



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

July 3<sup>rd</sup>, 2017 @ 7:05 PM

## MINUTES

Mayor Olson called the meeting to order at 7:05 PM.

Roll call was taken:

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

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

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

### Mayor Olson:

(1) Gas pump replacement: Mayor Olson explained that there has been discussion in the past with the school district about cost sharing for fuel. The school district has taken the initiative to investigate the possibility and obtained a quote from Howard Lee & Sons in Cherry Valley, IL for a GPRO 115v pump that would cost \$22,940.00 including labor, material, mileage and freight. The school district's gas tanks are located at the corner of Hall and Terry Streets. Improvements, such as enlarging a cement pad to accommodate large vehicles, would be considered. Council favored continuing the research for cost sharing of fuel, and invite other taxing bodies to participate, such as the fire department and park district.

(2) Municipal Code update: A preliminary meeting was held with the Mayor, Attorney Buick, City Engineer, Police Chief, and City Clerk li. The Municipal Code is being updated since the 1980's to include subdivision and zoning codes as well as creating an accessible product that can available online. Funds have been budgeted for the project. The updating is lengthy, and a draft should be available for review in a few months.

(3) Executive Session: Mayor Olson requested executive session at the end of the meeting under 5 ILCS 120/2(c)(2) "Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees". No action will be taken after the session.

(4) Announcements: The Mayor will be preparing a packet for chicken permits that will be available for residential pickup on Friday.

The Mayor thanked the police department and the EMA department for their assistance during the parade and July 4<sup>th</sup> holiday weekend. He also thanked Council members for their parade participation.

**Foster, Buick, Conklin, Lundgren & Tritt, LLC:** Attorney Buick recognized City Clerk Ii, and Aldermen Chmielewski and O'Sullivan on their attendance at the recent IML's "Newly Elected Officials" conference last week. He added that the City Clerk would like to change the agenda format to a "omnibus agenda" or commonly known as a "consent agenda", and that he will be assisting her in the upcoming weeks. Attorney Buick reminded the Council that the annual IML Conference will be held in Chicago in September, and encouraged everyone to attend.

**City Clerk Ii:** No report

**City Treasurer:** Absent

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

(1) Electronic Recycling will be held on Saturday, July 8<sup>th</sup> between 12:30 – 2:30 pm at the Duvick Avenue water tower. The electronic items being accepted at the event are limited to a narrow scope of devices as determined in the Electronic Products Recycling and Reuse Act (415 ILCS 105). The electronics recycler has the right to refuse to accept non-compliant devices at the event. Televisions & monitors and items containing Freon will continue to be subject to charges to be paid at the time of drop off.

Engineer Horak shared the recent conference call he had with the DeKalb County Health Department regarding increased pricing for the 2018 season. The events have proved to be non-profitable, and the current pricing will remain in effect until December, 2017. The Health Department will be provided updated flyers.

(2) Brush Pickup was completed in Ward 1.

(3) 2017 Lisbon Street – Green to Main Reconstruction Project: The contractor will start mobilizing equipment on Wednesday, July 5<sup>th</sup>, at Main Street. Engineer Horak advised that he was having difficulties in obtaining a specific valve, and will be researching an alternative valve that may affect the cost of the project. Additionally, there has been current communication regarding the proposed easement for parking, and a legal description seems to be causing the delay. Project is anticipated to be complete in 55 days.

(4) 2017 Street Maintenance Project (17-00000-01-GM): The mobilization of equipment this week will not be happening due to IDOT changing their opinion on MFT funding. The State is now requiring the City to cover costs, and consequently was the purpose of the Special Meeting held prior to the COW meeting where the City approved Supplemental Resolution 17-07. Work on Lions Road is to start next week.

(5) 2017 6<sup>th</sup> Street Water Main Project: Plans have been submitted for the IEPA construction permit, and discussions are ongoing for an easement agreement with the property owner at the northwest corner of 6<sup>th</sup> Street and Duvick Avenue. The property owner has requested water and sewer connections in exchange for the easement agreement.

(6) ZBA 2017-02 – 1305 E. 6<sup>th</sup> Street: The Zoning Board of Appeals approved a variance request to the off-street parking requirements of Section 3 of the Sandwich Zoning Ordinance authorizing a reduction in required off-street parking spaces from 101 to 75, which is a 26-space reduction, by a vote of 6:0 at the regular meeting on Tuesday, June 27, 2017.

**Chief Bianchi** thanked EMA Ciciora and his staff for their assistance over the July 4<sup>th</sup> holiday weekend. Additionally, he noted the cooperation of the various law enforcement agencies that assisted following the shooting incident on Saturday night.

**EMA Director Ciciora:** No report

**Alderman Chiemlewski** thanked the Council for the opportunity to attend the “Newly Elected” IML Seminar.

**Alderman Dell:** No report

**Alderman Kelleher:** Absent

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

**Alderman McMahon:** No report

**Alderman O’Sullivan:** No report

**Alderman Redden:** No report

**Alderman Robinson:** No report

**New Business:** None

**Audience Comments:** None

**Executive Session**

**Motion made by Alderman Redden and seconded by Alderman Robinson to go into executive session at 7:37 PM, pursuant to Section 2(c)(2) “Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.” Aye: Aldermen Chmielewski, Dell, Killey, McMahon, O’Sullivan, Redden & Robinson Nay:0 Motion carried 7:0**

**Motion to return from Executive Session: Motion made by Alderman Redden and seconded by Alderman Robinson to return to regular session at 9:02 PM. Motion carried unanimously by voice vote.**

**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 9:03 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk