



# City Council Meeting Minutes

April 25, 2022  
6:00 p.m.

**Mayor:** Carolyn Caiharr  
**Councilmember** Chuck Adams      Mark Bishop      Garrett Mellott  
Margaret Shriver

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1. **Consider approval of consent agenda items**
  - a) **Approve minutes of April 25, 2022**
  - b) **Statement of bills paid in the amount of \$202,943.69**
  - c) **Consider recommendation of approval from the Edwardsville Planning Commission regarding the Final Development Plan for the Kincaid Project located at 9301 Woodend Rd. (2022-09-FPN)**
  - d) **Consider recommendation of approval from the Edwardsville Planning Commission regarding approval of a final plat for the Groves Residential Development located at 1300 S. 94<sup>th</sup> St.**
    - **Motion:** Councilmember Mellott made the motion to approve the consent agenda items with the correction noted
    - **Second:** Councilmember Shriver seconded the motion
    - **Vote:** Passes, 4--0 with Councilmember Scott abstaining
2. **Requests or Comments from the public**
  - No public comments
3. **Consider 2021 financial Statement and Report of the City's Independent Certified Public Accountants**
  - Sean Gordon, representing Gordon CPA, provided a summary of the 2021 audit of the City's finances.
  - Mr. Gordon noted that the City received the highest and cleaning opinion for the FY21, which reflects well on the internal financial management of the City during the last year.
  - Mr. Gordon then reviewed each section of the audit report, providing a broad overview of what each section contains. He noted that the City's cash balances in its accounts meets several standards to maintain operations.
  - Mr. Gordon then reviewed the recommendations from the management letter, which are not material weaknesses in the budget, but rather areas where certain processes can be improved upon or instances where the process did not meet the City's fiscal policies. The auditor recommendations included noting a single handwritten check, making sure all credit card purchases had both supporting documentation as well as receipts, sales tax paid on select purchases, and more documentation for the City's WEX fuel credit card.
  - Mayor Caiharr pointed out that expenditures came in under budget and revenues came in over budget and Mr. Gordon directed the group to the page that noted that fact. City Manager Michael Webb pointed out that property tax collection was down this year, which effected the City's fund balance.
  - Mayor Caiharr asked for clarification on the nature of the audit. Mr. Gordon responded that the audit provides an independent financial opinion of the City's finances as it relates to statutory requirements, internal financial policies, and

industry best practices. It is not an audit to determine the value of how funds are being allocated, but rather that the allocations are being done legally and within the boundaries of financial policies of the City. It is in that context that the auditors provided its highest and cleanest opinion of the City's financial operations.

- **Motion:** Councilmember Mellot made the motion to accept the report from the City's auditor
- **Second:** Councilmember Bishop seconded the motion
- **Vote:** Passes, 4-0

**4. Hear a presentation regarding the 98th St. project (105 N-0728-01)**

- David Nolte, Project Engineer for this effort from BHC, provided a report to the Council regarding the project planning process.
- Mr. Nolte reviewed the project status, including the right-of-way acquisition status of the 20 impacted properties.
- Mr. Nolte reviewed the change in cost estimates due to recent price increases. As it stands, updated costs are estimated to increase approximately 21% to \$10.7 million.
- Cost reduction options were reviewed, which included removing streetlights from the area, stopping the project at Riverview Ave., and reducing the budgeted contingency percentage from 20% to 15%.
- There was discussion among the Council on these cost saving options, and a general consensus was come to stop the project at Riverview Ave. but to maintain streetlights. Reducing the level of contingency was also discussed.
- Mr. Nolte noted there would be an upcoming STP meeting, which will discuss additional infrastructure coming into the region and possible use of ARP funds for City projects.
- There was additional discussion on next steps, with Mr. Nolte pointing out that BHC is hoping to let the project in November of 2022.
- No official action was taken at this time.

