

Mascoutah City Council

January 3, 2017

REGULAR MEETING AGENDA

City Council Meeting - 7:00 pm

1. PRAYER & PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL

4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*

5. MINUTES, December 19, 2016 City Council Meeting (Page 1 to Page 3)

6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.

7. REPORTS AND COMMUNICATIONS

- A. Mayor
- B. City Council
- C. City Manager
- D. City Attorney
- E. City Clerk

8. SWEARING IN – Police Chief Scott Waldrup by City Clerk

9. COUNCIL BUSINESS

A. Council Items for Action:

1. PC 16-12 – Holy Childhood, E. Green Vacation between N. John & N.

Independence Streets

(Page 4 to Page 16)

Description: Council approval of an ordinance to vacate East Green Street between North John Street and North Independence Street.

Recommendation: Council Approval and Adoption of Ordinance.

B. Council Miscellaneous Items

C. City Manager

10. PUBLIC COMMENTS (3 MINUTES)

11. ADJOURNMENT TO EXECUTIVE SESSION

- A. Personnel – Section 2(c)(1) – Discussion of Police Chief Employment Agreement

12. MISCELLANEOUS OR FINAL ACTIONS

A. Employment Agreement – Police Chief / Director of Public Safety

Description: Council approval of Employment Agreement with Scott Waldrup for the position of Police Chief / Director of Public Safety.

Recommendation: Council Approval.

13. ADJOURNMENT

POSTED 12/29/16 at 5:00 PM

**CITY OF MASCOUTAH
CITY COUNCIL MINUTES
#3 WEST MAIN STREET
MASCOUTAH, IL 62258-2030**

DECEMBER 19, 2016

The minutes of the regular meeting of the City Council of the City of Mascoutah.

PRAYER AND PLEDGE OF ALLEGIANCE

City prayer was delivered by City Clerk Kari Haas. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Gerald Daugherty called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Gerald Daugherty and Council members Ben Grodeon, Paul Schorr, John Weyant, and Pat McMahan.

Absent: None.

Other Staff Present: City Manager Cody Hawkins, City Clerk Kari Haas, City Attorney Al Paulson, Assistant City Manager Mike Bolt, City Engineer Ron Yeager, City Engineer Tom Quirk, Police Chief Bruce Fleshren, and Fire Chief Joe Zinck.

Establishment of a Quorum: A quorum of City Council members was present.

AMEND AGENDA

None.

MINUTES

The minutes of the December 5, 2016 regular City Council meeting were presented and approved as presented. The minutes of the December 5, 2016 Executive Session meeting were presented and approved as presented.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

None.

DEPARTMENT REPORTS

Fire Chief Joe Zinck – November 2016 report was provided.

Police Chief Bruce Fleshren – November 2016 report was provided. Stated that this is his last Council meeting and thanked the Council and staff for their support over the years.

Finance Coordinator Lynn Weidenbenner – absent – Monthly financials provided.

City Engineer/Director of Public Works Ron Yeager – Status report on public projects and monthly building permits report provided. Mayor asked about South 10th Street and the developer's portion and when that was going to be done. City Engineer stated that it should be done in the spring. City Engineer stated that this is his final Council meeting and report and thanked the Council for their support over the years.

REPORTS AND COMMUNICATIONS

Mayor

Attended the following meetings and functions: Chamber meeting, volunteered at the Visitor's Center, Police Chief interviews, United Way luncheon in Fairview Heights, TWM annual holiday social, SWIL Council Military Affairs committee meeting.

City Council

Grodeon – Nothing to report.

Schorr – Nothing to report.

Weyant – Attended the following meetings and functions: Various Christmas festivities, volunteered at the Santa Hut.

McMahan – Attended the following meetings and functions: Chamber meeting.

City Manager – Nothing to report.

City Attorney – Nothing to report.

City Clerk – Nothing to report.

COUNCIL BUSINESS

CONSENT CALENDAR (OMNIBUS)

The November 2016 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Weyant moved, seconded by Grodeon, to accept all items under Omnibus consideration.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

CLOSED SESSION RESOLUTIONS

City Manager report for Council consideration of approval of resolutions regarding the release of closed session meeting minutes and the destruction of closed session tapes.

Schorr moved, seconded by McMahan, to approve and adopt Resolution No. 16-17-19, a Resolution Authorizing the Destruction of Closed Session Tapes and Resolution No. 16-17-20, a Resolution Regarding the Release of Closed Session Minutes.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

COUNCIL – MISCELLANEOUS ITEMS

Mayor asked about the Special Census. City Clerk stated that she will contact them for an update.

Mayor thanked Council and staff on a great job and a great year for 2016.

CITY MANAGER – MISCELLANEOUS ITEMS

None.

PUBLIC COMMENTS

None.

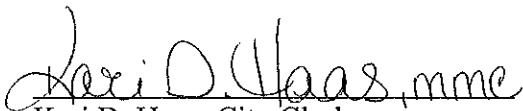
MISCELLANEOUS OR FINAL ACTIONS

None.

ADJOURNMENT

McMahan moved, seconded by Schorr, to **adjourn at 7:14 p.m.**

Motion passed. Motion passed by unanimous yes voice vote.


Kari D. Haas, City Clerk

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor and Council

FROM: Mike Bolt, Assistant City Manager

SUBJECT: **PC16-12** Holy Childhood, E. Green vacation b/t N. John & N. Independence
(SECOND READING)

MEETING DATE: January 3rd, 2017

REQUESTED ACTION:

Council Approval of an ordinance to vacate East Green Street between North John Street and North Independence Street.

BACKGROUND & STAFF COMMENTS:

Father Paul Wienhoff, Pastor of Holy Childhood Church is requesting The City of Mascoutah vacate E. Green St, between N. John St and N. Independence St. This section of road runs directly in between the School and the Church. The primary reason for this request is for the safety of the students and staff, who cross from the Church, Parish Center, and the Rectory on the south side, to the School on the north side.

DISCUSSION POINTS / ISSUES:

Per Father Paul, "Vacating the Street will allow us to eliminate the chance of a tragic accident ever occurring during one of those crossings or while children are playing in our school yard."

The City will continue to maintain Utilities and an Easement at this location.

After speaking with Father Paul regarding blocking the street off, it would not be at N. Independence. Mainly just from N. John St. halfway down Green. The western half of Green would need to remain open for access to their driveways, garages, and parking lot. Permanent plans for large concrete potted plants, barricades, fencing etc, have not been fully decided upon yet.

A request for a Street Vacation requires a public hearing before the Planning Commission. The legal notice for the public hearing was published and notices were sent to property owners within 250' of the subject property. As of the date of this report, Staff has received no calls or no opposition to this Street Vacation.

Our Planning Commission recommended this Street Vacation on 11/16/16.

RECOMMENDATION:

Staff recommends approval of E Green St vacation b/t N John & N Independence.

SUGGESTED MOTION:

I move that the City Council adopt ordinance 16-____ approving the E Green St vacation.

Approved By: _____



Cody Hawkins
City Manager

Prepared By: _____



Mike Bolt
Assistant City Manager

Attachments:

- A – Holy Childhood Pastor Letter
- B – Public Notice
- C – Aerial Satellite View
- D – Google Satellite Street View
- E – Ordinance
- F – Planning Commission Minutes 11/16/16
- G – Legal Description
- H – TWM Exhibit



HOLY CHILDHOOD OF JESUS CHURCH

104 NORTH INDEPENDENCE STREET
MASCOUTAH, ILLINOIS 62258

Phone: 566-2958

October 18, 2016

Mr. Cody Hawkins
City Manager
City of Mascoutah
3 West Main Street
Mascoutah, IL 62258

Dear Mr. Hawkins,

Holy Childhood of Jesus Parish is requesting that East Green Street between North Independence Street and North John Street be vacated. The primary reason for this request is for the safety of our students and staff who cross the street between the church, parish center and rectory on the south side of the street and the school on the north side of the street. Vacating the street will allow us to eliminate the chance of a tragic accident ever occurring during one of those crossings or while children are playing in our school yard. Additionally, we are studying a project for a new pre-school building which would be close to the street and would only increase the need for this safety measure.

Please advise us of any additional information needed for this request and the process moving forward.

