

Mascoutah City Council

November 6, 2023

REGULAR MEETING AGENDA

IN-PERSON MEETING with combined IN-PERSON and optional VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

7:00 pm – City Council Meeting

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, October 5, 2023 Special City Council Meeting (Page 1 to Page 1)
October 5, 2023 Special Executive Session Meeting (confidential, see City Clerk)
October 16, 2023 City Council Meeting (Page 2 to Page 4)
October 16, 2023 Executive Session Meeting (confidential, see City Clerk)
6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.
7. REPORTS AND COMMUNICATIONS
 - A. Mayor – Proclamation – Mascoutah School District National Ranking
 - B. City Council
 - C. City Manager
 - D. City Attorney
 - E. City Clerk – Swearing in Ceremony – Police Officer Timothy Lay
Chief Waldrup – Department Commendation
8. COUNCIL BUSINESS
 - A. Council Items for Action
 1. Annual Meeting Schedule (Page 5 to Page 8)
Description: Council approval of resolution adopting the annual meeting schedule.

Recommendation: Council Approval and Adoption of Resolution.
 2. MABAS Ordinance (First Reading) (Page 9 to Page 31)
Description: Council approval of an ordinance adopting the new Mutual Aid Box Alarm System Agreement.

Recommendation: First Reading.

3. Bid Award – Power Line Right of Way Clearance and Tree Trimming

(Page 32 to Page 33)

Description: Council approval of bids and authorization to award a contract to furnish all labor, materials and equipment for the Route 4 Double Circuit and South Railway Easement Power Line Right of Way Clearance and Tree Trimming.

Recommendation: Council Approval.

4. Code Change – Public Comment Policy (First Reading)

(Page 34 to Page 37)

Description: Council approval of an Ordinance to amend Chapter 1 – Administration to amend the Public Comment Policy of the City Code of Ordinance.

Recommendation: First Reading.

B. Council Miscellaneous Items

C. City Manager

9. PUBLIC COMMENTS (3 MINUTES) – MUST RELATE TO AGENDA ITEMS

10. ADJOURNMENT TO EXECUTIVE SESSION - NONE

11. MISCELLANEOUS OR FINAL ACTIONS

12. ADJOURNMENT

POSTED 11/2/23 at 4:00 PM

OPTIONAL VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

In-person public attendance is allowed. Optional virtual public attendance is also being provided virtually through Zoom Meeting (<https://zoom.us>).

Please join my meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/86343603533>=[]'
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You can also dial in using your phone.

United States: +1 (312) 626-6799

Access Code: 863-4360-3533

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

OCTOBER 5, 2023

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

CALL TO ORDER

Mayor Pat McMahan called the meeting to order at 3:45p.m.

ROLL CALL

Council members John Weyant, Walter Battas, Nick Seibert and Mayor Pat McMahan.

Absent: Mike Baker.

Other Staff Present: City Attorney Al Paulson.

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

AMEND AGENDA

None.

ADJOURNMENT TO EXECUTIVE SESSION

Battas moved, seconded by Weyant, to adjourn to Executive Session to discuss Personnel at 3:46 p.m.

RETURN TO REGULAR SESSION

Weyant moved, seconded by Battas, to return to Regular Session at 3:49 p.m.

MISCELLANEOUS OR FINAL ACTIONS

Battas moved, seconded by Seibert to terminate the contract of Rebecca Ahlvin unless she resigns within 24 hours.

Motion passed. AYE's – Weyant, Battas, Seibert, McMahan. NAY's – none.

ABSENT –Baker.

ADJOURNMENT

Weyant moved, seconded by Seibert, to adjourned at 3:51 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

Melissa Schanz, City Clerk

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

OCTOBER 16, 2023

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 Melissa Schanz. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Pat McMahan called the meeting to order at 7:00p.m.

ROLL CALL

Mayor Pat McMahan and Council members John Weyant, Walter Battas, Nick Seibert and Mike Baker (via zoom).

Absent: None.

Other Staff Present: City Clerk Melissa Schanz, City Attorney Al Paulson and Police Chief Waldrup.

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

AMEND AGENDA

No reason to amend the agenda.

MINUTES

The minutes of the October 2, 2023 regular City Council meeting and October 2, 2023 Executive Session meeting were presented and approved as presented.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

Eric Mercer, a resident of Mascoutah, voiced his concerns.

Troy Gryga, a resident of Mascoutah, voiced his concerns about the City of Mascoutah's Solar Policy.

MONTHLY DEPARTMENT REPORTS FOR SEPTEMBER WERE PROVIDED

REPORTS AND COMMUNICATIONS

Mayor –Mayor McMahan introduced the new City Engineer Sal Elkott. He also announced that October is Domestic Violence Awareness Month paint the town purple.

City Council

Weyant –Nothing to report.

Battas –Nothing to report.

Seibert –Nothing to report.

Baker –Nothing to report.

City Manager –

City Attorney –Nothing to report.

City Clerk – Nothing to report.

COUNCIL BUSINESS

CONSENT CALENDAR (OMNIBUS)

The September 2023 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Seibert moved, seconded by Battas, to accept all items under Omnibus consideration.

Motion passed. AYE's – Weyant, Battas, Seibert, Baker, McMahan. NAY's – none.
ABSENT – none.

PC 23-08 – ALLEY VACATION, 919 WEST CHURCH ST (PARCEL NO. 10-31.0-123-014) AND 922 WEST GREEN ST (PARCEL NO. 10-31.0-123-005) (second reading)

Mayor McMahan presented a report for Council approval of an alley vacation between 919 West Church Street and 922 West Green Street.

There was no further discussion.

Weyant moved, seconded by Seibert to approve and adopt Ordinance No. 23-11, an Ordinance vacating the alley between 919 West Church Street and 922 West Green Street.

Motion passed. AYE's – Weyant, Battas, Seibert, Baker, McMahan. NAY's – none.
ABSENT –none

CODE CHANGE – ADOPTION OF ELECTRIC SERVICE REGULATIONS (first reading).

Mayor McMahan presented a report for Council approval of revisions to City Code, Chapter 11 – Electric System to adopt Electric Service Regulations by adoption of ordinance.

There was no further discussion.

First Reading.

CHANGE ORDER (ADJUSTED) – NORTH SUBSTATION UPGRADES PROJECT.

Mayor McMahan presented a report for Council consideration of adjusted change orders for construction of the North Substation Upgrades Project.

There was no further discussion.

