



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

**Committee-of-the-Whole Council Meeting**  
September 6<sup>th</sup>, 2022 following the Regular Council Meeting

## MINUTES

Mayor Latham called the meeting to order at 7:37 PM. Roll call was taken:

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

Quorum established

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

Absent: Alderman Littlebrant & Building Official Steffens

### **Mayor Latham:**

1. EEI Waste Water Treatment Plant Presentation: Steve Dennison and Chris Buckley, both Senior Project Managers, gave a power-point presentation on the proposed wastewater treatment facility modifications. Timelines were discussed in addition to permit requirements and IEPA loan specifications. The City has bid-ready documents with a April, 2023 compliance date. In 2021, the cost projection was \$10,763,000. Due to inflation and lack of available supplies, the cost projection has increased to \$13,000,000. An IEPA simple interest loan would be 1.35% over 20 years, and recommendation was to borrow \$13.25 million to cover unforeseen expenses and continued inflation. The City must bid the project by March, 2023 or lose funding for this calendar year. The final completion date for the WWTF (wastewater treatment facility) is June, 2024. EEI will proceed with advertising with bids to be received by November, 2022.

2. Griswold Springs Culvert Replacement Status: The project was approved by the Council in April. Bid opening will be at City Hall on Friday, September 9<sup>th</sup> at 2 PM.

3. Employee Safety Committee: At the recommendation of Risk Management, the formation of a safety committee consisting of designated staff was recommended. Employees would serve on the committee and would meeting monthly in the development and education focusing on safety measures and reducing accidents.

4. Economic Incentive Request: Mayor Latham has received a letter from the new purchaser of Gjovik's requesting a sales tax and property tax rebate. The owner plans to enter into a Hummer and Corvette franchise and also adding commercial truck sales. Because property tax is involved, other taxing bodies, including the school district, will become a part of the property tax rebate discussions.

5. Facade Grant Application Process: The City has budgeted \$6,000 allocated for façade upgrades. Two business have applied for the grant being offered by the City.

6. Hotel Tax Increase Request: Moncler Hotel is part of the DeKalb County Convention and Visitors Bureau. A request has been received from DCCV to increase the hotel tax. The current rate is 3%; however, DeKalb and Sycamore have a higher tax of 6-7%. Council will vote on September 19<sup>th</sup> if the tax should be increased.

7. Alcohol Samples Final Discussion: Question was presented if the Council wants to pursue allowing alcohol sampling at non-licensed businesses. This matter will be placed on the agenda for September 19<sup>th</sup> for a vote.

**Foster, Buick, Conklin, Lundgren & Gottschalk Law Group**: Attorney Gottschalk reminded the Council that “three’s a crowd” referencing OMA (Open Meetings Act) violations. Three people discussing city business outside of a formal meeting is considered a violation.

### **City Clerk li**

1. April, 2023 Election Update: Nominating Petitions and election packets will be available at City Hall on Monday, September 19<sup>th</sup>. Candidates can start collecting signatures on Tuesday, September 20<sup>th</sup>.

2. WWTP 2013 Bond Update: September 15, 2022 is the final payment on the sewer plant bond. Clerk li said the payment has already been submitted to the bank last week.

3. Tax Exempt Status – Lot 7, Bohnstedt: Application has been submitted to Kendall County to declare the property as (real estate) tax exempt. Approval will take approximately 4-6 weeks. The City will be responsible for any drainage tax that is assessed to the property.

4. MCI Conference (Oct 10-14<sup>th</sup>, 2022): This will be the 3<sup>rd</sup> year to attend the conference. Funding has been budgeted in an amount not to exceed \$1600.00. This will be require an approved vote by the Council at the September 19<sup>th</sup> meeting.

5. Lost Water Bill Invoices for August: It has come to City Hall’s attention that a large number of August water bills are now being received by residents over a month later. Ironically, last year, invoices for this same billing section were lost and recovered weeks later. Clerk li said late charges will be waived for August invoices. September invoices are delayed in mailing due to understaffing in City Hall.

6. Hiring Part-Time Help for City Hall: Clerk li asked that the Council consider hiring part-time help for City Hall. The goal would be to have someone working during lunch hours for staff and to act as a receptionist during that time period. Although lunch hours are staggered, staff is finding the lunch hours being extended later in the day. Clerk li advised that she and Water Supervisor Brian Voelkel will be approaching the Council with a water study and recommendation

**City Treasurer Schwemlein**: No report

### **City Department Reports**

EMA Director Ciciora: No report

Chief Bianchi reported that under the adjudication program, there are nine people that owe the City in excess of \$150,000 for penalties and fines. Chief indicated he will work with

Clerk li and start placing liens on residential properties. IT Committee has finalized the tech plan for the new PD facility. Additional costs will be involved and will be presented at next month's meeting.

Engineering: No report

**Aldermen Reports:**

Alderman Kreinbrink advised that some of the equipment for the new audio system is on back order until 2023. Alternate solutions are being investigated. The visual portion of the contract is not on backorder, and parts should be deliverable in the upcoming days.

Alderman Whitecotton reported that he wants one more quote to receive regarding City Hall security measures and should have by the next Council meeting.

**Announcement:** Mayor Latham received information from a local resident regarding Illinois General Assembly Bill HB 1778 described as "student suicide prevention". He will share this information with the school district.

**Audience Comments:** None

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Erickson to adjourn the Committee-of-the-Whole council meeting at 9:00 PM. Motion carried unanimously on voice vote.**

/s/ Denise li – City Clerk