

**REGULAR CITY COUNCIL MEETING MINUTES
FEBRUARY 25, 2014 - 7:00 PM**

Mayor Nolan called the City Council meeting to order at 7:00 p.m. and led the pledge to the flag. Clerk Wells called roll. Aldermen present: Marzahl, Ulmer, Clarke, Adams and Opper. Aldermen Leyden, Musgrove and Meza were absent. Also present were Treasurer Szczap, City Administrator Nelson, Community Development Director Santeler, Supt. Public Works Kruckenberg, Police Chief Kazy-Garey, Deputy Chief Krause, Supt. Utilities Grant, Attorney Carlos Arévalo and members of the audience.

AUDIENCE PARTICIPATION: NONE

CITY COUNCIL MEETING MINUTES OF 01/28/2014 - APPROVED

Moved by Clarke, seconded by Adams to approve the regular and closed session City Council Meeting minutes of January 28, 2014, as presented. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

RESOLUTIONS HARVARD MILK DAYS 2014 - APPROVED

Moved by Opper, seconded by Adams to approve the following resolutions as presented:

- a) Declare the 73rd Harvard Milk Days™ June 6th, 7th, & 8th a Legal Holiday
- b) Close Route 173 between Jefferson and Division Streets

Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

HARVARD BOYS LEAGUE SPECIAL EVENT LIQUOR LICENSE REQUEST ON SATURDAY, MAY 31st & SATURDAY JUNE 28th, 2013 AT BOYS LEAGUE FIELD - APPROVED WITH WAIVER OF FEES

At Alderman Opper's inquiry, Mayor Nolan noted that the fees being waived for each event are \$30 for the special event liquor license, approximately \$100 for park rental plus the cost of police officers. Moved by Ulmer, seconded by Clarke to approve the Boys League Special Event Liquor License requests, with a waiver of fees, as follows:

- Saturday, May 31st, 2014 at the Boys League (Moose) Field from 8 am – 9 pm (tournament)
- Saturday, June 29th, 2014 at the Boys League (Moose) Field 9 am - midnight (annual picnic)

Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

ILLINOIS DEPT. OF TRANSPORTATION CONSTRUCTION COST REIMBURSEMENT - APPROVED

The agreement between the City and IDOT provides that the City reimburse the state for part of the construction costs to remove traffic signals at Crowley Rd. and Motorola. Administrator Nelson related his conversation with a representative from IDOT who indicated that the contract isn't fully completed yet and the lights will be removed this spring. Moved by Ulmer, seconded by Opper to authorize payment to IDOT pursuant to the terms of the agreement in the amount of \$12,064.31 which represents 80% of the awarded obligation. Administrator Nelson indicated there could be additional costs depending on what is encountered in the field when the traffic signals are actually removed. Roll call vote: Marzahl, aye; Ulmer, aye; Clarke, aye; Adams, aye and Opper, aye. Motion approved five to zero.

PACE SYSTEMS SECURITY AND EMERGENCY PREPAREDNESS PLAN (SSEP) - APPROVED

Moved by Clarke, seconded by Opper to adopt the Pace Systems Security and Emergency Preparedness Plan (SSEP) as required by our Pace Agreement. Roll call vote: Ulmer, aye; Clarke, aye; Adams, aye; Opper, aye and Marzahl, aye. Motion approved five to zero.

PURCHASE OF VEHICLES FISCAL YEAR 2014/2015 – APPROVED

Moved by Marzahl, seconded by Ulmer to approve the purchase of the following vehicles:

- a) (2) Police Package Chevy Marked Squad Cars in amount of \$39,515.60
- b) (1) 2015 Ford F-250 4 x 4 in amount of \$20,650.00

Roll call vote: Clarke, aye; Adams, aye; Opper, aye; Marzahl, aye and Ulmer, aye. Motion approved five to zero.

2014 ZONING MAP UPDATE - APPROVED

City Clerk Wells noted there is one change to the zoning map reclassifying property on Airport Rd./Marengo Rd. from M1 to B3. Hard copies of the map will be available next week. Moved by Oppper, seconded by Marzahl to approve the update to the Zoning Map as presented and to grant City Clerk Wells authorization to publish in the Northwest Herald. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Oppper. All ayes. Motion carried.

PARC-3 RESOLUTION OF AUTHORIZATION - APPROVED

Administrator Nelson reported he is preparing a grant through the Illinois Dept. of Natural Resources for the development of the 11 acre parcel that the City purchased adjacent to Milky Way Park; total grant cost is \$213,895.00 (City's 25% match is \$72,000.00). Moved by Oppper, seconded by Marzahl to approve the PARC-3 Resolution granting City Administrator Nelson authority to prepare the grant as presented. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Oppper. All ayes. Motion carried.

CDBG RESOLUTION OF AUTHORIZATION/METZEN ST IMPROVEMENT PROJECT - APPROVED

Community Development Director Santeler note that the match requirement is unknown at this time but it has ranged from 50-100%. Typically the City's match is to provide engineering for the project; estimated construction cost is \$237,000.00. Moved by Marzahl, seconded by Adams to approve a Resolution Granting Authority to Submit a CDBG Grant Application for Federal Funding and Complaince with All Applicable CDBG Regulations per HUD and County Programming Requirements and Monitoring for the Metzen Street Improvement Project for water/sewer, curb & gutter. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Oppper. All ayes. Motion carried.

APPOINTMENT – MARK KRAUSE/CHIEF OF POLICE

Moved by Oppper, seconded by Marzahl to approve the Mayor's recommendation to appoint Mark Krause as Chief of Police with an effective date of July 3, 2014. Roll call vote: Adams, aye; Oppper, aye; Marzahl, aye; Ulmer, aye and Clarke, aye. Motion approved five to zero.

FINANCE COMMITTEE RECOMMENDATIONS

Chairman Oppper reviewed the minutes of the Finance Committee Meeting of February 8, 2014, which met to discuss the 2014/2015 Fiscal Year Budget.

Budget Update

The Committee reviewed the Water and Sewer fund and the Parks and Pool fund and made the following changes:

		FROM	TO
70-00-4420	GRANTS	\$ -	\$ 7,500.00
70-00-4465	COLLECTIBLES	\$ 1,766,876.00	\$ 1,791,321.00
70-01-5502	PROFESSIONAL FEES	\$ 70,000.00	\$ 60,000.00
70-01-5514	BUILDING MAINT.	\$ 40,000.00	\$ 30,000.00
70-01-5516	MAINT. TOWER & GROUNDS	\$ 50,000.00	\$ 45,000.00
70-01-5519	EQUIPMENT MAINT.	\$ 40,000.00	\$ 35,000.00
70-01-5605	MATERAIL PURCHASES	\$ 60,000.00	\$ 4,000.00
70-01-5609	DUES AND SUBSCRIPTIONS	\$ 750.00	\$ 650.00
70-01-5800	NEW EQUIPMENT	\$ 40,000.00	\$ -
70-01-5801	INFRASTRUCTURE EXPENSE	\$ 35,000.00	\$ 30,000.00
70-02-5401	SALARIES	\$ 187,000.00	\$ 237,000.00
70-02-5451	HEALTH INSURANCE	\$ 90,000.00	\$ 115,000.00
70-02-5617	GASOLINE, OIL, GREASE	\$ 18,000.00	\$ 15,000.00
04-00-4402	REAL ESTATE TAXES	\$ 85,000.00	\$ 80,000.00
04-00-4482	TRANSFER IN	\$ 22,800.00	\$ 29,100.00
04-00-5512	GROUND MAINTENANCE	\$ 20,000.00	\$ 10,000.00
04-00-5800	NEW EQUIPMENT	\$ 20,000.00	\$ 10,000.00
12-00-4441	DAILY TICKETS	\$ 20,000.00	\$ 22,000.00
12-00-4442	PASSES	\$ 20,000.00	\$ 22,000.00
12-00-4443	LESSONS	\$ 9,000.00	\$ 10,000.00
12-00-4444	POOL PARTIES	\$ 4,000.00	\$ 4,500.00
12-00-5514	POOL PAINTING	\$ 4,000.00	\$ -
12-00-5614	TELEPHONE	\$ 2,500.00	\$ 2,000.00
12-00-5615	ELECTRICITY	\$ 16,000.00	\$ 14,000.00
12-00-5625	WATER	\$ 8,000.00	\$ -
12-00-5800	NEW EQUIPMENT	\$ 8,510.00	\$ -

CALL ORDINANCE COMMITTEE MEETING

Chairman Ulmer called an Ordinance Committee Meeting for Tuesday, March 11th, 2014, at 6:30 p.m. to discuss the chronic nuisance ordinance and a text amendment to the zoning code reference conditional use permits.

CALL PARKS & RECREATION COMMITTEE MEETING

A Parks and Recreation Committee Meeting was called for Thursday, March 6th, 2014, at 6:30 p.m. to discuss Milk Day requests, Calendar Palace and pool/park user fees.

