



# City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

## Regular Council Meeting

May 9, 2016 at 7pm

## MINUTES

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

Pledge of Allegiance was led by Sandwich Cub Scout Pack 345 & Sandwich Boy Scout Troop 45

Roll call was taken:

**Present:** Mayor Olson, City Clerk Ii, Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker

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

**Absent:** City Treasurer Webber

### Approval of Minutes

Motion was made by Alderman McMahon and seconded by Alderman Scheidecker to approve the minutes of the Regular Council Meeting of April 25, 2016 and the Committee-of-the-Whole Meeting of March 7, 2016. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0

Minutes from the Committee-of-the Whole meeting for May 2<sup>nd</sup> were removed from the agenda and will be voted upon at the next Regular Council meeting on May 23<sup>rd</sup>

### Approval of May Semi-Monthly Bills

Motion was made by Alderwoman Killey, and seconded by Alderman Scheidecker, approving payment of the May semi-monthly bills in the total amount of \$138,791.01. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0

### Mayor Olson

Scout Donation Presentation: Clerk li presented donations of \$250.00 each to Sandwich Cub Scout Pack 345 and Sandwich Boy Scout Troop 45 thanking them for over fifty (50) years of community service. Funds were derived from the 2015-2016 video gaming receipts,

DeKalb County Economic Development / NIU Meeting will meet immediately following the regular council meeting. Topic for discussion will suggestions for economic development in the Sandwich area, and how DeKalb County can assist the City.

Body Art Discussion: As discussed previously, a tattoo parlor is prohibitive in the central business district according to the City's zoning ordinance. The location of such a business is restricted to the City's M-2 zoning district. To modify the zoning ordinance, a public hearing will be held by the Plan Commission who, in turn, will make a recommendation to the City Council. Mayor Olson advised that Plan Commission will be meeting in June.

International Yoga Day will be held the weekend of June 25 – 26 at Timber Creek. The Mayor and Council have been invited by the Consulate for India to attend the unveiling of the Yoga Day logo in Chicago on Tuesday, May 17<sup>th</sup>.

Hearing Officer Discussion: The need for a hearing officer to assist with the City's zoning issues was discussed about a year ago. A 2015 e-mail from Attorney Buick outlined the job description of a hearing office and his concerns as they affect the City of Sandwich. Mayor Olson requested the Council to review and digest the contents of the e-mail. This matter will be further discussed at a future meeting.

Proposed Property Maintenance Ordinance Discussion: Mayor Olson has appointed Aldermen Moran and Robinson along with Director of Public Works Horak and Building Official Steffens to sit on an advisory board for the proposed property maintenance program. They will bring their suggestions and recommendations to the Council for final disposition. The Mayor reminded the board they are subject to the Open Meetings Act indicating an agenda and minutes will have to be provided.

Plan Commission Discussion: Mayor Olson reported that he needs one (1) more person to sit on the newly re-formed Plan Commission. He currently has six (6) members that will be appointed.

Ordinance 2016-04 entitled "An Ordinance Amending an Ordinance Establishing Personnel Policies, Employee Benefits, Rules and Regulations and Pay Schedule for Municipal Employees of the City of Sandwich": This matter will be brought before the Council in a few weeks for a final vote. After review, there is need for language clarification within the contents of the ordinance.

**Foster & Buick Law Group** – No report

**City Clerk li** – No report

**City Treasurer Webber** - Absent

**Director of Public Works & City Engineer Horak**

Plan Commission regular meeting for Tuesday, May 10, 2016, has been cancelled.

New Life Electronics Recycling, Inc. Agreement: Director of Public Works Horak advised that contract with New Life Electronics Recycling, Inc. expired on May 1<sup>st</sup>. The City has not received the new contract for signatures. Currently there is no cost to the City for the electronic recycling disposal but the company does reserve the right to charge a fee for CRT televisions.

**Alderman McMahon made a motion authorizing Mayor Olson to sign the agreement between New Life Electronics Recycling, Inc. and City of Sandwich when it becomes available. Motion was seconded by Alderman Dell. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

Electronic Recycling is scheduled for Saturday, May 14<sup>th</sup>, between the hours of 12:30 – 2:30 PM at the Duvick Avenue water tower located at 750 N. Duvick Avenue. Director of Public Works Horak said he is presuming that the event will take place although the City does not have a current contract in place.

Doug Westbrook Vacation Payout: Director of Public Works recommended a payout of 93 unused vacation hours and a carryover of 80 hours. He advised that no vote was required according to the Personnel Ordinance.

Brush Pickup for Ward 2 was completed on Monday. The next schedule brush pickup will be June 13<sup>th</sup>.

Purchase of John Deere Mower & Mowing Deck: Director of Public Works Horak requested a motion to purchase a John Deere Z997R-Z-Trak mower and a 72' mowing deck with a trade-in of the City's 2014 John Deere X734 mower and 60' deck for a net cost of \$13,118.60 from AHW LLC of Somonauk, IL from the 2016-2017 budget line item 010.0000.85.5815.

**So moved by Alderman Scheidecker, and seconded by Alderman Redden. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

Purchase of Vibratory Compactor: Director of Public Works Horak requested a motion to purchase a Wacker Neuson BPU3050A vibratory compactor for a cost of \$5,665.00 from Martin Implement of South Elgin, IL from the 2016-2017 budget line item 010.0000.85.5815. He recommended that the City's 1985 Wacker plate compactor be sold at the City's surplus auction.

**So moved by Alderman Redden. Motion was seconded by Alderman Scheidecker. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

Engineering Construction Services Agreement for BNSF ROW (Right of Way) / Main Street and BNSF ROW / Lafayette Street: Engineer Horak request a motion to approve the engineering construction services agreement for the BNSF ROW (right of way) / Main Street and BNSF ROW / Lafayette Street water main replacements with Etscheid, Duttlinger & Associates, Inc. in the amount not to exceed \$14,088.00.

**Motion made by Alderman Redden, and seconded by Alderman Scheidecker. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

Preliminary & Design Engineering Services Agreement for Lisbon Street – Wolfe to Main: Engineer Horak requested a motion to approve the preliminary and design engineering services agreement for Lisbon Street – Wolfe to Main roadway and utility replacements with Etscheid, Duttlinger & Associates, Inc. in an amount not to exceed \$21,306.00.

**Motion made by Alderman Redden, and seconded by Alderwoman Killey. Aye: Aldermen Dell, Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 8:0**

Chief Bianchi – No report

EMA Director Ciciora – No report

Alderman Dell – No report

Alderman Fraser – No report

Alderwoman Killey – No report

Alderman McMahon – No report

Alderman Moran – No report

Alderman Redden – No report

Alderman Robinson – No report

Alderman Scheidecker – No report

New Business – None

Audience Comments – None

### Adjournment

There being no further business to come before the Council, **motion made by Alderman Robison and seconded by Alderman Redden to adjourn the Regular Council meeting at 7:26 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li, City Clerk