

CITY OF MORRISON ~ COUNCIL MEETING

Location: Morrison Community Room
307 S. Madison St.
Morrison IL 61270

Date: Monday, June 26, 2023
Time: 6:30 pm

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

DECLARATION OF INTENT TO RECORD

PUBLIC COMMENT

REPORT OF CITY OFFICERS, DEPARTMENT HEADS, AND/OR COMMITTEES

CONSENT AGENDA

1. Council Meeting Minutes for June 12, 2023 (Att) [3-5]
2. Bills Payable - \$34,563.15 (Att) [6-14]
3. Treasurer's Report - May (Att) [15]
4. Historic Preservation Commission Meeting Minutes for June 20, 2023 (Att) [16-17]

ITEMS REMOVED FROM CONSENT AGENDA

ITEMS FOR CONSIDERATION AND POSSIBLE ACTION

1. Resolution for Improvement – IDOT – 2023 Street Improvements Project (Att) [18-19]
2. Pay Request No. 6 – Core and Main, LLC (Water Meter Project) - \$22,572.95 (Att) [20-21]
3. Change Order No. 6 – Core and Main, LLC (Water Meter Project) – Increase of \$1,420.00 (Att) [22-24]
4. Pay Request No. 4 & FINAL – Martin & Company Excavating (Wall & 30 Water Loop Project) - \$44,218.77 (Att) [25-26]
5. Change Order No. 3 – Martin & Company Excavating (Wall & 30 Water Loop Project) – Increase of \$1,511.80 – (Att) [27-28]
6. Alley Closure – Between North Jackson & East Main Streets

OTHER ITEMS FOR CONSIDERATION, DISCUSSION & INFORMATION

1. Voting Wards – Consideration of Redistricting Wards

EXECUTIVE SESSION — Open Meetings Act / Exceptions, 5 ILCS 120/2(c)(2) “Collective negotiating matters ...” and 2(c)(5) “To discuss the purchase or lease of real property for the use of the public body ...”

ACTION FROM EXECUTIVE SESSION

1. Collective Bargaining Agreement – Teamsters Local 722 (May 1, 2023 – April 30, 2026) (Att) [29-62]
2. Street Foreman Job Description (Att) [63-65]

ADJOURNMENT

CITY OF MORRISON ~ COUNCIL MEETING

Rules Pertaining to Recording Public Meetings & Public Comment

RECORDINGS: Pursuant to the Open Meetings Act, public meetings may be recorded and allows for the public body to regulate such recordings. Once announced by the Mayor to disclose, any person wishing to record a public meeting shall first announce to the City Council their intention to record and provide their full name. Any device used to record shall not impede, interfere or otherwise disrupt the normal process of a public meeting.

PUBLIC COMMENT: City Council meetings are legislative sessions of the corporate authorities held for the specific purpose of conducting the business of the City. City of Morrison Council meetings are not public forums for purposes of a person's First Amendment's Right to Free Speech.

Public comments shall be allowed according to meeting agendas and, by its rules, establishes the ability and limited purpose of addressing the Council with concerns or comments regarding City business. City business means those matters for which City Council has jurisdiction or the authority to act upon. Matters that do not pertain to City business will not be heard.

When addressing the City Council for Public Comment, the following rules shall be strictly adhered to:

- 1) Those wishing to address the City Council during the public section of the meeting shall sign in; providing name, address and the topic or concern being addressed.
- 2) No person shall speak for longer than five (5) minutes unless allowed permission from the Mayor. Public Comments shall be timed accordingly by the Mayor (or their designee).
- 3) The Mayor may terminate or suspend Public Comment at any time.
- 4) All Public Comments shall be addressed to the Council as a whole. No comments may be addressed to individual Council members, the City Administrator, members of City staff or other members of the public.
- 5) There shall be no debate on any issue raised during Public Comment.
- 6) Matters raised under Public Comment may be referred to City staff by the Mayor for review and future response. The City Council or City staff may not provide a response to the comment or concern at the time it is raised, as additional research may be required to appropriately respond to such comment or concern.
- 7) All members of the public addressing the City Council shall, at all times, maintain proper decorum.
 - a. No person shall speak until recognized by the Mayor.
 - b. All persons shall address the City Council by standing (unless physically unable to do so). Statements made from the audience shall be considered 'out of order.'
 - c. All comments shall be courteous, respectful and to the point.
 - d. Statements made shall not impugn motives, be contentious, slanderous, or boisterous.
 - e. No obscene or insulting statements shall be allowed.
 - f. Threats and personal attacks are prohibited.
- 8) Any person called 'out of order' by the Mayor shall immediately stop speaking and shall abide by the Mayor's direction.
- 9) Outbursts or disruptions by the public at City Council meetings are prohibited. Audience members are asked to keep their voices to a minimum so as not to disturb the business being conducted by the City Council.
- 10) Should hand-outs, literature or information be presented by the public at the meeting, a minimum of 15 copies shall be made available to the Mayor, Alderpersons, City Clerk, City Attorney and City staff.
- 11) In the event the City Council meets remotely, rules describing protocol for the Public Comment section of the meeting shall be disseminated in conjunction with posting of such meeting's agenda.
- 12) Any person who fails to abide by the rules of proper decorum, who interferes with the orderly conduct of business or who persists in disorderly, disruptive conduct may be removed from the meeting and may be subject to arrest.

STATE OF ILLINOIS
COUNTY OF WHITESIDE
CITY OF MORRISON
OFFICIAL PROCEEDINGS

June 12, 2023

The Morrison City Council met in Regular Session on June 12, 2023, at 6:30 p.m. in the Morrison Community Room, 307 South Madison Street, Morrison, Illinois. The meeting was called to order at 6:30 p.m. by Mayor Vandermyde. City Clerk Hemmer recorded the minutes.

Alderspersons present on roll call were Kruse, Mahaffey, Schlegel, Zuidema, Tervelt, West, Bruckner and Tichler. Absent: none. Other City officials present were City Administrator Melton, City Treasurer Jones, Police Chief Valladares, and Parks and Recreation Director Jacobs.

DECLARATION OF INTEREST TO RECORD

None.

PUBLIC COMMENT

Barbara Kophamer spoke on her opposition to the proposed site plan for the cellular tower.

Tony Fletcher asked council to investigate repairing the sidewalk on the west side of Cherry St. across from St. Anne's Church.

John Prange spoke on his opposition to the proposed site plan for the cellular tower.

Scott Vance spoke on his opposition to the proposed site plan for the cellular tower.

REPORT OF CITY OFFICERS, DEPARTMENT HEADS, AND/OR COMMITTEES

Chief Valladares reported that his department is working with the county sheriff's office on security during the Whiteside County Fair.

Parks and Rec Director Jacobs reported to Council on a number of programs his department is organizing this year, the updated menu selection offered at concessions at the sports complex, the move of the #2 Frisbee golf flag further away from the swing set and is working on sponsorship opportunities with the Frisbee golf course.

CONSENT AGENDA

Ald Mahaffey moved to approve the Consent Agenda as presented, which included approving Council Meeting Minutes for May 22, 2023 and Bills Payable; seconded by Ald Zuidema. Ayes: Kruse, Mahaffey, Schlegel, Zuidema, Tervelt, West, Bruckner and Schlegel. Nays: None. Motion passed.

ITEMS REMOVED FROM CONSENT AGENDA

None.

OTHER ITEMS FOR CONSIDERATION, DISCUSSION & INFORMATION

Ald Kruse moved to approve proposed site plan for cellular tower – Wireless Group Consultants/US Cellular; Ald Zuidema seconded. Josh Watson (Wireless Group Consultants) spoke on US Cellular's interest in building a cell tower in Morrison and answered a number of Council's questions. Following discussion, a vote was called by Ald Kruse: Ayes: Kruse, Schlegel, and Tervelt. Nays: West, Bruckner, Tichler, Mahaffey and Zuidema. Absent: none. Motion failed.

Ald Mahaffey moved to approve seeking IDOT Permit Application for Award Signs Pending Alternate Funding – Junior High School (IESA) Wrestling Team; seconded by Ald West. Following discussion; by voice vote: all Ayes. Motion passed.

Ald Kruse moved to approve proposal for Professional Services – Hydrant (\$15,000) & Catch Basin Replacement (\$25,000) Programs with Willett Hofmann & Associates; seconded by Ald Bruckner. After discussion: Ayes: Kruse, Mahaffey, Schlegel, West, Bruckner and Tichler. Nays: Tervelt and Zuidema. Motion passed.

Ald West moved to approve Resolution 23-02 Adopting a Purchasing Policy; seconded by Ald Bruckner. After discussion: Ayes: Kruse, Mahaffey, Schlegel, Tervelt, West, Bruckner and Tichler. Nays: None. Motion passed.

Ald Schlegel moved to approve the purchase of an additional truck as presented for the Water Department from Karl Ford, Story City IA (\$54,525) and to authorize CA Melton using the Purchasing Policy, where applicable, to purchase a replacement truck for the Street Department (not to exceed \$50,000); seconded by Ald Kruse. CA Melton discussed city department needs, funding sources and vehicle availability. After discussion, Ayes: Kruse, Mahaffey, Schlegel, Tervelt, West, Bruckner and Tichler. Nays: Zuidema. Motion passed.

Ald Mahaffey moved to approve Ordinance 23-07 Regulating Parking & Vehicles in Parks & Overnight Parking in CBD; seconded by Ald West. After discussion and two failed alternative amendments, Ayes: Kruse, Schlegel, Zuidema, Tervelt, and Tichler. Nays: West, Bruckner and Mahaffey. Motion passed.

Ald West left session at 8:20 p.m.

Ald Mahaffey moved to approve the purchase of Body Worn Cameras for the Police Department from Axon Enterprise, Inc. as presented (5-year term – total of \$68,016.88), seconded by Ald Schlegel. Chief Valladares presented the proposal from Axon. After discussion, Ayes: Kruse, Mahaffey, Schlegel, Tervelt, Bruckner and Tichler. Nays: Zuidema. Absent: West. Motion passed.

OTHER ITEMS FOR CONSIDERATION, DISCUSSION & INFORMATION

Quiet Zone – Federal Railroad Administration. CA Melton updated the council on the city's progress with its compliance for its quiet zone designation.

Wards - Mayor Vandermyde discussed with council that after the 2023 Census, the city's Wards would need to be redistricted. Work is ongoing with the County Clerk's office.

EXECUTIVE SESSION

Pursuant to Open Meetings Act / Exceptions, Open Meetings Act / Exceptions, 5 ILCS 120/2(c)(1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees ..." and 2(c)(2) "Collective negotiating matters ..." and 2(c)(5) "To discuss the purchase or lease of real property for the use of the public body ...", Ald Tervelt made a motion to enter Executive Session; seconded by Ald Kruse. All Ayes. Absent: West. Motion passed and Executive Session began at approximately 8:45 pm. The session was audio recorded.

Ald Kruse moved to exit Executive Session, seconded by Ald Tervelt. All ayes. Absent: West. Motion passed and Regular Session resumed at 9:04 p.m.

ACTION FROM EXECUTIVE SESSION

Ald Zuidema moved to approve the proposed final plat for the Hunter Addition, as presented, seconded by Ald Tervelt. All Ayes. Absent: West. Motion passed.

ADJOURNMENT

Ald Zuidema moved to adjourn the meeting; seconded by Ald Schlegel. The meeting adjourned at approximately 9:04 pm, without objection.

Approved:

Scott Vandermyde
Mayor

Michael Hemmer
City Clerk

Memo

To: Mayor and Council
From: Barb King
Date: 6/26/23
Re: Bills Payable

Please see the attached for the list of Bills Payable in the total amount of: **\$34,563.15.**

Pre-Paid checks are #22505 - #22523; #22531 - #22532.

**Council Members having questions regarding bills should contact
Mayor Vandermyde OR City Administrator Melton
via phone, email or personal visit prior to the meeting.**

ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 TRIUMPH COMMUNITY BANK										
		22505	6/07/2023	2084	NORTHERN LIGHTS DISTRIBUTING	1,204.25				
		22506	6/07/2023	2084	NORTHERN LIGHTS DISTRIBUTING	95.12				
		22507	6/13/2023	9999999999	BRUCE A. HUNTER TRUST	5,000.00				
		22508	6/14/2023	1545	KEVIN SOENKSEN	620.42				
		22509	6/16/2023	1689	CURT WORKMAN	176.05				
*		22510								
		22511	6/16/2023	1199	FRONTIER	471.81				
		22512	6/16/2023	1347	MEDIACOM	89.53				
		22513	6/16/2023	1389	MORRISON COMMUNITY HOSPITAL	45.00				
		22514	6/16/2023	1637	VERIZON	36.01				
		22515	6/16/2023	1974	MORRISON FAMILY HEALTH	60.00				
		22516	6/16/2023	9999999999	ALVIN & RUTH CHRISTIN	750.00				
		22517	6/16/2023	9999999999	DONALD & RUTH DYKEMA	750.00				
		22518	6/16/2023	9999999999	WILLIAM & RAE HOLT	750.00				
		22519	6/16/2023	9999999999	PAUL RODRIGUEZ	750.00				
		22520	6/16/2023	9999999999	BEVERLY YOUNG	750.00				
		22521	6/16/2023	9999999999	JESSIE HOUZENGA	750.00				
		22522	6/16/2023	9999999999	JAMES & DORIS HARDEN	750.00				
		22523	6/16/2023	1658	WHITESIDE CO RECORDER	116.00				

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	13,164.19
CLEARED	.00

BANK 1 TOTAL	13,164.19
VOIDED	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
01 GENERAL FUND	1,469.02	1,469.02	.00	.00
50 SEWER FUND	343.44	343.44	.00	.00
51 WATER FUND	5,555.26	5,555.26	.00	.00
61 CAPITAL IMPROVEMENT FUND	5,000.00	5,000.00	.00	.00
77 HEALTH INSURANCE FUND	796.47	796.47	.00	.00

ACCOUNTS PAYABLE CHECK REGISTER

BANK# BANK NAME
CHECK# DATE

ACCOUNT# NAME

CHECK AMOUNT CLEARED MANUAL VOID REASON FOR VOID

1 TRIUMPH COMMUNITY BANK

22531	6/21/2023	1568 SCOTT STROBBE	1,653.66				
22532	6/21/2023	9999999999 WHITESIDE CO CIRCUIT CLK	164.00				

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:

OUTSTANDING	1,817.66
CLEARED	.00

BANK 1 TOTAL	1,817.66
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VOIDED	.00
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FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
01 GENERAL FUND	164.00	164.00	.00	.00
77 HEALTH INSURANCE FUND	1,653.66	1,653.66	.00	.00

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 TRIUMPH COMMUNITY BANK										
22533	6/27/2023	1011	AIRGAS USA, LLC			42.59				
22534	6/27/2023	1023	AMERICAN WATER WORKS ASS'N			383.00				
22535	6/27/2023	1049	BIRKEY'S			324.36				
22536	6/27/2023	1100	CLOVERLEAF CORPORATION			5,164.61				
22537	6/27/2023	1189	FIVE STAR ENTERPRISES			839.98				
22538	6/27/2023	1953	GREAT WESTERN SUPPLY CO			514.30				
22539	6/27/2023	1219	GREEN & CLEAN LAWN SERVICES			23.10				
22540	6/27/2023	1232	HARTZ INC.			100.00				
22541	6/27/2023	9999999999	HELM SERVICE			59.85				
22542	6/27/2023	1903	HOPKINS & ASSOCIATES, CPA			10,200.00				
22543	6/27/2023	1245	HUNTER'S AUTO BODY			770.86				
22544	6/27/2023	1281	ILLINOIS RURAL WATER ASSOC.			562.96				
22545	6/27/2023	9999999999	J&J AUTO GLASS			325.00				
22546	6/27/2023	1319	KONE INC.			420.60				
22547	6/27/2023	1334	ELECTRONICS, INC			20.70				
22548	6/27/2023	1347	MEDIACOM			243.86				
22549	6/27/2023	1943	MELTON PEST CONTROL, INC			40.00				
22550	6/27/2023	1381	MORRISON AUTO SUPPLY, INC.			304.76				
22551	6/27/2023	2043	MOTOROLA SOLUTIONS, INC			272.00				
22552	6/27/2023	1412	MT. PLEASANT TOWNSHIP SUPV			1,500.00				
22553	6/27/2023	1450	P F PETTIBONE & CO			266.40				
22554	6/27/2023	2029	PACE ANALYTICAL SERVICES			42.00				
22555	6/27/2023	1457	PETTY CASH - CITY			370.84				
22556	6/27/2023	1477	QUAD CITY SAFETY, INC.			85.90				
22557	6/27/2023	1791	R.T.S. MULCH, INC			525.00				
22558	6/27/2023	2080	REPUBLIC SERVICES			40.00				
22559	6/27/2023	1515	SAUK VALLEY MEDIA			2,672.50				
22560	6/27/2023	1519	S.B.M., INC			474.61				
22561	6/27/2023	1571	SULLIVAN'S FOODS			1,181.51				
22562	6/27/2023	1598	THOMSON WEST			294.20				
22563	6/27/2023	1616	UNIFORM DEN, INC.			225.40				
22564	6/27/2023	1629	US CELLULAR			282.11				
22565	6/27/2023	9999999999	VANZUIDEN ARLYN			100.00				
22566	6/27/2023	1643	WARD, MURRAY, PACE, JOHNSON PC			1,323.00				
22567	6/27/2023	1648	WEETS & SON SEPTIC SERVICE			255.00				
22568	6/27/2023	1672	RYAN WIERSEMA			90.00				
22569	6/27/2023	1676	WILLIAM & MARY COMPUTER CENTER			790.00				
22570	6/27/2023	1694	ZIMMER & FRANCESCON, INC.			3,432.15				

* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	34,563.15
CLEARED	.00

BANK 1 TOTAL	34,563.15
VOIDED	.00

CLAIMS BY VENDOR

6/27/2023 THRU 6/27/2023

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
9997257829	AIRGAS USA, LLC MAINT SUPP - EQUIPMENT	01-41-6120	42.59	42.59	22533	6/27/23
7002092340	AMERICAN WATER WORKS ASS' MEMBER #03617621	51-80-5610	383.00	383.00	22534	6/27/23
W25448	BIRKEY'S MAINT SERV - EQUIPMENT	50-81-5120	324.36	324.36	22535	6/27/23
STM061323	BRUCE A. HUNTER TRUST PUBLIC SERVICES BULD	61-61-8655	5,000.00	5,000.00	22507	6/13/23
STM060623	CHRISTIN, ALVIN & RUTH MISC EXPENSE	51-80-9280	750.00	750.00	22516	6/16/23
2330830-IN	CLOVERLEAF CORPORATION MAINT SUPP - STREETS	01-41-6140	5,164.61	5,164.61	22536	6/27/23
STM060623	DYKEMA, DONALD & RUTH MISC EXPENSE	51-80-9280	750.00	750.00	22517	6/16/23
23-763906	FIVE STAR ENTERPRISES MAINT SUPP - EQUIPMENT	01-43-6120	289.99	289.99	22537	6/27/23
23-763914	MAINT SUPP - EQUIPMENT	01-43-6120	549.99	549.99	22537	6/27/23
STM060923	FRONTIER ACCT. #8157721111	50-81-5520	273.00	273.00	22511	6/16/23
STM060923A	ACCT. #8157723870	51-80-5520	99.58	99.58	22511	6/16/23
STM060923B	ACCT. #8154009008	51-80-5520	99.23	99.23	22511	6/16/23
204118	GREAT WESTERN SUPPLY CO MAINT SUPP - BLDG	01-11-6110	111.34	111.34	22538	6/27/23
204426	MAINT SUPP - BLDG	01-41-6110	111.89	111.89	22538	6/27/23
204566	MAINT SUPP - BLDG	01-41-6110	291.07	291.07	22538	6/27/23
65344	GREEN & CLEAN LAWN SERVIC CUST. #2880	01-31-5110	23.10	23.10	22539	6/27/23
STM060623	HARDEN, JAMES & DORIS MISC EXPENSE	51-80-9280	750.00	750.00	22522	6/16/23
HL5065	HARTZ INC. MAINT SERV - BLDG	01-43-5110	100.00	100.00	22540	6/27/23
FRE52433C	HELM SERVICE CONTRACT #B3440F	01-31-5180	59.85	59.85	22541	6/27/23
	HOLT, WILLIAM & RAE					

CLAIMS BY VENDOR

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
STM060623	HOLT, WILLIAM & RAE MISC EXPENSE	51-80-9280	750.00	750.00	22518	6/16/23
6473	HOPKINS & ASSOCIATES ACCOUNTING SERVICE/AUDIT	02-00-5310	3,400.00			
	ACCOUNTING SERVICE/AUDIT	50-81-5310	3,400.00			
	ACCOUNTING SERVICE/AUDIT	51-80-5310	3,400.00			
			10,200.00	22542	6/27/23	
STM060623	HOUZENGA, JESSIE MISC EXPENSE	51-80-9280	750.00	750.00	22521	6/16/23
57935	HUNTER'S AUTO BODY MAINT SERV - EQUIPMENT	01-42-5120	264.08	264.08	22543	6/27/23
57984/57990/7823	MAINT - VEHICLE	01-21-5130	506.78	506.78	22543	6/27/23
36272	IL RURAL WATER ASSOC. DUES	51-80-5610	562.96	562.96	22544	6/27/23
21499	J&J AUTO GLASS MAINT SERV - VEHICLE	01-43-5130	325.00	325.00	22545	6/27/23
871060869	KONE INC. MAINT SERV - BLDG	01-11-5110	420.60	420.60	22546	6/27/23
75652	ELECTRONICS, INC MAINT SERV - BLDG	01-31-5110	20.70	20.70	22547	6/27/23
STM060823	MEDIACOM ACCT. #8384880210090324	01-11-5520	24.89			
	ACCT. #8384880210090324	51-80-5520	12.44			
	ACCT. #8384880210090324	50-81-5520	12.44			
	ACCT. #8384880210090324	01-31-5520	39.76			
			89.53	22512	6/16/23	
STM062023	ACCT. #8384880210090316	01-11-5520	121.93			
	ACCT. #8384880210090316	51-80-5520	60.97			
	ACCT. #8384880210090316	50-81-5520	60.96			
			243.86	22548	6/27/23	
5346	MELTON PEST CONTROL, INC MAINT SERV - BLDG	01-11-5110	40.00	40.00	22549	6/27/23
STM060723	MORRISON AUTO SUPPLY, INC CUST. #1820	50-81-6120	304.76	304.76	22550	6/27/23
STM060523	MORRISON COMMUNITY HOSPIT DRUG TESTING	01-41-5810	45.00	45.00	22513	6/16/23
STM060523	MORRISON FAMILY HEALTH DRUG TESTING	01-41-5810	60.00	60.00	22515	6/16/23
7528820230501	MOTOROLA INC ACCT. #3010191078-0001	01-21-5480	272.00	272.00	22551	6/27/23
	MT. PLEASANT TOWNSHIP SUP					

CLAIMS BY VENDOR

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
STM060123	MT. PLEASANT TOWNSHIP SUP MISC EXPENSE MISC EXPENSE MISC EXPENSE	01-41-9280 51-80-9280 50-81-9280	500.00 500.00 500.00			
			1,500.00	22552	6/27/23	
STM060723	NORTHERN LIGHTS CONCESSION SUPPLIES	01-43-6538	1,204.25			
			1,204.25	22505	6/07/23	
STM060723A	CONCESSION SUPPLIES	01-43-6538	95.12			
			95.12	22506	6/07/23	
184046	P F PETTIBONE & CO PUBLICATIONS	01-21-5650	266.40			
			266.40	22553	6/27/23	
I9558981	PACE ANALYTICAL SERVICES LAB FEES	51-80-5420	42.00			
			42.00	22554	6/27/23	
STM061623	PETTY CASH - CITY MAINT SUPP - BLDG RECORD EASEMENTS TRUCK WASH	01-11-6110 51-80-5540 01-43-5130	12.84 348.00 10.00			
			370.84	22555	6/27/23	
3082746	QUAD CITY SAFETY, INC. MAINT SUPP - SAFETY EQUIPMENT	01-41-6142	85.90			
			85.90	22556	6/27/23	
STM061623	R.T.S. MULCH, INC MAINT SUPP - FIELDS	01-43-6570	525.00			
			525.00	22557	6/27/23	
0721-007559611	REPUBLIC SERVICES CONTRACTUAL WASTE HAULER	14-14-5730	40.00			
			40.00	22558	6/27/23	
STM060623	RODRIGUEZ, PAUL MISC EXPENSE	51-80-9280	750.00			
			750.00	22519	6/16/23	
STM060523	SAUK VALLEY CLASSIFIEDS #10193590	01-11-5530	499.00			
			499.00	22559	6/27/23	
STM060523A	#10194298 #10194298	01-21-5540 51-80-5540	75.00 268.00			
			343.00	22559	6/27/23	
STM060923	#10125781	01-11-5530	99.50			
			99.50	22559	6/27/23	
STM061623	#10125781	51-80-5540	1,731.00			
			1,731.00	22559	6/27/23	
INV584996	SBM OFFICE SUPPLIES	01-21-6510	100.00			
			100.00	22560	6/27/23	
INV585112	OFFICE SUPPLIES	01-21-6510	250.00			
			250.00	22560	6/27/23	
INV585459	OFFICE SUPPLIES	01-11-6510	124.61			
			124.61	22560	6/27/23	
STM061423	SOENKSEN KEVIN DEDUCTIBLE REIMBURSEMENTS	77-77-9241	620.42			
			620.42	22508	6/14/23	
	STROBBE SCOTT					

6/27/2023 THRU 6/27/2023

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
STM062123	STROBBE SCOTT DEDUCTIBLE REIMBURSEMENT	77-77-9241	1,653.66	1,653.66	22531	6/21/23
STM060523	SULLIVAN'S FOODS ACCT. #253012	01-11-6110	43.20			
	ACCT. #253012	01-43-6538	1,138.31	1,181.51	22561	6/27/23
848472842	THOMSON WEST PUBLICATIONS	01-21-5650	294.20	294.20	22562	6/27/23
113105	UNIFORM DEN, INC. UNIFORMS	01-21-6590	61.60	61.60	22563	6/27/23
113115	UNIFORMS	01-21-6590	78.00	78.00	22563	6/27/23
113268	UNIFORMS	01-21-6590	51.90			
	UNIFORMS	01-21-6520	33.90	85.80	22563	6/27/23
0584989994	US CELLULAR ACCT. #928070215	01-11-5520	141.06			
	ACCT. #928070215	51-80-5520	70.53			
	ACCT. #928070215	50-81-5520	70.52	282.11	22564	6/27/23
678604	VANZUIDEN ARLYN MAINT SERV - EQUIPMENT	01-43-5120	100.00	100.00	22565	6/27/23
9936660696	VERIZON WIRELESS - LERT B ACCT. #342565121-00001	51-80-5520	36.01	36.01	22514	6/16/23
244830	WARD, MURRAY, PACE, JOHNS LEGAL SERVICE	01-12-5330	1,260.00	1,260.00	22566	6/27/23
244831	LEGAL SERVICE	01-12-5330	63.00	63.00	22566	6/27/23
5168	WEETS & SON SEPTIC SERVIC FRENCH CREEK RESTROOM RENTAL	01-43-5270	255.00	255.00	22567	6/27/23
STM062123	WHITESIDE CO CIRCUIT CLK ORDINANCE FINE	01-21-3520	164.00	164.00	22532	6/21/23
STM061623	WHITESIDE CO RECORDER MISC EXPENSE	51-80-9280	58.00			
	MISC EXPENSE	50-81-9280	58.00	116.00	22523	6/16/23
STM061323	WIERSEMA RYAN MAINT SERV - BLDG	01-31-5110	90.00	90.00	22568	6/27/23
129795	WILLIAM & MARY COMPUTER C COMPUTER SYSTEM MAINT & REPAIR	01-11-5392	790.00	790.00	22569	6/27/23
STM061623	WORKMAN CURT DEDUCTIBLE REIMBURSEMENTS	77-77-9241	176.05	176.05	22509	6/16/23
	YOUNG, BEVERLY					

CLAIMS BY VENDOR

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
STM060623	YOUNG, BEVERLY MISC EXPENSE	51-80-9280	750.00			
				750.00	22520	6/16/23
0171963-IN	ZIMMER & FRANCESCON, INC. MAINT SUPP - UTILITY SYSTEM	50-81-6151	3,432.15			
				3,432.15	22570	6/27/23
	REPORT TOTAL			=====		
				49,545.00		

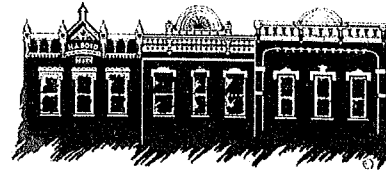
City of Morrison
TREASURER'S REPORT
CALENDAR 5/2023, FISCAL 1/2024

FUND#	TITLE	BEGINNING CASH & INVESTMENTS	MTD REVENUES	MTD EXPENSES	CHANGE IN LIABILITY	TRANSFER IN	TRANSFER OUT	ENDING BALANCE
01	GENERAL FUND	771,699.10	201,219.69	102,465.83	250.00-	.00	3,000.00	689,202.96
02	AUDIT FUND	14,873.63	53.45	.00	.00	.00	.00	14,927.08
03	STREET LIGHTING FUND	45,541.06	116.80	26,080.60	.00	.00	26,000.00	19,577.26
04	LOCAL 1 % SALES TAX FUND	651,861.77	54,787.32	.00	.00	26,000.00	.00	706,649.09
05	COMMUNITY LANDSCAPING	11,807.93	42.44	.00	.00	.00	.00	11,850.37
06	INSURANCE FUND	11,724.89	23,083.47	.00	.00	23,000.00	.00	34,808.36
07	TOURISM & CONVENTION FUND	1,831.85	6.58	.00	.00	.00	.00	1,838.43
12	FIRE PROTECTION FUND	.00	.00	.00	.00	.00	.00	.00
14	REFUSE DISPOSAL FUND	2,775.94	22,301.40	21,657.44	.00	.00	.00	3,419.90
15	MOTOR FUEL TAX FUND	405,000.06	15,969.81	13,919.66	.00	.00	.00	407,050.21
16	IMRF FUND	249,606.55	11,662.82	4,101.46	.00	.00	.00	257,167.91
17	FICA FUND	126,357.43	442.22	6,618.58	.00	.00	.00	120,181.07
18	LIBRARY FUND	17,250.03-	15,594.74	14,893.82	.00	.00	.00	16,549.11-
20	DRUG TRAFFIC PREVENTION	6,321.38	22.72	.00	.00	.00	.00	6,344.10
24	POL VEH & CAP EQUIP FUND	6,828.48	30,078.45	.00	.00	30,000.00	.00	36,906.93
26	VEH & CAP EQUIP FUND	458,342.83	60,752.15	4,772.43	.00	57,269.00	.00	514,322.55
35	REVOLVING LOAN FUND	.00	.00	.00	.00	.00	.00	.00
37	VETERAN'S MEMORIAL PARK	7,396.51	26.58	.00	.00	.00	.00	7,423.09
46	2016 G.O.	167,774.71	19,572.43	87,269.00	.00	.00	87,269.00	100,078.14
50	SEWER FUND	1,181,359.27	91,560.68	112,031.76	.00	.00	70,000.00	1,160,888.19
51	WATER FUND	1,432,420.08	205,642.81	209,647.52	.00	.00	55,000.00	1,428,415.37
52	W&S VEHICLE REPLACEMENT	16.43	.06	.00	.00	.00	.00	16.49
53	WATER/SEWER/PUBLIC WORKS	1,062.53	3.82	.00	.00	.00	.00	1,066.35
54	WASTEWATER TREATMENT PLAN	.00	.00	.00	.00	.00	.00	.00
61	CAPITAL IMPROVEMENT FUND	1,291,182.00	4,636.80	2,000.00	.00	.00	.00	1,293,818.80
74	GROVE HILL CEMETERY PERPE	333,727.88	1,932.28	.00	.00	.00	.00	335,660.16
77	HEALTH INSURANCE FUND	10,320.17	288,358.42	24,081.28	4,165.14	286,000.00	.00	278,762.45
Report Total		7,172,582.45	1,047,867.94	629,539.38	3,915.14	422,269.00	241,269.00	7,413,826.15



CITY OF MORRISON

200 West Main Street
Morrison, Illinois 61270-2400
Phone: 815-772-7657
Fax: 815-772-4291
morrisonil.org



Historic Preservation Commission Minutes

June 20, 2023 5:00 p.m. City Hall

The Historic Preservation Commission met on June 20, 2023. Lynn Kenady, Acting Chair called the meeting to order at 5:10 p.m. Executive Secretary Barb King recorded the minutes.

Commission Members present were Lynn Kenady, John Tomasino, Sharon Boyles, Ned J. Nesti Jr. Absent – Jon Gentz.

Other City Officials present – None.

Commission member Boyles moved to approve the March 1, 2023 meeting minutes; seconded by commission member Tomasino. On a voice vote, the motion carried.

Public Hearing

Sharon Boyles was present and presented the Commission with an Application for a Certificate of Appropriateness for the property located at 500 W Lincolnway for the demolition of a deteriorated rear porch and the construction of a 3-season porch with a hip style roof which will be symmetrical with the existing house and the installation of vinyl 4-track windows from the floor to ceiling. Commission member Nesti made a motion to approve the Certificate of Appropriateness for 500 W Lincolnway; seconded by Commission member Tomasino. On a roll call vote, of 3 ayes (Nesti, Tomasino and Kenady) and 0 nays, the motion carried. Commission member Boyles abstained.

New Business

None.

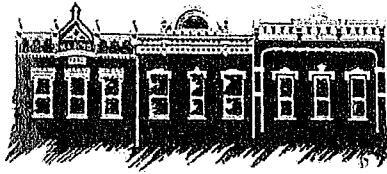
Old Business

None.

Other Considerations

The next regularly scheduled meeting will be August 1, 2023 @ 5:00 p.m.

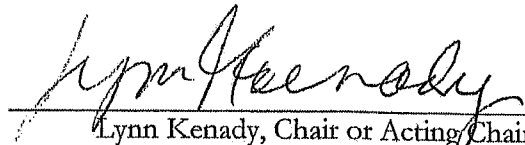
At approximately 5:21 p.m. commission member Boyles moved to adjourn the meeting; seconded by commission member Tomasino. On a voice vote, the motion carried.



Morrison Historic Preservation Commission
Certificate of Appropriateness
Morrison City Ordinances 2.88.050 *et seq.*

1. Certificate of Appropriateness issued to: James & Sharon Boyles
(owning entity name and address)
2. For the property located at: 500 W Lincolnway
3. Date of Commission Determination: June 20, 2023
4. Certificate of Appropriateness issued for and limited to: Demolition of a deteriorating existing rear porch and the construction of a 3-season porch with a hip style roof which will be symmetrical with the existing house and the installation of vinyl 4-track windows from floor to ceiling.
(description of exterior work to be performed including reference to any attached graphics)

Dated: 6/21/23



Lynn Kenady, Chair or Acting Chair
Morrison Historic Preservation Commission

Original: file
Copies: Applicant
City Manager
City Council

1



**Illinois Department
of Transportation**

**Resolution for Improvement
Under the Illinois Highway Code**

Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

23-03

Section Number

22-00038-00-RS

BE IT RESOLVED, by the Council

of the City

Governing Body Type

Local Public Agency Type

of Morrison

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
N. Jackson Street	0.04		Knox St.	Lincoln Highway
N. Jackson Street	0.08		Lincoln Highway	Railroad ROW
Cherry Street	0.27		Wall St.	Winfield St.
Heaton Street	0.07		Lincoln Way	Railroad ROW

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Mill and overlay of HMA Streets, ADA concrete sidewalk ramps, replacing concrete curb and gutter, sections of base repair, and other related appurtenances.

2. That there is hereby appropriated the sum of Three Hundred Fifty Thousand (\$276,005.70 RBI and \$73,994.30 MFT)

Dollars (\$350,000.00) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

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, Michael Hemmer

City

Clerk in and for said City

Name of Clerk

Local Public Agency Type

Local Public Agency Type

of Morrison

Name of Local Public Agency

In the State aforesaid, and keeper of the records and files thereof, as provided by

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council

Governing Body Type

of Morrison

Name of Local Public Agency

at a meeting held on June 26, 2023

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____

Day

Month, Year



**Illinois Department
of Transportation**

(SEAL, if required by the LPA)

**Resolution for Improvement
Under the Illinois Highway Code**

Clerk Signature & Date

--

Approved

Regional Engineer Signature & Date
Department of Transportation

--

CORE & MAIN LP

CONTRACTOR

6829 Irene Road, Belvidere, IL 61008

ADDRESS

PERIODIC ESTIMATE No. 6 FOR PARTIAL PAYMENT

CITY OF MORRISON, IL

CONTRACT NO. 1 - CUSTOMER WATER METER REPLACEMENT

Project No. 1323D21

for Period April 29, 2023

to

June 9, 2023

ITEM NO. (1)	ORIGINAL ESTIMATE (EXAMPLE)				COMPLETED TO DATE	
	DESCRIPTION (2)	QUANTITY (3)	UNIT (4)	UNIT PRICE (5)	TOTAL COST OF ITEM (6)	COST (8)
1	WATER METER, 5/8"	6	EACH	125.00	750.00	750.00
2	WATER METER, 3/4"	916	EACH	125.00	114,500.00	114,500.00
3	WATER METER, 1"	21	EACH	204.00	4,284.00	5,508.00
4	WATER METER, 1-1/2"	8	EACH	1,148.00	9,184.00	9,184.00
5	WATER METER, 2"	8	EACH	1,325.00	10,600.00	14,575.00
6	WATER METER, 3"	2	EACH	1,678.00	3,356.00	3,356.00
7	WATER METER, 4"	3	EACH	2,915.00	8,745.00	8,745.00
8	WATER METER, 6"	1	EACH	5,035.00	5,035.00	0.00
9	DATA COLLECTOR BASE STATION AND INSTALLATION	1	EACH	47,500.00	47,500.00	47,500.00
10	MODEM	1	EACH	610.00	610.00	610.00
11	DATA COLLECTOR HANDHELD DEVICE	1	EACH	6,585.00	6,585.00	0.00
12	METER TRANSMITTER	1,637	EACH	125.00	204,625.00	204,625.00
13	WATER METER, 5/8" AND METER TRANSMITTER INSTALLATION	6	EACH	220.00	1,320.00	0.00
14	WATER METER, 3/4" AND METER TRANSMITTER INSTALLATION	916	EACH	220.00	201,520.00	170,500.00
15	WATER METER, 1" AND METER TRANSMITTER INSTALLATION	21	EACH	225.00	4,725.00	6,975.00
16	WATER METER, 1-1/2" AND METER TRANSMITTER INSTALLATION	8	EACH	370.00	2,960.00	1,850.00
17	WATER METER, 2" AND METER TRANSMITTER INSTALLATION	8	EACH	385.00	3,080.00	3,465.00
18	WATER METER, 3" AND METER TRANSMITTER INSTALLATION	2	EACH	741.00	1,482.00	741.00
19	WATER METER, 4" AND METER TRANSMITTER INSTALLATION	3	EACH	941.00	2,823.00	1,882.00
20	WATER METER, 6" AND METER TRANSMITTER INSTALLATION	1	EACH	3,955.00	3,955.00	0.00
21	METER TRANSMITTER INSTALLATION	672	EACH	118.00	79,296.00	98,648.00
22	PROPAGATION STUDY	1	L.S.	588.00	588.00	588.00
23	AMI SYSTEM SOFTWARE	1	L.S.	30,920.00	30,920.00	30,920.00
24	PROJECT MANAGEMENT	1	L.S.	5,885.00	5,885.00	4,413.75
TOTAL BASE BID PROPOSAL COST					754,328.00	729,335.75

1. NEGOTIATED ITEMS (EXAMPLE)

CHANGE ORDER NO. (1)	DATE (2)	DESCRIPTION (3)	QUANTITY (4)	UNIT (5)	UNIT PRICE (6)	TOTAL (7)
1	1/3/23	Ball Valve, 3/4"	1	Each	\$290.00	\$290.00
2	2/3/23	Ball Valve, 3/4"	1	Each	\$290.00	\$290.00
		Re-Piping to Install New Water Meter	1	Each	\$275.00	\$275.00
3	3/3/23	Ball Valve, 3/4"	1	Each	\$290.00	\$290.00
		Ball Valve, 1"	2	Each	\$295.00	\$590.00
		Re-Piping to Install New Water Meter	3	Each	\$275.00	\$825.00
4	4/4/23	Ball Valve, 3/4"	7	Each	\$290.00	\$2,030.00
		Re-Piping to Install New Water Meter	3	Each	\$275.00	\$825.00
5	4/28/23	Ball Valve, 3/4"	3	Each	\$290.00	\$870.00
		Re-Piping to Install New Water Meter	4	Each	\$275.00	\$1,100.00
6	6/9/23	Re-Piping to Install New Water Meter	3	Each	\$275.00	\$825.00
		Re-Piping to Install New Water Meter w/ Flanges	1	Each	\$455.00	\$455.00
		3/4 Meter Pit Installation	1	Each	\$140.00	\$140.00
					TOTAL	\$8,805.00

2. ANALYSIS OF WORK PERFORMED

(a) Cost of original work performed to date (col. 8 front) \$729,335.75
 (b) Total Cost of Negotiated Items (col. 7 above) \$8,805.00
 (c) TOTAL COST OF WORK PERFORMED TO DATE \$738,140.75
 (d) Add: Materials stored at close of this period (Attach detailed schedule) \$0.00
 SUB-TOTAL \$738,140.75
 (e) Less: Amount retained 5 percent \$36,907.04
 (f) NET AMOUNT EARNED ON CONTRACT WORK TO DATE \$701,233.71
 (g) Less: Amount of previous payments \$678,660.76
 (h) BALANCE DUE THIS PAYMENT \$22,572.95

3. CERTIFICATION & WAIVER OF LIEN OF CONTRACTOR

According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Periodic Estimate No. 8, for Partial Payment are correct; that all work has been performed and/or material supplied in full accordance with the requirements of the referenced contract, and/or duly authorized deviations, substitutions, alterations, and/or additions; that the following is a true and correct statement of the contract account up to and including the last day of the period covered by this Periodic Estimate, and that no part of the "Amount due this Estimate" has been received.

Further, that for and in consideration of the "Amount due this Estimate" (\$22,572.95) and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim or right of lien under the Statutes of the State of Illinois, relating to Mechanics Liens, on the above referenced construction project, and on the moneys or other considerations due or to become due from the owner, on account of labor or services, material, fixtures or apparatus heretofore furnished to this date by the undersigned for the above referenced project.

Given under my hand and seal this 14th day of June, 2023.

Core & Main LP
CONTRACTOR

BY T. L. Cole

TITLE Branch Manager

4. CERTIFICATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE

The above and foregoing Periodic Estimate No. 8, for Partial Payment has been examined by me and, according to the best of my knowledge and belief, it is correct in all respects.

City of Morrison, Illinois
OWNER

DATE June 26, 2023

BY _____

TITLE Scott Vandermyde, Mayor

5. CERTIFICATION OF ENGINEER

I certify that I have checked and verified this Periodic Estimate No. 8, for the period April 29, 2023 to June 9, 2023, inclusive; that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the Contractor; that all work and/or material included in this Periodic Estimate No. 8 has been inspected by me and/or my duly authorized representative or assistants and that it has been performed and/or supplied in full accordance with the requirements of the referenced contract.

BY Willet H. Hofmann

WILLET, HOFMANN & ASSOCIATES, INC. DIXON, ILLINOIS

DATE June 14, 2023

CHANGE ORDER

Order No. 6

Date: June 9, 2023

Agreement Date: July 6, 2022

NAME OF PROJECT: Contract No. 1 – Customer Water Meter Replacement

OWNER: City of Morrison, IL

CONTRACTOR: Core and Main, LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

See attached changes.

Justification:

See attached justifications.

Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 754,328.00

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 761,713.00

The CONTRACT PRICE due to this CHANGE ORDER will be (increased) (decreased) by: \$ 1,420.00

The new CONTRACT PRICE including this CHANGE ORDER will be \$ 763,133.00

Change to CONTRACT TIME:

Original CONTRACT SUBSTANTIAL COMPLETION DATE: May 29, 2023

Original CONTRACT FINAL COMPLETION DATE: July 28, 2023

Current CONTRACT SUBSTANTIAL COMPLETION DATE

Adjusted by previous CHANGE ORDER:

Current CONTRACT FINAL COMPLETION DATE

Adjusted by previous CHANGE ORDER:

The CONTRACT TIME will be (increased) (decreased) by 64 Calendar days.

The new CONTRACT SUBSTANTIAL COMPLETION DATE: August 1, 2023

The new CONTRACT FINAL COMPLETION DATE: September 30, 2023

Approvals Required:

To be effective, this ORDER must be approved by the Federal Agency if it changes the scope or objective of the PROJECT, or as may otherwise be required by the SUPPLEMENTAL GENERAL CONDITIONS.

Contractor:	<u>Core and Main, LLC</u>	By: <u>Tim Lake</u>
Engineer:	<u>Willett, Hofmann & Associates, Inc.</u>	By: <u>Matt Hoffman</u>
Owner:	<u>City of Morrison, IL</u>	By: _____

1. Contract Time Extension

Change: Increase contract completion time by 64 calendar days.

Justification: Contractor has a few customers that are not responding so they can schedule the meter and transmitter installation.

Cost: No change to the contract cost.

2. Re-Piping to Install New Water Meter

Change: The existing piping had to be re-piped to install three (3) new water meters.

Justification: The existing water meter was hard piped and needed to be replaced to install the new water meters.

Cost: Contractor provided a price of \$275.00 re-pipe each meter installation for a total cost of \$825.00.

3. Re-Piping to Install New Water Meter Using Flanged Joints

Change: The existing piping had to be re-piped to install a new water meter using a flanged joint connection.

Justification: The existing water meter was hard piped and needed to be replaced to install the new water meters.

Cost: Contractor provided a price of \$455.00 re-pipe each meter installation for a total cost of \$455.00.

4. Meter Pit Installation

Change: A new 3/4" water meter had to be installed a meter pit.

Justification: The new water meter couldn't be installed inside the building and had to be installed in a meter pit.

Cost: Contractor provided a price of \$140.00 for the meter pit installation.

Martin & Company Excavating, Inc.
CONTRACTOR

2456 E. Pleasant Grove Road, Oregon, IL 61061
ADDRESS

PERIODIC ESTIMATE No. 4 FOR FINAL PAYMENT

CITY OF MORRISON, IL

CONTRACT NO. 2 - WALL STREET AND US ROUTE 30 WATERMAIN LOOP

Project No. 1054D19

for Period 3/4/2023

to 8/9/2023

ORIGINAL ESTIMATE (EXAMPLE)						COMPLETED TO DATE	
ITEM NO. (1)	DESCRIPTION (2)	QUANTITY (3)	UNIT (4)	UNIT PRICE (5)	TOTAL COST OF ITEM (6)	QUANTITY (7)	COST (8)
1	WATERMAIN, 10" DIA., BORED	586	L.F	205.00	120,130.00	349	71,545.00
2	WATERMAIN, 10" DIA.	601	L.F	98.00	58,898.00	791	77,518.00
3	CASING PIPE (WMQ), 16" DIA.	28	L.F	190.00	5,320.00	20	3,800.00
4	STEEL CASING PIPE, 24" DIA., BORED	140	L.F	495.00	69,300.00	140	69,300.00
5	SANITARY SEWER (WMQ), 10" DIA.	25	L.F	166.00	4,150.00		0.00
6	FIRE HYDRANT COMPLETE	1	EACH	6,750.00	6,750.00	1	6,750.00
7	MACHINE TAPPING SLEEVE, 8" DIA. W/GATE VALVE, 8" DIA.	1	EACH	6,300.00	6,300.00		0.00
8	GATE VALVE, 10" DIA.	2	EACH	4,100.00	8,200.00	3	12,300.00
9	DUCTILE IRON FITTINGS	1,229	LBS	13.10	16,099.90	1,199	15,706.90
10	TRACER WIRE ACCESS BOX	4	EACH	450.00	1,800.00	4	1,800.00
11	TEMPORARY FLUSHING AND SAMPLE TAP	1	EACH	700.00	700.00	1	700.00
12	GRANULAR SELECT BACKFILL	64	C.Y.	44.00	2,816.00	62	2,728.00
13	TEMPORARY SURFACE OVER TRENCH	20	C.Y.	44.00	880.00	16	704.00
14	BITUMINOUS PAVEMENT REPLACEMENT, 4"	94	S.Y.	75.00	7,050.00	94	7,050.00
15	CLASS 1 SEEDING AND TOPSOIL, 4"	479	S.Y.	9.50	4,550.50	479	4,550.50
16	CLASS 2 SEEDING	570	S.Y.	6.00	3,420.00	1507	9,042.00
17	TREE REMOVAL	0.19	ACRES	32,000.00	6,080.00	0.19	6,080.00
18	TRAFFIC CONTROL AND PROECTION	1	L.S.	3,000.00	3,000.00	1	3,000.00
TOTAL BID PROPOSAL COST					325,444.40		292,574.40

1. NEGOTIATED ITEMS (EXAMPLE)

CHANGE ORDER NO.	DATE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
(1)	(2)	(3)	(4)	(5)	(6)	(7)
2	2/3/23	Locate Exist. Watermain on Wall St. and Disconnect Watermain Watermain, 8" Dia.	T&M			\$6,694.10
		Remove Fire Hydrant Not Working on US Route 30	3	L.F.	\$92.00	\$276.00
		Rock Excavation	T&M			\$4,245.00
		Removal of Unsuitable Material From Watermain Trench	4	Hours	\$266.00	\$1,064.00
		Exploratory Excavation For Rock For Steel Casing Boring	6	Loads	\$300.00	\$1,800.00
			T&M			\$4,644.00
TOTAL						\$18,723.10

2. ANALYSIS OF WORK PERFORMED

(a) Cost of original work performed to date (col. 8 front)	\$292,574.40
(b) Total Cost of Negotiated Items (col. 7 above)	\$18,723.10
(c) TOTAL COST OF WORK PERFORMED TO DATE	\$311,297.50
(d) Add: Materials stored at close of this period (Attach detailed schedule)	\$0.00
SUB-TOTAL	\$311,297.50
(e) Less: Amount retained 0 percent	\$0.00
(f) NET AMOUNT EARNED ON CONTRACT WORK TO DATE	\$311,297.50
(g) Less: Amount of previous payments	\$267,078.73
(h) BALANCE DUE THIS PAYMENT	\$44,218.77

3. CERTIFICATION & WAIVER OF LIEN OF CONTRACTOR

According to the best of my knowledge and belief, I certify that all items and amounts shown on the face of this Periodic Estimate No. 4 for FINAL Payment are correct; that all work has been performed and/or material supplied in full accordance with the requirements of the referenced contract, and/or duly authorized deviations, substitutions, alterations, and/or additions; that the following is a true and correct statement of the contract account up to and including the last day of the period covered by this Periodic Estimate, and that no part of the "Amount due this Estimate" has been received.

Further, that for and in consideration of the "Amount due this Estimate" (\$44,218.77) and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim or right of lien under the Statutes of the State of Illinois, relating to Mechanics Liens, on the above referenced construction project, and on the moneys or other considerations due or to become due from the owner, on account of labor or services, material, fixtures or apparatus heretofore furnished to this date by the undersigned for the above referenced project.

Given under my hand and seal this 13th day of June, 2023.

Marting & Company
CONTRACTOR

BY Gerald Martin
TITLE President

4. CERTIFICATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE

The above and foregoing Periodic Estimate No. 4 for FINAL Payment has been examined by me and, according to the best of my knowledge and belief, it is correct in all respects.

City of Morrison, Illinois
OWNER

BY _____

DATE June 28, 2023

TITLE Scott Vandermude, Mayor

5. CERTIFICATION OF ENGINEER

I certify that I have checked and verified this Periodic Estimate No. 4 for the period March 4, 2023 to June 9, 2023, inclusive; that to the best of my knowledge and belief it is a true and correct statement of work performed and/or material supplied by the Contractor; that all work and/or material included in this Periodic Estimate No. 4 has been inspected by me and/or my duly authorized representative or assistants and that it has been performed and/or supplied in full accordance with the requirements of the referenced contract.

WILLETT, HOFMANN & ASSOCIATES, INC., DIXON, ILLINOIS

BY Willet HOFMANN

DATE June 13, 2023

CHANGE ORDER

Order No. 3

Date: June 9, 2023

Agreement Date: June 16, 2022

NAME OF PROJECT: Contract No. 2 – Wall Street and US Route 30 Watermain Loop

OWNER: City of Morrison, IL

CONTRACTOR: Martin & Company Excavating

The following changes are hereby made to the CONTRACT DOCUMENTS:

See attached changes.

Justification:

See attached justifications.

Change to CONTRACT PRICE:

Original CONTRACT PRICE \$ 325,444.40

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 309,785.70

The CONTRACT PRICE due to this CHANGE ORDER will be (increased) (decreased) by: \$ 1,511.80 <

The new CONTRACT PRICE including this CHANGE ORDER will be \$ 311,297.50

Change to CONTRACT TIME:

Original CONTRACT SUBSTANTIAL COMPLETION DATE: February 11, 2023

Original CONTRACT FINAL COMPLETION DATE: April 12, 2023

Current CONTRACT SUBSTANTIAL COMPLETION DATE
Adjusted by previous CHANGE ORDER: _____

Current CONTRACT FINAL COMPLETION DATE
Adjusted by previous CHANGE ORDER: _____

The CONTRACT TIME will be (increased) (decreased) by _____ Calendar days.

The new CONTRACT SUBSTANTIAL COMPLETION DATE: June 1, 2023

The new CONTRACT FINAL COMPLETION DATE: July 30, 2023

Change Order 3
Bid Items Quantity and Cost Adjustment Tabulation

Pay Item No.	Item	Units	Unit Price	Quantities				Contract Cost				Final Cost Adjustment	
				Plan	Thru C.O. #1	Thru C.O. #2	Thru C.O. #3	Original	Thru C.O. #1	Thru C.O. #2	Thru C.O. #3	Increase	Decrease
1	WATERMAIN, 10" DIA., BORED	L.F.	205.00	580	580	340	340	\$ 120,130.00	\$ 120,130.00	\$ 71,845.00	\$ 71,845.00	\$ -	\$ -
2	WATERMAIN, 10" DIA.	L.F.	99.00	601	601	838	791	\$ 59,899.00	\$ 59,899.00	\$ 82,124.00	\$ 77,819.00	\$ -	\$ (4,806.00)
3	CASING PIPE (WMO), 16" DIA.	L.F.	190.00	28	28	20	20	\$ 5,320.00	\$ 5,320.00	\$ 3,800.00	\$ 3,800.00	\$ -	\$ -
4	STEEL CASING PIPE, 24" DIA., BORED	L.F.	495.00	140	140	140	140	\$ 69,300.00	\$ 69,300.00	\$ 69,300.00	\$ 69,300.00	\$ -	\$ -
5	SANITARY SEWER (WMO), 10" DIA.	L.F.	105.00	25	25	0	0	\$ 4,150.00	\$ 4,150.00	\$ -	\$ -	\$ -	\$ -
6	FIRE HYDRANT COMPLETE	EACH	6,750.00	1	1	1	1	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ 6,750.00	\$ -	\$ -
7	MACHINE TAPPING SLEEVE, 8" DIA. W/ GATE VALVE, 8" DIA.	EACH	6,300.00	1	0	0	0	\$ 6,300.00	\$ -	\$ -	\$ -	\$ -	\$ -
8	GATE VALVE, 10" DIA.	EACH	4,100.00	2	3	3	3	\$ 8,200.00	\$ 12,300.00	\$ 12,300.00	\$ 12,300.00	\$ -	\$ -
9	DUCTILE IRON FITTINGS	LBS	19.10	1,220	1,141	1,141	1,199	\$ 16,069.80	\$ 14,947.10	\$ 14,947.10	\$ 15,706.60	\$ 759.80	\$ -
10	TRACER WIRE ACCESS BOX	EACH	450.00	4	4	4	4	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ -	\$ -
11	TEMPORARY FLUSHING AND SAMPLE TAP	EACH	700.00	1	1	1	1	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ -	\$ -
12	GRANULAR SELECT BACKFILL	C.Y.	44.00	84	84	84	82	\$ 2,816.00	\$ 2,816.00	\$ 2,816.00	\$ 2,728.00	\$ -	\$ (88.00)
13	TEMPORARY SURFACE OVER TRENCH	C.Y.	44.00	20	20	20	16	\$ 880.00	\$ 880.00	\$ 880.00	\$ 704.00	\$ -	\$ (176.00)
14	BITUMINOUS PAVEMENT REPLACEMENT, 4"	S.Y.	75.00	94	94	94	94	\$ 7,050.00	\$ 7,050.00	\$ 7,050.00	\$ 7,050.00	\$ -	\$ -
15	CLASS 1 SEEDING AND TOPSOIL, 4"	S.Y.	9.00	479	479	479	479	\$ 4,550.00	\$ 4,550.00	\$ 4,550.00	\$ 4,350.80	\$ -	\$ -
16	CLASS 2 SEEDING	S.Y.	9.00	570	570	570	1,507	\$ 5,130.00	\$ 5,130.00	\$ 5,130.00	\$ 5,130.00	\$ -	\$ -
17	TREE REMOVAL	ACRES	32,000.00	0.10	0.10	0.10	0.10	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00	\$ -	\$ -
18	TRAFFIC CONTROL AND PROTECTION	L.S.	3,000.00	1	1	1	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
Totals								\$ 325,444.40	\$ 322,091.60	\$ 291,092.60	\$ 292,574.40	\$ 8,361.80	\$ (4,870.00)
Final Cost Adjustment For Bid Items												\$	1,511.80

AGREEMENT BETWEEN

CITY OF MORRISON

And

TEAMSTERS LOCAL 722 (Public Works Bargaining Unit)

May 1, 2023 - April 30, 2026

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ARTICLE 1
STATEMENT OF PURPOSE

Section 1.1 Statement of Purpose. The purpose of this Agreement is to provide an orderly collective bargaining relationship between the City of Morrison, Illinois, and Teamsters Local Union #722, affiliated with the International Brotherhood of Teamsters, representing bargaining unit employees as certified by the Illinois Labor Relations Board in Case No. S-RC- 98-23 on December 22, 1998, and to make clear the basic terms upon which such relationship depends.

It is the intent and purpose of this Agreement:

- to maintain and increase individual productivity and quality of service,
- to maintain the highest standards of personal integrity and conduct at all times,
- to prevent interruptions of work or the interference with the efficient operating of City departments,
- to provide procedures for the prompt and peaceful adjustment of grievance as provided herein, and
- to set forth the parties' entire agreement with respect to the rates of pay, hours of employment, fringe benefits, and other conditions of employment that will be in effect during the term of this Agreement for employees covered by this Agreement

ARTICLE 2
NON-DISCRIMINATION

Section 2.1. Prohibition Against Discrimination. Both the City and the Union agree that, in accordance with applicable federal and state law, there shall be no discrimination by either the City or the Union against employees because of race, color, creed, religion, national origin, sex, age, marital status or disability. Similarly, in accordance with applicable federal and state law, neither the City nor the Union shall engage in harassment in the work place.

Any dispute concerning the interpretation and application of this paragraph may be processed up to and including Step 2 of the grievance procedure set forth in Article V of this Agreement, but no such dispute may be submitted to arbitration unless both the City and Union mutually agree in writing to submit such dispute to arbitration.

Section 2.2 Union Membership or Activity. Neither the City nor the Union shall interfere with the right of employees covered by this Agreement to become or not become members of the Union, and there shall be no discrimination against any such employees because of lawful Union membership or non-membership, or participation or non-participation in lawful Union activities.

Section 2.3. Americans with Disabilities Act. Notwithstanding any other provisions of this Agreement it is agreed that the City has the right to take actions in order to be in compliance with the requirements of the Americans with Disabilities Act ("ADA"). If the City takes any action to be in compliance with the ADA that conflicts with or violates any of these express provisions of the Agreement, the City will, if requested by the Union, meet with the Union to discuss the matter.

ARTICLE 3 UNION RIGHTS

Section 3.1. Dues Deduction. During the term of this Agreement, upon receipt of a proper written authorization from an employee, the City shall deduct each month Union dues in the uniform set amount certified by the Treasurer of the Union from the pay of all employees covered by this Agreement, who, in writing, authorize such deductions. Such money shall be submitted to the Treasurer of the union within thirty (30) days after the deductions have been made. Such deductions will be terminated upon an employee's written request.

Section 3.2 Indemnification. The Union hereby indemnifies and agrees to hold the City harmless against any and all claims, demands, suits or other forms of liability that may arise out of, or by reason of, any action taken by the City for the purpose of complying with the provisions of this Article. If it should be ruled by a court of competent jurisdiction that this indemnification clause, or any part of it, is void as against public policy, then Section 3.1, Dues Deduction, shall become null and void and shall no longer be considered a part of this Agreement.

Section 3.3 D.R.I.V.E. The employer agrees to deduct from the paycheck of all employees covered by this agreement voluntary contributions to DRIVE. DRIVE shall notify the employer of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a weekly basis for all weeks worked. The employer shall transmit to DRIVE national headquarters on a monthly basis, in one (1) check the total amount deducted along with the name of each employee on whose behalf a deduction is made, the employee's social security number and the amount deducted from that employee's paycheck.

ARTICLE 4 MANAGEMENT RIGHTS

Section 4. 1. Management Rights. Except as expressly limited by the express provisions of this Agreement, the City retains all traditional rights to manage and direct the affairs of the City in all of its various aspects and to manage and direct its employees, including but not limited to the right to make and implement decisions with respect to the following matters without having to negotiate over such decisions or the effects of such decisions:

- to establish, plan, direct, control and determine the budget and all the operations, services, policies and missions of the City;
- to supervise and direct the working forces;
- to determine the qualifications for employment and job positions and to employ employees;
- to determine examinations and examination techniques, and to conduct examinations;
- to determine policies affecting the training of employees;
- to schedule and assign work, to transfer and reassign employees;
- to establish work, performance and productivity standards and, from time to time, to change those standards;
- to assign overtime to purchase goods and services;
- to determine the methods, means, organization and number of personnel by which departmental services shall be provided or purchased;
- to make, alter and enforce rules, regulations, orders and policies;
- to evaluate, promote or demote employees;
- to determine whether work and/or services are to be provided by employees covered by the Agreement (including which employees) or by other employees or persons not covered by this Agreement;
- to discipline, suspend and to discharge non-probationary employees for just cause (probationary employees without cause);
- to change or eliminate existing equipment or facilities and to introduce new equipment or facilities;
- to subcontract work;
- to establish change, add to or reduce the number of hours, shifts, ~~tours of duty~~ and schedules to be worked; and to relieve or lay off employees.

The City shall also have the right to take any and all actions as may be necessary to carry out the mission of the City and Police Department in the event of civil emergency as may be declared by the Mayor, the City Administrator, Police Chief or their authorized designees, which may include, but are not limited to, riots, civil disorders, tornado conditions, floods or other catastrophes or financial or other emergencies, and to suspend the terms of this Agreement during such civil emergency.

ARTICLE 5
GRIEVANCE
PROCEDURE

Section 5.1. Definition. A "grievance" is defined as a dispute or difference of opinion concerning the interpretation or application of the express provisions of this Agreement raised by an employee against the City involving an alleged violation, or misapplication of an express provision of this Agreement.

Section 5.2. Procedure. An employee may request the presence of a Union Steward at any Step of the grievance procedure set forth herein. The parties acknowledge that it is usually most desirable for an employee and his immediate supervisor to resolve problems through free and informal communications. If, however, the informal process does not resolve the matter, the grievance will be processed as follows:

Step 1: Any employee who has a grievance shall submit the grievance in writing to the employee's immediate supervisor, who is not a member of the bargaining unit. ~~(i.e., for nonsworn personnel, the employee's Department Head).~~ The grievance shall contain a full statement of all relevant facts, the provision or provisions of this Agreement which are alleged to have been violated, and the relief requested. To be timely, the grievance must be presented no later than five (5) business days after the act, event or commencement of the condition which is the basis of the grievance or five (5) business days after the employee, through the use of reasonable diligence, should have had knowledge of the act, event or commencement of the condition which is the basis of the grievance. The immediate supervisor shall respond to the grievance in writing within five (5) business days.

Step 2: If the grievance is not satisfactorily settled in Step 1, it may be appealed in writing to the City Administrator or designee within seven (7) business days after a decision was rendered by the immediate supervisor in Step 1. The City Administrator or designee shall make such investigation of the facts and circumstances as the City Administrator or designee deems necessary and may meet with the employee and/or the Union representative. The City Administrator or designee will give a written answer to the grievance within fourteen (14) business days after the date of the meeting, or if there is no meeting, within fourteen (14) business days after the date the grievance was received by the City Administrator or designee.

Section 5.3. Arbitration. A grievance not settled at Step 2 may be appealed by the Union to arbitration by serving on the City by certified mail, not later than fifteen (15) business days after the date of the reply of the City Administrator or the City Administrator's designee, a written request to arbitrate, setting forth specifically the issue or issues to be arbitrated. If the parties fail to agree within fifteen (15) business days after receipt of the written request to arbitrate upon an arbitrator to hear the grievance, they shall request the Federal Mediation and Conciliation Service to submit a panel of seven (7) proposed arbitrators. The parties agree to request the FMCS to limit the panel to members of the National Academy of Arbitrators who reside in Illinois, Missouri or Iowa. Each party may strike one (1) panel in its entirety and request that a new panel be submitted. The parties shall select the arbitrator by alternately striking a name until one (1) name remains, who shall be the arbitrator. The party requesting

arbitration shall strike the first name. More than one grievance may be submitted to the same arbitrator if both parties mutually agree in writing.

Section 5.4. Arbitrator's Authority. The arbitrator shall consider and decide only the questions of fact raised by the grievance, as originally submitted in writing at Step 1, as to whether there has been a violation, misinterpretation or misapplication of the express provisions of this Agreement. The arbitrator shall have no power or authority to render a decision (1) contrary to the express provisions of this Agreement or (2) restricting, limiting or interfering in any manner with the powers, duties or responsibilities granted to or imposed on the City under this Agreement, applicable law or public policy. The arbitrator shall not have the power to amend, delete, ignore, add to or change in any way any of the terms of this Agreement or to impair, minimize or reduce any of the rights reserved to management under the terms of Article 4 or other terms of this Agreement, either directly or indirectly, nor shall the arbitrator have the power to substitute the arbitrator's discretion for that of management. In addition the arbitrator shall have no authority to impose upon any party any obligation not provided for explicitly in this Agreement, or to issue any decision or propose any remedy which is retroactive beyond the period specified in Step 1 of this grievance procedure. Any decision or award of the arbitrator rendered within the limitations of this Section shall be binding upon the Union, the employee and the City.

Section 5.5. Time Limits. If a decision is not rendered by the City within the time limits provided for in this grievance procedure, the aggrieved employee, or the Union, may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step as provided above. If at any step the aggrieved employee or the Union does not submit the grievance or appeal the City's decision in the manner and time limits provided for in the grievance procedure, the grievance shall be considered settled on the basis of the last decision of the City without any further appeal or reconsideration. The time limits at any level of the grievance procedure may be extended by mutual written agreement between the Union and the City. The term "business day" shall mean any day that the City's Municipal Building is open for public business.

Section 5.6. Decision and Fee. The decision of the arbitrator, within the limits prescribed in this Article 5, shall be binding on all parties to the grievance, including the City, the Union and the aggrieved employee. The fee and expenses of the arbitrator shall be borne equally by the City and Union; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

Section 5.7. Method of Determination. It is understood these grievance and arbitration procedures shall not apply to any matter as to which the City is without authority to act and that the filing and pendency of any grievance shall not preclude the City from taking the action or continuing to follow the course complained of which is the subject of the grievance. There shall be no suspension or interference with work because of any grievance or any incident which is or could have been the subject of a grievance.

Section 5.8. Miscellaneous. No member of the bargaining unit shall have any authority to respond on behalf of the City to a grievance being processed in accordance with the grievance procedure set forth in this Article. Moreover, no action statement, agreement, settlement, or representation made by any member of the bargaining unit shall impose any obligation or duty or be considered to be authorized by the binding upon the City unless and until the City has agreed thereto in writing.

ARTICLE 6 NO STRIKES

Section 6.1. No Strike Commitment. During the term of this Agreement, neither the Union or any Union official or employee covered by this Agreement will call, initiate, authorize, participate in, sanction, encourage, or ratify any work stoppage, slow down, sympathy strike, or any other concerted interference with the full, faithful and proper performance of the duties of employees.

Section 6.2. Performance of Duty. It is recognized the employees covered by this Agreement may be required in the line of duty to perform duties growing out of or connected with labor disputes that may arise within the City. The Union agrees that no disciplinary action or other action will be taken by the Union against any employee or employees covered by this Agreement by reason of any such action or conduct in the line of duty.

Section 6.3. Resumption of Operations. In the event of action or conduct prohibited by Section 6.1 above, the Union immediately shall disavow such action or conduct and shall request the employees to return to work and shall use its best efforts to achieve a prompt resumption of normal operations. The Union, including its officials and agents, shall not be liable for any damages, direct or indirect, upon complying with the requirements of this Section.

Section 6.4. Discipline of Strikes. Any or all employee who violated the provisions of Section 6.1 above shall be subject to immediate discharge. Any action taken by the City against an employee who violates Section 6.1 above shall not be considered a violation of this Agreement and shall not be subject to review except for the factual issue of whether or not the employee, in fact, participated in an action or conduct prohibited by Section 6.1 above.

ARTICLE 7 SICK LEAVE

Section 7.1. Accrued Sick Leave. All full-time employees shall be eligible to accrue paid sick leave at the rate of eight (8) hours for each full month of actual work up to a maximum of 480 hours. Paid sick leave is not a right to be used at the employee's discretion but rather is a privilege to be used in cases of an employee's illness, or injury, medical appointments, or in cases of illness, or injury, or medical appointments in an employee's core or immediate family that requires the adult care of the employee in a situation where such care would not otherwise be available. ~~An employee may use sick leave for doctor's appointments for diagnostics purposes.~~ Use of sick leave for less than a full day shall be charged in increments of an hour, rounded to the nearest hour.

For the purposes within this Agreement, core family shall be defined as spouse, domestic partner, child, step-child, foster child, parent, step-parent, and immediate family shall be defined as sibling, step-sibling, grandchild, step-grandchild, grand parents, step-grandparents and in-laws or other relatives who permanently reside with the employee.

Section 7.2. Request for Sick Leave. Employees requesting sick leave must notify his/her supervisor at least one half hour prior to the start of his/her scheduled work day. An employee's failure to inform his/her supervisor of each day of absence, or at agreed intervals in the case of an extended illness, will result in a loss of that day's pay. Employees will comply with reasonable reporting rules as may be established by the City.

An employee shall be required to present satisfactory proof of illness for absences in excess of three (3) work days. In addition, an employee may be required by the City to substantiate proof of illness when there is a reason to suspect sick leave abuse.

Section 7.3. Sick Leave Buyback.

A. An employee who accumulates 480 hours of sick leave shall receive annually, based on the employee's anniversary date, additional compensation at the rate of one (1) hour of pay for each two (2) hours of unused sick leave for any unused sick leave hours extending over 480 hours or in lieu of additional compensation, employee may elect to receive vacation time at the rate of one (1) hour for each two (2) hours of unused sick leave. Upon separation of an employee for reasons other than termination for cause, an employee shall be compensated for all accrued but unused sick leave at the rate of one (1) hour of pay for each two (2) hours of accrued and unused sick leave at time of termination. Payment to an employee for accumulated sick leave shall not be included with the employee's regular paycheck but rather by a separate payment.

B. An employee who has 480 hours of accrued sick time shall be allowed (on an annual basis on that employees anniversary date) to either "cash in" any hours over 480, or place such overage hours into an IMRF service credit sick leave bank, up to a maximum of 1288 hours. Hours cashed in shall be paid as provided under Section 7.3. (A). Hours placed into the IMRF service credit sick leave bank may only be used by the employee, at the time of separation of the employee for reasons other than termination for cause, for the purpose of applying for service credit available under IMRF policies and/or procedures. Once the election is made to place such hours into the IMRF service credit sick leave bank the election is irrevocable and at no time may the hours be used to receive paid sick time or otherwise available to be

cashed in by the employee.

Section 7.4. Sick Leave Abuse. For the purposes of this Article "sick leave abuse" is the utilization of sick leave for reasons other than those stated in Section 7.1 above. It is specifically agreed that the City retains the right audit, monitor, and/or investigate sick leave usage and, if an employee is suspect of abuse, to take corrective action, including such actions as discussing the matter with the employee, instituting sick leave verification calls, and/or, where appropriate, taking disciplinary action, including dismissal.

Section 7.5. Sick Pay after Retirement. ~~Payment of any accrued sick time benefits at the time of retirement not used for IMRF service credit, shall be capped to limit an employee from exceeding their prior year creditable earnings by more than 6%. Accrued sick time over 6% shall be remitted to the employee no sooner than the 2-month following retirement or may be applied to retiree health insurance premiums.~~

ARTICLE 8

OTHER LEAVES

Section 8.1. Jury Duty. Any employee who serves on a court jury or appears in response to a subpoena as a witness in a court trial in which the employee is not a party, when he/she otherwise would have been scheduled to work. Shall be paid for the regular straight-time hours he/she would have worked but for such service. The employee shall remit to the City any fees which he receives for such service (excluding reimbursement for travel and lodging), as well submit a pay voucher from the Clerk of Court or other appropriate official stating the amount of compensation received for such service.

Section 8.2. ~~Funeral~~ Bereavement Leave. An employee may be granted a funeral bereavement leave of up to three (3) ~~consecutive~~ working days without loss of pay in case of death of a member of the employee's core and immediate family (domestic partner, employee's spouse, child, step-child, foster children, parent, step-parent, sibling, step-sibling, grandchildren, grandparents, step-grandchildren, step-grandparents, and in-laws, and will also include other relatives who at the time of death lived permanently with the employee) for the purpose of attending the visitation and funeral, or a celebration of life. For additional ~~funeral~~ bereavement leave, the employee may request that the City Administrator approve up to an additional two (2) days, provided that any such request shall not unreasonably be denied; if granted, such additional day(s) shall be deducted from an employee's accumulated but unused paid leave (i.e., sick leave, personal convenience days or vacation). If an employee is asked to directly participate in a funeral for someone not listed above, they will be granted the day of the funeral off with pay for that purpose.

Section 8.3. FMLA Leave. The City agrees to abide by the provisions of the Family and Medical Leave Act of 1993, as amended from time to time, but the enforcement of this provision shall be as provided in said Act and shall not be subject to the grievance and arbitration procedure set forth in this Agreement. The parties agree that the City may take

any steps needed to implement and comply with the Act and the rules and regulations issued thereunder.

Section 8.4. Military Leave. Military leaves will be granted in accordance with applicable laws.

Section 8.5. Paternity/Maternity Leave. After two (2) years of employment, an employee is eligible for 40 hours of paid leave to be used within 60 days of day of birth of child

Section 8.6. Unpaid Leaves. In addition to leaves of absence specified in this Agreement, the City may also in its sole discretion grant an employee an unpaid leave of absence under such terms and conditions as the City may specify in each case.

Section 8.7. Insurance Coverage During Unpaid Leaves. If the City at its sole discretion grants an employee an unpaid leave, said employee shall have the right to maintain insurance coverage by paying each full applicable monthly premium in advance.

Section 8.8. Worker's Compensation. Will be paid in accordance with state and federal law.

ARTICLE
E 9
VACATIONS

Section 9.1. Eligibility and Amount. Vacation time for full-time employees shall be earned based on the following schedule:

LENGTH OF CONTINUOUS ACTIVE SERVICE	HOURS EARNED
After completion of one full year of Employment	Eighty (80) hours
After completion of five (5) full years of Employment	One hundred Twenty (120) hours
After completion of ~~fifteen (15)~~ ten (10) full years of Employment	One hundred Sixty (160) hours
After completion of twenty (20) full years of Employment	Two hundred (200) hours

Vacation leave shall be earned and credited on the employee's anniversary date of employment. An employee may carry over ~~one week~~ forty (40) hours of vacation; any vacation leave exceeding ~~one (1) week~~ forty (40) hours ~~at the end of the vacation season~~ on the employee's anniversary date will be lost.

Section 9.2. Vacation Pay. The rate of vacation pay shall be the employee's regular straight-time rate of pay in effect on the payday immediately preceding the employee's vacation.

Section 9.3. Scheduling. On or before March 1 of each calendar year, each Department Head shall develop and post an approved vacation schedule. With the exception of one (1) week of vacation which must be taken in a block, vacations may be used in four (4) hour or in one (1) day increments, ~~at the sole discretion of the Department Head. Employees may not grieve the Department Head's decision to deny the use of~~ vacation periods and the maximum number of employee(s) who may be on vacation at any time is ~~exclusively~~ reserved by the appropriate Department Head in order to ensure the orderly performance of the services provided by the City. Vacation may not be denied without just cause.

Section 9.4. Vacation Pay upon Termination. Upon termination of employment, employees shall be paid for any accrued but unused vacation leave that remains at time of termination.

Section 9.5. City Emergency. In the case of an emergency, such as but not limited to riot, civil disaster, presidential visit, extreme illness and the like, the Mayor, City Administrator, or designees may cancel and reschedule any or all approved vacation leaves in advance of their being taken, and/or recall any employee from vacation in progress.

Section 9.6. Vacation Cancellation. If for any reason the City cancels an employee's pre-approved vacation time, any prepaid monies lost will be reimbursed up to a maximum of \$750.00 dollars to the employee by the City under the following conditions:

- All monies to be reimbursed by the City must have been paid for by the employee or their spouse/domestic partner.
- Proof of payment/reservation must be provided by the employee to the City Administrator upon request

ARTICLE 10 PERSONAL CONVENIENCE DAYS

Section 10.1. Personal Convenience Days. All full-time employees are entitled to ~~six~~ (6) personal convenience days per fiscal year, which shall be noncumulative, i.e. they may not be carried over from one fiscal year to the next fiscal year unless there are extenuating circumstances that prevented the employee from using one or more of the personal convenience days during the fiscal year.

The scheduling of personal convenience days shall be at the mutual convenience of the employee and the City. Personal convenience days may be scheduled in one 1. hour increments, ~~subject to the sole discretion and approval of the Department head. Employees may not grieve the Department head's decision to deny the~~

~~use of personal convenience days.~~ Personal Days may not be denied without just cause.

13

ARTICLE
E 11
INSUR
ANCE

Section 11.1. Coverage. The City agrees to provide medical insurance and life insurance for employees as set forth herein. Notwithstanding the foregoing, the City retains the right to change insurance carriers or to self-insure for the provision of life insurance, dental insurance, vision insurance, or medical benefits, and the City further reserves its right to institute, maintain and change cost containment, benefit and other provisions of the medical, vision, and dental plan provided that such changes are made in the plan for other city employees. The City will offer dependent medical, vision, and

dental insurance for employees' dependents with the City paying 50% of the cost of the premiums for dependents and the employee paying 50%. Eligibility, benefits and conditions for obtaining benefits shall be covered by the plan documents.

Section 11.2 City Insurance Benefit Reciprocity. In recognition of the desirability of maintaining a uniform policy City-wide with respect to insurance benefits and notwithstanding the forgoing provisions contained in the Article, the parties agree that if the City makes any changes, modifications, or improvement with respect to any of the City's life insurance, dental insurance or medical/hospitalization insurance programs that are applicable to substantially all other full-time City employees, then such changes, modifications, or improvements (including the cost sharing arrangements between the City and the employee) shall likewise be applicable to the employees covered by this Agreement on the same terms and on the same date that they are applicable to substantially all other full-time City employees.

Section 11.3. Life Insurance. Life insurance in the amount of \$20,000 shall be provided at city expense to all permanent full-time employees. The City retains the right to change insurance carriers or to self-insure this benefit, provided the amount of coverage remains the same.

Section 11.4. Accidental Death and Dismemberment. All full-time permanent employees covered by this Agreement shall be covered by the City's accidental death and dismemberment or other disability coverage as they may be in effect from time to time.

Section 11.5. Eye Vision Care. An employee may opt to be reimbursed for eye vision care during the term of this contract. If the employee opts to be reimbursed, the City shall, upon receipt of paid invoice, reimburse regular full-time employees up to ~~\$375~~ \$500 each for the employees, and/or core and immediate family member's eye vision care, including eye vision examinations, eyeglasses, and/or contacts. The maximum amount that an employee can be reimbursed during the term of this contract for eye vision care is ~~\$375~~ \$500. All invoices for eye care reimbursement must be received by the City no later than ~~March 15~~ April 30th, of the last year of this Agreement. Upon receipt, the City shall process reimbursement and employee will not have to wait for "list-of-bills" to be approved at the next council meeting.

Section 11.6. Liability Limitations. The failure of any provider(s) to provide any benefit for which the Employer has contracted, through a self-insured plan or under a group policy(ies) issued by an insurance company or other provider shall result in no liability to the City or the Union, nor shall such failure be considered a breach by the City or the Union of any obligation undertaken under this or any other agreement. The extent of coverage under any insurance plans or policies referred to in this Agreement shall be governed by the terms and conditions set forth in those policies and any questions or disputes concerning such insurance plans or policies, or benefits under them, shall be resolved in accordance with the terms and conditions set forth said plans and policies and shall not be subject to the grievance and arbitration procedures set forth in this Agreement.

Section 11.7. Changes in Employee Cost for Health Insurance. If during the term of this Agreement there is going to be an increase in the employee's cost for the hospitalization and medical insurance, the City will provide the Union with written notice of the increase and will, if requested by the Union, meet to discuss the matter.

Section 11.8 Retirement Insurance Benefit. The city shall pay up to ~~\$2000 each year or~~ 1/3 (one third) of the insurance premium; ~~whichever is less~~, for the retired employee so long as each of the following conditions are met:

- 20 full ~~consecutive~~ years of service to the City of Morrison
- Retire in good standing
- Retired employee must be at least 55
- Retired employee must not be eligible for Medicare Benefits
- Portioned cost of the insurance premium is for single coverage only
- Retired employee must be enrolled in the City's insurance program

The City Shall pay up to one-third ($\frac{1}{3}$) of the insurance premium, toward any non-city health insurance coverage for a retired employee so long as each of the following conditions are met:

- Payments do not exceed the cost if the retiree remained on the City's health insurance plan as outlined above.
- Retiree shall provide proof of insurance coverage upon request.
- Payments cease at the time the retiree is eligible for medicare.

Section 11.9. IMRF. The City participates in IMRF.

ARTICLE 12

LABOR-MANAGEMENT COMMITTEE

Section 12.1. Labor-Management Committee. At the request of either party the Chief Union Representative and the City Administrator or their designees may meet quarterly to discuss matters of mutual concern that do not involve negotiations. The Chief Union Representative may invite bargaining unit members (not to exceed two) to attend such meetings. The City Administrator may invite other City representatives (not to exceed two) to attend such meetings.

The party requesting the meeting shall submit a written agenda of the items it wishes to discuss at least seven (7) calendar days prior to the date of the meeting. Employees scheduled to work will notify the City Administrator prior to their attendance at a meeting and if such attendance is approved, the employee will be permitted to attend the meeting during his regular hours of work with no loss of pay.

A Labor-Management Committee meeting shall not be used for the purpose of discussing any matter that is being processed pursuant to the grievance procedure set forth in this Agreement or for the purpose of seeking to negotiate changes or additions to this Agreement.

ARTICLE 13
MISCELLANEOUS
PROVISIONS

Section 13.1. Ratification and Amendment. This Agreement shall become effective when ratified by the City Council and the Union and signed by authorized representatives thereof, and may be amended or modified during its term only with the mutual written consent of both parties.

Section 13.2 Gender. Unless the context clearly requires otherwise, wherever the male gender or female gender is used in this Agreement, it shall be considered to include both males and females equally.

Section 13.3. Precedence of Agreement. The terms of this Agreement shall take precedence and control over the City's Personnel Policy Manual or any other City ordinance or policy with respect to any subject or matter covered in this Agreement.

Section 13.4. Discipline. The City agrees that it will not discipline or discharge non probationary employees without just cause. Disciplinary measures shall normally include only the following: oral reprimand, written reprimand, suspension, and discharge. Serious misconduct which would warrant termination for the first offense (e.g. gross insubordination, stealing, or possession or use of alcohol/controlled substances on City premises) does not require prior disciplinary action.

Prior to imposing discipline other than an oral or written reprimand, the City shall give the employee an opportunity to respond to the facts on which the City is considering the imposition of such disciplinary action. At any such meeting, the employee has the right to request that a Union representative attend such meeting.

If the City determines that the circumstances warrant it, an employee may be suspended with or without pay pending an investigation of circumstances that might result in disciplinary action. If it is ultimately determined that there is no cause for disciplinary action, the employee shall be reinstated with full back pay.

The City will provide the employee notice of any written reprimand or suspension placed in the employee's personnel file.

Probationary employees may be disciplined or discharged at the sole discretion of the City and without recourse to the grievance and arbitration procedures set forth in this Agreement.

The provisions of this Section shall be effective for discipline imposed after this Agreement has been ratified by both parties.

Section 13.5. Drug and Alcohol Testing. Employees may be tested for drug or alcohol use/abuse in any of the following circumstances:

- I. When there is reasonable suspicion of drug or alcohol use/abuse;
0. As part of the regularly scheduled physical examinations;
0. Following any vehicular accident occurring on duty or on a special detail;
0. When an employee has been involved in a major incident or incurs an injury on duty.
0. As a requirement of a CDL.

The City shall use only properly qualified clinical laboratories for such testing. If the first test results in a positive finding, a confirmatory test (GC/MS or a scientifically accurate equivalent) shall be conducted. A portion of the tested sample shall be retained by the laboratory so that the employee may arrange for another confirmatory test (GC/MS or a scientifically accurate equivalent) to be conducted by a properly qualified clinical laboratory of the employee's choosing and at the employee's expense.

Possession of alcohol, the consumption of alcohol, or being under the influence of alcohol while on duty shall be cause for discipline, possibly including termination. A second incidence within a seven (7) year period shall result in termination. Use of proscribed drugs or abuse of prescribed drugs at any time while employed by the City shall result in termination.

Section 13.6. Fitness for Duty. If there is any question concerning an employee's fitness for duty, fitness to return to duty following a layoff, or fitness to return to duty following a leave of absence, the City may require, at its expense, that the employee have a medical examination and/or psychological examination by a qualified and licensed physician and/or psychologist selected by the City. The foregoing requirement shall be in addition to any requirement that an employee provide at his own expense a statement from his doctor upon returning from sick leave or disability leave. If it is determined that an employee is not fit for duty, the employee may be placed on sick leave.

Section 13.7. Separation from Employment.

- a. Resignation. All employees must submit a written resignation to the City Administrator at least fourteen (14) calendar days prior to their date of resignation. Employees submitting fourteen (14) calendar days voluntary notice are entitled to any and all

accrued benefits that are specified in this Agreement or in City policies at the time of resignation.

a. Retirement. Retiring employees must submit written notice to the City Administrator at least thirty (30) calendar days prior to the effective date of their retirement. Retiring employees submitting their (30) calendar days' notice and are in good standing are entitled to any and all accrued benefits that are specified in this Agreement or in City policies at the time of their retirement.

a. Return of City Property and Equipment. Prior to receiving his/her final check, an employee must return all City property and equipment to his/her Department Head.

a. Accrued Benefit Time After Retirement.— Payment of any accrued benefits at the time of retirement not used for IMRF service credit, shall be capped to limit an employee from exceeding their prior year creditable earnings by more than six percent (6%). All accrued benefit time over six percent (6%) shall be remitted to the employee no sooner than the second (2nd) month but no later than the third (3rd) month following retirement or may be applied to retiree health insurance premiums.

Section 13.8. Innoculations and Vaccinations. The City agrees to pay all expenses for inoculations, immunizations and/or booster shots for any Public Works employees voluntarily requesting them or requesting them due to exposure to a contagious disease. The City will not force an employee to get a shot that they do not want.

Section 13.9. Residency Requirement. All Public Works employees will be required to live within a 15 mile radius of City Hall

Section 13.10. Use of City Vehicles. City employees may take a City vehicle home during the lunch break provided the employee lives in town or an employee can use a truck to get something for lunch provided the City vehicles are available and special trips are not made just to accommodate this option.

Section 13.11. Volunteer Work. If the City wishes to "volunteer" manpower for a non-city event (i.e. Paint the Town, Lyon's Recycling Day, Flags) or any other event that is not being specifically put on by the City of Morrison, then it is at the employee's discretion to decide if they want to work that event with overtime pay. Every effort must be made to give as much notice as possible about wanting an employee to work said event.

Section 13.12. Cell Phone Reimbursement – Employees shall receive a monthly cell phone reimbursement stipend of twenty dollars (\$20). This amount shall be paid on a separate check at the end of the fiscal year of two hundred and forty dollars (\$240) so long as the employee provides proof of a recurring monthly phone bill.

Section 13.13. Contract Negotiations – Every effort will be made to have contract negotiations during the working hours of the employees on the bargaining committee. If an accommodation of after-hours negotiation meetings is required then the members of the bargaining unit committee will be paid straight time for those said meetings.

ARTICLE 14

SAVINGS

CLAUSE

Section 14.1. Savings Clause. In the event any Article, Section or portion of this Agreement shall be held invalid and unenforceable by any board, agency or court of competent jurisdiction, such decision shall apply only to the specific Article, Section or portion thereof specifically specified in the board, court or agency decision; and upon issuance of such a decision, the City and the Union agree to notify one another and to begin immediately negotiations on a substitute for the invalidated Article, Section or portion thereof.

ARTICLE 15

ENTIRE

AGREEMENT

Section 15.1. Entire Agreement. This Agreement constitutes the complete and entire Agreement between the parties. This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, which conflict with the express terms of this Agreement.

The City and the Union, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, including the impact of the City's exercise of its rights as set forth here in on wages, hours or terms and conditions of employment.

In so agreeing, the parties acknowledge that, during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

ARTICLE

16

RECOGNI

TION

Section 16.1. Recognition. The City recognizes the Union as the exclusive bargaining representative for all full-time ~~and regular part-time~~ City employees, but specifically excluding the City Administrator, the City Clerk, the Deputy City Clerk, the Clerk/Typist in the City Clerk's office, the Police Chief, the Public Works Director, all full-time and part-time police officers, seasonal employees, employees of the Morrison Public Library, elected officials, professional employees, technical employees, and all

supervisory, managerial, confidential, and short term employees as defined by the Illinois Labor Relations act.

The term "seasonal employees" shall mean employees who are employed for no more than one hundred twenty (120) consecutive calendar days between May 1st and September 30th. The City agrees that the employment of seasonal employees will not cause the layoff or the reduction the normal workweek of any bargaining unit employees.

ARTICLE
17
SENIORI
TY

Section 17.1. Definition of Seniority. Seniority shall be based on the length of time from the last date of beginning continuous employment in a position covered by this Agreement, less adjustments for layoff or approved leaves of absence without pay (excluding Military leaves). If there is a tie in seniority between two or more such employees (i.e., two or more employees have the same length of continuous service), the date on the application for employment shall control as the tie-breaker.

Section 17.2. Probationary Period. All newly hired employees shall be probationary employees during the first twelve (12) months of their employment with the City. During an employee's probationary period the employee may be suspended, laid off, or discharged at the sole discretion of the City. Upon successful completion of twelve (12) months of continuous employment with the City in a position covered by this Agreement, an employee shall acquire seniority, which shall be retroactive to his/her last date of hire with the City in a position covered by this Agreement.

Section 17.3. Layoffs. If the City decides to decrease the number of employees in any ~~classification~~ department covered by this Agreement, the resulting layoff shall be effectuated first by laying off any probationary employees within the affected ~~classification~~ department and then on the basis of seniority within the affected ~~classification~~ department (i.e., the least senior employee in the ~~classification~~ department shall be laid off first).

Section 17.4. Recalls. If the City has any vacancies in a ~~classification~~ department covered by this Agreement, the positions thereby becoming available shall be tendered to employees with recall rights in reverse order of lay off from said ~~classification~~ department. Notification of recall shall be by certified mail to the employee's last known address as shown on the City's records. The recall notice shall state the time and date on which the employee is to report back to work. It shall be the responsibility of the employee to keep his/her address current by providing the City Administrator with the necessary information. If the employee does not respond to such notification of recall by notifying the City of the decision to accept or decline the position within seven (7) calendar days of the receipt of

the letter by the City to the employee's last known address, the employee's right to recall shall cease.

Section 17.5. Effects of Layoff. In addition to the other applicable provisions of this Article, the following provisions shall be applicable to bargaining unit members who are laid off:

- A. Any employee who is laid off shall be paid all earned compensation on or before the third business day following his or her last day of employment.
- A. Upon being recalled pursuant to the provisions of this Article, the accumulated and unused sick leave days that the employee had at the time of his/her layoff shall be restored.
- A. During the period of time that the employee has recall rights, the employee shall have the right to maintain insurance coverage by paying in advance the full applicable monthly premium for employee coverage and, if desired, for family coverage.
 - A. While the seniority of an employee who is laid off shall not be terminated if the employee is recalled under the provisions of this Article, seniority credit shall not accrue during the period of the layoff.

Section 17.6. Termination of Seniority. Seniority and the employment relationship shall be terminated for all purposes if the employee:

- a. Quits;
- a. Is discharged for just cause;
- a. Retires;
- a. Fails to report to work at the conclusion of an authorized leave of absence or vacation, unless the employee is able to justify to the satisfaction of his/her Department Head that such absence is due to extenuating circumstances;
- a. Is laid off and declines a recall to a full-time position or fails to affirmatively respond within seven (7) calendar days after receipt of notice of recall;
- a. Is laid off for a period of twenty-four (24) months; or
- a. Is absent for three (3) consecutive working days without notifying his/her Department Head.

Section 17.7. Effect of Consolidation or Elimination of Classifications. If employees are displaced by the elimination of ~~classifications~~ departments, the consolidation of ~~classifications~~ departments (combining the duties of two or more ~~classifications~~ departments and/or parts of two or more ~~classifications~~ departments), the installation of new equipment, methods or facilities, or for any other reason, they shall have the right to transfer to any existing bargaining unit vacancy which the City is seeking to fill if it is determined that they have the necessary skills, abilities and qualifications for such vacancy. If there are no such vacancies, the employee shall be laid off in accordance with the provisions of Section 17.3 above and shall have the right to recall in accordance with the provisions of Section 17.4 above. If two or more employees are displaced at the same time and they seek to transfer to the same vacancy which the City is seeking to fill, seniority

shall govern if they are determined to have the current ability and basic qualifications to perform the work in the position in question.

Section 17.8. Vacancies and Transfers. In filling permanent bargaining unit vacancies ~~within~~ that the City has decided to fill, the goal shall be to obtain the most qualified person for the position. Open vacancies must be posted internally first. Current Public works employees will be given the first option of filling the open vacancy. If two (2) or more employees who have requested to be considered for a permanent vacancy are determined to be equally qualified in terms of their skills, abilities, and qualifications for the position, seniority shall be the controlling consideration. If an employee believes that the City has arbitrarily considered his/her skills, abilities and qualifications for the position, he/she may file a grievance in accordance with the grievance and arbitration procedure set forth in this Agreement.

Section 17.9. Seniority of Persons Transferred Out of and Back to the Bargaining Unit. Employees who are promoted by the City to positions excluded from the bargaining unit and who are later transferred back to the bargaining unit by the City shall have a seniority date computed on the basis of the period of time previously served in position(s) included in the bargaining unit.

Section 17.10. Seniority List. On or before May 1 of each year the City shall distribute to the Union a seniority list for bargaining unit employees by ~~classification~~ department showing their accumulated seniority credit, calculated in accordance with the provisions of this Article. If the Union or any employee believes there is an error in the seniority list, it should be brought to the attention of the City Administrator within thirty (30) calendar days after the seniority list is distributed.

ARTICLE 18 HOURS OF WORK AND OVERTIME

Section 18.1. Application of Article. This Article is intended only as a basis for calculating overtime payment, and nothing in this Article or Agreement shall be construed as a guarantee of hours of work per day, per week, or per year.

Section 18.2. Normal Workday and Workweek. For full-time employees, the normal workday shall be eight (8) consecutive hours, with the exception of a 30 minute unpaid lunch break, and the normal work week shall be forty (40) hours per week, Monday through Friday subject to change as provided in Section 18.3. A work-week is defined as the seven (7) day period commencing at 12:01 a.m. Monday and ending at 12:00 midnight the following Sunday.

Section 18.3. Changes in Normal Workday or Normal Work Week. Should it be necessary in the City's judgment to establish schedules departing from the normal work day or the normal work week, or to change the shift schedule of an employee or employees, the City will give, absent emergency circumstances, at least two weeks' advance notice of such change to all employees affected by such change.

Section 18.4. Overtime Pay. An employee shall be paid time and one-half (1.5) times his/her regular straight-time hourly rate of pay for all hours worked in excess of the employee's eight (8) hour shift or in excess of 40 hours in the employee's normal work week, provided that the hours that an employee is compensated for ~~vacations, holidays, personal convenience days, sick leave~~ all benefit time and jury leave shall be counted as hours worked in determining whether the employee has worked in excess of 40 hours. Employees shall receive double-time for working actual Holidays. Employees who perform Saturday and Sunday "rounds" shall receive 2 hours minimum pay. Employees who perform Saturday and Sunday funerals shall receive 2 hours minimum pay.

Section 18.5. Compensatory Time. In lieu of paid overtime compensation employees may elect to accumulate compensatory time credit to be taken as additional time off on a basis of one and one-half (1-1/2) hours of time off for each hour of overtime worked and accumulated as compensatory time. Notwithstanding the above provision, no employee shall accumulate more than forty (40) hours of compensatory time. However, if on the actual Holiday, an employee may accumulate two (2) hours for each hour of overtime thereby reflecting Holiday pay.

Employees having accumulated compensatory time credit shall be allowed, upon request made in a reasonable period of time in advance, to utilize the accumulated compensatory time. Compensatory time shall be time off work, with pay. The employee's request for compensatory time off will not require or result in additional overtime. The City will attempt to accommodate each employee's request for use of compensatory time credit to the extent possible so long as the request will not unduly disrupt the department's operations.

