



City Council

City Council Chambers ♦ 524 West Stephenson Street ♦ Freeport, IL 61032

MINUTES REGULAR MEETING Monday, August 3, 2015

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 August 3, 2015.

ROLL CALL

Present on roll call: Mayor Gitz and council members Tom Klemm, Peter McClanathan, Art Ross, Jodi Miller, Patrick Busker, Sally Brashaw, Michael Koester and Andrew Chesney (8). Corporation Counsel Sarah Griffin was also present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson Chesney.

APPROVAL OF AGENDA

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

MINUTES

The minutes of the regular meeting held on July 20, 2015 were presented for approval. Alderperson Koester moved for approval, seconded by Alderperson Miller. Motion prevailed by voice vote without dissent.

PUBLIC COMMENTS – AGENDA ITEMS

Steve Carroll, 811 S. Oak, Freeport, Illinois, provided his concerns regarding the appointment of a Community Development Director that does not live in Freeport. He stated that he has long been saying that the Community Development Director needs to live in a blighted neighborhood to know what is happening in these neighborhoods in order to know how to help to fix them.

Jon Staben, 1070 Canyon Drive, Freeport Illinois, spoke as vice chair of the Airport Commission in support and recommendation of renewing the Freeport Albertus Airport Fixed Base Operator Lease and Management Contract. He stated in order for Mr. Janssen to renew his insurance he needs to have the contract renewed on a timely basis. He also recommended support of the retainer agreement with Crawford, Murphy & Tilly, Inc. for engineering services and land acquisition services for Albertus Airport grant from Illinois Department of Transportation (IDOT). He stated the Airport Commission has worked with C.M.T. for many years and they are certified aeronautical engineers in the area. Mr. Staben also recommended acceptance of the bid for the fuel farm credit card services and noted it will facilitate services. It is a much needed item especially on Sundays or after hours because unless you have a key you can't get fuel.

MINUTES
REGULAR MEETING
Monday, August 3, 2015

Peter Alber, Rock City, Illinois, was signed on the sheet and a letter was read aloud regarding opposition of the appointment of Elmo Dowd as the Community Development Director. Mr. Alber cited the reasons of residency in Winnebago County and because he was a government employee for many years Mr. Alber thought they tend to lose sense of economic reality. Mr. Alber stated he would like to see this city come back to life, making money and creating jobs and we are in the need of an enthusiastic, hardworking Community Developer in that position.

Windy Pearson, 711 S. Carroll, Freeport, Illinois, spoke in support of the appointment of Elmo Dowd as the Community Development Director. She cited his years of experience as an Associate Director of the Illinois Environmental Protection Agency, his years of experience as an Economic Development Administrator for the City of Rockford, and his years working as Community Development Specialist and Associate Planner as being a good fit for the role as Community Development Director. She spoke about benefit to the City of Freeport to hire a person of his background.

Isabelle Parks, 906 S. State Avenue, Freeport, Illinois spoke about issues she is having with loud music and teens making noise in the neighborhood. She stated they have called the police and they have not been able to disperse and the noise continues into the early morning hours. She stated she is an early riser and she is not able to get rest. She spoke about holding parents accountable. Ms. Parks also recommended adding lighting to the State Street from Galena to St. Mary's Catholic Church. She recommended placing an additional two light poles in the area.

Lynn Folgate, 3551 W. Stephenson Street, Freeport, Illinois spoke about the programs the Moose Clubs of America support including Mooseheart, a 1,00 acre community and school for children and teens in need and Moosehaven, a retirement community located in Florida.

CONSENT AGENDA

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

- A. Approval to receive and place on file:
 - 1) Police Department Report of Activities for June 2015
 - 2) Fire Department Report of Activities for June 2015
- B. Approval of Motor Fuel Register #0066 --- \$65,001.96
- C. Approval of Water and Sewer Bills Payable (Registers #384, 389,391) --- \$267,752.70
- D. Approval of Payroll for pay period ending July 25, 2015 --- \$399,933.70
- E. Approval of Finance Bills Payable (Registers #385, 386, 387, 388, 390) --- \$267,083.85

Aldersperson McClanathan moved for approval of the consent agenda as presented, seconded by Aldersperson Ross. The motion prevailed by a roll call vote of;

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

Nays: none

COMMUNICATIONS TO COUNCIL

Aldersperson McClanathan made a motion to place on file a memorandum dated July 27, 2015, from City

MINUTES
REGULAR MEETING
Monday, August 3, 2015

Treasurer Buss regarding Fire Pension Ten Year Historical Profile, seconded by Alderperson Busker. Motion prevailed by voice vote without dissent.

Alderperson Brashaw made a motion to place on file a memorandum dated July 27, 2105, from City Treasurer regarding Police Pension Ten Year Historical Profile, seconded by Alderperson Koester. Motion prevailed by voice vote without dissent.

Provided in the council packet was a Northwest Illinois Development Alliance (NIDA) Monthly Report dated August 3, 2015. Mr. Dave Young was available to answer questions on the report for the council members. They discussed lead closed status on projects and opportunities through the DCEO. Mr. Young provided a summary of the steps to taken to apply for the Enterprise Zone. He stated NIDA has surveyed existing companies and to date has another 50 companies to survey. For the enterprise zone application they need \$100 million in forecasted investment and they have identified thus far \$300 million in forecasted new investment in the area that has been estimated by the companies they have spoken with. Alderperson Brashaw made a motion to place on file the Northwest Illinois Development Alliance Monthly Report dated August 3, 2015, seconded by Alderperson Klemm. Motion prevailed by voice vote without dissent.

Provided to the council was a memorandum written by Shelly Griswold, Community Development Specialist dated July 31, 2015 in regard to Public Transportation Contingency Planning. Ms. Griswold provided a summary of the Transit Advisory Council meeting held on July 31, 2015. It was held to discuss the status of funding of the City's transit system and other systems across the state. The memorandum provided that the State of Illinois appropriations bill containing public transportation funding that was recently vetoed and their motion to override that veto failed earlier this month. The City has been informed that while IDOT will soon be sending grant agreements to local governments – Freeport included – they do not yet have the authority to execute the agreement or obligate the funding until an appropriations bill is passed and signed by the Governor. The City has also been informed that the final payment due to the City for FY2015 –for April 1, 2015 through June 30, 2015 – has been obligated, but it is uncertain when that payment will be processed and paid. As we have discussed, we have been considering some contingency plans, and we discussed those plans with the TAC (Transit Advisory Council) on Friday. We informed the TAC that there was no obligated funding for the 2016 state fiscal year, which started this month. We informed them that, based on your conversation with the IDOT Deputy Director, it is likely – although not certain – that an appropriations bill containing public transit funding will be passed and signed at some point in the future. However, the immediate issue we have is with cash flow. The estimated cost to run the program for this fiscal year is \$80,000 to \$90,000 per month. So if an appropriation bill is not passed by the legislature and signed by the governor for several months, the City could have hundreds of thousands of dollars in accounts receivable. The TAC discussed a number of options, which I have outlined on the following pages. All options will need to be analyzed more thoroughly to determine which will yield the financial results that you and the City Council believe are appropriate.”

Discussion was held on the cost to run the public transportation program is \$80,000 to \$90,000 per month. Ms. Griswold stated there is requirement by the 5311 program to provide a 60 day special warranty notice to employees. Discussion was held on the status of funds due to the City of Freeport and the impact of the general fund to fund this program during the interim period waiting for reimbursement from the State.

MINUTES
REGULAR MEETING
Monday, August 3, 2015

It was estimated that the City receives an allotment of \$225,000 quarterly from the public transportation program and before it is reimbursed the City expends funds it from its working cash. There is a modified lead time of 60 days under normal circumstances.

Aldersperson Koester recommended looking at cost savings measures such as running smaller vehicles and reducing the hours of operation. Aldersperson Chesney supported the posting of the 60 day notice. He recommended adding this to the Committee of the Whole agenda so the council can be informed on the status. Corporation Counsel Griffin noted the 60 day special warranty notice can be done by administrative action and does not need council action. Ms. Griswold recommended this be done by having a meeting with the employees and the Senior Center. She will also work with the Transit Advisory Committee and have another meeting in a couple of weeks. Council members stated their support of providing the 60 day notice to employees and cautioned the administration of not carrying a debt load which would be a burden to the City. Mayor Gitz noted this could be a serious situation but it is not yet alarming. He will place an update on the Committee of the Whole meeting next Monday and, in the meantime, discuss with his contacts and the provider. He will also bring a plan on how long the City can sustain itself without funding reimbursement.

Aldersperson Busker made a motion to place on file the memorandum written by Shelly Griswold, Community Development Specialist dated July 31, 2015 in regard to Public Transportation Contingency Planning, seconded by Aldersperson McClanathan. Motion prevailed by voice vote without dissent.

APPOINTMENT

City Clerk Zuravel read into the record an appointment to the Community Development Director. It was written by Mayor James L. Gitz and stated effective immediately, he hereby appoints Elmo B. Dowd as Community Development Director for City of Freeport. He asked that the appointment begin on August 17, 2015. Mayor Gitz stepped to the podium and provided his justification and support of the appointment. He provided background on the search for a Community Development Director. He appointed an interview team consisting of the Finance Director, Chief of Police, Human Resources Manager and Corporation Counsel Griffin and they are in support of hiring Mr. Dowd. He described the duties and responsibilities of the Community Development Director including planning and zoning, building inspections, Enterprise Zone, public transportation, the technical expert of the tax increment financing district and overseeing a plethora of grants which allows the City of Freeport to improve neighborhoods and have public transportation available to our residents. He provided an overview of the background and resume of Mr. Dowd. Mayor Gitz spoke about residency issue and provided examples of staff members who have a proven commodity working for the City but do not live in the City limits.

Aldersperson Koester spoke about his concerns with City staff members taking on extra roles and responsibilities due to the vacated position of Community Development Director for the last six months. He noted he does not want to see these employees burning out and thinks this position needs to be filled.

Aldersperson Miller stated she has received various phone calls on this appointment from citizens and business leaders and they were opposed to someone not willing to take up residency in Freeport.

**MINUTES
REGULAR MEETING
Monday, August 3, 2015**

Aldersperson Brashaw stated she received phone calls in support of the appointment and noted the appointee has a strong background with the IEPA which will be beneficial in working with Brownfields Redevelopment and his planning background will be beneficial in the TIF's.

Aldersperson Busker provided his thoughts on the person having to act on our laws and choices in our community. He stated he is currently on the fence about his decision.

Aldersperson Chesney spoke about his opposition to the Mayor's choice of appointment. He spoke about a conversation he had with the applicant regarding taxes and he did not share the same vision of opinion on property taxes. Aldersperson Chesney noted Freeport is overtaxed and does not support this appointment.

Aldersperson Klemm spoke about his past experience meeting Mr. Dowd while he worked with the IEPA and he stated he had a good relationship with former Mayor Gaulrapp and support of Freeport. He spoke about his support of the appointment as a leader, problem solver and experience with taxes.

Aldersperson McClanathan requested additional information on the authority of the mayor under section 288.04 of the code. Corporation Counsel Griffin stated the Mayor shall make all appointments for all appointive offices, by and with the consent of council.

Aldersperson Klemm made a motion to accept the mayor's appointment of Elmo Dowd as Community Development Director, seconded by Aldersperson Brashaw. Mayor Gitz requested a roll call vote on the motion. The motion failed by a roll call vote of;

Yeas: Klemm, Brashaw and Koester (3)

Nays: McClanathan, Ross, Miller, Busker, and Chesney (5)

ORDINANCES – SECOND READING

2nd READING OF ORDINANCE #2015-37:

AN ORDINANCE AMENDING CHAPTER 288 ENTITLED "OFFICERS AND EMPLOYEES GENERALLY", ADDING SECTION 288.24 (SIDE LETTER AGREEMENTS WITH EMPLOYEES) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT

The first reading was held on July 20, 2015. A motion to approve was given by Aldersperson Chesney, seconded by Aldersperson Klemm and the ordinance was automatically laid over to tonight's meeting.

The following is an excerpt of the ordinance as presented:

"Section 1. That Chapter 288 entitled "OFFICERS AND EMPLOYEES GENERALLY", Section 288.24 (Side Letter Agreements with Employees) is hereby created to read as follows:

"CHAPTER 288 Officers and Employees Generally.

288.24 Side Letter Agreements with Employees.

(a) Any Side Letter of Agreement having a monetary impact of \$10,000 or more, be it with individual employees or groups of employees, shall be of no effect without the approval or ratification of City Council.

**MINUTES
REGULAR MEETING
Monday, August 3, 2015**

(b) It shall be an exception hereunder if there is information contained within or regarding such agreement that is disciplinary or personal in nature to the extent that it would not otherwise be beneficial to the public to have the details disclosed. Should this exception be utilized, the City Council shall be copied on such agreement within fifteen (15) days of its execution.

- (1) This exception only applies if the monetary impact is less than \$50,000.00.
- (2) This exception shall require the ratification of City Council if within 90 days of the end of the then current term of office of the executing official.

Section 2. This Ordinance shall be effective immediately upon its passage by the City Council, its approval by the Mayor, and its publication as provided by law.

Section 3. This Ordinance shall be revisited in one year for effectiveness and revision, if necessary.”

Upon the second reading and no discussion, the motion prevailed by a roll call vote of;

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

Nays: none

Ordinance #2015-37 was passed.

RESOLUTIONS

RESOLUTION #R-2015-42:

RESOLUTION TO APPROVE THE FREEPORT ALBERTUS AIRPORT FIXED BASE OPERATOR LEASE AND MANAGEMENT CONTRACT

This resolution was presented at the Committee of the Whole meeting held on July 13, 2015. It was also presented at the City Council meeting held on July 20, 2015. Upon a motion by Alderperson Chesney, second by Alderperson Miller and approval by majority vote, this resolution was laid over to tonight’s meeting.

The following is an excerpt of the agreement provided as an attachment to the resolution:

15. Financial Arrangements.

15.1 Base Monthly Service Fees. As compensation for its services as Airport Manager, Company shall be paid a fee of \$73,522.32 per year, payable in monthly installments of \$6,126.86 on the last day of each month during the term of this Agreement. An annual increase in the amount of up to five percent (5%) of the base service fees shall be paid to the Company, conditioned upon the Company receiving satisfactory contract compliance reviews. The actual amount of the increase shall be recommended by the Airport Commission and based upon such contract compliance review, and approved by the City Council.

15.2 Incentive Payments.-There shall be no incentive payments arising under this contract period.

15.3 Contract Compliance Evaluation. Each year of this Agreement, the commission shall evaluate the progress of the company on an annual basis by providing it with a written and oral review. The evaluation shall include both fixed based operator and airport Manager responsibilities.

16. Term. The term of this Agreement shall be for the period set for the below: This Agreement shall commence August 19, 2015 and remain in force and effective through August 18, 2018, at

MINUTES
REGULAR MEETING
Monday, August 3, 2015

which time such agreement shall terminate of its own accord without further action of either party. Either party may terminate this agreement prior to its expiration date, with 180 days prior written notice.

Upon the presentation of the resolution by Airport Chairperson Shelly Griswold, it was requested to have Mr. Darrell Janssen come to the podium to answer questions for council members. Mr. Janssen provided that as the fixed base operator and manager he also is a commercial airplane pilot with single and multi-engine instrument rating, he is a certified flight instructor, a certified instrument instructor, an advanced ground instructor, and a certified mechanic who has gained the trust and confidence of the pilots not only at Albertus Airport but from those that do “fly-ins”. Because of the reputation that he has built with pilots, he is seeing more and more “fly-ins” to the airport and, this year, had over twenty “Beechnut” planes stop in on their way to Oshkosh air show. He assists the Pilots Association with promotional events held at the airport including the Young Eagles Rides, Boys and Girls Club science experiment launch and fundraisers such as for the Humane Society.