CALL STREETS & ALLEYS COMMITTEE MEETING

A Streets & Alleys Committee Meeting was called for Tuesday, March 18th, 2014, at 6:30 p.m. to discuss the 2014 Road Program and Metra parking lot fees. Administrator Nelson will confirm the date with Chairman Musgrove.

CALL FINANCE COMMITTEE MEETING

Chairman Opper called a Finance Committee Meeting for Tuesday, March 18th, 2014, at 6:30 p.m. immediately following the Streets & Alleys Comm. Meeting to discuss video gaming licensing and a sales tax referendum.

PAYMENT OF BILLS FOR NOVEMBER, DECEMBER 2013 AND JANUARY, 2014 - APPROVED

Administrator Nelson reported that there was an omission of Committee Reports as a City Council agenda item for November, December 2013 and January 2014 and recommended that the City Council sanction the payment of the bills presented at those respective meetings. Moved by Opper, seconded by Clarke to sanction payment of the bills for November, December 2013 and January 2014. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

CONSENT AGENDA:

- Harvard Boys League Raffle Request March 6th - June 28th, 2014
- Harvard Preschool, Inc., Raffle Request March 8th, 2014
- Women for Harvard Raffle Request March 8th, 2014
- Harvard Post Prom Raffle Request March 1st -15th, 2014
- Harvard Lion's Club Tootsie Pop Day May 2nd & 3rd
- American Legion Post #265 Annual Memorial Day Parade, May 26th, 2014
- Harvard Lion's Club Disc Golf @ Lion's Park September 6th, 2014
- Harvard Lion's Club Candy Day on October 3rd & 4th, 2014

Moved by Opper, seconded by Clarke to approve the Consent Agenda as presented. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

COMMITTEE REPORTS

ALD. OPPER - BILLS APPROVED

Moved by Opper, seconded by Adams to approve the bills list as presented in the amount of \$141,486.14. Roll call vote: Opper, aye; Marzahl, aye; Ulmer, aye; Clarke, aye and Adams, aye. Motion approved five to zero.

ALD. MARZAHL

Alderman Marzahl reported that the Harvard Community Radio station has received a license for a low-power fm band with a time limit to get the station on the air. The radio station will be seeking donations and doing a fundraiser to build the antenna (estimated cost of \$40,000-\$50,000).

MAYOR'S REPORT

Mayor Nolan reported that both the Public Works Dept. and the Utilities Dept. have had their hands full dealing with snow removal, water main breaks, frozen pipes and water mains, etc. Mayor Nolan commended both departments for their work this winter and noted a couple letters in the folders thanking the City for work done.

ADMINISTRATOR'S REPORT

Administrator Nelson reported he had Lori Moller submit a safety grant through our work comp insurance company in the rough amount of \$3,000 to be used for purchase of safety equipment. Mayor Nolan updated the City Council on the status of the Safety Incentive Program which was created last year for City workers who didn't get hurt and file a work comp claim to receive a jacket with the City logo and their name. Mayor Nolan noted he used a similar safety incentive award program in his personal business which was very successful. Last year's work comp claims were down from the previous year.

CLERK'S REPORT – UPCOMING MEETING DATES

March 4	Planning & Zoning Commission - POST TO CANCEL
March 6	Parks & Recreation Committee Meeting, 6:30 pm
March 11	City Council Meeting - POST TO CANCEL
	Ordinance Committee Meeting - 6:30 pm
March 18	Regular Events Committee Meeting, 5 pm
	Streets & Alleys Committee Meeting, 6:30 pm
	Finance Committee Meeting, 6:30 pm
March 25	Regular City Council Meeting, 7 pm

City Clerk wells noted that City Council members should be receiving their Economic Interest Statements within the next couple of weeks which must be filed with the McHenry County Clerk by May 1st, 2014.

TREASURER'S REPORT

The monthly treasurer's report for February, 2014 is in the packet.

ENGINEERING & DEPARTMENT HEADS REPORTS

Dept. Heads: Reports as submitted.

Supt. Kruckenberg noted another snow storm is predicted for the weekend and that Public Works is keeping up the best they can with winter issues.

NO REPORT

Aldermen Adams, Clarke, Ulmer, Marzahl and Attorney Carlos Arévalo had no specific report.

At 7:27 p.m., moved by Opper, seconded by Clarke to adjourn the regular City Council meeting. Aldermen voting aye: Marzahl, Ulmer, Clarke, Adams and Opper. All ayes. Motion carried.

Submitted by:



Andy Wells,
City Clerk

03/06/14

Date