



City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

May 24th, 2021 @ 7:00 PM

MINUTES

Mayor Latham called the meeting to order at 7:00 PM followed by the Pledge of Allegiance led by Alderman Littlebrant.

Roll call was taken:

Present: Mayor Latham, City Clerk Li, Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton

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

Audience Comments: Marc and Sarah Kuester have purchased a vacant lot and are experiencing problems in obtaining a building permit. Engineer Horak replied there will be a distribution of costs for sidewalk and storm drainage installation that their contractor has not provided to the City. Some costs may not be known until the construction is underway. Mayor Latham empathized by requesting a private meeting with them after the Council meeting.

Consent Agenda: Motion made by Alderwoman Killey, and seconded by Alderman Littlebrant, to adopt the Consent Agenda. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

- a. Approval of Regular Council Meeting Minutes of May 10, 2021
- b. Approval of Special Meeting Minutes of May 17, 2021
- c. Approval of Committee-of-the-Whole Meeting Minutes of May 17, 2021
- d. Approval of the March, 2021 Treasurer's Report / March 2021 Financials
- e. Approval of May bills totaling \$ 79,912.76

Mayor Latham

Resolution 21-06 entitled "Authorizing the Mayor to Execute an Order Form with IRTS Solutions, LLC for Utility Reporting". The 3-year Agreement is for an annual software fee of \$3,000.00, and annual increases are limited to 3%. The software is an electronic means for JULIE notifications. Mayor Latham requested a motion to approve Resolution 21-06.

So moved by Alderman Littlebrant and seconded by Alderman Kreinbrink. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

Mayoral Appointments FY 2021-2022: Council indicated there were some committee appointments that required clarification prior to voting. As a compromise, appointments (attached and made a part herein) were presented as a group and not as a slate.

Motion made by Alderman Robinson approving the appointments of Department Heads, Other Appointments, Finance Committee, Liaisons, Agency Appointments, City CBA Representatives, Planning Commission, Zoning Board of Appeals, Police Commission and Police Pension. Alderwoman Johnson seconded. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

Alderman Robinson explained that the Personnel Committee was eliminated from the Municipal Code in October, 2020, and sees to reason to reinstate it. He felt that personnel manual outlines proper protocol on personnel matters for staff.

Alderman Kreinbrink moved to approve the Personnel Committee FY 2021-2022 appointments. Motion was seconded by Alderman Fritsch. Aye: Alderman Fritsch and Kreinbrink Nay: Aldermen Holcomb, Johnson, Killey, Littlebrant, Robinson & Whitecotton Motion failed 6:2

The vision for the Budget Committee is to meet quarterly, working collaboratively with departments, and within the budget constraints. Demands would be greater nearing the annual budget preparation and approval. Alderman Robinson contended a budget committee is not listed as an approved committee in the Municipal Code.

Motion was made by Alderman Kreinbrink approving the appointments for the Budget Committee as presented. Alderwoman Johnson seconded. Aye: Alderman Fritsch, Alderwoman Johnson, Alderwoman Killey & Alderman Kreinbrink Nay: Aldermen Holcomb, Alderman Littlebrant, Alderman Robinson & Alderman Whitecotton Mayor Latham cast an aye vote breaking the tie. Motion carried 5:4

The Historic Preservation Commission would identify and preserve historical and architectural characteristics of the city, promote civic pride, stabilize and improve the economy, vitality and value of city landmarks, protect and entice buyers, visitors and shoppers to support commerce to benefit the community. Additionally the Commission would foster and encourage preservation of structures, areas, and neighborhoods.

Alderman Littlebrant moved to approve the appointments for the Historical Preservation Commission FY 2021-2022. Alderwoman Killey seconded. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously

The Citizens Advisory Committee will be a citizen sounding board of ideas and opportunities in which the Committee would submit to the Mayor and City Council with ideas and concepts to improve the lives of individuals, businesses and organizations. This Committee would meet either quarterly or every other month.

Alderwoman Johnson made a motion approving the appointment for the Citizens Advisory Committee as presented. Motion was seconded by Alderman Whitecotton. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

The role of the Technology Improvement (IT) Committee would be to investigate and review technological advancements that would enhance and improvement the work environment as well as security measures. Examples would be installing keyless locks, investigate iPads for Council members, utilizing fiber optic, and improve the Council Chamber's sound system.

