



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

November 6th, 2023 immediately following Regular Council Meeting

MINUTES

Mayor Latham called the meeting to order at 8:15 PM

Roll call was taken:

Present: Mayor Latham, Clerk Ii, Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton

Absent: Alderwoman Johnson & Alderman Littlebrant

Quorum established

Also Present: Attorney Gottschalk, City Administrator Penman & Police Chief Senne

Absent: EMA Director Ciciora

Mayor Latham: No report

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

City Clerk Ii: No report

City Treasurer: Open Position

City Administrator Penman: No report

City Department Reports: No reports

Aldermen Reports:

Alderman Arnett reported that the majority of community fliers were mailed followed by positive feedback from residents. He also expressed concern about costumes not visible in the dark, and would like to see a change next year.

Alderwoman Erickson thanked the police department for patrolling on Halloween. The Mayor and several aldermen chimed in that the extended trick or treat hours were too long, and should be reconsidered next fall. Comment was made that most communities had hours that ended at 7:00 PM.

New Business:

a. **Designation of Truck Route:** It was realized that there are large delivery trucks throughout the business areas including the schools and hospital. Mayor Latham encouraged aldermen to review their wards to assure all potential truck delivery sites are considered. The Mayor also asked that the Council review the first draft of a proposed ordinance for the next meeting's discussion. Because of daily deliveries throughout the community, Alderman Robinson felt the Council was overthinking the issue.

b. **Parking Lot Recommendation:** The Citizens Advisory Committee has made a recommendation to install a parking lot at the southwest corner of College and S. Main Streets. In 2014, two conceptual diagrams were created depicting a 28-space and 32-space parking lot. At that time, concerns raised were lighting and snowplowing. The Mayor requested the council to review the diagrams for further pursuit adding that additional parking is needed and would alleviate traffic flow at the stoplight intersection. Comments favored additional parking more in the downtown area as opposed to a block away.

c. **Continued Discussion Landlord Utility Bill Responsibility:** The goal is to have landlords responsible for payment of water bills as opposed to individual tenant accounts. Questions raised were registration of landlords, and the implementation of the new ordinance. In conversations with landlords and tenants, Alderman Arnett explained there are instances where the landlord has not maintained the property, such as no hot water, and that the City should be monitoring rental properties. Alderman Kreinbrink felt that if landlords will be engaged in the new process, time should be allowed to meet new requirements, especially if the City will be inspecting rentals. Alderman Arnett volunteered to obtain information from other communities how they handle maintenance and inspections of rental property.

Announcements: Next meeting for the Finance Committee will be on Monday, November 20th, 2023, at 6:30 PM. The Regular Council meeting will meet at 7:00 PM on the same date immediately followed by the Committee-of-the-Whole meeting.

A Special Finance Committee Meeting will be held on Monday, November 13th, 2023 at 4:30 PM

Friday, November 10th, is Veterans Day Holiday. City Hall will be closed.

Audience Comments: Resident, Deb Peterson, supported the City in raising the late charge costs, but felt the landlord should not be held responsible for tenants usage. As a landlord, she has a landlord agreement with ComEd and Nicor whereby utilities are put into her name once a tenant vacates, but she is not responsible for the tenants outstanding bills.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Erickson to adjourn the Committee-of-the-Whole Council Meeting at 8:40 PM. Motion carried unanimously on voice vote.**

/s/ Denise Li – City Clerk