



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

June 20<sup>th</sup>, 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, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

**Also Present:** Attorney Gottschalk, Chief Bianchi & EMA Director Ciciora

Attorney Gottschalk arrived at 7:05 PM

Absent: Alderwoman Johnson, City Treasurer Schwemlein & Building Official Steffens

### **Mayor Latham:**

1. **Sandwich's Sandwiches:** Luke Goucher, co-founder of Illinois Crafted, presented a business concept before the Council for property located at 207 E. Church Street, Unit B. He is also co-owner of the building. Lunch and breakfast would be available and possible dinner options on the weekends. He will be seeking a liquor license but assured the Council he would not be interested in a video gaming license. The proposed site is the former Burless Bakery, and is located next door to LuLuu's that is a video gaming parlor. Also being considered is a drive-thru window access located in the alley at the rear of the property.

2. **Beautification Program:** The idea of a beautification program was first addressed a year ago. The concept is for a business or social organization share labor and maintenance of planted flowers in the business area. The Mayor would like to create a pilot program this summer asking for volunteers. The City would provide nursery stock and water. \$1,000 has been budgeted for the program.

3. **City Administrator Job Duties:** With no added input from the Council, the Mayor advised that he will write the job description with a review by of NIU Governmental Studies prior to publication. He suggested creating an interview team to continue the process of hiring a City Administrator.

4. **Economic Development Application:** The Mayor is requesting more feedback from the Council pertaining to an application process. He added that he has received requests for development incentives.

5. Downtown Parking & Speed Limit: The Mayor is advocating a reduction of the speed limit in the downtown area to 20 mph. He is open to ideas and locations for proposed overflow parking during downtown festivals.

6. Municipal Code: Division 7, Department Heads (Ordinance 2022-08): Attorney Gottschalk will amend wording under the proposed Ordinance. Council will be approving at next week's meeting. Council favored a City Administrator appointment by the Mayor subject to Council approval for the term of the mayor. Additionally, Superintendent (Streets, Waste Water & Water) appointments would be a one-time appointment during the Mayor's election term subject to Council approval.

7. Parkway Use & Engineering: Alderman Fritsch proposed amendments to Section 82 of the City's Municipal Code related to parking at curbs (Section 82-138) and no parking places (Section 82-139). Attention would be given regarding drainage issues that have become a continual problem. Through the years, homeowners have backfilled the drainage ditches located on properties creating additional flooding and water backflow issues.

8. Peddler Ordinance (Ordinance 2022-11): Ordinance 2022-11 has been cleaned up specifically referencing farmers markets and food trucks. The Ordinance will be placed on next week's agenda for Council approval.

9. Vacation Payout Request: Water Superintendent has requested a payout of 40 unused vacation hours and a carryover of 82 unused vacation hours. No action is required by the Council.

10. Water Rate Study Discussion: The water rate study process will need Council approval authorizing the Mayor to sign necessary documentation as needed to move forward. Motion will be placed on next week's agenda for approval.

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

**City Clerk li** thanked WSPY for sharing their audio recording from the previous meeting. The City's sound system failed. Alderman Kreinbrink shared that the proposed contract on the new sound system was being reviewed by the City Attorney explaining that pricing needs to be checked and clarifications are needed on hardware issues. Additionally, City Clerk li reported that FEMA grant money for Covid expenses has been received in the amount of \$7,135.53.

**City Treasurer**: Absent

**City Department Reports:**

EMA Director Ciciora: No report

Chief Bianchi: No report

Engineering: Mayor Latham advised of bi-weekly meetings with EEI on updating projects. The City continues to work with HLR regarding the coal chute at Johnson's Floral.

**Aldermen Reports:**

Alderman Fritsch: Matters related to Chapter 82 of the Municipal Code were addressed under the Mayor's Report, Item 7.

Alderman Holcomb: In the absence of Alderman Holcomb, the Mayor announced that the golf cart ordinance (Ordinance 2022-07) will be voted upon at next week's regular meeting.

Alderman Kreinbrink provided an update on the proposed sidewalk app. He added that the City has purchased 2 license for the program.

**Announcements:**

Mayor Latham read a resignation letter from Alderman Holcomb who has relocated outside his Ward. The Mayor advised he will be accepting appointment recommendations for the remainder of Holcomb's term which ends April, 2023.

**Audience Comments:** Dr. Phyllis Wallington felt residents are circumventing the City's attempt to cleanup parking on the City's parkway making a unattractive situation worse. Many homes in the older sections of the City have multiple vehicles, 1-car garages, and narrow streets.

Resident Jackie Greene inquired who to contact regarding mowing issues on S. Main Street. Response: Police Department is handling complaints regarding tall grass.

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderman Littlebrant to adjourn the Committee-of-the-Whole council meeting at 8:47 PM. Motion carried unanimously on voice vote.**

/s/ Denise Li – City Clerk