



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

June 19th, 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 li, Aldermen Chmielewski, Dell, Killey, McMahon, O'Sullivan, Redden & Robinson

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

Absent: City Treasurer Webber & Alderman Kelleher

Mayor Olson:

June 14th storm report: Mayor Olson commended the City staff including the fire department, police department and EMA following the June 14th storm. Com Ed worked diligently to restore power to the City noting that 13 electrical poles on E. Sandwich Road had to be replaced. Plano Mayor Hausler offered assistance and has provided the City with equipment to assist with the cleanup.

Discussion on Tourism Committee: The Mayor extended an invitation to the Council if anyone would like to participate in the proposed Tourism Committee. Alderwoman Killey, Economic Director Jim Teckenbrock, and Chamber of Commerce Director Alethia Hummel have already committed.

Continued discussion on proposed chicken ordinance: Last week was a first reading on the proposed ordinance allowing the raising of hens inside City limits. There was a brief discussion on allowing 6 hens as opposed to 5 hens currently proposed. Overall, Council was indifferent as to the number of hens. A debate ensued whether to leave language (referred to as Paragraph "O") in the ordinance referencing subdivision covenants and homeowner associations that forbid raising of poultry. City Attorney Lundgren assured the Council that City's ordinance would not supersede a subdivision's covenants per Illinois law. Council agreed to limit the number of hens to five, and to remove Paragraph "O" from the proposed ordinance.

Insurance meeting report: First Insurance Group met with some staff members representing City Hall, public works, and the police department to discuss insurance options and review insurance procedures. The June 14th meeting afforded staff an opportunity to discuss experienced problems

and suggestions for improvement. The next meeting will be in September with additional staff attending. The City's health care insurance is due for renewal in November.

Municipal Code Codification update: The updated codification will be extensive by merging the Subdivision Ordinance and Zoning Ordinance with the Municipal Code. A phone meeting is scheduled for June 29th at 1 PM with staff from Municode, Mayor Olson, City Clerk Li, Chief Bianchi, and Engineer Horak.

Membership in area organizations: Mayor Olson advised that belonging to several mayoral organizations, the question is raised how much representation is best for the community. There is a cost to the organizations, and some can be quite expansive such as Metro West and CMAP (Chicago Metropolitan Agency for Planning). The value of the organizations is networking with other communities and seeking funding via grant money. Council favored the Mayor attending those meetings that would most benefit the community, and report the findings to the Council.

FOIA (Freedom of Information Act) complaint: Mayor Olson read a complaint from WSPY alluding that the City was discussing topics in Executive Session as a means of not revealing to the public true costs associated with the remodeling of the proposed police station, specifically design, cost and scope of remodeling. Mayor Olson stressed that the City takes great strides to be transparent, and that the incident described in the correspondence never occurred.

Announcement: The annual Gas, Engine, Tractor & Toy Show will be held on June 24th between 9 AM – 5 PM. The Friday night parade of tractors will be held on June 23rd at 6:30 PM and will follow the same route as the Freedom Days parade.

The Mayor has been advised that one of the air conditioning units for City Hall will need to be replaced at an approximate cost of \$7,000.00. City Clerk Li reported that she had anticipated the replacement and had budgeted accordingly.

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

City Clerk Li: No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

Brush Pickup is complete in Ward 3. The City will continue storm cleanup throughout all wards for the remainder of the week.

2017 Lisbon Street – Green to Main Reconstruction Project: A proposal has been received from Etscheid, Duttlinger & Associates for the engineering construction services in an amount not to exceed \$49,140.00. The proposal covers 65 working days of monitoring 75% of the time. The project would not begin until completion of the property acquisition from Willow Crest.

2017 6th Street Water Main Project: Engineering plans and specifications are 90% reviewed, and should be completed within the next week.

2017 Street Maintenance Project (17-00000-01-GM): Proposed striping is for 3 lanes on Lions Road between Main Street and Karen Road as well as no parking on Lions Road during school hours. Completion date is August 8, 2017. Part of this project will also be the replacement of a broken curb on Railroad Street in front of the fire department.

Local Pretreatment Limits Evaluation & Sewer Use Ordinance Revisions Assistance (Strand Task Order 16-02): Engineer Horak made a recommendation to extend the completion date to December 29, 2017. The project entails revision of Municipal Code language for the sewer treatment plant.

On-Street Parking Discussion: Engineer Horak requested direction from the Council how to handle off-street parking issues. Problems faced are surface drainage issues, requesting the City provide gravel for driveways, or residents conducting improvements that require the City's permission. Engineer Horak further noted that there are costs associated with many of the improvement costs that are not passed along to the residents. Mayor Olson requested aldermen to check in their wards for off-street parking issues, and the discussion will continue at the next COW meeting on July 3rd.

Announcement(s): Engineer Horak reported that he has received 8 applications for the part time mowing position.

Correspondence has been received from the DeKalb County Health Department advising that DC Trash has changed their recycling collection program, and will now be charging for items that were previously free for drop off. The fear is the recycling will become cost prohibitive and create a major impact on residents making it impossible to recycle electronics, especially television sets that will go from \$60.00 per unit exceeding 19" to \$100.00. New rates are to take effect July 1st. The health department will host a meeting on Thursday, June 22nd at 10 AM to discuss the changes to the contract.

Chief Bianchi reported that the police department, EMA, and Director of Public Works Horak are reviewing improved communication means following the June 14th storm. A 2-way radio network is being investigated.

EMA Director Ciciora: No report

Alderwoman Chmielewski: 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 introduced Dr. Lerohl and Dr. Landers, owners of First Impressions dental office, and staff member Lindsay Van Deusen. There have been numerous requests to use the acreage where the business is located as a banquet facility for weddings and celebrations. The dental business hopes to purchase a large tent, and have it remain standing throughout the upcoming months. Although the Council was supportive of the concept, several concerns were raised including building code, plumbing code, ADA requirements, and serving of liquor. Engineer Horak noted a special use would be required, and the Plan Commission would hold a public hearing

followed with a recommendation to the Council. Building Official Steffens is on vacation, and upon his return, the permit process will begin.

Alderman O’Sullivan: No report

Alderman Redden reported that he has received correspondence from the DeKalb County Community Foundation, and has requested that they speak at one of the upcoming Council meetings,

Alderman Robinson: No report

New Business: None

Audience Comments: Martha McAdams requested interpretation on the location of chicken coops in backyards. She felt a 25’ restriction along lot boundaries would place the coop in the middle of the backyard. Language in the proposed ordinance states “not less than the minimum property line set back for accessory structures” which is 5 feet.

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 8:48 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk