



# City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

August 1, 2016 @ 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

Alderman Moran arrived at 7:02 PM

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

**Absent:** City Treasurer Webber, Alderman Scheidecker & Chief Bianchi

### Mayor Olson

Liberty National Life Insurance Presentation: The presentation was on supplemental benefits offered to employees at no cost to the City. Unlike COBRA (Consolidated Omnibus Budget Reconciliation Act), these benefits are portable and would follow the employee upon termination with the City employment plus provide coverage to age 100. The services (such as accidental death coverage, cancer & critical illness, dental, & vision) is a pre-tax program using payroll deduction. Alderwoman Killey was adamant that before the Council committed to the program, the City must first discuss the program with employees to see if there is an interest. Mayor Olson offered to create a survey for distribution to employees for their feedback on the program.

City Business Registration: The City will be establishing a business registration in the near future. At the suggestion of Building Official Todd Steffens, a brainstorming meeting was held consisting of Mayor Olson, City Engineer Horak, Building Official Steffens, City Clerk Ii and Alderman Redden. The purpose of the registration would be to monitor businesses in an effort to promote safety, development relationships for commerce, and to maintain communication for local business. A nominal fee will be assessed for administrative purposes. The next committee meeting will be August 18<sup>th</sup>.

Lexipol Insurance Contract: As a member of the IMIC (Illinois Municipal Insurance Cooperative), the City will be entering into an agreement with Lexipol LLC effective August 1<sup>st</sup>. The risk management program will enhance updated law enforcement policy and offer training services at a discounted

price. The cost of the program is \$1,702.00 for the remainder of the calendar year ending December 31, 2016. The annual subscription rate is \$4,628.00. Although the program is not mandated, it was the decision of the IMIC members to participate.

Illinois Municipal League (IML) Conference will be held September 22-24, 2016 at the Chicago Hilton. This year, tracks are being developed with topics tailored to Communication, Economic Development, Finance, Management, Public Safety and more. Mayor Olson distributed a list of proposed sessions, and asked the Council members to give serious consideration in attending the conference this year.

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

**City Clerk** asked for direction by the Council relating to the Liberty National Insurance presentation. Another company is scheduled to make a similar presentation on Monday, August 15<sup>th</sup>. Clerk Li said both companies were cryptic in their product by not sharing much information, but according to Council policy of not turning anyone away that wishes to address the Council, she scheduled both companies for presentations. Similar programs have been offered to the staff in the past with little interest, and subsequently, Council felt it best that the companies meet with the personnel chair, Alderman Robinson.

**City Treasurer:** Absent

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

Ward 1 brush pickup is complete. The next scheduled brush pickup for Ward 1 will be Tuesday, September 6<sup>th</sup>.

Hall Street Lofts Basin Maintenance Agreement: The maintenance agreement is a standard format that the City has used in past years. It stipulates that the City has the right, but not necessarily the obligation, of maintaining the detention basin and stormwater drainage. This document will be signed by all parties and recorded against the property.

There have been previous discussions that the developer will be requesting a reduction in building permit fees. A straw poll favored no permit fee reduction with Alderman Fraser abstaining. A show of hands was a Council majority that felt the developer should be responsible for the relocation of existing water and sewer lines that are located on the property.

MFT (Motor Fuel Tax) 16-00000-01-GM 2016 Concrete Street Maintenance: Bid openings are scheduled for Tuesday, August 9, 2015 at 10:30 AM. To date, six (6) bid packets have been distributed to interested contractors.

MFT 16-00000-02-GM 2016 Hot-Mix Asphalt Maintenance: Bid openings are scheduled for 10:00 AM on Tuesday, August 9<sup>th</sup>. Two (2) bid packets have been distributed to interested contractors.

2016 Water Tower Painting Project: Engineer Horak recommended the issuance of the "Notice to Proceed" for the 750,000-gallon spheroid, exterior overcoat, wet interior repaint, dry interior partial repaint, and miscellaneous repairs project. Work will commence on September 17<sup>th</sup> and conclude by November 7<sup>th</sup>. He further noted that the water tower would be out of service for 45 days. No motion was required.

**733 E. 3<sup>rd</sup> Street Variance:** At the regular meeting on Tuesday, July 26<sup>th</sup>, 2016, the ZBA (Zoning Board of Appeals) granted a variance to decrease the minimum east side lot setback requirements from 10 feet to not less than 10% of the lot width of 66 feet (being 6.6 feet), in order to accommodate both the existing house and proposed additional by a vote of 5:0.

**Chief Bianchi:** In the Chief's absence, Mayor Olson reminded the Council of the "National Night Out" fundraiser that will be held on Tuesday, August 2<sup>nd</sup>, in the downtown area starting at 5:00 PM. Sponsored by the police department, fire department and the City of Sandwich, events include a 5K run, food vendors, car show, safety demonstrations by local police staff, and children games. FVOA (Fox Valley Older Adults) will be the recipient of the fundraising.

**EMA** Director Ciciora announced that it appears the City has received a grant that will cover half of the cost of the new emergency sirens. He has received only verbal confirmation to date, and expressed gratitude to the Sandwich Park District for sharing information on the grant application.

**Alderman Dell:** No report

**Alderman Fraser:** No report

**Alderman Killey** advised that the finance committee would meet immediately following this evening's meeting to review August bills.

**Alderman McMahon:** No report

**Alderman Moran:** No report

**Alderman Redden:** No report

**Alderman Robinson:** No report

**Alderman Scheidecker:** Absent

**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 7:50 PM. Motion carried unanimously by voice vote.**

*/s/* Denise Li – City Clerk