

**MINUTES OF THE MEETING OF THE MAYOR
AND THE COMMITTEE-OF-THE-WHOLE OF
THE CITY OF EAST MOLINE, ILLINOIS
MONDAY, FEBRUARY 20, 2023**

ROLL CALL

Mayor Freeman called the meeting to order and directed Acting City Clerk Kathryn Motzer to call the roll. The following Alderpersons were present: Kenneth Porter, Gary Almlade, Nancy Mulcahey, Jayne O'Brien, Rhea Oakes, Maria Tapia and Jose Rico. **6:52 p.m.**

ADDITIONS/CORRECTIONS TO AGENDA

None.

LIQUOR LICENSE JACOBS PARK (Mayor Freeman)

As part of the draw for additional tournaments and leagues, staff is considering requesting a liquor license to allow beer and wine sales from the concession stand at Jacobs (Northeast) Park. Beer and wine have become standard items at concession stands at TBK Sports Complex in Bettendorf and Green Valley Sports Complex in Moline. The addition of beer and wine will likely increase revenue for the facility allowing East Moline to better address service levels at the park.

Currently, City Code restricts any person from selling, possessing, or be under the influence of any intoxicating beverage in any city park including Jacobs (East Moline City Code 8-7-2-6). This language would need to be addressed to allow the sale of beer and wine. Rules and regulations over the parks are made and enforced by the Park Board. As such, any amendments to the Code would require the approval of the Park Board and City Council.

Staff would also recommend the creation of a Class E-3 license allowing the service of Beer and Wine between the hours of 9:00 AM and 11:00 pm from March 1st until October 31st each year.

FINANCIAL:

This is not a budgeted item.

Funding Sources: General Fund – Jacobs Park

Departments: Administration

RECOMMENDATION:

To discuss altering the City Code to allow the sale of beer and wine at Jacobs Park and to create Class E-3 license for this purpose.

ADDITIONAL COMMENTS:

It would appear modifications to Title 8: Public Ways and Property, Chapter 7 City Parks would require consideration and approval by the Park Board as well as the City Council. If the City Council is supportive, the next step would be to take the request to the March Park Board meeting.

Discussion was held on the need for Dram insurance and applying for a State liquor license.
Discussion was held on the revenue source and inventory tracking.

After discussion a motion was made by Alderperson Rico, seconded by Alderperson O'Brien, to approve moving forward with the recommendation. Upon roll call vote the following voted in favor: Almlade, Mulcahey, O'Brien, Oakes, Tapia, Rico and Porter. Motion carried.

AUTHORIZATION TO ORDER WATER METERS (Mr. Tim Kammler, Director of Engineering)

Purchase a quantity of 500 – 5/8 residential water meters including the electric meter base readers. For inventory to be used for the water distribution department to replace the failing meters and readers in the distribution system.

FINANCIAL:

This is a budgeted item.

Line Item# 200-4022-23-741.0 **Title:** Water Meters

Amount Budgeted: \$200,000.00

Actual Cost: \$110,000.00

Under/(Over): \$90,000.00

Funding Sources: Water Meter Budget

Departments: Water Distribution

This is not a CIP.

RECOMMENDATION:

Approve the purchase of 500 water meters.

Tim Kammler presented on behalf of Todd Stickler. the need to restock standard inventory and purchase a quantity of 500 – 5/8 residential water meters including the electronic meter base. This is a budgeted item and cost is \$110,000.

A motion was made by Alderperson Oakes, seconded by Alderperson Porter, to approve the request as presented. Upon roll call vote the following voted in favor: Almlade, Mulcahey, O'Brien, Oakes, Tapia, Rico and Porter. Motion carried.

AUTHORIZATION TO SOLICIT RFP'S – COMPENSATION STUDY (John Showalter, Human Resources Director)

Over the past several months, staff have prepared to undertake a classification and compensation study for exempt (non-union) employees to address several problems with the existing plan.

Administratively, the current plan does not provide a method of placing new positions in the pay scale matrix and adjustments have historically been inconsistent.

More importantly, there are internal and external equity issues involved. Equity refers to the relationship between the work performed by the employee and the compensation from the employer. An employee's perception of equity is dependent upon comparisons of themselves to other employees both within and outside of the organization. When the focus is on co-workers, internal equity is the issue. When the focus is on peers outside the organization, the concern is about external equity. In many instances, external comparisons (equity) are referred to as what the market is paying. Both internal and external equity are concerns with our current pay plan.

Due to the complexity and labor-intensive nature of compensation studies and to expedite the completion prior to budget preparations, staff would like to request authority to issue a Request for Proposals to complete this study. Staff would propose that the job analysis and job description development tasks remain in-house while the contractor would identify and survey comparable communities, create market-based pay ranges for benchmark positions, and extrapolate the benchmark data to create a new classification and wage matrix system. The findings and an implementation strategy would be presented to the City Council for consideration.

FINANCIAL:

This is not a budgeted item.

Funding Sources: TBD

RECOMMENDATION:

Staff requests authority to issue an RFP for a Classification and Compensation Study. Funding will come from Department Projects.

Additional Comments:

From an external equity point of view, employees are always concerned with being compensated in a manner consistent with their counterparts in similar jobs in other organizations. Consistently paying below market wages can lead to difficulty in recruiting new employees and threatens employee retention. Employees also have a fundamental need to feel that they are being paid similarly to other employees performing work that is essentially of the same value to the organization. Motivation suffers when perceptions of equity are off killer. This will be even more imperative to address with the Dispatch Argus article that appeared on February 10th, 2023 (copy attached).

After discussion as held a motion was made by Alderperson Rico, seconded by Alderperson Porter, to approve the request as presented. Upon roll call vote the following voted in favor: Mulcahey, O'Brien, Oakes, Tapia, Rico, Porter. Voted Against: Almlade. Motion carried.

AUTHORIZATION TO ENTER INTO CONTRACT W/SHIVE HATTERY – 7TH STREET RETAINING WALL (Mr. Tim Kammler, Director of Engineering)

The modular block retaining wall along the east side of 7th Street between 18th Avenue and 20th Avenue was originally built in 1999/2000 and at this point is nearing the end of its useful life. The blocks are crumbling from salt, snow and general weathering. The wall itself has been starting to show signs of structural wear as well with minor bulging in some areas and leaning outward in others. While there does not appear to be an urgent structural defect, the wall should be reconstructed before one occurs. Staff have met with two separate

consultants to discuss reconstruction options; the most cost-effective solution is likely to replace the old small-block wall with a new "large"-block wall (Redi-Rock or equal), similar to the walls constructed along the new bike trail on Archer Dr. and along the west side of 3rd Street uphill of 18th Avenue.

A proposal has been obtained from Shive-Hattery (attached) to perform the required survey, structural engineering, and plan preparation to solicit bids for a new wall. Shive Hattery's cost is \$16,000 which is budgeted. It is anticipated the design, bidding and construction for the wall would take place during the current calendar year if funds permit. Once plans and bid documents are completed, bid authorization would be requested, a letting conducted, and the results brought to Council for consideration of award of contract.

FINANCIAL:

This is a budgeted item.

Line Item# 025-4000-24-452.0 **Title:** NHR Sales Tax - Construction

Amount Budgeted: \$185,000.00

Actual Cost: \$16,000.00 (Engineering Only)

Under/(Over):

Funding Sources: Non-Home-Rule Sales Tax

Departments: Engineering

This is a CIP.

RECOMMENDATION:

Approve

After discussion was held a motion was made by Alderperson O'Brien, seconded by Alderperson Porter, to approve the request as presented. Upon roll call vote the following voted in favor: Almlade, Mulcahey, O'Brien, Oakes, Tapia, Rico and Porter. Motion carried.

PURCHASE OF FLEET ASSET MANAGEMENT SOFTWARE (Annaka Whiting, Director of Finance)

As part of the overall implementation of the Motor Pool Replacement Plan policy that was approved in December, staff discussed the need to acquire and implement a software program that would assist in a successful implementation and long-term sustainability of the replacement program; including but not limited to; ability to enter and track parts, labor, and time spent per vehicle and/or equipment, determine billable activities and units of service to establish charge back rates, allocate costs for parts, labor, and time per vehicle and/or equipment, vehicle acquisition information including price, track depreciation, track a replacement plan schedule, recognize surplus on sale of vehicle and/or equipment, and track shared mobility costs for both leased and owned assets. Staff has met and evaluated the four responses received and recommend FASTER Asset Solutions. This recommendation is based on the software program's ability to fully meet the needs of staff in the Motor Pool Department as well as the Finance Department.

Proposer	Year 1	Year 2	Year 3	Year 4	Year 5	Total 5 Year Investment
FASTER Asset	\$91,582.	\$13,620.	\$13,620.	\$13,620.	\$13,620.	\$146,062.52
Steinbauer – NexOpt	\$52,000.	\$17,000.	\$22,250.	\$20,250.	\$20,250.	\$131,750.00
Ford Pro	\$7,926.0	\$7,326.0	\$7,326.0	\$7,326.0	\$7,326.0	\$37,230.00
US Cellular	\$15,737.	\$1,792.0	\$1,792.0	\$1,792.0	\$1,792.0	\$22,905.00

FINANCIAL:

This is a budgeted item.

Line Item# 150-4000-28-743.0

Title:

Amount Budgeted: \$100,000.00

Actual Cost: \$91,000.00

Under/(Over): \$8,417.50

Funding Sources: ARPA Motor Pool

Departments:

Recommendation:

Staff recommends approval to procure FASTER Asset Solutions to carry out the Motor Pool Replacement Program goals and objectives.

Discussion was held about staff availability to enter the data. Finance Director Whiting advised that all the spreadsheets created could be imported into this new system and that current staff has already been assigned to enter future data.

A motion was made by Alderperson Porter, seconded by Alderperson O’Brien, to approve the purchase as presented. Upon roll call vote the following voted in favor: Almblade, Mulcahey, O’Brien, Oakes, Tapia, Rico and Porter. Motion carried.

ADJOURMENT:

Motion to adjourn the meeting was made by Alderperson Oakes, seconded by Alderperson O’Brien. Upon roll call vote the following voted in favor: Almblade, Mulcahey, O’Brien, Oakes, Tapia, Rico and Porter. Motion carried. **7:16 p.m.**

Alderman Oakes reminded everyone that on Wednesday, February 22, 2023 at 3:00 p.m. at the Annex there was a meeting regarding the 4th of July activities. Everyone is encouraged to attend.

Minutes taken and submitted.

**Kathryn Motzer
Acting City Clerk**