



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

MINUTES
COUNCIL MEETING
MONDAY, APRIL 2, 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 6:02 p.m. on Monday, April 2, 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 Public Works Dennis Carr, Fire Chief Todd Allen, Chief of Police Todd Barkalow, Director of Utility Operations Tom Kopanski, Director of Information Technology Curt Suttman, and City Clerk Dovie Anderson.

Others Present: City Legal Counsel Roxanne Sosnowski, Esq.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson Smith.

APPROVAL OF AGENDA

Alderperson Brashaw moved and Alderperson McClanathan seconded to approve the agenda; motion carried unanimously by voice vote without dissent.

APPROVAL OF MINUTES

Alderperson Koester moved and Alderperson Smith seconded to approve minutes from the [Finance Committee of the Whole](#) and [Regular Council](#) on March 19, 2018 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 Agenda. [View Consent Agenda](#)

- A. Approval of Finance Bills Payable (Registers #944, 945, 946, 947 and 948 and Invoices to be approved for registers dated March 22, 2018 through March 29, 2018) --- \$792,473.18
- B. Approval of Payroll for pay period ending March 23, 2018 --- \$431,186.48 with fringe benefit payments in the amount of \$32,553.07 for a total of \$463,739.55

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

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

Nays: None

The Consent Agenda was approved.

ITEM #5 – Proclamation regarding Tim Connors Day, April 2, 2018.

Tim Connors was recognized for his 28 years as an educator and 19-time state coach and for being the recipient of the National Federation of State High Schools Association Outstanding Speech, Theatre, Debate Educator Award. He also portrays Stephan Douglas. Mr. Connors thanked everyone for the honor and expressed the importance of communication.

ITEM #5 – Proclamation regarding National Service Recognition Day, April 3, 2018.

Cindy Mielke was recognized for her service to the Retired Senior Volunteer Program. Under her direction, RSVP volunteered many hours that saved over \$1.2 million for the organizations they support.

ITEM #6 – Recognition of Service Awards

City Manager Crow and Director of Public Works Dennis Carr introduced employee Todd Marsh, Street Department, and thanked him for his 25 years of service to the City. Mayor Miller also expressed her appreciation.

ORDINANCES – SECOND READING

ITEM #7 – [1st READING OF ORDINANCE #2018-18](#)

Appropriation Ordinance, Fiscal Year 2018-2019 for the City of Freeport, Illinois [View Appropriation](#) [View Budget](#)

Manager Crow stated that the budget for May 1, 2018, through April 30, 2019, is balanced with \$51 million in revenue and \$49 million in expenditures. The General Fund is balanced at \$18.6 million, including the \$1.1 million grant for the new access road to the Airport, pending approval from the County providing a portion of the matching funds. The Appropriation Ordinance and Budget will be available for public viewing in the Clerk's office and on the website.

Aldersperson Chesney made a motion to move Ordinance #2018-18 forward for approval; seconded by Aldersperson Smith. The matter was automatically laid over to the next Council meeting.

ITEM #8 – [1ST READING OF ORDINANCE #2018-19](#)

An Ordinance Amending Title Six Administration Adding Chapter 224 to the Codified Ordinances of the City of Freeport, Illinois to Provide for the Position of Deputy City Manager of Finance, Community Development and Human Resources

Manager Crow stated that this reorganizes Human Resources, Finance, and Community Development under the Deputy City Manager. It also removes the position of Neighborhood Services Manager. This aligns more with other cities across Illinois of our size that also have City Managers. Wages are not increased. One important component is to provide for a backup in the absence of the City Manager. Randy Bukas, Finance Director, is also a credentialed City Manager with the Illinois City Managers Association (ICMA).

Aldersperson Klemm made a motion to move Ordinance #2018-19 forward for approval; seconded by Aldersperson Busker. The matter was automatically laid over to the next Council meeting.

ITEM #9 – [1ST READING OF ORDINANCE #2018-20](#)

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An Ordinance Amending Title Ten, Employment Provisions, Chapter 290, Compensation and Benefits, Section 290.01 (d) and (e) of the Codified Ordinances of the City of Freeport, Illinois Regarding Classification Plan
Manager Crow stated that the reorganizations stated in Ordinance #2018-19 are documented in this Classification Plan. It also redefines and realigns the Fire Department to incorporate District Chiefs.

Aldersperson Chesney made a motion to move Ordinance #2018-20 forward for approval; seconded by Aldersperson Smith. The matter was automatically laid over to the next Council meeting.

ITEM #10 – 1ST READING OF ORDINANCE #2018-21

An Ordinance Amending Chapter 288 of the Codified Ordinances of the City of Freeport, Illinois Regarding Medical and Life insurance

Manager Crow stated that while reviewing Ordinances during the budgeting process, Jr. Accountant, Michelle Richter, discovered the term “COBRA” was being used incorrectly when the term “premium” was more applicable. Now the wording shows that payments will be 18% of the “premium”.

Aldersperson Smith made a motion to move Ordinance #2018-21 forward for approval; seconded by Aldersperson Busker. The matter was automatically laid over to the next Council meeting.

This also applies to retirees as reflected in the Union contracts. Attorney Sosnowski stated that each Union contract has different wording. Alderspersons Koester and Smith considered abstaining from voting as they are retirees. Attorney Sosnowski stated that since there is no financial impact, they would not be required to recuse themselves. It will be up to their comfort level.

ITEM #11 – 1ST READING OF ORDINANCE #2018-22

An Ordinance Amending Chapter 242 Entitled “Fire Department”, Section 242.53 (Fire Department Capital Fund) of the Codified Ordinances of the City of Freeport, Illinois

Manager Crow stated that this realigns funding from the Fire Department so that 60% goes into the General Fund and 40% goes into the Capital Fund for the Fire Department. It was clarified that this will be effective for one year.

Aldersperson Chesney made a motion to move Ordinance #2018-22 forward for approval; seconded by Aldersperson Smith. The matter was automatically laid over to the next Council meeting.

ITEM #12 – 1ST READING OF ORDINANCE #2018-23

An Ordinance Directing the Sale of Real Estate Containing the Vacant Fire Station Located at 1819 South West Avenue in the City of Freeport, Illinois

Manager Crow stated that in order to sell the old Fire Station, we need to declare it in surplus prior to going out for bids according to State statute. Bid openings will be done during City Council during the first week in May. It also needs to be published in the newspaper three times prior to sale. We will need to remove some things from a couple of storage buildings. Otherwise, the training facility and testing pumps will be leased back to the City for \$1,000 per year as a condition of the sale until another location can be found.

Aldersperson Chesney made a motion to approve Ordinance #2018-23; seconded by Aldersperson McClanathan.

Aldersperson Klemm moved for suspension of the rules for immediate consideration and it was seconded by Aldersperson Ross. Mayor Miller stated the motion for suspension of the rules is non-debatable and must pass by 2/3 of the majority. Motion prevailed by roll call vote of:

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

Nays: Koester (1)

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Aldersperson Busker asked and Manager Crow responded that we have not yet begun to look for a new location. We did not want to get too far ahead before the property sold.

Mayor Miller called for a roll call vote for final passage of Ordinance #2018-23:

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

Nays: Koester (1)

Ordinance #2018-23 was passed.

ITEM #13 – 1ST READING OF ORDINANCE #2018-24

An Ordinance Amending Chapter 242 Entitled “Fire Department” of the Codified Ordinances of the City of Freeport, Illinois

Fire Chief Allen stated that, due to budget cuts, this Ordinance restructures the department without affecting service to citizens. It leaves the minimum staffing in place and realigns upper administration to take on the duties of training, administration, and code enforcement. Manager Crow added that if the department were developed from the ground up, this would be how he and Chief Allen would like to see it structured. He has compared other communities. This gives a clearer chain of command. There was also a recent incident that could have been handled better by a District Chief had one been on staff full time.

Aldersperson Smith made a motion to move Ordinance #2018-24 forward for approval, seconded by Aldersperson Ross, and the matter was automatically laid over to the next Council meeting.

Aldersperson Koester asked if the removal of the fire inspector would require someone new to be trained. Chief Allen stated that that is common with any newly appointed inspector. We did not have a backup to the previous inspector. Now we will have a trained back up and a succession plan to address code compliance. In the interim we will contract these services much as we did the Building Inspector position so there will be no delay in day-to-day inspections. All three Battalion Chiefs are eligible for retirement but would be given the option of going back to a previous position. No one will be laid off. District Chiefs will be the senior officer on shift in charge of operations. Lieutenants will then be needed to backfill the positions left open by the new District Chiefs.

RESOLUTIONS

ITEM #14 – ADOPTION OF RESOLUTION #R-2018-18

A Resolution of the City of Freeport, Illinois Providing for Health, Vision Dental Insurance Premium and COBRA

Manager Crow stated that this is the adoption of our new COBRA rates per Ordinance #2018-21 above. The old premiums went into effect with the new insurance company on January 1, 2018, and the new premium rates will go into effect August 1, 2018.

Aldersperson McClanathan made a motion to adopt Resolution #R-2018-18, Aldersperson Klemm seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: Koester (1)

Resolution #R-2018-18 was adopted.

ITEM #15 – ADOPTION OF RESOLUTION #R-2018-19

A Resolution Authorizing the Release of Escrowed Funds Held as Performance Bonds for Completion of Infrastructure in Indian Springs Subdivision, Sections 1, 2 and 3

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Manager Crow stated that this is to close out the performance bond being held for the partnership of Lynn A. Meyer and Jerry Siedenburg. This was established in 1995 and has been triggered by trying to settle the estate of one of the owners. There is less than \$20,000 being held in escrow from the performance bond. Alderperson Klemm stated that there was previously an issue with one of the Indian Springs subdivisions having sidewalk completed on only one side of the street. He is throwing up a red flag that this should be looked into further. Manager Crow stated that Attorney Cox and Director of Streets Dole felt the qualifications had been met, but we can look into it further.

Alderperson Chesney made a motion to lay over Resolution #R-2018-19 to the next Council meeting, seconded by Alderperson Busker.

Mayor Miller called for a roll call vote to laid over Resolution #R-2018-19 to the next Council meeting.

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

Nays: None

Abstain: None

Resolution #R-2018-19 was laid over to the next Council meeting.

ITEM #16 – [ADOPTION OF RESOLUTION #R-2018-20](#): Resolution of the City of Freeport, Illinois Supporting Diversity in the City’s Workforce and Utilizing Recruitment Strategies That Help to Improve Workforce Diversity.

Manager Crow stated that this is to formerly establish a policy within the City to put an urgency on hiring a workforce that reflects the demographics of our City as a whole. Alderperson Klemm put out a plea to the public to encourage young people who are eligible for these positions to apply and test, especially on the Fire and Police forces.

Alderperson Busker made a motion to adopt Resolution #R-2018-20, Alderperson Brashaw seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: None

Resolution #R-2018-20 was adopted.

OTHER

ITEM #17 – Approval of [Purchase of Turnout Gear](#)

Fire Chief Allen stated that funds have been budgeted to replace 23 sets of expired turnout gear. A committee was formed to meticulously go through our existing gear to identify which ones needed replacing. One set of gear was found to be over 20 years old which is a safety and liability issue. He is requesting approval of the Ginges gear. Not only is protection important, but cancer-causing carcinogens are also a danger. Going forward, it will be budgeted to replace turnout gear every 10 years. The goal is for every firefighter to have two sets of gear so one can be ready and one can be laundered.

Alderperson Chesney made a motion to approve the purchase of turnout gear, Alderperson Smith seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: None

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ITEM #18 – Approval of Bid: [Levy Station Pump and Motor](#) – Bid Opening: March 28, 2018

Director Kopanski stated that normally the flow of product is treated at the Wastewater Treatment Plant and then discharged to the river. During high water events, such as we saw in July 2017 and February 2018, we are not able to use the flow of gravity to discharge to the river. The gates then need to be closed and we need to pump the discharge out to the river. The gates are closed so that the Pecatonica River does not flow into the treatment plant. There is a levee station that was built in 1968 which houses three pumps, but it was originally built to contain four pumps. The three pumps are the original pumps which are now 50 years old. The three pumps process 10 million gallons per day. If one of the three old pumps were to go out, we would not be able to handle the flow during adverse weather conditions. A bid was put out to purchase a fourth pump and motor of a similar make and model to the three existing pumps. We received one bid for \$52,225. Although it was only one bid, it was determined to be at a reasonable price and that the proper bidding process was followed. Replacement of the other three pumps is not scheduled for over 15 years.

Aldersperson Koester made a motion to approve the bid for the Levy Station Pump and Motor, Aldersperson Busker seconded, and the motion prevailed by roll call vote of:

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

Nays: None

Abstain: None

Aldersperson Chesney left Council Chambers at 6:58 p.m.

