



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

## **Committee-of-the-Whole Council Meeting**

*June 5<sup>th</sup>, 2017 @ 7:15 PM*

## MINUTES

Mayor Olson called the meeting to order at 7:15 PM.

Roll call was taken:

**Present:** Mayor Olson, City Clerk li, Aldermen Chmielewski, Dell, Killey, McMahon, O'Sullivan, Redden & Robinson

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

**Absent:** City Treasurer Webber & Alderman Kelleher

**Mayor Olson:** Ordinance 2017-11 entitled "2017 Prevailing Wage Rate Ordinance" presented for 1<sup>st</sup> reading. Ordinance will be placed on next week's agenda for passage.

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

**City Clerk li** explained that, unlike public works personnel, the staff at City Hall do not receive a monthly stipend for use of their personal cell phones for city business. It has become customary that the other departments want the instant availability of texts and photos in communicating with City Hall on the premise time is saved in not having to answer / return phone inquiries or respond to emails. Additionally, she noted that use of a personal cell phone for city business is subject to the Freedom of Information Act. Her recommendation was to purchase an office cell phone to be used by City Hall staff. When concern of having to commit to a cell phone contract was raised, Clerk li requested that City Hall staff receive the same monthly cell phone stipend that public works staff is paid. No action was taken.

**City Treasurer:** Absent

**Director of Public Works / City Engineer Horak:**

Brush Pickup is complete in Ward 1.

**2017 Lisbon Street – Green to Main Reconstruction Project:** Bids were opened on Wednesday, May 24<sup>th</sup>, 2017 at 10 AM at City Hall. The engineer's estimate for this project is \$627,120.00. Award recommendation will be placed as next week's agenda. Bid results are as follows:

H. Linden & Sons Sewer and Water, Inc.	\$ 624,232.00
Superior Excavating	\$ 660,198.00
Stott Contracting, LLC	\$ 679,975.90
Universal Asphalt & Excavating, Inc.	\$ 775,817.60
Elliott & Wood, Inc.	\$1,015,000.00

2017 Street Maintenance Project (17-00000-01-GM): Bid opening is scheduled for Wednesday, June 7<sup>th</sup>, 2017, at 10 AM at City Hall. The engineer's estimate on this project is approximately \$265,000.00.

Electronics Recycling will be held on Saturday, June 10<sup>th</sup>, 2017, from 12:30 – 2:30 PM at the water tower at 750 N. Duvick Avenue.

2017 Center Street Lighting Project: Underground work will commence on Tuesday, June 6<sup>th</sup>, east of Main Street. Contractors will return in August to complete the project once the light poles have been delivered.

Fire Code & Life Safety Code: Building Official Todd Steffens continued the discussion on the adoption of the International Fire Code, 2015 Edition with City amendments and the NFPA (National Fire Protection Association) 101 Safety Code, 2015 Edison with City amendments. With Building Official Steffens input, the City attorneys are drafting an ordinance for passage.

413 E. Hall Street: Engineer Horak reported on an agreement with Hall Street Lofts, PG concerning the perpetual maintenance of stormwater management (commonly known as Hall Street Lofts Detention Basin Maintenance Agreement). The Agreement is a standard agreement used by the City outlining the owner's obligations, and if not met, the City will then perform the obligation(s) to be invoiced to the owner. This would include any mowing and cleaning of the detention pond.

600 E. Lions Road: Engineer Horak requested that the topic be removed from the agenda regarding the IVVC Detention Basin Maintenance Agreement.

Announcement(s): Engineer Horak has received an email on the Community Trees program through The Morton Arboretum. He will be applying for proposal and support documents that include tree management plans and planting.

**Chief Bianchi:** No report

**EMA Director Ciciora:** No report

**Alderwoman Chiemlewski:** No report

**Alderman Dell:** No report

**Alderman Kelleher:** Absent

**Alderwoman Killey** advised that the finance committee would meet immediately following this evening's meeting.

**Alderman McMahon** noted there was a billiards tournament at the hotel over the weekend and inquired if permits were issued for the pool tables. Clerk li reminded the Council that the topic was discussed several years ago when a tournament was held, but there was no action taken at that time.

**Alderman O’Sullivan**: No report

**Alderman Redden** attended the recent DeKalb County Plan Commission meeting. Through the DeKalb County Community Foundation, the City qualifies for a grant up to \$20,000.00 over a 3-year period. The grant money can be used to develop an economic plan for the community including support and data gathering followed by implementation. Alderman Redden will be bringing more information before the Council in the upcoming weeks.

**Alderman Robinson**: No report

**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 7:48 PM. Motion carried unanimously by voice vote.**

/s/ Denise li – City Clerk