**5. Consider recommendation of approval from the Edwardsville Planning Commission regarding the rezoning of property located at 1301 S. 94<sup>th</sup> St./1138 S. 98<sup>th</sup> St. and consider Ordinance No. 1053 finalizing the same**

- City Planner Bradley Hocevar presented this item, reviewing the application process leading up to this item.
- The area in question is proposed to be re-platted to two parcels and will be rezoned to allow for the construction of single family homes located at 1-acre lots (or larger). Easements were included in the final plat to allow for sewer connection to this site.
- Mr. Hocevar reviewed the Planning Commission public hearing, which saw no one speak in objection to the item.
- Mr. Webb noted that the area in question is addressed 1300 S. 94<sup>th</sup>, not 1301.
- Councilmember Shriver asked about the number of units, which Mr. Webb noted it was approximately 47 new builds included in the project.
- Mayor Caiharr noted that from a real estate perspective, this project addresses many needs in the City and the region. Mr. Webb noted it was being designed with a rural character in mind.
- **Motion:** Councilmember Adams made the motion to adopt Ordinance No. 1053
- **Second:** Councilmember Bishop seconded the motion.
- **Vote:** Passes, 5-0 with Mayor Caiharr voting

**6. Consider recommendation of approval from the Edwardsville Planning Commission regarding the rezoning of property located at 502 Highland Dr. and consider Ordinance No. 1054 finalizing the same**

- City Planner Bradley Hocevar provided the summary report for this item.
- The proposed rezoning will encompass about 11 acres of land and the rezoning will allow for 25 owner-occupied town homes as part of the rural housing improvement district (RHID), previously approved by the Council.
- Mr. Hocevar reviewed the public hearing process, noting that no objections were heard at that time.
- There was discussion about the use of green space on the east side of the property. There is a substantial elevation change in this area.
- Dustin Baker, representing the developers, provided additional context on the vacant area and how it could be utilized with public features.
- There was discussion about the draining implications of some of the improvements.
- **Motion:** Councilmember Bishop made the motion to adopt Ordinance No. 1054
- **Second:** Councilmember Adams seconded the motion
- Councilmember Adams asked about the house on the west side of the area and if it would remain there, which Mr. Webb noted all of the existing structures would be removed
- **Vote:** Passes, 5-0 with Mayor Caiharr voting

**7. City Manager Report**

**a. Hear presentation on construction methods for public projects**

- City Manager Michael Webb gave a presentation on construction methods for public projects. This is a follow-up from discussions that took place at the recent City Council workshop.
- Mr. Webb provided a review of the different processes used for these kinds of projects, including Design-Bid-Build, Design-Build, and Construction Management at Risk.
- Mr. Webb reviewed the pros and cons of each approach, noting they all have their advantages depending on how the projects are structured.
- Police Chief Mathies and Fire Chief Whitham noted how the concepts initially put together by KBS and Arclmages has shifted over the last few years.
- Mr. Webb pointed out the City's capacity for debt is relatively high, per the results of the audit.
- There was discussion on the layout of the downtown area as it related to the placement of retail and government buildings.
- There was a general consensus that a single facility for administration and public safety was the preferred option from the Council, though no formal direction was given.
- No formal action was taken as a result of this discussion
- After his presentation, Mr. Webb noted he would be on vacation from May 16 until May 31
- Public Works Director Dustin Zenger noted his last day would be May 20 and thanked the Council for their commitment to Public Works and for the opportunity to work for the City. He was grateful to be able to work with the City over the last few years and for the people he met.

**8. Council and Mayor Comments**

Councilmember Adams expressed his gratitude to the staff for the work that went into the audit.

Councilmember Bishop thanked Dustin for his work in the City and for the progress of Public Works over the last few years.

Councilmember Mellott thanked Dusty for his contributions to the City and reviewed how the department has grown over the last number of years to better serve the community.

Councilmember Shriver thanked Michael for the presentation, noted she was anxious to keep these projects moving forward. She also stated she was looking forward to the City-Wide Clean Up. She closed by asking for an update on the electronic signage project.

Mayor Caiharr asked for an update at a later date on policies for delinquent utility billings. She also reminded the group that the mobile pantry will return this weekend and the deadline to register is approaching. She also reminded the group of the City-Wide Clean Up. She closed by thanking Dusty for his service to the City and wished him luck in the future.

**ADJOURNMENT**

The meeting was adjourned at 8:02 p.m.

Zachary Daniel  
City Clerk