

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE  
SAVANNA CITY COUNCIL IN THE CITY OF SAVANNA, CARROLL COUNTY,  
ILLINOIS, ON TUESDAY, DECEMBER 11, 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 7:36 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, Chris James, Jeff Griswold, Christine Lee, Samantha Ritchie, Pat Sanchez, Roger Husband and Jim Friedenbach. Non-members in attendance were News Media: Mike Nester, Police Chief Kevin Dimmick, Comptroller/Treasurer Sheryl Sipe, Superintendent of Public Works John Lindeman, City Attorney Phil Jensen, and City Clerk Rhonda Weiss. Citizens in attendance were Debbie Long, Linda Grissinger, Marne LaShelle, Jared Fluhr, Sharon Pepin and Brittany Hatteberg.

**APPROVAL OF AGENDA:**

Mayor Chris Lain asked for a motion to approve the agenda. **Samantha Ritchie motioned to approve the agenda as presented, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

**APPROVAL OF MINUTES:**

**Consideration of the Minutes of the November 27, 2018-Regular Meeting:** Mayor Chris Lain asked for a motion to approve the minutes from November 27, 2018. **Pat Sanchez made a motion to approve the November 27, 2018 minutes as written, seconded by Chris James.** All in favor, none opposed, motion passed.

**COMMITTEE REPORTS:**

**Hotel/Motel Committee 12-05-18:** Chairman Samantha Ritchie reported the Committee is continuing to work on the festival requirements so that a dollar amount can be included in next year's budget. Facebook continues to be the most reached, with the most popular views being the Savanna Museum and the Holiday Train. Two invoices, Brienna Junk for November consulting hours for \$1,320 and Savanna Inn & Suites for the overnight stay from the fall giveaway for \$120.99 were reviewed and recommended for payment. A request for funds from the Savanna Historical Museum for Festival of Trees advertising was reviewed and denied since they did not qualify according to the guidelines. However, the Committee did approve a \$400 donation in support of the Festival of Trees. Roger Husband questioned how the donation can already be included in Warrant #8 if Council doesn't approve it. City Attorney Phil Jensen explained the inclusion in the Warrant is in anticipation of the Council approval and a Council member could ask for a specific item to be pulled from the Warrant. He also explained funds from Hotel/Motel come from out of town visitors, not residents, and can only be spent on advertising or promotion of Savanna. Roger Husband stated he feels confused by how the money is collected and used. Samantha Ritchie reminded everyone that for a number of years the tax money has just accumulated and the Committee is now choosing to reinvest that money in advertising for the City. **Pat Sanchez motioned to approve the Hotel/Motel Committee Report from 12-05-18, seconded by Chris James.** All voting in favor, none opposed. Motion passed.

**Finance Committee Meeting 12-11-18:** Chairman Christine Lee reported the Committee reviewed and accepted the Accounts Receivable, 12/24/36/48/60 Month Report and the 2018/2019 Budget Review for November 2018. Warrant #8 in the amount of \$401,304.43 was reviewed and recommended for payment.

**Request for Funds, NW Illinois Economic Development:** Chairman Christine Lee said their request was for \$3,000, but the Committee recommended \$2,000 since that is the dollar amount in the 2018/2019 Budget from the Civic Fund. The Committee also suggested they attend a Committee meeting before the next budget is finalized to make a presentation on their reasoning for requesting a larger dollar amount. **Christine Lee motioned to approve the Request for Funds for \$2,000, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed. Roger Husband voiced frustration on no Finance minutes being included for the Council to review and having to rely on a verbal report. He would like more information on the Committee discussions before being asked to vote on expenditures. He also suggested holding Finance

Committee meetings on a different day instead of immediately before the Council meeting to provide written minutes. It was explained he isn't being asked to approve minutes at the Council meeting, but the Council is approving the report given by the Chairpersons of each Committee. Chairman Christine Lee invited Roger Husband or any Council member to attend the Finance Committee meetings in order to obtain additional information and to be more knowledgeable.

**Application for Partial Reimbursement of Demolition Expenses, 842 Chicago Avenue:** Chairman Christine Lee explained this request is for partial reimbursement of demolition expense of property owned by Holly Haring at 842 Chicago Avenue. She submitted two quotes for demolition as required. The Committee recommended reimbursement of \$2,500. This is the first request for these budget funds this year. After further discussion **Christine Lee motioned to approve the Finance Committee's recommendation of \$2,500 for partial reimbursement for the demolition expenses of 842 Chicago Avenue once all demolition and restoration work is completed, seconded by Jim Friedenbach.** All voting in favor, none opposed. Motion passed.

