



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

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

*April 15, 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 Ii, Aldermen Chmielewski, Kelleher, Killey, McMahon, Redden & Surratt

Absent: Alderman Dell & Robinson

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

### **Mayor Olson:**

Discussion on Social Media Policy: Noting that other communities are adopting such a policy, Attorney Harrill explained that the proposed Resolution 19-04 (“A Resolution Adopting a Social Media Policy in the City of Sandwich, Illinois”) is applicable to social media sites maintained by the City, such as Facebook. The Resolution is a posting guideline addressing such issues as inappropriate or derogatory posts by the community.

Vacant Property Survey Discussion: A list of vacant and for-rent commercial properties was provided to the Council. The intent is to create an inventory of available commercial properties that owners can list information to promote interest in business sites. The inventory will be retained by Economic Director, Jim Teckenbrock.

Tourism Meeting: Meeting is scheduled for Wednesday, April 17<sup>th</sup> at 7 PM in the City Council Annex Building. Meeting is open to the public for comments and suggestions. Mayor Olson commented that no one is actually chairing the committee but rather it is an informal gathering to promote tourism in Sandwich.

Budget Draft FY 2019-2020: A draft of the proposed budget will be available for inspection on Thursday, April 18<sup>th</sup> at City Hall.

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

**City Clerk Ii:** No report

**City Treasurer:** No report

**Director of Public Works / City Engineer Horak**

**Hydrant Flushing:** Because of the weekend snow and subsequent melting, hydrant flushing has been rescheduled for the week of April 22<sup>nd</sup>, daily between the hours of 8 AM – 4 PM.

**Full-Time Superintendent Position:** Engineer Horak requested the Council to consider hiring a full-time Superintendent position for the street department.

**Part-Time Street Laborer:** Engineer Horak requested the Council to consider hiring a part-time mower for the summer months.

**Chief Bianchi** reported that dispatchers were participating in a 3-day CADS and records management training. Additionally, he advised that he and Building Official, Todd Steffens, will be conducting property violation inspections in the upcoming weeks.

**EMA:** No report

**Alderman Chiemlewski:** No report

**Alderman Dell:** Absent

**Alderman Kelleher:** No report

**Alderman Killey** advised that a budget meeting would meet immediately following this evening's Council meeting.

**Alderman McMahon:** No report

**Alderman Redden:** No report

**Alderman Robinson:** Absent

**Alderman Surratt** questioned what transpired when he was absent from last week's meeting. Upon learning that the Epic Light Show motion died to a lack of a second motion, he requested that the topic be placed on next week's agenda for a revote.

**New Business:** None

**Audience Comments:** Resident Joe Latham inquired as to the number of dispatchers in the police department. Chief Bianchi advised there were 4 full time and 3 part time. Mr. Latham felt that was too many dispatchers given word that 911 dispatching would no longer be conducted in Sandwich but through DeKalb County. Chief Bianchi said the City averages less than one a day in 911 calls.

Economic Director Jim Teckenbrock presented City Clerk li, as City Collector, grant money from Dekalb County Community Foundation for economic development planning in the amount of \$10,755.00. An additional second grant was presented in the amount of \$500.00 for economic development. Funds will be used in part for a strategic plan conducted by NIU.

**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 7:20 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li – City Clerk