

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE
SAVANNA CITY COUNCIL IN THE CITY OF SAVANNA, CARROLL COUNTY,
ILLINOIS, ON TUESDAY, NOVEMBER 13, 2018 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 7:32 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 / ESTABLISHMENT OF QUORUM:

Mayor Chris Lain declared establishment of a quorum with members in attendance Mayor Chris Lain, Chris James, Jeff Griswold, Christine Lee, Samantha Ritchie, Pat Sanchez, Roger Husband and Jim Friedenbach. Non-members in attendance were News Media: Michael Miller, Colton Ostrum and Mike Nester, Police Chief Kevin Dimmick, Comptroller/Treasurer Sheryl Sipe, City Attorney Phil Jensen, and City Clerk Rhonda Weiss. Citizens in attendance were Linda Grissinger, Andrea Rumler, Sharon Pepin and Brittany Hatteberg.

APPROVAL OF AGENDA:

Mayor Chris Lain asked to move communications up on the agenda after Approval of Minutes to hear from Andrea Rumler regarding the City's Annual Audit. Samantha Ritchie asked to add to New Business a Road Closure on Third Street during the Savanna Christmas Walk on November 23rd. **Pat Sanchez motioned to approve the amended agenda for November 13, 2018 by adding the two previous requests, seconded by Chris James.** All voting in favor, none opposed. Motion passed.

APPROVAL OF MINUTES:

Consideration of the Minutes of the October 23, 2018 Regular Meeting and Executive Session: Mayor Chris Lain asked for a motion to approve the Regular and Executive Session minutes from October 23, 2018. **Pat Sanchez made a motion to approve the two sets of Minutes for the Regular and Executive Session meetings on October 23, 2018 as written, seconded by Samantha Ritchie.** All in favor, none opposed. Motion passed.

COMMUNICATIONS: (Moved up on agenda)

Winkel, Parker & Foster, CPA-PC, Presentation of Fiscal Year 2017/18 Audit: Mayor Chris Lain introduced Andrea Rumler to present said audit. Ms. Rumler reviewed the audit report concluding the financial records of the City of Savanna have been maintained in accordance with the standards known as Generally Accepted Accounting Principles (GAAP). After concluding presentation, **Jeff Griswold motioned to accept the auditor's report, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

Heartland Pet Welfare: Heartland Pet Welfare sent a thank you letter for allowing them to conduct their fundraiser at the stop light intersection in September. It was quite successful and provided a needed boost to their operational activities.

COMMITTEE REPORTS:

Personnel Committee 11-08-18: Chairman Christine Lee reported the meeting was held for the purpose of hiring a person in the Administrative Department for the position of Bookkeeper. Twenty-nine applications were received and eight people were initially invited for an interview. One person withdrew herself from an interview, due to the wage. Of the seven applicants three were given a second interview. Of those three, Sarah Rubio was recommended to the Personnel Committee to the position of Bookkeeper at a rate of \$16.00 per hour beginning November 26, 2018. Chairman Christine Lee stated the recommended wage fell within the starting wage for the Bookkeepers classification. **Christine Lee motioned to approve the hiring of Sarah Rubio to the position of Bookkeeper at a rate of \$16.00 per hour, starting November 26, 2018, seconded by Roger Husband.** Roll Call Aye: Samantha Ritchie, Jeff Griswold, Pat Sanchez, Chris James, Roger Husband, Jim Friedenbach and Christine Lee. Nay: None. Motion passed.

Pat Sanchez motioned to accept the Personnel Committee Report, seconded by Samantha Ritchie. All voting in favor, none opposed. Motion passed.

TIF Committee 11-08-18: Chairman Pat Sanchez reported that **BV Prowant, LLC** at 44 Main Street projected costs were reviewed and approved for a 25% payout at \$5,300 annually over 10 years for a total of \$53,000. This project is not due to be completed until July 2019 and the first payout to be in December 2019.

William Parks has completed his renovations and turned in his receipts for **Keyhole Ink Studio** at 519 Main Street for payment this year. Receipts were reviewed and approved for a 30% payout at \$1,996 annually over 3 years for a total of \$5,987.

Eric Christensen for River Cities Heating, Air Conditioning and Refrigeration at 228 Chicago Avenue has been granted an extension until November 26th, 2018 to turn in his receipts for a potential payout this year. The extension was granted due to concrete construction delays.

Manny's Inc. inducement letter was also approved and Sharon Pepin has prepared an Inducement Resolution to be voted on later on this agenda under New Business.

