



City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

Regular Council Meeting
April 24, 2017 at 7pm

MINUTES

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

Pledge of Allegiance

Roll call was taken:

Present: Mayor Olson, City Clerk li, Aldermen Dell, Fraser, Killey, Redden & Robinson

Alderman McMahon arrived at 7:18 PM

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

Approval of Minutes

Motion was made by Alderwoman Killey and seconded by Alderman Robinson to approve the minutes of the Committee-of-the-Whole Meeting of March 20, April 3 & April 17, 2017 and the Regular Council Meeting of March 22, 2017 and the Special Meeting of April 11, 2017. Aye: Aldermen Dell, Fraser, Killey, Redden & Robinson Nay:0 Motion carried 5:0

Approval of April Semi-Monthly Bills

Motion was made by Alderwoman Killey, and seconded by Alderman Robinson approving payment of the April semi-monthly bills in the total amount of \$93,595.87. Aye: Aldermen Dell, Fraser, Killey, Redden & Robinson Nay:0 Motion carried 5:0

Mayor Olson

Canvass of Votes from April 4, 2017 Consolidated Election: Clerk li read the Abstract of Votes from the April 4th election, and as certified by DeKalb County Clerk, Doug Johnson. The number of votes also included that portion of Sandwich located in Kendall County. Votes received were Mayor 1091; City Clerk 1035; City Treasurer 1058; Ward 1 Alderman Redden 381; Ward 2 Alderman position David Fraser 98, Kevin Kelleher 114, and Cynthia Prohl 87; Ward 3 Alderman Dell 220; and Ward 4 Alderwoman Chmielewski 161. Clerk li noted that the certified votes for the Non-Home Rule Tax question reflected 629 yes votes and 721 no votes. In actuality, the 1% sales tax increase did pass by an 8 vote margin. The correct no votes should have read 621, and the City will obtain a corrected Abstract of Votes from this week.

Ordinance 2017-05 entitled “Ordinance of the City of Sandwich Adopting the Budget for Fiscal Year 2017-2018” was presented for passage. Budget Consultant Shante’ Humble was present to answer questions. The budget presented reflected a surplus of \$362,946.10, and approved projects totaling \$291,500.00. The approved projects include BNSF ROW & Main Street (\$25,000) ; BNSF ROW & Eddy Street (\$25,000); 2017 Center Street Lighting (\$172,500), 2017 6th Street Utility update (\$34,000), and computer update (\$35,000). Alderman Redden pointed out that if a previously discussed project was not included on this list, the project is not approved for the new fiscal year. Alderman Dell questioned proposed part time hiring for City Hall and mowing for public works. Clerk li said the accounting position has been vacant since November, but it appears not enough money was budgeted. Council agreed to hiring of part time help, and will amend the budget accordingly at a future date to accommodate salaries. On a roll call to pass the budget, a majority vote was lacking. Alderman Fraser felt uncomfortable voting because of a new alderman replacing him, and Alderman Robinson was disappointed that all the projects were not reflected in the budget. Overall, he was unhappy that the final budget was not available for review prior to the vote. Mayor Olson called for a short recess at 7:17 PM until Alderman McMahon arrived.

Upon Alderman’s arrival at 7:20 PM, Mayor Olson resumed the meeting requesting a motion to pass the 2017-2016 fiscal budget.

Motion was made by Alderman Redden, and seconded by Alderwoman Killey to pass Ordinance 2015-05 approving the 2017-2018 budget as presented: Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 6:0

Ordinance 2017-06 entitled “An Ordinance Imposing the Non-Home Rule Municipal Retailers’ Occupation Tax and Non-Home Rule Municipal Service Occupation Tax” was presented for first read. Mayor Olson requested a motion to waive first reading noting that he will hand deliver the necessary paperwork to IDOR (Illinois Department of Revenue) this week.

Motion made by Alderman Robinson, and seconded by Alderman Redden, to waive first reading of Ordinance 2017-06. Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 6:0

Alderman Redden moved to pass Ordinance 2017-06 that will increase the sales tax for the City of Sandwich. Motion was seconded by Alderman McMahon. Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 6:0

City Collector Vacation Hours: Mayor Olson requested a motion approving payout of 56 unused vacation hours and a carryover of 40 vacation hours for Denise li, as City Collector. Alderman Robinson said motions are not necessary because the availability of payouts and carryovers are covered under the City’s personnel ordinance. City Clerk li felt that whenever money is expended, a motion for approval must be made. Council agreed to the payout without benefit of a motion.

Foster, Buick, Conklin, Lundgren & Tritt LLC Law Group – No report

City Clerk li requested a motion to approve the following Executive Session minutes: February 1, 2016; May 23, 2016; September 26, 2016; November 14, 2016; December 19, 2016; and March 6, March 27, and April 3, all in 2017. She reiterated that the motion was to approve the minutes, and was not an approval to release the minutes to the public.

So moved by Alderman Redden, and seconded by Alderman Dell. Aye: Aldermen Dell, Fraser, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 6:0

Clerk Li reported that Lisa Mangers has requested a payout of 80 hours of unused sick leave. Council was in agreement, and no further action was taken.

City Treasurer Webber reported that a 12-month CD is maturing May 3, 2017 in the amount of \$401,788.41. As part of the CD ladder created last year, the City Treasurer has investigated a 5-year CD with First Midwest Bank at 2%. Council agreed to reinvest the CD long term at 2% interest.

Mayor Olson said he is investigating the need to invest \$5 million from the general fund that is currently drawing little, if any, interest. The purchase of a money market was suggested.

Director of Public Works & City Engineer Horak:

Zoning Board of Appeals regular meeting for Tuesday, April 25th, 2017, has been cancelled.

Brush pickup was completed in Ward 4.

Hydrant flushing will begin on Monday, May 1st through May 5th. It is expected that the hydrant flushing will be conducted between the hours of 8 AM – 4 PM daily. Residents are discouraged from doing laundry, and in the event of clothing rush stains, City Hall will have rust remover available to the public. Residents are also advised to run the water for about 5 minutes to flush any dislodged rust or lead.

Chief Bianchi – No report

EMA Director Ciciora – No report

Alderman Dell – No report

Alderman Fraser – No report

Alderwoman Killey announced that the Finance Committee meeting scheduled for Monday, May 1st is cancelled. City Clerk Li explained that on that date, all the accounting software will be updated to accommodate the start of the new fiscal year. Subsequently, staff is unable to have invoices and purchase orders processed for the finance committee meeting. Clerk Li said she will be in a better position to report an update at the COW meeting scheduled for May 1st.

Alderman McMahon – No report

Alderman Redden – No report

Alderman Robinson notified the Council that Wendy Flowers was requesting 72.5 hours payout for unused sick time. No further action was taken.

Audience Comments – None

New Business - None

Adjournment

There being no further business to come before the Council, **motion made by Alderman Redden and seconded by Alderman Robinson to adjourn the Regular Council meeting at 7:30 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise Li, City Clerk