



City Council Meeting Minutes

May 23, 2022
6:00 p.m.

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

1. **Consider approval of consent agenda items**
 - a) **Approve minutes of May 9, 2022**
 - b) **Statement of bills paid in the amount of \$183,928.82**
 - **Motion:** Councilmember Mellott made the motion to accept the consent agenda items as presented
 - **Second:** Councilmember Shriver seconded the motion
 - **Vote:** Passes, 5-0
2. **Requests or Comments from the public**
 - No public comments
3. **Consider Mayoral appointments to the Edwardsville Community Fund Advisory Committee**
 - Assistant City Manager Zack Daniel reviewed the proposed appointments to this committee, which would be tasked with review of potential uses for the monies deposited into the Edwardsville Community Fund.
 - Mr. Daniel noted the Mayor is proposing that CPPS Board member Thurman Gardner be appointed to fill the role reserved for a sitting CPPS Board member, and that Edwardsville resident Sandy Bonfield be selected for the position of an unelected community representative.
 - Mr. Daniel noted that Ms. Bonfield was in attendance in case the group had questions of her.
 - **Motion:** Councilmember Adams made the motion to accept the Mayoral appointments to the Edwardsville Community Fund Advisory Committee as presented
 - **Second:** Councilmember Scott seconded the motion
 - **Vote:** Passes, 5-0
4. **Consider Special Event permit application from Fastenal for the BK5K Run/Walk to take place as part of Edwardsville AutumnFest 2022**
 - Mr. Daniel reviewed this application, noting it would be the second edition of the race after introducing the activity during the 2021 festival.
 - The race route remains the same, as well as the request for EPD to provide additional traffic control at the 9th & Blake intersection.
 - Mr. Daniel noted that Fastenal is also bringing back the grant program, which awarded four agencies focused at youth-oriented programs and aid/
 - **Motion:** Councilmember Mellott made the motion to approve the special event permit from Fastenal for the 2022 BK5K and to waive the daily fees.
 - **Second:** Councilmember Adams seconded the motion
 - **Vote:** Passes, 5-0

5. Hear presentation regarding the Quarter 1 Budget Review for 2022

- Assistant City Manager Zack Daniel reviewed this item, beginning with the major General Fund revenue sources.
- In summary, General Fund revenues are performing strong in the first quarter, about 3% higher than the previous 5-years as it relates to budgeted year-end totals. The only revenue line item that is currently underperforming significantly is EMS ambulance billing, due to a lower-than-normal return recorded in February.
- General Fund expenses are performing at a rate in keeping with the previous years, if not slightly lower. General Fund expenditures are currently at 24% of the budgeted total, compared to 25% of audited totals at this point in the year between 2017-2021.
- Mr. Daniel then reviewed the City's other budgeted funds, noting that all are performing as expected within the first quarter of the year.
- Mr. Daniel also provided a tentative timeline for development of the FY23 Budget. The June 13 City Council meeting is expected to include a presentation with updated revenue/expenditure forecasts for 2022, which will set the estimated fund balances for 2023 expenditures.
- No action was taken on this item.

6. City Manager Report

a. Hear presentation on delinquent billing policies

- Assistant City Manager Zack Daniel provided a review of delinquent billing policies for City utility bills.
- Mr. Daniel noted that the official launch of the collections process was delayed several months due to uncertainty during the COVID-19 pandemic. Past due accounts began being notified of collections-eligible balances late last year, with many customers paying that balance or setting up payment plans with the City.
- Ahead of the June 2022 billing, due July 15, administrative staff will review the past due accounts and identify the ones which would be eligible for collections. These accounts will be noticed one final time and will be sent to collections if no payment arrangements have been made by July 15.
- The policy being employed is to notify customers that they will be sent to collections and have trash service cut off if a bill is not paid on within two billing periods (or four months).
- There was discussion on other ways the City can encourage bill payment, with an emphasis on not dedicating too much staff time on chasing down delinquent payments before sending to collections.

7. Council and Mayor Comments

Councilmember Adams asked for an update on filling vacant administrative positions. Mr. Daniel noted that there is still one more position to fill, who will be in the permitting/licenses division. Councilmember Adams also asked about the expiration of the Special Sales Tax, which Mr. Daniel noted that it will expire at the end of 2024. Councilmember Adams also thanked the City's public safety departments for a recent response close to his residence.

Councilmember Bishop thanked Assistant City Manager Zack Daniel for going above and beyond and extra work he puts in. He also asked if Code Enforcement can address an animal carcass on 4th & K-32.

Councilmember Mellott thanked Zack for his recent efforts, especially for the City-Wide Clean Up. He also noted that he is impressed with the City's Soccer program and noted he'd like to see some review of improvements to the fields during the

2023 budget. He also asked why the Quiet Zone project is going so slow. Mr. Daniel noted he would follow up with the project coordinators at the County and forward the response to Council.

Councilmember Shriver thanked Zack for the quarterly budget presentations, as it keeps Council informed throughout the year. She also thanked Ms. Bonfield for agreeing to serve on the Community Fund Advisory Committee. She also noted the new restaurant in town located near the post office. She closed by thanking everyone who helped with the City-Wide Clean Up, especially Councilmember Adams' grandkids, who were a tremendous help during the day.

Councilmember Scott apologized for missing the clean-up. He also had questions on the history of the sewer in the City's north end. He also expressed concerns for the opening of 4th Street.

Mayor Caiharr noted traffic and speeding issues along Newton due to the 4th St. closure. She also noted that there is some overgrowth on K-32 and 9th St. that is affecting visibility. She thanked Ms. Bonfield and Mr. Gardner for their participation in the Edwardsville Fund Committee. She also noted the results from the last Harvesters event, and thanked the volunteers for their efforts.

ADJOURNMENT

The meeting was adjourned at 7:04 p.m.
Zachary Daniel
City Clerk