

4 December 2023 City Council Meeting Minutes

The St. Charles City Council met at City Hall on Monday, 12/4/2023, for a regular meeting. Mayor Dennis Smith called the meeting to order at 6:31 PM.

Council members Tom Blomme, Dan Kozak, Megan Allison, and Whitney Hutton were present along with nine guests. Council member Lois Stanley was absent.

Approval of Agenda: A motion was made by Tom Blomme/Megan Allison to approve the agenda. Voice vote passed unanimously.

Approval of Minutes for Council Meeting from 11/6/2023 and 11/14/2023: Motion made by Whitney Hutton/Dan Kozak to approve the minutes. Voice vote passed unanimously.

Approval of November Treasurer and Budget Reports: Motion made by Tom Blomme/Megan Allison to approve the treasurer and budget reports for November. Voice vote passed unanimously.

Approval of December Bills: Motion made by Tom Blomme/Dan Kozak to approve the December bills. Voice vote passed unanimously.

Sheriff's Report: During November there were 45.12 patrol hours 9 calls, and 6 traffic stops.

City Boards/Committees:

- Sewer Report: Rhonda Guy presented a sewer report.
- Maintenance Report: Work on Imes Park/City drainage has begun. One of the sewer lines near the drainage work may need some additional repairs.
- Fire/Rescue Department: November minutes were presented by Rick Schaffer.
- Library Board: Margaret Blair presented the Library minutes. Santa will be at the Library on December 9th.
- Welcome Center: Amara Huffine from the Madison County Chamber discussed the past year and the number of visitors to the Welcome Center. The Welcome Center has seen an increase in visitors. Mary Seibert submitted Tourism Board minutes. The City Council agreed the City should cover normal maintenance of the Welcome Center as they do with all City buildings. The Tourism Board will fundraise for additional costs.
- Emergency Management: The November report was submitted.
- Clerk's Report: Clerk asked about filling a hole in the road after a sewer tap. The hole is to be filled with clean rock. City Hall hours may be reduced the week between Christmas and New Year's.

Cash/Check Handling Procedures: A motion by Tom Blomme/Megan Allison to approve the Cash and Check Handling Procedures. R/C vote was unanimous.

Procurement Policy: Motion by Whitney Hutton/Tom Blomme to approve the Procurement Policy. R/C vote was unanimous.

Resolution 12A-2023 Procurement Card Program: Motion by Megan Allison/Dan Kozak to approve the Procurement Card Program. R/C vote was unanimous.

Resolution 12B-2023 Conflict of Interest Policy: Motion by Tom Blomme/Dan Kozak to approve the Conflict of Interest Policy. R/C vote was unanimous.

Resolution 12C-2023 FEMA Matching Funds: Motion by Megan Allison/Tom Blomme to approve the required 5% matching funds for the FEMA Grant received by the Fire Department. R/C vote was unanimous.

Resolution 12D-2023 Plat of Survey for Todd Dickinson: Motion by Tom Blomme/Megan Allison to approve the Plat of Survey for Todd Dickinson pending the approval of Hannah Folkers. R/C vote was unanimous.

Resolution 12E-2023 Plat of Survey for Todd Dickinson and Caleb Folkers and Hannah Folkers: Motion by Tom Blomme/Megan Allison to approve the Plat of Survey for Todd Dickinson pending the approval of Hannah Folkers. R/C vote was unanimous.

Tri-Corner Express: Motion by Megan Allison/Tom Blomme to continue publishing in the Tri-Corner Express at the same level as the previous year. Voice vote was unanimous.

2024 Council Meetings and Holidays: After changing two dates, a motion by Whitney Hutton/Dan Kozak to approve the revised 2024 Meeting and Holiday Calendar. Voice vote was unanimous.

Nuisance Reviews: Another letter will be sent to a nonresponsive property.

Public Forum: No Public wished to speak.

Old Business: No old business

New Business: No new business

Motion by Dan Kozak to adjourn the meeting at 8:19 pm.

The next City Council meeting will be on January 8, 2023, at City Hall.

Dennis Smith, Mayor

Attest: Tracy Kozak, City Clerk

Posted at: City Hall, Post Office, Montross, and Library