

# Mascoutah City Council

May 2, 2022

## 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, April 18, 2022 City Council Meeting (Page 1 to Page 6) April 18, 2022 Executive Session Meeting (confidential, see City Clerk)

#### 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. COUNCIL BUSINESS

##### A. Council Items for Action –

##### 1. IDOT Resolution/Expenditure of MFT Funds for Maintenance of Streets and Highways (Page 7 to Page 10)

Description: Council adoption of Resolution approving the Motor Fuel Tax Maintenance Program beginning May 1, 2022 and ending April 30, 2023.

Recommendation: Council Approval and Adoption of Resolution.

##### 2. Appointments, Reappointments, and Ratifications (Page 11 to Page 12)

Description: Council acceptance of various appointments, reappointments, and ratifications.

Recommendation: Council Approval.

**3. Street Closing – Homecoming Parade** (Page 13 to Page 15)

Description: Council approval and adoption of a resolution for street closing for the annual Homecoming Parade.

Recommendation: Council Approval and Adoption of Resolution.

**4. Street Closing – Fall Fest** (Page 16 to Page 18)

Description: Council approval and adoption of a resolution to close Main Street (IL 177) on October 15, 2022 for the Fall Fest.

Recommendation: Council Approval and Adoption of Resolution.

**B. Council Miscellaneous Items**

- Leu Civic Center Budget Request

**C. City Manager**

**9. PUBLIC COMMENTS (3 MINUTES)**

**10. ADJOURNMENT TO EXECUTIVE SESSION**

- A. Purchase/Lease of Property – Section 2(c)(5)
- B. Litigation – Section 2(c)(11)
- C. Personnel – Section 2(c)(1)

**11. MISCELLANEOUS OR FINAL ACTIONS**

**12. ADJOURNMENT**

***POSTED 4/28/22 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/88112255379>

**You can also dial in using your phone.**

United States: +1 (312) 626-6799

**Access Code:** 881-1225-5379

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

**APRIL 18, 2022**

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 Doug Elbe.

*Absent:* None.

*Other Staff Present:* Assistant City Manager Kari Speir, City Clerk Melissa Schanz, City Attorney Al Paulson, Finance Coordinator Lynn Weidenbenner, City Engineer Tom Quirk, EMS Supervisor Jeremy Gottschammer, Assistant Fire Chief Rob Stookey, and Police Chief Scott Waldrup.

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

**AMEND AGENDA**

None.

**MINUTES**

The minutes of the April 4, 2022 regular City Council meeting were presented and approved as presented. The minutes of the April 4, 2022 Executive Session Meeting were presented and approved as presented.

*Motion passed.* Passed by unanimous yes voice vote.

**Mayor McMahan introduced the new City Manager Rebecca Ahlvin and her family.**

**PUBLIC COMMENTS**

Michael Shoemaker who resides at 301 N August expressed concern about the home that is falling down next to him at 300 N August. City Attorney Al Paulson stated that we are working with homeowner on condemnation.

Michael Shoemaker also asked that someone come look at the ditch that does not drain at his home at 301 N August. Staff stated they will put in a work order for someone to come take a look at the ditch.

Mike Baker a resident of Mascoutah asked the Council to reconsider the electric rate increase brought forward at tonight's meeting. Baker would like to see no change or if a change is decided add a sunset clause in it.

## **DEPARTMENT REPORTS**

*Assistant Fire Chief Rob Stookey* – March 2022 monthly report was provided.

*Police Chief Scott Waldrup* – March 2022 monthly report was provided.

*Finance Coordinator Lynn Weidenbenner* – March 2022 monthly financials were provided.

*Public Works Director Jesse Carlton* (absent) – March 2022 building and status report was provided by Assistant City Manager Kari Speir.

*City Engineer Tom Quirk* – March 2022 status report on public projects was provided.

## **REPORTS AND COMMUNICATIONS**

*Mayor* – Thanked our Lineman on National Lineman Day.

*City Council*

Weyant – Nothing to report.

Battas – Nothing to report.

Seibert – Attended the MAC Meeting.

Elbe – Nothing to report.

*Assistant City Manager* – Nothing to report.

*City Attorney* – Nothing to report.

*City Clerk* – Nothing to report.

## **COUNCIL BUSINESS**

### **CONSENT CALENDAR (OMNIBUS)**

The March 2022 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

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

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

### **BUDGET 22/23 – ADOPTION OF ORDINANCE (SECOND READING)**

Assistant City Manager presented report for Council approval and adoption of the City's FY22/23 Budget.

There was no further discussion.

Seibert moved, seconded by Elbe, to approve and adopt Ordinance 22-04, thereby establishing the City's FY 22/23 Budget.

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

### **CODE CHANGE – ELECTRIC, WATER & SEWER RATES (SECOND READING)**

Assistant City Manager presented report for Council approval of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance.

Councilman Battas stated he would like to revisit this at a later date and try to cut cost in other areas.

Councilman Battas added he would like to have a sunset clause for the electric rate increase. Mayor stated that the rates will be reviewed each year during the budget process for increase or decrease so there would be no need for a sunset clause.

There was no further discussion.

Weyant moved, seconded by Seibert to approve and adopt Ordinance 22-05, thereby modifying Chapter 11, Electric System, :Article 1, General Regulations, Section 1; and approve and adopt Ordinance 22-06, thereby modifying Chapter 38, Article 4 Division 2 Water Rates, Section 12 and Division 3 Sewer Rates, Section 31.

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

### **N LEBANON STREET RECONSTRUCTION – BID AWARD**

Assistant City Manager presented report for Council approval of bids and authorization to award a contract to furnish all labor, equipment, and materials for the N Lebanon Street Reconstruction Project.

There was no further discussion.

Weyant moved, seconded by Seibert, to approve the low bid of \$2,203,007.80 and award a contract to Hank's Excavating and Landscaping, Inc. of Belleville, IL to furnish all labor, equipment, and materials for construction of the N Lebanon Street Reconstruction Project and authorize appropriate officials to execute the necessary documents.

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

## **ENGINEERING SERVICES – N LEBANON STREET RECONSTRUCTION**

Assistant City Manager presented report for Council approval of an Engineering Services Agreement with TWM, Inc. for Construction Observation and Documentation for the N Lebanon Street Reconstruction Project.

There was no further discussion.

Seibert moved, seconded by Elbe, to approve a contract with TWM, Inc. for engineering services in the amount of \$99,600.00 for full time construction observation and documentation for the N Lebanon Street Reconstruction Project and authorize appropriate officials to execute the necessary documents.

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

## **RESOLUTION AND APPROVAL OF ENGINEERING SERVICES – N JEFFERSON STREET (IL 4) SHARED USE PATH**

Assistant City Manager presented report for Council approval of Resolution allocating funds in the amount of \$84,869.00 for the N Jefferson Street (IL 4) Shared Use Path Project, approval of an Engineering Services Agreement with TWM, Inc. in the amount of \$84,869.00 for the design, preparation of plans and specifications, and bidding assistance for the N Jefferson Street (IL 4) Shared Use Path Project, and approval of a Joint Funding Agreement with the Illinois Department of Transportation (IDOT).

There was no further discussion.

Seibert moved, seconded by Battas, to approve and adopt Resolution No. 21-22-24, a Resolution allocating City funds in the amount of \$84,869.00 for the N Jefferson Street (IL 4) Shared Use Path Project, approve an Engineering Services Agreement with TWM, Inc. in the amount of \$84,869.00 for the design, preparation of plans and specifications, and bidding assistance for the N Jefferson Street (IL 4) Shared Use Project, and approve a Joint Funding Agreement with IDOT authorizing appropriate City officials to execute the necessary documents.

