contract:** George suggested signing a contract for three (3) months as a trial period and sees how often they come to town. The animal control officers are to put a note in the drop box at city hall with the date and time they are in town. The contract will be for October, November, and December for \$228.48 a month. George made a motion to accept; Linda seconded, accepted by all except Maxine who abstained. Motion carried.

**MSA Professional Services (Engineers):** Steve Haring was present and explained the analysis were complete for the water system, wastewater, and storm water pumps. The analysis will be at city hall for review.

**Illinois Dept of Natural Resources:** Steve Haring explained there is going to a recreation grant application for parks coming available with a deadline of November 29, 2010. The funding is part of the Federal stimulus money for park and recreation and is comparable to the OSLAD grants. The funding is for land acquisition, construction of park and recreational facilities, but he is not sure about the marina itself. Paul and Steve have been looking at the maps and they were thinking of different playground picnic area or a nice wetland area. Roy asked if this would be transferrable and Steve would have to find out but. We can apply for several different projects. There was discussion on extending the campground, elevating the south end of the campground, etc. Steve is going to send Mayor Askew an email with more information.

**IKES Plan:** Steve went to the workshop for the disaster recovery money. Midwest funding is for projects throughout the State to reimburse municipalities their 25% match for the FEMA Projects from the 2008 flood. Public infrastructure part of the Midwest application was just opened up the end of last week. There is no application deadline at this time. The engineers are going to work on the grant application for the infrastructure.

**Pope Street Elevation:** Task order with the scope of work for Pope Street. The cost to have them evaluate the project is \$4,800.00. They would give cost estimates and search for any potential funding options for the work. Roy recommends taking this to the Keithsburg Township to see if they will pay ½ of the task order. Maxine made a motion to accept contingent on the Township's approval to pay ½ of the cost; Davina seconded, accepted by all.

**Buyout Application:** The CDBG application for the buyout is finally available. Roy made a motion to accept the resolution to apply for the grant; Maxine seconded, accepted by all.

**Water/Sewer:** Steve Nylin explained they have been having problems with the sewer system. The pumps that are in there are too small. Steve also explained the debris they are pulling out is the worst he has ever seen such as cloth shop towels, shorts, t-shirts etc. Roy suggested getting an estimate on a routine pumping.

**Streets and Sidewalks:** Linda explained the council needed to discuss George Lyle's vacation hours and comp time. At this time he has 35 hrs comp time and 132 ½ hrs of vacation (52 ½ hrs was carried over from last year). Linda suggested not allowing him to carry any vacation hours over to the next year and pay him time and a half for comp hours. Mayor Askew explained last Friday George was going to take the day off and use some of his vacation hours, but was called back to work within the hour because of the sewer problems. Neil mentioned the council discussed this issue in the past and George was informed to use his vacation time within the year or lose it. Roy explained some places let it carry over for 1 month into the next year. Maxine suggested paying George for all the hours built up. There was much discussion with the problem with who would cover for George in his absence while using vacation time. Neil made a motion to pay George time and a half and eliminate comp time and pay him on January 31<sup>st</sup> of the following year for any vacation hours that have not been used, Davina seconded, accepted by all. Steve haring suggested contacting surrounding towns and see about an intergovernmental agreement for issues that might come up while George is gone on vacation.

**Fire Department:** Pat Stevens and Cory Logsdon Applications to become Maxine made a motion to accept; Linda seconded, accepted by all except Davina who abstained. Motion carried.

**Police Department:** Linda explained the police officers are not using the time clocks and she suggested making them a schedule. There has been confusion between the officers also, as to when someone was already on duty, and the council did not approve of some of the hours. The council agreed they should use the time clock and a work schedule made for all the officers. Officer Robinson was present and explained he did not know there was a time clock and he explained one evening he came down to work and discovered one of the other officers was already working, therefore he agrees a schedule is necessary. Officer Robinson mentioned he has numerous years experience and is getting comfortable with the way the council wants things done and he suggested the council appoint a Chief of Police. The Chief of Police would be responsible for scheduling the police hours. Neil explained he has looked at the time cards and the city needs a police more hours on the weekend. Officer Robinson also presented the council with a policy for police procedures for them to review and he suggested the council consider adopt it. Neil was in favor of appointing Officer Robinson as Chief of Police, however he explained as being on the Police committee he wants to Officer Robinson to keep him informed as to what is going on. Davina made a motion to appoint Officer Robinson as the Chief of Police; Maxine seconded, accepted by all. Officer Robinson asked the council if he could keep the police cell phone with him at all times and the council could call him with any questions or concerns. The council agreed. There was some discussion regarding Terri being able to write administrative ticketing regarding ordinance violations and all the proceeds would go straight to the city.

**Campground:** Davina asked the council to approve the following activities for next year's Labor Day Weekend activities-Fireworks-\$2,500; Hire Andy Campbell to play music-\$300.00; Fishing Contest Donation-\$250; and Fish Fry Expenses-up to \$1,000 all to be paid out of Campground checking. In addition the volunteers want to apply for a special event license through the State of Illinois and have a beer tent next year. Davina explained it is early to be asking but if we want Andy to play next year we need to hire him now. Linda and Davina both explained they have had a lot of compliments and thank you from everyone. Terri explained it was a very fun productive day. George made a motion to accept; Linda seconded, accepted by all.

**Revolving Loan Fund Processing Fee:** At the present time the processing fee is \$50.00. Attorney Jones had suggested raising it to \$250 or \$300 because of all the legal fees (recording mortgages, title insurance, and lawyer fees). Maxine made a motion to raise it to \$300.00; Roy seconded, accepted by all.

**Halloween:** Davina made a motion to have trick or treat on October 30, 2010 from 6:00-8:00, Neil seconded, accepted by all. The Fire Department will be serving hot dogs and hot chocolate at the fire station.

**Library:** There is a terrible mold and mildew problem in the library and several of the books are ruined. All of the books are outdated; therefore, not many people utilize the library at all. Some suggestions are to sell the books for .10 or .25 cents at city hall and donate the proceeds to the museum and the books that are in bad condition taken to Jackson's recycling bin. George made a motion to eliminate the library and remove the books; Davina seconded, accepted by all.

Roy made a motion to go into closed meeting to discuss Smitty's Too, Inc. Revolving Loan Fund and Personnel, Neil seconded, accepted by all.

**Police Department:** Linda made a motion to hire Randy Koch as a part-time police officer and pay him \$10.50 an hour, contingent upon police chief and supervisor Maxine seconded, accepted by all.

**Revolving Loan Fund:** Linda made motion to approve Bradley and Melody Loveridge's (d/b/a River's Edge Recovery Auto Repair) application to finance the balance of T&T Garage Loan in the amount of \$14,001.72; George seconded, accepted by all.

**Chief of Police Raise:** Linda made a motion to give Officer Robinson a .50 an hour raise on a trial basis, Neil seconded, accepted by all.

Linda made motion to adjourn, George seconded, accepted by all.

Time: 8:18pm

Terri Gibson  
City Clerk