



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

**Regular Council Meeting**  
January 3, 2023 @ 7:00 PM

## MINUTES

Mayor Latham called the meeting to order at 7:00 PM followed by the Pledge of Allegiance led by EMA Director Ciciora

Roll call was taken:

**Present:** Mayor Latham, City Clerk li, Aldermen Erickson, Fritsch, Johnson, Killey, Robinson & Whitecotton

Quorum established

**Also present:** City Administrator Penman, Chief Bianchi, & EMA Director Ciciora

Absent: City Attorney Gottschalk, Aldermen Kreinbrink & Littlebrant, Building Official Steffens & City Treasurer Schwemlein

**Audience Comments:** Resident Deb Peterson expressed opinions regarding Ordinance 2023-01 proposing an increase in late fees for water bills. Citing the unreliability of mail delivery, she felt it unfair to incur a late fee within 30 days and suggested that the City utilize a postmark date for receipt. She further commented that the proposed verbiage as nonsensical and asked the Council to reconsider the wording of the ordinance. Ms. Peterson added that the ordinance is unfair to landlords who may not be aware their tenants' accounts are delinquent.

Another resident, Dr. Phyllis Wallington, echoed similar concerns regarding landlords and the placing a lien on their property resulting from the tenants' invoice delinquency. She recommended that landlords become solely responsible for water bill payments forcing the landlords to collect reimbursement from their tenants.

### **Consent Agenda:**

- a. Approval of Regular Meeting & COW Meeting minutes of 12-19-2022
- b. Approval of ~~December invoices totaling \$134,168.55~~ *Removed at the request of Alderman Robinson*

**Motion made by Alderwoman Johnson, and seconded by Alderwoman Erickson to approve the Consent Agenda as amended by removal of Item b. Motion carried unanimously by voice vote**

### **Mayor's Report: Mayor Latham**

- a. Approval of Treasurer's Report & Financials for November, 2022

**So moved by Alderwoman Killey, and seconded by Alderman Whitecotton Aye: Alderman Erickson, Fritsch, Johnson, Killey, Robinson & Whitecotton Nay:0 Motion carried unanimously**

- b. Ordinance 2023-01 entitled “An Ordinance Amending Chapter 86 “Utilities”, Article II, “Water”, Division 2, “Meters, Rates”, Section 86-1, “Bills”, and Section 86-62 “Nonpayment”, of the Municipal Code of the City of Sandwich presented for first reading.

Discussion ensued from audience comments. Alderman Robinson favored a flat fee rather than a percentage penalty based on the outstanding balance. City Administrator posed the question if commercial accounts should be assessed a percentage late fee versus a flat fee for residential. Other comments included creating a payment plan for delinquencies and further investigate a postmarked date for mail-in payments. Clerk Li stated that she conducted a study last year on the usage of postmarked payments and did not find any communities that utilize the practice. She also added that the City has been offering payment plans on delinquent accounts for many years, but the problem was the payment plan were not honored by the resident. This matter will be further discussed at the January 16<sup>th</sup> meeting.

- c. Approval of December invoices totaling \$134,168.55

**Alderwoman Johnson moved to approve the December invoices totaling \$134,168.55. Motion was seconded by Alderwoman Killey. Aye: Aldermen Erickson, Fritsch, Johnson, Killey & Whitecotton Nay: Alderman Robinson Motion carried 5:1**

**Foster, Buick, Conklin, Lundgren & Gottschalk Law Group: Absent**

**City Clerk Li: No report**

**City Treasurer Schwemlein: Absent**

**City Administrator Penman: No report**

**City Department Reports:**

EMA Director Ciciora - No report

Police Department – No report

Engineering – No report

**Aldermen Reports: No reports**

**Announcements: None**

**Adjournment: There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Johnson to adjourn the Regular Council meeting at 7:20 PM. Motion carried unanimously via viva voce vote.****

/s/ Denise Li, City Clerk