



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

## **Committee-of-the-Whole Council Meeting**

January 6<sup>th</sup>, 2020 @ 7:00 PM

## MINUTES

Mayor Robinson called the Committee-of-the-Whole Council Meeting to order at 7:00 PM

Roll call was taken:

**Present:** Mayor Robinson, City Clerk Ii, Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden & Surratt

**Also present:** Attorney Harrill, Department of Public Works / City Engineer Horak, City Treasurer Webber, Chief Bianchi & EMA Director Ciciora

**Mayor Robinson** explained the additional language being added to the Class G liquor license under Ordinance 2020-01 entitled “An Ordinance Amending the Municipal Code of Sandwich, Illinois, Amending the Class G Liquor License” that was presented as a first reading. The Ordinance will add the retail sale of bottled and packaged beer and product sampling. The license is currently held by Vinez Wine Bar that has been recently sold. Council had mixed reactions to the amendment and extended an invitation for the purchaser to address the Council to answer questions regarding future plans for the business.

**Foster, Buick, Conklin & Lundgren, LLC:** No report

**City Clerk Ii:** No report

**City Treasurer Webber:** No report

**Director of Public Works / City Engineer Horak** reported that he has had no contact from Williams Architects regarding the architectural report for the proposed safety building.

**Manhole & Smoke Testing:** EEI (Engineering Enterprises, Inc.) reports are expected by January 17<sup>th</sup>.

**NPDES (National Pollutant Discharge Elimination System) Phosphorus Removal:** Engineer Horak has met with EEI, and the NPDES presentation on phosphorus removal will be in early February.

**Chief Bianchi:** No report

**EMA Ciciora:** No report

**Alderswoman Chmielewski:** No report

**Alderman Dell** reported that the IPRF (Illinois Public Risk Fund) safety grant has been received in the amount of \$18,578.00.

He also explained that the City's insurance carrier, IMIC (Illinois Municipal Insurance Cooperative), is providing cyber liability coverage. There has been an increase in cyber activity against municipalities and banks in the past months, and the insurance company requests that staff is mindful of phishing activities and to report suspicious activity immediately. The City Clerk was provided information on procedural protocol.

**Alderman Kelleher**: No report

**Alderwoman Killey** advised that the finance committee meeting will be held following the COW meeting after a short break.

**Alderman Kreinbrink** recommended that the City proceed with an RFP (request for proposal) for IT services for the next fiscal year. Custom Computer Repair Service has advised that it will not be renewing their contract in April.

The USDA (United States Department of Agriculture) will be hosting a webinar on Thursday, February 20<sup>th</sup>, at noon. The topic will be – Using a “Stress Testing” approach to measuring fiscal sustainability of local government. Alderman Dell and Alderman Kreinbrink are going to participate in this webinar. If anyone else is interested, contact Alderman Kreinbrink and he will send you the link to sign up.

The Illinois Institute for Rural Affairs has a program called Mapping the Future of your Community which looks very interesting, and may be similar to what Northern Illinois has to offer. Alderman Kreinbrink suggested looking into this a little further as a possibility to assist the Council in planning the future of Sandwich.

**Alderman Redden** stressed the importance of employing a City Administrator. He explained that many of the duties handled by the City Clerk are in reality duties of a City Administrator. Mayor Robinson has been contacted by the Center for Governmental Studies at NIU to give a presentation to the Council.

**Alderman Robinson**: No report

**Alderman Surratt**: requested Executive Session at the end of the meeting for land acquisition. He also reported that he has received complaints that residents are not receiving their water statements in a timely fashion. Clerk Li explained that City Hall is very conscious and sensitive to the mailings when 800 billings were lost by the Post Office in July. She further explained that residents will start paying their bills within 48 hours after receipt, and if no payments have been received in that time frame, City Hall is in contact with the post office.

**New Business**: None

**Audience Comments**: WSPY reporter, Jim Wyman, asked questions regarding the Class G liquor license upon the sale of the business and the reason why Custom Computer Repair Service was not renewing their contract.

**Executive Session:**

**Motion made by Alderman Surratt and seconded by Alderman Kelleher to go into executive session at 7:37 PM, pursuant to Section 2(c)(5) “The purchase or lease of real property for the use of the public body”. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 8:0**

It was noted that no action would be taken resulting from the Executive Session.

**Motion to return from Executive Session: Motion made by Alderman Kelleher and seconded by Alderman Dell to return to regular session at 8:05 PM. Motion carried unanimously by voice vote.**

**Adjournment: There being no further business to come before the Council, motion made by Alderman Redden and seconded by Alderman Kelleher to adjourn the Committee-of-the-Whole Council meeting at 8:05 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise Li – City Clerk