



City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

Committee-of-the-Whole Council Meeting

February 20, 2017 @ 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, Aldermen Dell, Fraser, Killey, McMahon, Redden & Scheidecker

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

Absent: City Treasurer Webber, Alderman Robinson & Chief Bianchi

Mayor Olson

Comcast Cable Franchise Agreement: The City has entered into a franchise agreement with Comcast that will be placed on next week's agenda for Council approval. The term of the agreement is ten (10) years, and includes construction & maintenance of the cable system, restoration of private property, service to school buildings & governmental facilities, and PEG (public, educational & governmental) access. Comcast will pay the City an annual franchise fee of 5% of the gross revenues.

2016-2017 Budget Report: Shante' Humble, from NIU's finance department, introduced herself as the City's budget consultant for the upcoming budget. She has met with the department heads and asked that departmental budget worksheets be forwarded to her by Friday, February 24th. In January, the City entered into a contract with Ms. Humble to assist with this year's budget process.

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

City Clerk: No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

2017 Center Street Lighting Project: Engineer Horak provided the Council with comparisons on light poles along Center Street, between Main Street and Green Street. Sixteen (16) LED light poles will be erected. The Engineer's recommendation is to approve the arm and post mounted lights,

including construction engineering costs, at an approximate total of \$189,000.00. The projected time table is to advertise in the March 3rd and March 10th paper, have bid openings on March 22nd, and the Council awarding the contract on Monday, April 10th, 2017. The completion date will be August 25th, 2017. The parking lot located at the southeast corner of Center and Main Streets will be closed for 31 days to accommodate construction materials. Work will commence in July after the Freedom Days parade.

Construction costs for this project will be an additional \$10,347.00.

At the recommendation of Budget Consultant, Shante' Humble, a capital improvement sheet for this project was provided to the Council to review. From this project forward, it is the intent to have a completed capital improvement sheet on all projects for budget and auditing purposes.

Alderman Redden said given the cost and the current deficit budget, he cannot support this project at this time. Alderman McMahon said this project has been budgeted in the past, and the type of lighting has been downsized from the original plan of antique poles to a more affordable light pole. Again, stressing there is no money, Alderman Redden asked where the funding for the new lighting will come from, or what other project will be forfeited to pay for the lighting. Engineer Horak noted there are funds set aside for other projects, and those fund can be re-allocated if the Council so chooses.

Lisbon Street Project: Engineer Horak will be preparing a packet for the Lisbon Street project similar to that provided for the Center Street lighting. He noted the time line will be very similar to that for Center Street, adding that fair traffic may have to be re-routed this year. Water mains and sanitary sewer lines are being replaced this summer, and there are funds in the current budget for this project.

MFT (Motor Fuel Tax) Resolution: Annually a resolution is adopted designating the amount of MFT funds that will be used during the coming year. This year the City anticipates using \$250,000.00 of MFT funds for standard repairs, hot mix asphalt, and participating in the County's program to crack seal Countyline Road. It is hoped to rent equipment for the crack sealing to be used by City employees for the project.

Center Street Reconstruction: Engineer Horak has been reviewing paperwork for the final payment of \$48,853.19 to Gensini Excavating. The final payout may be less than requested due to some pavement repairs that were not installed to standards and work completed by the City.

Chief Bianchi: Sergeant Ravnkar was present in the Chief's absence. No report.

EMA Director, Tom Ciciora, reported that he attended a severe weather training session at Waubensee Community College, and that on Tuesday, he will be attending a spotters training with the DeKalb Police Department.

Alderman Dell: No report

Alderman Fraser shared information that the Fraser Homestead, located outside the City limits on E. Sandwich Road, has been approached by Cypress Creek Renewables to purchase acreage to install solar panels. Although the Fraser Homestead has no intention of selling any portion of their acreage, Alderman Fraser wanted the Council to be made aware should they be approached with questions from their constituents.

Alderman Killey advised that the finance committee will meet immediately following this evening's Committee-of-the-Whole meeting.

Alderman McMahon: No report

Alderman Redden would like to continue the discussion on an ordinance that will allow the raising of chickens inside city limits. He felt the conversation should be held when all aldermen are in attendance. He asked that the continued discussion be put on the agenda for March 6th.

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 7:50 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk