

Committee-of-the-Whole Minutes

Tuesday, March 16, 2021

- PRESENT:** Mayor Stephanie Acri (*Chair*)
Alderman Scott Williams (*Ward 1*)
Alderman David Parker, Jr. (*Ward 2*)
Alderman Mike Wendt (*Ward 3*)
Alderman Richard “Dick” Potter (*Ward 4*)
Alderman Sam Moyer (*Ward 5*)
Alderman Kevin Schoonmaker (*Ward 6*)
Alderman Mike Waldron (*Ward 7*)
Alderman Sonia Berg (*Alderman At-Large*)
- ABSENT:** None.
- STAFF:** Marty Vanags, Interim City Administrator
Janine Hollembaek Parr, City Clerk
J.D. Schulte, Public Works Director
Leah Miller, Interim Human Resources Manager
Eric Griffith, Parks Recreation Director
David Rowatt, Information Technology Manager
Bryon Lear, Library Director
Darren Gault, Chief of Police
Jeff Snyder, Fire Chief
Carol Barnes, Finance Director
Tony Loete, Utilities General Manager
Joe Kuhlenbeck, Building Official
Chris Mathias, Interim Land Development Manager
Sarah Mark, Fleet & Facilities Manager
Brandon Pannell, Municipal Services Operations Manager
Mitch Cunningham, Fire Marshal
James Van Vooren, Fire Captain
Marco Leone, Fire Lieutenant
Kory Heston, Fire Engineer
Gonzalo Martinez, Firefighter/Paramedic
Roman Vistinine, Firefighter/Paramedic
Fire personnel, family and friends
- OTHERS:** Derke Price, Ancel Glink

Mayor Acri called the meeting to order at 6:01 p.m. in Council Chambers.

Approval of Remote Electronic Attendance

Alderman Moyer, seconded by Alderman Waldron, moved to approve the remote electronic attendance of Aldermen Parker, Wendt and Schoonmaker. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

Oath of Office

Oath of office for promotional appointment of **Lieutenant James Van Vooren to the rank of Captain**, effective March 18, 2021.

Oath of office for promotional appointment of **Engineer Marco Leone to the rank of Lieutenant**, effective March 19, 2021.

Oath of office for appointment of **Firefighter/Paramedic Kory Heston to the rank of Engineer**, effective March 20, 2021.

Oath of office for probationary appointment of **Gonzalo Martinez to the rank of Firefighter/Paramedic**, effective March 15, 2021.

Oath of office for probationary appointment of **Roman Visintine to the rank of Firefighter/Paramedic**, effective March 15, 2021.

Questions on the Agenda

Item 6 on the COW Agenda and items 11 and 12 on the Council Agenda have been postponed until a later date.

Agenda Items

1. Implementation of The Compliance Engine by Brycer. Mitch Cunningham, Fire Marshal, explained that staff seeks Council approval to implement The Compliance Engine (TCE) to allow the Moline Fire Department to streamline inspections, ensure compliance of business fire protection systems and improve safety for the entire community. TCE provides a secure cloud environment in which third-party contractors inspect, test and maintain fire protection systems, submit their reports via TCE's web portal directly to the Moline Fire Department, facilitating a more efficient review, tracking and follow-up process with occupants to correct deficiencies and maintain systems. A motion was made by Alderman Potter to approve. Seconded by Alderman Williams. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

2. Amendment to Chapter 11, "FIRE PREVENTION AND PROTECTION," of the Moline Code of Ordinances – Test and Inspection Records. Derke Price, Corporation Counsel, stated that the Fire Department's transition to an internet-based tool for tracking inspection and code compliance requires amendment of the Code concerning maintenance obligations for fire protection and life safety systems and revision of antiquated language. A motion was made by Alderman Berg to approve. Seconded by Alderman Williams. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

3. Amendment to Chapter 20, "MOTOR VEHICLES AND TRAFFIC," of the Moline Code of Ordinances – Snow Routes. Derke Price, Corporation Counsel, explained that improvements made to snow removal services has led to the identification and correction of snow routes listed in the Ordinance. Price indicated that Twenty Sixth Avenue on both sides between 34th and 48th Street will be added to those listed in the proposed Amendment. Alderman Berg, seconded by Alderman Waldron, moved to approve. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

4. Amendment to Chapter 3, “ADVERTISING AND SIGNS,” of the Moline Code of Ordinances – Private Property. Chris Mathias, Interim Land Development Manager, shared that, at the request of Council, the Plan Commission conducted a review of the current Sign Code. The Plan Commission sought further review by David Silverman of Ancel Glink, who responded with a memorandum concluding, “The City has good content neutral regulations for banner, temporary, and flag signs. However, minor amendments can be made to these regulations to bolster the City’s regulatory control. The City’s existing regulations for portable signs and video gaming establishments are very thorough and, in our view, do not need further refinement. Instead, we would advise that the City increase enforcement of the existing regulations and assess whether increased enforcement is effectively controlling these signs from both a practical and efficiency analysis. In so far as the regulations are not meeting these metrics, we can then advise on suggested revision.” After thorough discussion by the Plan Commission, realization was made that the main issue is enforcement of the existing Code. The updated table includes sign permit requirement for banners and minor changes to temporary sign regulations. There was discussion. Alderman Wendt noted that a typo in the table will be corrected by staff. Alderman Wendt asked that Mathias leave notes regarding this. Alderman Parker, seconded by Alderman Moyer, moved to approve. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

5. 2021 Zoning Map. Chris Mathias, Interim Land Development Manager, explained that recent rezonings, annexations and parcels have been added to the new zoning map. If approved, it will be the official zoning map of the City. A motion was made by Alderman Berg to approve. Seconded by Alderman Potter. Alderman Wendt stated that publication and adoption of the zoning map is required by statute annually. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

6. *~This item was postponed until March 30, 2021.*

7. Hiring and Promotion – Fleet & Facilities Coordinator. Sarah Mark, Fleet & Facilities Manager, indicated that the position has been vacant since February 7, 2020, when staff was assigned additional duties of the Interim Fleet Manager due to a retirement. With no vehicle purchases in 2020 due to the COVID-19 pandemic, the responsibilities of this position have not seen the typical level of intensity. While working in the interim capacity, some functions of the Fleet and Facilities Coordinator have been temporarily suspended while staff fulfilled the requirements of both positions, likewise some of the management functions were assigned to support personnel throughout Public Works. As we resume vehicle purchasing with 46 scheduled replacements and the combining of Fleet and Facility divisions under one manager in 2021, it is paramount to fill the coordinator position to maintain the flow of operations, timely payments to vendors, report creation and disbursement, data entry and analysis, fuel island administration and Fire Marshal record management to allow time for the Fleet and Facilities Manager to focus on procurement and operational responsibilities. A motion was made by Alderman Berg to approve. Seconded by Alderman Waldron. Staff will work with the Fire Marshal to identify efficiencies that may be realized. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

8. Phelps Rental Services Agreement. Sarah Mark, Fleet & Facilities Manager, stated that the current contract for rug/uniform services has expired and is due for renewal. Staff seeks approval from Council authorizing the Mayor and City Clerk to execute and attest to a Rental Service Agreement with Phelps the Uniform Specialists, Inc., for uniform and floor mat rental services for a five (5) year term. A motion was made by Alderman Waldron to approve. Seconded by Alderman Wendt. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

9. Langman Construction, Inc., for Project #1346, Sanitary Crossing under John Deere Road. Tony Loete, Utilities General Manager, shared that new sanitary sewer pipe will be installed inside a casing pipe that was installed during the John Deere Road Reconstruction in 2016. The existing sewer main at this location, while reliable, is strained during wet weather. A new main, installed in parallel, will add conveyance capacity during wet weather and will also allow for the existing main to be taken out of service for rehabilitation. This location in the sanitary sewer system is critical, as it carries a significant amount of flow to the South Slope Wastewater Treatment plant. Bids were opened and publicly read on March 2, 2021, with Langman Construction, Inc. submitting the lowest and most responsible and responsive bid. Staff seeks Council approval of a contract with Langman Construction, Inc., for Project #1346, Sanitary Crossing under John Deere Road, 4000 Block, for the amount of \$137,335. Discussion had. Tony Loete commended J.D. Schulte, Director of Public Works, for identifying the critical need to dig while the road is open, stating that it might otherwise have cost 5 times more. This work was not done in 2017, because study findings were not available to allow design and permitting prior to construction. A motion was made by Alderman Waldron to approve. Seconded by Alderman Berg. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

