

**MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, MARCH 19, 2024, AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS**

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Mayor McKinney called the meeting to order.

On call of the roll the following answered present: Commissioners McDowell, Frierson, Holmes, Fischer, and Mayor McKinney. A quorum was present.

Also present: Police Chief Eric Barden, Building & Zoning Director Richard Ianson, Public Works Director Ray Roberts, City Administrator David Knabel, and City Attorney James Vasselli. Fire/Rescue Chief Justin Stried and Finance Director Kris Conway were absent.

Mr. Bremner led in the Pledge of Allegiance to the Flag.

**AGENDA CHANGES**

It was moved by Commissioner Frierson, seconded by Commissioner Fischer to accept the City Council meeting agenda with the following changes:

Remove:

Item 9 (c) Extending a Special Use Permit for a 2.5- Megawatt Direct Current/2- Megawatt Alternate Current Fixed Tilt Ground Mounted Community Solar Project

Item 9 (f) Authorizing and approving the purchase of essential equipment (CPR-Assist Device)

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney aye. Motion carried.

**SPECIAL PRESENTATION/OFFICER RECOGNITION**

Mayor McKinney presented Sergeant Jonathan Meyers with a Resolution of Commendation. Chief Barden commended Sergeant Meyers for his work on the police department training program and grant writing.

**CITIZEN COMMENTS**

There were no Citizen Comments.

**CONSENT AGENDA**

It was moved by Commissioner Frierson, seconded by Commissioner Holmes that the Minutes be approved as follows:

- (a) **APPROVAL OF MINUTES:** a Regular Meeting held on February 20, 2024 at 7:00 p.m.;

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell that the Bills be approved as follows:

- (b) **BILLS:** Vouchers 145384 through 145516 drawn on Huntington National Bank, N.A. Total: \$868,861.32.

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Fischer, seconded by Commissioner Frierson that the Proclamation be approved as follows:

- (c) **PROCLAMATION:** Vietnam Veteran's Day – March 29, 2024

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

**RESOLUTION/SUPPORTING CONSTRUCTION OF AN EDUCARE SCHOOL**

Mayor McKinney presented a Resolution Supporting the Construction of an Educate School. Tracey Mikasa, Managing Director of Start Early stated they are looking to build this school as a nationwide model for the early childhood program. The school will include 174 children and will focus on families and providing resources. This is part of system development of which there is a lot of need in Lake County. She is excited about partnering together on the project. She noted that they will be raising funds privately. Mayor McKinney congratulated Ms. Mikasa on the project and thanked Diana Rauner, President of the Start Early program. He noted that the kids here need the program as it helps prepare them for the future. The resources have not been available for a while and is truly needed.

It was moved by Commissioner Holmes, seconded by Commissioner Frierson that a Resolution (24-R-2) be passed supporting the construction of an Educare School within the City of Zion. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Resolution passed.

**ABATING TAX/GENERAL OBLIGATION BONDS - SERIES 2017**

A memo (24-DOC-18) was received from Director Conway regarding an ordinance abating the General Obligation Bonds Series 2017 principal and interest payments for tax levy year 2023. Director Conway noted that Bond issues are secured by the tax levy the same way a house is used as collateral for a mortgage. Should the City not be able to make the payments using an alternate revenue stream, they would be required to levy for the funds to insure payment. Since the City is in a position to make the payments without adding the burden to homeowners, the bond can be abated and will not appear on the levy for the 2023 tax year. By passing the ordinance, the debt service payments for the Series 2017 bonds will not appear on the real estate tax bills.

