



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

**Regular Council Meeting**  
June 25, 2018 @ 7:00 PM

## MINUTES

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

Roll call was taken:

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

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

### Approval of Minutes:

Minutes from the June 18<sup>th</sup> meeting were not available due to equipment failure. They will be available at the July 9<sup>th</sup> meeting for approval.

### Approval of June Semi-Monthly Bills:

**Motion was made by Alderwoman Killey, and seconded by Alderman Kelleher approving payment of the June semi-monthly bills in the total amount of \$77,778.26. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay: 0 Motion carried 7:0**

### Mayor Olson:

(1) Ordinance 2018-10 entitled Amending Sections 82-151 of Chapter 82 of the Municipal Code of Sandwich, Illinois presented for passage. Ordinance will amend the Municipal Code by adding additional locations within the City that parking will become prohibited at any time.

**So moved by Alderman Kelleher, and seconded by Alderman Dell. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

(2) Ordinance 2018-11 entitled "2018 Prevailing Wage Rate Ordinance" presented for first reading and waiving of said reading. By Statute, the prevailing wage rate ordinance must be passed in the month of June covering DeKalb, Kendall and LaSalle Counties.

**Motion made by Alderman McMahon and seconded by Alderman Dell. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

(3) Ordinance 2018-12 entitled "Ordinance Authorizing Aggregation of Electrical Load" presented for first reading and waiving of said reading for passage. The City's contract will expire with the current electrical supplier in October, 2018. The ordinance will authorize the Mayor to execute a new contract.

**Motion made by Alderman Kelleher and seconded by Alderman Robinson. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Redden & Robinson Nay:0 Abstained: Alderman McMahon Motion carried.**

(4) Ordinance 2018-13 entitled "An Ordinance Concerning the Rezoning of the Property at 721 Cedar Street from "R-2" One-Family Residence District to "R-3" Two-Family Residence District in the City of Sandwich, Illinois".

**Motion made by Alderman McMahon to accept Ordinance 2018-13 as presented. Motion seconded by Alderman Robinson Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

(5) Ordinance 2018-14 entitled "An Ordinance Granting a Special Use in the "M-2" General Manufacturing District Permitting the Operation of a 300-foot Communication Tower and a Waiver of the Minimum Separation Distance for Towers or Antennas for Property Located at 400 Reimann Avenue".

**Motion made by Alderman Robinson, and seconded by Alderwoman Chmielewski, to accept Ordinance 2018-14 as presented. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

(6) Intergovernmental Cooperation Agreement for Police Security Services & School Resource Officer: The agreement does not stipulate the financial obligation between the City and the school district. Apart that costs are to split 50/50, Chief Bianchi said the specifics as to the actual amount is unknown at this time and will be forthcoming. The 3-year agreement will be reviewed annually. Alderman Redden clarified that the cost of a resource officer was not budgeted for the 2018-2019 fiscal year.

**Motion made by Alderman Robinson to approve the intergovernmental cooperation agreement between the City and the Sandwich school district for police security services and a school resource officer. Alderwoman Killey seconded. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon and Robinson Nay: Alderman Redden Motion carried 6:1**

(7) Agreement for police department's record management system installation & training, and CAD System participating with DeKalb County Sheriff's Department: There was no new discussion having been discussed at previous meetings.

**Motion made by Alderman McMahon, and seconded by Alderwoman Chmielewski, to approve said agreement as presented. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon & Robinson Nay: Aldermen Redden Motion carried 6:1**

(8) Request by Gjovik Ford to waive construction and building permit fees: Alderman Robison suggested that the City waive fees that do not cost the City money or referencing hard costs to the City.

**Motion made by Alderman Robinson, and seconded by Alderman Kelleher, to waive all fees that do not cost the City money. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey & Robinson Nay: Aldermen McMahon & Redden Motion carried 5:2**

(9) Announcements: Mack & Associates will be at City Hall on Thursday to meet with Payroll Clerk Hoisington and Shante Humble, who assists the City in banking reconciliations and budgeting. The goal is to create a budget format that is user friendly for the Council. CliftonLarsonAllen will be conducting the annual audit in July.

**Foster, Buick, Conklin & Lundgren, LLC:** Attorney Harrill reported that the updated Municipal Code is now live on the website for the City and Municode. Chief Bianchi added that the Code is also on the website for the police department.

**City Clerk Ij:** No report

**City Treasurer Webber:** No report

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

(1) 2017 6<sup>th</sup> Street Water Main Project: Engineer Horak made a recommendation for approval of pay request #3 in an amount of \$42,468.11 to Performance Construction and Engineering, LLC of Plano, IL. He further noted that this is not a final pay request.

**Alderman McMahon moved to approve Pay Request #3 in the amount of \$42,468.11 payable to Performance Construction and Engineering. Motion was seconded by Alderwoman Killey. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

(2) Zoning Board of Appeals regular meeting of Tuesday, June 26, 2018 has been cancelled.

(3) 2018 Street Maintenance Project (18-00000-01-GM): Request made by Engineer Horak for approval of BLR 05520 "Maintenance Engineering to be Performed by a Consulting Engineer" with Hampton, Lenzini, & Renwick, Inc. of Elgin, IL.

**So moved by Alderman McMahon, and seconded by Alderman Kelleher. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden & Robinson Nay:0 Motion carried 7:0**

**Chief Bianchi:** No report

**EMA Ciciora:** No report

**Alderwoman Chiemlewski:** No report

**Alderman Dell** requested clarification pertaining the role Mack & Associates will be playing in the future for the City. Mayor Olson explained that the meeting on Thursday will be a second meeting with City Hall staff, and that Mack & Associates want to gain a better understanding as to the desires of the Council and staff regarding the budget process. They will customize a budget format per the Council's desires, and a workshop suggestion was offered.

**Alderman Kelleher** thanked the office staff for preparing the storm water remediation survey and requested help from the Council in placing labels on envelopes. Approximately 1900 surveys will be mailed to residents, and the stakeholders meeting will be held on Monday, July 16<sup>th</sup> at 7:00 pm in the Council Chambers during the regularly scheduled COW meeting.

**Alderwoman Killey** advised that the next finance committee meeting will be July 2<sup>nd</sup>, 2018, immediately following the Committee-of-the-Whole Council Meeting.

**Alderman McMahon**: 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 Redden and seconded by Alderman Robinson to adjourn the Regular Council meeting at 7:26 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise Li – City Clerk