



City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

January 22, 2018 @ 7:00 PM

MINUTES

Mayor Olson called the meeting to order at 7:00 PM.

Sandwich Boy Scout Troop 45 led the Pledge of Allegiance.

Roll call was taken:

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

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

Approval of Minutes

Motion was made by Alderman McMahon and seconded by Alderman Dell to approve the minutes of the Regular Council Meeting of December 11, 2017 & January 8, 2018 and the Committee-of-the-Whole Council Meeting of January 15, 2018. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

Approval of January Semi-Monthly Bills

Motion was made by Alderwoman Killey, and seconded by Alderman Kelleher approving payment of the January semi-monthly bills in the total amount of \$72,071.60. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden, & Robinson Nay:0 Motion carried 8:0

Mayor Olson:

Scout Recognition: Mayor Olson introduced O'Ryan Lawlor and Timothy Parks, as newly inducted Eagle Scouts, an honor few scouts achieve. It has been seven years since a scout from Sandwich Troop 45 has earned this highest achievement in the Boy Scouting program.

Aurora Convention & Visitors Bureau: Cort Carlson, Executive Director of the AACVB (Aurora Area Convention & Visitors Bureau) provided a presentation on the benefits of Sandwich remaining a member of the tourism bureau. The City's contract is due to expire, and the City is exploring other options to promote tourism. Under State statute, 90% of the collected bed tax from a hotel must be used for tourism purposes. Last year, the City paid approximately \$22,000 to the AACVB to promote

Sandwich. Mr. Carlson shared promotional facts such as the Sandwich Fair being the #1 tourism attraction followed closely by the antique sales.

New Employee Introduction: Chief Bianchi introduced new employee Lori Johnson. She has been hired as Support Systems for the police department.

Ordinance 2018-02 entitled "An Ordinance Amending Sections 74-93 Stop Streets and 74-94 Yield Right-of-Way Streets to Chapter 74 Traffic and Vehicles of the Municipal Code in the City of Sandwich" was presented for first reading. Council will review and add addition streets, if applicable. The goal is that every city intersection will have a traffic control signage.

Tourism Committee Report: The tourism committee met on Wednesday, January 17th, 2018 with approximately fifteen attendees. The committee goals were established, and discussion followed on current events, such as Taste of Sandwich, Sandwich Freedom days, and Bologna Day. New suggestions included comic-con and a Wizard of Oz fest. The next meeting is scheduled for February 21st at 7:00 PM.

Budget Schedule FY 2018-2019: Department heads have been provided with budget worksheets to start the process for the new budget preparation. After February 5th, budget committee meetings will be scheduled.

Audit Discussion: The City's auditing contract with CliftonLarsonAllen has expired. The Mayor voiced displeasure with this year's audit timeline that caused delays in the filing of the Treasurer's Report and the Annual Bond Disclosure. The City will be distributing a RFP (Request for Proposal) to regional auditing firms.

Accrual Budgeting Discussion: According to statutory mandate, the City will need to adopt the accrual method of accounting by 2020. The City is currently using modified cash accounting. There will be an unknown expense associated with the conversion, and the Mayor would like to City adopt the accrual method starting with the new fiscal year in May, 2018.

Announcement: Because next Monday is the 5th Monday of the month, there will be no meeting on January 29th. The next meeting will be held on Monday, February 5th.

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

City Clerk Ij: No report

City Treasurer: No report

Director of Public Works / City Engineer Horak:

2001 Plow Truck Purchase: Engineer Horak requested waiver of the provisions of 65 ILCS 5/8-9-1 (exceeding \$25,000 limit) to authorize the purchase of a 2001 International 4900 used plow truck from Bonnell Industries of Dixon, IL in an amount of \$33,000 plus license and title. Motion must pass by a vote of 2/3 of all aldermen holding office.

So moved by Alderman Robinson, and seconded by Alderman Redden. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

Geotechnical Proposal / Main Street from Center to 2nd Reconstruction Project: Recommendation by Engineer Horak to authorize the Mayor to sign the Rubino Engineering Inc. proposal for soil borings as a lump sum for \$1,500.00.

Motion made by Alderman Kelleher, and seconded by Alderman Redden. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

Geotechnical Proposal / Main Street from 2nd to Pleasant Sanitary Sewer Project: Recommendation by Engineer Horak to authorize the Mayor to sign the Rubino Engineering Inc. proposal for soil borings as a lump sum of \$6,250.00.

So moved by Alderman McMahon, and seconded by Alderman Redden. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

Geotechnical Proposal / Water Main Replacement Projects: Recommendation by Engineer Horak to authorize the Mayor to sign the Rubino Engineering Inc. proposal for soil borings as a lump sum of \$8,000.00.

Motion made by Alderman Kelleher and seconded by Alderman McMahon. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

ZBA (Zoning Board of Appeals) regular meeting for Tuesday, January 23, 2018 has been cancelled.

2017 6th Street Water Main Replacement Project: Engineer Horak made a recommendation of approval of Change Order #2 dated January 11, 2018 for exploratory excavation to locate water main across Duvick Avenue in the amount of \$3,475.63.

Motion made by Alderman McMahon, and seconded by Alderman Dell, approving Change Order #2 for exploratory excavation. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden & Robinson Nay:0 Motion carried 8:0

A recommendation of approval was made by Engineer Horak for Pay Request #2 in the amount of \$84,518.45 to Performance Construction & Engineering, LLC of Plano, IL

So moved by Alderman Redden. Motion was seconded by Alderman O'Sullivan. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, O'Sullivan, Redden and Robinson Nay:0 Motion carried 8:0

Announcement: There was water main break on Elm Street Sunday evening. There was no need for a boil order.

Chief Bianchi announced that Community Officer, Mike Nelson, has been successful in obtaining a grant through IDOT (Illinois Department of Transportation) in the amount of \$24,000. The grant money will be used to purchase 12 Dell tablets for the squad cars.

EMA Director Tom Ciciora reported that the siren at Sandy Bluff is inconsistent on activation testing. It has been discovered that unit has water damage, and cannot be repaired. Estimated labor cost is \$1,920, excluding new parts, to consolidate the siren into one unit.

Alderwoman Chiemlewski : No report

Alderman Dell: No report

Alderman Kelleher: No report

Alderwoman Killey advised that the next finance committee meeting will be February 5th, 2018, immediately following the Committee-of-the-Whole Council Meeting.

Alderman McMahon: No report

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 8:02t PM. Motion carried unanimously by voice vote.**

/s/ Denise li – City Clerk