Employees who have accumulated compensatory time credits may, upon ~~written~~ request, receive overtime pay in lieu of compensatory time off for their accumulated compensatory time credit, and will be paid at the employee's hourly base wage rate existing at the time of the employee's request. ~~All accrued compensatory time not utilized shall be paid annually.~~ An employee may carryover no more than forty (40) hours of compensatory time. Any employee terminating employment will be paid the monetary equivalent of accrued, unused compensatory time credit as part of the employee's final compensation, and shall be paid at the employee's hourly base wage rate immediately preceding termination, ~~or an average of the employee's regular hourly base wage rate during the three (3) year period prior to termination, whichever is greater.~~

Section 18.6. Distribution of Overtime Opportunities. Opportunity to work overtime will be distributed as equally as practicable among employees in the same job ~~classification~~ department, provided the employees are qualified to perform the specific overtime work required. Offered overtime will go to the employees in the appropriate department first and then offered to the remaining employees on the master overtime list starting with the least amount of overtime. The City shall post a monthly overtime list of all employees. Offered overtime not worked will be considered as worked for the purpose of determining eligibility for overtime. The City shall not be required to break in on work

in progress or change an employee's shift in assigning overtime. If an employee establishes that he/she has not received overtime for which he/she was entitled, such employee shall have preference to future overtime work until reasonable balance is recreated.

Section 18.7. Call-In Pay. An employee who is called back to work outside his normal hours of work (i.e., hours not contiguous to his normal shift), shall be guaranteed a minimum of two (2) hours pay. On all actual contract approved Holidays employees shall be paid double time their straight time hourly rate of pay. '

Section 18.8. Rest Period. Full-time employees shall have one fifteen (15) minute paid rest period each workday scheduled by the City during the first half of the employee's shift.

Section 18.9. Lunch Period. An unpaid lunch period of thirty (30) minutes shall be provided to all full-time employees, the fifteen (15) minute paid afternoon break shall be combined with the unpaid lunch period for a combined lunch/break period. The lunch/break period shall be scheduled by the City.

Section 18.10. No pyramiding. Compensation shall not be paid more than once for the same hours under any provision of this Article or Agreement.

ARTICLE
19
HOLIDAYS

Section 19.1. Holidays. The following twelve (12) holidays are the City's recognized paid holidays for purposes of this Article:

New Year's Day
~~President's Day~~
Good Friday
Memorial Day
Juneteenth Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day After Thanksgiving
Christmas Eve Day
Christmas Day

New Years' Eve

If the actual holiday occurs on Saturday, the preceding Friday will be observed as the holiday.
If the actual holiday occurs on Sunday, the following Monday will be observed as the holiday.

Section 19.2. Eligibility Requirements. To be eligible to receive holiday pay, the employee must have been hired at least 45 calendar days prior to the date of the holiday and employee must work his/her last scheduled work day prior to the holiday and his/her first scheduled work day after the holiday.

ARTICLE 20 SALARIES AND OTHER ECONOMIC BENEFITS

Section 20.1. Salaries.

- ~~Effective May 1, 2020, all employees shall receive a salary increase of \$0.50 per hour.~~
- ~~Effective May 1, 2021, all employees shall receive a salary increase of \$0.50 per hour.~~
- ~~Effective May 1, 2022, all employees shall receive a salary increase of \$0.50 per hour.~~

~~Effective May 1, 2020, the minimum starting pay for new hires for the positions covered by this Agreement shall be in accord with the following:~~

	(retro to) May 1, 2023 (11%)	May 1, 2024 (5%)	May 1, 2025 (5%)
Start	\$20.09	\$21.09	\$22.14
After 1 year	\$20.49	\$21.51	\$22.59
After 3 years	\$20.90	\$21.95	\$23.05
After 5 years	\$21.32	\$22.39	\$23.51
After 7 years	\$21.75	\$22.84	\$23.98
After 10 years	\$22.19	\$23.30	\$24.46
After 12 years	\$22.63	\$23.76	\$24.95
After 15 years	\$23.08	\$24.23	\$25.45
After 17 years	\$23.54	\$24.72	\$25.96
After 20 years	\$24.01	\$25.21	\$26.47
After 22 years	\$24.49	\$25.71	\$27.00
After 25 years	\$24.98	\$26.23	\$27.54
After 27 years	\$25.48	\$26.75	\$28.09
After 30 years	\$25.99	\$27.29	\$28.65
After 32 years	\$26.51	\$27.84	\$29.23
After 35 years	\$27.04	\$28.39	\$29.81

POSITION	5/1/2020	5/1/2021	5/1/2022
Cemetery Foreman	\$18.0990	\$18.0990	\$18.0990
~~Water Plant Operator~~	\$18.0990	\$18.0990	\$18.0990
~~Waste Water Treatment Plant Operator~~	\$18.0990	\$18.0990	\$18.0990
Maintenance Worker	\$17.7698	\$17.7698	\$17.7698

Positions –

Cemetery Foreman - + 3%

Water Operator - + 3%

Wastewater Operator - + 3%

Streets Foreman - + 3%

Superintendents of Utilities and Streets and Parks Salaries

	May 1, 2023	May 1, 2024 (5%)	May 1, 2025 (5)
0-4 years	\$29.00	\$30.45	\$31.97
5-8 years	\$30.00	\$31.50	\$33.08
9-12 years	\$31.00	\$32.55	\$34.18
13-16 years	\$32.00	\$33.60	\$35.28
17-20 years	\$33.00	\$34.65	\$36.38
21+ years	\$34.00	\$35.70	\$37.49

If the Streets Super Intendent hold all of the necessary water and sewer licenses that employee shall receive a \$125.00 per month stipend. This will be in effect for the current Superintendent of Streets until his retirement, at which time this stipend will expire.

Section 20.2. License Pay

LICENSE	Hourly rate if working in a position requiring possession of the license.
Water Plant D	~~\$.50~~ \$1.00
Water Plant C & D	~~\$1.00~~ \$2.00
Waste Water 4	~~\$.50~~ \$1.00
Waste Water 3 & 4	~~\$1.00~~ \$2.00
Waste Water 2, 3 & 4	~~\$1.50~~ \$3.00

~~Each license is worth \$0.50. If an employee has 2 licenses, that amounts to \$1.00. If an employee has 3 licenses, that amounts to \$1.50. And so on.~~ Any and all licenses (outside of CDL) that the City needs or requires an employee to have, including but not limited to a Water, Sewer, Sprayers, or Sexton's license, are worth \$1.00 per license per hour. License pay shall be effective the date the license is issued, provided the employee reports the new license and provides evidence of it to the City in a timely fashion. Employer has the right to determine the ~~number of employees and~~ job requirements of positions in city departments. License pay shall only be received when licensing is a requirement of the position and ~~authorized by employer.~~ or an employee is asked to obtain a license that is not a requirement of their position.

Section 20.3. Pay Rate upon Promotion. ~~In any case where an employee is promoted to a bargaining unit classification with a higher salary range, the entrance rate shall be either the minimum of the salary range or five percent (5%) above the employee's hourly rate of pay immediately prior to promotion.~~

Section 20.4. Uniforms and Equipment. The City agrees to issue a \$375 clothing allowance, on a separate check, ~~on May 1st of each year, provide each employee with an allowance of \$275 \$375 per fiscal year,~~ commencing on May 1st of every year, to be used to purchase work clothing not provided by the City (jeans, boots, etc.). Such allowance shall be paid upon submission of paid receipts, ~~to the Department Head and subject to the approval of the Department Head.~~ Such clothing shall be of the style and type of clothing regularly worn on the job. The City shall also replace shirts and winter coats if damaged during the course of employment, and upon termination all shirts and coats must be returned to the City. Employees shall be required to wear City shirts and coats. Upon receipt of invoice, City shall process reimbursement and employee will not have to wait until bill list is approved at the next council meeting.

Section 20.5. Tuition and Training Reimbursement. Employees covered by this Agreement shall be eligible to participate in any tuition reimbursement plan that the City may have in effect from time to time. ~~on the same terms and conditions that are applicable to City employees generally.~~

Any employee with a license that requires continuing education units (CEU's) shall be allowed to attend necessary training sessions required to maintain said license(s) including, but not limited to conferences, seminars, day courses, night courses, training workshops, etc., the City agrees to provide necessary transportation to any and all training. The City will also provide lodging for training that requires overnight stays that are more than 100 miles one way. Lodging for shorter distances will be available if two (2) criteria are met; 1) the location is more than 1 hour and 30 minutes away by drive time not by mileage & 2) the start time is 8am or earlier. Travel time and time spent training will be considered as hours worked and the employee will be compensated at their current rate of pay. An employee who is required to have overnight stays for out-of-town training will receive the same benefits as above (up to eight (8) hours pay). Meals will be paid by the City for up to fifty (\$50) dollars per day after receipts are submitted for reimbursement.

Section 20.6. Commercial Driver's License Requirement. All new employees who do not already possess a Class B CDL, are required to obtain a Class B CDL within 180 days from their employment start date. The City agrees to reimburse any employee for all costs charged by the licensing agency in obtaining renewal of the CDL upon submission of a paid receipt.

Employees shall be required to maintain a valid CDL as a condition of employment.

Section 20.7. Longevity Bonus. Employees upon completion of five (5) years of employment shall be entitled to an annual longevity bonus equal to \$1.25 for every month of service to be payable in a lump sum beginning on the employee's sixth anniversary year of service and each year thereafter. Payment to an employee for a longevity bonus shall not be included with the employees' regular paycheck but rather by a separate payment

Section 20.8. Pay Discrepancy. Any discrepancies in pay will be adjusted in a quick and timely manner.

20.9. – Employer/Employee Discussions – If the City experiences a revenue decline, overall, of ten percent (10%) or more of the average of the three (3) years preceding the current fiscal year for Sales tax, Property Tax, Water Service Fees and Wastewater Service Fees, the bargaining unit agrees to meet and consider options the City presents to assist with their financial difficulties. The City shall notify the bargaining unit on or before April 1st of each year if such a decline is projected

ARTICLE 21
PERSONNEL
FILE

Section 21.1. Personnel File. The City agrees to comply with the provisions of the Illinois Personnel Records Review Act, as it may from time to time be amended.

ARTICLE 22
TERM OF
AGREEMENT

Section 22.1. Term of Agreement. This collective bargaining agreement shall become effective on May 1, ~~2020~~ 2023, and shall remain in effect until April 30, ~~2023~~ 2026 , unless otherwise specifically specified. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing at least one hundred twenty (120) days prior to the expiration date that it desires to modify this Agreement. In the event that such notice is given, negotiations shall begin no later than seventy-five (75) days prior to the expiration date unless the parties mutually agree otherwise.

CITY OF MORRISON

Mayor

City Administrator

JOB DESCRIPTION
CITY OF MORRISON, ILLINOIS

STREET FOREMAN

Department: *Public Works*
FLSA Status: *Non-Exempt*

This position is covered by the Teamsters Local 722 Bargaining Unit. Compensation, benefits and other terms of this position are established within such collective bargaining agreement.

GENERAL

This position reports regularly to the Superintendent of Streets and Parks. The Street Foreman is responsible for the ongoing maintenance of equipment, machinery, and buildings of the Street Department with the assistance of the Maintenance Workers. The Street Foreman carries out the complex and detailed tasks of the job with daily communication with the Superintendent of Streets and Parks, and is expected to prioritize his/her work and the work of the Maintenance Workers to achieve the department goals.

The Street Foreman directs and participates in the completion of street, alley and catch basin maintenance/improvements, trimming/removal of city trees, sidewalk repair/replacement, street and traffic sign installation/maintenance, snow removal/ice control and special projects as assigned by the Superintendent of Streets and Parks.

Along with supervision, the Street Foreman is expected to lead by example and enforce the City of Morrisons' rules, regulations, policies, procedures, and safe working practices.

The following functions, duties, knowledge, abilities, physical demands and work environment factors are typical and essential. Street Foreman, first and foremost, shall meet the standards as established by the job description of a Maintenance Worker. The Street Foreman may be required to perform additional duties from those set forth below to address community needs and changing priorities.

Essential Functions and Duties

- Coordinate and communicate assignments and priorities
- Maintain records and develop reports concerning work activity
- Research and develop recommendations for improvements and implementation of best practices
- Respond to public inquiries in a courteous manner, work to resolve complaints expeditiously
- Work and effectively communicate with community groups and organizations
- Attend work regularly and predictably
- Coordinate collaborative maintenance efforts with other foreman, operators and maintenance workers in the execution of the care of public property
- Assist with inventory management and documentation; maintain vehicle and equipment replacement schedules

- Assist the Superintendent of Streets and Parks to manage the construction, resurfacing, repair, cleaning and inspection of all city (public) streets, alleys and parking lots whether by Public Works staff or by contract
- Assist the Superintendent of Streets and Parks to manage and coordinate the removal of all ice and snow from all city (public) streets, alleys and parking lots
- Proper maintenance and repair of all existing sidewalks, curbs, gutters, and traffic regulatory devices.
- Inspect all new construction and recommend acceptance or rejection of work done by private parties.
- Assist the Superintendent of Streets and Parks in the supervision and control of the city buildings and structures except those under the control of a separate board, or those which have been assigned to a specific department.
- Manage inventory, routine inspection, maintenance, and cleaning of all vehicles, motorized and portable equipment of relative to streets.
- Coordinate departmental sharing of equipment as required

Knowledge and Abilities

- Operations, services, and activities related to a municipality; local unit of government
- City policies, personnel manuals, and common personnel procedures
- Occupational safety regulations
- Interpret, explain and enforce city policies
- Listen to and appreciate the diverse perspective of others
- Work with a sense of urgency and care
- Communicate clearly, quickly, and succinctly both orally and in writing
- Self-direct and prioritize workload consistent with goals of the municipal organization
- Work effectively with staff at all levels of the municipal organization
- Work with all commonly used technology and computer applications within a municipal organization
- Possess and maintain a valid Illinois Driver's License and a Commercial Driver's License (with air brakes).

Physical Demands and Working Environment

- Exposure to inclement and extreme weather
- Evening and weekend work as necessary
- Walking, standing, sitting for long periods of time
- Operate a vehicle in normal and inclement weather
- Operate machinery and heavy equipment in normal and inclement weather
- See in normal vision with or without correction
- Hear in normal range with or without correction
- Use their hands to operate, manipulate, handle and/or feel objects and equipment
- Regularly lift and/or move objects of reasonable weight
- Able to climb steps, ladders and work within elevated (above ground level) areas
- Able to climb steps, ladders and work within lower/depressed (below ground level) areas

Reception and Acknowledgement:

Upon acceptance of this position, I have received a copy of this job description. I am responsible to review, understand and seek out clarification as necessary to meet the expectations of this position.

Employee Signature

Date