



City of SANDWICH, ILLINOIS

City Hall Annex · 128 East Railroad Street

Regular Council Meeting

November 6th, 2023 @ 7:00 PM

MINUTES

Mayor Latham called the meeting to order at 7:00 PM followed by the Pledge of Allegiance led by Wes Levy, Lauterbach & Amen

Roll call was taken:

Present: Mayor Latham, City Clerk li, Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton

Quorum established

Also present: City Attorney Gottschalk, City Administrator Penman & Police Chief Senne

Absent: Aldermen Johnson & Littlebrant; EMA Director Ciciora

Audience Comments: Dr. Phyllis Wallington expressed frustration with the lack of cooperation from chronic hoarders in her neighborhood. Residents continue to park in the city's parkway, and the no-burn on Sundays is being ignored. She stressed that these violators need to be cited under the City's adjudication program.

Resident, Elsie Morrissey, explained that she is circulating a petition to have a Parental Rights Amendment placed on the fall ballot that would amend the US Constitution. 5,000 signatures will be required. The Parents Bill of Rights Act was passed by US Legislation in March, 2023, granting parents more control over their children's education.

Resident, Genelle Inman, addressed the economic / tourism director position citing there is no need because the City has an active Chamber of Commerce. She noted that because the City is lacking finances and is unable to mail out "no-solicitor" signs, how will the City fund a economic / tourism director. Ms. Inman pointed out that the hotel is being underutilized where conventions could be hosted; the City can rent the fairgrounds for outdoor events that will bring in additional money; and buildings along Route 34 are unattractive that will drive away tourism adding that Sandwich is only known for antiques, bars, and storage facilities. She pointed out that prior to Covid, the downtown streets were closed for street dances that are no longer held, and alluded this was a free event that should return.

Consent Agenda:

- a. Approval of Regular Meeting minutes of October 16th, 2023
- b. Approval of Committee-of-the-Whole minutes of October 16th, 2023

Alderman Arnett moved to accept the Consent Agenda as presented. Alderman Fritsch seconded. Motion passed unanimously on voice vote with the exception of Alderman Robinson who voted “nay”

Mayor’s Report:

a. Proclamation Honoring Roberta Troeger: Mayor Latham read a Proclamation of Appreciation to Roberta Troeger, Sandwich Park District Commissioner who has served as an employee and later as an elected official since 1966. The newly erected dog park by the Park District has been named in her honor. She recently received an award from the Illinois Association of Park Districts (IAPD) for her service, dedication and commitment spanning 55 years.

b. Discussion on Tentative 2023 Tax Levy – Payable in 2024: Wes Levy, city accountant from Lauderbach & Amen, spoke on the proposed tax levy to be approved in December. Last year was the first year the City exceeded the PTELL (Property Tax Extension Limitation Law) limit of 5% for non-home rule taxing districts. The proposed tax extension for this year will be 7.08%, that will necessitate Truth-In-Lending public hearing prior to passage of the tax levy. Based on anticipated new growth, a \$225,000 home value can anticipate a decrease of approximately \$14 on the City’s portion of the tax bill.

c. Mayor Latham encouraged everyone to thank community veterans for their service on Veterans Day, November 11th.

Foster, Buick, Conklin, Lundgren & Gottschalk Law Group: Attorney Gottschalk reported that a training session for council and committee members will be held on Wednesday, November 8th at 6:30 PM.

City Clerk II: Prior to the meeting, an updated FOIA registry and October’s Revenue Report were distributed to the Council for review.

City Treasurer: Vacancy

City Administrator Penman: No report

City Department Reports:

EMA Director Ciciora: Absent

Police Chief Senne recapped last week’s open house for the public safety building. Other updates included receipt of new tables and chairs for training area, attended various Halloween activities held throughout the community, attended the Park District’s Harvest Moon, and this past Friday escorted the football team back into city limits after their win. Sergeant Whitecotton and Chief Senne toured the Police Academy facilities, and met with Sandwich recruits that will be graduating December 7th. The Police Commission concluded their interviews under the lateral process, and Chief will be reviewing the applications. The evidence audit will be completed this week.

Engineering: Curt Dettmann (EEI) will be present at the next meeting to provide an update on present and future projects.

Council Reports: Alderman Arnett reported leaf collection will conclude December 1st, but may be extended if need be. All stump grinding has been completed by the Street Department. Superintendent Grube has spoken with Somonauk about entering into an IGA (intergovernmental agreement) for equipment sharing.

