



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

MINUTES
COUNCIL MEETING
MONDAY, MARCH 20, 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 6:00 p.m. on Monday, March 20, 2017.

ROLL CALL

Present on roll call: Mayor Gitz and council members Peter McClanathan, Art Ross, Jodi Miller, Patrick Busker, Sally Brashaw, Mike Koester, Andrew Chesney, and Tom Klemm (8).

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 and Deputy City Clerk Dovie Anderson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson McClanathan.

APPROVAL OF AGENDA

Mayor Gitz requested leave of council to move item number 18 after item number 5 (Public Notice – Public Transportation). Alderperson Koester moved for approval of the agenda as amended, seconded by Alderperson Miller. Motion prevailed by voice vote without dissent.

APPROVAL OF MINUTES

Alderperson Koester moved for approval of the minutes from the meeting held on March 6, 2017. This motion was seconded by Alderperson Busker. Motion prevailed by voice vote without dissent.

PUBLIC COMMENTS – AGENDA ITEMS

Nick Jupin, owner of Midwest Medivan and City Transit Solutions (also known as City Cab), gave a business address of 405 South Van Buren Avenue, Freeport, Illinois. Mr. Jupin made a public comment on the transportation funding request for the City's public transportation plan, which is currently administered by the City and operated by the Senior Resource Center. He feels the Center is doing a

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good job. However, he hears from customers that it is hard to get a ride and the routes might not be efficient. Every year gets better. The contract is annual with first right of refusal until 2019. He is suggesting a matrix be built into a contract addendum that monitors refused trips due to a full schedule, late arrivals, no loads, and number of trips requiring 24-hour notice. City Cab nearly matches the transit system's pricing for people who are not able to get a ride through the public transportation program. City Cab charges \$5.00 per adult and \$1.00 per child. Public transportation charges \$3.00 per adult and \$2.00 for children; but, \$5.00 per adult for same-day notification. He hopes in the future the City will consider branching out and, instead of doing a sole contract, look at all the services in town and possibly break that up. Mr. Jupin believes there is a lot of availability between the three transit agencies. If it weren't a sole contract, perhaps all citizens would be able to obtain a ride when they need one.

Jim Jupin stated his business address of 405 South Van Buren Avenue. He has driven his son's cab since May 2016 and in the beginning they averaged 10 rides per week. They now do 90 to 120 rides per day with three drivers and one cab. They could do far better than that but are restricted by available funds as a small business. They feel they are competing with (Pretzel City Transit) PCT when they really do not want to. His son, Nick Jupin, began this business because the people of Freeport desperately needed transportation and employers desperately needed to get their employees to work. But, he feels we need to work together to do that more efficiently. According to a FOIA request last year, PCT averaged 186 rides per day with 10 times the equipment and personnel City Cab has. Mr. Jupin is asking to take a look from the riders/citizen's perspective. They need to get a ride to work and home and they have to pick up children from school. They are depending on us to get them there. He is asking for a review of the contract and the way these rides are administered so that we can get the best service for our tax dollars. He believes their customers would say that they are riding with City Cab because they cannot get a ride with PCT. Mr. Jupin feels that needs to change and the citizens need the City's help to make it change. He reiterated that he does not want to take anything away from the Senior Center and what they do, but he feels the focus should be on the needs of the citizens. City Cab is offering to help in any way they can.

Dave Fonda, 1143 West Donald Drive, Freeport, Illinois, announced that on Friday, March 24, at the Wagner House there will be a FHN Food Fight for Cancer Benefit. Event includes ten caterers and a rhythm and blues band, The Jimmies from New Glarus. They hope to raise a lot of money for the Ferguson Cancer Center. Come meet the nursing staff from that facility. Cost is \$35 per person or \$65 per couple.

STATE OF THE CITY

Mayor Gitz began by thanking all the staff and his wife and daughter who were in attendance. He also commented on working with the City Council, past & present. In regards to efficiency, the Mayor cited payment of general obligation bonds, keeping the City's healthcare fair and affordable, commitment to rebuilding the City's water and sewer infrastructure, and the electrical savings program. Our neighborhoods are improved by demolishing nearly 100 buildings since 2013, landlord accountability, and providing public transportation. Economic development has been shown in the unemployment rate decreasing, community-wide efforts such as Collaborate Freeport, Northwest Illinois Development Association (NIDA) and Small Business Collaborative; WinnPrairie adding a new dimension to senior housing; providing transportation to Berner Foods and Snak King doubling its workforce; expansion of

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the JoAnn Fabrics shopping center site and Menards outlots; adding tenants at the Rawleigh building; initiation of Rose Ridge development after nearly a decade of no new housing construction; downtown events; and addition of services such as the Children's Dyslexia Center at the Masonic Center. He feels the challenges the City faces include continuing the momentum of the bike path expansion and the commitment to improving our antiquated water and sewer system; embracing the role of a new city manager; sharper execution of existing plans; developing a quality workforce; and community involvement, beginning with the right to vote. In summary, the City of Freeport is fundamentally a sound community with promising possibilities with some pitfalls ahead.

PUBLIC HEARING – PUBLIC TRANSPORTATION

Mayor Gitz opened the public hearing at 6:31 p.m.

Community Development Director Alex Mills summarized the following items to be approved later in the agenda: an ordinance to provide transportation within Stephenson County and the City of Freeport for the next fiscal year, a resolution to accept federal terms that go along with federal funding (Special Transit Warranty), and authorization to apply for grant funding. Director Mills briefly summarized that we are seeking, from July 1, 2017 to June 30, 2018, 5311 federal and State of Illinois downstate operating assistance program funds. Also, authorization to enter a pass-through agreement with the Senior Resource Center to operate a demand response system that serves Pretzel City Transit (PCT), a non-profit, whose clientele includes the general public, elderly, and persons with disabilities. The Resource Center provides operational and dispatch duties. One proposed change in this year's service agreement is a reduction in operational hours, ending at 10:00 p.m. instead of 12:00 a.m. Ridership is not abundant at those hours and staff and operator agree there could be savings with minimal impact. The system operates with 14 vehicles and averages 85,000 rides per year. The Senior Resource Center contracts with area non-profits for match funding. A Request for Proposal (RFP) process has been implemented for automated demand ride response software.

