



# City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

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

September 21, 2020 @ 7:00 PM

## MINUTES

Mayor Robinson called the meeting to order at 7:03 PM.

Roll call was taken:

**Present:** Mayor Robinson, City Clerk li, City Attorney Harrill, Aldermen Dell, Killey, Kreinbrink, Littlebrant, Surratt & Whitecotton

**Also Present:** Director of Public Works / City Engineer Horak, Chief Bianchi, EMA Director Ciciora & Building Official Todd Steffens

Absent: Alderman Kelleher

**Mayor Robinson** announced that due to a conflict, Wes Levy from Lauterbach & Amen, will not be present to discuss current City finances that reflect a 10% decrease in tax revenues. Wes will be attending the next COW meeting on Monday, October 5<sup>th</sup>. Under the Illinois Local CURE (Coronavirus Urgent Remediation Emergency Support) Program, the City qualifies up to \$306,000 in reimbursement for incurred Covid related expenses. Wes Levy will be at City Hall on Wednesday, September 23<sup>rd</sup>, to meet with staff to review submitting documentation.

The Mayor acknowledged employment anniversaries for Officer Eric Bright for 15 years on September 6<sup>th</sup>, and 20 years for Officer Todd Russell on September 14<sup>th</sup>.

Mayor Robinson reminded the Council of the upcoming NIU Strategic Plan Workshop on Tuesday, September 22<sup>nd</sup> and Thursday, September 24<sup>th</sup>. The Workshop will be held at FVOA from 5 – 9 PM.

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

**City Clerk li** announced that candidate petitions for the upcoming Consolidated Election on April 6, 2021, are available. Tuesday, September 22<sup>nd</sup>, is the first day petitions can be circulated for signatures.

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

**Risk and Resilience Assessment and Emergency Response Plan for Drinking Water Utilities:** Business Development Chief Tim Holdeman of Engineering Enterprises, Inc. was present to explain

the mandated EPA (Environmental Protection Agency) Risk and Resilience Assessments and Emergency Response Plans under Section 2013 of the America's Water Infrastructure Act of 2018. The Risk and Resilience Assessment is due June 30, 2021 and must be reviewed every five years for recertification. The assessment would evaluate the vulnerabilities, threats, and consequences from potential hazards including chemical storage and handling, operation and maintenance, financial systems, and resilience of water facility infrastructure. The Emergency Response Plan is due December 30, 2021. Recertification is required within six months after submitting for the Risk and Resilience Assessment. The emergency response plan would include plans and procedures for responding to a natural hazard, strategies, and resources to improve resilience, and strategies to detect malevolent acts or natural hazards that threaten the system. Estimated cost for compliance of the mandate is \$45,000 - \$50,000. The City is not obligated to outsource for consulting services.

Hydrant flushing will begin on Monday, October 12<sup>th</sup> through Friday, October 16<sup>th</sup>. It is expected that the hydrant flushing will be conducted daily between 8 AM – 4 PM.

Leaf Vacuuming: The tentative schedule for the 2020 leaf vacuuming will be November 2 – November 25.

Lower Little Rock Creek Watershed Study Meeting #3 is scheduled for Wednesday, September 30, 2020 at 10:00 AM in the City Council Chambers. The PowerPoint presentation will be made available on the City's website within a few days after the meeting.

Crack Fill Program: Alderman Dell inquired about the crack fill program to extend the life of the roadways. Engineer Horak spoke of being understaffed adding that the project takes four employees. A suggestion was made to involve DeKalb County for assistance under the City's intergovernmental agreement with the County.

**Chief Bianchi:** No report

**EMA Director Ciciora:** No report

**Aldermen Reports:** Alderman Robinson reported that Officer Bill Meisner has requested 42 unused vacation hours be rolled over. Officer Todd Russell has a requested 80 unused vacation hours be rolled over and a payout of 66 unused vacation hours. No action was required on behalf of the Council.

**Announcements:** The Finance Committee Meeting will meet immediately following the Committee-of-the-Whole Meeting on September 21<sup>st</sup>, 2020.

**Audience Comments:** WSPY Correspondent, Jim Wyman, stated that since Gjovik Ford has now moved to Plano in the past few days, how soon would the decrease in sales tax be realized. He also questioned how much money for sidewalks was available after the Gletty Road Cleanup. Lastly, Mr. Wyman raised questions pertaining to the Local CURE Program and proposed funding to be received by the City.

There being no further business to come before the Council, **motion made by Alderman Surratt and seconded by Alderman Whitecotton to adjourn the Committee-of-the-Whole Council meeting at 7:30 PM. Motion carried unanimously via voice vote**

/s/ Denise Li – City Clerk