

MINUTES OF THE REGULAR COUNCIL MEETING OF THE SAVANNA CITY COUNCIL IN THE CITY OF SAVANNA, CARROLL COUNTY, ILLINOIS, ON TUESDAY, DECEMBER 12, 2017 AT 7:30 P.M. IN THE COUNCIL CHAMBERS AT 333 CHICAGO AVENUE, SAVANNA, ILLINOIS 61074

CALL TO ORDER:

Mayor Chris Lain called the meeting to order on said date at 7:30 PM. Notice of the meeting was delivered to all Council members and posted at 333 Chicago Avenue, Savanna, Illinois in accordance with the State of Illinois Open Meetings Act.

PLEDGE OF ALLEGIANCE:

Mayor Chris Lain led the Council in the pledge of allegiance.

ROLL CALL / ESTABLISH QUORUM:

Mayor Chris Lain declared establishment of a quorum with members in attendance Mayor Chris Lain, Sara DeSpain Purdom, Chris James, Roger Husband, Samantha Ritchie, Jeff Griswold, Jim Friedenbach, Christine Lee and Pat Sanchez. Non-members in attendance were Police Chief Kevin Dimmick, Comptroller/Treasurer Sheryl Sipe, Fire Chief Shawn Picolotti, Superintendent of Public Works John Lindeman, City Attorney Phil Jensen, and City Clerk Rhonda Weiss. News Media: Michael Miller, Mike Nestor, and Colton Ostrum. Citizens in attendance were Dan Pepin from CFPS, Sharon and Casper George, Eric Christensen, Louella Holmes, Karen Robinson, Charlie & Peg Dannels, Maggie Friedenbach, Larry Stebbins, Ron & Freddie Preston, Sue Walker and Chuck & Pat Wemstrom.

APPROVAL OF AGENDA:

Mayor Chris Lain asked for a motion to approve the agenda. **Sara DeSpain Purdom made a motion to approve the agenda as presented, with a second from Samantha Ritchie.** All in favor, none opposed, the motion passed.

APPROVAL OF MINUTES:

Consideration of the Minutes of the November 28, 2017- Regular Meeting: Mayor Chris Lain asked for a motion to approve the minutes from November 28, 2017. **Pat Sanchez made a motion to approve the November 28, 2017 minutes, with a second from Sara DeSpain Purdom.** All in favor, none opposed, the motion passed.

COMMITTEE REPORTS:

Hotel/Motel Committee 12/6/17: Samantha Ritchie, Chairman reported on the meeting from 12/6/17. The marketing consultant position has been posted for applications to be accepted. Resumes will be reviewed at the next meeting with interviews to follow. The ad plan was discussed for 2018 and the direction the committee would like to go. Reviewed the financial reports along with the hotel/motel tax summary report. Diane Bausman spoke about the new advertising campaign for Blackhawk Waterways. Gay Heide talked about website statistics. **Pat Sanchez motioned to accept the report, with a second by Christine Lee.** All in favor, none opposed, the motion passed.

TIF Meeting 12/11/17: Pat Sanchez reported on the meeting from 12/11/17. The first of six payments to Riverside Dental was approved for payment on Warrant #8 in the amount of \$4,143. The first of five payments to The Answer was approved for payment on Warrant #8 in the amount of \$2,130.98 with the stipulation that the two debts with the city be paid before his check would be released. Eric Christensen from River Cities Heating, Air Conditioning & Refrigeration at 228 Chicago Avenue submitted an application for TIF assistance. The Committee is recommending a reimbursement of \$2,160 annually for five years. An Ordinance has been prepared for Council consideration later in the meeting. **Samantha Ritchie motioned to accept the report, with a second by Sara DeSpain Purdom.** All in favor, none opposed, the motion passed.

Finance Committee 12/12/17: Christine Lee reported on the 12/12/17 meeting. The Committee reviewed and accepted the Accounts Receivable report, with Mayor Lain going to place a phone call to MPI Farms for an attempt to collect their delinquent invoice. The company, TBC hired by the fire department to collect funds for certain rescue calls will be discontinued as of January 1st. The Committee agreed with the Fire Chief's decision to go back to the city doing the billing because we haven't gained anything from using TBC. The 2017/2018 budget was reviewed and approved. Warrant #8 was reviewed and recommended for payment. The amendment to the Owner-Engineer Agreement for \$2,000 was recommended for approval. This amendment is due to the additional services from MSA to complete elevation certificates for the City's Insurance Company for the WWTF and In-System Sewerage Improvements Projects. The Committee recommended approval of the WWTP-IEPA Loan Administration Amendment of \$15,500 from CFPS for additional administrative work for splitting the project into two loans. The final draw #23

for the WWTP and In-System Sewer Project loans in the amount of \$164,008 was reviewed and recommended for approval. This final draw will not be paid until all work is completed and signed off by John Lindeman and Mayor Chris Lain. The Committee recommended authorization be given to Mayor Chris Lain to sign the necessary closing documents for the WWTF & In-System Sewer Improvement Projects. The Committee recommends approval of the (5) year maintenance agreement from Suez Company for the Pinnacle Tank Mixing Unit. **Request for Funds, Fire Hydrant Replacement Program and Valves & Valve Boxes, Public Works Department:** The Committee recommends approval not to exceed the total budgeted amount of \$10,000 from the Water System Improvement Fund for John Lindeman to purchase Fire Hydrant(s) and Valves & Valve Boxes for the replacement program. **Christine Lee motioned to approve not to exceed the \$10,000 budgeted from the Water System Improvement Fund for the Fire Hydrant Replacement Project, with a second by Sara DeSpain Purdom.** All in favor, none opposed, the motion passed. **Request for Funds, Hotbox Trailer, Vibratory Roller, Tilt-Bed Trailer-Public Works Department:** The Committee recommends approval not to exceed the total budgeted amount of \$38,000 from the Public Ways & Property Improvement Fund and the Street Depreciation Fund to purchase this equipment. The Committee also recommends waiving the bidding requirements, which require a 2/3 vote of the City Council. The Public Works employees have a preference from the different models that were demonstrated to them. **Christine Lee motioned to waive the bidding requirements and approve the purchase of a Hotbox Trailer, Vibratory Roller and Tilt-Bed Trailer not to exceed the total amount of \$38,000 budgeted from the Public Ways & Property Improvement Fund and Street Depreciation Fund, seconded by Pat Sanchez.** Jeff Griswold asked what the current roller was used for, with John explaining the current one is for larger areas and the new one would be used in smaller areas. Voting in favor were Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold, Pat Sanchez and Sara DeSpain Purdom, none opposed, motion passed. **Pat Sanchez motioned to accept the Finance Committee report, with a second by Sara DeSpain Purdom.** All in favor, none opposed, the motion passed.

WARRANT #8:

Bills for the Month of November 2017-Totaling \$329,092.18: After review, **Christine Lee motioned to approve payment of Warrant #8 in the amount of \$329, 092.18, with a second by Sara DeSpain Purdom.** Voting in favor were Christine Lee, Jim Friedenbach, Jeff Griswold, Samantha Ritchie, Roger Husband, Sara DeSpain Purdom, Chris James and Pat Sanchez, none opposed, motion passed.

COMMUNICATIONS:

TCEDA: A card was received by TCEDA thanking the City of Savanna for their financial support and that several of the local businesses showed interest in the Build it-Grow it program.

MONTHLY REPORTS:

Financial, Police, Fire and Public Works for November 2017: After review, **Christine Lee motioned to accept the Reports for November 2017, with a second by Samantha Ritchie.** All in favor, none opposed, motion passed.

UNFINISHED BUSINESS:

Ordinance, Annual Tax Levy: After review, **Christine Lee motioned to waive the second reading and approve the Annual Tax Levy Ordinance #2212 in the amount of \$753,886.00 with a second by Pat Sanchez.** Voting in favor were Samantha Ritchie, Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach, and Christine Lee, none opposed, motion passed.

NEW BUSINESS:

Ordinance, Approving TIF Redevelopment Agreement with River Cities Heating, Air Conditioning & Refrigeration: Pat Sanchez reported on the committee's recommendation to approve an Ordinance to enter into an agreement to reimburse River Cities Heating, Air Conditioning & Refrigeration 30% of their project costs of \$36,000. A total of \$10,800 will be reimbursed, with annual payments of \$2,160 over a 5 years period. First reimbursement will be November 2018. **Jeff Griswold motioned to read by title only the first reading of the Ordinance approving a TIF Redevelopment Agreement with River Cities Heating, Air Conditioning & Refrigeration, second by Sara DeSpain Purdom.** A correction on the proposed Ordinance will be prepared before the second reading is held. Roger Husband question if tax revenue will increase from this new business. Pat Sanchez and Mayor Chris Lain both explained the building will be reassessed next year after improvements for property tax, as well as an increase in sales tax due to this formerly being an Iowa business, along with the creation of possibly 6 new jobs. Voting in favor were Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold, Sara DeSpain Purdom and Pat Sanchez, none opposed, motion passed.

Ordinance, Adopting a Policy Prohibiting Sexual Harassment: Attorney Phil Jensen explained that the Illinois General Assembly is requiring each governmental unit to adopt an Ordinance or Resolution by January 15, 2018 establishing a policy to prohibit sexual harassment. All prior existing sexual harassment policies of the City of Savanna shall be superseded by the Policy Prohibiting Sexual Harassment adopted by the Ordinance. **Christine Lee motioned to read by title only, waive the second reading and adopt Ordinance #2213 Adopting a Policy Prohibiting Sexual Harassment, seconded by Roger Husband.** Voting in favor were Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James and Roger Husband, none opposed, motion passed.

Jon & Teresa Ross, 333 California St., Driveway Width Variation: According to City code, the City Council is required to approve a variance to increase over an allowable driveway width. After review and discussion, **Christine Lee motioned to approve the driveway width variation request from Jon and Teresa Ross at 333 California Street, second by Pat Sanchez.** Voting in favor were Samantha Ritchie, Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach, and Christine Lee, none opposed, motion passed.

Amendment to Owner-Engineer Agreement, WWTF & In-System Sewerage Improvements: Mayor Chris Lain explained that this \$2,000 amendment is due to the additional services from MSA to complete three elevation certificates required by the City's Insurance Company for the WWTF and In-System Sewerage Improvement Projects. The Finance Committee recommended approval of this amendment. After further discussion, **Pat Sanchez motioned to approve the Amendment #3 to the Owner-Engineer Agreement for the WWTF & In-System Sewerage Improvement Projects for \$2,000, seconded by Samantha Ritchie.** All in favor, none opposed, motion passed.

Wastewater Treatment Plant-IEPA Loan Administration Amendment, Community Funding & Planning Services: The Finance Committee recommended approval of the request amendment to the Administration agreement with Sharon Pepin, CFPS. **Christine Lee motioned to approve the amendment of \$15,500 for additional fees for administration of the second IEPA loan, seconded by Jim Friedenbach.** Roger Husband questioned why it hadn't been brought forward two years ago when the loan was split. Dan Pepin representing CFPS answered that upon preparing the loans for closure, it was realized how much additional work was involved and due to the timeframe and emergency for submission two years ago it was just overlooked. Before the final loan documents are submitted for closure, this request needs to be voted on to either be included or not included. More discussion followed on the lateness of the CFPS requests for additional funds. **Voting in favor were Sara DeSpain Purdom, Jim Friedenbach, Christine Lee, Samantha Ritchie and Jeff Griswold, opposed were Chris James, Pat Sanchez and Roger Husband.** Motion passed.

