

**CITY OF LEBANON - COMMITTEE MINUTES  
MAY 18, 2020**

**Present:** Alderman Fero, Gale, Jenkins, Johnson, Mack, Witty, Wright and Zurliene.

**Meeting Called to Order: 7:01pm**

**Finance**

1. Review and Sign Bills - Jenkins has signed and reviewed the bills. We need two more Alderman from Finance to review and sign. Zurliene will review and sign tomorrow. Gale and/or Johnson will also review and sign tomorrow.
  
2. Online Payment Option – Citizens have been inquiring about online bill pay. Currently the City only has the option of direct debit. Trish, Luann and Michelle have looked into a couple online bill pay options. One option is GovPayNet. GovPayNet would be zero cost for the City (includes a machine for City Hall) and a nominal fee to our citizens. Downside to GovPayNet is that it is not compatible with Locust. Second option is Invoicecloud. Invoicecloud is compatible with Locust. We would have cost with Invoicecloud: purchase equipment and adding a module to Locust. We are still waiting on official proposal from Invoicecloud. Michelle stated that options will be reviewed by John Long. Fero recommends we adopt one online bill pay option at our next Council meeting. Jenkins requested that all information regarding online bill pay systems be sent to Alderman prior to Council meeting.

**Water/Sewer**

1. Computer Crash – Zurliene reported that Penny’s computer crashed and was not backed up properly therefore information has been lost. Solve Your Systems is working on the computer and will be able to repair. Repair bill is estimated at \$940.00. Computer back up process for City computers was questioned. Luanne stated City Hall computers are backed up into the cloud. Zurliene suggests that Penny and Jody computers need proper backup. Internet is an issue for Penny and Jody.
  
2. Plant Bathroom – A bathroom was left out of plans for the new plant. This issue will be added to agenda for meeting next week.

**Health/Safety**

1. COVID 19 Update – Johnson reported COVID 19 data as of today as follows: St. Clair County, Tested 4,903, Positive 892, Deaths 69; Lebanon(62254) Tested 117, Positive 26, Deaths 0; Lebanon Care Center, 51 positive or showing symptoms, 9 Deaths. Johnson also provided the percentage of St. Clair County cases and deaths that are being reported in Congregate living centers. 30% or 269 of St. Clair County positive cases are in Congregate Living Centers. 52% of 36 of St. Clair County cases are in Congregate Living Centers.

2. Don's Ribbon Cutting – Gale questioned if Don's Ribbon Cutting was violating the no gathering of 10 or more rule. It was discussed that this event maybe held outside and social distancing would take place. It was also stated that Supermarkets are able to operate under rules that allow for safe social distancing.

#### **Personnel/Old Business**

1. Discussion of pay structure for the City Collector and City Clerk Pay. This discussion was held in Executive Session under 5 ILCS 120 Sec 2(c)(1) of the Open Meetings Act. Session began at 7:50pm and concluded at 8:37pm. Those present were as follows: Alderman Fero, Gale, Jenkins, Johnson, Mack, Witty, Wright and Zurliene.

#### **New Business**

1. Discussion of running Zoom meetings – Katie Storie will be running Zoom meeting from city computer. City computer will need to be equipped with a microphone and camera. Luann will contact Solve Your Systems in the morning to discuss what is needed. Penny will be going to Solve Your Systems tomorrow therefore she can pick up the equipment. It was also discussed that Katie will still be held to her maximum number of work hours.

#### **Public Comment**

1. No public comment made.

**Meeting adjourned at 8:41pm**