



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

## Committee-of-the-Whole Council Meeting

August 15<sup>th</sup>, 2022 @ 7:00 PM

## MINUTES

Mayor Latham called the meeting to order at 7:00 PM. Roll call was taken:

**Present:** Mayor Latham, Clerk Li, Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

Quorum established

**Also Present:** City Attorney Gottschalk, City Treasurer Schwemlein & EMA Director Ciciora

Absent: Chief Bianchi & Building Official Steffens

### Mayor:

1. Street Department Work Zone: There is a concern with foot traffic, especially students, trespassing onto the City's work zone area. Council discussed marking the area with barricades and signage. Such measures would not impact the roadway. Matter will be directed to the Street Department for work zone markings.
2. Smoke Free Policy Updates: Smoking policy for employees is addressed in the FY2020-2021 Personnel Manual. There have been complaints of staff smoking in undesignated areas and displaying a poor image of the City. The policy will be updated to include smokeless tobacco (including vaping), designated smoking breaks, and smoking areas.
3. Classic Cinema Request to Serve Alcohol: Tori Johnson, Executive Assistant of Classic Cinemas, was present to answer questions regarding a proposal to serve alcohol at the movie theater. Ordinance 2022-14 was presented last week for a first reading. Council requested that the definition for a Class N license be amended for clarification. Council discussed specified sitting for those drinking as well a specific window to purchase tickets and alcoholic beverages. Liquor will be served in a clear cup or an original unopened single-served container. This matter will be placed on next week's agenda for approval.
4. Intergovernmental Agreement / Sandwich Library: The Library has requested the matter be removed from the agenda for further discussion at a future date.
5. WWTP Update: In discussions with EEI (Engineering Enterprises), supplies and materials are so expensive right now, the question is how long can the City delay on letting out for bid on the upgrade project. Funding would come from IEPA, and there is a limited application

window available. The project has become more costly than originally planned. Mayor Latham has an appointment with EEI to discuss a recommendation on how to proceed.

6. Annexation 1015 Castle Street: An annexation agreement had been submitted several years ago but appears it was never processed. At this late date, the Mayor recommends annexation fees be waived since there is question if and when fees would have been processed, and to move forward with the annexation process. The matter was brought to the City's attention when brush pickup was denied due the premises being located outside city limits.
7. IML Conference: The IML (IL Municipal League) Conference will be held September 15<sup>th</sup> – 17<sup>th</sup> in Chicago. Mayor recommendation that only those not up for re-election in April, 2023, attend the Conference.
8. Mayoral Announcements: Mayor Latham said he will be conducting a 6-month evaluation for Nick Grube, Streets Foreman. He encouraged the Council to share input and comments for the upcoming evaluation.

The Mayor will be contacting IDOT regarding the bid status on the Route 34 resurfacing. FY 22-23, the Pratt Road bridge, estimated at \$1.110 million and additional projects totaling \$55,000, is listed. The bridge project is an HLR project.

Regarding the Latham Street project, KKCOM (Kane Kendall County of Mayors), are funding a portion of the Latham Street project and have no funding issues rolling the money over should the project be suspended. Mayor also received an email of Illinois.Gov who echoed KKCOM in saying there would be no funding issues due to utility delay.

Mayor Latham recognized Matt Schwickerath who received his Class C water operator license and Traffic signal box level 2 operator license.

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

**City Clerk Li** explained computer and software issues that plagued City Hall since the previous week. The problems seem to be resolved, and she further announced that her new computer will be installed on Wednesday.

**City Treasurer Schwemlein**: No report

**City Department Reports:**

EMA Director Ciciora: No report

Chief Bianchi: Absent

Engineering: Mayor has requested HLR and EEI to attend a meeting at the end of September for a year-end review and help prepare for the next fiscal year budget.

**Aldermen Reports:**

Alderwoman Erickson reported that the new school speed zone signage on S. Main Street appears to be posted incorrectly depending which side of the street one is traveling. Street Department will resolve. Additionally, she questioned how the public receives notice of approved solicitors. Clerk Li explained that each approved solicitor receives a badge from her

office that must be produced upon request. Too, she posts on Facebook the name of the solicitors / company once approved.

Alderwoman Johnson has received inquiries as to zoning of businesses, in particular the type of businesses allowed in residential areas. She has also been asked about a new business located in the downtown area that is, more or less, being used for storage. She would like the Council to review the City Code regarding businesses, where they can be located, and the type of businesses allowed.

Alderman Kreinbrink advised that Nick Grube will be meeting with EEI to discuss the sidewalk plans around Woodbury School. Once finalized, the City will be able to get pricing for sidewalk replacement and will know how much of a surplus of funds will be available to prioritize other sidewalk issues in the community.

**Announcement:** The DARE golf outing will be held on September 16, 2022.

**Audience Comments:** Local resident, Chris Hewitt, had a complaint of his neighbor who is operating a taxidermy business in a residential area. There are complaints of foul odors, animal feces, and abandoned animal cages in the yard. The neighbor holds a taxidermist license, a fur trader license and a animal rehab license. Raccoons are allowed in the house, and cats are allowed to roam the neighborhood. He questioned if the City has a Code Enforcement Officer or is this matter a Health Department issue? Legal Council will research the matter further.

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Johnson to adjourn the Committee-of-the-Whole council meeting at 8:02 PM. Motion carried unanimously on voice vote.**

/s/ Denise Li – City Clerk