



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

October 16th, 2023 @ 7:00 PM

MINUTES

Mayor Latham called the meeting to order at 7:00 PM followed by the Pledge of Allegiance

Roll call was taken:

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

Absent: Alderwomen Erickson & Johnson

Quorum established

Also present: City Attorney Gottschalk, City Administrator Penman, Police Chief Senne & EMA Director Ciora

Audience Comments: Resident Elsie Morrissey, who has lived in Sandwich since 1968, is concerned about illegal aliens being bused to outlying communities. She felt there are many unanswered questions surrounding a community that accepts the immigrants such as addressing their needs and how long they would remain in the community.

Resident Becky Nelson wanted to recap her comments from the October 9th meeting because her comments did not meet the time restriction for public comment. She called the border patrol broken and addressed that migrants being vetted through a church group (for example) is much different that immigrants being bused to communities with little or no background checks. She addressed that vagrancy and homelessness is no longer on City's books, and asked that the City say no to grants and invitations to accept migrants into the community.

Consent Agenda:

- a. Approval of Regular Meeting minutes of October 2nd, 2023
- b. Approval of Committee-of-the-Whole minutes of October 2nd, 2023
- c. Approval of Treasurer's Report & Financials for September, 2023

Alderman Arnett moved to accept the Consent Agenda as presented. Alderman Kreinbrink seconded. Motion passed unanimously on voice vote.

Mayor's Report:

a. Appointment of Police Chief Senne: Mayor Latham is seeking Council's approval to appoint Chief Senne to the DeKalb County Emergency Telephone System Board (911 Board) effective January 1, 2024. Alderman Robinson is the current appointee whose term expires December 31, 2023.

So moved by Alderman Whitecotton, and seconded by Alderman Littlebrant. Aye: Alderman Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

b. Taste of Sandwich Raffle Winner: Amanda Moss was presented with \$50.00 as winner of the Taste of Sandwich raffle.

Foster, Buick, Conklin, Lundgren & Gottschalk Law Group: Attorney Gottschalk is considering hosting a training session explaining how the Plan Commission and Zoning Board of Appeals process operates and their responsibilities. The meeting will be held on Wednesday, November 8th at 6 PM. This will not be a formal council meeting.

City Clerk li

a. Approval of 2024 Meetings & Holiday Schedules: **Alderman Arnett moved to approve the 2024 meetings and holiday schedules as presented. Alderman Whitecotton seconded. Motion carried unanimously on voice vote**

b. Update on Ole Tyme Inn Video Gaming: Video gaming receipts was received, and all due video gaming funds have been reimbursed to the City.

City Treasurer: Mayor Latham advised that the cash on hand, compared to this time last year, is down by \$629,086.00. This year, the city has been making repairs and investing in the community over the previous year at this time. The City has a current balance of \$12 million.

City Administrator Penman reported he had an opportunity to speak last Wednesday to the Lions Club and shared some of the projects the City has been working on the past year, such as the Wastewater Treatment Plant \$14.5 million project; Water Department Master Plan; worked with DeKalb County Board on the Pratt Road solar field; paving at Lafayette Street, Third Street, Main Street, and sidewalk replacement; Latham Street project and continued work with utility companies; increased late fees on the utility bills, and instituted the code enforcement.

The mayor thanked Geoff who will be celebrating his one-year anniversary with the City noting that without his assistance, many of the projects this past year would not have come to fruition.

City Department Reports:

EMA Director Ciciora reported that all new licenses for radio purchases are complete. The Halloween Walk, hosted by the Chamber of Commerce, will be held on Saturday, October 28th.

Police Chief Senne congratulated Sergeant Whitecotton on a job well done when he stopped a speeding vehicle finding questionable drugs. The driver had an outstanding warrant for his arrest, and was later charged with speeding, suspended driver's license, and obstruction of justice for attempts to destroy the suspected drugs.

Highlights of Chief's report included the upcoming open house of the public safety building on Wednesday, October 25th; tv's in the training room are fully installed and the facility will be used for training in the upcoming year; the boiler was replaced last week; six candidates will be eligible for lateral interview of one vacancy; events during the past week included "Coffee with a Cop", "Coffee for Business" at FNBO, Movie in the Park, and opening of the Dog Park, and the truck or treat event at the Sandwich Moose; a body camera grant was submitted; and an evidence audit will be conducted this week. Chief provided distributed a monthly report noting that foot patrol and code enforcement is increasing; traffic stops are up 34%, criminal arrests are up 53%, location violations are up 69%, and more warnings are being written. For the year, there have been 143 adjudication

citations. Lastly, Chief Senne demonstrated the new, interactive web page for the police department.

Engineering: No report

Council Reports: Alderman Arnett reported he had spoken with Street Supervisor Grube regarding the parking lot #1 safety issues. This project will be addressed in the spring. Leaf pickup will begin the first week of November.

New Business:

a. Approval of October invoices totaling \$ 342,579.21. Because of a lack of quorum for the Finance Department, invoices were reviewed by the Budget Chair and the Finance Chair. **Motion made by Alderman Arnett and seconded by Alderman Kreinbrink approving payment of October invoices as presented. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, & Whitecotton Nay: Alderman Robinson Motion passed 5:1**

b. Approval of Payout #3 to Vissering Construction Company of Streator for Wastewater Treatment Facility Improvements in the amount of \$603,126.81: **So moved by Alderman Littlebrant, and seconded by Alderman Whitecotton. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously**

c. Approval of Change Order #1 for Engineering Enterprises, Inc. (EEI) for additional services associated with the 2023 Road Program including sidewalk improvements not included in the original scope of work in the amount of \$9,694.00: **Motion made by Alderman Littlebrant, and seconded by Alderman Kreinbrink. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0**

d. Discussion and possible action to adopt Ordinance 2023-21 entitled "An Ordinance Amending Various Provisions of the Municipal Code of the City of Sandwich to Assist the Sandwich Police Department in Enforcing the Laws of the City Due to Changed Circumstances and Changes in the Law Including Chapter 14 "Animals"; Chapter 42 "Law Enforcement"; and Chapter 50 "Offenses and Miscellaneous Provisions" presented for first reading. Attorney Gottschalk said vagrancy language was not reinserted after having not heard otherwise from the Council. **Motion made by Alderman Kreinbrink to adopt Ordinance 2023-21 as presented. Alderman Littlebrant seconded. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0**

e. Discussion and possible action to adopt the City of Sandwich Procurement Policy: **Motion made by Alderman Robinson to table this topic. Alderman Littlebrant seconded. Motion carried unanimously via voice vote**

f. Discussion and possible action on Mayor's request to approve a 30-hour per week Economic Development and Tourism position at a \$45,000 annual compensation with benefits. The Council will not be approving the job description but rather the annual compensation. \$30,000 was allotted for the position in the current budget. **Alderman Robinson request to have this matter**

tabled. Motion was seconded by Alderman Littlebrant. Motion carried unanimously via voice vote

g. Executive Session under 5 ILCS 120/Section 2(c)(1)“The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity”; 5 ILCS 120/Section 2(C)(5) “The purchase or lease of real property for the use of the public body”; and 5 ILCS 120/Section 2(c)(21) “Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06”:

Alderman Littlebrant moved to go into closed session at 7:41 PM. Motion was seconded by Alderman Fritsch. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

Motion made by Alderman Fritsch for return to open session at 7:55 PM. Alderman Robinson seconded. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0

h. Approval of Executive Session minutes for 2023: **Motion made by Alderman Whitecotton approving Executive Session minutes dated February 6th & 20th; March 6th; April 3rd and 17th; May 1st; July 3rd; August 7th and 21st; and September 5th. Motion was seconded by Alderman Littlebrant. Aye: Aldermen Arnett, Fritsch, Kreinbrink, Littlebrant, Robinson & Whitecotton Motion carried 6:0**

Announcements:

- a. The next Finance Committee Meeting is Monday, November 6th, 2023 at 6:30 PM.
- b. The next Regular Council Meeting is November 6th, 2023 at 7:00 PM immediately followed by the Committee-of-the-Whole Meeting.

Adjournment: There being no further business to come before the Council, motion made by Alderman Robinson and seconded by Alderman Littlebrant to adjourn the Regular Council meeting at 7:58 PM. Motion carried unanimously via viva voce vote.

/s/ Denise Li, City Clerk