

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL IN THE CITY OF  
SAVANNA, CARROLL COUNTY, ILLINOIS, HELD ON TUESDAY, FEBRUARY 14, 2017 AT  
7:30 P.M. IN THE COUNCIL CHAMBERS AT 333 CHICAGO AVENUE, SAVANNA, ILLINOIS  
61074**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

Mayor Haffey called the meeting to order on said date at 7:30 PM. Notice of the meeting was delivered to all Council members and posted in accordance with the State of Illinois Open Meetings Act. Mayor Haffey led the pledge of allegiance.

**PUBLIC HEARING:**

**Vacating Portion of Alley North of Portland Avenue, from Poplar Street to Iris Street** Mayor Peg Haffey opened the hearing at 7:30 PM with the following list of attendees: Michael Miller, Mike Nester, Colton Ostrum, Jeremy Hughes, Samantha Ritchie, Chris Lain, Paul Mayer, J.Todd Swanson, Wendy Baldrige, Sharon Pepin, Jared Fluhr, Shawn Picolotti, Mike Moon, Sheryl Sipe, Chris James, Jeff Griswold, Christine A. Lee, Philip Jensen, Mayor Peg Haffey, Paul Hartman, Patrick Sanchez, and William Robinson. The hearing is held to hear testimony associated with the alley vacation proposal with Wendy Baldrige choosing not to testify. **Hearing no comments or discussion on the subject Mayor Peg Haffey closed said public hearing at 7:32PM.**

**ROLL CALL/ESTABLISHMENT OF QUORUM:**

Mayor Haffey asked City Clerk, Paul Hartman to call the roll with Mayor Peg Haffey, Bill Robinson, Pat Sanchez, Chris James, Jeff Griswold, and Christine Lee present showing a quorum. Absent: John Petersen, Lisa Robinson and Jim Friedenbach. Also in attendance were City Clerk Paul Hartman, Comptroller/Treasurer Sheryl Sipe, Fire Chief Shawn Picolotti, Police Chief Mike Moon, City Attorney Phil Jensen, Colton Ostrum, Mike Miller & Mike Nester-News Media, Samantha Ritchie, Chris Lain, Jared Fluhr, Sharon Pepin, Jeremy Hughes, Paul Mayer, Todd Swanson, and Wendy Baldrige

**APPROVAL OF AGENDA:**

Mayor Peg Haffey asked for review and discussion, pursuant to consideration moving **“Communication” - Letter of Resignation, Alderman Ward II-John Peterson and “Appointments” Alderman Ward II,-Samantha Ritchie – “Swearing In”** after “Approval of Agenda”. After limited discussion, **Christine Lee made a motion, seconded by Bill Robinson, to approve the agenda, as amended.** Mayor Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Haffey declared the motion carried, passed and approved.

**(Moved up) COMMUNICATIONS: Letter of Resignation, Alderman Ward II-John Peterson**

Mayor Peg Haffey referred to and read said e-mail letter and asked for consideration of said resignation. After no discussion **Bill Robinson made a motion, seconded by Pat Sanchez to accept with regret said resignation.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

**(Moved Up) APPOINTMENTS: Alderman Ward II, Samantha Ritchie- “Swearing In”** Mayor Haffey recommended Samantha Ritchie to the appointment of **Alderman Ward II**, to fill the vacated seat of John Peterson. After discussion, **Bill Robinson made a motion, seconded by**

**Christine Lee, to endorse said recommendation.** Mayor Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Haffey declared the motion carried, passed and approved. **“Swearing In” - The City Clerk performed swearing in formality and Samantha Ritchie is seated.**

#### **APPROVAL OF MINUTES:**

**Consideration of the Minutes of the January 24, 2017 Regular Meeting** Mayor Haffey asked for review and discussion of said minutes. After review, **Christine Lee made a motion, seconded by Pat Sanchez, to waive the reading and approve said minutes, as presented.** Mayor Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Haffey declared the motion carried, passed and approved.

#### **PRESENTATIONS:**

**War Memorial, Todd Swanson** Mayor Peg Haffey introduced Todd Swanson and Paul Mayer who presented a request for a City Council Resolution for the American Legion to set up said memorial somewhere on Main Street, Savanna, Illinois. After review of the details the City Council agreed by consensus to place this on the next scheduled agenda for consideration, presumptuous to the American Legion finding a suitable location.