Aldersperson Koester mentioned that he has talked with a lot of people who have used the transit service. It is common that a vehicle arrives to drop off a rider, there are seats available, but the vehicle takes off without picking up the new rider. Then, they wait up to 20 minutes for the next vehicle. He asked if this was an issue of scheduling.

Director Mills agreed that scheduling could be improved and added that new software could access the geographical location of buses and where the next ride makes sense. On occasion, the buses do need to leave their routes for service such as oil changes and maintenance checks.

Aldersperson Chesney inquired into the savings by the reduction in hours. Director Mills responded approximately \$23,000. Aldersperson Chesney followed up by asking if there were any other inefficiencies that could be looked at that would not affect service hours. Director Mills responded that the software will incur an expense but the review process has been slower than anticipated. He further explained that there was diligent review with the pricing of maintenance needs and safety concerns. When considering a reduction in hours, it was anticipated that riders could possibly take an earlier trip to still utilize the service. The major savings with a reduction in hours would be in labor at the Senior Resource

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Center. Alderperson Chesney asked if the Senior Recourse Center was in agreement. Director Mills replied, "yes".

Alderperson Miller asked for a clarification of the statistics regarding "riders", specifically does that mean number of people transported or number of trips completed, i.e. is a bus load to Berner counted as one? Director Mills responded that "rides" is a single ride to a destination and back to Freeport and "ridership" would be higher, such as the case of a parent with accompanying children. Alderperson Miller followed up by asking what the anticipated number of riders is for next year. Director Mills answered the projection would be staying around that figure. There are plans to add two new buses that will require a lot less maintenance. Reenergizing the fleet should help with efficiency. The Senior Center also plans to add staff which should help with moving buses from Point A to Point B.

Alderperson Brashaw commented that Director Mills mentioned working with other non-profits for ridership. She asked if the reason the for-profit sector that has volunteered their services is not considered is because of the involvement of federal grant funding and state assistance programs. Director Mills responded that that is correct and, in addition, there are other terms that specify we cannot compete in other ways, for instance, charter service. Working with a non-profit organization can target certain populations making it advantageous to the system without making it competitive with a for-profit company.

Alderperson Klemm pointed out that we have a great transportation system that is in high demand for transporting citizens to doctor's appointments, etc. He has spoken with Transit Coordinator Forrest Senn several times and the conversation usually comes around to the software issue. Alderperson Klemm is in favor of making the decision for a software system. He also feels that Messrs. Jupin brought up valid points. The transit system is a great necessity to the City and he would like to move forward in a manner that is more economical and more accountable. Many times he has seen a big bus with one rider. He realizes that sometimes there is nothing to be done about it. He is in favor of taking a look at what can be done better to service the citizens.

Alderperson McClanathan thanked everyone for their work on this and thanked the non-profit organizations who are involved. He had questions regarding the County's current contribution to this program (financial or otherwise) and, secondly, given that there are contractual obligations, would it be possible to work with private sector partners or other resources. Director Mills answered that in 2012 when the County entered into an intergovernmental agreement with the City, they basically ceded their authority and any related obligations so, there is no financial support from the County. At this point, Stephenson County has no involvement other than being served by the system. As to working with private sector entities, some things like workforce development groups require transportation. Collaborating with non-profits has worked successfully with these employers, such as United Way and Berner Food and Beverage, and we plan to continue working on those opportunities that make sense. He does not want to cannibalize one for the other, i.e. we want to still serve the general public and core ridership, but not one at the expense of the other. Director Mills believes that new software will enhance geographical scheduling and resolve other issues.

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Aldersperson McClanathan asked if it would make sense to focus on three or four core constituencies served by public transportation and have the private sector serve the remaining patrons. Director Mills is open to those possibilities. One focus group is riders with disabilities. Several of the vehicles have various kinds of lifts with various rider capacities. Again, software would make meeting specific needs of riders much more efficient. When the City works with non-profits that have employer agreements, not all of those opportunities are created equal. We need to focus on core constituency. If it is not feasible, he finds a way to meet in the middle.

Mayor Gitz explained there was a time when the Illinois Department of Transportation (IDOT) disagreed over how the program should work. IDOT believed the program should be integrated and serve everyone. At that time, the City subsidized two cab companies and the Senior Resource buses. The general public fell into a "void". The argument was that the general public could use the senior buses because they were purchased by the City who subsidized the rides. As we work through these programs, we need to keep in mind that many downstate public transportation programs usually involve some type of coordinating non-profit organization, require some type of scheduling, and usually serve an entire county. It is not unusual to make special accommodations within a program for certain constituencies, such as disabled persons. Employer agreements for transportation are favored. If we begin divvying up transportation funds, that will open us to the same kind of issues we once grappled with unsuccessfully.

Mayor Gitz welcomed public comments which will be provided to the IDOT, so speakers were asked to give their name and address for the record.

Jim Farrar, 1433 West Demeter, Freeport, stated he is a member of the general board of the Senior Resource Center. He stated one general consideration is that they are unable to focus on three or four groups—the Center cannot discriminate. It is hard for them to say they are going to serve one group of people while not serving another. It was never their intent to harm private companies. They are only trying to serve the people. He believes that somehow maybe coordination can be possible. The biggest problem presented tonight has been scheduling. Currently the scheduling is done by hand and a person is doing the coordinating. With the software they are seeking, the information is entered and a program determines, for example, "go over here and pick up Mary, drop off Bob, and then head over here". This would eliminate a lot of the problems and improve their service considerably. He offered a personal example of the benefits of handicapped accessible buses but agrees there are difficulties with the current system, specifically waiting three hours to be picked up from a doctor's appointment. He asks for understanding that this is the best a manual system can provide and a software system would be a great improvement. There are two new buses and he is working with Director Mills coordinating maintenance to be performed during low-use times. In summary, he believes the transit system is an incredible asset to the community and a software system would make it even better.

