

Georgetown City Council Meeting

Minutes for September 18, 2023

The Georgetown City Council met in regular session at the hour of 7:00 p.m. in the Council Chamber, City Hall, on the above written day.

Invocation delivered by Alderman Gordon
Pledge of Allegiance was recited.

Roll Call:

Present:	Jack Morrison	Alder Ward 1
	Dennis Davidson	Alder Ward 1
	Curt Gordon	Alder Ward 2, enter after reports
	Michelle Brooks	Alder Ward 2
	Mike Scott	Alder Ward 3
	Randy Scott	Alder Ward 3
	Nick Krabel	Alder Ward 4
Also Present:	Darin Readnour	Mayor
	Jacqueline Wilson	City Clerk
	Amy Cavanaugh	Treasurer
Absent:	Tim Waterman	Alder Ward 4

The Mayor declared a quorum was present.

Public Comments:

- No public attended the meeting.

1. **Approval of Minutes.**

a) Approve Regular Council Meeting Minutes dated September 5, 2023.

Action Taken: **Approved** as presented

Motion / Second: Alder Morrison / Alder R. Scott,

Motion passed unanimously 6 – 0.

b) Approve Personnel Committee Meeting Minutes dated September 7, 2023

Action Taken: **Approved** as presented

Motion / Second: Alder Krabel / Alder Brooks,

Motion passed 4 – 0, with Alders Davidson & R. Scott abstaining.

2. **Payment of Bills.**

Action Taken: **Authorized payment** of bills as presented in List 841. There were payments to 27 vendors for a total of \$184,233.66.

Action Taken: **Approved** as presented

Motion / Second: Alder Davidson / Alder Morrison,

Motion passed unanimously 6 – 0.

3. **Treasurer's Report.**

Action Taken: **Approved** as presented.

Motion / Second: Alder Davidson / Alder R. Scott,

Motion passed unanimously 6 – 0.

4. **Clerk's Report:** Besides preparing the agendas, minutes, meeting packets and typing Streets & Alley reports, the clerk answered e-mails and phone calls, and entered data from Lead line surveys received. The clerk issued 2 fence permits to Chris Morgan at 303 E. 12th St., and Pinecrest School at 505 S. Kennedy Dr. Building permits were issued to Scott Kain at 119 E. 14th, David Snider at 313 W. 11th, and Georgetown Historical Society.
Action Taken: **Approved** as presented.
Motion / Second: Alder R. Scott / Alder Krabel,
Motion passed unanimously 6 – 0.
5. **Streets & Alleys Report:** fixed sink hole at Stone & Route 1, fixed meter at City Hall, took American flags down, mowed city lots & weed eat. **Equipment:** greased backhoe. **Buildings:** finished extra parking lot at library. **Did work orders, read meters, shut off list, Bad meter list, and J.U.L.I.E.'s.**
Action Taken: **Approved** as presented.
Motion / Second: Alder R. Scott / Alder Krabel,
Motion passed unanimously 6 – 0.
6. **Water & Sewer Reports: Will** – chores at both sewer and water buildings every day, 001 test every Monday and Wednesday followed by reading test results next day (18 hours), weekly test and sampling every Thursday/Friday, read test results every following Tuesday/Wednesday, mowed and weeded at Cayuga and Georgetown water buildings and both wells once a week, biweekly lift station reports, cleaned primary and finals, service PBR, services rake in back room of headworks building, service grit wash station in head works building, serviced trickling filter, restocked oil and oil filters for all city trucks, serviced blowers out in blower buildings by lagoons, replaced and reinforced PBR door curtain with new, filled both Cayuga and Georgetown's chemicals, cleaned CL17 machine, filled CL17 liquids, replaced all tubes in CL17 machine, cleaned all glass bowls on pumps, serviced all pumps, deep cleaned grit wash in headworks building.
Overtime hours: 10 hours for August 24 – September 6, 2023.
Action Taken: **Approved** as presented.
Motion / Second: Alder R. Scott / Alder Krabel,
Motion passed unanimously 6 – 0.

