



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

November 19th, 2018 @ 7:00 PM

MINUTES

Mayor Olson called the Committee-of-the-Whole Council Meeting to order at 7:00 PM.

Roll call was taken:

Present: Mayor Olson, Deputy City Clerk Teckenbrock, Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden, Robinson & Surratt

Absent: City Clerk li

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

Absent: City Treasurer Webber

Mayor Olson

CliftonLarsonAllen Audit Presentation: Jen Ayala and Sandy Cook, CPA, presented the audit explaining there were no difficulties encountered while performing it. It was noted that because the City does not have an accounting staff, the auditors cannot assist with financial statement preparation and audit adjustments. Bank reconciliation should be completed in a timely manner, and the City should strive for segregation of duties, such as journal entry review, receipt and disbursements, and a separate review for the police pension fund.

City's debt is reflected as \$2.9 million, and the City is in good financial position, comparing assets to liabilities, with a net position of nearly \$28.1 million. No funds had a deficit balance as of April 30, 2018, although it was noted a decrease in all fund balances, such as Motor Fuel Tax Fund.

Levy Discussion: Wes Levy from Lauterbach & Amens will be assisting with the tax levy. The EAV (Equalized Assessed Value) has increased for the City in both Kendall and DeKalb Counties that will affect the levy. He will be proposing different levy strategies, will also be making investment suggestions, and preparing for next year's budget process.

Redberri Convention Center Events: An Open House invitation will be held at the Timber Creek Hotel on Tuesday, November 20th along with a press conference. The hotel will be hosting the 3iii Indian ICON next weekend which is platform for Indian talent.

Foster, Buick, Conklin & Lundgren LLC: No report

City Clerk Ij: Absent / No report

City Treasurer: Absent

Director of Public Works / City Engineer Horak:

Leaf Vacuuming: Due to the shortened Thanksgiving week, the leaves in all four wards shall be ready for pickup on Monday, November 19th by 7:00 am. The City crew only intends to make one pass in front of a property during the shortened Thanksgiving week.

Final 2018 Brush Pickup is scheduled for Thursday, November 29, 2018 and/or Friday, November 30, 2018. Residents are to call in to City Hall by noon on Wednesday, November 28, 2018 to be added to the list for the final brush pickup. The City crew will only pick up brush per the compiled list.

DeKalb County Community Development Department Special Use Permit Petition SO-18-56: Summit Ridge Energy has applied for a Special Use Permit for a 13-acre solar garden upon property approximately 2,000 feet north of the north line of Deerpath Woods P.U.D. A public hearing will be held on Thursday, November 29, 2018 at 2:00 pm in the DeKalb County Administrative Center in Sycamore. The property in question is part of the City's comprehensive plan as land reserves for future growth.

Illinois Safe Routes to Schools Program – Cycle 2019: The application was transmitted to IDOT.

Section 70-84(f) of the Municipal Code – Application Fee for Construction of Utilities within the Right-of-Way: After checking with neighboring communities, a \$200.00 application fee was suggested. This matter will be placed on next week's agenda for approval.

Chief Bianchi: No report

EMA: No report

Alderman Chiemlewski: No report

Alderman Dell: No report

Alderman Kelleher: No report

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

Alderman McMahon: No report

Alderman Redden: No report

Alderman Robinson: No report

Alderman Surratt: No report

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 7:52 PM. Motion carried unanimously by voice vote.**

Minutes transcribed from meeting notes

/s/ Denise li – City Clerk