It was moved by Commissioner Fischer, seconded by Commissioner McDowell that an Ordinance (24-0-14) be passed abating the tax heretofore levied for the Year 2023 to pay the Principal of and Interest on \$3,140,000 Taxable General Obligation Refunding Bonds (Alternate Revenue Source), Series 2017, of the City of Zion, Lake County, Illinois. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**ORDINANCE/AMENDING CHAPTER 56/ZION MUNICIPAL CODE**

Administrator Knabel stated the amendments to Liquor Code are in part for clarification of the liquor licenses. Additionally, for the Liquor Code to reflect video gaming per the state statutes. Moving forward licenses will be more specific. The number of licenses has been removed giving the authority to the City Council. Commissioner Frierson asked what the procedure will be moving forward. Administrator Knabel stated anyone can apply for a license but currently there are not any licenses available. He noted that having a specific number of licenses tends to create confusion. Eliminating this will address each license on a case by case basis. The Liquor Commission vets the application to be sure the applicant is following the Code. They will then make a recommendation to the City Council. The Council will then make the final decision based on what is in the best interest of the City.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell that an Ordinance (24-O-15) be passed amending provisions of Chapter 56 of the Zion Municipal Code regarding Liquor License classifications. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**ORDINANCE/REDEVELOPMENT AGREEMENT/DUKAS ENTERPRISES**

A memo (24-DOC-19) was received from Economic Development regarding a TIF Economic Incentive Agreement with Dukas Enterprises, Inc. Administrator Knabel stated on December 4, 2023, the Tax Increment Finance (TIF) Board considered an application for assistance submitted by Dukas Enterprises Ltd (dba Dukas Automotive) requesting financial assistance from the Route 173/Lewis Avenue Redevelopment TIF (TIF #7) with costs associated with installing new signage located at 2225 Lewis Avenue. The TIF Board of Review recommended approval of the Petitioners application for an amount not to exceed \$35,000. Staff supports the TIF Board's recommendation and recommends approval of an Economic Incentive Agreement with Dukas Automotive Ltd. as they are a long-standing business in the City.

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that an Ordinance (24-O-16) be passed approving and authorizing a Redevelopment Agreement by and between the City of Zion and Dukas Enterprises, Limited. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**ORDINANCE/GENERATOR MAINTENANCE AGREEMENT/GENSERV**

A memo (24-DOC-20) was received from Chief Stried regarding a maintenance agreement for generators for the Fire Station 1, Fire Station 2 and the ESDA Center. Service and ongoing preventative maintenance is very much needed on each unit, and GenServ (previously known as Illini Power) has been recommended for providing generator service to City equipment. He is recommending approval of the agreement as presented. The total amount of the maintenance agreement for all 3 generators is \$4,976.64 and is included in each department's Building & Grounds budget.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that an Ordinance (24-O-17) be passed authorizing and approving a power maintenance agreement with GenServe LLC. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**DISPOSAL OF SURPLUS PROPERTY/POLICE DEPARTMENT**

A memo (24-DOC-21) was received from Chief Barden requesting the donation of discarded and damaged bicycles. Chief Barden stated the City and Police Department have collected discarded and damaged bicycles for years as part of a previous auction program. The program was beneficial at the time but has been discontinued for many years. Since that time, they continued to collect bicycles having a significant amount in storage. Staff has researched and located a not-for-profit organization called Working Bikes based in Chicago that will recycle or reuse the donated bikes. Working Bikes NFP works to provide training, education and bikes for transportation to many people, both here in the U.S. and abroad. He requests to donate the entire collection of bicycles in storage to Working Bikes in Chicago. Working Bikes will be responsible for the collection and haul away of all bikes in the donation.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that an Ordinance (24-O-18) be passed authorizing and approving the disposal of surplus property of discarded and damaged bicycles and be donated to Working Bikes in Chicago, Illinois. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**PURCHASE/INTERACTIVE TRAINING EQUIPMENT/POLICE DEPARTMENT**