Aldersperson Chesney asked if the software was entirely grant funded. Director Mills responded that it is. He then added that Tiffany King with the Chamber of Commerce has inquired and would like to know the scheduling of acquiring software. Director Mills answered that he is "chipping away" at it. The Request for Proposal (RFP) process follows federal rules which have many more strings attached than a local RFP. Secondly, there has been lack of time due to other daily customer service issues, in which he accepts

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responsibility for the delay. Currently he is making sure that State of Illinois clauses are included, and then it will go to IDOT and can be submitted.

Aldersperson Klemm expressed his appreciation for Mr. Farrar coming forward and the time given by the Resource Center's board to this joint venture.

Messrs. Jim and Nick Jupin stated their business address of 405 South Van Buren Avenue for Midwest Medivan and City Transit Solutions (also known as City Cab). Nick Jupin wanted to clarify that their business has not been hurt by Pretzel City Transit. He feels it is just the opposite and that they are very busy and have difficulty keeping up with the demand for rides, as apparently is the case with Pretzel City Transit. He is hoping there is collaboration in the future to take care of more rides together. Regarding the non-profit and federal funding questions raised, Nick Jupin stated that it can be a private or non-profit organization. If using a privately owned business, it would need to be through a third-party contract. They have already talked about becoming a not-for-profit. Their goal is not to "fill their pockets" but to be a part of the community transportation system. The 2014 contract states that they can do a sub-agreement. So if both Pretzel City Transit and City Cab are feeling stress from call volume, he believes that a local dispatch center would benefit both entities even under the current contract. Nick Jupin also empathized with the Resource Center's position regarding dispatching. He has done it, including on a paper system. There are various software packages available. He has experience with an automated system that handled 200+ medical rides per day in Rockford. From that experience, he is aware that many considerations need to be made when selecting software. He suggested that by working together, he thinks that the funding could go further and reducing hours may not be necessary. He believes that ending Pretzel City Transit's operational hours at 10:00 p.m. will hurt Snak King, especially the 11:00 p.m. and 3:00 a.m. shifts. Currently one or two Pretzel City Transit buses are filled for the 11:00 p.m. shift and City Cab services the 3:00 a.m. shift.

Jim Jupin again pointed out that their position is not to disparage the Senior Resource Center in any way. City Cab specializes in the transportation of people, that is their business, and they understand. However, they are not set up to serve people with disabilities. He feels that what they do well is to move people rapidly at the lowest cost possible. Comparatively, outside of Freeport, it is a minimum charge of \$10.00 for a cab ride. They have lowered their prices to \$5.00 to where they are barely breaking even. But the company was not started to make "big money" but to fulfill a need Nick Jupin recognized when he was working in city government. They would like to work together to improve the situation and serve the people of Freeport. He presented the rider's point of view. When going to a job, they can't wait three hours for a bus; employers can't wait three hours for employees to get there. City Cab receives calls daily from Snak King, Seaga, Tri Star Metals, Anchor Harvey, and Berner regarding rides to and from work. He reiterated that they are willing to become a not-for-profit to get that done. As a privately owned small business they do not have the funds to add vehicles, insurance, and drivers. Currently, they have way too much demand for one car, but not nearly enough for two. Their drivers work on a per-ride basis and are independent contractors. He also mentioned provisions within the contract to be able to do so. He recognized what the mayor is saying in regards to "opening a can of worms when it has already been closed", but at the same time he feels it is restricting the economic growth of this community. He believes they can help if they only have the opportunity to do so.

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There being no further comment, Alderperson Koester moved to close the public hearing at 7:10 p.m. The motion was seconded by Alderperson Klemm. Motion prevailed by voice vote without dissent.

RESOLUTIONS

At the beginning of the meeting, Mayor Gitz asked for leave of council to present item number 18 (Adoption of Resolution R-2017-15) after item number 5 (Public Hearing – Public Transportation).

ADOPTION OF RESOLUTION R-2017-15:

Resolution for the May 1, 2017 Contract for the City's Healthcare Coverage (Self-Funded NIHP)

Deputy Clerk Anderson stated that the Healthcare Coverage options would be presented by Stephen Lafferty and Ted Odendahl of Dimond Bros. Ins. LLC.

Mr. Lafferty and Mr. Odendahl presented group health renewal figures from Northern Illinois Health Plan (NIHP) and Sunlife, which are both PPO plans. The Total Year Max Costs for NIHP is \$3,749,497 and Sunlife is \$3,538,803. Dimond Bros.' recommendation is renewing with the NIHP plan as third-party administrator and Gerber Life Insurance as stop-loss carrier for the plan year beginning May 1, 2017. NIHP offers the lowest fixed costs compared to Sunlife and the overall maximum cost is less than one percent of an increase.

Alderperson Brashaw noted several pros and cons with the two carriers presented. She summarized that it would cost \$18,000 more to stay with NIHP over Sunlife, but it would yield a \$70,000 savings on a good-claim year. After weighing all of the information, Alderperson Brashaw agreed with Dimond Bros. and gave her recommendation of NIHP.

Alderperson Klemm concurs with Alderperson Brashaw that this was a difficult decision considering there was so much depth to the figures presented. He noted that each alderperson viewed the data from a different angle. He thanked Dimond Bros. for their timing in preparing the proposal. He will also recommend NIHP.

Alderperson McClanathan also offered his thanks. He cautioned anyone looking deeper into this, that the proposal is multi-dimensional. He also agreed with the pros and cons and will be voting in favor of NIHP.

Alderperson Chesney stated that moving forward he believes a decision involving a \$3 million carrier should go to the Financial Committee of the Whole in February. Mr. Lafferty expressed his sensitivity to the situation and stated that they have been proactive in giving as much time as possible. He explained that the dilemma is that the reinsurance and stop-loss carriers require experience through the end of February, paying particular attention to trigger reports and pending claim reports required by underwriters. Firm offers are not made until the middle of March. This year, the firm numbers were not available until March 14. Unfortunately, that timeline and Council's schedule does not always coincide well, but they endeavor to be as open and transparent with the process as possible.

Alderperson Klemm moved for adoption of Resolution R-2017-15, seconded by Alderperson Busker.

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The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Resolution R-2017-15 was adopted.

CONSENT AGENDA

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

A. Approval to receive and place on file:

- 1) Freeport/Stephenson County Convention and Visitors Bureau 2016 Semi-Annual Report for July through December 2016
- 2) Fire Department Report of Activities for February 2017
- 3) Police Department Report of Activities for February 2017
- 4) City Treasurer's Monthly Investment Report for February 28, 2017
- 5) City Treasurer's Report of Cash and Fund Balances for February 28, 2017
- 6) Notice of Moring Disposal Annual Landscape Waste Program for 2017

B. Approval of Water & Sewer Bills Payable (Registers #732 & #737) --- \$637,948.99

C. Approval of Payroll for pay period ending March 4, 2017 --- \$410,029.46 with fringe benefit payments in the amount of \$33,285.25 for a total of \$443,314.71

D. Approval of Finance Bills Payable (Registers #731, #736 & #738) --- \$558,345.28

Aldersperson Brashaw moved for approval of the consent agenda, seconded by Aldersperson Koester. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

The consent agenda items were approved.

ORDINANCES – SECOND READING

2ND READING OF ORDINANCE #2017-20

An Ordinance Adopting an Update to the City of Freeport Comprehensive Plan and Amending Section 1222.01 (Description) of Chapter 1222 (Official Plan and Official Map) of the City of Freeport Codified Ordinances

The first reading was held on March 6, 2017. A motion to adopt was given by Aldersperson Koester, seconded by Aldersperson Ross and the ordinance was automatically laid over to tonight's meeting.

Administration requests the City Council to place this amended version on council floor for approval at this second reading and layover the ordinance for third reading at a special meeting of the City Council on March 21, 2017, at 5:30 p.m. Mayor Gitz stated that adoption of a special provision of the Comprehensive Plan is required for the lead-based paint remediation grant. This ordinance as placed in the council packet will be reviewed at a special meeting of the Planning Commission tomorrow night and be considered for approval at a Special Meeting of the City Council immediately following.

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Aldersperson Koester moved for approval of the amended ordinance and to lay over the ordinance to a special meeting tomorrow night, seconded by Aldersperson Brashaw. The motion prevailed by a voice vote without dissent.

ORDINANCES – FIRST READING

1st READING OF ORDINANCE #2017-21:

An Ordinance Amending Sections 480.11 (Prohibited Parking Streets), 480.22 (Courtesy Zones, Fifteen- and Thirty-Minute Parking Zones), 482.04 (Parking Permits), Section 484.05 (Handicapped Persons) and Section 484.06 (Parking Spaces for Officials) of the Codified Ordinances of the City of Freeport, Illinois

Mayor Gitz stated that this ordinance was unanimously recommended by the Committee of the Whole in the meeting held on March 13, 2017, and is presented by City Engineer Gallagher. This is to clean up the ordinance to designate parking spaces around the block containing the new Carnegie City Hall building; add three temporary parking spaces on Exchange Street; and bring consistent wording to the ordinance.

City Engineer Gallagher presented a map on the new large screen to show designated parking spaces. Three spaces along Exchange Street will be designated 15-minute parking and one handicapped accessible space. When the lot between Carnegie City Hall and the church is eventually paved, it will accommodate seven parking spaces for city hall staff with the previously mentioned handicapped accessible space just outside the lot. Ten parking spaces are available in front of the building along Stephenson and one will remain accessible for handicapped parking. Cherry Avenue will be stripped with five regular parking stalls with a handicapped space at the northern most corner on Cherry at Exchange. Two parking spaces are required by the Americans with Disabilities Act (ADA) on a block of this size; there will be a total of three. In front of the Police Department, this correction is made to the ordinance to allow for police vehicle parking only with one remaining stall for regular parking and one handicapped accessible stall in front of the school district building. There are 10 spaces available in front of the Masonic Temple on Stephenson. The stall at the southeast corner of Stephenson and Cherry will eventually house the Water and Sewer drop box. The old drop box will remain at the parking lot off of Green Street for a month overlapping with the availability of the new one on Stephenson. This was approved by the Masonic Temple. Parking in the “sheriff’s lot” will be reduced from 50 to 25 reserved spaces.

Aldersperson McClanathan asked for clarification of the location of the “sheriff’s lot” and which stalls would be designated. City Engineer Gallagher explained it is the one near Walnut and Douglas and that six to eight (of the 25 reserved) stalls would be marked for city parking. This map will then be used for new employees to show employee-designated parking.

Aldersperson McClanathan then asked if the school has any reserved parking spaces in the police department’s lot. Police Chief Barkalow responded that they do not.

Mayor Gitz mentioned that he is working with WipFli for reserved spaces in their lot as well for an exchange of in-kind services such as lot plowing.

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Aldersperson Koester moved for approval of Ordinance #2017-21, seconded by Aldersperson Ross. The ordinance was automatically laid over to the next meeting.

1st READING OF ORDINANCE #2017-22:

An Ordinance to Supplement the Appropriation Ordinance Fiscal Year 2016-2017 for the City of Freeport, Illinois (Second Supplemental)

Deputy Clerk Anderson stated that this is a Supplemental Ordinance to transfer \$102,567.09 from the General Fund to MFT Fund to be reimbursed in FY2018 and it was unanimously recommended by the Committee of the Whole at a meeting held on March 13, 2017.

Finance Director Bernadelle commented that this ordinance is for housekeeping purposes. He wants to ensure that this transfer is approved by Council especially for auditing purposes. He is also requesting permission from Council to close four accounts which are no longer used, which do not specifically need Council approval, but he prefers to leave a complete paper trail.

Aldersperson Chesney moved for approval of Ordinance #2017-22, seconded by Aldersperson Klemm. The ordinance was automatically laid over to the next meeting.

