



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

**Regular Council Meeting**  
December 19<sup>th</sup>, 2022 @ 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 Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

**Also present:** Attorney Gottschalk, City Administrator Penman, Chief Bianchi, & EMA Director Ciciora

Absent: Building Official Steffens & City Treasurer Schwemlein

**Audience Comments:** None

### **Consent Agenda:**

- a. Approval of Regular Meeting & COW Meeting minutes of 12-05-2022
- b. Approval to purchase – Nelson System – Phone Recorder for PD \$ 5,876.65
- c. Approval of Committee Meeting Dates – FY 2023 (see attached)
- d. ~~Approval for Payout # 13 for \$390,958.26 to Harbour Construction~~ *(removed at the request of Alderman Kreinbrink)*
- e. ~~Approval to purchase F550 Dump Truck, Chassis from Sourcewell including upfitting through Bonnell Industries at a price not to exceed \$120,000.00~~ *(removed at the request of Alderman Kreinbrink)*
- f. ~~Approval of Firstnet Cellular Phone purchase~~ *(removed at the request of Alderman Kreinbrink)*
- g. Approval of December invoices totaling \$71,269.65

**Motion made by Alderwoman Johnson, and seconded by Alderwoman Erickson to approve the Consent Agenda as amended by removal of Items d, e & f. Motion carried by majority vote. Nay vote was Alderman Robinson.**

**Alderman Kreinbrink moved to approve Payout #13 payable to Harbour Construction totaling \$390,958.26. Motion was seconded by Alderman Littlebrant. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Motion carried 8:0**

**Alderman Johnson moved to approve the purchase of a F550 dump truck including upfitting through Bonnell Industries, not to exceed \$120,000.00. Alderman Kreinbrink seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously**

**Motion made by Alderman Kreinbrink approving the FirstNet Cellular phone purchase for \$1,675.00. Alderman Whitecotton seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0**

**Mayor's Report: Mayor**

- a. Request made to waive 1<sup>st</sup> reading of Ordinance 2022-20 entitled "Ordinance Abating the Tax Heretofore Levied for 2022 to Pay the Debt Service on a Portion (Not to Exceed) of \$3,500,000 General Obligation Bonds (Alternate Revenue Source) of the City of Sandwich, DeKalb and Kendall Counties, Illinois". The City bonded for the rehabbing of the public safety building to be paid from sufficient funds including investment earnings and sales tax revenue.

**Motion made by Alderman Whitecotton to waive first reading of Ordinance 2022-20, as presented. Alderman Littlebrant seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0**

- b. Request made to pass Ordinance 2022-20, as presented.

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

**Foster, Buick, Conklin, Lundgren & Gottschalk Law Group:**

- a. IGA (Intergovernmental Agreement) - State of Illinois Property Tax Appeal Board (PTAB) was presented for first reading. Attorney Gottschalk advised that all taxing bodies within the jurisdiction should join in the IGA, such as Waubensee Community College, Sannuak Forest Preserve, Sandwich Road & Bridge, and NO-LR-SA (Northville, Little Rock, Sandwich) Drainage #10. Contact will be made to the additional taxing body members, and the IGA is to be amended for the next meeting on January 3<sup>rd</sup>, 2023.

**City Clerk li** sadly announced the passing of Billing Clerk, Lisa Mangers, son-in-law requesting that everyone keep the family in thought and prayers during the holiday season.

**City Treasurer Schwemlein:** Absent

**City Administrator Penman:**

- a. Utility bill amnesty program: As part of the proposed increase in late charges for the water bills, an amnesty program is recommended until March 1, 2023. The goal is for all accounts to be paid in full by that date, and a payment plan established allowing residents an extra 30-days to bring delinquent accounts current. Any outstanding accounts not settled by April 1, 2023, will have a lien filed against the property.

**Motion made by Alderwoman Johnson approving the proposed Utility Bill Amnesty Program, as presented, to take effect March 1, 2023. Alderwoman Erickson seconded. Motion carried unanimously on voice vote.**

- b. Utility bill late fees: City Administrator Penman presented a proposed increase in late fees noting that the fee has not been raised since 1983. Proposed is a \$20.00 penalty or 20% (whichever is higher) of the outstanding balance. Shutoff fees / reinstatement fees will increase from \$30.00 to \$50.00 / each. The proposal is being presented for a first reading and review.
- c. Rejection of WWTP (Wastewater Treatment Plant) & authorization to rebid: Bid opening was held on November 8<sup>th</sup>, 2023 and were not palpable for the City to afford. Recommendation was made to reject the bids, and go through a rebidding process once the City is able to attain a goal that is affordable.

**Alderwoman Johnson moved to reject bids for the WWTP from the November 8<sup>th</sup>, 2022 bid opening. Alderman Littlebrant seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0**

**City Department Reports:**

EMA Director Ciciora cautioned about the trending extreme weather front that could bring significant snow accumulation and subzero temps with high winds. He is obtaining a list of warming centers within the community that will be available on the City's website.

Police Department – No report

Engineering – No report

**Aldermen Reports:** Alderwoman Johnson inquired on an update for tree purchase(s). Purchases will be considered in the spring.

**Announcements:** None

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Erickson to adjourn the Regular Council meeting at 7:50 PM. Motion carried unanimously via viva voce vote.**

/s/ Denise Li, City Clerk