



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

February 19th, 2018 @ 7:00 PM

MINUTES

Mayor Olson called the meeting to order at 7:08 PM.

Roll call was taken:

Present: Mayor Olson, City Clerk Ii, Aldermen Chmielowski, Dell, Killey, O'Sullivan, Redden & Robinson

Alderman Kelleher arrived at 7:31 PM

Also present: Attorney Buick, Department of Public Works / City Engineer Horak, Chief Bianchi, EMA Director Ciora & Building Official Steffens

Absent: Alderman McMahon & City Treasurer Webber

Mayor Olson:

Introduction of Geri Benning – Chamber of Commerce Director: Geri Benning from Yorkville has been named the new Executive Director for the Sandwich Chamber of Commerce. She replaced Alethia Hummel who recently relocated out of state.

Annie's Coffee Shop – Brandon Partridge: Brandon Partridge has come before the Council several times in the past requesting an increase in the number of Class K liquor licenses from 2 to 3. A Class K license allows video gaming on site. Mr. Partridge explained he felt the business can be successful and asset to the community. There were no questions posed by the Council.

Creation of New Liquor License – Rashid Bhutta: In the absence of Rashid Bhutta, who owns the Shell gas station on N. Main Street, Mayor Olson explained that Mr. Bhutta would like to obtain a liquor license and offer video gaming at his place of business. Deferring the conversation to City Attorney Buick, a gas station must meet the State's definition of a truck stop in order to have video gaming. Additionally, a new liquor license class would need to be created if the business meets the State's requirements.

Discussion on Solar Power: A few weeks ago, Progressive Energy Group gave a presentation on solar energy suggesting the City's sewer plant as a solar panel site. Cenergy Power has approached the City requesting a similar presentation. Council was agreeable, and the Mayor will contact Cenergy to schedule a presentation.

2018-2019 Budget Update: The next budget meeting is scheduled for Monday, February 26th, immediately following the Regular Council Meeting.

Tourism Committee Meeting Update: The Tourism Committee Meeting is scheduled for Wednesday, February 21st at 7 PM in the Council Chambers.

DeKalb County Convention & Visitors Bureau: Paperwork will be forthcoming to finalize the City's membership. The DCCVB had expressed interest to host a meeting in Sandwich in the near future. It was announced that they will be promoting the City for the NIU's Rugby Tournament of Champions to be held at the fairgrounds on April 21, 2018.

Ordinance 20018-03 entitled "An Ordinance Adopting the NFPA 101 'Code for Safety to Life from Fire in Buildings & Structures, 2015 Edition' and the 'International Fire Code, 2015 Edition' as Amended". The City will consider adopting the 2015 Editions of the International Fire Code 2015 and the NFPA 101 Code for Safety to Life from Fire in Buildings and Structures. Building Official Steffens and Assistant Fire Chief Kerry Boring were present to answer questions. This matter will be placed on next week's agenda for passage.

Municipal Code Update: The Municipal Code Recodification is nearing publication. The updated Code will also include the City's subdivision and zoning ordinances. The Council will have an opportunity in the upcoming weeks to review prior to passage of an ordinance adopting the recodification.

Foster, Buick, Conklin, Lundgren & Tritt, LLC: No report

City Clerk Ii: No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

Public Safety Complex Renovations: Regarding renovations at 1251 E. 6th Street and the revised proposal from Etscheid, Duttlinger & Associates, Inc., it is the recommendation from Engineer Horak that the City accepts Tasks #8 and #9 at an additional cost of \$4,000 and \$5,000 respectively. Task #8 consists of construction re-staking and Task #9 covers construction administration. Council will vote at next week's meeting for approval.

2000 Chevy Blazer Vehicle Replacement: The former DARE vehicle has 99,000 miles, and will be replaced with a 2018 Ford F-150 truck. Gjovik Ford was able to match State bidding with a cost of \$27,939.00 plus cost of license and title. The 2000 Chevy Blazer will be sold at the surplus auction in the Spring.

2018 Planning Priorities: After a recent meeting with CMAP (Chicago Metropolitan Agency for Planning), planning priorities were broken down into three steps:

A. Local Technical Assistance Project Scope would consist of studying the City's planning needs and make recommendations such as watershed issues, updating the City's comprehensive plan, or a Route 34 corridor study. CMAP will be meeting with City staff during this phase.

B. Memorandum of Understanding between CMAP and the City of Sandwich is a document to be signed by CMAP and the City outlining expectations, access to resources, demonstration of local support, project management and review.

C. A Resolution to Accept Planning Technical Assistance Services Delivered by CMPA will be adopted stating the Council supports the project to explore planning priorities for the City.

Metronet, Inc. Request for Utility Cabinet: Metronet, Inc. would like to place an 8' x 10' utility cabinet at the southwest corner of the water tower site located at 25 N. Green Street. They asked that the cabinet be centrally located making the Green Street site the only option. The location will be an enclosed, gated area to be maintained by Metronet.

Chief Bianchi: No report

EMA: No report

Alderman Chiemlewski : No report

Alderman Dell requested signage at the crosswalk on S. Main Street and Water Street. The street is properly marked as a crossing but he hopes with additional signage, motorists will slow down for students walking to school.

Alderman Kelleher: No report

Alderman Killey advised that the finance committee will meet immediately following the Committee-of-the-Whole Council Meeting.

Alderman McMahon: Absent

Alderman O'Sullivan: No report

Alderman Redden shared information on the City's residential water and sewer delinquency. Stressing he was not advocating raising the City's current late charge of \$10.00, Alderman Redden found the numbers intriguing and wanted to share with the Council. As of February, 2018, City Hall has turned over \$7,138.00 to the State's debt recovery program trying to collect money from state income tax returns. In addition, \$21,667.00 has been filed as liens against residential property. And lastly, approximately \$55,049.00 is owed on accounts that City Hall either has payment schedules or are working with residents to bring accounts current. \$24,880.00 was collected in late charges covering the past 12 months.

It was noted that several mail boxes were knocked down by plows during the recent snow storm. Alderman Redden asked the Council to consider setting a policy how the City will address reimbursement to the resident. Brick mailboxes have not been acceptable since September, 2006 under Ordinance 2006-23.

Alderman Robinson, as personnel chairman, requested that 34 hours of unused vacation hours be rolled over for Sergeant Paletta. No action was required by the Council.

New Business: None

Audience Comments: None

Adjournment:

There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderman Redden to adjourn the Committee-of-the-Whole Council meeting at 8:05 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk