
SYCAMORE CITY COUNCIL – REGULAR MEETING
MINUTES OF March 4, 2019

ROLL CALL

Mayor Lang called the meeting to order at 7:00 p.m. and City Clerk Mary Kalk called the roll. Those Alderpersons present were: Virginia Sherrod, David Stouffer, Chuck Stowe, Alan Bauer, Steve Braser, Rick Kramer, and Pete Paulsen. Alderwoman Nancy Cople was absent. City Attorney Keith Foster was also present.

INVOCATION – Pastor Chuck Ridulph, St. John’s Lutheran Church, gave the invocation.

PLEDGE OF ALLEGIANCE Led by Brownie Troup 2260; Abigail Segreti, Courtney Gehrke, Amaya Bomar, Morgan Hove, Audrey Wirsing, and Emmi Bless.

**APPROVAL OF AGENDA
MOTION**

Aldersperson Kramer moved to approve the agenda and Aldersperson Sherrod seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7-0.

AUDIENCE TO VISITORS

CONSENT AGENDA

- A. Approval of the Minutes for the Regular City Council Meeting of February 18, 2019.
- B. Motor Fuel Tax Compliance Audit for the Period of January 2016 to December 2017.
- C. Payment of the Bills for March 4, 2019 in the amount of \$1,717,792.83

MOTION

Aldersperson Bauer moved to approve the Consent Agenda and Aldersperson Stowe seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS

REPORT OF OFFICERS

City Manager – Brian Gregory deferred his comments to the agenda.

Police Commander – Steve Cook reported that at last Thursday’s tobacco compliance check, 14 of the 20 businesses checked were compliant and six businesses received citations for selling tobacco to a minor. The goal is to do these checks every year and also on a random basis. Since DeKalb County is switching to a new radio system, which means that Sycamore must also, he reported that the foundations for three of the towers have been constructed. Although there were some weather-related delays, they are anticipating having all towers up by the end of March and having the system operational by April.

Mayor Lang thanked Commander Cook for doing those compliance checks as the city wants to make sure the youth are healthy and safe.

Fire Chief – Pete Polarek said they are advertising this month for Paid-on-Call firefighters and asked anyone living in Sycamore or the Sycamore Fire Protection District that is interested, to complete an application at Fire Station #1. He encouraged folks to bring in books for the city-wide initiative headed by Maggie Peck. The books collected will go to Salem Lutheran Church’s Food Pantry

Superintendent Public Works – Jake Keck reminded everyone that the water billing office is located at 475 North Cross Street but that payments can still be put in the drop box at 202 Page Street through the end of March. For a salt update, he

said that there have been 28 snow events to date, consisting of snow, ice, or drifting. They have used 1300 tons of salt and drivers have logged 13,000 miles and 1600 hours behind the wheels for these events. They have 500 tons of salt in storage and 500 tons more to be delivered this week. He recognized the Public Works team for their efforts and dedication to this community and he also thanked the City of Sycamore for their support and assistance during these events.

Mayor Lang said we all appreciate the Public Works Department too.

Treasurer/Asst. to the City Manager – Adam Orton said, in reference to the Motor Fuel Tax Compliance Audit on the Consent Agenda, the Illinois Department of Transportation (IDOT) was here in December to do the audit for the years 2016 and 2017. The purpose was for them to review all the reports submitted to ensure that everything that had been authorized by IDOT matched. Over those two years, we received about \$950,000 in revenue and spent \$1.3 million in Motor Fuel Tax Funds. He's happy to announce that we were in complete compliance and had zero adjustments.

Building & Engineering Director – John Sauter said they have been busy making a few minor upgrades to the office in preparation to the upcoming construction season. One thing they've focused on is making information, such as plats and maps, easily accessible to be more responsive when we receiving inquiries. They're also hoping to install a computer workstation at the front counter to help our customers at point of contact when they need property information. This will be a huge step toward being able help people before they walk out the door rather than having to do the research and follow up with them. He said they have issued three single family permit as of the end of February. Last year at this time, they had issued three.