1st READING OF ORDINANCE #2017-23:

An Ordinance Amending Chapter 290 (Compensation and Benefits) of the Codified Ordinances of the City of Freeport, Illinois (*retro to May 1, 2016*)

Deputy Clerk Anderson stated, this ordinance was unanimously recommended by the Committee of the Whole at the meeting held on March 13, 2017.

Mayor Gitz explained this is to update compensation for this fiscal year for non-union employees and is in accordance with collective bargaining agreements to keep the same level of gap between supervisors and the persons being supervised. He also clarified that this does not apply to elected officials.

[Clerk's Note: Aldersperson Ross exited Council chambers at 7:35 p.m.]

Aldersperson Koester moved for approval of Ordinance #2017-23, seconded by Aldersperson Klemm.

Aldersperson Klemm moved for suspension of the rules for immediate consideration, seconded by Aldersperson Koester. Mayor Gitz stated the motion for suspension of the rules is non-debatable. The motion for passage prevailed by roll call vote of:

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

Nays: None

[Clerk's Note: Aldersperson Ross returned to Council chambers at 7:39 p.m.]

Mayor Gitz requested a roll call vote for passage of the ordinance. The motion for passage prevailed by roll call vote of:

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Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)
Nays: None
Ordinance #2017-23 was passed.

Aldersperson McClanathan felt it was important to point out that three-fourths of the totals shown were already incorporated through the police union contract as was the one percent that had previously been implemented. We are not adding this newly approved sum on top of the totals shown.

1st READING OF ORDINANCE #2017-24:

An Ordinance Amending Section 874.05 (License Fee) of Chapter 874 (Regulation of Tobacco Products) of the Codified Ordinances of the City of Freeport, Illinois

Deputy Clerk Anderson stated that this ordinance was recommended by a majority of the Committee of the Whole in the meeting held on March 13, 2017.

Police Chief Barkalow explained that this is time sensitive because the letters and application forms will be mailed by April 1, 2017, with a return deadline of April 30, 2017. The ordinance increases the renewal license fee from \$150 to \$300 annually. He stated an amendment was requested by the Committee of the Whole to show two strikes rather than three in a calendar year.

Aldersperson Chesney asked for an overview of the purpose of the increase. Police Chief Barkalow explained that this gives the City more leverage over the tobacco dealer's license, specifically, underage sales, single cigarette sales, and violation of required surveillance. Two of these violations within a one-year period will cause a license to be revoked. The owner can re-apply by paying the initial licensing fee, which is being increased to \$1,000. He also mentioned that he is still working on establishing a special fund to use the resources for underage compliance checks.

Aldersperson Brashaw thanked Chief Barkalow for accommodating the Council's request for two strikes. She also pointed out that the initial fee is increasing from \$150 to \$1,000. She also asked, if licensees are in violation two times, they must reapply and pay \$1,000 rather than \$300. Chief Barkalow stated that that is correct. Aldersperson Brashaw supports stricter enforcement and is in favor of moving forward today.

Aldersperson McClanathan asked Chief Barkalow to explain the importance of video surveillance. Chief Barkalow explained tobacco shops are more prone to be victim of different crimes and they can be a meeting place for other types of crimes. Surveillance equipment which is operating properly not only protects their customers but the shop owner and employees too. It also ensures oversight with the City's tobacco ordinances. The police department performs routine checks on surveillance equipment. Between checks, a patrol officer will sometimes note in a report that the surveillance equipment was not operating.

Aldersperson Klemm asked if a violation of the tobacco ordinance would affect the owner's alcohol license. Police Chief Barkalow responded that it would not.

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Aldersperson Koester also expressed his support, but feels it addresses only part of the problem. He feels another problem is the fine charged to the employee (not employer) who actual sells the cigarettes, which is \$50 plus court fees. He believes an increase to \$100 would be more of a deterrent to these issues. He also supports a portion of the licensing fees be set aside to help with additional enforcement. If the Council is passing an ordinance, he feels there should be funds to enforce it. Mayor Gitz responded the fines could be addressed in a subsequent ordinance and suggested approving the licensing fees tonight.

Aldersperson Brashaw moved for approval of Ordinance #2017-24 as presented, seconded by Aldersperson Ross.

Aldersperson Brashaw moved for suspension of the rules for immediate consideration, seconded by Aldersperson Koester. Mayor Gitz stated the motion for suspension of the rules is non-debatable and requires an extraordinary majority. The motion prevailed by voice vote without dissent.

Mayor Gitz requested roll call vote for passage of ordinance. The motion prevailed by roll call vote of:
Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)
Nays: None
Ordinance #2017-24 was passed.

1st READING OF ORDINANCE #2017-25:

Special Ordinance for Variation, Permit or Amendment of Codified Ordinances of Freeport, Illinois

Deputy Clerk Anderson stated, a petition was filed by Rosati's Pizza Pub Development – Freeport LLC for the property located at 2725 Illinois Route 26 South, Freeport, Illinois (PIN 18-19-07-300-021). The relief sought by the documents on file: approval of a special use permit to allow the sale of alcoholic beverages in an outdoor restaurant area in a B-3 Commercial and Wholesale Business District Zoning Classification. This ordinance was unanimously recommended to council by the Planning Commission in their meeting held on March 9, 2017, and there were no written objections filed on the petition therefore council may take final action this reading.

Aldersperson Chesney moved for approval of Ordinance #2017-25, seconded by Aldersperson Klemm. The motion for passage prevailed by roll call vote of:
Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)
Nays: None
Ordinance #2017-25 was passed.

1st READING OF ORDINANCE #2017-26:

An Ordinance Amending Chapter 1442 (Permits and Fees) of the Codified Ordinances of the City of Freeport, Illinois

This ordinance was unanimously recommended by the Building Commission at the meeting held on March 15, 2017. This ordinance reduces fees required of non-profit organizations when applying for building permits.

**MINUTES-COUNCIL MEETING
MONDAY, MARCH 20, 2017, AT 6:00 P.M.**

Alderson Busker moved for approval of Ordinance #2017-26, seconded by Alderson Klemm. The ordinance was automatically laid over to the next meeting.