Sincerely yours,

Father Paul Wienhoff, Pastor
Holy Childhood of Jesus Parish

(A)

**CITY OF MASCOUTAH
3 WEST MAIN ST.
MASCOUTAH, IL 62258
618-566-2964 EXT. 122**

NOTICE OF PUBLIC HEARING

The City of Mascoutah Planning Commission will conduct a Public Hearing on ***Wednesday, November 16th***, at ***7:00 PM*** in the City Council Chambers at City Hall, #3 West Main Street, Mascoutah, IL 62258.

The purpose of this hearing is to consider the City of Mascoutah vacating East Green Street, between North Independence Street and North John Street. This is in regards to Holy Childhood School & Holy Childhood Church, and safety of its students, staff, and parishioners. This section of road runs directly in between the School and the Church.

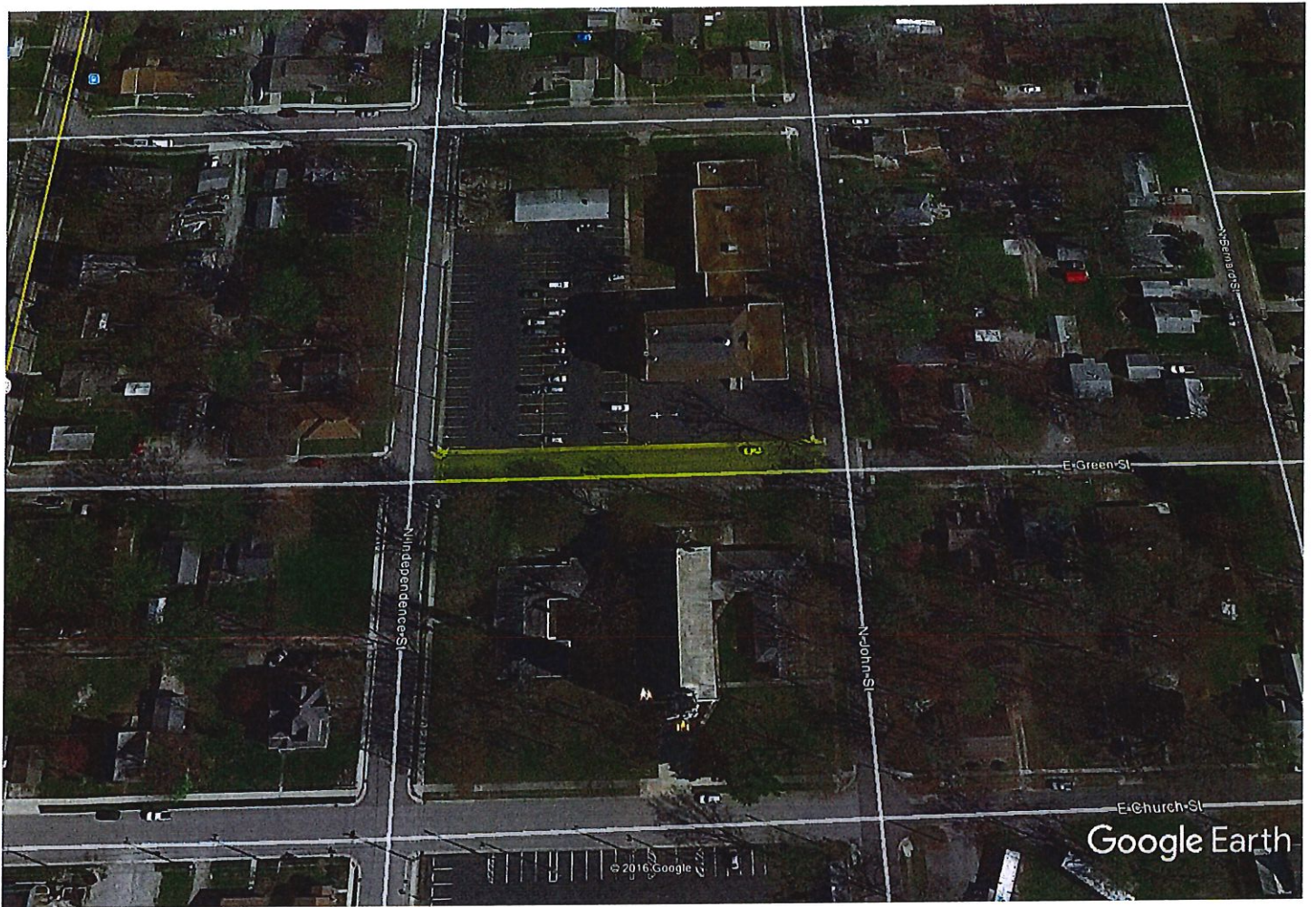
Anyone interested in this hearing may appear and be heard for or against. The regular meeting of the Planning Commission shall follow this hearing wherein the Commission shall make a recommendation on this request.

