



City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

Committee-of-the-Whole Council Meeting

November 7, 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, Moran, Redden, Robinson & Scheidecker

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

Mayor Olson

International Sandwich Day: In observance of International Sandwich Day on November 3rd, the Mayor held his annual “#1 Sandwich in Sandwich” contest on November 7th. Five (5) high school seniors representing the dance team, volleyball team, cross county and football cheerleaders were the honorary judges selecting a pulled pork sandwich from Brenda’s Custard as the #1 sandwich. Second place was Ole Tyme Inn, and third place was Johnny K’s.

CliftonLarsonAllen Audit Review: Jen Ayala, Manager, and Sandy Cook, Engagement Director, were present to discuss the City’s annual audit conducted in June. In their financial report presentation, it was noted that the City is financially sound but continues to engage in deficit spending in the amount of \$903,082.00. Duly noted, segregation of duties is an ongoing problem given the small operating staff. Currently there are no formal policies in place over information technology, and no periodic review of access rights or offsite storage of backup data. The City currently shows debt of approximately \$4 million, and showed no new debt as of June, 2016.

Alderman Redden raised concerns over the police pension fund which was not reflected in the audit. It was explained that an actuarial report, to be paid by the pension board, is conducted every 2-3 years, and an actuarial study was conducted in 2015. He felt that a report should be conducted annually so the City has a better understanding if their annual contributions toward the police pension fund are too high or too low.

Ordinance 2016-14 entitled “Ordinance Amending Chapter 74, Section 441, Authority and Eligibility of Towing Companies to Tow Abandoned, Wrecked, Disabled or Impounded Motor Vehicles of the Municipal Code of the City of Sandwich, Illinois” presented for 1st reading. Chief Bianchi explained that wording in the new ordinance changed the language pertaining to the location of vehicle storage for towing companies from “within corporate limits” to “within a two mile radius of the corporate limits”.

Foster, Buick, Conklin & Lundgren LLC: No report

City Clerk: No report

City Treasurer reported that funds were diverted to a new 5-year DC at 1.15% as discussed at the October 24th Council meeting.

Director of Public Works / City Engineer Horak:

ZBA 2016-02: At the regular meeting of Tuesday, October 25th, 2016, the Zoning Board of Appeals granted a variance to reduce the required side yard setback of ten (10) feet by two (2) feet to maintain a side yard setback of eight (8) feet on the west side of the property at 1020 E. Railroad Street by a vote of 5:0

BNSF ROW (Right of Way) at Main and Lafayette Streets Water Main Replacement Project: Contractor will mobilize the site at Lafayette Street on Monday, November 7th. Work will continue through the end of the month.

Plan Commission regular meeting will be on Tuesday, November 8th, 2016. On the agenda is Case PC 2016-04 (420 W. Church Street). Applicant is requesting a recommendation of approval for a special use permit to operate a concrete contractor shop in the M-1 District.

Holiday Lights Recycling will begin on November 10, 2016 at City Hall.

Electronic Recycling will be held on Saturday, November 12th from 12:30 to 2:30 PM at the Duvick Avenue water tower, 750 N. Duvick Road.

B.U.I.L.D. Incentive Program (Resolution 15-03): The program will expire on November 30, 2016. Question presented to the Council by Alderman Redden was whether to offer an extension on the program or let the program expire. An amendment to Resolution 15-03 would be required should the Council want to extend the program. Council was favoring to continue the program, and will discuss further in the upcoming weeks.

ComEd Underground Electric Wires will be replaced at Woodland Landing along Wright Court, Wright Drive, Gletty Road, and Church Street in January, 2017.

2016 Water Tower Painting Project: Pay request #1 for the 750,000 gallon spheroid, exterior overcoat, wet interior repaint, dry interior partial repaint, and miscellaneous repairs was submitted in the amount of \$251,000.00. The pay request is also the final pay request on this project. The contractor provided a 2-year maintenance bond although the contract specified a 1-year bond. This matter will be placed on next week's agenda for approval.

2016 Concrete Street Maintenance Project (16-00000-01-GM): Pay request #1 in the amount of \$274,379.00 has been submitted. This project is 90% complete. Approval of the pay request will be placed on next week's agenda.

Chief Bianchi: No report

EMA Director Ciciora reported that a \$20,000 grant check from Trans Ohio Pipeline was presented to the Mayor earlier in the day. He also advised that Braniff Communications will be installing poles for the new sirens, weather permitting.

Alderman Dell: No report

Alderman Fraser: No report

Alderwoman Killey reminded the Council that the finance committee would meet immediately after this evening's meeting.

Alderman McMahon: No report

Alderman Moran: No report

Alderman Redden: No report

Alderman Robinson: No report

Alderman Scheidecker expressed his pleasure over the 1% sales tax increase meeting held at FVOA on Thursday, October 27th noting that there were good questions raised by the attendees.

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 7:47 PM. Motion carried unanimously by voice vote.**

/s/ Denise li – City Clerk