



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Committee-of-the-Whole Council Meeting

March 18, 2019 @ 7:00 PM

MINUTES

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

Roll call was taken:

Present: Mayor Olson, City Clerk Li, Aldermen Chmielewski, Dell, Kelleher, Killey, McMahon, Redden, Robinson & Surratt

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

Mayor Olson discussed a proposal for a drive-through holiday light show that will be co-sponsored with the fairgrounds. The 25-minute show will cost approximately \$184,465.00 with gate receipts being shared between the City, fairgrounds and Epic Light Shows. The Mayor estimated that 500-600 cars per day at \$10/car would mark the break-even point on cost. A 5-year contract would expire in 2024 unless amended by all parties.

Questions from the Council included traffic control, equipment storage, volunteer versus paid staffing, and snow plowing issues. Mayor Olson said that the program could be purchased outright but quickly noted that the City has neither the manpower or expertise to operate and maintain. Mayor asked the Council to review the handout adding that a decision will need to be made rather quickly. The program is purchased overseas, and setup at the fairgrounds would take approximately 4-6 weeks.

Announcement: Tourism Committee will meet on Wednesday, March 20th at 7 PM in the Council Chambers.

Foster, Buick, Conklin & Lundgren LLC: No report

City Clerk Li advised that next week she would like to have the Council approve Executive Session minutes for 2019 and encouraged aldermen to review the minutes in her office. She also reminded Council that Economic Interest Statements are due May 1st, and even if a candidate, aldermen will need to file another statement. Lastly, Clerk Li reported that the Regional Office for the 2020 census will be at City Hall on Friday, March 22nd at 2:30 PM. The government is hoping to conduct the census electronically, and is reaching out to communities for assistance with the filings.

City Treasurer: No report

Director of Public Works / City Engineer Horak:

2019 Brush Pickup Program: Engineer Horak discussed the proposed brush pickup for this season. Brush will be picked up one day per month per ward starting April 1st for Ward 1. The schedule will be Week 1 = Ward 1; Week 2 = Ward 2; Week 3 = Ward 3; and Week 4 = Ward 4. Specifics to the program will be posted on the City's website.

Resolution 19-02 entitled "Resolution Causing to be Published the Official Zoning Map of the City of Sandwich" was discussed. Engineer Horak provided a list of new addresses that were included in the zoning map. This matter will be placed on next week's agenda for adoption.

Joint Purchasing Requisition for 2019-2020 Road Salt is due April 1, 2019. The City's contract will be a new bid contract rather than a renewal. The cost of road salt is unknown at this time; however, the City placed four orders this winter.

Mowing List and Sidewalk Snow Removal List: At the March 4th meeting, Engineer Horak had provided Council with a 2016 list of addresses that the City is responsible for snow removal and off-street plowing. Businesses are responsible for their own snow removal. Engineer Horak asked the Council if the City wants to include the business district on the list, and if so, additional equipment and manpower will be needed. Council was encouraged to discuss with Engineer Horak during business hours.

Chief Bianchi explained that CAD training (computer aided dispatch) has been completed and will go live on Tuesday, March 19th. Records management training will be conducted next month.

Alderman Dell questioned the purchase of 15 new computers. Chief Bianchi explained that new computers are needed to accommodate new CADS software. The purchase is for 10 new computers for the police department and 5 new computers for City Hall. It was noted that the police department's computers are in excess 7-10 years old, and the City Clerk's computer crashed in January. She is currently using a reconstructed computer made from outdated and damaged computers. Chief Bianchi said the cost of new computers was originally \$649.00 each, but he was able to obtain a cost reduction to \$508.00 per computer. The City Clerk has money from the budget to draw funding for her purchase; however, Chief Bianchi would have to move excess money from the clothing and investigative line items. The City has no policy preventing the moving of budgetary line items.

EMA Director Ciciora reported that he had attended a severe weather training class.

Alderman Chiemlewski: No report

Alderman Dell: No report

Alderman Kelleher: No report

Alderman Killey advised that the finance committee would meet immediately following this evening's Council meeting.

Alderman McMahon: No report

Alderman Redden protested the purchase of the new computers without approval by the Council or finance department. He noted the scenario was similar a few weeks ago for the leasing of squad cars, and he felt strongly that money is being spent without being appropriated. Without following a budget or getting board approval for purchases, Alderman Redden said there was no reason to have a city council. Alderman Robinson said there in no purchase policy in place, and historically purchases have either be planned in the budget or Council accepts the supervisor's recommendation. He suggested that departmental heads present big-ticket purchases to the council for review. Mayor Olson added that the Council needs to set a spending policy to avoid misunderstandings.

Alderman Robinson: No report

Alderman Surratt: No report

New Business: None

Audience Comments: WSPY reporter, Jim Wyman, questioned if problems resulting from the City's software update through Summit, has been resolved. Mayor Olson and Clerk li both responded that they were not aware of any problems with the software.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderman Redden to adjourn the Committee-of-the-Whole Council meeting at 7:52 PM. Motion carried unanimously by voice vote.**

/s/ Denise li – City Clerk