



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

August 7<sup>th</sup>, 2023 immediately following Regular Council Meeting

---

## MINUTES

Mayor Latham called the meeting to order at 9:27 PM

Roll call was taken:

**Present:** Mayor Latham, Clerk Ii, Aldermen Arnett, Erickson, Fritsch, Johnson, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

**Also Present:** Attorney Gottschalk, City Administrator Penman, EMA Director Ciciora & Interim Police Chief Bleichner

**Mayor Latham:** No report

**Foster, Buick, Conklin, Lundgren & Gottschalk Law Group:** No report

**City Clerk Ii:** No report

**City Treasurer:** Open Position

**City Administrator Penman's** update included the following bullet topics:

- The annual audit will start the preliminary phase around August 21<sup>st</sup>.
- Ground excavation has begun on the WWTP. City Administrator Penman suggested a ground breaking at the facility
- Street Department continues to be busy with storm cleanup, and request that residents be patient. It is anticipated another 3 weeks of cleanup will be required
- A "No Solicitors" sign is available for download from the City's website
- In response to a request raised by Alderman Whitecotton the City Administrator mentioned he has been working with staff to create a flyer for outdoor burning that would cover the "do's & don'ts"

**City Department Reports:**

**EMA Tom Ciciora** - No report

Interim Chief Bleichner provided the Council with the monthly activity report. Staffing is still a priority with a new officer sworn in earlier in the evening. The Police Department may be able to send two officers to Academy from August - December,

Engineering: No report

**Aldermen Reports:** Alderman Fritsch reported that City Administrator Penman had mailed RFPs (request for proposal) for the Opera House roof repairs and should have a proposal to present for the next meeting.

Alderwoman Erickson stressed the importance of cleaning up Route 34 & and Latham Street for the upcoming fair in September.

**New Business:** None

**Announcements:** Next meeting for the Finance Committee will be on Monday, August 21<sup>st</sup>, 2023, at 6:30 PM. The Regular Council meeting will meet at 7 PM on the same date immediately followed by the Committee-of-the-Whole meeting.

**Audience Comments:** None

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Erickson to adjourn the Committee-of-the-Whole council meeting at 9:34 PM. Motion carried unanimously on voice vote.**

/s/ Denise Li – City Clerk