

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE SAVANNA CITY COUNCIL IN THE CITY OF SAVANNA, CARROLL COUNTY, ILLINOIS, ON TUESDAY, FEBRUARY 13, 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 7:33 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, Jeff Griswold, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach, Christine Lee and Pat Sanchez, with Samantha Ritchie absent. Non-members in attendance were News Media: Michael Miller and Colton Ostrum, Police Chief Kevin Dimmick, Comptroller/Treasurer Sheryl Sipe, Fire Chief Shawn Picolotti, City Attorney Phil Jensen, and City Clerk Rhonda Weiss. Citizens in attendance were Jared Fluhr, MSA.

**APPROVAL OF AGENDA:**

**Pat Sanchez made a motion to approve the agenda as presented, with a second from Sara DeSpain Purdom.** All in favor, none opposed, the motion passed.

**APPROVAL OF MINUTES:**

**Consideration of the Minutes of the January 23, 2018 Meeting:** Mayor Chris Lain asked for a motion to approve the minutes from January 23, 2018 meeting. **Pat Sanchez made a motion to approve the January 23, 2018 minutes as written, with a second from Sara DeSpain Purdom.** All in favor, none opposed, the motion passed.

**COMMITTEE REPORTS:**

**Contract & Lease/Collective Bargaining Committee 1-23-18: Verizon Wireless Lease Agreement:** Chairman Jeff Griswold said the Committee received a counter proposal from Verizon stating they would agree to the annual increase to \$15,000, but not the 20% increase every 5 years over the lease term of 20 years. The Committee agreed to counter with an 18% increase every 5 years of the 20 year lease.

**Mediacom Building Rental:** Chairman Jeff Griswold suggested reviewing the recommended agreement after questions were brought up at the previous council meeting. After review, the committee recommended the lease agreement remain the same as previously proposed. It will be voted on by the council later in this meeting.

**Savanna Train Car Museum, Inc., Train Car Lease.** Chairman Jeff Griswold stated the current agreement will be expiring February 28, 2018. The Committee is recommending extending the current agreement with no changes. City Attorney Phil Jensen will draw up an agreement for council review at their next meeting.

**Sara DeSpain Purdom motioned to approve the Contract & Lease/Collective Bargaining Committee report, with a second by Pat Sanchez.** All in favor, none opposed, motion passed.

**Finance Committee Meeting 2-6-18 & 2-13-18:** Chairman Christine Lee reported the Finance Committee met on 2-6-18 to begin the 2018/19 Budget process. Department heads brought forth their Capital Expenditure requests for review. Suggestions for estimates and fine tuning those requests were discussed. At the 02-13-18 meeting the January 2018 Accounts Receivable and the 12/24/36/48/60 Month Reports were reviewed and approved. Warrant #10 was reviewed and recommended for payment. The Fire Department Alarm Report (replacing the TBC Report) requested by the Committee at their last meeting was now suggested to be discontinued also.

**Request for Funds, Hand-held Radar Unit:** Chairman Christine Lee said Chief Dimmick requested to purchase the Hand-held Radar Unit budgeted for \$1200 in the Police Protection Fund. The radar unit he would like to purchase is a rechargeable battery unit for \$866. The Finance Committee is recommending this request. **Christine Lee motioned to approve the purchase of the Hand-held Radar Unit in the amount of \$866, with a second by Roger Husband. A Roll Call Vote of Aye: Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach, and Christine Lee. Nay: None.** Motion passed.

**Request for Funds, Floor Runner/Mats for City Hall:** Chairman Christine Lee explained that originally this request from Sheryl Sipe was intended for the 2018/2019 budget. The Committee recommended purchase of these mats from the current budget. These mats will protect the new floors from this year's snow and salt damage. Roger Husband questioned if this included a cleaning contract as well. Sheryl Sipe explained that it did not and they would be maintained by the office staff. Since this is a non-budgeted item the purchase totaling \$1,408.50 will be taken from Civic Fund (54) contingency line item 498000. **Christine Lee motioned to approve the purchase of the Floor Runner/Mats, with a second by Pat Sanchez. A Roll Call Vote of Aye: Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Jeff Griswold, Pat Sanchez, and Sara DeSpain Purdom. Nay: None.** Motion passed.

**Proposal for Wacker Road & SRTS Property Acquisition:** Christine Lee explained this is a required element of any temporary easements or property acquisition. The State has determined that the City cannot do this themselves and only certain entities are able to do the negotiating and appraisals required. The Committee is recommending approval of the 4 agreements to keep the project moving forward. These proposals will be voted on later in the meeting.

**FY 2018/2019 Capital Expenditures, Budget Worksheets and Salary Adjustments:** Comptroller/Treasurer Sheryl Sipe compiled these worksheets for further review by the Committee.

