

**MINUTES OF THE MEETING OF THE MAYOR  
AND THE COMMITTEE-OF-THE-WHOLE OF  
THE CITY OF EAST MOLINE, ILLINOIS  
MONDAY, AUGUST 17, 2020**

**ROLL CALL**

Mayor Freeman called the meeting to order and directed City Clerk Arletta D. Holmes to call the roll. The following Aldermen were present: Larry Toppert, Gary Almblade, Nancy Mulcahey, Jayne O'Brien, Frederic Kotoku and Maria Tapia. Absent: Jose Rico **6:41 p.m.**

**ADDITIONS/CORRECTIONS TO AGENDA**

None.

**Officer Replacement – Two Positions (Chief Ramsey)**

The East Moline Police Department has had three Officers resign this year for various reasons, one in April and two in July. There are currently three vacancies in the Police Department due to this. Requests for hiring replacements were withheld due to COVID-19 related concerns. The two school resource officers have been available during this time to help out with manpower, but are now returning to their duties at the schools. I am requesting the replacement of two of the vacancies at this time.

Figuring in the time that will pass since the resignations until the hire date, the lower starting pay rate of the new hires, promotions, along with not replacing one of the three vacancies, there would be a savings of \$81,106.56 in the FY 2020 police salaries.

The police department has two spots reserved at the Police Training Institute in Champaign,IL that begins on Sunday October 11th, 2020. The hire date would be Friday October 9th, 2020.

**FINANCIAL:**

This is budgeted item.

**Line Item#** 007-4200-110.1            **Title:** Salaries – Police Protection

**Funding Sources:** Salaries – Police Protection    **Departments:** Police Department

This is not a CIP

**RECOMMENDATION:**

Approve the hire of two police officers.

A motion was made by Alderman O'Brien, seconded by Alderman Kotoku to concur with the recommendation as presented. Upon roll call the following voted in favor: Almblade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried.

**Vehicle Replacements (Chief Ramsey)**

2 new squad cars have been budgeted in the FY 2020 budget. We currently have 4 squads over 100,000 miles. I am requesting the replacement of Squad 512 (2014 Police Interceptor Utility 125,100 miles) and have Squad 509 (2014 Police Interceptor Utility 112,323 miles) replace the old school resource officer

Squad 519 (2008 Police Interceptor Crown Victoria 82,679 miles). Squad 512 has had over 10k in repairs since April of 2019. Squad 519 is the oldest squad in the fleet, is deteriorating and the only two-wheel drive squad left.

Bids were received from My Way Ford (previously Reynolds Ford), Lindquist Ford, Sexton Ford, Kunes Country, and Morrow Brothers (state bid) for 2021 Police Interceptor Utilities. My Way Ford bid was \$34,312, Lindquist Ford bid was \$34,427, Sexton Ford bid was \$34,211, Kunes Country bid was \$34,112.24, and Morrow Brothers was \$35,835. Two bids were also obtained for the parts and build costs for each new Squad. Racom came in with a bid of \$9,256.75 and Federal Signal came in with a bid of \$8,222.43.

The recommendation is to go with My Way Ford (local EM business, \$199.76 *over* lowest bid per Squad) for the purchase of two new squads (total \$68,624), and the lowest bid by Federal Signal for the parts and build costs of the two new squads (total \$16,452.86). An additional cost of \$3,023.85 is needed for equipment for one of the new squads as some of the old equipment will not be transferred from Squad 509 due to it replacing the old school resource officer squad, this would also be purchased through Federal Signal. The final overall total for the purchase of the two Squads to include parts/build, graphics (\$555 each), and title/plates (\$160 each) would be \$89,530.71.

\$80,000 was budgeted for the purchase of the two new Squads through the Motor Pool-Capital Purchase Fund. Of the remaining \$9,530.71, \$6,506.86 would be paid through the Police Dept.-Dept. Projects Fund and the \$3,023.85 for the extra equipment that needs to be purchased would be paid through the State DUI Reimbursement Fund. The police department will dispose of squad 512 (2014 Police Interceptor Utility #1FM5K8AR3EGA38506) and Squad 519 (2008 Police Interceptor Crown Victoria #2FAFP71V58X123045) through one of the following methods: "sealed bid, live auction, trade or sell for scrap". The proceeds will be deposited back into the Police Dept.-Dept. Projects Fund with any amount over \$6,506.86 going to the Vehicle Equipment and Reserves Fund.

See attached documentation.

**FINANCIAL:**

This is budgeted item.

**Line Item#** 012-4900-743.00

**Title:** Motor Pool – Capital Purchase

**Amount Budgeted:** \$80,000 **Actual Cost:** \$89,530.71 **Under/(Over):** (\$9,530.71)

**Funding Sources:** Motor Pool – Capital Purchase State DUI Reimbursement Police Departments Projects **Departments:** Police Department

This is not a CIP

**RECOMMENDATION:**

Approve purchase of two 2021 Police Interceptor Utility vehicles with additional listed expenses along with disposal of used Squads 512 and 519.

Mayor Freeman informed the City Council that Reynolds Ford now has been purchased by Kunes Country.

A motion was made by Alderman Mulcahey, seconded by Alderman Almlade to concur with the recommendation to purchase from Kunes Country Ford who is the new owners of Reynolds Ford. Upon roll call the following voted in favor: Almlade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried.