Request for Loan & Grant Disbursements for WWTP and In-System Projects: Dan Pepin from CFPS explained that this Draw #23 in the amount of \$164,008 is the final draw that will be submitted by year end of 2017 to close-out the project, but will not be disbursed until all work is completed and approved by John Lindeman. Draw #23 invoices include Williams Brothers Invoice #17 for \$124,958, MSA Professional Services-WWTF Invoice #18 & #19 for \$16,500, CFPS-EPA Invoice #4 & #5 for \$17,500, CFPS-DCEO CDBG Disaster Invoice #6 for \$2,250 and CFPS-EDA Invoice #5 for \$2,800. Of the total Draw #23 request of \$164,008, \$156,258 is from IEPA Loan Funds, \$5,500 if from EDA Funds and \$2,250 is from DCEO/CDBG Disaster Funds. Finance Committee recommended approval of Draw #23. **Sara DeSpain Purdom motioned to approve Final Draw #23 in the amount of \$164,008 seconded by Christine Lee,** All in favor, none opposed, motion passed.

WWTF & In-System Sewer Improvement Projects Final Close Out Paperwork: Finance Committee recommended giving Mayor Chris Lain approval and authority to sign all final close out documents. After discussion, **Pat Sanchez motioned, seconded by Jeff Griswold to authorize Mayor Chris Lain approval to sign final documents for the WWTF & In-System Improvement Projects.** All in favor, none opposed, motion passed.

Pinnacle Tank, Mixer MP Maintenance Agreement: The Finance Committee recommended approval of a five (5) year maintenance agreement with Suez Company for the Pinnacle Tank Mixing System. The Mixing System was purchased in FY 2014/15. The tank has recently stopped working properly and this company is willing to make the agreement retroactive to cover the current issues that exist. No funds are being request at this time, but will be included in next year's budget. **Pat Sanchez motioned to authorize John Lindeman to enter into a maintenance contract with Suez Company with funding for it in the 2018/2019 budget, seconded by Jim Friedenbach.** All in favor, no opposed, motion passed.

Resolution, 2018 Street Maintenance, MFT Funds: A resolution for maintaining streets and highways under the applicable provisions of the Illinois Highway Code from January 1, 2018 to December 31, 2018 needs to be submitted to the Illinois Department of Transportation. This annual Resolution is appropriating the sum of \$107,874 of Motor Fuel Tax funds which is an estimate of maintenance costs. **Christine Lee motioned to approve Resolution #1146 in amount of \$107,874 for 2018 street maintenance, seconded by Sara DeSpain Purdom.** All in favor, none opposed, motion passed.

Recycling, Discussion: Larry Stebbins addressed the council regarding the closure of the recycling center on Portland Avenue. He believes the facility is still needed and solutions should be explored to reopen it. Maggie Friedenbach provided letters from citizens asking to open back up this facility. These requests were from County residents that would come into town to recycle and then shop at the local business in town. She suggested a subscription program. Freddie Preston spoke about how she would gladly pay for the service and currently travels to Clinton to recycle at no charge, but also shopped in town when she brought it to the Savanna facility. Chris James spoke on the costs to maintain the collection bins at a rate of several thousand dollars. John Lindeman suggested approaching the County Board in taking it on. Currently, the City residents already have unlimited curbside recycling and the recycling center was a redundancy on the program. Ron Preston felt that closing the recycling center is driving business away from Savanna. John Lindeman told Karen Robinson the deficits run about \$20,000. Sara DeSpain Purdom suggested that a petition be circulated with signatures from County residents and presented to the County Board. Thus showing how it is still relevant to County residents and possibly transferring responsibility to Carroll County not the City of Savanna. **Christine Lee motioned to send the closure of the recycling center issue to the Water, Sewer, Refuse, Street & Alley Committee for further discussion and review, seconded by Chris James.** Voting in favor were **Samantha Ritchie, Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach and Christine Lee**, none opposed, motion passed.

CITIZENS, COMMITTEE MEMBERS:

John Lindeman stated there is a Public Hearing on December 21st for the Wacker Road project.

Shawn Picolotti stated there will be a blood drive on December 28th at the fire station.

Kevin Dimmick stated Dustin Lawson has graduated from the Police Academy.

ADJOURNMENT:

Mayor Chris Lain made a motion to adjourn at 8:55 pm.

Minutes composed by Rhonda Weiss, City Clerk.