



# City of **SANDWICH, ILLINOIS**

City Hall Annex • 128 East Railroad Street

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

*June 20, 2016 @ 7:00 PM*

## MINUTES

City Clerk li called the meeting to order at 7:00 PM.

Roll call was taken:

**Present:** City Clerk li, Alderman Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker

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

**Absent:** Mayor Olson, Chief Bianchi & City Treasurer Webber

In the absence of Mayor Olson, Clerk li requested at motion to appoint a Mayor Pro Tem for the duration of the meeting. **So moved by Alderman Redden, and seconded by Alderman Moran. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

### Mayor Pro Tem Robinson, in the absence of Mayor Olson

Backyard Chicken Discussion: Alderman McMann stated that he had spoken to someone at City Hall in Batavia regarding their backyard chicken ordinance. He was told that they have 18 coops registered, and that a code officer checks the coops on a regular basis. Although Batavia's ordinance allows eight (8) hens, the City has since felt that four (4) hens are more in line. Alderman McMann admitted that Sandwich does not have the manpower to monitor chickens and coops in Sandwich. Alderman Dell wondered if a better alternative would be to issue a variance to the individual properties. Audience members Eric Fletcher and Sue Puehler suggested a pilot program, and the owners of backyard chickens would police themselves. They said that Elgin has a similar program for backyard chickens that is self-policed. When asked by Alderman Redden, both Mr. Fletcher and Ms. Puehler admitted they had backyard chickens until the police advised them to remove the chickens. Mayor Pro Tem Robinson advised that a vote will be taken at next week's regular meeting to determine if the Council is favorable to change the City's municipal code to allow chickens inside city limits.

Yoga Day Proclamation: Mayor Olson had prepared a proclamation declaring June 24 – 25, 2016 as "International Yoga Day and Red Berri Earth Day". There is an RSVP reception on Friday evening at 5:30 PM, and open ceremonies will be held on Saturday at 10 AM.

**Foster & Buick Law Group:** No report

**City Clerk** recalled that she had distributed the MFT (Motor Fuel Tax) audit last week, and neglected to report that the recent audit had gone well. MFT balance as of December 31, 2015 was approximately \$1.2 million.

**City Treasurer:** Absent

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

**Special Use Approval for 1212 E. 6<sup>th</sup> Street:** The Plan Commission made a recommendation of approval of a special use for a recycling center to include E-scrap of the subject property located at 1212 E. 6<sup>th</sup> Street in accordance with Section 2-2-2 C.8.a of the City's zoning ordinance, and the provisions governing such recycling center including E-scrap as set forth in the Municipal Code of Sandwich, Illinois by a vote of 6-0 at the June 14, 2016 regular meeting. Ordinance 2016-06 entitled "An Ordinance Granting a Special Use in the M-2 General Manufacturing District Permitting the Operation of a Recycling Center to Include E-scrap for Property located at 1212 E. 6<sup>th</sup> Street" was presented for a first reading. The ordinance will be presented at next week's meeting for passage.

Brian from Fortune Plastic & Metal, Inc. was present to answer questions. Currently located in Naperville, the Sandwich site will offer the business an opportunity to expand. At a future date, the company may be available to assist the City in their electronic re-cycling program.

**Text Amendment Approval for Body Art Establishments / Tattoo Parlors:** The Plan Commission made a recommendation of approval of text amendment to the Revised Sandwich Zoning Ordinance concerning body art establishments / tattoo parlors by a vote of 6-0 at the June 14, 2016 regular meeting. Ordinance 2016-07 entitled "An Ordinance Granting a Zoning Text Amendment to Modify Permissible Zoning Districts for Tattoo Parlors / Body Art Establishments" was presented for a first reading. The text amendment to the Zoning Ordinance will not be specific to a particular address but will allow a body art establishment to be located in the business district with a special use permit. This ordinance will be presented at next week's meeting for passage.

**NPDES (National Pollutant Discharge Elimination System) Permit Application:** Application for Permit IL0030970 was mailed on June 17, 2016 and is due prior to July 4, 2016.

**Brush Pickup:** Brush pickup is complete for Ward 3. The next scheduled brush pickup will be the week of July 18<sup>th</sup>.

**2016 Water Tower Painting Project:** Bid openings on the 750,000 gallon spheroid, exterior overcoat, wet interior repaint, dry interior partial repaint and miscellaneous repairs project will be at 2:00 PM on Tuesday, June 28<sup>th</sup> at City Hall.