A memo (24-DOC-22) was received from Chief Barden requesting to purchase interactive training equipment for the Zion Police Department. Chief Barden stated he instructed staff to seek out and apply for available grants in the police department. The Zion Police Department applied for and was awarded a grant specific to recruitment and retention. The grant included a VirTra V180 training simulator. This is a modern state-of-the-art training platform that will assist with the development and training of all ZPD officers. Additionally, the system would be used during the Citizen's Police Academy as well as other related community development opportunities. This system is a stand-alone proprietary product developed and sold by the VirTra company. Therefore, he recommends and requests waiving the bid process and approving the no match fully grant funded equipment. The total cost for the equipment is \$262,313.08. Mayor McKinney noted that this can give residents an idea of what the officers go through. He feels it is a great benefit for Zion and may eventually lead to other agencies coming to Zion to train.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that an Ordinance (24-O-19) be passed authorizing and approving the purchase of products and services (Interactive Training Equipment) from Vitra, Inc. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

#### **ORDINANCE/USE OF DRONES/ZION POLICE DEPARTMENT**

A memo (24-DOC-23) was received from Chief Barden requesting that the Council adopt an ordinance approving the use of drones by the Zion Police Department. Chief Barden stated with the continued advancement of technology, he has seen an increased need and use of unmanned flying aircraft (drones) within the City of Zion for law enforcement purposes. All flying of drones within the City by ZPD officers will be done so within accordance of all State and Federal regulations and guidelines. Additionally, all operators will be required to pass all FAA requirements prior to flight. He requests the Council approve and adopt the ordinance as presented. Commissioner Fischer asked how many pieces of equipment there will be. Chief Barden stated initially there will be 2 specific drones; robust units with a speaker, flashlight and thermal camera. In the past they have requested drones from neighboring communities. He noted that the officers will be attending the training in the coming weeks. Commissioner Fischer asked if there will be one on every shift. Chief Barden stated he is looking to have them in the cars with the officers. They will start out with 3 certified pilots hoping to expand to 6. Commissioner Fischer asked how much the certification will cost. Chief Barden stated the cost of the course and certification is \$2,800. He noted that the purchase will be from the IPRF grant which is the City's workers compensation provider. Mayor McKinney noted that this can assist in locating missing persons and also has night time imaging.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that an Ordinance (24-O-20) be passed authorizing and approving the use of drones by the Zion Police Department on behalf of the City of Zion. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

#### **ORDINANCE/APPROVING ENHANCED SECURITY MEASURES/CITY OF ZION PROPERTY**

A memo (24-DOC-24) was received from Chief Barden requesting that the Council adopt an ordinance approving enhanced security measures in the City of Zion. Chief Barden stated in light of recent events and escalating levels of violence being seen across the country and nation, he recommends adoption and approval of an ordinance approving enhanced security measures to be taken on City of Zion property. Commissioner Fischer asked what these measures would look like. Chief Barden stated that is up to the Council. He would like to start by putting up signs in Zion indicating that citizens may be subject to a search with the possibility of using hand-held metal detectors.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes that an Ordinance (24-O-21) be passed authorizing and approving enhanced security measures to be taken on City property located within the City of Zion. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

#### **ORDINANCE/SURPLUS PROPERTY/GENERATOR/POLICE DEPARTMENT**

A memo (24-DOC-25) was received from Chief Barden requesting that a generator in the police department be declared as surplus property. Chief Barden stated the generator previously served the ZPD approximately 20 years ago. It was since moved to storage and is no longer serviceable. Once approved, he will work with the City's Fleet Maintenance Department to find a vendor willing and able to sell, recycle or dispose of the generator; an Onan 45 DYJ Stand by Generator, Model #45.0DYJ-15R/15559-A, Serial #1174893604.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer that an Ordinance (24-O-22) be passed declaring a generator in the police department as surplus property; an Onan 45 DYJ Stand by Generator, Model #45.0DYJ-15R/15559-A, Serial #1174893604. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**ORDINANCE/LEASE/0 NORTH GREEN BAY ROAD**

A memo (24-DOC-26) was received from Director Ianson requesting approval of a lease for property located at 0 North Green Bay Road. Director Ianson stated that Michels Pipeline, Inc. is requesting to lease two parcels for employee parking located behind CVS for the construction of the Renewable Natural Gas Processing Facility at the landfill, (Outlot A PIN #0418108002 and lot 8 PIN #0418108006). They have agreed to lease both properties for \$1,000 a month. They anticipate the project will last from March 25<sup>th</sup> thru November 25<sup>th</sup>. They will provide port-o-lets and trash cans for the employees to use during the duration of the construction. Upon completion of the project, they will provide surface aggregate and re-grade the lots to their original condition.

