



## City Council

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

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### MINUTES

COMMITTEE OF THE WHOLE MEETING  
MONDAY, AUGUST 14, 2017 AT 6:00 P.M.

#### **CALL TO ORDER**

The regular Committee of the Whole 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, August 14, 2017.

#### **ROLL CALL**

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

Staff members present: Fire Chief Scott Miller, Chief of Police Todd Barkalow, Director of Community and Economic Development Nancy McDonald, Public Works Director Tom Dole, City Engineer Shaun Gallagher and City Clerk Dovie Anderson.

City Legal Counsel present: Aaron Szeto, Esq.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Chesney who then became the Chairperson.

#### **APPROVAL OF AGENDA**

Alderperson Ross moved and Alderperson Busker seconded to approve the agenda; motion carried unanimously.

#### **PUBLIC COMMENTS**

There were no public comments.

**Informational presentation by ComEd regarding Smart Meters:** Tom Przytulski, External Affairs Manager introduced Craig Creamean, Operational Strategy & Business Intelligence Manager. Mr. Creamean provided an overview regarding ComEd replacing the ComEd Meters with Smart Meters within the City of Freeport. Smart Meters are digital, electric meters that wirelessly provide secure, two-way communication between the meter and ComEd and also allow the consumer access to more information about their usage. The new Smart Meters had three key benefits, 1) More control over your energy use to help save money, 2) Better service by automatically sending meter readings, helping to eliminate estimated bills and the need for a meter reader from walking through each residence property, 3) Quicker response times during outages and more efficient outage restoration.

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ComEd will start to install the Smart Meters in Freeport in September and will take about 5 weeks to complete. ComEd will be sending approximately 50 technicians to do the installations. Prior to Smart Meters being installed the consumers will receive a letter from ComEd with details on when the installation will take place. On the day of installation, the ComEd technician will be wearing a hard hat and uniform and will attempt a knock on the resident's door. The installation of Smart Meters will take about 10 minutes at no cost to the consumer. The consumer may experience a brief interruption of service, which may require them to reset digital clocks on their appliances and electronics. The Smart Meter has a very low wattage, using Radio Frequency (RF) energy.

Residents can schedule appointments to schedule installation of the new Smart Meters. Residents may opt out of the Smart Meter program, however an additional monthly charge of \$21.53 would be added to their bill. Alderperson McClanathan inquired if the monthly \$4.68 meter charge on the ComEd bill would go down once these Smart Meters were installed. Craig advised that the monthly meter charge would remain. It would lower ComEd's revenue requirements and operational savings for the future.

**APPROVAL OF MINUTES**

Alderperson Brashaw moved for approval of the minutes from the regular Committee of the Whole meeting held on July 10, 2017, seconded by Alderperson McClanathan. Motion prevailed by voice vote without dissent.

**ITEM #8 - Discussion of ORDINANCE #2017-62 – Option A and ORDINANCE #2017-62 - Option B:** An Ordinance Amending Chapter 290 Compensation and Benefits, Section 290.02 of the Codified Ordinances of the City of Freeport, Illinois.

City Manager Crow recommended Option B to the Council. He stated that Legal Counsel Roxanne Sosnowski agreed with recommendation. City Manager Crow clarified that Option B allows the department heads to establish the appropriate pay increase within their budget for their non-bargaining employees. He stated, when the Council approves the budget in April, the budget would be final, no amendment or contingencies to the budget would be needed to compensate additional pay increases. The department heads would submit pay increases to the City Manager for approval, based on the employee's performance and the longevity for the non-bargaining employee and within their budget.

Alderperson Chesney stated that Option A may had some unintended consequences, restricting the Department Head's ability to compensate the non-bargaining employee on a timely basis. Alderperson Klemm emphasized that the discussion was pertinent as the City has many different levels of non-bargaining employees and emphasized everyone would need a viable pay unit.

Alderperson McClanathan made a motion to move Ordinance 2017-62 Option B forward for approval, seconded by Alderperson Klemm, motion prevailed by voice vote without dissent.

**ITEM #9 - Discussion of ORDINANCE #2017-64:** Draft of An Ordinance Amending Part Eight, Title Two (Business Regulation), Chapter 873 (Mobile Food Truck Licensing and Regulation) of the Codified Ordinances of the City of Freeport, Illinois.

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City Manager Crow stated that Ordinance 2017-64 currently does not require Mobile Food Trucks to be licensed and/or to be mobile. The amended Mobile Food Truck Ordinance was based from the findings of similar Ordinances from the Cities of Champaign, Moline and Carbondale. The Council's consensus was that the 48-hour time restriction for the Mobile Food Truck to return to the same location should be revisited. Alderperson Chesney referred to a licensed Mobile Food Truck that currently comes to Freeport and parked in the same location a couple days in a row, therefore the Amended Ordinance as presented would not allow this Mobile Food Truck to continue this practice. Alderperson Brashaw stated that the limitation could be 12 hours instead of 48 hours. This change would then allow the Mobile Food Truck to return daily to the same location.

Alderperson McClanathan questioned how would this affect the Cubs Food Truck. City Manager Crow stated that there was a provision in the Ordinance, if a restaurant or grocery store owned the stand, the Mobile Food Truck, or trailer, they were allowed to remain indefinitely. Any Mobile Food Trucks used during special events such as Downtown Chicago, the Ordinance had statements of exceptions and would also be covered under the Special Events Permit.

Alderperson McClanathan made a motion to move forward with revisions for discussion to the next council meeting August 21, 2017, seconded by Alderperson Koester. Motion prevailed by voice vote without dissent.

