



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

December 18, 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 Ii, Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson

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

### Mayor Olson:

City Business Registration Discussion: Amid miscommunication, Mayor Olson explained the proposed business registration program is not intent to generate additional income for the City, nor is it a license. The intent of the program is for local businesses to register with the City that would provide information as to type of business, ownership, and emergency contact numbers. This information would be invaluable to not only City Hall, but the police and fire departments.

The proposed concept was met with questions by the Council on how to gather this information. One concern was how to contact businesses that a registration was required, and would the business be compliant. City Hall is understaffed, and unable to tackle a project of this enormity. A nominal administration fee could be charged to offset incurred costs. Questions were raised on how to maintain the program and keep current, who will monitor the program to assure businesses were compliant in their registration, and the City has more pressing projects demanding attention. More conversation is required before a final decision is made.

Census Discussion: On December 15<sup>th</sup>, the City committed to assist with the upcoming census. Chief Bianchi will act on the liaison, and Alderwoman Chmielewski will assist. The time frame to confirm local addresses will be February through April, 2018. As discussed at previous meetings, the information must be kept confidential and secured, and not co-mingled with City records.

Tax Levy Discussion: The tax levy is based on the CPI (consumer price index) that was .7% last year and is 2.1% this year. The City received approximately 97% in revenue from last year's levy. Council favored keeping the levy amount the same as last year. With the upcoming holidays, a special meeting will be required on Thursday, December 21<sup>st</sup>, to approve the levy ordinance. This date would meet the 48 hours' notice as described under the Open Meetings Act. Because of

scheduling conflicts, the special meeting will be held on Thursday, December 21<sup>st</sup>, 2017, at 9 AM to pass Levy Ordinance 2017-20. Mayor Olson explained that the tax levy ordinance must be filed with the Kendall and DeKalb County Recorders by Tuesday, December 26<sup>th</sup>.

**Meeting Cancellation:** December 25<sup>th</sup> and 26<sup>th</sup> (Monday and Tuesday) are recognized Christmas holidays for staff. The regular council meeting for Wednesday, December 27<sup>th</sup>, has been cancelled. The next meeting will be the Committee-of-the-Whole Council Meeting scheduled for Tuesday, January 2, 2018 at 7:00 PM.

**Foster, Buick, Conklin, Lundgren & Tritt, LLC:** Attorney Buick shared the status on the recodification of the City's Municipal Code. Mayor Olson, Chief Bianchi, Engineer Horak and City Clerk li have examined the first proof, and met the return deadline date of December 15<sup>th</sup>. The project is now 98% complete, and the Council will have an opportunity to review prior to adoption.

**City Clerk li:** No report

**City Treasurer:** No report

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

Zoning Board of Appeals regular meeting for Wednesday, December 27, 2017, has been cancelled.

2017 Center Street Lighting Project: Contractor's field work has been completed. They repaired a receptacle at the southeast corner of Main and Center Streets last week, and now waiting on spare parts.

2017 5<sup>th</sup> / 6<sup>th</sup> Street Sanitary Sewer Lining Project: The cleaning and televising was completed last week, and the lining is to take place in January.

**Chief Bianchi:** No report

**EMA:** No report

**Alderman Chiemlewski** : No report

**Alderman Dell** asked if the Council would consider to allow liquor sales on Christmas and Easter. Alderman Robinson explained that the Council made the decision decades ago, and with some preplanning, the ban of liquor sales has not been an issue. Alderman Dell questioned why some businesses are permitted to be open (such as Art's, Casey's and Shell) when other establishments have to be closed. It was noted that the three businesses in question, sell other products than liquor, and it is the type of liquor license they hold. Council was receptive to discussing at a future date the ban of liquor sales on Christmas and Easter.

**Alderman Kelleher:** No report

**Alderman Killey** advised that the next finance committee meeting will be January 2, 2018, immediately following the Committee-of-the-Whole Council Meeting.

**Alderman McMahon** reported that he conducted a landlord meeting for the Wentworth and Wilshire apartments. Ten buildings were represented. The next meeting will be scheduled in March.

**Alderman O'Sullivan**: No report

**Alderman Redden**: No report

**Alderman Robinson**: 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 7:48 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk