



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

November 20, 2023 immediately following Regular Council Meeting

MINUTES

Mayor Latham called the meeting to order at 9:07 PM. Roll call was taken:

Present: Mayor Latham, Deputy Clerk/Administrator Penman, Alderwoman Erickson & Johnson; Aldermen Fritsch, Arnett, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

Also Present: Attorney Gottschalk, City Engineer Curt Dettmann, Street Superintendent Nick Grube, Police Chief Kevin Senne, & EMA Assistant Director Tony Eberle

Absent: Denise li, City Clerk

Foster, Buick, Conklin, Lundgren & Gottschalk Law Group: City Attorney Cassandra Gottschalk discussed the upcoming of implementation of the Paid Leave for All Workers Act which will become law January 1, 2024. Attorney Gottschalk discussed passing a model ordinance that has been developed by Illinois Municipal League (IML) that would acknowledge the City's current time off policy for full-time staff. In addition, a second ordinance needs to be developed that addresses how Part-time staff will be awarded or accrue Paid Time off in the future. Employees are to accrue 1 hour of time off for every 40 hours that are worked. It was noted that paid leave for all workers time will not require the same notice or accountability as current sick time does. Employees will not need to provide a reason or notice.

Alderman Kreinbrink suggested running a query as to how much time each of the following positions work.

- i. Crossing guards (5)
- ii. Mowing/Summer staff (3)
- iii. Office clerk (1)
- iv. Code Enforcement (1)
- v. Economic Development (1)
- vi. Suggests front loading it for employees.

Consensus was that attorney Gottschalk will provide an ordinance that adopts current leave levels for full-time staff and develop a second ordinance/policy for Part-time staff. It is the intention of the Council to find a way to front load the time if possible, as the City's current payroll software is unable to accrue and track time as it is defined.

Deputy City Clerk: – no report

City Administrator Penman: no report

City Department Reports:

EMA Tony Eberle - No report
Chief Kevin Senne – Mentioned that the department is accepting applicants for entry level police officers up until December 15 and testing will happen in January.
City Engineer Curt Dettmann - No report

Aldermen Reports:

Alderman Arnett – Truck routes with a concern about garbage trucks. It was mentioned that we have discussed garbage service in the past and per fee or per truck.

Alderman Kreinbrink Parking lot at College and Main Street – asked about costs. Engineer Dettmann is to develop rough pricing estimate. Also presented a concern with the chairs that are provided for the Council. There were comments made at the last plan commission meeting about the chairs and Alderman Kreinbrink offered a suggestion that each alderperson could purchase a new chair. It was decided that Alderman Kreinbrink will return with pricing on new chairs. Mayor Latham said the City would buy the new chairs once approved.

New Business:

Sidewalk update – Administrator Penman and Street Superintendent Grube presented an overview of the condition of the City's sidewalks and provided information on the improvements made to the sidewalks over the past few years. Discussion of criteria and how sidewalks are recommended for repair.

Staff was asked about a 50/50 program that was in place in the past. It was eliminated in favor of larger scale projects. It is something to consider going forward if there were additional funds available. Alderman Robinson said that he thought the program was that the city provided the concrete and the resident paid for the labor.

Engineer Dettmann stated that the sidewalk plan for 2024 includes work that was planned for this past fall (fall, 2023) in the 2nd ward, and that the 2024 sidewalk project will be focused in the 3rd ward later in the year.

Tax Levy – Mayor Latham reminded the Council of the tax levy process.

November 6, 2023 Council Meeting - As required by law the process began with the Tentative 2023 Tax Levy.

November 20, 2023 - Council members were asked to make any other comments on the tax levy or comments that they have received from constituents.

Week of November 20th – Public notice is published for the truth in taxation hearing to be held in December.

December 4th – City Council meeting – Hold truth in taxation public hearing and pass Levy Ordinance – it is important that all council members be in attendance.

December 26th – Last Tuesday in December – File tax levy with both Kendall and Dekalb Counties.

Tax Objections – Staff is currently in receipt of three requests by local businesses seeking to reduce their taxes. Requests are from Walgreens, Old National Bank, and First National Bank of Omaha. The total reduction in market value being sought by the three business is over \$1.4 million dollars. Equating to about \$40,000 in lost tax dollars for local taxing bodies. Mayor Latham reminded the Council that staff will be working with other taxing bodies to obtain appraisals and file a notice to intervene.

Announcement: The next meeting for the Finance Committee will be Monday, December 4th 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 9:31 PM. Motion carried unanimously on voice vote.**

/s/ Geoff Penman – Deputy City Clerk