



City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

April 26, 2021 @ 7:00 PM

MINUTES

Mayor Robinson called the meeting to order at 7:00 PM

Roll call was taken:

Present: Mayor Robinson, City Clerk Ii, Aldermen Dell, Killey, Kreinbrink, Littlebrant & Whitecotton

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

Audience Comments:

Michelle Shepard, owner of The Petite Palette, presented the Council with a hand-crafted Thank You signed by neighboring businesses and local patrons on repairs to the lighting system in the downtown area,

Local resident, Jen Penn, inquired what is a reasonable amount of time before hearing from various city departments. Mayor Robinson had responded via email earlier in the day requesting more information and advising that contact can be made directly to the departments on specific matters.

Public Hearing on City's tentative May 1, 2021 through April 30, 2022 Annual Budget

a. **Motion made by Alderman Littlebrant and seconded by Alderwoman Killey to open the Public Hearing on City's tentative 2021-2022 Annual Budget. Aye: Aldermen Dell, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0**

b. Explanation of the reasons for the budget and any proposed increase or decrease or additional or deleted programs: Wes Levy, presenting Lauterbach & Amen as the City's accountants, explained the budget numbers remained the same as in previous weeks. Estimated cash as of May 1, 2021 for all City funds was \$9,390,684.00. The budget reflects total anticipated revenues as \$12,106,794.00 and expenditures at \$14,424,468.00.

c. Persons desiring to be heard with opportunity to present testimony and examine witnesses: Alderman Kreinbrink voiced concern about funding earmarked projects

and cash reserve for future spending including enough money to pay employees. He expressed the need to be fiscally responsible and conservative.

d. Motion made by Alderman Dell and seconded by Alderman Littlebrant to close the public hearing. Aye: Aldermen Dell, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0

Consent Agenda: Motion made by Alderman Whitecotton, and seconded by Alderman Littlebrant, to adopt the Consent Agenda. Aye: Aldermen Dell, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 6:0

- a. Approval of Regular Council Meeting Minutes of April 12, 2021
- b. Approval of Committee-of-the-Whole Meeting Minutes of April 19, 2021
- c. Approval of Special Meeting Minutes for budget of April 12, 2021
- d. Approval of April bills totaling \$ 88,525.35

Mayor Robinson

1. Ordinance 2021-07 entitled "Ordinance of the City of Sandwich Adopting the Budget for Fiscal Year 2021-2022". Request was made to waive first reading followed by a motion to pass.

Alderman Littlebrant moved to waive first reading on Ordinance 2021-07. Aldermen Whitecotton seconded. Aye: Aldermen Dell, Killey, Littlebrant, Robinson & Whitecotton Nay: Alderman Kreinbrink Motion carried 5:1

Motion made by Alderman Littlebrant and seconded by Alderman Whitecotton to pass Ordinance 2021-07 as presented. Aye: Aldermen Dell, Killey, Littlebrant, Robinson & Whitecotton Nay: Aldermen Kreinbrink Motion carried 5:1

2. Ward 3 Alderman Appointment: Mayor Robinson explained that due to health reasons, Ward 3 Alderman Shane Surratt tendered his letter of resignation on Friday, April 23, 2021. Mayor Robinson made a recommendation to appoint Brent Holcomb to fill the 2-year unexpired term of Shane Surratt. Mr. Holcomb is a 12-year resident of Sandwich, a former member of the Sandwich Fire Department, and a union electrician.

Motion made by Alderman Littlebrant approving the appointment of Brent Holcomb as Ward 3 Alderman. Motion was seconded by Alderman Whitecotton. Aye: Aldermen Dell, Killey, Littlebrant, Robinson & Whitecotton Nay: Aldermen Kreinbrink Motion carried 5:1

After the vote, Mayor Robinson administered the Oath of Office.

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

City Clerk li read the Abstract of Votes from the April 6, 2021 election (see attached and made a part herein) by declaring those candidates with the most votes as:

- Mayor – Todd Latham / 547 votes
- City Clerk – Denise li / 851 votes
- Treasurer – No Candidate
- Alderman Ward 1 – Bill Littlebrant / 206 votes
- Alderman Ward 2 – Rebecca Johnson / 198 votes
- Alderman Ward 3 – No Candidate
- Alderman Ward 4 – Rick Whitecotton / 143 votes

City Department Reports:

EMA Director: No report

Chief Bianchi: No report

Director of Public Works / City Engineer Horak

1. Zoning Board of Appeals regular meeting is scheduled for 6:30 pm on Tuesday, April 27, 2021 at the City Hall Annex Building. A public hearing will be held on ZBA 2021-02 (213 E. Bender Street): The applicant John Ferrario Sr requests a variance to allow a 4'-6" tall fence in a front yard that by ordinance only allows a 3'-0" tall, open type fence.
2. 2021 Brush Pickup Program: Ward 4 was completed on Monday, April 26th.
3. Hydrant flushing will begin on Monday, April 26th through Thursday, April 29th starting at 8 AM daily and ending by 4PM each day.
4. Traffic Signal Master Agreement between the City of Sandwich and IDOT: Engineer Horak requested a motion to authorize the Mayor to sign the traffic signal agreement. The agreement defines the maintenance responsibilities and the allocation of maintenance expenses of the eight signalized intersections within the City of Sandwich. Agreement term is July 1, 2021 to June 30, 2031.

So moved by Alderman Kreinbrink. Alderman Whitecotton seconded. Aye: Aldermen Dell, Killey, Kreinbrink, Littlebrant, Robinson, Whitecotton & Holcomb Nay:0 Motion carried 7:0

5. 2021 Crack Routing and Filling through DeKalb County Highway Department: Work is scheduled to be completed by May 14th at an anticipated cost of \$25,000.00. Start date is forthcoming; yard signs will be placed by the contractor.
 - a. Deer Run Trail – Arnold Street to North End
 - b. Fairwind Boulevard – Church Street to Center Street
 - c. Anthony Lane – Kramer Lane to North End
 - d. Kramer Lane – Anthony Lane to East End

Aldermen Reports:

Alderman Dell reported that the next IMIC (IL Municipal Insurance Cooperative) will be held on Wednesday, May 19th via WebEx. His term in office will end on Monday, May 10th, and he strongly recommended that a board member actively participate in the monthly meetings.

Alderman Robinson advised that Denise Li has requested a payout of 183.50 unused vacation hours. No action was required by the Council.

New Business: Economic Director, Jim Teckenbrock, thanked the City for use of office space, and thanked Alderman Dell for his years of service. He shared information on local economic development in the past months. The Apache Ford property has been sold and several small stores will soon be opening including a vehicle restoration, retail, and a RV / boat storage. There has been renewed interest in the vacant lots near the hotel including a chain restaurant. As part of the DCCF (DeKalb County Community Foundation) grant, Council members and key personnel participated in a 2-day strategic planning workshop in September. Grant funds could assist local businesses meet mandate upgrades.

Announcements: The next Finance Committee Meeting will be held on Monday, May 3rd, 2021 following the Committee-of-the-Whole Meeting.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Dell and seconded by Alderman Littlebrant to adjourn the Regular Council meeting at 7:43 PM. Motion carried unanimously via voice vote.**

Denise li, City Clerk