**ITEM #10 - [Discussion of Memorandum of Understanding](#) with United Presbyterian Church sharing of handicap ramp.**

City Engineer Shaun Gallagher stated that the United Presbyterian Church owned approximately 9 feet of the property along the church. Due to the limited space between the buildings, members of the Church approached City Engineer Gallagher on the concept of sharing the ADA handicap ramp that would service the church and the City Hall Building.

The design of the ADA ramp jointly allowed for both the City of Freeport and the United Presbyterian Church the best options. The design included tying the drainage system into one ADA handicap ramp, seven parking stalls and a bus pad for the church bus. The ADA handicap railings were 50 percent of the overall cost. Estimate total cost was \$13,649.00. The Church will pay \$6,824.50 back to the City over a period of 12 months from the date of invoice.

Alderperson Smith made a motion to move Memorandum of Understanding forward for approval to the next council meeting August 21, 2017, seconded by Alderperson Ross. Motion prevailed by voice vote without dissent.

**ITEM #11 - [Consideration of Bids for Televising Camera Truck](#)**

City Manager Crow explained that this TV Inspection Truck would be used to inspect the sewer lines. The current system dated back to 1995 and has WIN95 Software according to City Engineer Shaun Gallagher.

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City Manager Crow presented two bids for EJ Equipment TV Inspection Truck: 1) Financing provided by Leasing 2, Inc., Rick Carney, lease quote included 6 different options, variable lease terms, first payment date, lease date, yearly payment amount and payment factor. Manager Crow stated that the 7-year lease option, annual payment of \$63,663.04 or \$64,678.99 (varies from option) included routine maintenance throughout the term of the lease and at the end of the 7th year Leasing 2 Inc. resells the equipment. 2) Financing provided by State Bank, BB Community Leasing Services, Inc., 7-year term, annual payment of \$64,000, no routine maintenance, no resale of equipment at end of lease. The City would own the equipment at the end of the 7-year lease.

City Engineer Shaun Gallagher commented that the City had 5 to 6 million gallons of groundwater went through the wastewater plant a day. During the flood, there was 18 to 20 million gallons of groundwater went through the wastewater plant. That type of volume change puts a lot of stress on the sewer lines.

Engineer Gallagher stated that the TV Inspection Truck would be used daily to view the inside of the sewer lines to any find leaks, as any leaking line would be in danger of collapsing. The TV Inspection Truck had 1500 feet of cable for the main line and 250 additional feet of cable that would be used to view the service line. When doing inspection of the lines, they would then identify the issues, complete the reports and then request grants to cover the repair, in a timely manner.

City Manager Crow added that the TV Inspection Truck also allowed real time information. The information would enable management to make decisions quicker to resolve sewer line issues. The first areas to be viewed would be the 3<sup>rd</sup> and 5<sup>th</sup> Wards.

Aldersperson Koester made a motion to move forward to obtain final bids to lease Television Camera Truck, with recommendation to approve, to the next council meeting August 21, 2017, seconded by Aldersperson Klemm. Motion prevailed by voice vote without dissent.

**ITEM #12 - [Master Lease Agreement and Maintenance Agreement](#) from Enterprise Fleet Management**

City Manager Crow stated that Enterprise would be here on August 25, 2017, for a meeting to discuss leasing the fleet, how the City decals would be transferred to the leased vehicles and make recommendations. The overall goal would be to replace all the assets, dump trucks, snow plows, pick-up trucks, vans, loaders, (excluding police vehicles and fire trucks) estimated 50 vehicles within the next 5 years. The goal for 2017-2018 budget year would be to replace 12 to 14 vehicles. Tracking devices would be on all leased vehicles. When leasing vehicles, instead of purchasing, City Manager Crow stated that within 5 to 10 years the community would see returned revenue from this program. Leasing the vehicles would have a positive impact due to less maintenance, higher gas mileage per gallon, insurance cost would be down because the vehicles would be tracked and the lease cost would decline, first year lease would be \$168,000 and year 5 the cost would be \$80,000.

Aldersperson Chesney inquired if the City had gone out for open bids. City Manager Crow stated that when he inquired from other businesses, he was told they could not compete with Enterprise pricing.

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Aldersperson McClanathan pointed out potential concerns referred to second agreement Maintenance Agreement, section 4, 1) EFM is not required to provide or pay for any service to any covered vehicle after 100,000 miles, 2) Lessee agrees to have the necessary work performed by an authorized dealer of such Covered Vehicle”, 3) In every case, if the cost of such service would exceed \$50.00, lessee must notify EFM and obtain EFM authorization for such service and EFM’s instructions as to where such service shall be made and the extent of service to be obtained.

Chief Barkalow stated the Police cars would not be part of the initial leasing program due to the special requirements of the vehicles.

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

Dixie Ditsworth stated that, City Prayer Breakfast located at Farm Bureau Building on Thursday, August 13, 2017 at 7:00 a.m.

Tom Teich stated that, Special Olympics’ would be at 4 Seasons Bowling Lanes, Saturday, August 19-20, 2017, opening ceremony at 12:30 p.m.

Lynn Folgate stated that, voiced that the council meeting was not visual and could only be heard.

Aldersperson Klemm thanked Mayor Miller and City Manager Crow for attending the event at the VFW, Keep the Spirit of ’45 Alive. He stated, today was the day that the Japanese surrender in 1945, there were 10 World War II veterans in attendance.

Aldersperson Ross moved and Aldersperson Koester seconded to adjourn the meeting at 8:05 pm.

*s/Dawn E. Pontius*

*Dawn E. Pontius  
Deputy City Clerk*