Weyant moved, seconded by Seibert to approve the adjusted Contract Change Order in the amount of \$155,896.00 for the Powercon Switchgear and authorize appropriate City officials to execute the necessary documents.

Motion passed. AYE's – Weyant, Battas, Seibert, Baker, McMahan. NAY's – none.
ABSENT –none

COUNCIL – MISCELLANEOUS ITEMS

Councilman Battas stated that the cross walks by the Mascoutah High School on County Road need redone. He also recommends putting up some lighting in this area. Councilman Seibert has concerns about Hayden Drive and the alterations that have been done. It was stated by staff that Hayden Drive has not been accepted into the City yet and that Barry Hayden still owns that road. City staff will look into making sure he is following the site plan.

CITY MANAGER – MISCELLANEOUS ITEMS

None.

PUBLIC COMMENTS

Eric Mercer had additional comments.

ADJOURNMENT TO EXECUTIVE SESSION

Battas moved, seconded by Seibert, to adjourn to Executive Session to discuss Personnel at 7:23 p.m.

RETURN TO REGULAR SESSION

Battas moved, seconded by Seibert, to return to Regular Session at 8:08 p.m.

MISCELLANEOUS OR FINAL ACTIONS

Seibert moved, seconded by Battas to hire Cody Hawkins as the interim City Manager with details outlined in a formal contract.

Motion passed. AYE's – Weyant, Battas, Seibert, Baker, McMahan. NAY's – none.
ABSENT –none

ADJOURNMENT

Weyant moved, seconded by Seibert, to adjourned at 8:15 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: Annual Meeting Schedule

MEETING DATE: November 6, 2023

REQUESTED ACTION:

Approval of resolution adopting the annual meeting schedule.

BACKGROUND & STAFF COMMENTS:

Each year, municipalities must prepare and make available a schedule of all its regular meetings for the next calendar year per 5 ILCS 120/2.03. Although the statute does not require the annual meeting schedule be adopted, recently the PAC office of the Illinois Attorney General has taken the position that if a public body does not adopt an annual schedule of regular meetings, then every meeting of that municipalities is considered a special meeting, so then each meeting would be required to follow the requirements for special meetings under the OMA. Therefore, in order to avoid any possible OMA violations through the PAC office, each municipality has been advised to formally adopt the annual meeting schedule.

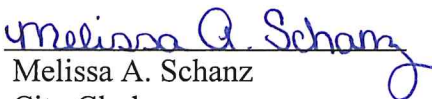
RECOMMENDATION:

Council approval of Resolution, as attached.

SUGGESTED MOTION:

I move that the City Council approve and adopt Resolution No. 23-24-__, a Resolution Adopting the Annual Meeting Schedule of the City of Mascoutah.

Prepared By:


Melissa A. Schanz
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – Resolution
B – Annual Meeting Schedule

RESOLUTION 23-24-__

**A RESOLUTION ADOPTING THE ANNUAL MEETING SCHEDULE
OF THE CITY OF MASCOUTAH, ILLINOIS**

WHEREAS, pursuant to the requirements of 5 ILCS 120/2.03, the City of Mascoutah has set the schedule of all its regular meetings for the 2024 calendar year, listing the times and places of such meetings as set forth on Exhibit "A" attached hereto.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF MASCOUTAH:**

SECTION ONE: The Annual Meeting Schedule set forth on Exhibit "A" attached hereto is hereby adopted; and

SECTION TWO: This resolution shall be in full force and effect from and after its passage.

PASSED and APPROVED by the Mascoutah Mayor and City Council this 6th day of November, 2023.

Mayor

ATTEST:

City Clerk
(SEAL)

**CITY OF MASCOUTAH
2024 MEETING SCHEDULE**

CITY HALL HOLIDAYS:

- Martin Luther King, Jr. Day – Monday, January 15
- President’s Day – Monday, February 19
- Good Friday – Friday, March 29
- Memorial Day – Monday, May 27
- Independence Day – Thursday, July 4
- Labor Day – Monday, September 2
- Veterans Day – Monday, November 11
- Thanksgiving Day – Thursday, November 28
- Day after Thanksgiving – Friday, November 29
- Christmas Day – Wednesday, December 25
- New Year’s Day – Wednesday, January 1, 2025

CITY COUNCIL MEETINGS: Council Chambers, 7 p.m. (1st & 3rd Mondays, unless noted)

- | | |
|------------------------|------------------------|
| • Tuesday, January 2 | • Monday, July 1 |
| • Tuesday, January 16 | • Monday, July 15 |
| • Monday, February 5 | • Monday, August 5 |
| • Tuesday, February 20 | • Monday, August 19 |
| • Monday, March 4 | • Tuesday, September 3 |
| • Monday, March 18 | • Monday, September 15 |
| • Monday, April 1 | • Monday, October 7 |
| • Monday, April 15 | • Monday, October 21 |
| • Monday, May 6 | • Monday, November 4 |
| • Monday, May 20 | • Monday, November 18 |
| • Monday, June 3 | • Monday, December 2 |
| • Monday, June 17 | • Monday, December 16 |

LIBRARY BOARD: Library, 7:30 p.m. (3rd Tuesdays)

- | | |
|-----------------------|-------------------------|
| • Tuesday, January 16 | • Tuesday, August 20 |
| • Tuesday, March 19 | • Tuesday, September 17 |
| • Tuesday, May 21 | • Tuesday, November 19 |

PARKS & RECREATION COMM: Council Chambers, 7 p.m. (2nd Wednesdays)

- | | |
|-------------------------|---------------------------|
| • Wednesday, January 10 | • Wednesday, July 10 |
| • Wednesday, March 13 | • Wednesday, September 11 |
| • Wednesday, May 8 | • Wednesday, November 13 |

**CITY OF MASCOUTAH
2024 MEETING SCHEDULE**

PLANNING COMMISSION: Council Chambers, 7 p.m. (3rd Wednesdays)

- Wednesday, January 17
- Wednesday, February 21
- Wednesday, March 20
- Wednesday, April 17
- Wednesday, May 15
- Wednesday, June 19
- Wednesday, July 17
- Wednesday, August 21
- Wednesday, September 18
- Wednesday, October 16
- Wednesday, November 20
- Wednesday, December 18

CEMETERY BOARD: Downstairs Conference Room, 8:30 a.m. (quarterly, 1st Thursdays)

- Thursday, February 1
- Thursday, May 2
- Thursday, August 1
- Thursday, November 7

OTHER CITY COMMISSIONS' MEETINGS: (meet at City Hall)

- Finance Commission – meet as needed
- Fire & Police Commissioners Board – meet as needed
- Police Pension Board – meet as needed
- Zoning Board of Appeals – meet as needed (4th Wednesday)
- Economic Development Commission - meet as needed

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & City Council
FROM: Cody Hawkins – City Manager
SUBJECT: MABAS Ordinance (First Reading)

MEETING DATE: November 6, 2023

REQUESTED ACTION:

Council approval of an ordinance adopting the new Mutual Aid Box Alarm System Agreement.