**Request for Funds, Well #5 Repairs, Motor & Meter Replacement:** Chairman Christine Lee said the Committee is recommending Superintendent of Public Works John Lindeman's request for the budgeted funds of \$34,000 plus an additional \$13,000 from the Water System Improvement Fund (35) to update Well #5 with a new efficient motor and flow meter. He will not be requesting the budgeted dollars of \$21,000 for a back-up booster station pump motor to cover the overage of the repairs to Well #5. This upgrade will bring all the wells up to current standards and make operations more efficient. **Christine Lee motioned to approve the Finance Committee's recommendation for the request for funds from the Water System Improvement Fund (35) not to exceed \$47,000 for the upgrade and repairs to Well #5, seconded by Jim Friedenbach.** Roll Call Aye: Samantha Ritchie, Jeff Griswold, Pat Sanchez, Chris James, Roger Husband, Jim Friedenbach and Christine Lee. Nay: None. Motion passed.

Chairman Christine Lee reported the Committee reviewed and recommended approval of the Amendment to Wacker Road Design Engineering Contract with MSA, the Wacker Road Construction Engineering Contract with MSA and the IEPA Loan Administration for the Sanitary Sewer Main Improvements for Wacker and the IEPA Loan Administration for the Water Main Improvements for Wacker Road Agreements, both with Community Funding and Planning Services for \$15,000 each. These four items are under New Business on the agenda for discussion and a vote.

Jim Friedenbach added that he attends the Finance Committee meetings to get additional information before the Council meetings. Roger Husband again voiced his frustration at what he feels is a lack of transparency. Superintendent John Lindeman explained all these agreements and contracts have been looked at numerous times prior to being placed in the budget. They are not something that is thrown together on a whim. These are small pieces of a larger puzzle beginning to come in.

**Pat Sanchez motioned to approve the Finance Committee Report, seconded by Jeff Griswold.** All voting in favor, Roger Husband opposed. Motion passed.

#### **WARRANT #8:**

**Bills for the Month of November 2018-Totaling \$401,304.43:** Mayor Chris Lain advised the Council that the Finance Committee has reviewed and recommended payment of Warrant #8. **Christine Lee motioned to accept the Finance Committee's recommendation and approve payment of Warrant #8 in the amount of \$401,304.43, seconded by Pat Sanchez.** Roger Husband questioned if the TIF expenditure was for previous services. Sharon Pepin, from CFPS explained the hours of service was for the preparing of the FY2018 TIF Report for TIF 2 to be filed with the State of Illinois, review of TIF applications from developers, preparation of information for the creation of Redevelopment Agreements, review of receipts prior to checks being cut for the year and the attendance of the TIF Committee meeting. Roll Call Aye: Pat Sanchez, Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Samantha Ritchie and Jeff Griswold. Nay: None. Motion passed.

#### **COMMUNICATIONS:**

None for review

#### **BIDS:**

**IHDA Demolition Grant - Asbestos Bid Award:** Superintendent John Lindeman reported the bids were opened on Friday, December 7<sup>th</sup>. Four properties were put out for bid, 1025 Chicago Avenue, 1035 Chicago Avenue, 300 Webster and 715 Bowen Street. It appears only 715 Bowen Street will be required by the State to have an inspection, due to it being a multi-unit building. Single family units are not required. Two bids were received, one from Midwest Environmental Consulting Services, Inc. for \$750 and the other from Environmental Management Services for

\$700. Superintendent John Lindeman recommended accepting the bid of \$700 from Environmental Management Services. **Christine Lee motioned to accept and approve the bid from Environmental Management Services out of Dubuque Iowa for \$700, seconded by Samantha Ritchie.** All voting in favor, none opposed. Motion passed.

#### **MONTHLY REPORTS:**

**Financial, Police, Fire, Public Works for November 2018:** Only two of the reports were submitted for approval. After review of the Financial and Police reports **Christine Lee motioned to approve the monthly reports submitted and the Council will review the Fire and Public Works reports at the first meeting in January, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

#### **UNFINISHED BUSINESS:**

**Ordinance, Annual Tax Levy:** After review, **Christine Lee motioned to approve Ordinance #2242 the Annual Tax Levy in the amount of \$791,593.00, seconded by Roger Husband.** Roll Call Aye: Chris James, Roger Husband, Jim Friedenbach, Christine Lee, Samantha Ritchie, Jeff Griswold and Pat Sanchez. Nay: None. Motion passed.

#### **NEW BUSINESS:**

**Amendment to Wacker Road Design Engineering Contract-MSA:** Jared Fluhr from MSA explained this amendment is requesting an additional \$11,000 for their service. IDOT had specific requirements and requested specialized parties for negotiating the easements and appraisals which in-turn required additional hours of service from MSA. In addition some of the easements had to be corrected due to the change in the road and apron grade into the property owner's driveways. The Finance Committee has recommended approval of this amendment with the expenditure coming from Fund #50-Public Ways & Property Improvement Fund. **Christine Lee motioned to approve the amendment to the Wacker Road Design Engineering Contract with MSA for an additional \$11,000, seconded by Pat Sanchez.** Roger Husband questioned why property easements increased by 30%. Jared Fluhr explained the original design was changed by the State due to the road being lowered. The State required a change on the apron grade for driveways which added additional properties for consideration of easements and appraisal paperwork. All voting in favor, none opposed. Motion passed.

**Change Order, SCADA Project:** Public Works Superintendent John Lindeman explained this change order only extends the deadline for final completion of the project to be prior to Fiscal year end of April 30, 2019. There is no change to the contract price. He advised the Council that he had no issue with the requested extension. **Samantha Ritchie motioned to accept Change Order #1 for the SCADA Project with Automatic Systems Co., seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

**Wacker Road Construction Engineering Contract - MSA:** This engineering contract with MSA is for the construction phase of the Wacker Road project. The total amount of the contract is \$432,000. This is further broken down with a lump sum amount of \$186,000 for the administrative paperwork and \$246,000 for the on-site inspector based upon a full-time Resident Project Representative services on an eight-hour workday, Monday through Friday, over an 8 month (38 Weeks) construction schedule to substantial completion. There is a total amount of \$75,000 budgeted in the year's budget between the Public Ways & Property Improvement Fund and the Special Tax Allocation Fund. More than likely these fees will need to be financed at a later date. Time is of the essence due to the possibility of the forgivable percentages changing if the City does not get the bidding out in a timely manner. **Christine Lee motioned to authorize the Mayor to sign the Wacker Road Construction Engineering Contract with MSA for \$432,000 after it is reviewed by City Attorney Phil Jensen and Public Works Superintendent John Lindeman, seconded by Pat Sanchez.** Roger Husband questioned Jared Fluhr regarding the length of the project. Jared explained there is a design and construction phase. This contract only covers the construction phase and he anticipated construction to last 14 months. All voting in favor, none opposed. Motion passed.

**IEPA Loan Administration-Sanitary Sewer Main Improvements - Wacker Road, Community Funding and Planning Services:** This agreement provides professional services to administer an IEPA Water Pollution Control Loan Program for sanitary sewer main replacements for the Wacker Road Project starting January 2019 and ending December 2020 for \$15,000. This project fee will be paid with IEPA loan fund.

**IEPA Loan Administration - Water Main Improvements - Wacker Road, Community Funding and Planning Services:** This agreement provides professional services to administer the City's Public Water Supply Loan from the IEPA for water main replacement for the Wacker Road Project starting January 2019 and ending December 2020 for \$15,000. This project fee will be paid with

IEPA loan funds. The Finance Committee recommends approval of the two Community Funding & Planning Services agreements for loan administrative services. After a brief review, **Christine Lee motioned to approve the two Community Funding & Planning Service Agreements for loan administrative services for the sanitary sewer main replacement and the water main replacement for the Wacker Road Project for \$15,000 each, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

**Resolution, 2019 Street Maintenance, MFT Funds:** Public Works Superintendent John Lindeman referred to a proposed resolution resolving to appropriate \$105,850 of Motor Fuel Tax funds for maintaining Streets and Highways under the applicable provisions of the Illinois Highway Code specifically bituminous materials, energy consumption, concrete materials, aggregate materials, signs and rock salt for calendar year 2019. **Christine Lee motioned to approve Resolution #1170 for the 2019 MFT Street Maintenance, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

**Ordinance, Disposal of Surplus Property - Old Street Name Signs:** Superintendent John Lindeman proposed the old street name signs be declared surplus property and sold to the public. **Christine Lee motioned to read by title only, waive the second reading and approve Ordinance #2243, declaring the old street name sign surplus property and authorizing the disposal of the surplus property for sale at a cost of \$10 each, seconded by Jeff Griswold.** All voting in favor, none opposed. Motion passed.

**Resolution, Support of Illinois Bicentennial Celebrations:** Mayor Chris Lain read the Resolution in Support of Illinois Bicentennial Celebrations. December 3<sup>rd</sup>, 2018 marked the 200<sup>th</sup> anniversary of the admission of Illinois to the Union as a state. **Christine Lee motioned to approve Resolution #1171, Supporting Illinois Bicentennial Celebrations, seconded by Pat Sanchez.** All voting in favor, none opposed. Motion passed.

**CITIZENS, COMMITTEE MEMBERS:**

Marne LaShelle thanked the City Council for all their hard work and wished them a Merry Christmas.

**ADJOURNMENT:**

With nothing further, **Mayor Chris Lain made a motion to adjourn at 8:58 pm.**

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