



**City Council**  
**City Council Chambers ♦ 314 West Stephenson Street ♦ Freeport, IL 61032**

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**MINUTES**  
**COUNCIL MEETING**  
**MONDAY, MAY 15, 2017 AT 6:00 P.M.**

**CALL TO ORDER**

The regular meeting of the Freeport, Illinois, City Council was called to order in council chambers by Mayor James L. Gitz with a quorum being present at 6:01 p.m. on Monday, May 15, 2017.

**ROLL CALL**

Present on roll call: Mayor Gitz and council members Tom Klemm, Peter McClanathan, Art Ross, Jodi Miller, Patrick Busker, Sally Brashaw, and Andrew Chesney (7). Alderperson Koester was absent.

Staff members present: Finance Director Guary Bernadelle, Community Development Director Alex Mills, Public Works Director Tom Dole, Fire Chief Scott Miller, Chief of Police Todd Barkalow, Water and Sewer Executive Director Tom Glendenning, City Engineer Shaun Gallagher, City Clerk Meg Zuravel, and Deputy Clerk Dovie Anderson.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Chesney.

**APPROVAL OF AGENDA**

Alderperson Brashaw moved for approval of the agenda, seconded by Alderperson Ross. Motion prevailed by voice vote without dissent.

**APPROVAL OF MINUTES**

Alderperson Busker moved for approval of the minutes from the regular meeting held on May 1, 2017, and May 8, 2017, with a correction on its face that the pledge was led by Alderperson Brashaw, not Alderperson Koester. This motion was seconded by Alderperson Ross. Motion prevailed by voice vote without dissent.

**PUBLIC COMMENTS**

There were no public comments.

**OLD BUSINESS**

**MINUTES-COUNCIL MEETING  
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**[ADOPTION OF RESOLUTION R-2017-27](#): Resolution to Enter into a Month-To-Month Lease for the Vacant Fire Station on South West Avenue with an Option to Purchase**

Aldersperson Miller moved to postpone this resolution indefinitely; seconded by Aldersperson Chesney; motion carried by voice vote without dissent.

**PRESENTATION OF PLAQUES**

Aldersperson Klemm presented Clerk Zuravel with a plaque honoring her time, commitment, and dedicated service to the City. Clerk Zuravel accepted the recognition stating that it had been her privilege and honor to serve. Her heartfelt words were met with a standing ovation from the public and Council.

Aldersperson Klemm presented Mayor Gitz with a Distinguished Award from Friends at the Library for his loyal and devoted public service. Mayor Gitz thanked the Library Board for the recognition. He summarized his commitment to returning the City to the people better than when he received it. He offered his congratulations to Mayor-Elect Miller and members of the Council. His address was met by a standing ovation from the public and Council.

**SWEARING IN OF ELECTED OFFICIALS**

The Honorable Judge Michael P. Bald, Presiding Judge of the 15<sup>th</sup> Judicial Circuit Court of Illinois, performed the swearing-in ceremony for newly elected Mayor Jodi Miller, City Clerk Dovie Anderson, City Treasurer Linda Buss, 2<sup>nd</sup> Ward Alderman Peter McClanathan, 4<sup>th</sup> Ward Alderman Bob Smith, and 6<sup>th</sup> Ward Alderman Sally Brashaw.

**ROLL CALL**

Present on roll call: Mayor Miller and council members Tom Klemm, Peter McClanathan, Art Ross, Bob Smith, Patrick Busker, Sally Brashaw, and Andrew Chesney (7). Aldersperson Koester was absent.

Contract Attorney Aaron Szeto also joined the meeting at this time.

**OPENING REMARKS**

Mayor Miller stated that she is looking forward to beginning a new chapter for the City. She attributes this to the great work of the Transition Committee. As the day-to-day operations will be handled by a City Manager, Lowell Crow, all of us will be required to understand our new roles. She further stated that her priorities will be retaining the employment base while growing it, increase funding to the Police Department to improve public safety, and create a comprehensive strategy plan for neighborhood blight reduction.

