



# City of SANDWICH, ILLINOIS

City Hall Annex • 128 East Railroad Street

## Regular Council Meeting

October 10, 2016 at 7pm

## MINUTES

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

Roll call was taken:

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

Alderman Moran arrived at 7:05 PM

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

**Absent:** City Treasurer Webber & Alderman Dell

### Approval of Minutes

Motion was made by Alderman Scheidecker and seconded by Alderman McMahon to approve the minutes of the Regular Council Meeting of September 26, 2016 and the Committee-of-the-Whole Meeting of October 3, 2016. Aye: Aldermen Fraser, Killey, McMahon, Redden, Robinson & Scheidecker Nay:0 Motion carried 6:0

### Approval of October Semi-Monthly Bills

Alderman Moran arrived at 7:05 PM during roll call on the motion for approval for October bills.

Motion was made by Alderwoman Killey, and seconded by Alderman Scheidecker approving payment of the October semi-monthly bills in the total amount of \$86,837.96. Aye: Aldermen Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 7:0

### Mayor Olson

Resolution 16-08 entitled "Resolution Designating Trick or Treat Hours" presented for adoption.

**Motion by Alderman McMahon, and seconded by Alderman Redden, to adopt Resolution 16-08 setting tirck or treat hours. Aye: Aldermen Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 7:0**

Municode Code Codification Contract: The City's Municipal Code has not been updated since 1983. City Hall has been investigating venues to monitor the updating task, and chose to continue services with Municode from Tallahassee, Florida. Municode had previously updated the City's Municipal Code in 1983. Quote received was \$3,375.00 for legal review and conference, and \$10,575.00 for implementation that would include organization of materials, editing, and proofreading. Other incidental costs included online services and annual reviews. The City had budgeted \$15,000.00 for this project.

**Motion made by Alderman Moran to accept the quotation from Municode, not to exceed \$15,000.00. Motion was seconded by Alderman Robinson. Aye: Aldermen Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 7:0**

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

City Clerk li – No report

City Treasurer Webber - Absent

Director of Public Works & City Engineer Horak:

Plan Commission Regular Meeting of Tuesday, October 11, 2016, has been cancelled.

Brush Pickup: The final brush pickup for the 2016 season is complete for Ward 2.

Permit to Occupy Subsidewalk & Substreet Space: Motion requested to approve a Permit to Occupy Subsidewalk and Substreet Space with fiber optic cable Wisconsin Independent Network, LLC (W.I.N., LLC) of Eau Claire, WI along Center Street, Latham Street, and 3<sup>rd</sup> Street. It was noted that currently the City does not have provisions in the Municipal Code to collect a permit fee.

**So moved by Alderman Redden, and seconded by Alderman McMahon. Aye: Aldermen Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 7:0**

Hydrant Flushing will be conducted on Thursday, October 27<sup>th</sup> and Friday, October 28<sup>th</sup>.

Leaf Vacuuming will commence on Monday, October 24<sup>th</sup> in Ward 1. The schedule will be Ward 2 on Tuesday, Ward 3 on Wednesday, and Ward 4 on Thursday. The program will end on Friday, December 2<sup>nd</sup>.

Center Street – Green to Main Streets Reconstruction Project: Gensini Excavating made repairs to the remaining water services on Center Street last week, and found two (2) that were suspicious. Engineer Horak reported that discussions continue on the repairs.

Construction Material Engineering Agreement: Engineer Horak requested a motion to approve the Construction Material Engineering Agreement with Testing Service Corporation of DeKalb, IL for the

Hot-Mix Asphalt and Concrete Street Projects in an amount not to exceed \$10,000. He noted that in past years the contracts would be separately approved, but because of time constraints the contracts were combined with funding from MFT (Motor Fuel Tax) funds. Traditionally, the asphalt testing would run \$3,000 and the concrete contract would run \$4,000-\$5,000.

**Motion made by Alderman Redden, and seconded by Alderman Moran. Aye: Aldermen Fraser, Killey, McMahon, Moran, Redden, Robinson & Scheidecker Nay:0 Motion carried 7:0**

Announcements: The exterior painting of the Duvick Avenue water tower was completed on October 5<sup>th</sup>.

**Chief Bianchi** – No report

**EMA Director Ciciora** explained a snag with the installation of the new warning sirens. The current sirens are a 3-phase voltage, and the new sirens are a 1-phase. Director Ciciora is working with Commonwealth Edison to resolve the problem.

**Alderman Dell** – No report

**Alderman Fraser** commended the mental health vigil ceremony held on Sunday, October 9<sup>th</sup>. The ceremony was hosted by area churches to promote a better understanding of mental health.

**Alderwoman Killey** explained that due to conflicting schedules for the aldermen, the next finance committee meeting will meet after the COW meeting of October 17<sup>th</sup>. The previously scheduled finance committee meet for Tuesday, October 18<sup>th</sup> at 9:30 AM is cancelled.

Open enrollment for the City's medical insurance is November 1<sup>st</sup>, and the Council needs to discuss the premium increase prior to the date. There are several alternatives to save the City money such as raise the deductible or amend the City's portion of employees' premiums. Alderwoman Killey requested a special meeting be held on Tuesday, October 18<sup>th</sup> at 7 PM. Finance Director Barker and Joe Roberts, the City's Blue Cross / Blue Shield representative, will be invited to attend the meeting as well as interested staff. Alderman Redden noted that current split of 85/15 compounded with the premium increase will go over budget for the remainder of the budget year ending April 30, 2017.

**Alderman McMahon** raised concerns about the road construction in Thomas and Webb subdivisions and the upcoming trick or treating. Chief Bianchi assured that additional staff will be monitoring the area.

**Alderman Moran** – No report

**Alderman Redden** announced two (2) public meetings concerning the upcoming referendum vote to increase the City's sales tax by 1%. The informational meetings will be held on Saturday, October 15<sup>th</sup> at 10 AM in the City Hall Annex, and on Thursday, October 27<sup>th</sup>, at 7 PM at the FVOA.

Alderman Redden also reported the proposed business registration planning stage is nearing completion, and should be ready after the November election.

**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 7:40 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise Li, City Clerk