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

## **PC 22-01 – RECYCLE YARD OFFICE AND MAINTENANCE GARAGE FOR SURMEIER & SURMEIER INC – SITE PLAN AND ARCHITECTURAL REVIEW**

Assistant City Manager presented report for Council consideration of approval of Site Plan and Architectural Elevations for a proposed building to contain an office and maintenance garage facility on property located approximately at 9838 State Route 161 (parcel no. 10-19-0-200-020).

There was no further discussion.

Elbe moved, seconded by Seibert, to approve the Site Plan and Architectural Elevations for a proposed building to contain an office and maintenance garage facility on property located approximately at 9838 State Route 161, subject to the attached Findings and Conditions of Approval.

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

#### **COUNCIL – MISCELLANEOUS ITEMS**

None.

#### **CITY MANAGER – MISCELLANEOUS ITEMS**

None.

#### **PUBLIC COMMENTS**

Former Mayor Daugherty gave a brief history of our electric, water and sewer rates and explained how he feels that the increase is needed to move forward with growth and development.

Kevin Dawson welcomed Mrs. Ahlvin.

#### **ADJOURNMENT TO EXECUTIVE SESSION**

Elbe moved, seconded by Battas, to adjourn to Executive Session to discuss Purchase/Lease of Property – Section 2(c)(5), Litigation – Section 2(c)(11) and Personnel – Section 2(c)(1) at 7:39p.m.

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

#### **RETURN TO REGULAR SESSION**

Weyant moved, seconded by Seibert, to return to regular session at 7:53p.m.

#### **MISCELLANEOUS OR FINAL ACTIONS**

##### **EMPLOYMENT AGREEMENT – CITY MANAGER**

Council approval and authorization of Employment Agreement for the position of City Manager.

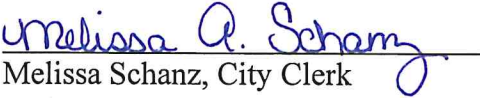
Seibert moved, seconded by Elbe, to approve the Employment Agreement with Rebecca Ahlvin for the position of City Manager and authorize appropriate officials to execute the necessary documents.

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

## ADJOURNMENT

Battas moved, seconded by Weyant, to adjourn at 7:55 p.m.

*Motion passed.* Motion passed by unanimous yes voice vote.

  
Melissa Schanz, City Clerk



# CITY OF MASCOUTAH

## Staff Report

**TO:** Honorable Mayor & Council

**FROM:** Kari Speir, Assistant City Manager

**SUBJECT:** **IDOT Resolution/Expenditure of MFT Funds for Maintenance of Streets and Highways**

**MEETING DATE:** May 2, 2022

**REQUESTED ACTION:**

Adoption of Resolution approving the Motor Fuel Tax Maintenance Program beginning May 1, 2022 and ending April 30, 2023.

**BACKGROUND & STAFF COMMENTS:**

This is an action required by the City Council for the oil and chip program, purchasing various maintenance materials, bridge inspection, preliminary engineering for the reconstruction of Onyx Drive at IL Route 4, and preliminary engineering for the reconstruction of South County Road/McKinley Street using Rebuild Illinois Bond Grant Funds. MFT Maintenance Program reimburses the City for funds expended on roadway related maintenance. As we have described before, the maintenance allocation is on the basis of "per capita" in the City. Funds not used will be stored in our MFT Fund.

The appropriate resolution is attached for Council action. Also attached is the Municipal Estimate of Maintenance Costs.

**FUNDING:**

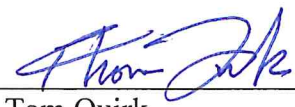
None required.

**RECOMMENDATION:**

City Manager recommends that the Council approve and adopt this resolution.

**SUGGESTED MOTION:**

I move that the Council approve and adopt IDOT Resolution No. 22-23-\_\_\_\_, a Resolution for Maintenance Under the Illinois Highway Code.

Prepared By:   
Tom Quirk  
City Engineer

Approved By:   
Kari Speir  
Assistant City Manager

Attachments: A – Resolution  
B – Estimate of Maintenance Costs



Resolution for Maintenance  
Under the Illinois Highway Code



Resolution Number	Resolution Type	Section Number
22-23-	Original	23-00000-00-GM

BE IT RESOLVED, by the Council of the City of Mascoutah Illinois that there is hereby appropriated the sum of five hundred thirty thousand Dollars ( \$530,000.00 ) of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 05/01/22 to 04/30/23 .  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Mascoutah shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Melissa Schanz City Clerk in and for said City of Mascoutah in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Council of Mascoutah at a meeting held on 04/02/22 .  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 3rd day of May, 2022 .  
Day Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer  
Department of Transportation

Date



Estimate of Maintenance Costs

Submittal Type **Original**

Maintenance Period

Local Public Agency

County

Section Number

Beginning

Ending

City of Mascoutah

St. Clair

23-00000-00-GM

05/01/22

04/30/23

Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
1. Oil & Chip Seal (A-1 Treatment)	III	No	CM-16 Crystalline Crushed Stone (Trap Rock) Furnish to Stockpile	Ton	500	\$35.00	\$17,500.00	
	III	No	Liquid Asphalt (CRS-2) Furnished and Applied	Ton	150	\$600.00	\$90,000.00	
	III	No	Truck and Motorized Chip Box Spread CM-16	Ton	1,500	\$30.00	\$45,000.00	\$152,500.00
2A. Oil & Chip Patching	III	No	Liquid Asphalt (HFE-150) Furnished to Storage Tank	Ton	30	\$600.00	\$18,000.00	
2B. Oil & Chip Patching	III	No	CM-16 Crystalline Crushed Stone (Trap Rock) Furnished to Stockpile	Ton	300	\$35.00	\$10,500.00	\$28,500.00
3A. Patching and Repair	III	No	Course Aggregate CA-6	Ton	300	\$12.00	\$3,600.00	
3B. Patching and Repair	IIA	No	Cold Mix Asphalt Filler	Ton	50	\$120.00	\$6,000.00	
3C. Patching and Repair	IIA	No	Crack Sealer RD Saver 211	Pound	11,000	\$1.00	\$11,000.00	\$20,600.00
4. ADA Sidewalk Improvements	IIB	Yes	Sidewalk and Curb Replacement	Sq. Ft.	10,000	\$10.00	\$100,000.00	\$100,000.00
5. Culvert Replacement	IIA	No	Pipe Culverts (various sizes)	Foot	300	\$16.00	\$4,800.00	\$4,800.00
6A. Snow Removal	IIA	No	Salt	Ton	200	\$75.00	\$15,000.00	
6B. Snow Removal	III	No	Slag Sand	Ton	100	\$15.00	\$1,500.00	\$16,500.00
7. Signs and Posts	IIA	No	Street Signs and Posts	Each	50	\$125.00	\$6,250.00	\$6,250.00
8A. Storm Sewers	IIA	No	Inlets, Frames & Grates	Each	10	\$1,000.00	\$10,000.00	
8B. Storm Sewers	IIA	No	Storm Sewers (various sizes)	Foot	350	\$16.00	\$5,600.00	\$15,600.00
9. S County Road/ McKinley Street Reconstruction Preliminary Engineering	IV	Yes	Concrete curbs, sidewalk, storm sewers, aggregate base, HMA pavement, seeding, etc.	Foot	1,500	\$100.00	\$150,000.00	\$150,000.00
10. Onyx Drive Reconstruction Preliminary Engineering	IV	Yes	Concrete curbs, sidewalk, storm sewers, aggregate base, HMA Pavement, seeding, etc.	Foot	300	\$100.00	\$30,000.00	\$30,000.00

**Estimate of Maintenance Costs**Submittal Type **Original**

Local Public Agency			County		Section		Maintenance Period	
Beginning			Ending					
City of Mascoutah			St. Clair		23-00000-00-GM		05/01/22	04/30/23
11. Bridge Inspection	IIA	No	Bridge Inspection	Each	2	\$2,500.00	\$5,000.00	\$5,000.00
							<b>Total Operation Cost</b>	\$529,750.00

**Estimate of Maintenance Costs Summary****Maintenance**

	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor				
Local Public Agency Equipment				
Materials/Contracts(Non Bid Items)	\$63,650.00			\$63,650.00
Materials/Deliver & Install/Materials Quotations (Bid Items)	\$286,100.00			\$286,100.00
Formal Contract (Bid Items)				
<b>Maintenance Total</b>	\$349,750.00			\$349,750.00

**Estimated Maintenance Eng Costs Summary****Maintenance Engineering**

	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering	\$30,000.00	\$150,000.00		\$180,000.00
Engineering Inspection				
Material Testing				
Advertising	\$250.00			\$250.00
Bridge Inspection Engineering				
<b>Maintenance Engineering Total</b>	\$30,250.00	\$150,000.00		\$180,250.00
<b>Total Estimated Maintenance</b>	\$380,000.00	\$150,000.00		\$530,000.00

Remarks

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**SUBMITTED**

Local Public Agency Official	Date

Title

**APPROVED**

County Engineer/Superintendent of Highways	Date

Regional Engineer Department of Transportation	Date

**CITY OF MASCOUTAH  
Staff Report**

**TO:** Honorable Mayor and City Council

**FROM:** Kari Speir, Assistant City Manager

**SUBJECT:** **Appointments, Reappointments, and Ratifications**

**MEETING DATE:** May 2, 2022

**REQUESTED ACTION:**

Council acceptance of various appointments, reappointments and ratifications.

**BACKGROUND:**

Staff and Professional Services appointments/reappointments

Mascoutah Fire Department, 1 year – Fire Chief Joe Zinck, Assistant Fire Chief Rob Stookey, Deputy Fire Chief Greg Moll  
City Attorney – Al Paulson (Alvin C. Paulson, Attorney at Law), 1 year  
Engineer Services – Thouvenot, Wade & Moerchen, Inc., 1 year  
Engineer Services (Electric) – Barnes, Henry, Meisenheimer, & Gende, Inc., 1 year

Boards and Commission appointments/reappointments

*Planning Commission*

Bruce Jung (reappointment – 4 years)  
Bill Millikin (appointment – 4 years)

*Finance Committee*

Tim Boyce (reappointment – 4 years)

*Parks & Recreation Commission*

Harold Knoth (reappointment – 4 years)  
Nick Carr (reappointment – 4 years)

*Zoning Board of Appeals*

Kimberly Kilgore (reappointment – 5 years)  
Richard Fuess (reappointment – 5 years)

*Economic Development Commission*

Bill Millikin (reappointment – 4 years)  
Tony Sax (reappointment – 4 years)

*Cemetery Board*

Dan Dietz (reappointment – 4 years)  
Nancy Larson (reappointment – 4 years)  
Cathy Klingelhoef (reappointment – 4 years)

*Fire and Police Commission*

Jon Vernier (reappointment – 3 years)

*Library Board*

Nancy Larson (reappointment – 3 years)

Kay Connolly (reappointment – 3 years)

Roger Grodeon (reappointment – 3 years)

Board Ratifications: Must be done each year in order for the City to provide property and liability insurance to the City-owned buildings.

*Leu Civic Center*

*Senior Center*

*Mascoutah Improvement Association*

*Mascoutah Cemetery Chapel Committee*

*Mascoutah Historical Society*

**RECOMMENDATION:**

Council acceptance of various appointments, reappointments and ratifications.

**SUGGESTED MOTION:**

I move that the Council accept the appointments, reappointments and ratifications as identified.

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

Approved By: Kari D. Speir  
Kari Speir  
Assistant City Manager

## CITY OF MASCOUTAH

### Staff Report

**TO:** Honorable Mayor & Council  
**FROM:** Kari Speir – Assistant City Manager  
**SUBJECT:** Street Closings – Homecoming Parade

**MEETING DATE:** May 2, 2022

**REQUESTED ACTION:**

Council approval and adoption of a resolution for street closings for the annual Homecoming Parade.

**BACKGROUND & STAFF COMMENTS:**

The Mascoutah Improvement Association will be holding the annual Homecoming Parade on Saturday, August 6<sup>th</sup> and Sunday, August 7<sup>th</sup> at 5 p.m. The organization is requesting that Main Street be closed from Lebanon to Sixth Street and Sixth Street from Main Street to Park Drive from 4:00 p.m. to 7:00 p.m. on Saturday and Sunday. This request is coming before the Council because it involves State Highways and requires a Council resolution before we submit it to IDOT.

**RECOMMENDATION:**

City Manager recommends that the Council approve resolution.

**SUGGESTED MOTION:**

I move that the Council approve and adopt Resolution No. 22-23-\_\_\_ to authorize the closing of Main Street from Lebanon Street to Sixth Street and Sixth Street from Main Street to Park Drive, from 4:00 p.m. to 7:00 p.m. on August 6<sup>th</sup> and from 4:00 p.m. to 7:00 p.m. on August 7<sup>th</sup> for the annual Mascoutah Homecoming Parade.

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

Approved By: Kari Speir  
Kari Speir  
Assistant City Manager

Attachments: A – IDOT Resolution

**RESOLUTION NO. 22-23-\_\_**

**WHEREAS**, the City of Mascoutah is sponsoring a Homecoming Parade in the City of Mascoutah which constitutes a public purpose; and

**WHEREAS**, this Homecoming Parade will require the temporary closure of Route 177, a State Highway in the City of Mascoutah from Lebanon Street to Sixth Street and the closure of Sixth Street from Main Street to Park Drive; and

**WHEREAS**, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

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

That permission to close off Route 177 from Lebanon Street to Sixth Street and Sixth Street from Main Street to Park Drive as above designated, be requested of the Department of Transportation.

**BE IT FURTHER RESOLVED**, that this closure shall occur during the approximate time period between 4:00 P.M. and 7:00 P.M. on August 6, 2022 and between 4:00 P.M. and 7:00 P.M. on August 7, 2022.

**BE IT FURTHER RESOLVED**, that traffic from that closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted for the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.)\* The detour route shall be as follows: traffic traveling west on Rt. 177: north on Rt. 4 to Fuesser Road, west on Fuesser Road to County Road, south on County Road to Rt. 177. Traffic traveling east on Rt. 177: north on County Rd to Fuesser Road, east on Fuesser Road to Rt. 4. Traffic traveling south on Sixth Street: east on Fuesser Road to Rt. 4 or west on Fuesser Road and south on County Road to Rt. 177. \*To be used when appropriate.

**BE IT FURTHER RESOLVED**, that the City of Mascoutah assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

**BE IT FURTHER RESOLVED**, that police officers or authorized flaggers shall at the expense of the City of Mascoutah be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

**BE IT FURTHER RESOLVED**, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

**BE IT FURTHER RESOLVED**, that all debris shall be removed by the City of Mascoutah prior to reopening the State Highway.



**BE IT FURTHER RESOLVED**, that such signs, flags, barricades, etc., shall be used by the City of Mascoutah as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Mascoutah.

**BE IT FURTHER RESOLVED**, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

**BE IT FURTHER RESOLVED**, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (NOTE: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

**BE IT FURTHER RESOLVED**, that to the fullest extent permitted by law, the City of Mascoutah shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the City of Mascoutah regardless of whether or not such claim, damage, loss of expense is caused in part by the act, omissions or negligence of the Department or its officers, employees or agents.

**BE IT FURTHER RESOLVED**, that the City of Mascoutah shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the minimum amount of \$1,000,000 per person and \$2,000,000 aggregate, which has the Illinois Department of Transportation and its officials, employees, and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

**ADOPTED and APPROVED** by the Mayor and City Council of the City of Mascoutah this 2<sup>nd</sup> day of May, 2022, A.D.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk  
(SEAL)

**CITY OF MASCOUTAH**  
**Staff Report**

**TO:** Honorable Mayor & Council  
**FROM:** Kari Speir, Assistant City Manager  
**SUBJECT:** Street Closing – Fall Fest

**MEETING DATE:** May 2, 2022

**REQUESTED ACTION:**

Council approval and adoption of a resolution to close Main Street (IL 177) on October 15, 2022 for the Fall Fest.