Questions or requests for further details can be directed to the City Manager's Office, City Hall, 618-566-2964, ext. 108. Comments in writing may be forwarded to the City Manager's Office, 3 West Main St., Mascoutah, IL 62258.

Posting Date: **October 25th, 2016**

MASCOUTAH PLANNING COMMISSION
Ken Zacharski, Chairman

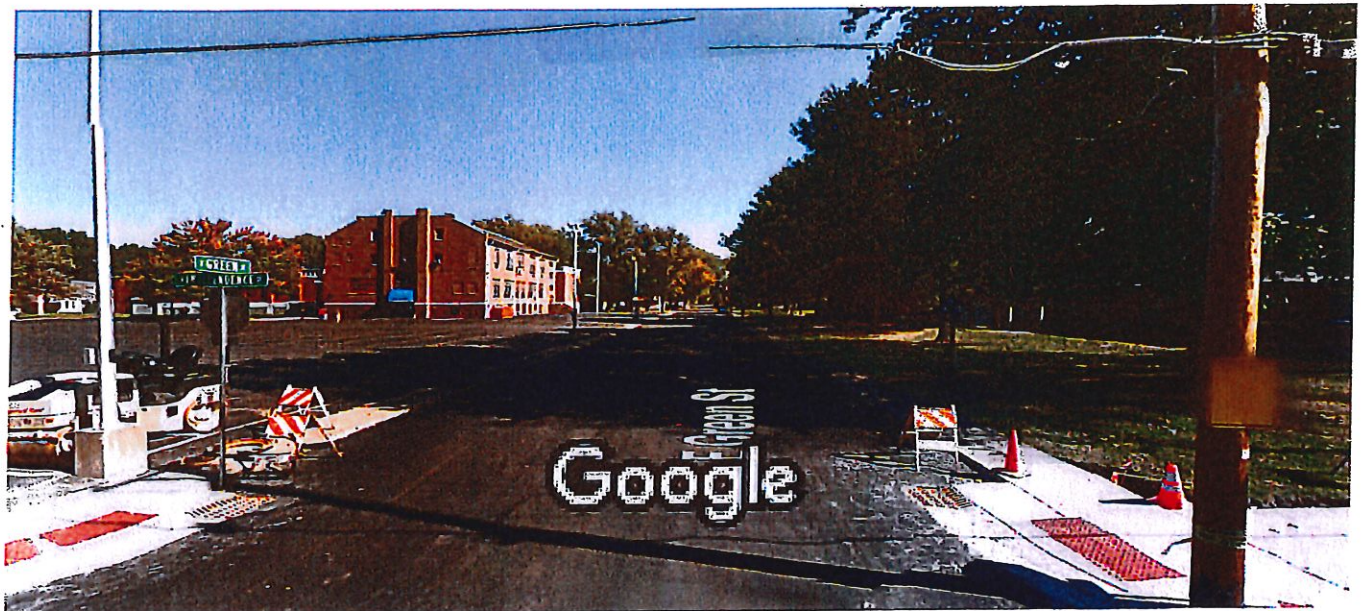
③



Google Earth



©



Mascoutah, Illinois

①



ORDINANCE NO. 17-__

**AN ORDINANCE VACATING A PORTION OF EAST GREEN STREET
AND RESERVING AN EASEMENT**

WHEREAS, a plat has been recorded in the Office of the Recorder of Deeds of St. Clair County, Illinois, a copy of which is attached to this Ordinance, marked "Exhibit A" and incorporated herein; and

WHEREAS, in order to allow for improvements within the City, the east portion of East Green Street shall be vacated; and

WHEREAS, The City of Mascoutah now desires to vacate a portion of the public street in manner and form as provided by the Statutes of the State of Illinois.