10. Hiring and Promotion – WPC Plant Operator. Tony Loete, Utilities General Manager, explained that the WPC Operations Technician was promoted to WPC Plant Operator and, since this promotion, there is no longer a need for a WPC Operations Technician. There is, however, need for an additional WPC Plant Operator which is a more robust and versatile position to the treatment operation. Staff requests that Council authorize an exception to the moratorium on hiring and promotion, pursuant to Resolution 1051-2020, to hire a WPC Plant Operator. A motion was made by Alderman Waldron to approve. Seconded by Alderman Berg. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

11. Hiring and Promotion – Water Laboratory Chemist. Tony Loete, Utilities General Manager, shared that the current Water Laboratory Chemist has transferred to the vacant Water Plant Manager position, leaving the Chemist position vacant. Also, a more appropriate title for Water Laboratory Chemist would be Utilities Laboratory Manager, as the job encompasses both water and wastewater areas. Staff requests that Council authorize an exception to the moratorium on hiring and promotion, pursuant to Resolution 1051-2020, to hire a Water Laboratory Chemist. A motion was made by Alderman Berg to approve. Seconded by Alderman Waldron. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

12. Hiring and Promotion – Motor Equipment Operator Vacancies. Brandon Pannell, Municipal Services Operations Manager, indicated that two (2) Motor Equipment Operator positions are vacant. These first responder positions in the Municipal Services Division are skilled level positions that provide equipment operation services, project management, support leaf collection services and are a critical component of the snow/ice removal plan. Staff requests that Council authorize an exception to the moratorium on hiring and promotion, pursuant to Resolution 1051-2020, to hire two (2) Motor Equipment Operators. A motion was made by Alderman Berg to approve. Seconded by Alderman Williams. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

13. Hiring and Promotion – Director of Utilities. Marty Vanags, Interim City Administrator, requested that Council authorize an exception to the moratorium on hiring and promotion, pursuant to Resolution 1051-2020, to promote Tony Loete to Director of Utilities. A motion was made by Alderman Berg to approve. Seconded by Alderman Waldron. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

14. Hiring and Promotion – Interim Director of Public Works. Marty Vanags, Interim City Administrator, requested Council approval of his appointment of Joe Kuhlenbeck as Interim Director of Public Works, effective March 22, 2021, and approving a 10% increase to his current salary for the term he serves as Interim Director of Public Works. A motion was made by Alderman Schoonmaker to approve. Seconded by Alderman Wendt. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker, Wendt and Potter; nays: none.

15. Other – Food License Renewal Fees. Marty Vanags, Interim City Administrator, reminded that on March 24, 2020, the City Council approved Resolution 1037-2020, establishing practices and procedures for the City of Moline during the COVID-19 state of emergency, allowing the due date for payment of food license fees to be extended for restaurants and taverns until thirty (30) days after the state of emergency period ends. Thereafter, said fees may be paid at 25% of the license fee due each month for the next four (4) consecutive months. Approximately 302 food licenses are due for renewal by April 30, 2021. Revenue, from renewal fees, of \$108,000 is budgeted to off-set the Environmental Health Specialist salary expense. There was discussion. Alderman Wendt, seconded by Alderman Moyer, moved to direct staff to differentiate between food service classifications. Mayor Acri cautioned that the differentiation should be subtle, as we don't want to discourage business growth. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Waldron, Berg, Williams, Parker and Wendt; nays: Alderman Potter.

Informational

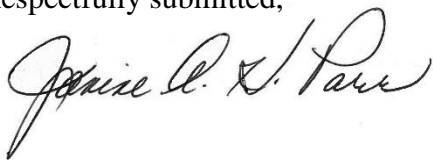
Spring Yard Waste Collection – Waiver of Sticker Requirement. Brandon Pannell, Municipal Services Operations Manager, requested Council direction as to whether the sticker requirement should be waived for the first two weeks of April. There was discussion. Alderman Potter, seconded by Alderman Williams, moved to approve. Discussion had. The \$2 fee per bag subsidizes, but does not cover, the cost to the City. Pannell explained that mulch is still available. Motion passed on roll call with the following vote: ayes: Aldermen Moyer, Schoonmaker, Berg, Williams, Parker, Wendt and Potter; nays: Alderman Waldron.

Public Comment

There was no public comment. View recorded meetings at <http://www.moline.il.us/CivicMedia?CID=9>

The meeting adjourned at 7:08 p.m.

Respectfully submitted,



Janine A. H. Parr
City Clerk