City of
SANDWICH, ILLINOIS

City Hall Annex •128 East Railroad Street

Committee-of-the-Whole Council Meeting
February 15, 2016 @ 7:00 PM

MINUTES

Mayor Olson called the meeting to order at 7:00 PM.

Roll call was taken:

Present: Mayor Olson, City Clerk Ii, Alderman Dell, Fraser, Killey, McMahon, Redden & Scheidecker

Also present: Attorney Buick, Department of Public Works / City Engineer Horak, Chief Bianchi & EMA Director Ciciora

Absent: Aldermen Robinson, Alderman Moran and City Treasurer Webber

Mayor Olson

Computers Update: Dave Kurtz provided an IT (information technology) update and accomplishments during 2015. Upgrades were conducted at City Hall and the police department, and new fiber infrastructure was installed. New and refurbished equipment was utilized in the upgrades including the CAD (computer aided dispatch) link between DeKalb County and the police department.

DARE Graduation will be held be held at the Middle School on Tuesday, February 16th, 2016 at 6:30 PM. Guest speaker will be Allen James Lynch who is a former soldier and recipient of the military's highest decoration, the Medal of Honor, for his actions in the Vietnam War.

Williams Architects Study: The Council is considering the purchase of the Designed Stairs office building located at 1251 E. 6th Street and the vacant acreage located east of the building. Williams Architects have been approached to provide a feasibility study in the conversion of the existing building into a police department building. The cost of the study is $2,900.00 for a facility investigation and an additional $1,800.00 for the site and floor plan diagrams, staff meeting, presentation and final report. The study will be completed within thirty (30) day of contract execution. Mayor Olson requested a motion to accept the terms and conditions of said study proposal as authorized by his signature.

So moved by Alderman Redden, and seconded by Alderman Scheidecker. Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Scheidecker Nay:0 Motion carried 6:0

Harbour Contractors Pre-Construction Services: The proposal for pre-construction services relating to the Designed Stairs property is $1,120.00. Services covered under this proposal include review of

structural upgrades and review of modifications for fire protection, plumbing, electrical and HVAC. Mayor Olson requested a motion approving his execution of said agreement with Harbour Contractors.

Motion made by Alderman Redden, and seconded by Alderman Scheidecker. Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Scheidecker Nay:0 Motion carried 6:0

Foster & Buick Law Group: No report

City Clerk: No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

DeKalb County Health Department has requested that municipalities help defray costs for a one-time County-side collection for CRT televisions. The County has contributed $10,000 toward collection in 2015 and budgeted for another $10,000 in 2016. Engineer Horak estimated the City's contribution toward the collection could be in the range of $8,000 based on 80,000 pounds of recycled televisions in 2014. The one-time collection would hopefully alleviate the littered roadways of discarded televisions.

Chief Bianchi: No report

EMA: No report

Alderman Dell : No report

Alderman Fraser: No report

Alderwoman Killey advised that the finance committee will meet 9:00 AM on Tuesday, February 16, 2106, at City Hall.

Alderman McMahon reported that he has received a $52.00 / hour verbal quote from Safebuilt on their building inspection services. They had addressed the Council on February 1st outlining services available. Rather than hiring someone to fill the open building official position, Alderman McMahon asked the Council to consider outsourcing the duties to save on employee-generated costs.

Alderman Moran: Absent

Alderman Redden: No report

Alderman Robinson: Absent

Alderman Scheidecker: No report

New Business: None

Audience Comments: None

Adjournment:

There being no further business to come before the Council, **motion made by Alderman Redden and seconded by Alderman Scheidecker to adjourn the Committee-of-the-Whole Council meeting at 7:40 PM. Motion carried unanimously by voice vote.**

/s/ Denise Ii – City Clerk