



City Council

City Council Chambers ♦ 524 West Stephenson Street, 3rd Floor ♦ Freeport, IL 61032

MINUTES

SPECIAL COUNCIL MEETING

MONDAY, DECEMBER 12, 2016 AT 5:45 P.M.

CALL TO ORDER

A special meeting of the Freeport, Illinois, City Council was called to order in the council chambers by Mayor James L. Gitz with a quorum being present at 5:45 p.m. on Monday, December 12, 2016.

ROLL CALL

Present on roll call: Mayor Gitz and council members Tom Klemm, Peter McClanathan, Jodi Miller, Sally Brashaw, and Andrew Chesney (5). Art Ross, Patrick Busker, and Michael Koester were absent.

Also present were the following staff members: Finance Director Guary Bernadelle, Community Development Director Alex Mills, Public Works Director Tom Dole, Fire Chief Scott Miller, Police Chief Todd Barkalow, City Engineer Shaun Gallagher, Water and Sewer Executive Director Tom Glendenning, and City Clerk Meg Zuravel

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson Chesney.

APPROVAL OF AGENDA

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

PUBLIC COMMENTS – AGENDA ITEMS

There was no one signed on the sheet for public comments on agenda items.

APPROVAL TO ENTER INTO AN AGREEMENT FOR LEGAL SERVICES WITH BARRICK, SWITZER, LONG, BALSLEY & VAN EVERA LLP

Provided in the council packet was an engagement proposal by Barrick, Switzer, Long, Balsley & Van Evera, LLP. It contained the following summary of services as it relates to the City's transition to a City Manager Form of Government:

- A. Meeting and consultation with City Transition Committee;
- B. Research of relevant Illinois Statutes and case law;
- C. Preparation of correspondence, memorandum, and ordinances to address City transition from Mayor/Council form of government to City Manager form of government;
- D. Review and suggest revisions or alterations to Requests for Proposals for search firms, search materials, job descriptions, relative to the city Manager selection process;

**MINUTES-COUNCIL SPECIAL MEETING
MONDAY, NOVEMBER 14, 2016 AT 5:30 P.M.**

- E. Participation in negotiations of employment terms for selected City Manager and draft of employment agreement;
- F. Attendance at regular, special and executive session meetings as needed and required by the City Council to discuss the above referenced matters;
- G. Coordination with Mayor and City Staff and other outside legal counsel on behalf of the City.

Also provided in the engagement proposal was a rate of \$150.00 per hour. Attorney time is normally billed in increments of tenths of an hour; generally the minimum unit charged for attorney time is .1 hours.

Aldersperson Chesney presented the engagement letter and stated it will address the transition of City Government from its current form of Mayor Aldermanic to the City Manager Form of Government. They will be working on reviewing and drafting ordinances. Any correspondence will be copied to the administration. It was noted the law firm will consult with the chair and the mayor.

Aldersperson Brashaw moved to approval to enter into an agreement for legal services with Barrick, Switzer, Long, Balsley & Van Evera, LLP, seconded by Aldersperson Miller. Motion prevailed by a roll call vote of:

Yeas: Klemm, McClanathan, Miller, Brashaw, and Chesney (5)

Nays: None

Ms. Roxanne Sosnowski was introduced and she stated she looks forward to serving the City in the transition of City government.

PUBLIC COMMENTS – AGENDA OR NON-AGENDA ITEMS

Upon a motion duly made and seconded, the meeting was adjourned at 5:53 PM.

s/ Meg Zuravel

Meg Zuravel
City Clerk