Mr. Janssen explained that from the contracted amount he is paid; he then has to hire and pay staff to run the office at the airport and persons to assist with mowing and snow removal. He is also responsible for weed control and keeping the airport free from debris at all times. He provides the necessary office machines and equipment. He is also responsible for providing all of his own insurance an expense that has gone up each year. He explained that when the fuel farm is rebuilt and installed for self-serve with the credit cards, in this contract it has been built in that there will be a \$.10 per gallon paid back to the City once it is operational. He stated that after all the expenses are paid to run the airport there is not much left. Discussion was held on the hangar rents and Mr. Janssen stated he has had a difficulty renting hangars ever since the rent increases in 2009 because pilots can still rent in Sterling airport for less. At one time he had all the airport hangars full but then the economy hit the aviation industry and the City changed the leases and there were vacancies after that. He estimated that there are eighteen hangars that are not rented.

Mr. Jon Staben, vice chair of the Airport Commission provided his support of renewal of the contract not only from the Airport Commission’s standpoint but from the Pilot’s Association and hangar tenants.

Mr. John Ginger, Airport Commission member and pilot provided his support of the renewal of the contract for Mr. Janssen as the FBO and manager of the Albertus Airport.

Alderpersion Miller asked if the City could sell the Albertus Airport. Mr. Janssen answered only if you want to pay the \$3.2 million dollars in grant funding the City has received by the Illinois Department of Transportation. Mr. Janssen also provided insight on the businesses that use the airport including Titan Tire Corporation, crop dusters, and chief executive officers from major employers and stated they are the ambassadors to Freeport, sometimes being the first and last contact that someone has to the City.

It was requested to have the farm leases reviewed for land rent prices and income.

Alderpersion Busker made a motion to move forward the resolution and the agreement, seconded by Alderpersion Koester. The motion prevailed by a roll call vote of;

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

Nays: none

Resolution R-2015-42 was adopted.

**MINUTES
REGULAR MEETING
Monday, August 3, 2015**

RESOLUTION #R-2015-44:

RESOLUTION AUTHORIZING RETAINER AGREEMENT FOR ENGINEERING SERVICES AND LAND ACQUISITION SERVICES FOR ALBERTUS AIRPORT GRANT FROM ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT)

Provided in the council packet was a memorandum from Shelly Griswold, Airport Commission Chairperson. The memorandum is as follows; "On Tuesday, July 21, 2015, the Airport Commission made a formal recommendation to approve a Retainer Agreement with Crawford Murphy & Tilly (C.M.T.), a pre-qualified airport engineering firm. As you know, the City's Participation Agreement with IDOT requires the City to retain a pre-qualified firm to work with the City on its Transportation Improvement Program. The City has worked with C.M.T. for a number of years and has been pleased with their performance. The agreement is simply to retain the firm. Expenses made under the agreement would be subject to appropriations, the City's purchasing policy, and any applicable state and federal procurement requirements. Solicitation efforts on this matter included the required posting on the Illinois Department of Transportation's Division of Aeronautics Consultant Selection Website and an advertisement in the local newspaper. C.M.T. was the only firm to submit a Statement of Qualifications in response to the solicitation. On behalf of the Airport Commission, I am recommending approval of this retainer agreement."

Aldersperson Klemm moved for approval the resolution as presented, seconded by Aldersperson McClanathan. The motion prevailed by a roll call vote of;

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

Nays: none

Resolution #R-2015-44 was adopted.

RESOLUTION #R-2015-45:

RESOLUTION TO AMEND ATTACHMENT B OF THE CITY OF FREEPORT SPENDING PLAN FOR FISCAL YEAR 2015-2016

Finance Director Haggard provided an Attachment B to the resolution and it is the correct version of document which is part of the spending plan. In her haste with all the changes in the last meeting, she sent the wrong version to the printer and this version of the document contains the requested changes made by the council in the meeting held on July 20, 2015 for contingency items. Aldersperson Busker moved for approval the resolution as presented, 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

Resolution #R-2015-45 was adopted.

RESOLUTION #R-2015-46:

RESOLUTION FOR THE AGREEMENT BETWEEN CITY OF FREEPORT AND FEHR GRAHAM FOR CONSTRUCTION ENGINEERING SERVICES – 2015 MFT PROGRAM (SECTION NO. 15-00000-03-GM MICRO-SURFACING PROGRAM)

City Engineer Gallagher presented the resolution which states the City of Freeport is entering into an Agreement with Fehr Graham and the State of Illinois for the 2015 MFT Micro-surfacing Program consisting of improvements to various streets throughout the City of Freeport. Fehr Graham will perform Construction Engineering for a fee of 3% of the final construction costs. The City of Freeport retains the right to perform select services within the agreement. This resolution appropriates 3% of the final

MINUTES
REGULAR MEETING
Monday, August 3, 2015

construction costs which is an estimated \$4,223.71 or so much as may be necessary from any money allotted to the City under the provisions of the Motor Fuel Tax Law, to construction engineering costs of this improvement as provided in the agreement. Alderperson Busker moved for approval the resolution as presented, seconded by Alderperson Brashaw. The motion prevailed by a roll call vote of;

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

Nays: none

Resolution #R-2015-46 was adopted.

OTHER

REPORTS OF DEPARTMENT HEADS

Finance Department

Finance Director Haggard stated she will look up farm leases information.

Public Works

Approval of Bid – Albertus Airport Fuel Farm Modernization

The council was provided a memorandum and bid tabulation for the Albertus Airport Fuel Farm Modernization. The memorandum provided that on Tuesday, July 21, 2015, the Airport Commission made a formal recommendation to award the bid for the Fuel Farm Modernization Project to Accurate Tank Technologies, Inc., in the amount of \$17,888.00. Solicitation efforts on this matter included a posting on ISQFT.COM, a web-based software used by project owners to solicit bids, and the required solicitations in the local newspaper for four consecutive weeks. The City received two bids as follows:

- Accurate Tank Technologies, Inc. \$17,888.00
- Acterra Group, Inc. \$23,995.00

The engineer's estimate was \$20,000.00.

Director Dole stated that the bid has received recommendation of award from Crawford, Murphy & Tilly and they have received concurrence from IDOT for this award. The funding for this project is 90% federal general aviation funding and 10% local match. The federal funding is reimbursed following the city's submittal of expenses. Director Dole concurred with the Airport Commission's recommendation approving award to Accurate Tank Technologies, Inc., in the amount of \$17,888.00.

Alderperson Koester made a motion to accept the bid from Accurate Tank in the amount of \$17,888 and to move forward with the project, 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

Approval of Purchase – 2007 John Deere 544J Wheel Loader

Director Dole presented a memorandum regarding purchase of a 2007 John Deere 544J Wheel Loader. The memorandum stated that the City of Freeport has entered into a verbal agreement to purchase a 2007 John Deere 544J Wheel Loader pending council approval for use in the Public Works Department. This machine is currently owned by Glen Martin of Martin Equipment in Oregon Illinois. The agreed purchase

MINUTES
REGULAR MEETING
Monday, August 3, 2015

price is \$105,000. This machine has been thoroughly inspected by our mechanic and he as determined that it is in great condition. The funding for this loader is built into the Capital Equipment Fund and will replace our current loader, a 1990 Case 621 which is scheduled for use at Albertus Airport. Director Dole stated he is seeking council approval to purchase this machine for \$105,000.

Aldersperson Koester made a motion to purchase the 2007 John Deere 544J Wheel Loader in the amount of \$105,000 and waive the formal bid request for purchase from Martin and Company, 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

Director Dole was thanked by council members for searching for a used piece of equipment that could be a savings to the capital equipment fund for this budget period. Director Dole stated he always looks first to see if there is a quality piece of equipment before and purchase of equipment. One thing that a used piece of equipment does not come with is a warranty and he found that because this was in such good condition as inspected and recommended by his mechanic that his was comfortable moving forward with its purchase. He was lucky to find this piece of equipment and now because of its purchase their old end loader can be sent to the airport to assist Mr. Janssen with snow removal.