**CONSENT AGENDA**

The following items were presented on the Consent Agenda in the council packet. Mayor Miller read the items into the record: [Consent Agenda PDF](#)

- A. Approval to receive and place on file:
  - 1) City Treasurer's Monthly Investment Report for April 30, 2017
  - 2) City Treasurer's Report of Cash and Fund Balances for April 30, 2017
  - 3) City Treasurer's Police Pension Fiscal Year-End Report 2016-2017

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- 4) City Treasurer's Fire Pension Fiscal Year-End Report 2016-2017
- B. Approval of Water & Sewer Bills Payable (Registers #758, 764, 770) --- \$347,154.03
- C. Approval of Payroll for pay period ending April 29, 2017 --- \$467,592.66 with fringe benefit payments in the amount of \$34,702.49 for a total of \$502,295.15
- D. Approval of Finance Bills Payable (Registers #763, 767, 769 and TBA) --- \$453,139.89

Aldersperson Brashaw moved and Aldersperson Busker seconded that the Consent Agenda be approved. The motion prevailed by voice vote without dissent.

[*CLERK'S NOTE:* Please refer to later in the minutes following Council Announcements where a roll call vote was taken on the Consent Agenda as follows:

The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, and Chesney (7)

Nays: None]

**ORDINANCES – FIRST READING**

**1<sup>st</sup> READING OF ORDINANCE #2017-38:**

**An Ordinance Authorizing the Lease of Certain Real Property Located at 1819 South West Avenue, Freeport, Illinois Owned by the City of Freeport, Illinois**

This matter originated as Resolution R-2017-27 (as Amended 5/4/17). Aldersperson Brashaw moved for approval of Ordinance 2017-38 and Aldersperson Ross seconded. Aldersperson Brashaw moved for suspension of the rules for immediate consideration, seconded by Aldersperson Chesney. Mayor Miller stated that suspension of the rules is non-debatable and must be passed by 2/3 majority. Motion to suspend prevailed by roll call vote:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

Aldersperson Chesney moved and Aldersperson Brashaw seconded to amend the Real Estate Lease Agreement to strike the last sentence in Section 2 of Exhibit A, which is the two-day requirement to inform lessee of Fire Department training on a portion of the property. When asked, Attorney Szeto clarified that by striking this language, the lessee would receive no prior notification of training.

Mayor Miller stated that there being no further discussion, the motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

Mayor Miller stated that there was a motion to approve the ordinance as amended. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

Ordinance #2017-38 was passed.

**1<sup>st</sup> READING OF ORDINANCE #2017-39:**

**Ordinance Amending Section 1062.7 Entitled "Designated Burial Aisles" Of Chapter 1062 (City Cemetery) of the Codified Ordinances of the City of Freeport, Illinois**

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Alderson Busker moved for approval of Ordinance #2017-39, seconded by Alderson Ross. The ordinance was automatically laid over to the next regular City Council meeting.

[1<sup>st</sup> READING OF ORDINANCE #2017-40:](#)

**An Ordinance of the City of Freeport, Illinois Appointing an Interim City Manager and City Manager**

Alderson Brashaw moved for approval of Ordinance #2017-40, seconded by Alderson Smith. Alderson Brashaw moved for suspension of the rules for immediate consideration, seconded by Alderson Smith. Mayor Miller stated that a suspension of the rules is not debatable and requires passage by a 2/3 majority. Motion prevailed by roll call vote:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

Mayor Miller stated the ordinance was before the Council for consideration. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

Ordinance #2017-40 was passed.

**RESOLUTIONS**

[ADOPTION OF RESOLUTION R-2017-30:](#)

**Resolution of the City of Freeport, Illinois Approving a Services Agreement with the Interim City Manager**

Alderson Chesney, as Chairperson of the Transition Committee, explained that Police Chief Barkalow will assume the position of Interim City Manager for a period of a few days and it requires ratification by the Council and Mayor. Alderson Chesney then made a motion to adopt R-2017-30, seconded by Alderson Busker. The motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

[ADOPTION OF RESOLUTION R-2017-31:](#)

**A Resolution Authorizing the Acceptance of The Illinois Housing Development Authority Grant Under the Abandoned Properties Program (APP)**

Community Development Director Mills explained that the Council has already passed a resolution accepting this grant; however, the Illinois Housing Development Authority realizes that it would need to wait until the newly elected officials were sworn so the current officials could sign documents. The grant is for \$71,000 for demolishing applicable buildings under the Abandoned Properties Program.

Alderson Brashaw clarified that this is a housekeeping measure so that the current Mayor and City Council as corporate authorities could sign off on this.

