



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

February 21, 2022 @ 7:00 PM

MINUTES

Mayor Latham called the meeting to order at 7:00 PM. Roll call was taken:

Present: Mayor Latham, Clerk Li, Aldermen Fritsch, Holcomb, Johnson, Killey, Littlebrant & Whitecotton

Quorum established.

Also Present: City Attorney Gottschalk, Chief Bianchi, City Treasurer Dell & EMA Director Ciciora

Absent: Aldermen Kreinbrink & Robinson; City Official Steffens

Mayor Latham:

Fund Balance / Net Asset Policy: EEI suggested adoption of the policy in preparation of applying for a low interest rate loan through IEPA for the Waste Water Treatment Plant. Mayor is suggested Council review prior to forwarding the City's accountants for additional input.

Audit Service Agreement: Because it is professional fees, the City is not required to bid for services. Current auditors, Newkirk & Associates, provided a 3-year proposal for review as follows: FY 2022 - \$26,400.00; FY 2023 - \$27,400; and FY 2024 - \$28,400. The City also received a quote from Lauterbach & Amen for annual accounting services totaling \$54,720.00.

Public Safety Software Purchase: AID Group submitted a proposal for software as part of the servers upgrade. The cost is \$6,790.00. The software will allow the servers to communicate and operate.

Review of Licenses, Fees & Administrative Costs: A list of all fees for licenses and permits was provided for Council review. Some fees could be consolidated whereas other fees need revision to be market competitive. Council was asked to consider increasing the water billing late charge from \$10 to match neighboring communities, and to consider regulating food trucks via permit approval. Some fees have not been increased since 1993.

ROW Griswold Springs Road: According to EEI (Engineering Enterprises Inc), Schooter's is ready to apply for their permit. An IDOT right-of-way permit is required for the front of the property facing Route 34. There appears a need to obtain a right-of-way at the rear of the property on Griswold Springs Road. The City Attorney will review to ascertain if the ROW is required for both Burger King and Scooter's Coffee.

Council Retreat Agenda: The retreat will be held on Saturday, February 26th, at 8:00 AM and is open to the public. A draft agenda was provided, and Council was encouraged to review and add specific topics if desired. Topics will include 30-year Master Plan, CMAP City Data, downtown parking and sidewalks, and Capital plans / projects. Departmental Supervisors will be available to give an update on their specific departments and desired goals for the upcoming year.

Liquor Ordinance: Mayor went through the Code Book reviewing each class of liquor licenses. Some businesses have expressed an interest to obtain a different class of license for the upcoming fiscal year, such as switching from a Class A license to a Class E license. A liquor license for gift baskets, originated in 2002, has not been utilized for years and could be removed from the Code Book. Mayor Latham suggested adding a micro-brewery license for future use should there be a request.

Gaming Ordinance: There is no gaming ordinance(s) in the Code Book but rather references made to licensing costs. A spread sheet was provided showing different scenarios for video gaming machine licensing costs. The State has suggested \$250.00 per terminal for non-home rule video gaming licensing. There is also no ordinance in place controlling video gaming. Straw poll options on licensing costs was to keep the licensing fee at \$25/terminal (2 aldermen favored) or charge a progressive fee covering six years (3 aldermen favored). This matter will be placed on next week's agenda for a vote.

Solar Agreement: The solar agreement to purchase solar power was discussed, and has had a first review by the City Attorney. Attorney Gottschalk explained specific points of interest and concerns for the City in the agreement including bond for removal, flood plain issues, insurance, meter testing, and option to purchase the system after ten years.

Foster, Buick, Conklin, Lundgren & Gottschalk Law Group: Attorney Cassandra Gottschalk: No report

City Clerk li: No report

City Treasurer Dell: No report

City Department Reports:

EMA Director Ciciora: No report

Chief Bianchi: No report

Engineering: No report

Aldermen Reports:

Alderman Fritsch, in the absence of Alderman Kreinbrink, asked the Council if they are interested in cost sharing with Little Rock Township on repaving Griswold Springs and Sandy Bluff Road. The estimated cost will be \$128,900.00 using available MFT monies. This matter could be further discussed at the retreat on Saturday. Alderman Fritsch also questioned if curb and gutter should be considered at this time also.

Alderman Holcomb said there will be two quotes for the audio / visual upgrades available next week for Council review.

Alderwoman Kiley reported the Opera House is working on a possible grant with the DeKalb County Community Foundation. She has received some quotes for tuckpointing and work to

preserve the exterior of the building but felt the grant money, if received, would not cover the whole cost.

Announcements: The Finance Committee Meeting will meet immediately following the Committee-of-the-Whole Meeting on February 21st, 2022.

Audience Comments: Jason Davis, co-owner of Vinez Wine Bar, expressed interest in a Class A liquor license. He also spoke of the financial impact of raising fees for gaming video machines and licensing food truck vendors. Vinez Wine Bar does not have a kitchen and is reliant on food truck services

Executive Session: Motion made by Alderman Fritsch to move into Executive Session at 7:55 PM for collective bargaining under 5 ILCS 120 / Section 2(c)(2) “Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees”. Motion was second by Alderman Holcomb. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Littlebrant & Whitecotton Nay: 0 Motion carried unanimously

Alderwoman Johnson made a motion to return to open session of the Council Meeting at 8:20 PM. Motion was seconded by Alderman Whitecotton. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Littlebrant, & Whitecotton Nay:0 Motion carried 6:0

Adjournment: There being no further business to come before the Council, motion made by Alderwoman Johnson and seconded by Alderman Whitecotton to adjourn the Committee-of-the-Whole council meeting at 8:20 PM. Motion carried unanimously on voice vote.

/s/ Denise Li – City Clerk