**B.U.I.L.D. Incentive Program:** The program was adopted under Resolution 15-03 in May, 2015. The program would be open to the first thirty (30) applicants or until November 30, 2016, whichever occurred first. There have been three (3) applicants that have applied for permits and received the reduction in permit fees. Engineer Horak asked the Council if the program should be extended beyond the November 30, 2016 termination date. No comments were made.

Hall Street Lofts Reduction of Building Permit Fees: The disposition of permit fees through June 10<sup>th</sup> for the proposed 28-unit apartment building located at 413 E. Hall Street was provided to the Council. The summary total required fees include:

Water Connection fee	\$ 70,000.00
Sprinkler Connection fee	\$ 900.00
Sewer Connection fee	\$ 84,000.00
Water Meter Charge	\$ 2,263.00
Building Permit Review & Inspections	\$ 15,000.00
Plumbing Inspections	\$ 3,920.00
Fire Plan Review & Inspections	<u>\$ 11,200.00</u>
Total Required Fee	\$187,283.00

The applicant as requested if the City would consider lowering the amount of fees due feeling the City's fees are significantly higher than other municipalities. Fees typically negotiated as part of the annexation agreement process would total \$170,100.00, that would include (but not limited to) police facilities, ESDA facilities, library fees, fire protection fees, and public works facilities. Voluntary (impact fee / land cash) fees for the municipality, schools and park would total \$290,648.66, and are not enforceable. This property is already located in within the City limits and not subject to an annexation agreement.

The proposed building, zoned R-5, would consist of three (3) 1-bedroom dwelling units, eleven (11) 2-bedroom dwelling units, and fourteen (14) 3-bedroom dwelling units. It was noted that the apartment building would not qualify for the City's BUILD program because that program is for new single-family residential construction. No variances will be required except for the storm water maintenance. The current water and sewer mains will be re-routed as part of the project at the applicant's expense.

Alderman Redden said that the applicant has not purchased the property yet but has invested a fair amount in the plans. All proposed fees are according to the Municipal Code, and surprise was expressed that the applicant had reached this point without investigating the fees. Alderman Dell felt hesitant to waive any fees at this point. As yet, Engineer Horak said he has not investigated the fee structure compared to other municipalities.

Proposed Right-of-Way Ordinance: The ordinance will offer uniformity for utility companies and contractors utilizing the City's right-of-way. The proposed ordinance consists of thirty (30) pages and would alter the City's current excavation permit process. Typically, a contractor would complete an application, post a bond, pay an application fee of \$25.00 and pay a \$1,000 cash deposit that is returned after final inspection by the City. Under the proposed ordinance, a security fund would be created to deposit funds over the years, and an insurance certificate will be required as well the charge of an application fee. The process is more specific than that currently in place and could entail more accounting for the City.

Proposed Concrete Street and Hot-Mix Asphalt Street Maintenance: After providing projected costs at previous meetings, Engineer Horak questioned if the Council wished to proceed with the proposed street maintenance projects. Alderman Redden desired not to proceed feeling it was not prudent planning on behalf of the Council. There is \$1.3 million in the MFT fund, and last year the City received approximately \$183,000 in MFT funding. This fiscal year it is projected the City will receive \$200,000. \$200,000 is projected for the asphalt street repairs and \$450,000 is projected for the concrete street repairs. If both projects are approved, the MFT fund will be depleted by half. He

added that it will take years for the MFT fund to grow to its present balance and waylaying crucial repairs of other streets in town such as Lions Road.

Alderman Moran pointed out that concrete streets last longer than asphalt, and Wells and Karen Streets are thirty (30) years old. Both streets have been marked for spot concrete repairs. East Knights Road is also in poor condition.

Council was encouraged to inspect each street in Thomas and Webb subdivisions before making any final decision. Concrete street repairs are handled differently in that the existing concrete is torn out, and the roadway is rebuilt from the ground up. Alderman Redden felt that were several years of life remaining on the concrete streets.

**Chief Bianchi:** Absent

**EMA:** No report

**Alderman Dell:** No report

**Alderman Fraser:** No report

**Alderman Killey** advised that the finance committee will meet at City Hall on Tuesday, June 21<sup>st</sup> at 9:00 AM.

**Alderman McMahon:** No report

**Alderman Moran:** No report

**Alderman Redden:** No report

**Alderman Robinson:** No report

**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 Scheidecker and seconded by Alderman Moran to adjourn the Committee-of-the-Whole Council meeting at 8:20 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk