



City of **SANDWICH, ILLINOIS**

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

October 3rd, 2022 @ 7:00 PM

MINUTES

Mayor Latham called the meeting to order at 7:00 PM followed by the Pledge of Allegiance led by Alderwoman Johnson

Roll call was taken:

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

Quorum established

Also present: Attorney Gottschalk, Chief Bianchi & EMA Director Ciciora

Absent: Aldermen Littlebrant & Robinson; City Treasurer Schwemlein; Building Official Steffens

Audience Comments: Resident Christopher Kristin, from Miller Court, addressed the Council regarding neighborhood concerns, property lines, and an electrical box located in the easement. Because of rear drainage easements, the lot cannot have a fence erected. Mr. Kristin explained that residents from Suzanne Street, located at the rear of his property, trespass through his yard to access Eddy Street via Miller Court. Additionally, the electrical box has sunk in the easement to the stage that the padlock is buried. This matter will be referred to the City's building official for further investigation.

Consent Agenda: Motion made by Alderman Whitecotton and seconded by Alderman Fritsch adopting the Consent Agenda, as presented. Motion passed unanimously via voice vote.

- a. Approval of Regular Meeting & COW Minutes of September 19th, 2022
- b. Approval of October Monthly Bills totaling \$138,869.43
- c. Approval of Appointments:
 - Alderwoman Karsta Erickson as Sewer Dept liaison & Technology Committee
 - Nick Grube – Superintendent of Streets & Property
 - Michelle Rettig – Citizens Advisory Committee
 - Jeremy Moss – Planning Commission
 - Shaun Legge – Zoning Board of Appeals

Mayor's Report: Mayor Latham requested a motion to remove Items "a" and "b" under his report from the table to allow discussion. Motion made by Alderman Kreinbrink, and seconded by Alderwoman Johnson. Motion carried unanimously via voice vote.

- a. Award the Griswold Springs Culvert Replacement to H. Linden & Sons, Plano, IL in the amount of \$110,100: Alderman Kreinbrink had spoken to Street Superintendent Grube and Curt Dettmann from EEI (Engineering Enterprises LLC) about the situation. The original intent was to get the water drainage along Griswold Springs to flow more readily. Through the course of the conversation, the initial budgeting process was pushed aside. Curt Dettmann felt the City should go back to the drawing board to address strictly the drainage issues as well as some paving and shoulder work to be done. The project will hopefully be completed in 2023. The paving would be completed as a cooperative effort with Kendall County. Alderman Kreinbrink also stated that he reached out to local vendors who were unaware of the bid, but did acknowledge the bid was advertised and attempts had been made to contact local vendors.

Motion made by Alderman Kreinbrink to reject the award for the Griswold Springs culvert replacement to H. Linden & Sons in the amount of \$110,000.00. Alderman Whitecotton seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink, & Whitecotton Nay: 0 Motion carried 6:0

- b. Authorize the Mayor to sign a purchase agreement (State Contract to Order) for an International Chassis Plow Truck from Rush Truck Centers of Illinois/Bonnell with truck package (chassis, dump, shield, hydraulic, plow hitch configuration) in the amount of \$186,552.40

Alderwoman Johnson moved authorizing the mayor to sign a purchase agreement for an International Chassis Plow Truck, including truck package, in the amount of \$186,552.40. Alderman Fritsch seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink & Whitecotton Nay:0 Motion carried 6:0

- c. Council approval for the following "Additional Optional Equipment" with Rush/Bonnell:
- After Treatment Cover Aluminum - \$278.00
 - 79-gallon Round Fuel Tank - **\$120.00 (credit for small tank)**
 - Aluminum (Bustin)Cab Entry Steps - \$625.00

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

- d. Authorize the Mayor to sign an agreement with Correct Electric, Sandwich, IL for an Iphone Entry System with keypad option in the amount of \$7,054.50. The system will be installed at City Hall. Budget Chair, Alderman Kreinbrink, recommended that funding come from the IPRF (Illinois Public Risk Fund) grant money.

Motion made by Alderwoman Johnson authorizing the Mayor to enter into an agreement with Correct Electric in the amount of \$7,054.50. Alderwoman Killey seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink & Whitecotton Nay:0 Motion carried 6:0

- e. Authorize the Mayor to sign a shared cost agreement with Open Door for parkway improvements on Hall and Fayette Streets in the amount of \$12,894.00. Council had agreed at the last meeting to share costs for asphalt paving and maintenance. Three bids were provided; the Mayor took the lowest bid (Shamblin Paving in Big Rock) and split the cost in half for the motion. Funding will be drawn from budget line item #001.0015.70.5560.

Alderman Killey made a motion authorizing the Mayor to sign an agreement with Open Door for parkway improvements in the amount of \$12,894.00. Motion was seconded by Alderman Erickson. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink & Whitecotton Nay:0 Motion carried 6:0

- f. Police Department Lateral Transfer Ordinance 2022-16. Council reserves the right to waive first reading.

Motion to waive first reading was made by Alderman Fritsch, and seconded by Alderman Kreinbrink. Motion carried unanimously on voice vote.

Chief Bianchi explained that under Ordinance 2022-16, the City will be able to establish a lateral transfer eligibility list of certified and experienced police officer. The ordinance will also cover powers and duties of the Police Commission related to the lateral transfer eligibility list. Chief stressed the benefits of a lateral transfer noting the candidate would have the required knowledge and expertise as an officer.

Motion made by Alderman Johnson adopting Ordinance 2022-16 as presented. Motion was seconded by Alderman Erickson. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink & Whitecotton. Nay: 0 Motion carried 6:0

- g. Approval of Resolution 22-09 designating “Trick or Treat” hours for Halloween. “Trick or Treat” hours will be 4 – 7 PM on Monday, October 31st.

So moved by Alderman Johnson, and seconded by Alderman Erickson. Motion passed unanimously via voice vote.

- h. Council Approval of an Executive Session Confidentiality for city elected officials, officers, and employees as part of the Municipal Code. Passage of Ordinance 2022-17 would add additional language to the Municipal Code under Chapter 2, Article II, Division 2 with the addition of Section 2-67. Council needs to be mindful of duties and responsibilities for discussions under Executive Session. Attorney Gottschalk explained the ordinance will communicate better than the IML (Illinois Municipal League) language on a local level. In the ordinance, aldermen / employees / appointees face the consequences of being terminated, disciplined, censured or reported to the DeKalb County State’s Attorney for consideration of misconduct charges.

Motion made by Alderman Erickson approving Ordinance 2022-17 “Executive Session Confidentiality Ordinance” as presented. Alderman Fritsch seconded. Aye: Aldermen Erickson, Fritsch, Johnson, Killey & Kreinbrink Nay: Alderman Whitecotton Motion carried 5:1

- i. Mayor recommendation the City of Sandwich take over the Taste of Sandwich under Tourism: In the past, downtown businesses hosted the Taste of Sandwich. On August 11th, the matter came before the Citizens Advisory Committee who agreed to take on the

responsibility of hosting this year's event. The Mayor recommended that the City continue to host the event funded under the Tourism Fund. The City would spearhead the event; however, the Taste would be run by volunteers. If accepted by the Council, the City would receive about \$1,000 from the retiring committee of business owners to be earmarked in the Tourism Fund budget. 375 people attended the event September 28th.

Alderman Kreinbrink moved that the Taste of Sandwich become a city-hosted event. Motion seconded by Alderwoman Erickson. Aye: Aldermen Erickson, Fritsch, Johnson, Killey, Kreinbrink & Whitecotton Nay:0 Motion carried 6:0

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

City Clerk Li announced that former employee, Doug Westbrook who retired last summer after 24 years of service, passed away. There will be a visitation but funeral services will be private.

City Treasurer Schwemlein: Absent

City Department Reports:

EMA Director Ciciora reported that the outdoor warning siren ordered in February will be installed within the next two weeks.

Police Department: Chief Bianchi thanked Tom Ciciora for his assistance with the homecoming parade on September 30th.

Engineering: Both engineering companies will be in town tomorrow to review current and pending projects. Nicor is moving gas lines on Latham Street.

Aldermen Reports:

Alderman Fritsch inquired about the coal chute at Johnson's Floral. For structural reasons, interior masonry work needs to be completed prior to filling the sidewalk cavity.

Alderwoman Killey reported that she and Alderwoman Erickson will be distributing candy at the Chamber of Commerce Halloween Walk on Saturday, October 29th.

Announcements: The next Finance Committee Meeting will be held on Monday, October 17th, 2022 at 6:30 PM, followed by the Regular Council Meeting at 7:00 PM. The Committee-of-the-Whole Meeting will immediately follow the Regular Council Meeting.

Adjournment: There being no further business to come before the Council, **motion made by Alderwoman Johnson and seconded by Alderwoman Erickson to adjourn the Regular Council meeting at 7:50 PM. Motion carried unanimously via viva voce vote.**

/s/ Denise Li, City Clerk