Director Dole stated there will be a bid opening on August 7, 2015 at 10:00 am for the annual leaf waste contract.

City Engineer

Acceptance of Bid - Federal Street Program pending IDOT Contract 85626

City Engineer Gallagher provided a memorandum stating that on Friday July 31, 2015, the Illinois Department of Transportation held a July bid letting for State and Federal projects. The City of Freeport accepted bids at this letting for street improvements to sections of Harlem Avenue, Stephenson Street, and Lincoln Boulevard. On Friday afternoon, City Engineer Gallagher provided to council members bids received from Civil Constructors in the amount of \$1,078,032.68 and from Fischer Excavating in the amount of \$1,110,322.43. Engineer Gallagher explained that the engineer's estimate was \$968,360.30 and this project includes water mains and Phase B overlap and this bid is 11.3% over the engineer estimate. He will oversee the project and there are items that can be adjusted to lower the price of the project. City Engineer Gallagher he hopes to have ComEd move utility poles next week. He explained that because of this project a majority of his time will be spent on project management this fall.

The memorandum explained the project as; "To recap for the benefit of the Council, a request was made in December of 2013 to utilize the City's Federal Transportation Funds to repave Harlem Avenue from Stephenson Street to Galena Avenue, Stephenson Street from Cherry Avenue to Locust Avenue, and Lincoln Boulevard from Whistler Avenue to West Avenue. Included in the project scope was new curb and gutter on both the Harlem and Stephenson section, along with new storm sewer and ADA handicap ramps. All three sections will be repaved with approximately 2.5" of new hot-mix asphalt. Notifications were mailed out to all adjacent property owners on March 20th outlining the anticipated project schedule and scope." City Engineer Gallagher anticipates the project to start shortly after the Labor Day holiday and be completed prior to Thanksgiving.

MINUTES
REGULAR MEETING
Monday, August 3, 2015

Alderson Brashaw moved to approve the Civil Constructors bid in the amount of \$1,078,032.68, seconded by Alderson Busker. The motion prevailed by a roll call vote of;
Yeas: Klemm, McClanathan, Ross, Miller, Busker, Brashaw, Koester, and Chesney (8)
Nays: none

Status of bid - Floating Boat Dock & Canoe/Kayak Launch

City Engineer provided the following memorandum in the council packet: "On Wednesday July 29th, the City of Freeport held a bid opening for the Float Boat Dock & Canoe/Kayak Launch. The four (4) bids received are currently being reviewed to assure that all bidders met or exceed the original bid specifications. At this time, the low bid is below the remaining funds within the original \$64,600.00 Illinois Department of Natural Resources (IDNR) Boat Access Area Development Program (BAAD) grant. As stated in prior meetings with the City Council, the current grant funds have been suspended, awaiting the passage of the State budget. As part of the project specifications, all bidders were notified that the budget delay could suspend construction of the project. All bidders are required to hold their bid for a period of sixty (60) days pending a final award by Council. Until the passage of a new State budget and the reauthorization of funds by IDNR, the project will not be awarded. Should the State suspending the program indefinitely, the City will need to make a determination on whether or not to proceed with the project using local funds."

Newell/City Parking Lot Landscape Architecture Plan

City Engineer provided the following memorandum in the council packet: "This past week I received a contract from Thomas Graceffa & Associates, Inc. for the landscape design at the Newell/City parking lot at Stephenson Street and Adams Avenue. This is a technical/professional services contract which is less than \$10,000.00, so it does not formally need City Council approval. I think it would be prudent, however, to take this to the Council, since the project as a whole was removed from the budget and appropriation ordinance with the intention of revisiting the project and examining finance options other than tapping into the reserves. This contract is a necessary "next step" in order for Council to make the final determination on the entire project. Timing on this piece of the project is critical to put the Council in a position to allow this project to go forward this fall. The original concept prepared by Thomas Graceffa & Associates is attached to provide Council with a visual scope of the project. An additional design contract with Fehr Graham will be provided to Council in an update at our second meeting in August, as I am still determining the scope of work that can be done in-house in order to save on design fees." City Engineer Gallagher stated at this time he is not asking for council action on this item and he will have more information at the Committee of the Whole meeting next week.

City Engineer Gallagher provided an update on mill and overlay project and stated the City spent \$253,000 on inspection services and he sees an opportunity for the City to save money on the street program. He explained that this summer the City will have paid for inspection services on South Street, Lancaster, Wise, Mernitz and Country Court and they still have the Fire Station #1 to do. Discussion was held on the priorities of the City Engineer, his background in inspection services and the best use of staff time.

Library

Library Director Carole Dickerson was present and had no report.

MINUTES
REGULAR MEETING
Monday, August 3, 2015

Fire

Fire Chief Scott Miller was present and had no report.

Police

Police Chief Todd provided information on the murder of Mr. William Hines. The department is following up on lead and working to bring justice for this crime. His thoughts are with the victim's family.

Chief Barkalow provided an update on Cruise Night and the fire hydrant accident that occurred but did not hinder the success of the event.

Water and Sewer

Water and Sewer Director Tom Glendenning provided an update on various water main breaks that have occurred recently including Jackson Street and Chicago Avenue. On Jackson Street he stated that was an extensive break of an 1880 water main that included pavement separation and caused a blow out of 3-4 valves that in order to get that shut down they had to replace six more valves. He estimated that cost of that main break to be over \$10,000. Director Glendenning then explained an event that happened on the day of Cruise Night and explained that a vendor with a trailer hit a live hydrant and that busted open a 1913 water main. The water from that main break then flooded a ComEd underground transfer belt which knocked out half of the waste water treatment plant. The crews spend Sunday fixing the main. There was a business that lost commerce and product due to not having electricity that was all due to the accident. Director Glendenning stated the costs will be substantial.

Director Glendenning stated he will provide a presentation on energy efficiency project at the next Committee of the Whole meeting. He will provide a presentation on long term planning by the end of the year. He has provided tours of the facility to some of the council members and hopes each will make the time to visit the facility with him.

Director Glendenning provided an update to the water billing cycle and stated the extended dates were approved at the Water and Sewer Commission at their meeting held last week. There will be an implementation period of about eight

MAYOR'S REPORT

Mayor Gitz provided his compliments to the organization and event planners of Cruise Night. He noted the accident was caused by a vendor and there will be consequences and insurance claims as they proceed to complete police reports of the event. Mayor Gitz provided his condolences to the family of William Hines and he and Chief Barkalow have reached out to the family. They will continue to ask what else we can do to minimize these situations.

COUNCIL ANNOUNCEMENTS/NEW BUSINESS

Alderperson McClanathan asked about the status of the lighting project and what is being done to install and upgrade street light fixtures. He asked where the City is on this project with ComEd. Mayor Gitz stated he will provide a report on that.

MINUTES
REGULAR MEETING
Monday, August 3, 2015

Aldersperson Ross stated he agrees with Aldersperson McClanathan and noted that we need brighter lights. He complimented the street department crews on the cleanup of the streets on Sunday after the Cruise Night that everything looked clean on Sunday morning.

Aldersperson Koester stated his disappointment for the council vote on the Community Development Director candidate. He stated with the candidate's education and knowledge he would have been beneficial to the City and now he expects it will be another two to three months of searching for another candidate.

PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

Jack Hooker, Jefferson Street, Freeport Illinois, stated he is the owner of Hooker Harness and provided to council a brief explanation of the 2009 hangar rent increase. He spoke about the confusion of hangar tenants having to pay their rent at City Hall and some were credited to a water bill instead of hangar rent. When he pays Darrell he gets a receipt and knows that it will be credited to hangar rent.

John Staben, 1070 Canyon Drive, Freeport, Illinois, stated he is passionate about the airport. The Airport Commission is available to answer questions and he encouraged council members to attend their meetings held on the 3rd Tuesday of the month here in the 3rd floor conference room. He recommended that the council and administration not go back to the same mistakes made in 2009.

Upon motion duly made and seconded, the meeting was adjourned at 9:23 p.m.

s/ Meg Zuravel

Meg Zuravel
City Clerk