**BACKGROUND & STAFF COMMENTS:**

Mascoutah Chamber of Commerce will be holding the Fall Fest on Saturday, October 15. They are requesting closing of Main St. (IL 177) from Second St. to Route 4 from 7 a.m. to 5 p.m. This request is coming before the Council because it involves a State Highway and requires a Council resolution before we submit it to IDOT.

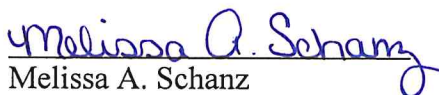
**RECOMMENDATION:**

Council approval of resolutions to close Main Street for the Fall Fest.

**SUGGESTED MOTION:**

I move that the Council authorize the closing of Main Street (IL 177) from Second St. to Route 4 on October 15, 2022 from 7 a.m. to 5 p.m. for the annual Fall Fest by adopting Resolution No. 22-23-\_\_.

Prepared By:

  
Melissa A. Schanz  
City Clerk

Approved By:

  
Kari Speir  
Assistant City Manager

Attachments: A – IDOT Resolution

**RESOLUTION NO. 22-23-\_\_**

**WHEREAS**, the City of Mascoutah is sponsoring a Fall Fest in the City of Mascoutah which constitutes a public purpose; and

**WHEREAS**, this Fall Fest will require the temporary closure of Route 177, a State Highway in the City of Mascoutah from IL Route 4 to Second Street; and

**WHEREAS**, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

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

That permission to close off Route 177 from IL Route 4 to Second Street as above designated, be requested of the Department of Transportation.

**BE IT FURTHER RESOLVED**, that this closure shall occur during the approximate time period between 7:00 A.M. and 5:00 P.M. on October 15, 2022.

**BE IT FURTHER RESOLVED**, that traffic from that closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted for the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.)\* The detour route shall be as follows: traffic traveling west on Rt. 177: north on Rt. 4 to Harnett Street, west on Harnett Street to 6<sup>th</sup> Street, south on 6<sup>th</sup> Street to Rt. 177. Traffic traveling east to use same detour. Traffic traveling north on Rt. 4: west on Harnett to 6<sup>th</sup> Street, south on 6<sup>th</sup> Street to Rt. 177. Traffic traveling south on Rt. 4 to use the same detour.

\*To be used when appropriate.

**BE IT FURTHER RESOLVED**, that the City of Mascoutah assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

**BE IT FURTHER RESOLVED**, that police officers or authorized flaggers shall at the expense of the City of Mascoutah be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

**BE IT FURTHER RESOLVED**, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

**BE IT FURTHER RESOLVED**, that all debris shall be removed by the City of Mascoutah prior to reopening the State Highway.

**BE IT FURTHER RESOLVED**, that such signs, flags, barricades, etc., shall be used by the City of Mascoutah as may be approved by the Illinois Department of Transportation. These

items shall be provided by the City of Mascoutah.

**BE IT FURTHER RESOLVED**, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

**BE IT FURTHER RESOLVED**, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (NOTE: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

**BE IT FURTHER RESOLVED**, that to the fullest extent permitted by law, the Mascoutah Chamber of Commerce shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the Mascoutah Chamber of Commerce regardless of whether or not such claim, damage, loss of expense is caused in part by the act, omissions or negligence of the Department or its officers, employees or agents.

**BE IT FURTHER RESOLVED**, that the City of Mascoutah shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the minimum amount of \$1,000,000 per person and \$2,000,000 aggregate, which has the Illinois Department of Transportation and its officials, employees, and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department before the road is closed.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

**ADOPTED and APPROVED** by the Mayor and City Council of the City of Mascoutah this 2<sup>nd</sup> day of May, 2022, A.D.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk  
(SEAL)