**Savanna Antiques, Arts and Craft Fair Event, Chris Lain** Mayor Peg Haffey introduced Mr. Lain, Savanna Chamber President who presented an application proposal to conduct said event on City property behind the westerly side of the 300 and 400 block of Main Street between Jefferson Street and Madison Street and on Madison Street to east of Route 84 on Saturday and Sunday May 20-21,2017 from 9/10AM to 5/6PM. Public Safety to be provide by the City of Savanna with event coordinators to determine how best to fund said public safety efforts. After presentation, **Jeff Griswold made a motion, seconded by Christine Lee, to approve said application, as presented.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved. A Resolution and Use Agreement will be prepared for Council consideration.

#### **COMMITTEE REPORTS:**

**Hotel/Motel Committee 02-01-17** Mayor Haffey presented this report, as follows:

- **Blackhawk Waterways Annual Magazine, Update** The Hotel/Motel Committee approved said ad by consensus of the member's present. Mayor Peg Haffey indicated the 2017 guides are in publication and she will pick them up for distribution.
- **Comptroller Financial Report** was reviewed and accepted.
- The Committee discussed the area sign for City Hall with Mayor Haffey noting the sign should be placed by next month (waiting on components).
- The Committee discussed the state statutes regarding what the Hotel/Motel funds can be spent on.
- **Consultant Report, Mayor Peg Haffey** reporting the grant application form through Blackhawk Waterways for signage (\$500.00) has been filled in and processed. The total project cost is \$3000.00 to be made available in the next budget cycle.
- **2017/2018 Ad Plan** The Committee discussed and reviewed the ad plan about expanding or narrowing the plan with the Committee not declaring any positive action with Mayor Haffey noting the consultant will develop and produce a draft ad plan for Committee consideration,
- **Blackhawk Waterway Report, Diane Bausman** reported she attended 7 meeting in January,

The Blackhawk Waterways web site was updated. Numerous ads, promotions and public relations projects were discussed. Online ad campaign for Nov through December generated 750,000 impressions in our target market area. The analytics, we saw a 19% increase in traffic for 2016 compared to the same time period in 2015 which a definite improvement. Visitor Guide for 2017 is now going through the proofing stage and scheduled to have it delivered by the 2<sup>nd</sup> or 3<sup>rd</sup> week in February. The week-long Grand Illinois Bike Tour runs June 11<sup>th</sup> through the 16<sup>th</sup>. The Palisades State Park will host 225 participants and at least 1/2 will be staying at the Savanna Inn & Suites. The route starts in Byron and the participants will ride an average of 50 miles per day with overnights in Dixon, Savanna, the Quad Cities (2 nights) and Sterling before heading back to Byron on the final day. Looking Ahead: March 19-22, 2017 - Governor's Conference on Travel & Tourism in Springfield, and the annual dinner is August 24, 2017 in Savanna – if accepted.

- Monthly Report, Gary Heide e-mail report was read from Gary Heide describing the events and activities undertaken by his firm in the preceding month.
- Approval of Invoices – The Committee approved three invoices for consideration, as follows;
  - ✓ Blackhawk Waterways ----- \$1,250.00
  - ✓ TDG ----- \$1,565.00
  - ✓ Hughes Media ----- \$ 600.00
  - ✓ Chris Sullivan----- \$ 345.00

After discussion, **Bill Robinson made a motion, seconded by Jeff Griswold, to accept and approved said report as given.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

**Contracts & Lease/Collective Bargaining 02-07-17**

Mayor Peg Haffey referred presentation to Contracts, Leases, and Collective Bargaining Committee Chair Bill Robinson. Chair Bill Robinson referred to a second amendment to Verizon Wireless lease, as provided, by City Attorney Phil Jensen resulting in the following modifications:

- Section 1 a) – The Contracts, Leases, and Collective Bargaining Committee modified the attorney’s submittal to read “As compensation for use of the Landlord’s property during the initial term, Tenant shall pay rent to Landlord for a base payment of \$15,480.00 annually payable in monthly installments of \$1,290.00.”
- Section 1 b) - After discussion, the Contracts, Leases, and Collective Bargaining Committee changed the attorney’s submittal to read “During the term of the agreement the base payment shall be increased 3% per annum.”

After discussion, **Bill Robinson made a motion, seconded by Pat Sanchez, to approve sending second amendment draft to Verizon Wireless.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

**The Committee reviewed and discussed a True Value Home & Building Parking Lot Lease** request to renew said lease expiring March 27, 2017. The Contracts, Leases, and Collective Bargaining Committee changed the lease, as follows:

- 3. Consideration: The Grantees agrees to pay the sum of Two Hundred and 00/100 Dollars (200.00) per year to the City for occupancy of the premises.

After discussion, **Bill Robinson made a motion, seconded by Pat Sanchez, to approve sending to True Value the modification, as produced herein.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all

members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved

After discussion, **Christine Lee made a motion, seconded by Jeff Griswold, to accept and approved said Committee report as given.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

### **Finance Committee 02-14-17**

The Finance Committee recommends an updated Request for Funds, Savanna Fire Department, Turn-Out Gear previously recommended and the City Council approved funding be approved the cost for 37 sets of turnout gear not to exceed \$75,000.00. The Finance Committee recognized at the advice of Comptroller/Treasurer Sheryl Sipe funding for the quoted cost (\$74,148.00) may possibly be carried out without the expense of a loan. A meeting was held with Comptroller/Treasurer Sheryl Sipe, Chair Bill Robinson, Mayor Haffey and the Fire Chief to structure a plan covering the current funding conditions, as well as budgeting for future procurement of the turn-out gear. The following funding was recommended: Consume from Fire Protection Fund 23-47901 (\$10,000.00 slated to transfer to Civic fund), Consume from Fire Protection Fund 23-49400 (\$3,876.00 City's 5% match budgeted if Grant was received), Consume from Foreign Fire Insurance Fund 37- (\$8,785.00 current balance), Consume from IPRF safety grant \$1,987.00 (if Fire Department applies), and Consume from Civic Fund 52 (34,500.00 remaining from roof repairs 41000 not spent). Total available funds for turnout gear - \$59,148.00. Additional Funds To Be A Loan To The Fire Department From The Civic Fund For \$15,000.00 To Be Paid Back With Foreign Fire Insurance Income Over The Next Three to Four Years. After discussion, **Bill Robinson made a motion, seconded by Pat Sanchez, to approve said recommendation, as presented above.** Mayor Peg Haffey asked for a called roll on the motion with Samantha Ritchie, Pat Sanchez, Bill Robinson, Chris James, Jeff Griswold, and Christine Lee voting in favor of the motion. Mayor Peg Haffey declared the motion carried, passed, and approved.

The Committee discussed and accepted the Accounts Receivable, January 2017 report, as submitted.

The Committee discussed and accepted the 12/24/36/48/60 Month Report, January 2017.

The Committee discussed and accepted the 2016/2017 Budget Review.

The Committee discussed and recommends approval of Warrant #10, Review.

The Committee discussed and recommend payment of a Request for Loan & Grant Disbursements for WWTP and In-System Projects for a change order #3 totaling \$118,003.10, plus a work change potential adding \$15,000.00 for a storm structure replacement at Chicago Avenue. After discussion, **Bill Robinson made a motion, seconded by Christine Lee, to approve said recommendation, as presented therein.** Mayor Peg Haffey asked for a called roll on the motion with Samantha Ritchie, Pat Sanchez, Bill Robinson, Chris James, Jeff Griswold, and Christine Lee voting in favor of the motion. Mayor Peg Haffey declared the motion carried, passed, and approved.

The Committee discussed and recommend approval of a Request for Partial Reimbursement of Demolition Expenses (\$2,500.00), Jim Friedenbach, 807 N. Fourth Street per City Code provisions 4-2-16 that will exceed the line item 54-49200 budgeted for this purpose. After discussion, **Bill Robinson made a motion, seconded by Christine Lee, to approve said recommendation, as specified above.** Mayor Peg Haffey asked for a called roll on the motion with Samantha Ritchie, Pat Sanchez, Bill Robinson, Chris James, Jeff Griswold, and Christine Lee voting in favor of the motion. Mayor Peg Haffey declared the motion carried, passed, and approved.

The Committee discussed a Delinquent Water/Sewer Bill-706 Cedar Street showing an arrears of

\$240.96 with very minimal payments being made weekly. The Committee approved a motion to recommend the Comptroller/Treasurer Sheryl Sipe contact the City Attorney Phil Jensen to write a letter to the property owner and advise said owner to pay a minimum of \$10.00 per week, subject to a lien being enforced for non-payment of a single weekly payment.

The Committee discussed and recommend approval of a Request for Retainer Fee Increase, City Attorney. Current fee is \$1750.00 monthly and \$2000.00 is asked for. After discussion, **Bill Robinson made a motion, seconded by Christine Lee to approve said recommendation, as specified therein.** Mayor Peg Haffey asked for a called roll on the motion with Samantha Ritchie, Pat Sanchez, Bill Robinson, Chris James, Jeff Griswold, and Christine Lee voting in favor of the motion. Mayor Peg Haffey declared the motion carried, passed, and approved.

The Committee discussed correspondence from the Illinois Emergency Management Agency. The letter is in regards to the FEMA project and stated our 25% local matching funds were to be covered by IDNR funds for said project to FEMA through HMGP for 7 flood prone properties. The project has been completed and paid for, however matching funds from the IDNR are not available. The project was completed under the IEMA funds provided. No action was introduced by the Committee.

The Committee heard a report from Sharon Pepin on the Wacker Road Additional Funding Options updating the potential funding for watermain proposed to be altered on Wacker Road concluding to refer this issue to John Lindeman Public Works Superintendent for resolution and suggestion.

After concluding this report, **Christine Lee made a motion, seconded by Pat Sanchez, to accepted the Finance Committee report as delivered herein.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

#### **WARRANT #10:**

**Bills for the Month of January 2017 Totaling \$178,150.84** Mayor Haffey asked for review and discussion of Warrant #10 pursuant to consideration. The Finance Committee recommends approval of said warrant. With limited review, **Bill Robinson made a motion, seconded by Pat Sanchez, to approve said recommendation, as said above.** Mayor Peg Haffey asked for a called roll on the motion with, Samantha Ritchie, Pat Sanchez, Bill Robinson, Chris James, Jeff Griswold, and Christine Lee voting in favor of the motion. Mayor Peg Haffey declared the motion carried, passed, and approved.

#### **COMMUNICATIONS:**

**Letter of Resignation, Planning & Zoning Board-Jim Friedenbach** Mayor Peg Haffey referred to said correspondence and asked for review and discussion, pursuant to consideration. With no discussion, Mayor Peg Haffey read this resignation and accepted it by consensus of the members present.

**The Answer Fitness Center** Mayor Peg Haffey referred to correspondence from the referenced and noted this correspondence is for information only and no action is anticipated.

**Building & Public Property/Health & Safety Committee, Samantha Ritchie & Personnel/Ordinance/Public Relations Committee, Samantha Ritchie** Mayor Peg Haffey recommended the reference Committee appointments and asked for review and discussion, pursuant to consideration. After no discussion, **Pat Sanchez made a motion, seconded by Jeff Griswold to ratify said appointments, as recommended.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and

approved.

**Fire & Police Advisory Board, 3 Year Term 02-11-20/Tommy Miner, Stacey Lamp, William Wright** Mayor Peg Haffey recommended the referenced Committee appointments and asked for review and discussion, pursuant to consideration. After no discussion, **Christine Lee made a motion, seconded by Samantha Ritchie, to ratify said appointments, as recommended.** Mayor Peg Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and approved.

#### **MONTHLY REPORTS:**

**Financial, Police, Fire, Public Works for January 2017** Mayor Peg Haffey asked for review and discussion, pursuant to consideration of said reports, with **Christine Lee making a motion, seconded by Jeff Griswold, to approve the submitted monthly reports, as presented.** Mayor Haffey asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Haffey declared the motion carried, passed and approved.

#### **UNFINISHED BUSINESS:**

**Wastewater Treatment Facility, Main and Bowen Street Lift Stations and In-System Sewer Improvements Project Update and Associated Action Items** Mayor Peg Haffey referred presentation to Jared Fluhr who reported Williams Brothers poured the step footings at the headworks building, installed the site lift station, installed site process piping, and poured more of the Aero-Mod walls. They continue working on the headworks building, installing site drainage and process piping, and backfilling the Aero-Mod. Williams Brothers is also placing the rebar for the final Aero-Mod base slab pour, which they expect to complete and pour on Friday. The remainder of the month they are planning on pouring more of the headworks building foundation walls, starting the Bowen Street Lift Station, more site piping, and backfilling of the Aero-Mod. Work on the Main Lift Station could also start later this month or early March. A progress meeting (#7) was held between Williams Brothers, the City, and MSA on February 7th (first Tuesday of each month). Project progress, schedule, construction issues, and payment was discussed. At this meeting, Williams Brothers submitted Payment Application No. 7 in the amount of \$498,988.12 (37% complete). MSA also prepared Work Change Directive No. 1(\$4,340.01) for replacing the valves at the site lift station, per City direction. MSA recommends City approval of payment application #7 and Work Change #1. Fischer Excavating has not completed any work since the gravity sewer in the alley, near Chicago Ave., was complete in December. They are planning on returning next week to complete the force main connections at the WWTF. This effort is being coordinated with GA Rich (Williams Brothers sub-contractor). Fischer will also be completing the jacking and boring of the gravity sewer to the marina at Chicago Ave. The roadway will be closed while they complete this work. Once the jacking and boring to the marina is complete, Fischer will be done with their work until late next summer, when the new WWTF is ready to go online. The gravity sewer in the alley will be switched over to divert the flows to the new Main Lift Station, which is yet to be constructed by Williams Brothers. Fischer will also replace the gravity sewer on Oak Street to divert the flow to the new WWTF. While Fischer has completed most of the restoration in their contract, they will still be paving the alley, Chicago Ave. near the railroad tracts, and Oak Street in the fall of 2017 once the new WWTF is online. MSA has prepared Change Order #3 in the amount of \$118,003.10 for additional work that Fischer Excavating was required to complete last summer/fall. The items included in this change order have been on the radar for some time now, but were finally agreed upon/verify by MSA and all included as one official change order. The

change order is primarily for the time and materials work associated with the jack and bore obstructions, utility conflicts at Chicago Ave., and additional imported granular backfill (overage throughout the entire project). Fischer also submitted **Payment Application No. 10** in the amount of **\$122,434.94**, primarily for work associated with the change order. MSA has reviewed the payment application and recommend payment. This report approved by consensus of the City Council member's present.

**Street Project Update and Associated Action Items** No report.

**NEW BUSINESS:**

**Ordinance, Providing for the Vacation of a Portion of the Alley Right-of-Way North of Portland Avenue** Mayor Peg Haffey referred to a proposed ordinance vacating, subject to the terms set forth in the proposed Ordinance, the following-described portion of alley right-of-way: Beginning at the east right-of-way line of Poplar Street, eastward to the west right-of-way line of Iris Street, Adjacent to the northern boundary line of Block 2 in Highland Park Subdivision, in accordance, with the attached plat map of the above described alley right-of-way, title thereto shall vest in the owners of property abutting said alley right-of-way, subject to the conditions set forth therein. After limited discussion, **Bill Robinson made a motion, seconded by Christine Lee, to waive the second reading of said proposed ordinance, read by title only, and adopt Ordinance #2191, as presented and discussed.** Mayor Peg Haffey read said proposed ordinance by title only and asked for discussion on the motion and hearing none asked for a voice roll call on the motion with all members present voting in favor. Mayor Peg Haffey declared the motion carried, passed and adopted.

**CITIZENS, COUNCIL MEMBERS:**

Mayor Haffey asked for comments noted, as follows;

Bill Robinson noted a Finance Committee will be held at 6PM on February 21, 2017 and a Water, Sewer, Refuse, Street and Alley Committee will be held at 7PM on February 22, 2017.

**ADJOURNMENT:**

Mayor Haffey adjourned the meeting at 9:13 PM.

By Paul Hartman, City Clerk