



City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

Regular Council Meeting
April 11th, 2022 @ 7:00 PM

MINUTES

In the absence of Mayor Latham, City Clerk Li called the meeting to order at 7:00 PM followed by the Pledge of Allegiance.

Roll call was taken:

Present: City Clerk Li, Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

Also present: City Attorney Foster, City Treasurer Dell, Sergeant Whitecotton & EMA Director Ciciora

Absent: Mayor Latham, Chief Bianchi & Building Official Steffens

Mayor Pro Tem: Clerk Li requested a motion to appoint a Mayor Pro Tem for the remainder of the meeting.

Motion made by Alderwoman Killey to appoint Alderman Robinson as Mayor Pro Tem. Motion was seconded by Alderman Holcomb. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

Audience Comments: None

Consent Agenda: Motion made by Alderman Littlebrant and seconded by Alderman Whitecotton to adopt the Consent Agenda as presented. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

- a. Approval of Regular Meeting Minutes of March 28, 2022
- b. Approval of Committee-of-the-Whole Minutes of April 4, 2022
- c. Approval of April bills totaling \$430,294.41

Mayor's Report

- a. Motion authorizing the Mayor to sign the Professional Services Agreement – Construction Engineering for Latham Street Roadway Improvements, as modified, in the amount of \$31,395.00 with EEI (Engineering Enterprises, Inc) of Sugar Grove, IL.

So moved by Alderwoman Johnson, and seconded by Alderman Kreinbrink. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

- b. Motion authorizing the Mayor to sign the Professional Services Agreement – Design and Construction Engineering for Griswold Springs Culvert Replacement, as modified, in the amount of \$14,931.00 with EEI (Engineering Enterprises, Inc) of Sugar Grove, IL.

Motion made by Alderman Holcomb. Alderman Littlebrant seconded. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

- c. Vacation Carry-over / Pay-out Requests: Mayor Pro Tem Robinson reported that Todd Steffens has requested a payout of 40 unused vacation hours and a carryover of 16.5 unused vacation hours. Matt Kimmey has requested a carryover of 80 unused vacation hours. No further action was required.

City Clerk Li, as appointed City Collector, has requested 70 hours carryover of unused vacation hours and a payout of 40 unused hours. Because the number of unused vacation hours exceeded the City's personnel policy, Mayor Pro Tem Robinson required a motion accepting the request.

Motion made by Alderman Whitecotton, and seconded by Alderwoman Johnson, approving the payout and carryover of unused vacation hours for Denise Li, as City Collector. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

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

City Clerk Li advised that Friday is a legal holiday for City staff. She asked that all matters relating to the next week's agenda and finance committee be submitted early. She also encouraged Council to stop by her office to read Executive Session minutes for the semi-annual review. These will be minutes to be approved at the April 25th meeting, but will not be approved to be released to the public.

City Treasurer Dell announced that he has tendered his resignation effective the end of the City's fiscal year on April 30, 2022.

City Department Reports:

EMA Director Ciciora: No report

Chief Bianchi: No report

Engineering: No report

Aldermen Reports:

Alderwoman Killey reported that she and Alderman Fritsch met with the DeKalb County Community Foundation regarding a grant application for exterior brick work on the Opera House.

Alderman Kreinbrink reported that there will be a Budget Committee after the regular meeting. He has received a final copy of the proposed budget and is not confident with the numbers. There will be a budget discussion next week prior to approval on April 25th

Announcements: Budget Committee will meet immediately following the Regular Meeting of April 11th.

Next Finance Committee Meeting will be held on Monday, April 18th immediately following the COW meeting.

Open House to be held on Wednesday, April 13th at 7:00 PM in the Council Chambers for updated information on the Latham Street project. EEI (Engineering Enterprises, Inc) and HLR (Hampton, Lenzini & Renwick) will be present to answer questions. Residents affected by the Latham Street project are encouraged to attend.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Holcomb and seconded by Alderwoman Johnson to adjourn the Regular Council meeting at 7:15 PM. Motion carried unanimously via viva voce vote.**

/s/ Denise Li, City Clerk