



# City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

**Regular Council Meeting**

October 26<sup>th</sup>, 2020 @ 7:00 PM

## MINUTES

Mayor Robinson called the meeting to order at 7:00 PM followed by the Pledge of Allegiance.

Roll call was taken:

**Present:** Mayor Robinson, City Clerk Li, Aldermen Dell, Kelleher, Killey, Littlebrant, Surratt & Whitecotton

**Also Present:** City Attorney Harrill, Department of Public Works Horak; Building Official Steffens, Chief Bianchi & EMA Director Ciciora

**Absent:** Alderman Kreinbrink

**Audience Comments:** None

**Consent Agenda:** Motion made by Alderman Surratt and seconded by Alderman Kelleher to adopt the Consent Agenda. **Aye:** Aldermen Dell, Kelleher, Killey, Littlebrant, Robinson, Surratt & Whitecotton **Nay:**0 **Motion carried 7:0**

- a. Approval of Regular Council Meeting Minutes of October 12, 2020
- b. Approval of COW Meeting Minutes of October 19, 2020
- c. Approval of October bills totaling \$ 107,197.77

**Mayor Robinson:**

1. Ordinance 2020-15 entitled "An Ordinance Creating a Special Use in the "B-3" Service, Automotive, and Wholesale Business District Permitting a Residential Use at 714 E. Church Street, Sandwich, IL" presented for 1<sup>st</sup> reading. Ordinance will be presented at the November 9<sup>th</sup> meeting for adoption.
2. Mayor Robinson presented a slate of city appointments FY 2020 / 2021 (see attached and made a part herein) and requested a motion for approval by the Council.  
**So moved by Alderman Littlebrant, and seconded by Alderman Surratt. Aye: Aldermen Dell, Kelleher, Killey, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried 7:0**

**Attorney's Report** - Foster, Buick, Conklin & Lundgren Law Group: No report

**City Clerk Li** distributed Supplemental #1 to the City's Municipal Code.

**City Departments Report**

EMA Director Ciciora: No report

Police Chief Bianchi: No report

Director of Public Works / City Engineer:

1. Zoning Board of Appeals regular meeting will be held on Tuesday, October 27, 2020 at 6:30 pm in the City Hall Annex, 128 E. Railroad Street. Public hearing will be held on two matters: (a) ZBA 2020-04 (209 E. Knights Road): The applicants, Andrew and Lorri Allen, request a variance to decrease the required lot line setback for a driveway from five feet to three feet; and (b) ZBA 2020-05 (222 N. Main Street): The applicants, Nathan and Ashton King, request a variance to Zoning Ordinance 98-106 (b) by adding four feet to the front of an existing, legal non-conforming garage.
2. 20-00046-00-FP Latham Street Reconstruction Project (Center Street to north of Sandhurst Drive): Engineer Horak requested authorization for the Mayor to sign a Phase II design engineering services agreement with Hampton, Lenzini and Renwick, Inc. of Elgin, IL for an amount not to exceed \$130,218.00. Funds are to be expended from 2020/2021 budget line items as follows:
  - a. \$103,993.00 from 110.0000.90.6860 (Motor Fuel Tax Fund – Capital Improvements);
  - b. \$19,965.00 from 450.0000.90.6800 (Water Reserve Fund – Capital Improvements); and
  - c. \$6,260.00 from 350.0000.90.6800 (Sewer Reserve Fund – Capital Improvements).

**So moved by Alderman Kelleher. Motion was seconded by Alderman Surratt. Aye: Aldermen Dell, Kelleher, Kiley, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried 7:0**
3. 2021 Duvick Avenue/Church Street and Indian Springs Drive/Church Street Traffic Signal Modification Project: Request was made by Engineer Horak authorizing the Mayor to sign an engineering services agreement (design and construction services) with Hampton, Lenzini and Renwick, Inc. of Elgin, IL for an amount not to exceed \$34,465.00. Funds are to be expended from line item 110.0000.90.6860 (Motor Fuel Tax Fund – Capital Improvements) of the 2020/2021 budget.

**Motion made by Alderman Kelleher and seconded by Alderman Surratt. Aye: Aldermen Dell, Kelleher, Kiley, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried 7:0**
4. 2020 Brush Pickup Program: The 2020 Brush Pickup Program ends on Monday, October 26<sup>th</sup>, in Ward 4.
5. 2020 Leaf Vacuuming Program: The 2020 Leaf Vacuuming Program begins on Monday, October 26<sup>th</sup> and is scheduled to end on Wednesday, November 25<sup>th</sup>. Leaf piles placed after 7:00 AM on the day of a resident's assigned pickup will not be picked up until the following scheduled pickup for that area. Schedule as noted:

- a. Mondays: Ward 1 (except Sandhurst)
- b. Tuesdays: Ward 2 (except Fairwinds)
- c. Wednesdays: Ward 3
- d. Thursdays: Ward 4
- e. Fridays: Sandhurst and Fairwinds

6. New Wheel Loader Purchase: Engineer Horak requested 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 Surratt and seconded by Alderman Kelleher. Aye: Aldermen Dell, Kelleher, Killey, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried 7:0**

Engineer Horak requested authorization for the purchase of a 2020 John Deere 324L Compact Wheel Loader in an amount of \$111,490.30 from West Side Tractor Sales Co., Lisle, IL. Funds are to be expended from 2020/2021 budget line items as follows:

- a. \$55,745.15 from 350.0000.90.6800 (Sewer Reserve Fund – Capital Improvements); and
- b. \$55,745.15 from 450.0000.90.6800 (Water Reserve Fund – Capital Improvements).

**Alderman Surratt so moved and was seconded by Alderman Littlebrant. Aye: Aldermen Dell, Kelleher, Killey, Littlebrant, Robison, Surratt & Whitecotton Nay:0 Motion carried 7:0**

7. Aboveground Storage Tank (AST) Removal: Engineer Horak requested to proceed with the AST removal at the WWTP (Wastewater Treatment Plant) with Chicago Tank Removal for \$14,000.00. Funds are to be expended from line item 300.0000.70.5450 (Sewer Fund – Contractual Services) of the 2020/2021 budget.

**Motion made by Alderman Surratt. Alderman Whitecotton seconded. Aye: Aldermen Dell, Kelleher, Killey, Littlebrant, Robinson, Surratt & Whitecotton Nay:0 Motion carried 7:0**

**Aldermen Reports**: Alderman Kelleher reported on the success of the Chamber of Commerce Halloween drive-thru this past Saturday. Approximately 450-500 goody bags were distributed.

**Announcements**: The Finance Committee Meeting will be held on Monday, November 2<sup>nd</sup>, 2020, following the Committee-of-the-Whole Meeting.

**New Business**: None

**Adjournment**: There being no further business to come before the Council, **motion made by Alderman Surratt and seconded by Alderman Kelleher to adjourn the Regular Council meeting at 7:15 PM. Motion carried unanimously by voice vote.**




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Denise Li – City Clerk

# City Appointments 2020/2021

**City Attorney:**

Foster, Buick, Conklin, & Lundgren Law Group

**City Auditors:**

Newkirk & Associates, Inc.

**City Collector:**

Denise Ii

**Chief of Police:**

James Bianchi

**City Engineer & Director of Public Works:**

Thomas Horak

**City Building Official:**

Todd Steffens

**Superintendent of Street:**

Sean Horan

**Superintendent of Sewer:**

Chris Frederick

**Superintendent of Water:**

Brian Voelkel

**EMA Director:**

Tom Cicora

**911 Coordinator:**

James Bianchi

**City Council Finance Chairperson:**

Ald Killey

**Deputy City Clerk:**

James Teckenbrock

**Fire Official:**

Todd Steffens

**Street Department:**

Ald Whitecotton

**Water Department:**

Ald Littlebrant

**Sewer Department:**

Ald Surratt

**Finance Committee:**

Ald Killey (Chair)

Ald Dell

Ald Kreinbrink

**Building/Engineering:**

Ald Kelleher

**Public Safety:**

Ald Dell

**Information Technologies:**

Ald Kelleher

**Personnel:**

Ald Robinson

**Opera House/Chamber Liaison:**

Ald Killey

**OMA Designee:**

Denise Ii

**Planning Commission:**

Bill Hall (Chair) 05/2023

Vacant (Secretary)

Frank Moran 05/2023

David Decraene 05/2021

Matt Blocker 05/2021

Gene Westerberg 05/2021

Rich Kell 05/2022

**Zoning Board of Appeals:**

Rich Kell (Chair)

Bill Hall (Secretary)

Frank Moran

David Decraene

Matt Blocker

Gene Westerberg

Vacant

**Police Commission:**

Charles Fish 05/2023

Greg Sullivan 05/2021

Jeff Beverage 05/2022

**Police Pension:**

Richard Robinson

Tom Oker