WHEREAS, East Green Street, located between North John Street and North Independence Street, for a length of approximately 300 feet and width of approximately 50 feet, is to be vacated and the City to maintain the utility easement with the already existing right-of-way.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MASCOUTAH, IN ST. CLAIR COUNTY, ILLINOIS, THAT MASCOUTAH DOES HEREBY VACATE THAT PORTION OF THE PLAT AS SHOWN IN "EXHIBIT A" AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SECTION 1: TO HOLY CHILDHOOD OF JESUS CHURCH –

Part of the East Half of the Northwest quarter of Section 32, Township 1 North, Range 6 West of the Third Principal Meridian, County of St. Clair, State of Illinois and being more particularly described as follows:

Beginning at the southwest corner of Lot 278 of Fike's Addition to Mascoutah reference being had to the plat thereof in the St. Clair County Recorder's Office in Book of Deeds G2 on page 64; thence easterly on the northerly right of way of Green Street, 300 feet, more or less, to the southeast corner of Lot 330 of Fike's Second Addition to Mascoutah, reference being had to the plat thereof in the St. Clair County Recorder's Office in Book of Deeds N2 on page 40; thence southerly 50 feet, more or less to the easterly extension of the southerly line of said Green Street; thence westerly on said southerly right of way line of Green Street, 300 feet, more or less, to the northwest corner of Lot 2 of Flotho's Addition, reference being had to the plat thereof in the St. Clair County Recorder's Office in Book of Deeds I2 on page 412; thence northerly, 50 feet, more or less, to the Point of Beginning.

Vacation intended to affect all of Green Street from the easterly right of way line of Independence Street to the westerly right of way line of John Street as shown on Exhibit A attached hereto and made a part hereof.

Subject to easements, conditions and restrictions of record and reserving rights for any existing utilities within the right of way of said street to continue to use said right of way.

SECTION 2: That the 50 foot x 300 foot right-of-way, as described above, be vacated with the following Conditions of Approval:

- 1) A utility easement is retained for the entire 50 foot x 300 foot area.
- 2) The property owners are responsible for all costs associated with this alley vacation.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St. Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the 3rd day of January, 2017, and deposited and filed in the office of the City Clerk in said City on that date.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Benjamin Grodeon	_____	_____	_____
Paul Schorr	_____	_____	_____
John Weyant	_____	_____	_____
Pat McMahan	_____	_____	_____
Gerald Daugherty	_____	_____	_____

APPROVED by the Mayor of the City of Mascoutah, Illinois, this 3rd day of January, 2017.

Mayor

ATTEST:

City Clerk
(SEAL)

**CITY OF MASCOUTAH
PLANNING COMMISSION
#3 WEST MAIN STREET
MASCOUTAH, IL 62258-2030**

NOVEMBER 16, 2016

The minutes of the Regular Meeting of the Planning Commission of the City of Mascoutah.

PUBLIC HEARING – 7:00PM

PC 16-12 – Holy Childhood, E. Green vacation b/t N. John and N. Independence

City Manager Cody Hawkins presented report explaining that the applicant Father Paul Wienhoff, Pastor of Holy Childhood Church is requesting the City of Mascoutah vacate E. Green St, between N. John St and N. Independence St. This section of road runs directly in between the School and the Church. The primary reason for this request is for the safety of the students and staff, who cross from the Church, Parish Center, and the Rectory on the south side, to the School on the north side.

Holy Childhood Board Chairman Vincent Pagano was present to answer questions and explain what the Church and School would like to do and the reasons why. Per Father Paul, "Vacating the Street will allow us to eliminate the chance of a tragic accident ever occurring during one of those crossings or while children are playing in our school yard. It was explained that the main part of the vacation will be from N. John St, halfway down Green. The western half of Green would need to remain open for access to their driveways, garages, and parking lot. Permanent plans for large concrete potted plants, barricades, fencing etc, have not been fully decided upon yet.