Human Resources Director – Maggie Peck said the 2018 Performance Evaluations were just completed. Compliance training in Workplace Violence, Health Insurance Portability and Accountability Act (HIPPA), and Sexual Harassment will be done in March.

City Engineer – Mark Bushnell said the council previously approved Waste Water Treatment Facility (WWTF) contracts pending Illinois Environmental Protection Agency (IEPA) review. On Friday they received formal approval of the IEPA Loan for the WWTP Improvements and contract documents so they will bring the loan documents to the next council meeting. He said the contractor has already laid out a schedule which includes, work as early as the week of March 18th.

REPORTS OF STANDING COMMITTEES

Finance – Alan Bauer - no report

Public Safety – Pete Paulsen - no report.

Public Works – Chuck Stowe - no report

PUBLIC HEARINGS - None

ORDINANCES

A. Ordinance No. 2018.11—An Ordinance Amending Title 3, “Business and License Regulations”, Chapter 2, “Liquor Control” of the City Code of the City of Sycamore, Illinois. First and Second Reading.

City Manager Brian Gregory said this first came to council as a Consideration on February 18th. This is a full re-write of the liquor code since 2003 and said the highlights include: additional definitions, a change in the fee structure, of which changes are generally \$250 modifications, merging of Special Events and Catering Events to streamline the process, and Beverage Alcohol Sellers and Servers Education and **Training (BASSET)** training requirement. He said that after council takes action, he will try to simplify them into summary points and put them on the website and send highlights to our liquor license holders to provide them access to all the changes so they are prepared for the May 1st renewal when those changes will go into effect.

Alderman Kramer said this is an area that needed to be addressed. He said it was a lot of work but everything looks amazing and he totally agrees with everything.

MOTION

Alderman Kramer moved to waive First Reading for Ordinance 2018.11 and Alderman Stowe seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye. Motion carried 7-0.

MOTION

Alderperson Kramer moved to approve Ordinance 2018.11 and Alderperson Sherrod seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderpersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

B. Ordinance No. 2018.12—An Ordinance Granting a Request by Jacob Wyatt for a Variation from Article 6.5, Lot Standards, of the Unified Development Ordinance to Allow for the Construction of a New Single Family Residence on the Property Located at 233 Center Cross Street (PIN 06-32-154-025) in the City of Sycamore, Illinois. First and Second Reading.

City Manager Brian Gregory said this comes from the Board of Zoning Appeals, who met on February 26th and was continued to February 28th, forwarded a favorable recommendation by a vote of 4-0 to approve the variance. He said the council approved a very similar variance back in 2016 for this property at 233 Center Cross for a different owner who petitioned to raze the home and construct a new home but the primary issue was the width of the lot. It is a corner lot that is 54 feet wide and the code requires 60 feet in width. At the ZBA meeting, they looked at the site plan where the front door and drive go out to Center Cross Street. Mr. Wyatt intends to build it this way, but he is awaiting approval from IDOT to have the drive come out onto to Center Cross Street which is State Route 23. He said that if that is unsuccessful, then the house would be reconfigured to have the driveway come out to Roosevelt Court. The ZBA members look at variances for both, if the house is facing either Roosevelt Court or Center Cross St. and for either the rear yard setback or lot width making sure it would be compliant for Mr. Wyatt to proceed. Mr. Wyatt, currently a neighbor living at 215 Center Cross for six years, is familiar with the neighborhood and wants to enhance and keep his family there on that street.

Jacob Wyatt, 215 Center Cross St, said that they essentially want to make it a better place for the neighborhood.

City Manager Brian Gregory noted that the criteria for variances below and said the Board of Zoning Appeals looked at the proposal against those criteria and recommends approval by a vote of 4-0.

A variation shall only be recommended by the Zoning Board of Appeals based upon the evidence that:

a. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.

b. The plight of the owner is due to unique circumstances.

c. The variation, if granted, will not alter the essential character of the locality.