BACKGROUND & STAFF COMMENTS:

The City of Mascoutah Fire Department and EMS Department are members of the Mutual Aid Box Alarm System (MABAS). The approval is required so MABAS member agencies are compliant with FEMA Recovery Policy and federal requirements for disaster mobilization.

RECOMMENDATION:

The City Manager recommends that the Council approve and adopt the ordinance.

SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance No. 23-____, thereby authorizing the new Mutual Aid Box Alarm System Agreement.

Prepared By: Melissa A. Schanz
Melissa A Schanz
City Clerk

Approved By: Cody Hawkins
Cody Hawkins
City Manager

Attachments: A – Ordinance
B – MABAS Agreement

ORDINANCE NO. 23-___

**AN ORDINANCE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT FOR
PARTICIPATION IN THE MUTUAL AID BOX ALARM SYSTEM
(MABAS MASTER AGREEMENT 2022)**

WHEREAS, the Mutual Aid Box Alarm System (MABAS) was organized beginning in 1968 in the northwest and western suburbs of Chicago, Illinois to coordinate and automate fire department mutual aid, based roughly on the Chicago Fire Department's box alarm system of predetermined resources assigned to respond to a specific incident or area. Since 1968, MABAS has grown into a multi-state organization to coordinate responses to fires, emergency medical calls, hazardous material, technical rescue and other emergencies and disasters through prearranged mutual aid and dispatch agreements. The system is designed to facilitate all levels of mutual aid from day-to-day automatic aid responses to major incidents and disasters requiring significant deployment of resources. MABAS member Units include the gambit from all-volunteer fire departments to major cities like Chicago, Milwaukee and St. Louis; and

WHEREAS, since the last revision of the master MABAS intergovernmental agreement in about 1988, MABAS has grown exponentially to its current composition of almost 1200 Illinois Units and 2200 total Units in Illinois and several adjoining States; and

WHEREAS, it is the express intent of member Units that the MABAS Agreement be in a form which can be adopted by Units in different States where Units may lawfully enter into agreements providing for their mutual aid and protection. Thus, even if the MABAS Agreement does not specifically cite the applicable current legal authority for a particular State and its member Units, the lack of such citation shall not be construed in

any manner as an impediment to or prohibition of Units from other States from joining MABAS. It is also the express intent of the member Units that all Units adopt this same Intergovernmental Agreement without modification; and

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves, with the State, with other States and their units of local government, and with the United States to obtain and share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or ordinance; and to further contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including units of local government from another state; and

WHEREAS, Section 5 of the "Intergovernmental Cooperation Act", 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and

WHEREAS, the Mayor/President and the Council/Board of Trustees of
The City of Mascoutah

have determined that it is in the best interests of this unit of local government and its residents to enter into a Mutual Aid Box Alarm System Agreement to secure to each the benefits of mutual aid in fire protection, firefighting, rescue, emergency medical services and other activities for the protection of life and property from an emergency or disaster and to provide for communications procedures, training and other necessary functions to further the provision of said protection of life and property from an emergency or disaster.

NOW, THEREFORE, BE IT ORDAINED by the Mayor/President and Council/Board of the The City of Mascoutah
St Clair County, Illinois as follows:

SECTION ONE: INCORPORATION OF RECITALS That the recitals set forth above are incorporated here by reference.

SECTION TWO: APPROVAL OF AGREEMENT That the Mutual Aid Box Alarm System Master Agreement, (Approved by the MABAS Executive Board October 19, 2022) is hereby approved, and the Mayor/President and the Clerk/Secretary be and are hereby authorized and directed to execute the Mutual Aid Box Alarm System Master Agreement, a copy of which is attached hereto as Exhibit A and made a part hereof.

SECTION THREE: REPEALER All prior ordinances, resolutions or motions, or parts of ordinances, resolutions, or motions in conflict with any of the provisions of this Ordinance shall be, and the same are hereby repealed to the extent of the conflict.

SECTION FOUR: SEVERABILITY This Ordinance and every provision thereof shall be considered severable. If any section, paragraph, clause, or provision of this Ordinance is declared by a court of law to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity of any other provisions of this Ordinance.

SECTION FIVE: EFFECTIVE DATE This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED this 20th day of November, 2023, by a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Mayor/President

ATTEST:

Clerk/Secretary

MABAS-ILLINOIS-CITY_VILLAGE_DISTRICT-ORDINANCE-2022

STATE OF ILLINOIS)
)
COUNTY OF St Clair) SS

SECRETARY/CLERK'S CERTIFICATE

I, Melissa A Schanz, the duly qualified and acting Secretary/Clerk
of the City of Mascoutah,
St Clair County, Illinois, do hereby certify that attached hereto is a true
and correct copy of an Ordinance entitled:

ORDINANCE NO. 23-

**AN ORDINANCE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT FOR
PARTICIPATION IN THE MUTUAL AID BOX ALARM SYSTEM
(MABAS MASTER AGREEMENT 2022)**

which Ordinance was duly adopted by said Council/Board at a meeting held on the 20th
day of November, 20 23.

I do further certify that a quorum of said Council/Board was present at said
meeting, and that the Council/Board complied with all the requirements of the Illinois
Open Meetings Act and its own policies, rules or regulations concerning the holdings of
meetings and the taking of action during meetings.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of
November, 20 23.

Secretary/Clerk



MUTUAL AID BOX ALARM SYSTEM MASTER AGREEMENT

**As Approved by the MABAS Executive Board:
October 19, 2022**

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This Agreement by and among the units of federal, state and local government, and other non-governmental emergency response organizations, subscribed hereto, hereafter referred to as "Units", or "Parties" is made and entered into the date set forth next to the signatures of those authorized to execute this Agreement on behalf of the respective Parties, each Party having approved this Agreement and adopted same pursuant to their state's constitutional and statutory authority and in a manner provided by law. In order to provide efficient and effective management of this Agreement, groups of the Parties may be established as "Chapters" on a state-by-state basis and Chapters may include Parties from adjoining states.