Lee questioned the parking for elderly and handicap parishioners. Mr. Pagano stated that they were keeping the western half of Green Street open for that reason. Lee also questioned why this needs done if the teachers and staff of the school are watching the children when crossing the street. Mr. Pagano along with Thompson explained that with the traffic on Green the vacation is needed and that the teachers and staff do watch the children but we are trying to keep our kids safe from freak accidents that we have seen happen in surrounding towns. Lee also asked if the parishioners were involved in this decision and Mr. Pagano told the Commission that they would be once the vacation got approved.

Connor along with staff explained that we are here to approve the vacation of the street not to question what the church and school have or have not told their parishioners.

The City will continue to maintain Utilities and an Easement at this location. The legal notice for the public hearing was published and notices were sent to property owners within 250' of the subject property. As of the date of this report, Staff has received no calls or no opposition to this Street Vacation.

Mark Heizer who is a neighbor asked the Commission and Mr. Pagano to look into the teachers parking on the vacated part of the street that will be open and keep parking off of John Street.

Attachment F

There was no further discussion.

PUBLIC HEARING ADJOURNED at 7:25 PM

PUBLIC HEARING – 7:26PM

PC 16-11 – Condition Use Permit – 100 S Jefferson – Firearms Sales – James Reed.

City Manager Cody Hawkins presented report and explained that the applicant Mr. Benjamin Hippard and Dr. Michelle Hippard, owners of 910 W. South St, are requesting the City of Mascoutah to vacate a grassy alleyway directly behind their house, so they can build a 2 or 3 car garage. This new structure will be used for parking and storage. A portion of this new structure is most likely to creep into this alley. This alley is a grassy patch of land, & vehicles currently do not pass thru there. The alley is on the South side of their house. Their backyard backs up to the new Brickyard Development.

City Staff has confirmed there are no City Utilities at this specific location where structure would be built. Rhutasel and Associates out of Freeburg IL, will be doing the surveying for the Hippards.

The legal notice for the public hearing was published and notices were sent to property owners within 250' of the subject property. As of the date of this report, staff received one call about this request, with no opposition.

It was stated that the neighbors are not being affected by this vacation. Only thing mentioned by staff is that we may see neighbors wanting to do the same thing. The property owner will decide if they want to combine the lots or keep them separate.

There was no further discussion.

PUBLIC HEARING ADJOURNED at 7:34 PM

CALL TO ORDER at 7:35PM

Chairman Ken Zacharski called the meeting to order.

PRESENT

Commission members Charles Lee, Jack Klopmeier, Glenn Shelley, Rich Thompson, Bruce Jung, Jim Connor and Chairman Ken Zacharski were present.

ABSENT – None

ALSO PRESENT

Administrative Assistant Melissa Schanz, City Manager Cody Hawkins, Assistant City Manager Mike Bolt, Steve and Mark Heizer and Vincent Pagano.

ESTABLISHMENT OF A QUORUM

A quorum of Planning Commission members was present.

GENERAL PUBLIC COMMENT

None

AMEND AGENDA

There was no need to amend Agenda.

MINUTES

Minutes of the October 19, 2016 Planning Commission Meeting will be presented at the December Meeting.

THE MOTION BY ROLL CALL

None

PC 16-12 – Holy Childhood, E. Green vacation b/t N. John and N. Independence

Discussion was held during the Public Hearing Process. Please see Public Hearing section of these minutes for details.

MOTION:

Thompson moved, seconded by Jung that the Planning Commission recommends approval of the East Green Street vacation.

THE MOTION BY ROLL CALL

Charles Lee aye, Jack Klopmeier aye, Glenn Shelley aye, Rich Thompson aye, Bruce Jung aye, Jim Connor aye and Chairman Ken Zacharski aye
6-ayes, 1-nays

PC 16-13 – 910 W. South Street Alley Vacation

Discussion was held during the Public Hearing Process. Please see Public Hearing section of these minutes for details.

MOTION:

Klopmeier moved, seconded by Connor that the Planning Commission recommends approval of the 910 West South Street Alley Vacation.

