



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

**Regular Council Meeting**

April 27<sup>th</sup>, 2020 @ 7:00 PM

## MINUTES

Mayor Robinson called the meeting to order at 7:05 PM.

Roll call was taken:

**Present:** Mayor Robinson, City Clerk li, Aldermen Redden & Suratt & EMA Director Ciciora

**Present via WebEx teleconference call:** Aldermen Chmielewski, Dell, Killey, Kelleher & Kreinbrink; City Attorney Harrill, Department of Public Works Horak, Chief Bianchi & Building Official Steffens

**Absent:** City Treasurer Webber

**Public Hearing** on City's Tentative May 1, 2020 through April 30, 2021 Annual Budget

- (a) Motion made by Alderman Surratt, and seconded by Alderman Redden to open the Public Hearing on the City's Tentative 2020-2021 Annual Budget. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 8:0**
- (b)** Explanation of the reasons for the budget and any proposed increase or decrease or additional or deleted programs: Mayor Robinson explained that the new budget reflects revenues for 2020-2021 as \$10,316,769.00 with expenditures for the same time frame as \$12,192,241.00. Revenues reflect a projected shortfall of \$350,000.00 due to COVID-19. Proposed capital improvements for the next fiscal year include sidewalks, Gletty Road cleanup, new roof on the old fire barn, and the Little Rock Watershed study. Discretionary spending will need Council approval for any invoices / purchases over \$1,000.00 except for routine annual / monthly expense, such as utilities and maintenance contracts.
- (c)** Persons desiring to be heard with opportunity to present testimony and examine witnesses: Resident Doug Grief felt the \$3.2 million for the proposed police station should not be reflected in the budget until the City has secured funding. He also noted that half of the budget seemed to be devoted to the police department contributing to an deficit budget.

Alderman Kreinbrink agreed with resident Doug Grief seeing no need to show \$3.2 million in the budget for the new police station and requested that it be removed from

the budget. Mayor Robinson, noting that last year the Council favored having the projection in the budget, said keeping the \$3.2 million in the budget or removing it had no impact. Given the circumstances due to COVID-19 and the financial impact it has had and will have on the community, an amended budget in the future is expected. Although the Council was split whether to remove the \$3.2 million projection, they acknowledged that an amended budget will be needed, and this matter can be addressed at that time.

**(d) Motion made by Alderman Surratt, and seconded by Alderman Redden, to close the Public Hearing. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 8:0**

**Audience Comments:** None

**Consent Agenda:** Motion made by Alderman Redden, and seconded by Alderman Kelleher, to adopt the Consent Agenda. Aye: Aldermen Chmielewski, Dell, Kreinbrink, Kelleher, Killey, Redden, Robinson & Surratt Nay:0 Motion carried 8:0

- a. Approval of Regular Council Meeting Minutes of April 13<sup>th</sup>, 2020
- b. Approval of Special Council Meeting Minutes of April 18<sup>th</sup>, 2020
- c. Approval of Committee-of-the-Whole Meeting Minutes of April 20<sup>th</sup>. 2020
- d. Approval of April bills totaling \$ 89,560.77

### **Mayor Robinson**

Ordinance 2020-08 entitled “Ordinance of the City of Sandwich Adopting the Budget for Fiscal Year 2020-2021” – motion to pass.

**Alderman Surratt made a motion to pass Ordinance 2020-08 adopting the 2020-2021 Budget. Motion was seconded by Alderman Robinson. Aye: Aldermen Chmielewski, Kelleher, Killey, Robinson & Surratt Nay: Aldermen Dell, Kreinbrink & Redden Motion carried 5:3**

Supplemental Memorandum of Agreement: Mayor Robinson requested a motion authorizing him to sign the Supplemental Memorandum of Agreement regarding the consolidation of dispatching services in DeKalb County. The Supplemental outlines the term of the agreement and fees for service.

**So moved by Alderman Kelleher and seconded by Alderman Surratt. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 8:0**

Resolution 20-04 entitled “Resolution to Adopt Policy Manual for the City of Sandwich, Illinois” – motion to adopt. The manual pertains to personnel policy as set by Council.

**Alderman Surratt moved to adopt Resolution 20-04 as presented. Motion was seconded by Alderman Kelleher. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 8:0**

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

**City Clerk li:** No report

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

Zoning Board of Appeals regular meeting scheduled for Tuesday, April 28, 2020 has been canceled.

2019 MFT (19-00000-01-GM): Engineer Horak requested approval of pay request #3 and final for Universal Asphalt & Excavating, Inc. in an amount of \$12,209.22 to be expensed from 110.0000.90.6860 (Motor Fuel Tax Fund, Capital Improvements Service, Street Improvements).

**So moved by Alderman Redden, and seconded by Alderman Kelleher. Aye: Aldermen Chmielewski, Dell, Kelleher, Killey, Kreinbrink, Redden, Robinson & Surratt. Nay:0 Motion carried 8:0**

**Chief Bianchi:** No report

**EMA Director Ciciora:** No report

**Aldermen Reports:**

Alderman Dell received notification that a CD is maturing and requested the Council to consider if the CD should be reinvested. The City Treasurer will investigate further.

Alderman Robinson, noting no action was required on behalf on the Council, advised of staff requesting sick leave payouts. This is the final year sick leave payouts will be allowed:

Denise li – 600 hours	Wendy Flowers – 72 hours
Michele Hoisington – 241 hours	Lori Johnson – 169.50 hours
Lisa Mangers – 148.50 hours	Dan Whitecotton – 231.50 hours
Chris Fredricks – 99.5 hours	Jeremy Eisenberg – 600 hours
Joe Severson – 152 hours	Todd Russell – 200 hours
Jim Bianchi – 296 hours	Eric Bright – 40 hours
Brian Fasnacht – 600 hours	Greg Karge – 403 hours
Dan Malkowski – 232 hours	Travis Kurtz – 262 hours
Bill Meisner – 150 hours	Jen Marcellis – 329 hours

Alderman Surratt advised that the national electrical code has been recently updated, and the City has not passed the 2017 edition. He wants the Council to continue discussion next week on passage of Ordinance 2020-07 that would approve the 2017 edition. Clerk li will place on next week's COW agenda.

**Announcements:** The next Finance Committee Meeting will be held on Monday, May 4<sup>th</sup>, following the Committee-of-the-Whole Meeting.

**Adjournment:** There being no further business to come before the Council, **motion made by Alderman Surratt and seconded by Alderman Redden to adjourn the Regular Council meeting at 7:52 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise li – City Clerk