New Business:

a. Approval of October invoices totaling \$253,635.62. **So moved by Alderman Arnett, and seconded by Alderwoman Erickson. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink & Whitecotton Nay: Alderman Robinson Motion carried 5:1**

b. Discussion and possible action to approve an ordinance entitled "An Ordinance Declaring Certain City Property as Surplus and Authorizing Sale of Disposal": Auction items would include a 2012 International Turck, various street signs, 9000w generator, and AV equipment (microphones, etc.) from the Council Chamber. Other items listed will be disposed of via electronic recycling. **Motion made by Alderman Whitecotton, and seconded by Alderman Kreinbrink approving said ordinance. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried 6:0**

c. Discussion and possible approval of Engagement Letter from Lauterbach & Amen to complete an actuarial analysis as required for the annual city audit at cost of \$2,975 for year one and \$1,100 in year two: Under GASB 74/75, retired city staff can remain on the City's insurance policy, at their expense, until they reach the age of 65. Older employees create a higher cost to the City's policy causing an actuarial analysis to be conducted for auditing purposes. **Alderman Kreinbrink moved approving the Engagement Letter from Lauterbach & Amen; motion was seconded by Alderwoman Erickson. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried 6:0**

d. Authorization to purchase a Ford F-250 Chassie Cab to be upfitted with a service body at a cost not to exceed \$66,100 from Gjovik Ford: **Motion was made by Alderman Kreinbrink to waive formal bidding on the purchase of the Ford F-250 Chassie Cab. Motion was seconded by Alderwoman Erickson. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton. Motion carried unanimously**

Alderman Whitecotton moved to approve the purchase of a Ford F-250 Chassie Cab. Alderwoman Erickson seconded. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Motion carried 6:0

e. Discussion and possible action to authorize Police Chief Senne to promote one existing office to Sergeant: It is Chief Senne's recommendation to promote Detective Michaels to sergeant effective November 20, 2023. He was the sole candidate on the current sergeant list established December 8,2021. **So moved by Alderman Robinson, and seconded by Alderman Arnett. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried 6:0**

f. Ratification of mayoral action to approve change order #1 in the amount of \$9,694.00 for needed repairs of the Green Street Water Tower. The amount of the of the change order was corrected to read \$9,983.86. **Motion was made by Alderman Whitecotton, approving the Change Order # 1 as amended. Alderman Kreinbrink seconded. Aye: Aldermen Anett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried unanimously**

g. Approval of Payout #1 to Era Valdivia Contractors Inc. in the amount of \$486,630 for the rehabilitation and repainting of the Green Street water tower. **So moved by Alderwoman Erickson. Motion was seconded by Alderman Arnett. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried unanimously.**

h. Discussion and possible action on Mayor's request to approve a 30-hour per week Economic Development and Tourism Position at a \$45,000 annual compensation with benefits. No motion was made to remove from the table.

i. Discussion and possible action to adopt the City of Sandwich Procurement Policy. No motion was made to remove from the table.

j. Executive Session under 5 ILCS 120/Section 2(c)(1) "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity"; and 5 ILCS 120/Section 2(C)(5) "The purchase or lease of real property for the use of the public body". Request under Section 2(c)(21) for Executive Session minutes was removed from the agenda. "

Alderwoman Erickson moved to go into closed session at 7:55 PM. Motion was seconded by Alderman Robinson. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried unanimously

Motion made by Alderwoman Erickson to return to open session at 8:10 PM. Alderman Robinson seconded. Aye: Aldermen Arnett, Erickson, Fritsch, Kreinbrink, Robinson & Whitecotton Nay:0 Motion carried 6:0

Announcements:

- a. A Special Finance Committee Meeting is scheduled for November 13th at 4:30 PM
- b. The next Finance Committee Meeting is Monday, November 20th, 2023 at 6:30 PM.
- c. The next Regular Council Meeting is November 20th, 2023 at 7:00 PM immediately followed by the Committee-of-the-Whole Meeting.
- d. Friday, November 10th, 2023 is a recognized city holiday recognizing Veterans Day.

Adjournment: There being no further business to come before the Council, **motion made by Alderman Robinson and seconded by Alderwoman Erickson to adjourn the Regular Council meeting at 8:11 PM. Motion carried unanimously via viva voce vote.**

/s/ Denise li, City Clerk