**Pat Sanchez motioned to approve the Finance Committee reports of February 6<sup>th</sup> and 13<sup>th</sup> 2018, with a second by Sara DeSpain Purdom. All voting in favor, none opposed.** Motion passed.

**Hotel/Motel Committee 2-7-18:** Sara DeSpain Purdom reported on the meeting from 2-7-18. The committee is recommending to council hiring of a marketing consultant. The old agreement held that position to 15 hours a month at \$28 per hour, the committee is asking the council to change that to 15 hours a week at a lower rate of \$25 per hour. There is a great deal that needs to be done with social media, marketing restructuring and website redesign. This is a maximum figure. The hours will vary depending on the season and events scheduled. The hopes are that this marketing will encourage overnight stays in Savanna and will boost exposure to the area. The funds are budgeted in the Hotel/Motel Tax Fund. The initial contract will be for six months and re-evaluated at the end of that time. This agreement will be voted on later in the meeting.

**Christine Lee motioned to accept the Hotel/Motel Committee report of February 7<sup>th</sup>, 2018, with a second by Pat Sanchez. All voting in favor, none opposed.** Motion passed.

**WARRANT #10:**

**Bills for the Month January 2018 Totaling \$256,302.01:** After review, **Christine Lee motioned to approve payment of Warrant #10 in the amount of \$256,302.01, seconded by Sara DeSpain Purdom. A Roll Call Vote of Aye: Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Jeff Griswold, Pat Sanchez, and Sara DeSpain Purdom. Nay: None.** Motion passed.

**COMMUNICATIONS:**

No communications to report.

**MONTHLY REPORTS:**

**Financial, Police, Fire, Public Works for January 2018:** After a brief review, **Christine Lee motioned to accept the January 2018 Financial, Police, and Fire Reports, seconded by Pat Sanchez. (The Public Works report was not available for review) All voting in favor, none opposed.** Motion passed.

**UNFINISHED BUSINESS:**

No unfinished business to report.

**NEW BUSINESS:**

**MCC Illinois, LLC, Lease Agreement and Memorandum of Agreement:** After additional review by the Contracts & Lease Committee, they are recommending approval of this agreement as presented at the January 23<sup>rd</sup> 2018 Council meeting. **Jeff Griswold motioned to approve the Mediacom lease agreement, with a second by Jim Friedenbach. All voting in favor, none opposed.** Motion passed.

**Ordinance, Amending Title 7, Chapter 6, Section 4, Sewer Funds:** Mayor Chris Lain explained that the \$9.00 monthly increase to the Sewer Debt Service Fund to go into effect on May 1, 2018 is not needed. This Fund is currently creating enough dollars to make the loan and interest payments. This Ordinance amendment will keep the Sewer Debt Service Fee at \$20.00 per

month. **Christine Lee motioned to read by title only and approve the first reading of this Ordinance amendment, seconded by Pat Sanchez. All voting in favor, none opposed.** Motion passed.

**Hotel/Motel Consultant Agreement:** This consultant agreement was discussed earlier in the Hotel/Motel Committee report. The Committee is recommending approval to hire Brienna Junk for the consultant position. **Pat Sanchez motioned to accept the Hotel/Motel Consultant Agreement with Brienna Junk, seconded by Chris James. A Roll Call Vote of Aye: Jeff Griswold, Pat Sanchez, Sara DeSpain Purdom, Chris James, Roger Husband, Jim Friedenbach, and Christine Lee. Nay: None.** Motion passed.

**Proposals for Wacker Road & STRS Property Acquisition: HB Wilkinson, Davidson Associates, Hutchinson Appraisals & Real Estate, LLC and Brockway Landplanning Associate:** These proposals were discussed earlier in the Finance Committee report and recommend for approval. Mayor Chris Lain requested a motion to approve the signing of the four contracts with HB Wilkinson, Davidson Associates, Hutchinson Appraisals & Real Estate, LLC and Brockway Landplanning Associates not to exceed the previous approved dollar amount of \$25,000. This will keep the project moving forward until the Committee can meet in regards to the funding. **Pat Sanchez motioned to approve the signing of contracts with HB Wilkinson, Davidson Associates, Hutchison Appraisals & Real Estate, LLC and Brockway Landplanning Associates not to exceed the \$25,000 previous approved by City Council, with a second by Sara DeSpain Purdom. All voting in favor, none opposed.** Motion passed.

**CITIZENS, COMMITTEE MEMBERS:**

Pat Sanchez complimented the Public Works Department for their recent snow plowing and street maintenance during the recent snow storm.

Sara DeSpain Purdom thanked the Fire Department after a recent fire scare at her business.

Jim Friedenbach mentioned he recently met one of our new police officers and enjoyed the contact.

Mayor Chris Lain thanked the City workers for their work during the recent snowfall.

**ADJOURNMENT:**

**Mayor Chris Lain made a motion to adjourn at 8:15 pm.**

**Minutes composed by Rhonda Weiss, City Clerk.**