Old Business:

1. **Consider Vacation Policy** – The personnel committee discussed the vacation policy. Their suggestion was to make the vacations by calendar year, employees automatically get a weeks' vacation. If they start January 1 – June 30, they get 1 week. If they start after June 30, they get 2 personal days. The request was made to keep them by fiscal year instead of calendar year. This will be easier for the audit and payroll. Vacation days will no longer be accrued, employees will get a certain number depending on years worked. The motion was made to removed the accrual, and give a certain number of days, depending on years of service. For new employees, if they are hired January 1 – June 30, they get 1 week. If they are hired July 1 – December 31, they get 2 personal days.
Action Taken: **Approved**
Motion / Second: Alder Krabel / Alder Morrison,
Motion passed unanimously 6 – 0, with Alder Gordon abstaining.

Committee Briefs:

- The land bank may be making some changes in the future in the way they operate, which could affect the city. The land bank did receive a grant for \$337k. This will be divided between Westville, Georgetown, Oakwood, Ridge Farm and Paxton. Each community will receive \$67k. The land bank will need some financial support from the city to help with the administration side.

New Business:

1. **Discuss Tax Levy** – Treasurer Cavanaugh did raise the levy; it is less than 5%. She raised the general fund \$1,000, police \$500, IMRF \$500, FICA \$500, and the library \$1,250. Everything including the bonds are under 5% increase. The clerk will work on the ordinance for the tax levy. Treasurer Cavanaugh wanted to present it early in case any changes were needed.
2. **Discuss Amended Budget** – Treasurer Cavanaugh had 3 areas to amend per auditors. \$575 for TIF, Sewer Operation and Maintenance was under, and unemployment was off \$820. The motion was made to approve the amended budget.
Action Taken: **Approved**
Motion / Second: Alder Davidson / Alder Morrison,
Motion passed unanimously 7 – 0.
3. **Consider Mission Claus collection at the square September 30** – 5 groups are going together to fundraise, Sons of the American Legion, Women’s Auxiliary, American Legion, Lions Club, and the Masons.
Action Taken: **Approved**
Motion / Second: Alder M. Scott / Alder R. Scott
Motion passed 7 – 0.
4. **Consider Sewer Use Ordinance Review** – The Sewer use ordinance must be reviewed for the NPDES permit. The council reviewed the ordinance and did not see any changes that needed to be made.
Action Taken: **Approved**
Motion / Second: Alder Krabel / Alder M. Scott
Motion passed unanimously 7 – 0.

Announcements

- The Historical Society applied for a permit for a shed. Mr. Biggerstaff went to inspect it and it was denied because it was on or over the line to the City right of way. It also will create a dangerous corner for vehicles pulling onto Huffman St. The council asked if it could be moved. It could be moved, but the Historical society was concerned about the cost and time it would take to move it. It will have to be approved with the Variance board to stay where it is. The council would like the Historical society to put some parking curbs down, so that cars cannot pull out on Huffman close to the building.
- There will be an open house on Sunday, September 24 Honoring Leroy Thompson.
- Alderwoman Brooks had a complaint from Perry Olson about water flooding his yard.

Executive Session: 5ILCS 120/2(c) (5) Personnel matters

Action Taken: **Passed** to enter executive session for personnel matters.

Motion / Second: Alder R. Scott / Alder Krabel,

Motion passed unanimously 7 – 0.

Entered Executive session at 7:53 pm.

Reconvened from Executive Session

Action Taken: **Passed.**

Motion / Second: Alder R. Scott / Alder Brooks,

Motion passed unanimously 7 – 0.

Exit Executive session at 7:58 pm

Recommendations from Executive Session: Give raise to part time office help, table other office raise for more info.

Action Taken: **Approved**

Motion / Second: Alder Krabel / Alder Morrison,

Motion passed unanimously 7 – 0.

Adjourn Meeting:

Motion / Second: Alder Gordon / Alder R. Scott,

Motion passed unanimously 7 – 0.

Meeting adjourned at 8:00 p.m.

I, Jacqueline Wilson, Clerk for the City of Georgetown, do hereby certify that the foregoing is a true and accurate copy of the minutes of the Regular Council Meeting which was held September 18, 2023.

Jacqueline Wilson, City Clerk