MOTION

Alderperson Braser moved to waive First Reading for Ordinance 2018.12 and Alderperson Kramer seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderpersons voted aye. Motion carried 7-0.

MOTION

Alderperson Braser moved to approve Ordinance 2018.12 and Alderperson Kramer seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderpersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

C. Ordinance No. 2018.13—An Ordinance Approving a Collective Bargaining Agreement Between the City of Sycamore and the International Association of Firefighters Local 3046. First and Second Reading.

City Manager Brian Gregory said at the start of the new year, the city staff started negotiations with the International Association of Firefighters (IAFF) Local union 3046 to negotiate a successor agreement for the one that expires on April 30th.

They had straight-forward and cordial bargaining sessions that ultimately resulted in the agreement that is before the council tonight. He feels this is a fair agreement for the city and for the employees. He mentioned the highlights from the agenda:

1. A three-year agreement beginning May 1, 2019 and ending April 30, 2022.
2. Increases of 2.50% on May 1, 2019; 2.50% on May 1, 2020, and 2.50% on May 1, 2021.
3. An adjustment to longevity bonuses from \$250 increments to \$300 increments.
4. An increase requiring all members to pay \$100 toward individual health insurance premiums to a maximum of 15% of family coverage.
5. Recognition of members that commit to participating in specialized teams for three years with a \$100 annual stipend.
6. Secondary employment language that prohibits members from working as a first responder.
7. The extension of a system for callbacks until the end of the contract that caps the number of firefighters that respond to shift recalls during day-time hours to eleven career personnel. All members are eligible for department recalls for more serious events such as structure fires and during night hours. This system was cooperatively designed and implemented to help control overtime costs while meeting response needs. Prior to the revised callback system, department recalls were automatically toned when a shift recall might be sufficient to the emergency need.
8. A no-layoff clause for current members of the bargaining unit.
9. Other revised non-economic language regarding callback operations and commissary system items as part of the department's cancer prevention efforts.
10. The Agreement expires on April 30, 2022.

Local 3046 voted to ratify the agreement on February 26, 2019.

MOTION

Aldersperson Paulsen moved to waive First Reading for Ordinance 2018.13 and Aldersperson Sherrod seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7-0.

MOTION

Aldersperson Stowe moved to approve Ordinance 2018.13 and Aldersperson Paulsen seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

Mayor Lang said it is important to know that everyone ratified the agreement so we are supporting our staff and the Fire Department and thanked Chief Polarek and his staff.

D. Ordinance No. 2018.14—An Ordinance Approving a Collective Bargaining Agreement Between the City of Sycamore and the American Federation of State, County and Municipal Employees, Council 31, on Behalf of AFSCME Local 3957. First and Second Reading.

City Manager Brian Gregory said this is the same type of process with straight-forward cordial collective bargaining sessions. We arrived at a fair agreement with similar provisions as listed in the agenda and below:

1. A three-year agreement beginning May 1, 2019 and ending April 30, 2022.
2. Increases of 2.50% on May 1, 2019; 2.50% on May 1, 2020, and 2.50% on May 1, 2021.
3. An adjustment to longevity bonuses from \$250 increments to \$300 increments.
4. An increase requiring all members to pay \$100 toward individual health insurance premiums to a maximum of 15% of family coverage.
5. The establishment of mechanic stipends for members with automotive service excellence (ASE) and emergency vehicle technician (EVT) certifications.
6. Establishing a two-hour minimum for call-in pay.
7. A memorandum of understanding regarding seasonal part-time employees that may perform basic painting and landscaping functions in the summer.
8. Revised non-economic language regarding vacation scheduling, probation periods and dues deductions.

Local 3957 voted to ratify the agreement on February 28th.

MOTION

Aldersperson Kramer moved to waive First Reading for Ordinance 2018.14 and Aldersperson Sherrod seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 7-0.

MOTION

Aldersperson Kramer moved to approve Ordinance 2018.14 and Aldersperson Sherrod seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

RESOLUTIONS

A. Resolution No. 779—A Resolution for Maintenance of Streets and Highways by the City of Sycamore Under the Illinois Highway Code.