**Modifications to the Employee Handbook for the City of East Moline (Doug Maxeiner, City Administrator/Mr. Showalter, Human Resource Coordinator)**

Employee Handbooks in the City of East Moline were last revised in 2015. A significant number of new federal and state employment laws have been implemented or changed since that time. In addition, there are a number of benefits that have not historically been addressed in the Employee Handbook. This 2020 version of the Employee Manual cleans up these changes and omissions.

With regard to sick time (section 5-5) for exempt and non-union employees, the proposed policy is modifying the policy from 52 weeks of sick leave (documented) allowed in a year with no accrual or banking of hours to one where exempt or non-union employees accrue eight hours per month with an unlimited bank. The City has had a number of situations where it has been difficult to get someone back to work with the prior sick leave policy.

A contents page is included providing a brief explanation on the contents. Items are classified as either mandates, procedural, or benefit level determination.

A draft of the revised Handbook was presented to the Personnel Commission of the City Council on June 30, 2020. The Commission voted unanimously to forward the revised draft to the City Council for consideration.

**FINANCIAL:**

This is not a budgeted item.

**Actual Cost:** No Cost      This is not a CIP.

**RECOMMENDATION:**

Staff recommends approval of the revised Employee Manual for 2020.

A motion was made by Alderman Almlade, seconded by Alderman Toppert to concur with the recommendation as presented. Upon roll call the following voted in favor: Almlade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried.

**Landfill Sewer Extension – Plans, Spec’s & Estimate (Mr. Kammler, Director of Engineering)**

As previously discussed, East Moline has been working with Republic Services on an agreement to extend the city's sanitary sewer to the Upper Rock Island County Landfill (URIC), and the closed East Moline Landfill. Republic has agreed to pay for the cost of the sewer extension in exchange for reduced sewer rates. Staff believes this is a "win-win" for both parties. The former city landfill generates approx. 50,000-200,000 gallons of leachate per month, depending on precipitation. Republic's landfill generates approx. 250,000-400,000 gallons of leachate per month. This sewer would eliminate the need for hauling leachate by truck from both landfills to the EM Sewer Plant. The savings in leachate hauling cost to both parties is significant.

Construction plans, specifications, and estimate of cost have been prepared by Veenstra & Kimm. The total project cost is estimated at \$1.6M and includes a combination of gravity sewer, force main piping, lift station, pre-treatment, and related work. An exhibit showing the sewer alignment is attached. Copies of the full plans, specifications and bid documents will be available for examination at the East Moline Engineering & Maintenance Building. Pending COW approval, a bid letting will be conducted and results provided to Council for final consideration for award of construction contract.

**FINANCIAL:**

This is not a budgeted item.

**Line Item#** T.B.D.                    **Title:** Sewer Capital Improvements

**Actual Cost:** T.B.D (Republic to pay Cost)   **Funding Sources:** Republic Services to pay cost.

**Departments:** Engineering

This is a CIP.

**RECOMMENDATION:**

Accept plans, specifications and cost estimate; Authorize bid letting

Resolution will be prepared subsequent to bidding.

A motion was made by Alderman Almlade, seconded by Alderman Mulcahey to concur with the recommendation as presented. Upon roll call the following voted in favor: Almlade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried.

**Master Plan – Greater Downtown Streetscaping (Mr. Kammler, Director of Engineering)**

East Moline has been working for some time on an overall master plan to improve accessibility and connectivity in the downtown area. This year our community embarked on an all-inclusive effort to develop a comprehensive Master Plan for East Moline's "Greater Downtown" area which will serve as a road map for streetscaping, infrastructure improvements, and development. The consultant team of Veenstra & Kimm / Smith Group was retained to assist us in this effort, and to prepare the formal application for a \$25M Federal BUILD Grant which was submitted in May. Throughout the master planning process the staff-consultant team actively sought the input and feedback from a variety of community stakeholders. These efforts, and the feedback obtained, helped provide valuable insight regarding our East Moline community's unique perspectives, wants and needs.

A copy of the final Greater Downtown Streetscaping Master Plan was sent around previously for review and consideration; this document is also available on the city's website. A brief presentation will be made at the meeting to summarize the process and final plan. Staff believes it is important for the City Council to formally adopt the plan so that it may be used as a guide for future planning, development, and funding opportunities.

**FINANCIAL:**

This is not a budgeted item.

**Amount Budgeted:** N/A    **Actual Cost:** N/A    **Departments:** Engineering

This is not a CIP.

**RECOMMENDATION:**

Adopt the Greater Downtown Streetscaping Master Plan

A motion was made by Alderman Almblade, seconded by Alderman O'Brien to concur with the recommendation as presented. Upon roll call the following voted in favor: Almblade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried.

**ADJOURMENT:**

A motion was made by Alderman Almblade, seconded by Alderman Mulcahey, to adjourn the Committee-of-the-Whole meeting. Upon roll call the following voted in favor: Almblade, Mulcahey, O'Brien, Kotoku, Tapia and Toppert. Motion carried. **7:30 p.m.**

**Minutes taken and submitted**

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**Arletta D Holmes, City Clerk**