WHEREAS, the Mutual Aid Box Alarm System (MABAS) was formally organized beginning in 1968 in the northwest and western suburbs of Chicago, Illinois to coordinate and automate fire department mutual aid based roughly on the Chicago Fire Department's box alarm system, whereby predetermined resources of personnel and fire equipment were assigned to respond to a specific incident or area; and

WHEREAS, MABAS has grown into a multi-state organization through prearranged mutual aid and dispatch agreements that coordinate responses to emergencies and disasters including fires, emergency medical calls, hazardous material incidents, water related rescues, and technical rescues, and MABAS is designed to facilitate all levels of mutual aid from day-to-day automatic aid responses to major incidents and disasters requiring significant deployment of resources; and

WHEREAS, since the last revision of the master MABAS intergovernmental agreement circa 1988, MABAS has grown exponentially to its current composition of almost 1,200 Illinois Units and 2,200 total Units in Illinois and several nearby States with Units ranging from all-volunteer fire departments to major cities like Chicago, Milwaukee, and St. Louis; and

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves, with the State, with other States and their units of local government, and with the United States to obtain and share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or ordinance; and to further contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and to further contract or otherwise associate with individuals, associations, and corporations in any manner not prohibited by law; and

WHEREAS, the Illinois "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised, or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including units of local government from another state; and

WHEREAS, Section 5 of the Illinois "Intergovernmental Cooperation Act", 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and

WHEREAS, the Indiana Code at Section 36-1-7 (IC 36-1-7) authorizes an Indiana political subdivision to enter into a mutual aid agreement with political subdivisions of states other than Indiana, provided the agreement contains the necessary terms and conditions set out in IC 36-7-3, is approved by the Indiana Attorney General as required under IC 36-1-7-4, is recorded with the county recorder and filed with the Indiana State Board of Accounts as required under IC 36-1-7-6; and

WHEREAS, for the purposes of Chapter 3 of Indiana Emergency Management and Disaster law, the term "political subdivision" means city, town, township, county, school corporation, library district, local housing authority, public transportation corporation, local building authority, local hospital or corporation, local airport authority or other separate local governmental entity that may sue and be sued. (See IC 10-14-3-6, IC 36-1-2-13, IC 36-1-2-10, IC 36-1-2-11, IC 36-1-2-18); and

WHEREAS, the Indiana Code at Section 10-14-6.5 (IC 10-14-6.5) authorizes the State of Indiana and local units of government to enter into agreements to provide interstate mutual aid for emergency responses that do not rise to the level requiring a state or local declaration of a state of emergency or disaster; and

WHEREAS, Chapter 28E of the State Code of Iowa provides that any powers, privileges or authority exercised or capable of exercise by a public agency of the State of Iowa may be exercised and enjoyed jointly with any public agency of any other state or of the United States to the extent that laws of such other state or of the United States permit such joint exercise or enjoyment (See 28E.3); and

WHEREAS, the State Code of Iowa, in Chapter 28E, authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity, or undertaking which any of the public agencies entering into the contract is

authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract (See 28E.12); and

WHEREAS, for the purposes of Chapter 28E of the State Code of Iowa, the term "public agency" means any political subdivision of the State of Iowa; any agency of Iowa's government or of the United States; and any political subdivision of another state (See 28E.2); and

WHEREAS, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and

WHEREAS, the Urban Cooperation Act of 1967, 1967 PA 7, MCL 124.501, *et seq.*, provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and

WHEREAS, Minnesota Statute 471.59 authorizes two or more governmental units, by agreement entered into through action of their governing bodies, to jointly or cooperatively exercise any power common to the contracting parties or any similar powers, including those which are the same except for the territorial limits within which they may be exercised; and

WHEREAS, the term "governmental unit" in Minnesota Statute 471.59 includes every city, county, town, school district, and other political subdivision of this or another state; another state; the University of Minnesota; licensed nonprofit hospitals; and any agency of the state of Minnesota or the United States. The term also includes any instrumentality of a governmental unit if that unit has independent policy-making and appropriating authority; and

WHEREAS, Article VI, Section 16 of the Constitution of Missouri and Sections 70.210, 70.320, and 70.220.1, of the Revised Statutes of Missouri, provide that any municipality or political subdivision of the state of Missouri may contract and cooperate with other municipalities or political subdivisions thereof, or with other states or their municipalities or political subdivisions, or with the United States, to provide a common service as provided by law so long as the subject and purpose of such are within the scope of the powers of such municipality or political subdivision; and

WHEREAS, for the purposes of Sections 70.210, 70.320, and 70.220.1 of the Revised Statutes of Missouri, "municipality" means municipal corporations, political corporations, and other public corporations and agencies authorized to exercise governmental functions; and "political subdivision" means counties, townships, cities, towns, villages, school, county library, city library, city-county library, road, drainage, sewer, levee and fire districts, soil and water conservation districts, watershed subdistricts, county hospitals, and any board of control of an art museum, and any other public subdivision or public corporation having the power to tax; and

WHEREAS, Title LV, Section 5502.291 of the Ohio Revised Code authorizes the governor to enter into mutual aid arrangements for reciprocal emergency management aid and assistance with other states and to coordinate mutual aid plans between political subdivisions, between the State of Ohio and other states, or between the State of Ohio and the United States; and

WHEREAS, Sections 66.0301 and 66.0303, Wisconsin Statutes, authorize municipalities to contract with municipalities of another state for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by statute to the extent that laws of the other state or of the United States permit the joint exercise; and, jointly exercise powers delegated to them and, thereby, to make certain agreements concerning boundary lines between themselves; and

WHEREAS, for the purposes of Subchapter III of Chapter 66 of the Wisconsin Statutes, the term "municipality" includes political subdivisions, which refers to any city, village, town, or county in this state or any city, village, town, county, district, authority, agency, commission, or other similar governmental entity in another state; (See Wis. Stat. 66.0303(1), 66.0304(1)(f)); and

WHEREAS, similar provisions providing for intergovernmental cooperation exist in the other states in which any Party to this Agreement resides, and which provide legal authority for each respective Party to enter into the Agreement; and

WHEREAS, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, provision of rescue and emergency medical assistance, hazardous materials control, technical rescue, training and any other emergency support for the protection of life and property in the event of an Emergency, Disaster, or other Serious Threat to Public Health and Safety, and to engage in Training and other preparedness activities in furtherance of the foregoing mutual aid activities; and

NOW, THEREFORE, in consideration of the mutual covenants and understandings set forth in this Agreement, and pursuant to the authority bestowed upon the Parties set forth above, it is agreed by, among and between the Parties as follows:

SECTION ONE - PURPOSE

It is recognized and acknowledged that leveraging collective resources from other Units to provide effective, efficient response to Emergencies, Disasters, or Serious Threats to Public Safety is desired. Further, it is acknowledged that the closest, available Unit(s) that can render aid may be outside of a requesting Unit's or Chapter's jurisdiction. Accordingly, it is the express intent of the

Parties that this agreement be in a standardized form which can be adopted by Units in different States, notwithstanding this Agreement may not specifically cite the applicable current legal authority for a particular State and its member Units to join MABAS, the lack of such citation herein shall not be construed in any manner as an impediment to or prohibition of Units within other States from joining MABAS, it being the express intent of the Parties that each Unit desiring to join MABAS may become additional Parties hereto by adopting this Intergovernmental Agreement without modification; In this fashion by way of this Agreement, the Parties will have created a mutual aid agreement that incorporates emergency response disciplines from federal, state and local governmental units, as well as non-governmental organizations and corporations that provide emergency response functions and services that support the mission of MABAS and its member Units;

SECTION TWO – RULES OF CONSTRUCTION AND DEFINITIONS

1. The language in this Agreement shall be interpreted in accordance with the following rules of construction: (a) The word "may" is permissive and the word "shall" is mandatory; and (b) except where the context reveals the contrary: The singular includes the plural and the plural includes the singular, and the masculine gender includes the feminine and neuter.
2. When the following words in bold font with the first letter in the upper case are used in this Agreement, such words shall have the meanings ascribed to them in this Subsection:
 - A. **"Agreement"** means this Master Mutual Aid Box Alarm System Agreement.
 - B. **"Aiding Unit"** means any Unit furnishing equipment, Emergency Responders, or Emergency Services to a Requesting Unit under this Agreement.
 - C. **"Automatic Mutual Aid"** or **"Auto-Aid"** means the provision of mutual aid through a prearranged plan between Units whereby assistance is provided at the time of dispatch without a specific request from an Incident Commander.
 - D. **"Box Alarm"** means a prearranged plan for an Emergency or Disaster that uses a defined process for implementation, dispatch and response.
 - E. **"Chapter"** means a group of Divisions, established on a state-by-state basis, and whose members may include Units from other States.
 - F. **"Chapter Governing Board"** means the governing body of a Chapter which is composed of a representative of each member Division or Region within a Chapter as provided by the Chapter's Bylaws.

- G. **"Chapter President"** means a person elected as the President of each state Chapter;
- H. **"Chief Officer"** means the Fire Chief or agency head of a Unit, or a designee of the Unit's Fire Chief or agency head.
- I. **"Council of Chapter Presidents"** means the council or board whose members shall be the elected President of each State's Chapter, as set forth in this Agreement.
- J. **"Disaster"** means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, severe weather event, environmental contamination, utility failure, radiological incident, structural collapse, explosion, transportation accident, hazardous materials incident, epidemic, pandemic, or similar calamity.
- K. **"Division"** means geographically associated Units which have been grouped for operational efficiency and representation within a State and may include Units from adjoining States.
- L. **"Emergency"** means any occurrence or condition which results in a situation where assistance is requested to supplement local efforts and capabilities to save lives, protect property and protect the public health and safety, or to lessen or avert the threat of a catastrophe or Disaster or other Serious Threat to Public Health and Safety.
- M. **"Emergency Responder"** includes any person who is an employee or agent of an Unit. An Emergency Responder includes, without limitation, the following: firefighters (including full time, part time, volunteer, paid-on -call, paid on premises, and contracted personnel, as well as hazardous materials, specialized rescue, extrication, water rescue, and other specialized personnel), emergency medical services personnel, support personnel and authorized members of non-governmental response Units.
- N. **"Emergency Services"** means provision of personnel and equipment for fire protection, suppression, provision of rescue and emergency medical services, hazardous materials response, technical rescue and recovery, and any other emergency support for the protection of life and property in the event of an Emergency, Disaster, or other Serious Threat to Public Health and Safety, and includes joint Training for the provision of any such services by the Units.
- O. **"Incident Commander"** is the individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources in the provision of Emergency Services, has overall authority and

responsibility for conducting incident operations, and is responsible for the on-scene management of all incident operations.

- P. **"Incident Command System"** means a standardized management system such as the National Incident Management System (NIMS), designed to enable effective and efficient incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.
- Q. **"MABAS"** means the Mutual Aid Box Alarm System described in the Agreement, and is an intergovernmental agency formed pursuant to the authority of the Illinois Intergovernmental Cooperation Act and similar intergovernmental cooperation authority of other states in which Units reside.
- R. **"Mutual Aid"** is assistance from an Aiding Unit to a Requesting Unit as the result of an Emergency or other event and may precede the request for a Box Alarm and includes Automatic Mutual Aid.
- S. **"Requesting Unit"** means any Unit requesting assistance of another Unit under this Agreement.
- T. **"Serious Threats to Public Health and Safety"** means threats, incidents or planned events of sufficient magnitude that the adequate public safety response requires mutual aid or other assistance.
- U. **"Training"** means the instruction and/or assessment of Emergency Services during non-emergency drills and instruction whether in the field or classroom.
- V. **"Unit"** (also "Member Unit") means components of federal, state or local government, or other non-governmental emergency response organizations who have become Parties to this Agreement.

SECTION THREE – AUTHORITY AND ACTION TO EFFECT MUTUAL AID

The Parties hereby authorize and direct their respective Chief Officer, or designee, to take reasonably necessary and proper action to render and request Mutual Aid to and from the other Parties to the Agreement, and to participate in Training activities, all in furtherance of effective and efficient provision of Mutual Aid pursuant to this Agreement.

In accordance with a Party's policies and within the authority provided to its Chief Officer, upon an Aiding Unit's receipt of a request from a Requesting Unit for Emergency Services, the Chief

Officer, or the Chief Officer's designee such as the ranking officer on duty, may commit the requested Mutual Aid in the form of equipment, Emergency Responders, and Emergency Services to the assistance of the Requesting Unit. All aid rendered shall be to the extent of available personnel and equipment taking into consideration the resources required for adequate protection of the territorial limits of the Aiding Unit. The decision of the Chief Officer, or designee, of the Aiding Unit as to the personnel and equipment available to render aid, if any, shall be final.

