



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Regular Council Meeting
May 13th, 2019 @ 7:00 PM

MINUTES

City Clerk li called the meeting to order at 7:00 PM followed by the Pledge of Allegiance.

Roll call was taken:

Present: City Clerk li, Aldermen Chmielewski, Dell, Killey, Kreinbrink, Redden, Robinson & Surratt

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

Absent: Alderman Kelleher & City Treasurer Webber

Letter of Resignation: Clerk li read a Letter of Resignation (attached) from Rick Olson citing personal legal matters outside the office of Mayor. The resignation was dated May 10, 2019. Clerk li then requested a motion to appoint an alderman as Mayor Pro-Tem for the May 13th meeting. **Motion was made by Alderman Redden to appoint Rich Robinson, and seconded by Alderman Surratt. Aye: Aldermen Chmielewski, Dell, Killey, Kreinbrink, Redden & Surratt Abstain: Alderman Robinson Nay:0 Motion carried**

Approval of Minutes: Motion made by Alderman Dell, and seconded by Alderwoman Killey, to approve the minutes from the Regular Meeting of April 22, 2019; the Committee-of-the-Whole Council Meeting of May 6, 2019; and the Special Budget Meeting of April 29, 2019. **Aye: Aldermen Chmielewski, Dell, Killey, Redden, Robinson & Surratt Abstained: Alderman Kreinbrink Nay:0 Motion carried**

Approval of May Semi-Monthly Bills: Motion was made by Alderwoman Killey, and seconded by Alderman Dell, approving payment of the May semi-monthly bills in the total amount of \$190,945.20.. **Aye: Aldermen Chmielewski, Dell, Killey, Kreinbrink, Redden, Robinson & Surratt Nay: 7 Motion carried 7:0**

Mayor Pro-Tem Robinson:

Resolution 19-06 entitled "A Resolution Designating Freedom of Information Officers" presented for adoption. By Resolution, the Council will be appointing FOIA officers representing City Hall and the Police Department. **Motion made by Alderman Surratt, and seconded by Alderman Kreinbrink, to adopt Resolution 19-06 as presented. Aye: Aldermen Chmielewski, Dell, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 7:0**

Discussion on renewal of Lauterbach & Amen contract: Wes Levy, representing Lauterbach & Amen, provided a proposal through April 30, 2020. Services included monthly accounting for \$4,200.00, or an annual fee of \$50,400.00. Services include, but not limited to, bank reconciliation, monthly and annual Treasurer's Report, MFT auditing, annual tax levy, and annual budget.

Discussion on renewal of CliftonLarsonAllen contract: The City has received a Letter of Engagement for auditing services ending April 30, 2019. The contract calls for an approximate fee of \$20,900.00. Alderman Kreinbrink recommended that the City utilize a RFP (request for proposal) for auditors before committing to the contract. He will investigate and report to the Council next week.

Foster, Buick, Conklin & Lundgren, LLC: No report

City Clerk Li reminded Council that according to notice of OMA (Open Meetings Act) violation by the DeKalb County State's Attorney, aldermen have to complete a "certificate of completion" of the online OMA training. The State's Attorney is requesting copies by the end of the month. Clerk Li explained that the FOIA filed by the State's Attorney limited the time frame to those certificates received in the past 2 years. She has received certificates when the aldermen took office which many exceeded the 2-year perimeter requested. Additionally, staff and elected official have been requested to attend a Freedom of Information Act & Open Meetings Act training on September 12th. The training will be held at the DeKalb County Farm Bureau in Sycamore

City Treasurer Webber: Absent

Director of Public Works / City Engineer Horak

Plan Commission regular meeting for Tuesday, May 14, 2019 has been cancelled.

2019 Sanitary Sewer System Inflow and Infiltration Reduction Program – Phase 2 for Subbasins A & E: Engineer Horak requested authorization for the Mayor Pro-Tem to sign an engineering services agreement with Engineering Enterprises, Inc. of Sugar Grove, IL for an amount not to exceed \$79,340.00. Funds are to be expended from line item 300.0000.70.5450 of the 2019/2020 budget.

So moved by Alderman Dell. Motion was seconded by Alderman Surratt. Aye: Alderman Chmielewski, Dell, Killey, Kreinbrink, Redden, Robinson & Surratt Nay:0 Motion carried 7:0

2019 MFT (19-00000-01-GM): Bid opening is scheduled for Monday, May 20, 2019 at 10:00 AM. Those areas that will be addressed under this bid include (a) Center Street – Mechanic Street to Washington Street (street pavement reconstruction, sidewalk reconstruction, curb ramps and detectable warnings); (b) Kees Lane – South end to Griswold Springs Road (street pavement reconstruction); (c) 6th Street/Latham Street (curb ramps and detectable warnings); and (d) Wells Street – Hall Street to Church Street (sidewalk reconstruction and curb ramps with detectable warnings).

SoFi Communications: George Burns, owner of SoFi Communications, will address the Council next week to discuss the installation of internet equipment on the Duvick Avenue water tower.

Chief Bianchi reported that JC Health & Fitness will be hosting a Customer Appreciation Day on Saturday, May 18th between 11 am – 5 PM. A street closure permit has been processed to close W. Railroad Street between Main Street and the alley.

EMA Ciciora: No report

Alderwoman Chiemlewski: No report

Alderman Dell: No report

Alderman Kelleher: Absent

Alderwoman Killey advised that the next finance committee meeting will be held on Monday, May 20th, 2019.

Alderman Kreinbrink announced that Saturday, May 18th will be a cleanup day at the Wilshire / Wentworth apartment complex beginning at 10 AM. He also reported that the Boy Scouts will be planting flowers at the Center Street parking lot adding that the Girl Scouts had already planted flowers in front of City Hall.

Alderman Redden reported that the one of the AC units at the Opera House had failed over the weekend during a performance. The problem seemed to be broken belts. He also reported that there are leaks in the roof area over the stage, and A&B Exteriors is investigating.

Alderman Robinson: No report

Alderman Surratt: No report

New Business: None

Audience Comments: Resident Bob Perkins addressed the Council saying he supports Rich Robinson being appointed to complete the 2-year mayoral term.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Redden and seconded by Alderman Surratt to adjourn the Regular Council meeting at 7:28 PM. Motion carried unanimously by viva voce vote.**

/s/ Denise Li – City Clerk