REPORTS OF DEPARTMENT HEADS

Finance

Director Bukas reported that our Illinois Municipal Retirement Fund (IMRF) rate for 2019 will be 6.2%. The 2018 rate was 9.4% for a decrease of 3.2%. Bids are out for mowing of tall grass and weeds and are due April 11, 2018. Budget amendments for FY2018 are being put together.

Aldersperson Chesney returned to Council Chambers at 7:01 p.m.

Public Works

Director Carr stated that bids are also out for asbestos abatement and demolition of old City Hall. These two projects were previously bid separately without favorable results. So, we are combining the asbestos abatement and demolition to see if we receive more favorable bids. The bid packet also stipulates that payment will be made over five years to alleviate some of the stress on the City. Illinois Department of Transportation (IDOT) has notified us that they will include the Gladewood Bridge on their FY2019 budget with a letting (similar to a bid opening) date of April 26, 2018. He is working on appraisals for the Pec Bicycle Path easements in the 3rd Ward. He is fine tuning iWorQ work management software so that can go live. Community Outreach iWorQ went live today. He will hopefully close on a home in Freeport on Friday.

Fire

Chief Allen stated that the Maria's fire is still under investigation. It has been narrowed to one area and the State Fire Marshall has followed up but has not released their findings. On Friday, at 1487 South Float Avenue, there was a kitchen fire with five people at home. There were no injuries and damages were limited to \$25,000.

Police

Last weekend, crack houses were closed down on Winneshiek, Orin, and Ordway Streets.

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Water and Sewer

Three days last week, he and three members of the sewer construction crew took a class on sewer evaluation. The TV Camera that was purchased last December will be used to televise and identify defects in the pipes. Our staff will do the work, coding and identifying investigations. He is now certified to review the video and it will not need to be contracted out. He closed on his house in Freeport last Friday and is now a resident of the 2nd Ward.

IT

Nothing additional to report.

CITY MANAGER REPORT

Manager Crow stated that iWorQ went live today. The app is available to be downloaded. Citizens can take a picture and upload it the appropriate department (code enforcement, potholes, water main breaks). He asked that problems with the app be reported to the City so that they can be addressed. Our Political Questionnaire app (PolCo) will be live soon to help build our Comprehensive Plan. We received our bond rating, which has been maintained at "A". S&P stated that, if we continue on the same path, we can go back up to an A+ rating. They like what we have put in place with management and budgets. He gave kudos to Director Bukas in this year's budget process. Blake Klosa resigned today as Nuisance Inspector and the job has been advertised. He wished him well and stated that he had done a great job in this position.

MAYOR'S REPORT

Mayor Miller reminded everyone that on April 10, 2018, from 4:00 to 9:00 pm there is a fundraiser at Culver's for Friends of the Pec. She also welcomed Scott Vincent as our newest police officer who was sworn in earlier today. She was honored to swear in someone of such quality and experience to our Police force.

COUNCIL ANNOUNCEMENTS/NEW BUSINESS

Aldersperson Smith had nothing additional to report.

Aldersperson Busker extended his gratitude to the Police Department for removing crack dealers from business.

Aldersperson Brashaw had nothing additional to report.

Aldersperson Koester had nothing additional to report.

Aldersperson Chesney recognized Manager Crow and his staff for reducing a deficit budget of \$1 million a month ago to a balanced budget today and reducing expenditures by \$800,000. He extended his appreciation to all City staff for doing more with less.

Aldersperson Klemm thanked and congratulated Chief Barklow on the recent drug busts. He added that, for the first time since 2008, a new house is going up on Shimer Drive.

Aldersperson McClanathan echoed Aldersperson Chesney's thanks for all of the hard work on the budget.

Aldersperson Ross gave his appreciation for the City moving forward.

PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

There were no public comments.

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EXECUTIVE SESSION (CLOSED SESSION) PURSUANT TO 5 ILCS 120/2(c)(1)

City Clerk Anderson read the following exception into record to enter an Executive (Closed) Session:

- Pursuant to 5 ILCS 120/2(c)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

At 7:12 p.m., Alderperson Busker made a motion to enter executive session, seconded by Alderperson Koester. The motion prevailed by roll call vote of:

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

Nays: None

At 7:35 p.m., Alderperson McClanathan made a motion to return to open session, seconded by Alderperson Klemm. The motion prevailed by roll call vote of:

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

Nays: None

Upon a motion duly made and seconded, the meeting was adjourned at 7:36 p.m.

/s/ Dovie L. Anderson

Dovie L. Anderson
City Clerk