1st READING OF ORDINANCE #2017-27:

An Ordinance to Provide for Public Transportation in the City of Freeport and Throughout Stephenson County (FY 2018)

Community Development Director Mills explained that it is a requirement of the grant application that Council approve this ordinance. The application is due April 1, 2017.

Alderson McClanathan noted that several members of the community say they recognize the benefit to City and County and recognize they can help. He encouraged taking full advantage of their offers. Mayor Gitz stated that making changes to an ordinance at this juncture is difficult. He was unaware of a clause in the contract regarding sub-agreements, but he also feels it is worth exploring.

Alderson Koester moved for approval of Ordinance #2017-27, seconded by Alderson Busker.

Alderson Koester moved for suspension of the rules for immediate consideration, seconded by Alderson Busker. Mayor Gitz stated the motion for suspension of the rules is non-debatable and requires an extraordinary majority. The motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

The motion for passage of the ordinance prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Ordinance #2017-27 was passed.

1st READING OF ORDINANCE #2017-28:

An Ordinance Amending Section 220.11 of the Codified Ordinances of the City Of Freeport, Illinois Regarding Council Committees to Create a New Committee to be Known as the Finance Committee of the Whole

Alderson Chesney stated that the proposed ordinance passed unanimously through the Transition Committee and all alderpersons, mayor, and public are in support of this. The goal is to bring financial matters before the Financial Committee of the Whole. One difference is this committee would select a standing Chairperson and Vice Chair. The Chairperson would be responsible for preparing the agenda and minutes, in hopes to work better with the incoming City Manager. He doesn't see this coming together until after the transition takes place, but it was the feeling of the Transition Committee that it is important that this new committee be in place prior to hiring the City Manager.

Alderson Miller moved and Alderson Ross seconded to place the ordinance on the floor for passage on the first reading. The ordinance was automatically laid over to the next meeting.

**MINUTES-COUNCIL MEETING
MONDAY, MARCH 20, 2017, AT 6:00 P.M.**

RESOLUTIONS

ADOPTION OF RESOLUTION R-2017-09:

Resolution to Approve the Preliminary Plat for Smithville Subdivision

Director Mills stated that this resolution has been fully vetted by the Planning Commission and it satisfies the owner's requirements.

Aldersperson Chesney moved for approval of Resolution #R-2017-09, seconded by Aldersperson Busker. Motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester and Chesney (8)

Nays: None

ADOPTION OF RESOLUTION R-2017-10:

Resolution to Approve the Final Plat for Smithville Subdivision

Deputy Clerk Anderson stated that this resolution was unanimously recommended by the Planning Commission at the meeting held on March 6, 2017.

Mayor Gitz pointed out that it is not unusual for a final plat to be approved at the same time as the preliminary plat. Director Mills added that the final plat is identical to the preliminary except that a few things have been taken off.

Aldersperson Busker moved for approval of Resolution #R-2017-10, seconded by Aldersperson Klemm. Motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester and Chesney (8)

Nays: None

[Clerk's Note: At 8:00 p.m., Aldersperson Koester left council chambers.]

ADOPTION OF RESOLUTION R-2017-15:

Resolution for the May 1, 2017 Contract for the City's Healthcare Coverage (Self-Funded NIHP)

[Clerk's Note: Adoption of this Resolution was moved in the Agenda to be presented after item number 5 (Public Hearing – Public Transportation).]

ADOPTION OF RESOLUTION R-2017-16:

Resolution Authorizing Submittal of a Combined Application for Section 5311 Non-Metro Public Transportation Capital/Operating Assistance and Downstate Operating Assistance Grant Funding (FY 2018)

[Clerk's Note: At 8:02 p.m., Aldersperson Koester returned to council chambers.]

Aldersperson Miller asked what the amount of the City's local matching fund is. Mayor Gitz responded that the local funds come in many ways including from the Senior Resource Center. He asked for

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Director Mills' concurrence regarding there being no direct cash. Director Mills agreed and added that the local match comes from service contract revenue from non-profits as well as grants received by our non-profit partner, the Senior Resource Center, which we can count as a local match. Mayor Gitz reminded Council that it is a "reimbursement" grant. Quarterly, the City accumulates expenses, submits invoices to Illinois Department of Transportation (IDOT), and we get a check back at some point when the State deems to pay us. In summary, this resolution is required for renewing our contract with the Senior Resource Center and supplying a package to IDOT so we are in line for new authorization in the new fiscal year.

[Clerk's Note: At 8:03 p.m., Alderperson Busker exited council chambers.]

Alderperson Klemm moved for approval of Resolution #R-2017-16, seconded by Alderperson Brashaw. Motion prevailed by a roll call vote of:

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

Nays: None

ADOPTION OF RESOLUTION R-2017-17:

Resolution Accepting the Special Warranty for Public Transportation Funding (FY 2018)

Director Mills explained that the intent of the Special Warranty is largely aimed at transit employee protections. Since the Program Compliance Oversight Monitor (PCOM) is our only transit employee, and because we are receiving federal funds, we still agree to follow them. This has to do with unionization of transit employees.

[Clerk's Note: At 8:05 p.m., Alderperson Busker returned to council chambers.]

Alderperson Brashaw moved for approval of Resolution #R-2017-17, seconded by Alderperson Klemm. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

ADOPTION OF RESOLUTION R-2017-18:

A Resolution Authorizing the Acceptance of the FM Global Fire Prevention Grant Award

Fire Chief Miller stated that Nancy McDonald found the grant and applied for it on the City's behalf. The intent of these funds totaling \$3,322.40 allows the fire department to purchase pre-fire planning software which allows diagraming of buildings including mechanical systems, floor system layout, and hazardous processing systems. This software is compatible with the in-vehicle computers that the City previously approved.

Alderperson Brashaw moved for approval of Resolution #R-2017-18, seconded by Alderperson Chesney. The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

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ADOPTION OF RESOLUTION R-2017-19:

A Resolution Authorizing the Acceptance of the Walmart Foundation Grant Award

Fire Chief Miller indicated that this grant is in the amount of \$2,000 for the purchase of four-gas meters, which are used after a structure fire to ensure that the air is safe to breath.

Aldersperson Koester moved for approval of Resolution #R-2017-19, seconded by Aldersperson Busker.

The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

ADOPTION OF RESOLUTION R-2017-20:

Resolution to Approve Change Orders in the Amount of \$76,114.21 with Fischer Excavating, Inc. and \$65,600.00 with Fehr-Graham and Associates, LLC And To Approve The Use Of A Proprietary Metals Treatment Solution In the Amount of \$104,454.00 For the Alum Street Corridor Site Remediation Project

Deputy Clerk Anderson stated this resolution and corresponding documents were presented at the Committee of the Whole meeting held on March 13, 2017 and recommended to council by a majority vote.

Mayor Gitz invited Joe Zirkle with Fehr Graham to the podium to be available for questions.

Aldersperson Brashaw stated for the record that grant funds are available to pay for this change order and it is not coming from the City's budget.

Mr. Zirkle pointed out that there was a correction in the resolution that the proprietary product is addressed to the City of Freeport.

Mayor Gitz added that former Mayor Gaulrapp originally obtained the USEPA grant funds. These funds have been used to demolish the site and do an environmental cleanup. There are still some outstanding levels of cadmium. An earlier remediation effort mixed a substance with the soil but was found to have not taken care of the cadmium. The next remediation step with this change order will mix a proprietary compound with the soil to stabilize the cadmium from traveling to the river. Some additional site restoration is included in the change order as well.

Aldersperson Ross moved for approval of Resolution #R-2017-20, seconded by Aldersperson Busker.

The motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

REPORTS OF DEPARTMENT HEADS

**MINUTES-COUNCIL MEETING
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Fire

Fire Chief Miller had nothing additional to report.

Police

Police Chief Barkalow referenced a press release regarding burglary tips he had passed out. This is in response to an increase in burglaries on the West Empire Street corridor. He reminded everyone to be alert. The best prevention is neighbors watching out for each other. The department is giving a high priority to burglaries. They have a pin map at the department and detectives working with patrolmen and 911 operators. Reported suspicious activity is acted upon immediately. Chief Barkalow is asking for residents' help and participation.

Alderperson Klemm asked the Chief to explain their vacation program. Chief Barkalow described their "vacation watch" program. When a resident leaves town for any length of time, the resident can go to the Police Department with identification and fill out a form. Officers do not just drive past the house, but walk around and check the residence daily. If a resident will be gone for several months, the check is performed once per week at varied times of the day. Hopefully this prevents break-ins, but officers have discovered such things as water pipe breakage in the house. This program is free of cost.

Water and Sewer

Director Glendenning referenced the utility efficiencies the Mayor spoke of in the State of the City address. He provided a "final report" regarding the biological aerated filtration upgrade they have been working on for the last year and a half, which is in the very last stage. The construction phase is 100 percent complete and the final stage is monitoring electrical usage. The unit process itself has reduced energy use by 55 percent and operating expenses at the wastewater treatment plant have been reduced by 23 percent, which is a \$75,000 savings. When we receive the March bill, electrical data will be reported to the Department of Commerce and Economic Opportunity (DCEO) and the Illinois Clean Energy Foundation and then the City will receive grant funds of \$525,000 for the project.

Mayor Gitz asked for an overview of other energy efficiency in practice. Director Glendenning summarized the lighting initiative that was undertaken two years ago. Commonwealth Edison performed an energy efficiency audit and the department has been working on a slate of items. The last Capital Improvement Plan had an allowance for energy efficiencies. Most of that has been used on variable frequency drives on large motors. Now the department's focus will change to lighting for the next one to one and a half years.

City Engineer

City Engineer Gallagher announced that today started the new construction season for the Phase B project on Beach Street, tomorrow there will be work in the Cottonwood area, next Wednesday and Thursday they will be in the McKinley/Saxby/Lincoln area. Next week the storm sewer on Pearl City Road will be finished with final grade work to be completed soon. The trail portion will probably be paved in May. Phase B will soon be completely closed out. He also mentioned that the internship program is open for applications for two engineering interns.

**MINUTES-COUNCIL MEETING
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Aldersperson McClanathan asked for information on community partners working with the City on Pearl City Road and trail. City Engineer Gallagher stated that the City will be working with the Park District, Highland Community College Foundation, and other not-for-profits to share in the funding required to pay a bill that will be coming in June. Mayor Gitz added that the Park District has committed their participation and he is working with the Highland Community College Foundation about the connection to the Highland path. The potential “swap” that is in the works is that they would eventually like to give up responsibility for that path in exchange for a major contribution upfront to the trail system with shared financial responsibility for future connections all the way to Highland. The Park District would like additional easements that would go to the northeast and ultimately connect to other trails across Stephenson Road. In summary, we will have a lot of collaboration on this portion of the project and eventually the funds required to finish the path between Sullivan and Park Boulevard. The City will be making a partial contribution, but not all of it, and probably less than half.

Community Development

Community Development Director Mills stated that the City is still making progress in combating blight in neighborhoods. A pair of demolitions was completed last week, another one with the Blight Reduction Program, another one in coming days, and likely an emergency demolition of a house this week.

Aldersperson Chesney inquired into the timeline for acquiring software for the transit program. Director Mills answered that he would like to get it to the Illinois Department of Transportation (IDOT) this week. He then plans to follow up with them weekly to act upon it. Then, a Request for Proposal (RFP) would be open for two to three weeks. The City and the Senior Resource Center would then review the software proposals. He predicts purchase could be made in a month or two, depending upon IDOT’s response time.

Aldersperson McClanathan asked about the status of going out for bids with the \$70,000 grant for additional demolitions. Mills said the Mayor has asked for a focus on the corridor properties and he agrees that this is a very worthy strategy. Title searches have been ordered for those properties. Some will have fast-track demolitions. Once the title searches are completed, there is the State Statute 30-day window. Public Works will determine if they can do one or more of the demolitions, and the rest will be bid as a package with a completion date this spring.

Aldersperson Brashaw asked for information on tomorrow’s meeting at 5:00 p.m. Director Mills stated that the Planning Commission has a public hearing at 5:00 p.m. to consider recommending the addition of lead-based paint hazard language to the Comprehensive Plan. Then at 5:30 p.m. there is a special meeting of the City Council to act upon the recommendation of the Commission, in accordance with state statute. Aldersperson Brashaw asked if all of the Council members are requested to attend. Director Mills stated that a quorum is sufficient, but as many as possible is preferred. Both meetings should be brief because all Council members have been apprised of lead-based hazards several times.

Finance

Director Bernadelle had no additional reports to those provided in the Consent Agenda.

Public Works

**MINUTES-COUNCIL MEETING
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Director Dole handed out four to five weeks of reports and asked for any questions on those. They have received 75 LED Cobra heads for street lights. Installation of those lights began today on Stephenson Street from Liberty to Cherry. Additional areas receiving new lights include the lot across from the Stewart Centre, the Lindo lot at State and Main, the sanitary lot, and four on Marvin Lane. The 75 units need to be out by the first week of May, which will not be a problem.

Aldersperson McClanathan referred to a Council meeting in February where it was indicated that the downtown parking lots would receive this installment of LED lighting. He questioned the change in placement to Stephenson and the few on Marvin Lane. Director Dole stated that he originally considered doing all downtown parking lots, which added up to 43 lights. The balance would not have allowed for any full stretch of street in the downtown. This changed the plan to doing the entire stretch of Stephenson Street and only three city-maintained lots which he would consider high use. This left four lights, which coincided with a need for lights on Marvin Lane and Barberry. Aldersperson McClanathan asked for clarification on which sections of Stephenson will have new lights. Director Dole stated that Liberty to Cherry will receive lights this year. Last year, Cherry to Locust was done during rehab of the street, so LEDs were already installed there. When finished, there will be LEDs from Liberty to Locust on Stephenson.

Aldersperson Miller relayed her constituents' questions regarding sidewalk repairs: is there a sidewalk repair program and, if so, the application process. Director Dole answered that there are funds available through the sidewalk reimbursement program. There is a form to be completed which is on the City's website or can be picked up at City Hall or Director Dole's office. Public Works does the removal of the sidewalk and then works with the contractor to coordinate the timing so the new sidewalk is poured in a timely manner. First, J.U.L.I.E. locates the utilities, Public Works removes the sidewalk, the contractor installs the required aggregate base and concrete, and Director Dole inspects the final job. If inspection passes, the resident is reimbursed for the price of the concrete, upon presentation of a paid invoice from a contractor.

Aldersperson McClanathan asked if it is hot mix season yet. Director Dole replied that mid-May is when the batch plant starts. Civil Constructors provides the start-up date. Public Works equipment is ready to go and a plan is in place, but they are not running yet.

Library

Library Director Dickerson had no report.

MAYOR'S REPORT

Mayor Gitz stated that there were several election challenges in regard to the general election. The Electoral Board handled those objections and found that there was sufficient evidence to keep the candidates in question on the ballot. All of those challenges went to the Circuit Court, which upheld the Electoral Board's decision. One of those decisions pertaining to the mayor's race was then appealed to the Second District Appellate Court. Today, Attorney Phillips advised that the Appellate Court also upheld the original decision. As of now, that exhausts the appeals unless it goes to the Supreme Court. The decision will be forwarded to the members of the Council.

**MINUTES-COUNCIL MEETING
MONDAY, MARCH 20, 2017, AT 6:00 P.M.**

COUNCIL ANNOUNCEMENTS/NEW BUSINESS

Aldersperson Ross stated that the Third Ward Neighborhood Watch meeting will be at the VFW at 6:00 p.m., Thursday, March 23, 2017. Aldersperson Miller noted that the 4th Ward Neighborhood Watch meeting will be held Monday March 28, 2017, at 6:00 p.m. at the Lincoln Mall. Aldersperson Busker noted that the Fifth Ward Neighborhood Watch meeting will be March 21, 2017, at the First Church of the Nazarene at 6:00 p.m. Aldersperson Brashaw stated that the First and Sixth Wards Neighborhood Watch Meeting will be March 28, 2017, at 6:00 p.m., at the Schwarz Funeral Home. Aldersperson Koester added that the Seventh Ward Neighborhood Watch will meet Wednesday, March 29, 2017, at 6:30 p.m. at the main fire station at the corner of Walnut and South. He also reminded citizens that early voting has started. He is hoping for a much better turnout for this general election than the primary. Aldersperson Chesney thanked Deputy Clerk Anderson. Aldersperson Klemm also thanked Deputy Clerk Anderson and welcomed her aboard.

PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

Tom Teich complimented Mayor Gitz on the new City Hall and his State of the City address. He also thanked Director Mills for Rosati's Pizza.

EXECUTIVE SESSION (CLOSED SESSION) PURSUANT TO 5 ILCS 120/2

The following exceptions were read into the record for council to enter an Executive (closed) Session pursuant to:

- Pursuant to 5 ILCS 120/2 (c) (8) Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.
- Pursuant to 5 ILCS 120/2 (c) (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

At 8:45 p.m., Aldersperson Koester made a motion to enter executive session, seconded by Aldersperson Klemm. The motion prevailed by a roll call vote of:

Yeas: McClanathan, Ross, Miller, Busker, Brashaw, Koester, Chesney, and Klemm (8)

Nays: none

At 9:55 p.m., Aldersperson Busker made a motion to return from executive session, seconded by Aldersperson Klemm. The motion prevailed by a roll call vote of;

Yeas: McClanathan, Ross, Miller, Busker, Brashaw, Koester, Chesney, and Klemm (8)

Nays: none

Upon a motion duly made and seconded, the meeting was adjourned at 9:57 pm.

s/ Dovie L. Anderson

Dovie L. Anderson
Deputy City Clerk