THE MOTION BY ROLL CALL

Charles Lee aye, Jack Klopmeier aye, Glenn Shelley aye, Rich Thompson aye, Bruce Jung aye, Jim Connor aye and Chairman Ken Zacharski aye
7-ayes, 0-nays

MISCELLANEOUS – None

ADJOURNMENT

Lee moved, seconded by Klopmeier, to adjourn at 7:37 p.m. All were in favor.



WWW.TWM-INC.COM

THOUVENOT, WADE & MOERCHEN, INC.

CONSULTING ENGINEERS ■ LAND SURVEYORS ■ PLANNERS

SWANSEA • WATERLOO • EDWARDSVILLE • ST. CHARLES

CORPORATE OFFICE
4940 OLD COLLINSVILLE ROAD
SWANSEA, IL 62226
TEL 618.624.4488
FAX 618.624.6688

December 22, 2016

Mascoutah, IL

RE: Green Street Vacation Description

Part of the East Half of the Northwest Quarter of Section 32, Township 1 North, Range 6 West of the Third Principal Meridian, County of St. Clair, State of Illinois and being more particularly described as follows:

Beginning at the southwest corner of Lot 278 of Fike's Addition to Mascoutah reference being had to the plat thereof in the St. Clair County Recorder's office in Book of Deeds G2 on page 64; thence easterly on the northerly right of way of Green Street, 300 feet, more or less, to the southeast corner of Lot 330 of Fike's Second Addition to Mascoutah, reference being had to the plat thereof in the St. Clair County Recorder's office in Book of Deeds N2 on page 40; thence southerly 50 feet, more or less to the easterly extension of the southerly line of said Green Street; thence westerly on said southerly right of way line of Green Street, 300 feet, more or less, to the northwest corner of Lot 2 of Flotho's Addition, reference being had to the plat thereof in the St. Clair County Recorder's office in Book of Deeds I2 on page 412; thence northerly, 50 feet, more or less, to the Point of Beginning.

Vacation intended to affect all of Green Street from the easterly right of way line of Independence Street to the westerly right of way line of John Street as shown on Exhibit A attached hereto and made a part hereof.

Subject to easements, conditions and restrictions of record and reserving rights for any existing utilities within the right of way of said street to continue to use said right of way.

