



City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

Committee-of-the-Whole Council Meeting

March 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 & Robinson

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

Absent: City Treasurer Webber

Mayor Olson

(1) Enterprise Zone Report: The City of Sandwich has more participants in the Enterprise Zone than any other community in the County. Those businesses that have made application are Meadowdale, Midwest Concrete, Gord Plastics, and Gjovik Ford. Gjovik Ford is located in Kendall County, and special permission had to be obtained in order to allow them to participate in the program that is reserved for DeKalb County businesses.

(2) Ordinance 2017-04 entitled "An Ordinance Adopting Section 50-182 of Chapter 50 (Offenses and Miscellaneous Provisions) of the Municipal Code of Sandwich, Illinois" was presented for first reading. The Ordinance will create a new Code section in Chapter 50 of the City's Municipal Code outlawing the possession of drug paraphernalia. This ordinance will align generally with appropriate State law, but will allow the City to prosecute such violations of City Code.

(3) Announcement: A budget meeting will be held on Thursday, March 23rd at 6:30 PM.

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

City Clerk: No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

(1) Brush Pickup Program: On further review, Engineer Horak reported that the 2017 brush pickup program will remain the same as last year. Brush will be picked up weekly on Monday of each week, and residents are asked to have brush by the curb by 7 AM. There will be the one-time pick up of brush weekly, per ward, and there will be no pick if the brush is found to be in violation (such as tree stumps, and scraps from a tree removal). Mayor Olson said a you-tube video will be created instructing what is considered acceptable brush for pick up.

(2) 2016 Clark Street Emergency Generator Project: Engineer Horak said that he is waiting for the final paperwork regarding pay request #3 and final in the amount of \$15,183.71 to Halm Electrical Contracting, Inc. This matter will be placed on the agenda for approval next week.

(3) 2017 Center Street Lighting: Bid opening is scheduled for Wednesday, March 22, 2017 at 10 AM at Sandwich City Hall. Four (4) contractors attended the mandatory pre-bid meeting.

(4) 2017 6th Street Utilities Project: A discussion was conducted regarding the Rubino Engineering, Inc. proposal for soil borings and pavement cores as a lump sum of \$3,150.00 and traffic control at \$1,000.00 per day. This would enable to the City to obtain the necessary soil borings for the 6th Street water main project, and to get pavement cores for the Meadowdale project. It is anticipated to take one day to a day and a half to complete.

(5) 2017 6th Street Utilities Project: Engineer Horak explained that the Hampton, Lenzini & Renwick, Inc proposal for CCDD (Clean Construction Demotion Debris) environmental services was in an amount not to exceed \$7,050.00. This will affect the soil borings and pavement cores conducted by Rubino Engineering pertaining to contamination within the project limits. There are concerns being the project area is located within the City's industrial park. If further analysis is required, the cost is \$800/sample for up to four (4) samples. This cost is included in the quoted \$7,050.00.

(6) 2017 Street Maintenance Project (17-00000-01-GM): The proposal is for pavement cores for portions of Center Street, Green Street, Dayton Street, and Sandy Bluff Road. The findings will give an indication on the street and base thickness. The lump sum will be \$1,250.00 and traffic control at \$1,000.00/ day.

(7) 420 W. Church Street: At the site of the new Midwest Concrete Construction building, it is proposed the use of a "rainwater renewal mix" that may exceed 8-inches in height for the storm water detention area. Engineer Horak said he is investigating the proposal but wanted Council to be made aware since the height exceeds that noted in the City's Municipal Code. Alderman Redden raised concern about ordinance enforcement pertaining to vegetation height when addressing commercial and residential properties. In the past, the City has required a detention maintenance basin agreement from the commercial entities. IVVC and Valley West Hospital were named as examples.

Chief Bianchi reported that he and EMA Director Ciciora have been discussing updating the City's EOP (Emergency Operation Plan). Additionally, Chief advised that the new adjudication program is about complete. Upcoming training is scheduled, and the City will start issuing citations on April 10th.

EMA Director Ciciora: No report

Alderman Dell: No report

Alderman Fraser: No report

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

Alderwoman Killey provided a proposal from Augustine Brothers and Mall Builders, Inc. in the amounts of \$6,300.00 and \$5,327.86, respectively, for repairs and paint to the hallway and office area in the Opera House, and purchase and installation of new trim compliant to the Historic Registry requirements. No action was taken.

Regarding the upcoming 2017-2018 budget discussions, **Alderwoman Killey made a motion to make the 2017-2018 Annual Budget available for public inspection at the office of the City Clerk commencing Monday, April 3, 2017, during regular office hours and to publish in the Sandwich Record on or before March 23rd, 2017, a Notice for Public Hearing to be held on April 16, 2017."** Motion was seconded Alderman Robinson. **Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Robinson**

Alderman McMahon: No report

Alderman Redden: No report

Alderman Robinson shared that he and his daughter, Maddie, raised nearly \$1,100 recently participating in a bowling fundraiser for the DeKalb County Big Brothers / Big Sisters program.

New Business: None

Audience Comments: June Thompson, a resident on 6th Street, addressed the Council regarding the burning of leaves. Because of the warm weather over the weekend, many residents were burning leaves. Her complaint was the burning of wet leaves, and intercession by the police did not stop the burning. Ms. Thompson also requested that sidewalks be installed on the either side of east 6th Street east of Latham Street. Alderman Robinson explained that drainage ditches are located in the City's right of way because there is no stormwater drainage in the that section of town. Lastly, she asked that the City to develop a property maintenance code for buildings in disrepair.

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 7:42 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk