



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

MINUTES
COUNCIL MEETING
MONDAY, JANUARY 22, 2018 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 Jodi Miller with a quorum being present at 6:01 p.m. on Monday, January 22, 2018.

ROLL CALL

Present on roll call: Mayor Jodi Miller and Council Members Alderpersons Tom Klemm, Peter McClanathan, Art Ross, Bob Smith, Patrick Busker, Sally Brashaw, Mike Koester, and Andrew Chesney (8).

Staff members present: City Manager Lowell Crow, Finance Director Randy Bukas, Director of Community & Economic Development Nancy McDonald, Director of Public Works Dennis Carr, Director of Streets Tom Dole, Fire Chief Todd Allen, Chief of Police Todd Barkalow, Director of Utility Operations Tom Kopanski, and City Clerk Dovie Anderson.

Others Present: City Legal Counsel Roxanne Sosnowski, Esq.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson Koester.

APPROVAL OF AGENDA

Mayor Miller stated that Item #5 and Item #7 on the agenda will be removed and laid over to the next Council Meeting. Alderperson Koester moved and Alderperson Chesney seconded to approve the agenda as amended; motion carried unanimously by voice vote without dissent.

APPROVAL OF MINUTES

Alderperson Busker moved and Alderperson Koester seconded to approve minutes from the January 8, 2018, regular rescheduled meeting and motion prevailed by voice vote without dissent.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Council member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent [View Consent Agenda](#)

A. Approval to receive and place on file:

- 1) Minutes from Freeport Public Library – 10/11/2017, 11/6/2017, 11/18/2017 Selection Committee Meeting, 11/27/2017 Selection Committee Meeting
- 2) Minutes from Foreign Fire Insurance Board – 11/9/2017

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- 3) City of Freeport Police Department Report of Activities – October, November, and December 2017
 - 4) City of Freeport Fire Department Incidents and Loss Report – November 2017
 - 5) City of Freeport Ambulance Activity Report – November 2017
 - 6) Financial Reports: General Fund, Library Fund, Water Fund, Sewer Fund, Storm Sewer Fund, December 31, 2017.
- B. Approval of Finance Bills Payable (Registers #900, 901, 906, 908, 909, and Invoices to be approved January 22, 2018) --- \$808,330.37.
- C. Approval of Payroll for pay period ending January 6, 2018 – AFSCME Retro --- \$16,240.88 with fringe benefit payments in the amount of \$2,778.81 for a total of \$19,019.69
- D. Approval of Payroll for pay period ending January 6, 2018 --- \$454,322.42 with fringe benefit payments in the amount of \$36,656.68 for a total of \$490,979.10

Aldersperson Koester moved and Aldersperson Busker seconded that the consent agenda be approved. Motion prevailed by omnibus vote of:

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

Nays: None

The Consent Agenda was approved.

ORDINANCES – SECOND READING

ITEM #5 - [2nd READING OF ORDINANCE #2018-02](#)

An Ordinance Amending Title Ten, Employment Provisions, Chapter 290, Compensation and Benefits, Section 290.02 Compensation Plan and Section 290.08 Overtime of the Codified Ordinances of the City of Freeport, Illinois

[Clerk's Note: This item was removed from the Agenda (see above).]

ITEM #6 - [2nd READING OF ORDINANCE #2018-03](#)

An Ordinance Amending Part Two, Administration Code, Title Eight, Boards, Commissions, Bureaus, Chapter 274, Airport Commission, and other Sections of the Codified Ordinances of the City of Freeport, Illinois Regarding the Freeport Albertus Municipal Airport

At the December 11, 2017, Committee of the Whole a motion to move forward for approval was made by Aldersperson Chesney; seconded by Aldersperson Klemm; and the matter was laid over to tonight's meeting by unanimous voice vote. At the January 8, 2018 Council Meeting a motion to move forward for approval was made by Aldersperson Smith; seconded by Aldersperson Busker; and the matter was laid over to tonight's meeting.

City Manager Crow stated that he met with members of the Airport Commission and members of the Pilots Association. Their main concern was keeping the line of communication open between the pilots and the City. He stated that they were free to talk to him or FBO Darrell Janssen.

There being no further discussion, the motion prevailed by a roll call vote of:

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

Nays: None

Abstain: None

Ordinance #2018-03 passed.

ITEM #7 - [2nd READING OF ORDINANCE #2018-04](#)

An Ordinance Adopting a Revised City of Freeport Employee Handbook

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[Clerk's Note: This item was removed from the Agenda (see above).]

ORDINANCES – FIRST READING

ITEM #8 - 1st READING OF ORDINANCE #2018-08

An Ordinance Authorizing the Sale of Certain Items of Personal Property Owned by the City of Freeport, Illinois
Manager Crow stated that once per year he likes to review surplus land and equipment. The City first needs to declare it in surplus and then put it up for sale. Director of Public Works Carr stated that 23 items will be sold by sealed bid. Attorney Sosnowski stated that Section 2 of the final draft will be changed to reflect the City Manager being authorized to sign rather than the Mayor for finalization of the sale.

Aldersperson Chesney made a motion to move Ordinance #2018-08 forward for approval; seconded by Aldersperson Busker. The matter was automatically laid over to the next Council meeting.

Aldersperson Koester asked and Manager Crow confirmed that proceeds will go into the General Fund.

RESOLUTIONS

ITEM #9 - ADOPTION OF RESOLUTION #R-2018-02

Adoption of Resolution for Honorary Street for Merle D. Norman [View documents](#)

Aldersperson Ross presented letters in support of the petition to give the honorary distinction of Merle D. Norman to Orin Street where he lived for the majority of his life. Mr. Norman was an influential part of Freeport especially with mentoring youth and his involvement with the East Side Rec Center which is now the Martin Luther King Center.

Aldersperson Koester made a motion to adopt Resolution #R-2018-02, Aldersperson Ross seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: None

Resolution #R-2018-02 was adopted.

ITEM #10 – ADOPTION OF RESOLUTION #R-2018-03

Resolution Authorizing Execution and Amendment of Federal 5311 Operating Assistance Grant Agreement (FY2018)

Director of Community & Economic Development McDonald gave an overview of the Section 5311 grant which provides annual funding for Pretzel Area Transit. Forrest Senn is the City's facilitator of the program which is housed with the Senior Resource Center. There are 14 vehicles in the fleet which provide over 81,000 rides per year.

Aldersperson Koester made a motion to adopt Resolution #R-2018-03, Aldersperson Chesney seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: None

Resolution #R-2018-03 was adopted.

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OTHER

ITEM #11 - Approval of Bids for [Two Potable Water Test Wells](#): Bid Opening January 17, 2018

Director of Utility Operations Kopanski gave background information on the requirement for capping Wells #2 and #6 as discussed at the January 16, 2018, Committee of the Whole and the need for two new wells as well as closure of the existing water treatment plant. He stated that bids were received for two test wells (#11 and #12) to begin this process. Municipal Well & Pump were the low bidder at \$658,708 for both test wells. The next step will be to collect data regarding flow and water quality to determine if these wells will proceed to the next phase of becoming production wells.

Aldersperson Koester made a motion to approve, Aldersperson Klemm seconded, and the motion prevailed by a roll call vote of:

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

Nays: None

Abstain: None

Director Kopanski stated that the total estimated cost to complete a production well to a depth of 1,400 feet is \$1 million. Manager Crow added that a new treatment plant will cost approximately \$6 million. We will apply for Illinois Environmental Protection Agency (IEPA) loans that offer 30% forgiveness. The depth of the new wells will be into the largest aquifer in the Midwest, so there will be good separation from the current wells. Director Kopanski stated that Well #2 was drilled in 1914 to a depth of approximately 715 feet and Well #6 in 1964 to a depth of 775 feet.

ITEM #12 - Approval of 2018 Contracted Services for Monitoring of Landfill #2/#3 and #4 from Fehr Graham [Presentation](#) [View agreement](#)

Adam Holder with Fehr Graham referenced the presentation given at the Committee of the Whole by Joel Zirkle earlier this evening. He stated that 40% of the contract, which totals \$208,850, is reimbursable expenses for analytical laboratory fees. Manager Crow stated that the estimated costs for testing on Landfills #2/#3 decreased and Landfill #4 increased due to required testing and reporting in the amount of \$10,000.

Aldersperson Koester made a motion to approve, Aldersperson Ross seconded, and the motion prevailed by a roll call vote of:

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

Nays: None

Abstain: None

ITEM #13 - Approval of Contract for Citizen Engagement Application with Polco [View Document](#)

Manager Crow stated that we have been looking at several tools to improve engagement with citizens. Polco interacts with registered voters within the city limits of Freeport. The City will ask citizens for their input on such items as the upcoming Comprehensive Plan. Director McDonald added that Polco is a robust mechanism whereby we can request citizen input from anything from what types of businesses citizens would like to see in Freeport to thoughts on bridge enhancements.

Aldersperson Smith made a motion to approve and Aldersperson Ross seconded.

Aldersperson McClanathan asked who would use this tool and how often. Manager Crow stated that Community & Economic Development would likely use it the most but he would like to see it used as often as possible, potentially twice per month. He gave an example of asking for citizen input when the City changed the downtown

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parking Ordinance for residential parking. The app can be used with Snapchat and Twitter. It is not only a poll system, but it can be a push system if citizens would like emails.

Mayor Miller called for a roll call vote of:

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

Nays: None

Abstain: Chesney (1)

ITEM #14 - Approval of Contract for NonProfitTHRIVE a Partner with Polco [View Document](#)

Manager Crow stated that Nicole Sdao is the founder of NonProfitTHRIVE that matches non-profit organizations with volunteers. This program is in its infancy and the usefulness remains to be seen. The cost is \$3,000 the first year, \$2,500 the second, and \$2,500 the third. United Way already uses it. Freeport would be a beta test city. This is important to the City because when Polco promotes their product, NonProfitTHRIVE will be included. It will be good exposure for Freeport to be known as the beta test city at the forefront. Alderperson Smith stated that while he believes in supporting start-up businesses, he was not sure of spending taxpayer's dollars on this. Mayor Miller added that non-profits such as Freeport Downtown Development Foundation (FDDF) that host volunteer-based events in Freeport will benefit from this. This program can also be used to recruit volunteers to work at the City. Director McDonald stated that this will allow the City to tap into resources we currently do not have. This will offer support for nonprofits to capture volunteer hours, which is important for nonprofit recognition, documenting service hours for college, and providing input for grants for the City and nonprofits.

Alderperson Koester made a motion to approve and Alderperson Klemm seconded the motion.

Alderperson Klemm added that with the proposed combining of the local economic development entities, this may be an asset to them. He feels that if we are not satisfied with the results, funding could be pulled in the second year.

Alderperson McClanathan asked why the City would invest in NonProfitTHRIVE when we do not invest in other organizations. Manager Crow stated that the City does invest in other businesses by allocating TIF monies and revolving loan funds through Redevelopment Agreements (RDAs), awarding façade grants, and supporting by other methods. He believes NonProfitTHRIVE presents a unique difference because it needs a beta test city and authorization for purchasing software for citizen engagement in the area of volunteerism with nonprofits.

Alderperson Busker suggested a presentation by NonProfitTHRIVE if we are not rushed for time.

Alderperson Koester withdrew his motion to approve and Alderperson Klemm withdrew his second. Alderperson Koester made a motion to lay over this matter to the next regular Council meeting, Alderperson Busker seconded and the motion prevailed by a roll call vote of:

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

Nays: None

Abstain: None

REPORTS OF DEPARTMENT HEADS

Finance

Director Bukas stated that he has a request for bids out for audit and actuary services which will be presented at the next Council meeting.

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Community & Economic Development

Director McDonald stated that they are collecting data for the Business District proposal. The Census training was cancelled due to the government shutdown. Alderperson Chesney asked the status of demolitions. Director McDonald stated that they are working on a wish list of properties that are left over from calendar year 2017. The list should be finalized in one to two weeks.

Public Works

Director Carr stated that they are looking at crosswalks near schools which might be eligible for the Safe Routes to School grant.

Streets

Nothing to report.

Alderperson Koester left the meeting at 6:59 p.m.

Fire

Nothing to report.

Police

Nothing to report.

Water and Sewer

Director Kopanski stated that training for the TV truck will take place this week and training for the Combination Truck next week.

IT

Nothing to report.

Airport

Nothing to report.

Alderperson Koester returned at 7:02 p.m.

Housing Authority

Babette Jamison-Varner, Interim Executive Director of the Freeport Housing Authority, introduced herself as a native who returned to her hometown of Freeport to take her current position at the end of September 2017. She stated that the direction the Authority is currently taking is focusing on developing a Succession Plan, organizational development, finance, training for board of commissioners with many new members, a special audit focused on financial position of organization, and developing principles of practice related to finance. She emphasized the importance of partnerships, beginning with the invitation to her to come to the meeting tonight. She believes it is important to the community that Freeport Housing Authority have a presence at Council meetings. She believes it is important to share information about public housing and opportunities presented to clients such as gainful employment and safe, decent, rental housing. The Rental Assistance Demonstration (RAD) Program involved the Brewster and Hosmer high rises. Hosmer renovations are complete. Brewster renovations will be complete by the end of May. RAD partners with investors who have covered the cost of remodeling. Currently Hosmer has 120 units of which 101 filled; Brewster has 49 units with 29 filled. The majority of the residents are ages 55 to 65 who enjoy living within their own community where things are readily available. She

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extended an invitation to visit the buildings and tour a model unit. She is also interested in partnering with the City to be flood-ready and flood-resilient.

CITY MANAGER REPORT

Manager Crow stated that the Battle of the Badges basketball game will be held between the Police and Fire Departments on Saturday, January 27, 2018, at Aquin. The Freeport Art Museum (FAM) will hold its fundraiser February 2, 2018. He has been working with Chief Barkalow, Dennis Carr, Tom Dole and ComEd. They will be installing 200 LED lights in higher crime areas beginning in March. He and Dennis Carr have joined the RAMP board to examine ADA compliancy within the City. At the next Council meeting, he will introduce an app called iWorQs, which is a new workflow tool to allow citizens to identify problems, nuisances, potholes, and other issues around the City. They take a picture which generates a work order and incorporates job tracking.

MAYOR'S REPORT

Mayor Miller had nothing additional to report.

COUNCIL ANNOUNCEMENTS/NEW BUSINESS

Aldersperson Koester stated that 7th Ward Neighborhood Watch meeting will be Wednesday, January 24, 2017, at 6:30 p.m.

Aldersperson Chesney inquired about the \$14,000 paid on the Honeywell contract at old City Hall. Manager Crow stated that he has contacted Honeywell twice. They were to present a new contract at the end of December 2017. He re-engaged on Friday, January 19, 2018. He requested that many services be shut off. He has bids out for services old City Hall and this building. Honeywell is the last one to respond.

Aldersperson Klemm stated that 1st Ward Neighborhood Watch meeting will be tomorrow, January 23, 2018, at Schwartz Funeral Chapel.

PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

Tom Teich commented on Casey's opening soon. Community & Economic Development Director McDonald stated that they are expected to open the second week of February.

Upon a motion duly made and seconded, the meeting was adjourned at 7:14 p.m.

s/ Dovie L. Anderson

Dovie L. Anderson
City Clerk