Alderson Chesney then moved to accept R-2017-31, seconded by Alderson McClanathan. The motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

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**APPOINTMENTS**

Interim City Manager Todd Barkalow first thanked the Council for their show of confidence in appointing him as Interim City Manager. He then read into record the following appointments for up to 90 days for the Council to receive and place on file:

- A. Guary Bernadelle – to serve as Interim Finance Director
- B. Alex Mills – to serve as Interim Community Development Director
- C. Todd Barkalow – to serve as Interim Police Chief
- D. Scott Miller – to serve as Interim Fire Chief
- E. Sosnowski Szeto, LLP – to serve as Interim City Legal Counsel

Mayor Miller performed the swearing-in of Oaths for the interim appointments.

Aldersperson Brashaw moved to accept the interim appointments as read into record by Interim City Manager Barkalow, seconded by Aldersperson Ross. Motion passed by a roll call vote as follows:

Yeas: Klemm, McClanathan, Ross, Smith, Busker, Brashaw, and Chesney (7)

Nays: None

**REPORTS OF DEPARTMENT HEADS**

**Fire Department**

Fire Chief Miller reported that on the weekend of May 5 and 6 there were three garage fires within 24 hours which were all suspicious in nature. Investigation continues into the cause and origin of the fires.

**Police Department**

Chief of Police Todd Barkalow announced that Friday, May 19, he will be participating in Dunkin Donuts Cop-on-a-Roof fundraiser. One hundred percent of the proceeds goes towards Special Olympics.

Chief Barkalow stated that they are in the process of testing of recruits. The field has been narrowed and they have begun the investing backgrounds phase.

**Water and Sewer**

Water and Sewer Glendenning stated that there are currently two projects underway. One is the intermittent start-up of the high-pressure zone. There is a minimal amount of water in the Burchard Hills tank. They are proceeding with intermittent steps with valve closures and flushings throughout City. Beginning tomorrow, PRV stations will be activated to check operation and leaks. There will then be a slow, progressive increase in water pressure into the Burchard Tank. This process will be going on for the next two to three weeks. There is a good chance residents will see discoloration in their water. Hydrants will be flushed. He would like to make the public aware that they should run their faucets for a couple minutes until water runs clear. Call the dispatch office if there are difficulties and they will flush the area.

The second project involves two checks which were received today from DCO and Illinois Clean Energy Foundation totaling over \$534,000 to pay for the energy upgrade for the tertiary system at the wastewater treatment plant. For the two-year project, the total cost was \$662,000 of which \$555,000 was the actual equipment. So, the \$534,000 received today nearly covers the equipment charges. Additional efficiencies at the wastewater plant will provide payoffs in 16 months.

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Aldersperson McClanathan asked if notices have gone out with the water and sewer bills. Director Glendenning stated that we are in the middle of the 10 billing cycles which go out per month.

Aldersperson Brashaw asked about the changes in deposits for water services. Director Glendenning mentioned that it is available on the website but he would also forward copies to all of the Alderspersons.

**Public Works**

He gave a summary of the weekly work: tree trimming, painting (please use caution when painting crews are in the streets), pavement grinding, hot mix tomorrow, and lawn mowing.

**Community Development**

Director Mills stated that the Nuisance Inspector is issuing violations for overly tall grass. He encourages residents to either mow themselves or have it hired done.

Aldersperson Chesney asked for a planned demolitions proposal and what would be expected of the Council.

**Finance**

Director Bernadelle stated that auditors will be here June 8 for preliminary work. August 14 through 18 they will be performing the audit. First draft is expected September 12. Final audit on September 27. The audit is due October 2.

**Library**

Nothing to report.

**City Engineer**

Pressure zone activation notice went out to social media: Facebook, Twitter, and City's website. This is in addition to being included with the billings as mentioned by Director Glendenning, which has proven to be more cost-effective than originally thought. The new rate structure mentioned by Aldersperson Brashaw also went out to the above-stated social media and is available in the clerk's office. That document would have incurred substantial expense to be mailed with the billings, so that was not done.

Phase B patching of the valves along Lincoln and Stephenson was completed today. Punch list items will be completed soon which will close out the Phase B project.

Tomorrow they will begin grading the multi-use path from Park to Sullivan and should have it paved within the next two weeks. Then the curb and gutter will be installed.

Restoration of the landscaping around Carnegie City Hall will resume. A topo survey of the property has been completed. The Water and Sewer Department will begin excavating the last of the foundation tomorrow to complete the waterproofing.

They have received \$24,000 in DCO funding to reimburse the costs of LED street lights downtown. We will experience a one and a half year buyback from the \$7,000 invested in this project through energy savings. We will also receive \$11,000 for the energy efficiency upgrade in the Carnegie building, which is about the cost of window coverings in new City Hall.

City Engineer Gallagher asked for the Council's input on this year's street program. He suggests this year's mill and overlay program be outside of the new pressure zone because of the concern of water main breaks. Another

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concern outside of the new pressure zone is the effects of reverse flow on water main that installed in the 1880s. So, this targets areas where water main was constructed in the 1970s and beyond. One area that fits this description is the Mesa Drive/Canyon Drive area, which services 141 homes. The water main in this area was inadequately built. Additionally, there is a local contractor working in that vicinity replacing box culverts. There is always a benefit when a contractor is already mobilized in an area and we will use that to our competitive advantage. City Engineer Gallagher asked the wishes of the Council considering City Manager Crow will be here soon, but this is a time sensitive matter. Alderperson Chesney recommended working with City Manager Crow through phone and email conversations to keep the project moving forward. He noted his trust in Engineer Gallagher's familiarity with the needs of the street program to be sufficient while City Manager Crow comes up to speed with the many issues he will be faced with. He requested that Council be presented with the final package.

**MAYOR'S REPORT**

Mayor Miller pointed out that City Manager Crow will begin Monday, May 22. She would like to call a meeting of the Finance Committee of the Whole at 5:45 p.m. that evening to choose a Chair and Vice-Chair. Then, at 6:00 p.m. a Special Meeting will be held to put forward a few resolutions. One will create a Public Safety Task Force; another will authorize City Manager Crow to put the Old City Hall Building up for sale. Appointments for various boards and commissions will be up for approval.

**COUNCIL ANNOUNCEMENTS/NEW BUSINESS**

Alderperson Chesney first thanked the department heads for their service to the community. He looks forward to working with them as we start a new chapter for the City of Freeport. At the Special Meeting on Monday, May 22, there will be discussion on permits and fees. The threshold was moved from \$3,000 to \$6,000 a couple years ago. The suggestion is raising it again to \$10,000 to encourage homeowners to take care of the properties. Another action item is to take action on our funding with the Freeport Downtown Development Foundation (FDDF). He and Alderperson McClanathan have had discussions about the funding structure for FDDF moving forward in regard to TIF district funding. They currently receive \$50,000 annually. Their model has changed and we should consider eliminating their funding. Their Executive Director is in agreement that their dynamics have changed and are on board with this.

Alderperson McClanathan offered his congratulations to the newly elected and appointed officials. He values the variety of expertise and looks forward to working with everyone.

Alderperson Ross welcomed Mayor Miller, City Clerk Anderson, Treasurer Linda Buss, re-elected Alderperson McClanathan, newly-elected Alderperson Bob Smith, and re-elected Sally Brashaw. He appreciates moving Freeport forward. He thanked everyone as "he would have never made it without you".

Alderperson Smith stated that he has been involved in city government either as an employee or, now, an elected official. He hopes to hit the ground running. His intention is to be engaged and be an integral part of discussions. He is very gratified to be a part of it.

Alderperson Busker welcomed the newly-seated officials. The Fifth Ward Neighborhood Watch meeting will be tomorrow night at the First Church of the Nazarene.

Alderperson Brashaw thanked Mayoral Assistant Diane Kahly for putting together the going away party tonight for outgoing Mayor Gitz and City Clerk Zuravel, for everything she has done for the office of Mayor, and will continue to do. Alderperson Brashaw also thanked Police Chief Barkalow for stepping into the position of Interim City

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Manager. She offered her congratulations to Mayor Miller, Alderperson McClanathan, and Alderperson Bob Smith on their elections.

**ROLL CALL VOTE ON CONSENT AGENDA**

Mayor Miller stated that Attorney Szeto pointed out that a voice vote, rather than a roll call vote, had been taken on the Consent Agenda. Mayor Miller reiterated that Alderperson Brashaw moved and Alderperson Busker seconded that the Consent Agenda be approved.

The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, and Chesney (7)

Nays: None

**PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS**

Tom Teich, Freeport Illinois, thanked Mayor Miller for doing a good job. He feels Chief Barkalow will do a good job as City Manager. He also congratulated Alderperson Smith.

Alderperson Klemm stated that the VFW will be selling poppies this weekend. Half of the proceeds go to the VFW home in Michigan; half stays here for projects.

Upon a motion duly made and seconded, the meeting was adjourned at 7:23 pm.

*s/ Dovie L. Anderson*

Dovie L. Anderson  
City Clerk