It was moved by Commissioner Frierson, seconded by Commissioner Holmes that an Ordinance (24-O-23) be passed authorizing the lease of property located at or about 0 N Green Bay Road between Michels Pipeline, Inc. and the City of Zion for parking and/or construction-related activities. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**APPROVAL/CONSTRUCTION MANAGEMENT SERVICES RFP/FIRE STATION #2**

A memo (24-DOC-27) was received from Administrator Knabel requesting approval of Construction Management Services for the planned construction and demolition of Zion Fire Station #2. Administrator Knabel stated an RFP was issued for construction manager services as it relates to this project. The station has been in significant state of disrepair for years and would take significantly more financial resources to address all repairs than is feasible or prudent. As a result, they began the process for planning for replacement with the RFP. Five responses were received to the proposal which were reviewed by Commissioner McDowell, Commissioner Fischer, Chief Stried, Chief Barden, Director Roberts and Administrator Knabel. They each scored individually and the results of the averaged scoring was presented. Staff recommends approving Camosy as the construction manager of the project as presented. They will help navigate the project with the hopes of a Spring 2026 completion.

It was moved by Commissioner McDowell, seconded by Commissioner Fischer to approve Camosy Inc. as the construction manager for the construction and demolition of Zion Fire Station #2. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

**TABULATION OF BIDS/CLEANING AND MAINTENANCE SERVICES CITYHALL/POLICE  
ADMINISTRATION AND PUBLIC WORKS**

A Tabulation of Bids (24-DOC-28) was received from Director Ianson for the cleaning and maintenance services for City Hall, Police Administration and Public Works. Director Ianson stated two bids were received:

Chi-Town Cleaning Service Co.	\$45,360.00
Multi-System Management	\$47,856.00

Staff is recommending that the Council reject all bids and re-advertise for the services.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that a Resolution (24-R-3) be passed rejecting bids and authorizing re-advertising for bids in connection with Cleaning and Maintenance Services for the City of Zion (Zion City Hall, Police Administration and Public Works). The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Resolution passed.

**APPROVAL/PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES/LEAD WATER SERVICE  
LINE MATERIAL INVENTORY**

A memo (24-DOC-29) was received from Director Roberts requesting approval of Professional Engineering Services to assist with completing the City's required Lead Water Service Line Material Inventory. Directory Roberts stated Burke Engineering has submitted a proposal to assist with the development of a water service line material inventory, development and implementation of a lead line replacement plan, public notification and

education materials. Staff requests and recommends approval of the proposal from Burke Engineering in the amount of \$45,310.00. The proposed contract is a budgeted item within the FY24 Water Fund. However, Staff has submitted an application for the IEPA Lead Service Line Inventory Uniform Grant. The Grant if approved, will provide \$50,000 towards the project. Commissioner Fischer asked when the inventory is due. Director Roberts stated April 15<sup>th</sup> but noted that if they City is approved for the Grant, it will be extended to September 15<sup>th</sup>. If they do not receive the Grant, they will turn in what they have. Mayor McKinney asked how much has been completed. Director Roberts stated that they are 70% complete and noted there are 2500 residents in the older part of the City. A map will be generated where citizens can go online and see the designated areas. Mayor McKinney stated this is a national program and a lot of money has been allocated to municipalities to remove lead in the pipes. He noted that the Chicago area is one of the most underserved communities and the Federal Government is helping to take care of it. He also noted one of the challenges they are having is that citizens are refusing to let government official into their homes to help with the replacement of the pipes. Director Roberts noted that Chicago has over 400,000 residents that need pipes to be replaced and so far, Zion has only found 6. They will be looking in the older part of the City next and do expect to find more. They will be sending out flyers to residents shortly showing how they can identify the lead themselves. Once the inventory is complete, they will look at funding sources for assistance.