City Manager Brian Gregory said that this modifies the previously passed resolution regarding the road salt. The FY19 budget had \$100,000 allocated and when pricing came in, it was slightly above that for the 80% threshold which amounts to \$104,928. Resolution 779 would authorize the additional \$4,928 of Motor Fuel Tax funds for road salt.

MOTION

Aldersperson Stowe moved to approve Resolution 779 and Aldersperson Stouffer seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

CONSIDERATIONS

A. Consideration of an Administration Presentation of the FY2020 Special and Bond Funds.

City Manager Brian Gregory said this is the last set of funds to review before bringing the total budget to council on March 18th for approval. All these funds are either in balance or have planned spending for a total of just under \$12 million of which a good portion of it goes towards the first leg of the Waste Water Treatment Plant phase III project and about \$2 million is associated with the Police and Fire pensions. The other funds, such as hotel/motel tax fund, the radium decommission fund, the transfer tax fund, the foreign fire insurance fund, the employee benefit assistance fund and public improvement escrow fund, receive revenue dedicated for a specific purpose. He reviewed the debt service funds, listed below, and said that these funds continue to have sources of revenue for paying that debt down.

<u>2003 EPA Loan</u>	<u>2005 EPA Loan</u>	<u>2006 EPA Loan</u>	<u>2009 EPA Loan</u>
\$49,737.00	\$55,022.00	\$66,697.00	\$194,852.00
<u>2012 Refunding</u>	<u>2017 Refunding</u>		
\$259,250.00	\$328,472.00		

He said that they will continue to look at rates for any future refunding opportunities to save any dollars, but right now the 2012 and 2017 Refunding bonds are both at favorable positions and work within the budget.

Mayor Lang said that he likes the last sentence “no new general obligation borrowing is planned for the near future”.

Aldersperson Kramer said that sentence sums it all up.

Consensus was to move forward.

B. Consideration of the Proposed 2019 Street Maintenance Program.

City Manager Brian Gregory pointed out that the allocation is slightly larger since discussing the Capital plan. Overall, this summer's street maintenance program will involve an estimated allocation of \$1,770,000 in capital funding toward street and related infrastructure repairs. This includes \$375,000 from Fund 7 (Motor Fuel Tax Fund); \$1,247,000 from Fund 30 (Street Maintenance Fund); \$148,000 from Fund 06 (Capital Assistance Fund) to address hazardous sidewalks and meet current ADA standards. He reviewed a list of priority repairs for the summer of 2019. The itemized street list takes the following factors into account:

- A variety of different paving techniques will be used to stretch the durability of the repairs, especially where a thorough reconstruction might be the best course but cannot be pursued because of revenue limitations.
- Portions of 16 streets, primarily in the Foxpointe Subdivision are being recommended for certain types of maintenance.
- \$75,000 has been allocated for preventative maintenance and crack filling.
- \$98,000 in pavement rejuvenator is allocated to maintain streets repaved as part of the 2016 street program and streets completed by developers within the Kpan Parkside Estates and North Grove Crossings developments.
- Storm sewer improvements will be made on Edward Street before the surface is repaved.
- Staff is recommending that the City's local bidder preference policy be suspended again for the 2019 program based on success the past two years.
- \$40,000 has been allocated to purchase materials for pavement patching.

Streets and maintenance identified in the program that will be addressed with local funds are as follows:

Street	Limits	Description of Work
Edward Street	Park Avenue to Washington Place	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement • Partial storm sewer replacement
California Street	Intersection of California and Sycamore	<ul style="list-style-type: none"> • Surface removal and overlay
Darling Court	Yorkshire Drive to End of Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Yorkshire Drive North	Foxpointe Drive to Foxbend Drive	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Yorkshire Drive South	Foxpointe Drive to Foxbend Drive	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Marywood Court	Yorkshire Drive to End of Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Devonshire Drive South	Foxpointe Drive to Wellington Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Devonshire Drive North	Foxpointe Drive to Wellington Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Wellington Court	Devonshire Drive to End of Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps

London Court	Bristol Drive to End of Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Bristol Drive East	Hathaway Drive to London Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Bristol Drive West	Hathaway Drive to London Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Camden Court	Bristol Drive to End of Court	<ul style="list-style-type: none"> • Microsurface Application • Replace sidewalk ramps
Foxpointe Drive	Borden Avenue to Devonshire Drive North	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement

The program will also be partially funded by motor fuel tax funds. These funds will be used to complete the repair of portions of the following streets:

Street	Limits	Description of Work
Hathaway Drive	Foxpointe Drive to Peace Road	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement
Foxbend Drive	Peace Road to Yorkshire Drive	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement
Edward Street	Meadow Lane to Elmwood Street	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement

He said they waived the local bidder preference last year because there aren't a lot of local bidders for that type of work, so based on those strong bids received last year, they are recommending that Council consider waiving that again for this year. This will be bid out over a series of months as the City will advertise for bids for the resurfacing and concrete portion of the project in April. Microsurfacing will go to bid in early summer and cracksealing later in the summer. Construction would start soon after the start of the fiscal year, with completion scheduled prior to Pumpkin Fest.

Alderman Kramer asked if the microsurface application is that with the little stones.

Mr. Gregory said it is done more with sand. Microsurfacing is what we did on Prairie Drive with more of a slurry mix and sand not the stone.

Alderman Stouffer asked if extra funds were leftover, how they could make a recommendation to add additional streets that need the attention.

Mr. Gregory said because there is so much engineering work that needs to happen when it comes to which streets need attention, they would look at doing additional cracksealing with any extra dollars.

Alderman Kramer said it is a step in the right direction.

Alderman Paulsen said with it being pothole season, this is the reason our streets aren't blowing apart compared to other communities. We are making the investment ahead of time to keep the streets in good shape.

Mr. Gregory emphasized that this is community development, economic development, and investing in infrastructure.

City Engineer Mark Bushnell said that Naperville uses microsurfacing widespread and they went to review the streets before and after and what they did differently than other communities. They did some modifications to the bid documents to get that same product.

MOTION

Alderson Bauer moved to approve the consideration including waiving the local bidder preference and Alderson Paulsen seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

C. Consideration of the FY20 Downtown Façade and Gateway Improvement Program.

City Manager Brian Gregory said the Downtown Façade program, a \$5,000 matching grant for improvements up to \$10,000 or more, has been in place for about 15 years and expanded in FY18 to include the gateways. Interest has really grown in the last 18 months and we have seen some pretty strong transformations. The program for FY20 is similar to the past year with modifications changing the eligibility from every other year to one every three years to ensure that the funds are being spread and to encourage making the improvements and not put it in pieces. Multiple facades are clarified for two-sided buildings on a corner with two distinct sides or multiple distinct facades where it's one building but two separate businesses. If Council concurs, the documents will be available in April for a priority application period until May 31st. They will go to the Architectural Review Committee and then be brought forward to the Council. He said the program is working and that staff recommends continuing it and added that the program is funded through the Hotel/Motel Tax so those dollars are put back into our community through permanent improvements.

Alderson Kramer said that it is a great program. Not only does it help the individual improve their property, but said not many villages or cities that do this. What we do for these businesses is commendable and he's for it 100%.

MOTION

Alderson Kramer moved to approve the FY20 Downtown Façade and Gateway Improvement Program and Alderson Sherrod seconded the motion.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stouffer, Stowe, Bauer, Braser, Kramer, and Paulsen voted aye. Motion carried 7-0.

OTHER NEW BUSINESS

APPOINTMENTS

ADJOURNMENT

MOTION

Alderson Stowe moved to adjourn the meeting at 7:48 p.m. and Alderson Stowe seconded the motion.

VOICE VOTE

Mayor Lang called for a voice vote to approve the motion. All Aldersons voted aye. Motion carried 7-0.

Approve:

Mayor - Curt Lang

Attest:

City Clerk – Mary Kalk