Chairman Pat Sanchez also relayed that the total of payments approved to be paid out this year are \$10,429.98 and will be distributed in December 2018. **Samantha Ritchie motioned to approve the TIF Committee report, seconded by Christine Lee.** All voting in favor, none opposed. Motion passed.

Finance Committee Meeting 11-13-18: Chairman Christine Lee reported the Committee reviewed and accepted the Accounts Receivable Report, 12/24/36/48/60 Month Report and 2018/2019 Budget Review for October 2018. Warrant #7 in the amount of \$267,827.81 was reviewed and recommended for payment. A report on the actual expense incurred by the City for Health Insurance Premiums from FY11/12 through FY17/18 was presented for informational purposes. She advised the other Council members not on the Committee they can obtain a copy from the Comptroller if they would like a copy to review.

End of Year Bonus: The Committee reviewed and recommend to the City Council to approve an End of Year Bonus in accordance with City Code Section 1-23-5 (E) in the amount of \$200 for each full time employee with more than 6 months of service in the calendar year and \$100 with less than 6 months. The Committee would like the Ordinance Committee to review this section for better clarification in the future. **Christine Lee motioned, seconded by Pat Sanchez to approve said recommendation as presented.** Roll Call Aye: Pat Sanchez, Chris James, Christine Lee, Samantha Ritchie and Jeff Griswold. Nay: Roger Husband and Jim Friedenbach. Motion passed.

Request for Funds, Appraisal Old Sewer Treatment Plant: The Committee recommended moving forward with Kenneth Mrozek a commercial appraiser with ARC Appraisal out of Morrison, Illinois to provide the City with an appraisal for the Old Sewer Treatment Plant. This appraisal is being done in conjunction with the Savanna Park District for informational purposes at this time. \$3,000 is budgeted in the Utility Maintenance –Civic Fund and the Committee is recommending approval up to \$1400. Between meetings Mayor Lain was able to find the estimate provided from ARC Appraisal for \$1,000. **Christine Lee motioned to approve the Request for Funds not to exceed \$1000, seconded by Roger Husband.** All voting in favor, none opposed. Motion passed.

The Committee reviewed and is recommending approval of the two Ordinance amendments before the Council under New Business for the Water and Sewer projects on Wacker Road. Sharon Pepin explained that the two amendments are presented due to the increase in costs from when the initial Ordinances were approved in January 2018 and also maximizes the forgivable principal dollars for each project.

Jim Friedenbach motioned to approve the Finance Committee Report, seconded by Roger Husband. All voting in favor, none opposed. Motion passed

WARRANT #7:

Bills for the Month of October 2018 Totaling \$267,827.81: Mayor Lain ask if there were any questions on the invoices presented for payment. The Finance Committee has reviewed the Warrant and recommend payment. **Christine Lee motioned to approve payment of Warrant # 7 in the amount of \$267,827.81, seconded by Jim Friedenbach.** Roll Call Aye: Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold and Pat Sanchez. Nay: None. Motion passed.

APPOINTMENTS:

None at this time.

MONTHLY REPORTS:

Financial, Police, Fire, Public Works for October 2018: After review and discussion, **Christine Lee** motioned to approve the monthly reports as submitted, seconded by **Pat Sanchez**. All voting in favor, none opposed. Motion passed.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

(Addition to Agenda) Road Closure for Savanna Christmas Walk: Samantha Ritchie asked the Council to grant a road closure on Third Street from Adams Street to Jefferson Street including the alleys. The owners of the horse drawn wagon ride is requesting the closure for safety reasons. The Savanna Chamber is requesting barricades to close the area from traffic. Chief Dimmick suggested changing the request to Madison and Washington Streets so traffic doesn't attempt to come down the alleys and get blocked from exiting. The City Attorney will prepare a Use Agreement since it is too late to pass a Resolution from a Council meeting, which is the normal procedure for a road closure requests. **Christine Lee** motioned to approve a road closure for **Madison, Third and Washington Streets, including the alleys for the Savanna Chamber of Commerce Christmas Walk - Horse Drawn Wagon Rides on November 23rd from 5-8 PM with a use agreement prepared by the City Attorney and the proper Insurance Certificates provided, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

An Ordinance of the City of Savanna, Carroll County, Illinois, Amending Ordinance No. 2217 Regarding Authorizing to Borrow Funds from the Water Pollution Control Loan Program: In January 2018 Ordinance #2217 was passed authorizing the City of Savanna to borrow up to \$500,000 for the reconstruction of gravity sewer, sewer force main, new manholes, roadway repairs and restoration along Wacker Road, along with the removal/abandonment of the existing sewer force main. This amendment authorizes the City to borrow up to \$750,000, which is an increase of \$250,000. This loan will have up to 45% principal forgiveness. The Finance Committee is recommending approval of this amendment. **Christine Lee** motioned to read by title only, waive the second reading and approve Ordinance #2237, seconded by **Pat Sanchez**. Roll Call Aye: Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold, Pat Sanchez, Chris James, and Roger Husband. Nay: None. Motion passed.

An Ordinance Authorizing the City of Savanna, Carroll County, Illinois, Amending Ordinance No. 2216 Regarding the Authorization to Borrow Funds from the Public Water Supply Loan Program: In January 2018 Ordinance #2216 was passed authorizing the City of Savanna to borrow up to \$850,000 for the relocation and reconstruction of water main, fire hydrants, and several new water services to property lines along Wacker Road, along with roadway repairs and restoration work. This amendment authorizes the City to borrow up to \$1,200,000, which is an increase of \$350,000. This load will have up to 50% principal forgiveness. The Finance Committee is recommending approval of this amendments. **Christine Lee** motioned to read by title only, waive the second reading and approve Ordinance #2238, seconded by **Pat Sanchez**. Roll Call Aye: Samantha Ritchie, Jeff Griswold, Pat Sanchez, Chris James, Roger Husband, Jim Friedenbach and Christine Lee. Nay: None. Motion passed.

Letter Requesting TIF Funds, James Bratta: Mayor Chris Lain explained that James Bratta wishes to be considered for TIF fund assistance in purchasing property and renovations at 613 Broderick Drive. **Christine Lee** motioned to accept the TIF fund request letter from **James Bratta** and recommend this request proceed to the TIF Committee, seconded by **Pat Sanchez**. All voting in favor, Samantha Ritchie abstaining, none opposed. Motion passed.

An Ordinance of the City of Savanna, Carroll County, Illinois, Approving a Redevelopment Agreement By and Between the City of Savanna, Carroll County, Illinois and BV Prowant LLC: This Ordinance approves a redevelopment agreement for TIF funds with BV Prowant LLC for renovations at 44 Main Street. The recommendation from the TIF Committee was an annual payment of \$5,300 over 10 years for a total of \$53,000. The project is due to finish in July 2019, with the first projected payout to be in December 2019. **Christine Lee** motioned to read by Title only and place on second reading for the next Council meeting, seconded by **Pat Sanchez**. All voting in favor, Samantha Ritchie abstaining, none opposed. Motion passed.

An Ordinance of the City of Savanna, Carroll County, Illinois, Approving a Redevelopment Agreement By and Between the City of Savanna, Carroll County, Illinois and William Parks: This Ordinance approves a redevelopment agreement for TIF funds with William Parks for renovation at 519 Main Street. The recommendation from the TIF Committee was an annual payment of \$1,996 over 3 years for a total of \$5,987. This project is completed, with the first payout in December 2018. **Christine Lee** motioned to read by Title only and place on second reading for next Council meeting, seconded by **Pat Sanchez**. All voting in favor, Samantha

Ritchie abstaining, none opposed. Motion passed.

A Resolution of the City of Savanna, Carroll County, Illinois, To Induce the Redevelopment of Certain Property within the Highway 84 and Wacker Road Redevelopment Project Area, First Street: At last Council meeting a letter was read from Manny's Inc. requesting TIF fund assistance for the purchase of property on First Street to expand their business parking area. After a brief discussion, **Pat Sanchez motioned to approve Resolution #1169 with Manny's Inc. to Induce the TIF Redevelopment, seconded by Christine Lee.** All voting in favor, Samantha Ritchie abstaining, none opposed. Motion passed.

December 25, 2018 Council Meeting, Discussion: The last meeting of December falls on Christmas Day the 25th. After a brief discussion, **Samantha Ritchie motioned to cancel the December 25th Council meeting, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

CITIZENS, COMMITTEE MEMBERS:

Linda Grissinger asked when the house at 811 Main Street would be demolished. Mayor Lain responded the date is close and should be completed over the winter months

Samantha Ritchie reminded everyone about the Christmas Walk on November 23rd from 5-8 PM.

Mayor Chris Lain reminded everyone that there are four Council seats up re-election and petitions can currently be circulated and be filed on December 10th -17th . The Consolidated Election will be held on April 2nd, 2019.

Mayor Chris Lain also thanked Samantha Ritchie for all her hard work on the Christmas Walk this year. Hopefully the Chamber will be hiring an Executive Director shortly and that person will be handling it next year.

ADJOURNMENT:

Mayor Chris Lain made a motion to adjourn at 8:52 pm.

Minutes composed by Rhonda Weiss, City Clerk.