Motion made by Alderman Holcomb approving the appointments FY 2021-2022 for the Technology Improvement Committee. Alderman Whitecotton seconded. Aye: Alderman Fritsch, Holcomb, Johnson, Killey, Kreinbrink & Whitecotton Nay: Aldermen Littlebrant & Robinson Motion carried 6:2

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

City Clerk li: No report

City Treasurer Dell: Absent

City Department Reports:

EMA Director: No report

Chief Bianchi reported that he has made contact with Wilshire / Wentworth property owners regarding maintenance issues and tall grass. Citations will be issued and processed through adjudication.

Director of Public Works / City Engineer Horak reported that there is no brush pickup for the month of May.

Zoning Board of Appeals (ZBA) regular meeting scheduled for Tuesday, May 25, 2021 has been canceled.

Public Safety Complex (1251 E. 6th Street): Engineer Horak requested authorization for the Mayor to sign the proposal from Midwest Environmental Consulting Services, Inc. of Yorkville, IL for a NESHAP Asbestos Survey in an amount of \$2,205.00 from line item 010.0107.90.6800 – Capital Improvements Service, New Police Station Department. He also noted that an asbestos survey is required on all commercial buildings.

So moved by Alderwoman Johnson, and seconded by Alderman Whitecotton. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried unanimously.

Fairwind Corporate Center Resubdivision: Engineer Horak requested authorization for the Mayor to sign the proposal from Etscheid, Duttlinger and Associates, Inc. for monumentation, final plats of subdivision, and an ATLA Survey in an amount of \$7,500.00 from line item 001.0005.70.5450 – Administration Contractual Services.

Motion made by Alderman Robinson and seconded by Alderman Holcomb. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

Pratt Road Bridge over Somonauk Creek (Winding Waters #019-5800): The proposed project to replace the bridge was included as an Illinois Special Bridge Program Local Project in IDOT's multi-year program (FY 2023-2027).

Aldermen Reports:

Alderman Fritsch shared that local contractor, John Hartman, has no issues working with the City. Comments have been made in the past that contractors find it difficult to work with City personnel. Alderman Fritsch indicated he will continue to talk to local contractors for feedback.

Alderwoman Killey encouraged the Council to view the newly remodeled Opera House restrooms at next week's meeting. The project was a cooperative effort by the Opera House, the City, and the Sandwich Historical Society.

Alderman Kreinbrink reported there are significant concerns pertaining to the Opera House roof. It appears the rubber membrane has ripped, and some asbestos shingles are broken or missing that may be due to hail damage. Larry Mall is investigating shingles to maintain the historic preservation.

Alderman Whitecotton request a waiver of the provisions of 65 ILCS 5/8-9-1 (exceeding \$25,000 limit) to authorize the purchase by a vote of two-thirds of all aldermen then holding office.

So moved by Alderman Littlebrant, and seconded by Alderman Robinson. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

Additionally, Alderman Whitecotton requested a motion for approval to purchase a 2020 Kenworth T880 Chassis w/Vactor 2100i single engine / 2-stage fan unit through the Purchasing Cooperative Agreement with the Northwest Municipal Conference in the amount of \$396,690.50. Funds are to be expended from the FY 2021-2022 budget line items as follows:

- i. \$125,000.00 from 450.0000.90-6800 (Water Reserve Fund – Capital Improvements); and
- ii. \$125,000.00 from 350.00.90.6800 (Sewer Reserve Fund – Capital Improvements); and
- iii. ~~\$119,690.50~~ (corrected to) \$146,690.50 from 010.0000.85.5815 (Capital Equipment Fund)

So moved by Alderman Robinson noting the correction of funds from the Capital Equipment Fund (iii above) as \$146,690.50. Alderman Littlebrant seconded. Aye: Aldermen Fritsch, Holcomb, Johnson, Killey, Kreinbrink, Littlebrant, Robinson & Whitecotton Nay:0 Motion carried 8:0

Announcements: The next Finance Committee Meeting will be held on Monday, June 7th, 2021 following the Committee-of-the-Whole Meeting. Memorial Day will be celebrated on Monday, May 31st. City Hall office will be closed and there will be no Council meeting. Also, City Hall will be reopening on June 1st after having been closed due to Covid-19 since March, 2020.

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 7:57 PM. Motion carried unanimously via viva voce vote.**

/s/ Denise Li, City Clerk