**EXCEPTIONAL SERVICE.
NOTHING LESS.**

FOUNDERS

Roland G. Thouvenot, PE
Jerry T. Wade, PLS (Dec.)
William J. Moerchen

PRINCIPALS

Roland G. Thouvenot, PE
Paul K. Homann, PE
Randall W. Burk
Craig D. Brauer, PE

ASSOCIATES

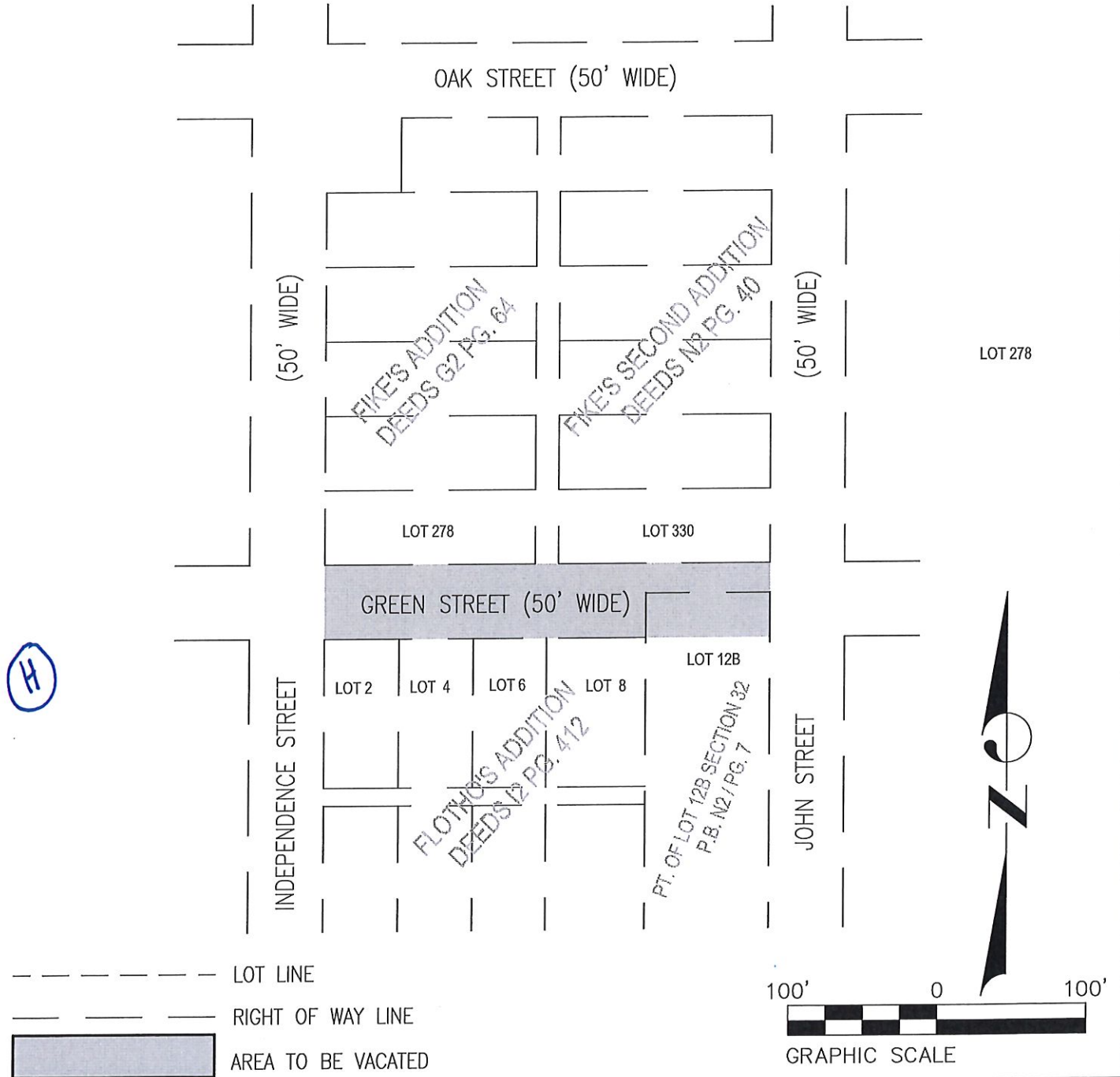
Joseph W. Moerchen, PLS
Vicki L. Wade, PE
"Rusty" Christmann, PE, SE
Marsha J. Maller, PE
Robert S. DeConcini, PE
Edgar "Mike" Barnal, PLS
Sheila J. Kimlinger, PE, SE
Dana L. Link, PE
J.R. Landeck, PLS, PE
Ann M. Hammer

6

EXHIBIT A

VACATION OF GREEN ST.

PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 32,
TOWNSHIP 1 NORTH, RANGE 6 WEST,
THIRD PRINCIPAL MERIDIAN, CITY OF MASCOUTAH,
ST. CLAIR COUNTY, ILLINOIS



**THOUVENOT,
WADE &
MOERCHEN, INC.**
ENGINEERS ♦ SURVEYORS ♦ PLANNERS



EXCEPTIONAL SERVICE NOTHING LESS
www.twm-inc.com

SWANSEA OFFICE
4940 OLD COLLINSVILLE ROAD
SWANSEA, ILLINOIS 62226
TEL (618) 624-4488
FAX (618) 624-6688
corp@twm-inc.com

OFFICE LOCATIONS

SWANSEA
WATERLOO
EDWARDSVILLE
ST. CHARLES
ST. LOUIS

VACATION EXHIBIT FOR GREEN ST.

**PART OF SECTION 32,
TOWNSHIP 1 NORTH, RANGE 6 WEST, THIRD P.M.,
CITY OF MASCOUTAH
ST. CLAIR COUNTY, ILLINOIS**

DRAWN BY:	AMJ
DESIGNED BY:	JJH
CHECKED BY:	JJH
APPROVED BY:	
PROJECT NUMBER	L23160941

SHEET

1

OF 1 SHEETS