SECTION FOUR – JURISDICTION OVER PERSONNEL AND EQUIPMENT

Emergency Responders dispatched to aid a Requesting Unit pursuant to this Agreement shall, at all times, remain employees or agents of the Aiding Unit, and are entitled to receive any benefits and compensation to which they may otherwise be entitled under the laws, regulations, or ordinances of the United States of America, their respective States, and their respective political subdivisions. This includes, but is not limited to, benefits for pension, relief, disability, death, and workers' compensation. If an Emergency Responder is injured or killed while rendering assistance under this Agreement, benefits shall be afforded in the same manner and on the same terms as if the injury or death were sustained while the Emergency Responder was rendering assistance for or within the Aiding Unit's own jurisdiction.

Emergency Responders of the Aiding Unit will come under the operational control of the Requesting Unit's Incident Commander, or other appropriate authority, until released. The Aiding Unit shall, at all times, have the right to withdraw any and all aid upon the order of its Chief Officer, or designee. The Aiding Unit shall notify the Incident Commander of the extent of any withdrawal, and coordinate the withdrawal to minimize jeopardizing the safety of the operation or other Emergency Responders.

If for any reason an Aiding Unit determines that it cannot respond to a Requesting Unit, the Aiding Unit shall promptly notify the Requesting Unit of the Aiding Unit's inability to respond; however, failure to promptly notify the Requesting Party of such inability to respond shall not be deemed to be noncompliance with the terms of this Section and no liability may be assigned. No liability of any kind shall be attributed to or assumed by a Party, for failure or refusal to render aid, or for withdrawal of aid.

SECTION FIVE – COMPENSATION FOR AID

Nothing herein shall operate to bar any recovery of funds from any third party, state or federal agency under any existing statutes, or other authority. Each Aiding Unit is responsible for the compensation of its Emergency Responders providing Mutual Aid and for any additional costs incurred to ensure its jurisdiction has adequate resources during the rendering of Mutual Aid.

Day-to-day Mutual Aid should remain free of charge and the administrative requirements of reimbursement make it infeasible to charge for day-to-day Mutual Aid. However, the following exceptions may be applied:

1. Third Party Reimbursement - Expenses for Emergency Services recoverable from third parties shall be proportionally distributed to all participating Units by the Unit recovering such payment from a third party. The Unit responsible for seeking payment from a third party shall provide timely notice to Aiding Units of a date by which submission of a request for reimbursement must be received. Reimbursement shall be based on the accurate and timely submission of allowable costs and documentation attributable to the incident by each Aiding Unit. These costs include manpower, use of equipment and materials provided, and damage or loss of equipment. The Unit recovering payment from a third party shall notify Aiding Units that such payment has been made and will reimburse the other Units. If the third-party payment is less than the full amount of all Units' cost submittals, the funds shall be proportionally distributed based on each Unit's submitted costs compared to the total of all costs submitted. Intrastate Emergency Management Agency Tasking - Expenses recoverable related to a response to an emergency or disaster at the request of a state's emergency management agency or authority. Reimbursement shall be based on the accurate and timely submission of allowable costs and documentation attributable to the response by each Aiding Unit. These costs include manpower, use of equipment and materials provided, and damage or loss of equipment. The Unit recovering payment from a state shall notify Aiding Units that such payment has been made and will reimburse the other Units. If the payment is less than the full amount of all Units' cost submittals, the funds shall be proportionally distributed based on each Unit's submitted costs compared to the total of all costs submitted.
2. Interstate Emergency Management Assistance Compact ("EMAC") Response – Expenses recoverable related to a response to an emergency or disaster at the request of a state's emergency management agency or authority to another state. Reimbursement shall be

based on the accurate and timely submission of allowable costs and documentation attributable to the response by each Aiding Unit. These costs include manpower, use of equipment and materials provided, and damage or loss of equipment. If these payments are not made directly to the participating Units, the Unit recovering payment from a state shall notify Aiding Units that such payment has been made and will reimburse the other Units. If the payment is less than the full amount of all Units' cost submittals, the funds shall be proportionally distributed based on each Unit's submitted costs compared to the total of all costs submitted.

3. Emergency Medical Services Billing – Member Units providing Mutual Aid under this Agreement may bill patients for emergency medical services in accordance with applicable federal, state, and local ambulance billing regulations.

SECTION SIX - INSURANCE

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, workers' compensation, auto, and, if applicable, watercraft, aircraft, drones or, emergency medical service professional liability, with minimum policy limits of:

Auto liability: \$1,000,000 combined single limit

General Liability: \$1,000,000 per occurrence

Emergency Medical Service Professional Liability: \$1,000,000 per occurrence

Workers' Compensation: Statutory limits

The obligations of this Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. To the extent permitted by governing law of the state in which a Party resides, each Party agrees to waive subrogation rights it may acquire, and to require any insurer to waive subrogation rights they may acquire, by virtue of the payment of claims, suits, or other loss arising out of this Agreement, and shall, as to any insurer, obtain any endorsement necessary to effectuate such waiver of subrogation.

SECTION SEVEN - LIABILITY

Each Party will be solely responsible for the acts of its own governing body, officers, employees, agents, and subcontractors, expressly including, but not limited to, all of its Emergency Responders, the costs associated with those acts, and the defense of those acts. No Party shall be responsible to another Party for any liability or costs arising from the act of an employee or agent of another Party. Each Party hereto shall hold other Parties hereto harmless for any liability or costs arising from the act of an employee or agent of another Party. The Provisions of this Section shall survive the termination of this Agreement by any Party.

Any Party responding under this Agreement to another state shall be considered agents of the Requesting Unit in the other state for tort liability and immunity purposes related to third-party claims to the extent permissible under the laws of both states. Nothing in this Section shall be deemed a waiver by any Party of its right to dispute any claim or assert statutory and common law immunities as to third parties.

SECTION EIGHT - CHAPTERS

For operational efficiency and representation of Units and Divisions, Chapters are hereby created on a state-by-state basis. Chapters shall elect a President to the Council of Chapter Presidents. When a Division forms within a state that does not have a Chapter, that Division will be affiliated with another state Chapter. When three Divisions within a state become organized, a Chapter for that state shall automatically be created, and Divisions within that state shall be transitioned to the new Chapter, unless prohibited by state statute(s).

Chapters shall have their own governing Board selected by the Units, Divisions, or Regions, and shall determine the number and role of Chapter officers. Chapters shall develop bylaws that provide for their governance and operations within the framework of this Agreement and the direction of the Council of Chapter Presidents. Chapters shall maintain authority to establish Divisions or Regions, to the assignment of Units to Divisions or Regions, and to establish emergency response procedures, protocols, resources, and training requirements. Chapters and their Divisions may fix and assess dues, secure appropriate insurance, own and maintain facilities, vehicles, apparatus and equipment, employ and provide benefits for personnel, operate specialized response teams, participate in EMAC activities, enter into agreements with other

governmental and non-governmental entities, and administer the affairs of their Chapter, to facilitate the purposes of MABAS.

SECTION NINE – COUNCIL OF CHAPTER PRESIDENTS

A Council of Chapter Presidents is hereby created that consists of the elected President of each state Chapter. The Council of Chapter Presidents shall facilitate coordination among state Chapters, adopt bylaws for the operation of the Council of Presidents, ensure compliance with this Agreement, recommend common operating procedures and practices, recommend changes to this Agreement, and promote unity to facilitate the purposes of MABAS. MABAS and the Council of Chapter Presidents shall be hosted by the founding Chapter of MABAS, Illinois, and shall be based therein. As the Council is hosted in Illinois, all issues and questions concerning the construction, validity, enforcement and interpretation of this Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois.

SECTION TEN - DIVISIONS

For operational efficiency and representation of Member Units, Divisions are hereby authorized on a Chapter-by-Chapter basis in accordance with procedures established by their Chapter. When a Division forms within a state that does not have a Chapter, that Division will be affiliated with another state Chapter in accordance with procedures established by that other state's Chapter.

Divisions shall have their own governing Board, shall determine the number and role of Division officers, and shall develop bylaws that govern their operations within the framework of this Agreement and direction of the Chapter and Council of Chapter Presidents. Divisions shall maintain authority to establish emergency response procedures, protocols, resources, and training requirements within the framework of this Agreement and the direction of the Chapter and Council of Chapter Presidents. Divisions may fix and assess dues, secure appropriate insurance, own and maintain facilities, vehicles, apparatus and equipment, employ and provide benefits for personnel, operate specialized response teams, enter into agreements with other governmental and non-governmental entities, and administer the affairs of their Division, to facilitate the purposes of MABAS.

SECTION ELEVEN - TERM

This Agreement shall be in effect for a term of one year from the date of signature hereof and shall automatically renew for successive one-year terms unless terminated in accordance with this Section. Any Party may terminate their participation within this Agreement, at any time, for any reason, or for no reason at all, upon ninety (90) days written notice to the applicable state Chapter. A Unit that terminates this Agreement must return any asset that is owned by, or provided from, a Chapter or its Divisions prior to the termination of the Agreement, unless agreed to otherwise in writing by the Chapter or Division. Costs associated with the recovery or replacement of said asset if it is not voluntarily returned after written notice has been given shall be borne by the departing Unit, including reasonable legal fees.

SECTION TWELVE - MISCELLANEOUS

- A. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any Party. By signing this agreement, each of the Parties affirm that they have taken all actions and secured all local approvals necessary to authorize and sign this Agreement.
- B. Binding Effect. This Agreement shall be binding upon and inure to the benefit of any successor entity which may assume the obligations of any Party hereto.
- C. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.
- D. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.
- E. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.

- F. Recitals. The Recitals shall be considered an integral part of this Agreement.
- G. No Third-Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication), right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.
- H. Counterpart Signatures. This Agreement may be signed in multiple counterparts. The counterparts taken together shall constitute one (1) agreement.
- I. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform their obligations under this Agreement.
- J. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
- K. Notices. Notices given under this Agreement shall be in writing and shall be delivered by one or more of the following processes: personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid to the head of the governing body of the participating agency.

SECTION THIRTEEN - AMENDMENT

An amendment may be proposed by any Party, Division or Chapter, and be presented to the Council of Chapter Presidents for review, comment, and modification. The Council of Chapter Presidents shall, after consideration, recommend final amendatory language to all Parties for adoption and execution. The Agreement may be amended only upon written agreement and approval of the governing bodies of two-thirds (2/3) of the Parties. All Amendments to this Agreement shall comply with the applicable laws of the respective states.

SECTION FOURTEEN – REVOCATION OF PRIOR AGREEMENTS

This Agreement shall replace all prior Mutual Aid Box Alarm System agreements effective at 12:01 a.m. Central Standard Time on January 1, 2024, and in accordance with the laws of their respective states. Any member Unit that has not become a Party to this Agreement by 12:01 a.m. Central Standard Time on January 1, 2024, shall no longer be affiliated with MABAS in any capacity, shall not continue to benefit from its prior association with MABAS, and shall not rely on the MABAS system for emergency responses, until subsequently rejoining MABAS by the adoption of an approving ordinance or resolution and entering into this Agreement, as may be amended from time to time. The effective date for any new Member Unit joining after January 1, 2024, shall be the date set forth next to the signature of that new Member Unit.

Any MABAS owned assets in the possession of a Unit that fails to execute this Agreement shall return said assets to MABAS no later than January 31, 2024. Costs associated with the recovery or replacement of said asset shall be borne by the Unit failing to execute this Agreement, including reasonable legal fees.

SECTION FIFTEEN - APPROVAL

This Agreement may be executed in multiple originals. The undersigned attests that they have the authority to execute this Agreement which has been approved by appropriate ordinance, resolution or authority and is hereby adopted by the _____, (Unit) this ____ day of _____, 202__. A certified copy of approving ordinance, resolution or authority, along with the executed Agreement shall be forwarded to the applicable state Chapter, and a master list of Parties shall be kept by the Council of Chapter Presidents.

By: _____

Title: _____

Attest: _____

Title: _____

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: **Bid Award – Power Line Right of Way
Clearance and Tree Trimming**

MEETING DATE: November 6, 2023

REQUESTED ACTION:

Approval of bids and authorization to award a contract to furnish all labor, materials and equipment for the Route 4 Double Circuit and South Railway Easement Power Line Right of Way Clearance and Tree Trimming.

BACKGROUND & STAFF COMMENTS:

Bids for the Route 4 Double Circuit and South Railway Easement Power Line Right of Way Clearance and Tree Trimming with an estimate circuit length of 5,544 feet were opened on Monday, October 30, 2023. This project includes furnishing all supervision, materials, labor, supplies, tools, equipment, and transportation necessary to trim or remove trees, brush, and perform other utility forestry services pertaining to power line right of way clearing. One bid was submitted:

Endrizzi Contracting, Inc. of Vienna, IL	\$109,000.00
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This circuit has experienced many issues and outages over the last several years. The City does not have the type of small equipment needed and City crews do not have the tree trimming expertise to climb and/or walk trees for this type of line clearance. This tree trimming will greatly improve the power reliability in this area.

FUNDING:

The cost of this project is budgeted in the Electric Funds for FY 23/24.

RECOMMENDATION:

Approval of low bid for furnishing all labor, materials and equipment for the Route 4 Double Circuit and South Railway Easement Power Line Right of Way Clearance and Tree Trimming and authorization to award a contract to Endrizzi Contracting, Inc. of Vienna, IL for a total amount of \$148,000.00.

SUGGESTED MOTION:

I move that the Council approve the low bid of \$109,000.00 and award a contract to Endrizzi Contracting, Inc. of Vienna, IL to furnish all labor, materials and equipment for construction of the Route 4 Double Circuit and South Railway Easement Power Line Right of Way Clearance and Tree Trimming and authorize appropriate officials to execute the necessary documents.

Prepared By: Melissa A. Schanz
Melissa A Schanz
City Clerk

Approved By: Cody Hawkins
Cody Hawkins
City Manager

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & City Council

FROM: Cody Hawkins, City Manager

SUBJECT: **Code Change – Public Comment Policy (First Reading)**

MEETING DATE: November 6, 2023

REQUESTED ACTION:

Council approval of an Ordinance to amend Chapter 1 – Administration to amend the Public Comment Policy of the City Code of Ordinances.

BACKGROUND & STAFF COMMENTS:

Council has had discussions previously regarding the removal of the second public comment period from the Council agenda. Attached is the draft ordinance to change the Public Comment Policy.

RECOMMENDATION:

Council policy decision.

SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance No. 23-____, amending Chapter 1 – Administration, Article IX – Public Comment Policy of the City Code of Ordinances.

Prepared By: Melissa A. Schanz
Melissa A Schanz
City Clerk

Approved By: Cody Hawkins
Cody Hawkins
City Manager

Attachments: A – Ordinance

ORDINANCE NO. 23-__

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CHAPTER 1,
ADMINISTRATION, ARTICLE IX, PUBLIC COMMENT POLICY OF THE CITY OF
MASCOUTAH, ILLINOIS**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN
ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Amending CHAPTER 1, ARTICLE IX, PUBLIC COMMENT POLICY,
as attached.

SECTION 2: This ordinance shall be in full force and effect after passage, approval and
publication as required by 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 20th day of November, 2023, 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>
John Weyant	___	___	___
Walter Battas	___	___	___
Nick Seibert	___	___	___
Mike Baker	___	___	___
Pat McMahan	___	___	___

APPROVED AND SIGNED by the Mayor of the City of Mascoutah, Illinois, this 20th
day of November, 2023.

ATTEST:

Mayor

City Clerk
(SEAL)

Chapter 1 - ADMINISTRATION
ARTICLE IX. PUBLIC COMMENT POLICY

Sec. 1-9-1. Public comment permitted.

Public comment shall be listed on each regularly scheduled City Council or commission meeting and persons shall be allowed to address the City Council or commission members as set forth in the following provisions.

Sec. 1-9-2. City council meeting provisions.

- (a) The city shall provide ~~two~~ one public comment periods in a city council meeting, ~~one~~ at the beginning of the meeting ~~and one at the end of the meeting~~ as listed on the agenda.
- (b) Individuals wishing to address the city council during the ~~first~~ public comment period are requested to complete the sign-up sheet prior to the start of the meeting. The sign-up sheet will be located at the entrance to the council chambers. Speakers may address the city council in the order listed. Each person may speak for a maximum of three minutes.
- (c) ~~During the second public comment period, the mayor will then ask if anyone else wishes to address the city council. For this comment period, those who desire to speak who had not previously requested to do so will be recognized in the order of their request. Those who spoke in the first comment period are also eligible to speak in the second comment period. Each person may speak for a maximum of three minutes.~~
- (d) Each speaker shall address the city council from the podium. Each speaker shall speak clearly and provide their name and address. Names of individuals will be recorded in the minutes of the meetings.
- (e) Speakers shall direct their comments to the city council and not to the audience. Council members shall direct their comments to their colleagues or staff members and not to the audience or the speaker. The mayor, city manager or his representative and/or city attorney shall address the speaker if needed.

Sec. 1-9-3. Commission meeting provisions.

- (a) One public comment period shall be provided during commission meetings.
- (b) At the appropriate time in the meeting, the commission chairman shall ask if anyone wishes to address the commission and will determine the order in which speakers will be recognized. Each person may speak for a maximum of three minutes.
- (c) Speakers shall direct their comments to the commission members and not to the audience. Commission members shall direct their comments to their colleagues or staff members and not to the audience or the speaker. The commission chairman or city manager or his representative and/or city attorney shall address the speaker if needed.

Sec. 1-9-4. Public hearing provisions.

Public hearings are held before the city council and/or various commission meetings of the city and provide the public the opportunity to comment on a specific issue(s) for the particular hearing. The public comment period shall follow a presentation of the subject of the hearing by a staff member or their representative.

- (a) Those wishing to speak or ask questions during the public hearing period are requested to complete the sign-up sheet prior to the start of the public hearing. The sign-up sheet will be located at the entrance to the council chambers. Speakers may address the city council or commission members in the order listed.
- (b) Each person may speak for a maximum of three minutes. Speakers shall direct their comments to the city council or commission members and not to the audience. Speakers shall limit their comments to the subject of the hearing.
- (c) City council or commission members shall direct their comments to their colleagues or staff members and not to the audience or the speaker. The mayor, commission chairman, city manager or his representative and/or city attorney shall address the speaker if needed.
- (d) These provisions shall not apply to public hearings conducted by the zoning board of appeals.

Sec. 1-9-5. Conduct.

- (a) If numerous persons wish to speak on a single topic, said persons shall be recognized, but repeated comments shall be discouraged.
- (b) Speakers, the public audience, and the city council or commission members shall maintain proper decorum at all times and shall not use abusive or foul language, make personal attack comments or exhibit unruly behavior. Any person who poses a threat or violates these decorum guidelines is subject to removal from the meeting.