



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

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

March 15, 2021 @ 7:00 PM

## MINUTES

Mayor Robinson called the meeting to order at 7:00 PM

Roll call was taken:

**Present:** Mayor Robinson, City Clerk Ii; Aldermen Dell, Killey, Kreinbrink, Littlebrant, Surratt & Whitecotton

**Also Present:** City Attorney Lundgren, Department of Public Works, Building Official Steffens & EMA Director Ciciora

Absent: Chief Bianchi

### **Mayor Robinson:**

1. Ordinance 2021-06 titled "An Ordinance Granting a Special Use in the B-2, General Retail Business District Permitting a Two-Family Residence at 528 E. Church Street in the City of Sandwich, Illinois" was presented for first reading. This matter will be placed on next week's agenda for passage.
2. Mayor Robinson requested Executive Session at the end of the meeting for pending litigation under 5 ILCS 120/ Section 2(c)(11) "Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent."

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

**City Clerk Ii:** No report

### **City Department Reports:**

EMA Director Ciciora: No report

Chief Bianchi: Absent

Director of Public Works / City Engineer Tom Horak

1. Wastewater Treatment Facility – 1120 E. Church Street:

- (a) Engineering Enterprises, Inc. (EEI) Engineering Services Proposal: Steve Dennison from EEI was present to answer to any questions regarding the proposal. This is for the design of the phosphorus removal and upgrades to meet the NPDS (National Pollutant Discharge Elimination System) requirements. The goal is for the City to be eligible for possible funding in January, 2022.
- (b) Proposed Sewer User Rate Increase & Sewer Reserve Fund Amount: As previously discussed, the City would raise sewer rates by 6% through year 2034 at which time rates could be reduced to the current 2%. By doing so, the City would meet the reserve goal of one-year operating expense plus one year of debt service in the accounts.
2. 2021 MFT General Maintenance (21-00000-00-GM): The City is still working with the Village of Somonauk for their portion of Countyline Road at a cost share of approximately \$30,000 through an intergovernmental agreement. Engineer Horak expressed that goal is to keep street and sidewalk repairs at \$200,000 / annually. A Resolution will need approval by the Council. The Resolution and plans would then be forwarded to IDOT (Illinois Department of Transportation) for their approval prior to letting out for bid. The goal is to spread the maintenance over a 24-month time frame.
  3. 2021 Duvick Avenue/Church Street and Indian Springs Drive/Church Street Traffic Signal Modification Project: Documentation is being reviewed prior to forwarding to IDOT and the ICC (Illinois Commerce Commission) for their approval.
  4. Main Street – Center to 2<sup>nd</sup> Street Sidewalk and Street Light Replacement – Update: Engineer Horak has received drawings for sidewalk removal and replacement. Work is still continuing on the engineering for the street lighting.
  5. 20-00046-00-FP Latham Street Reconstruction Project - Phase III Construction Services: As part of using Federal funds, a consultant is to be selected using a Quality Based Selection process. The City will advertise on its website for qualifications from engineering companies. After reviewing, the recommendation for approval of the engineering firm will come before the Council.
  6. 2021 Brush Pickup Program Discussion: Historically, brush pick up begins weekly starting in April through October. Because of staff shortages, Council agreed to offer brush pick up every other month beginning in April. The exception to the new dates would be storm pickup that will be conducted within a week following the storm.
  7. Resolution 21-01: Resolution entitled “Resolution Causing to be Published the Official Zoning Map of the City of Sandwich” will be placed on next week’s agenda for approval. The zoning map is available for inspection in the Council Chambers.
  8. Well #3 Maintenance Layne Proposal: Well #3 was last serviced in 1993. Because Layne Christensen is the sole representative for vertical submersible turbine well pumps in Illinois, Engineer Horak recommended that the City waive bidding

requirements. As a capital expense that had not been budgeted, the proposal cost is \$75,000.00.

**Aldermen Reports:** None

**Announcements:** A Special Budget Meeting will meet immediately following the Committee-of-the-Whole Meeting on March 15, 2021.

**Audience Comments:** None

**Executive Session:** Motion made by Alderman Surratt, and seconded by Alderman Littlebrant, to enter into Executive Session at 7:33 PM under 5 ILCS 120/ Section 2(c)(11) “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent”. Aye: Aldermen Dell, Killey, Kreinbrink, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried unanimously Engineer Horak was invited to participate, and it was announced no action would result from the Executive Session.

**Alderman Littlebrant made a motion to return to regular session of the Council Meeting at 8:27 PM. Motion was seconded by Alderman Surratt. Motion carried unanimously via voice vote.**

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Surratt and seconded by Alderman Littlebrant to adjourn the Committee-of-the-Whole Council meeting at 8:27 PM. Motion carried unanimously on voice vote.**

/s/ Denise Li – City Clerk