It was moved by Commissioner Holmes, seconded by Commissioner McDowell to accept the proposal from Christopher Burke Engineering to assist with completing the City’s required Lead Water Service Line Material Inventory in the amount of \$45,310.00. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

**DEPARTMENTAL COMMENTARY**

Director Ianson stated he has received some calls regarding the yard waste program. All yard and landscaping waste must be contained in a 32-gallon container labeled yard waste or in a Kraft-type paper bag, including tree branches and brush. The program runs April 1<sup>st</sup> thru November 30<sup>th</sup>.

Director Roberts stated the Sheridan Road Project is on schedule and the temporary water main has been installed. This is for the 3,000 linear feet of 1928 water main replacement. It is 50-60% completed with the installation of the new water main. They will start testing the new lines next week and will start attaching the new service line in May.

Chief Barden thanked the Council for their support over the years. Additionally, he noted that one of the officers will be doing “Coffee with a Cop”, and information will be posted on Facebook.

Administrator Knabel noted the following:

Zinnia’s is the official flower of Zion and seeds are available at City Hall and the ZB Public Library. They will be doing a tour with Zion Taxing Bodies and students from Carthage College for a marketing and Re-branding project. They will be showing them the good and bad of Zion which will help the students put together a specific package for Zion.

Commissioner McDowell thanked the Department Heads for all the work they have done. He noted the reason the Council doesn’t ask a lot of questions during the meeting is because the Department Heads put together all information necessary for them to make decisions. Additionally, he wished everyone a Happy Easter.

**ANNOUNCEMENTS**

March 29		City Offices Closed for the Holiday
April 2	7:00 p.m.	Zion City Council Meeting
April 16	6:00 p.m. 7:00 p.m.	Zion Township Board Meeting Zion City Council Meeting

**CLOSED SESSION**

It was moved by Commissioner Fischer, seconded by Commissioner Holmes that the Council recess to Closed Session at 8:03 p.m., pursuant to 5 ILCS 120/2 "Open Meetings", for the discussion of filed, pending and/or probable or imminent litigation, sale or purchase of real estate, collective bargaining, legal counsel and personnel.

The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell to reconvene the Regular Council meeting at 8:25 p.m. with all members present. The vote on roll call was: Commissioners McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

**ORDINANCE/FIRST AMENDMENT/REDEVELOPMENT AGREEMENT/IMPERIEN**

It was moved by Commissioner Fischer seconded by Commissioner McDowell that an Ordinance (24-O-24) be passed approving and authorizing a First Amendment to a Redevelopment Agreement between the City of Zion and Imperien LLC. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried. Ordinance passed.

**APPROVAL/EMPLOYEE HANDBOOK REVISIONS**

Administrator Knabel stated they recently has an issue with clarification for IMRF when employees go from full-time status to part-time. Full-time employees who transition to part-time status will be paid for all unused vacation time and all unused sick time will remain in a bank that cannot be used, except at retirement towards IMRF service credit. Commissioner Frierson asked if they are still using a bank for vacation or is it paid out. Administrator Knabel stated vacation is paid out as a lump sum at retirement.

It was moved by Commissioner McDowell, seconded by Commissioner Holmes to approve the employee hand book revisions as presented. The vote on roll call was: Commissioners; McDowell, aye; Frierson, aye; Holmes, aye; Fischer, aye; and Mayor McKinney, aye. Motion carried.

**ADJOURN**

There being no further business to come before the Council at this time, it was moved by Commissioner Frierson, seconded by Commissioner Holmes and unanimously approved the meeting be adjourned at 8:30 p.m. Motion carried.

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City Clerk