
SYCAMORE CITY COUNCIL – REGULAR MEETING
MINUTES OF May 20, 2019

ROLL CALL

Mayor Lang called the meeting to order at 7:03 p.m. and City Clerk Mary Kalk called the roll. Those Alderpersons present were: Josh Huseman, Rick Kramer, Pete Paulsen, Virginia Sherrod, Chuck Stowe, Alan Bauer, and Steve Braser. Alderperson Nancy Cople was absent. City Attorney Kevin Buick was also present.

INVOCATION – Karen Lang gave the invocation.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

City Manager Brian Gregory said there is an additional proclamation for Older Americans Month to be added to the Presentation of Petitions, Communications, and Bills.

MOTION

Alderperson Kramer moved to approve the agenda with the additional proclamation under 7B and Alderperson Sherrod seconded the motion.

VOICE VOTE

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

AUDIENCE TO VISITORS

CONSENT AGENDA

- A. Approval of the Minutes for the Regular City Council Meeting of May 6, 2019.
- B. Payment of the Bills for May 20, 2019 in the amount of \$379,572.71.
- C. Receipt and File of the Fire and Police Commission Annual Report.

MOTION

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

ROLL CALL VOTE

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

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS

- A. A Proclamation Declaring May 19th to May 25th as Emergency Medical Services Week in the City of Sycamore, Illinois.

Mayor Lang presented the proclamation to Fire Chief Polarek.

- B. A Proclamation Declaring May 2019 as Older Americans Month in the City of Sycamore, Illinois.

REPORT OF OFFICERS

City Manager – Brian Gregory thanked Joel and Joan Barczak who hosted a tour, for Council and staff, through the improvements made at Blumen Gardens through TIF assistance in the amount of \$25,000. This is a good example of public/private partnership and how a small incentive can help expand re-usable space. He appreciates their investment. Monday, May 27th at 10 am, there will be a Memorial Day ceremony at the Vets Club and a parade to the Elmwood Cemetery where a program will also be held. The Plan Commission will meet June 10 to hear three considerations. The public notices are out for the Rural Residential R-4 Annexation in the Northwest Sub Area, the Kishwaukee Bible Church resubdivision, and a Unified Development Ordinance amendment. He said that ComEd has released their rates, which have gone down to 7.063¢ per kwh. Last year, the average was just under 7.3¢ per kwh. It's important because last year when the rates were fluctuating, the City was able to negotiate with MC Squared through the aggregation program to match the fluctuating rate, so our residents will pay what the benchmark is. This is important because solicitors start to call or go door-to-door whenever

there is a change in rates and it's important for residents to understand the information. He suggested using the State website, PluginIllinois.org, to see all the rates and view the charges that are embedded, such as termination fees and intro rates that spike after three months. He wants residents to know that we are at the benchmark and if a company cannot beat that in a fixed price, to be careful of that when talking with the solicitors.

Police Chief – Jim Winters thanked everyone who attended the Police Memorial last week and the Cop on the Rooftop fundraising event for Special Olympics held at Dunkin Donuts where they raised \$2,700. Ward 2 meeting was last week. Ward 1 meeting will be Tuesday, May 21st at 6:30 at the Sycamore Library and Ward 3 meeting is Wednesday, May 22nd in Council Chambers. He said officers are participating in a grant that was received from Illinois Department of Transportation for the Click-it or Ticket campaign to bring awareness to seat restraints and child safety seats. It runs May 17-28th. The property maintenance program is in full swing ensuring property codes and safety issues are met and that properties are being maintained.

Fire Chief – Pete Polarek said in relation to the EMS Week proclamation, they provide emergency medical service with 29 paramedics and four EMT Basics on staff. The theme "EMS Strong, Be on the Call" refers to not just doing their work while on shift, but also doing things in the community like outreach classes, supporting local causes, or assisting neighbors. They received a \$3,000 grant from Country Financial which is earmarked for a fire extinguisher prop. They also received a \$10,000 grant from Monsanto for purchase of hand, power tools, and cutting torch in response to an agriculture worker trapped in equipment.

Assistant Director of Public Works – Matt Anderson said Public Works has been busy with all the rain. The positive side is with the flow monitors in, they have some significant data.

Treasurer/Asst. to the City Manager – Adam Orton for the April Treasurer's report, which marks the end of the fiscal year, the benchmark is 100%, on a cash-basis. The overall revenues sit at 99.94% with the City Sales Tax at 100%, the State Sales Tax at 99%, and the Restaurant & Bar Tax at 97%. The expenditures sit at 96.67%. Both Police and Fire pension funds closed out the year on a positive basis and both ended with fund balance increases. Preliminary estimates put investment returns around 5%. Auditors were here and are off to a good start. Full field work will be early July.

Building & Engineering Director – John Sauter said they've been busy with several resident drainage concerns due to the recent rain events and are working toward resolutions to those matters. Building inspections have been slow due to the recent rains, but they've used the extra time to perform site inspections of erosion and sediment control. Everyone appears to be making a concerted effort. Permit activity is about normal for this time of year with single family home, fence, deck and garage permits being the majority of permits they're seeing lately.

Human Resources Director – Maggie Peck said they are interviewing for part-time seasonal workers. Sycamore U just completed its first course; Introduction to Business, which is one of four courses being offered. The Safety Committee met to align trainings for the next six months which include CPR, AED, driver safety, electrical safety, construction zone safety, and proper lifting.

City Engineer – Mark Bushnell said they have the approval of two street projects on the agenda, so he will defer his time to those considerations.

REPORTS OF STANDING COMMITTEES

Finance – Alan Bauer - no report

Public Safety – Pete Paulsen - no report.

Public Works – Chuck Stowe - no report

PUBLIC HEARINGS

ORDINANCES

A. Ordinance No. 2019.02—An Ordinance Authorizing a Request from Bethesda Lutheran Communities, Inc. to Re-Zone the Parcel Located at 1761 Woodgate Dr. (PIN 09-06-126-012) from the Current Zoning of R-2, Two-Family Residential District to C-3, Highway Business District in the City of Sycamore, Illinois. First and Second Reading.

City Manager Brian Gregory said this comes from the Plan Commission with a favorable recommendation of a vote of 9-0. There was a public hearing on May 13th. He reviewed the background, as in the agenda, explaining that Bethesda would like to move their offices into the subject property which requires a zoning change. Bulk regulations, coupled with the proximity to Illinois Route 23, makes the logical commercial zoning for this and the adjacent commercial properties C-3, Highway Business. C-3, Highway Business District zoning requires more robust setbacks, which would make the structure legal non-conforming, meaning any future use or redevelopment of the property would require satisfying all setback requirements. He said moving forward, staff would like to work with other property owners along Illinois Route 23 to convert those properties to a highway business zoning classification. Residents at the public hearing were concerned if it sold what kind of business would go in if they sold. That is not their intention. They are just relocating their offices and have indicated there should be less traffic than had been there.

MOTION

Alderson Braser moved to waive First Reading for Ordinance 2019.02 and Alderson Kramer seconded the motion.

VOICE VOTE

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

MOTION

Alderson Braser moved to approve Ordinance 2019.02 and Alderson Kramer seconded the motion.

ROLL CALL VOTE

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

B. Ordinance 2019.03—An Ordinance Amending the Fiscal Year 2018-2019 Budget in the City of Sycamore, Illinois. First and Second Reading.

City Manager Brian Gregory said this amends the FY19 budget as it deals with a creation of a new fund; Fund 39 for the 2019 Illinois Environmental Protection Agency (IEPA) loan fund. This will be the fund that recognizes the proceeds from the IEPA loan for the Waste Water Treatment Plant (WWTP) project and that are dispersed out as part of the contract. They have a pay estimate that was submitted and just received the second pay estimate. They don't know exactly how much the auditors will accrue back to last year so they are actually recommending to amend the recommended in the amount of \$1,047,365. This will cover both pay estimates. After the project is complete, this fund will also account for the debt service payments as loan funds are repaid. The attached ordinance amends the FY19 budget by making the adjustments shown in the following table:

Line Item	Previous	Amended	Notes
39-000-3732	0	900,000	Create Fund 39 / Account for IEPA Loan Proceeds
39-000-8626	0	900,000	Create Fund 39 / Account for IEPA Loan Expenditures

Mayor Lang said this is a compliment to the city that we are very transparent.

MOTION

Alderson Bauer moved to waive First Reading for Ordinance 2019.03 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.

MOTION

Alderson Bauer moved to approve Ordinance 2019.03 and the amended amount of \$1,047,365 and Alderson Stowe seconded the motion.

ROLL CALL VOTE

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

RESOLUTIONS

A. Resolution No. 796—A Resolution Approving a Grant of \$17,000 to the Voluntary Action Center for Direct Services to the Citizens of the City of Sycamore, Illinois.

City Manager Brian Gregory said Ellen Rogers is here representing the Voluntary Action Center, with whom the City has partnered with for a number of years, in providing \$17,000 in funding. The background reflects the number of rides and services provided by TransVAC and MedVAC. This funding helps defray the expenses for those services provided and it is able to be leveraged with a State match of 65% and a Federal match of 80%. He said for the Resolutions tonight, the revenue comes from Hotel/Motel Tax Fund or the Sales Tax Distributive Fund, so these are dollars generated from those visiting or purchasing things from outside our community and putting them back to work for our residents.

MOTION

Aldersperson Paulsen moved to approve Resolution 796 and Aldersperson Paulsen seconded the motion.

ROLL CALL VOTE

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

B. Resolution No. 797—A Resolution Approving a Grant of \$20,000 to the Voluntary Action Center to Support the Blue Line Flexible Bus Route Service in the City of Sycamore, Illinois.

City Manager Brian Gregory said the Council committed to a \$20,000 contribution back in 2007 for the Blue Line bus route now called Route 21. While there have been many changes, the flexibility of Route 21 continues and has only gotten better.

Ellen Rogers thanked the Council for the continued support. This past year has been exciting with many challenges, but proven to be a good thing for those who are transit-dependent. They now are providing a flex route and a paratransit services on weekends. They began a route through a county grant that takes students and staff from Sycamore to Kishwaukee College. They are looking at a route (Route 22) that will address the needs to the north to Jewel and Meijer. They are also hoping to provide greater access to the Sycamore Park District.

Alderman Braser asked if they, as a Not-For-Profit, were exempt from the new State Motor Fuel Tax and the pending County one.

Ellen Rogers said no, but they have budgeted 25% more for next year.

Aldersperson Sherrod said thank you for the services and the care that her daughter has experienced.

MOTION

Aldersperson Kramer moved to approve Resolution 797 and Aldersperson Sherrod seconded the motion.

ROLL CALL VOTE

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

C. Resolution No. 798—A Resolution Approving a Grant of \$16,000 to the DeKalb County Economic Development Corporation for Direct Services to Citizens of the City of Sycamore, Illinois.

City Manager Brian Gregory said this and the other resolutions are all values when we look at the bang for the buck that the community is getting. The City has had a partnership with DCEDC for over 20 years and extends a grant to help defray a small portion of the cost of the program. The City of DeKalb, DeKalb County, and other smaller governmental entities within the county also participate in this partnership. As projects come up, Paul Borek, Executive Director and his staff are constantly submitting our interest. He said the City seats on the organization's executive committee and Board assure timely and thorough access to such information

Paul Borek, Executive Director said he sincerely values and appreciates the ongoing partnership and the support of operations. He gave a background of their accomplishments within Sycamore; including the Enterprise Zone, Illinois Community Credit Union, Ideal Industries, The Suter Company, and Meijer to name a few.

Mayor Lang said this is pretty awesome how the City is engaged with the surrounding businesses and that it's a great place to live.

MOTION

Aldersperson Paulsen moved to approve Resolution 798 and Aldersperson Kramer seconded the motion.

ROLL CALL VOTE

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

D. Resolution No. 799—A Resolution Confirming the Creation of an Additional Class B Liquor License.

City Manager Brian Gregory said that Council had a Consideration at the May 6th meeting regarding the creation of a 12th Class B liquor license. A 12th one was created in 2015 but was later repealed, with the changes of classifications to carve out video gaming cafes, as there was not enough demand. He said the code says:

A maximum of ten (10) for the first twelve thousand one hundred (12,100) in population. Thereafter, one class B license shall be authorized for each three thousand (3,000) in population. By a three-fourths (3/4) vote of the corporate authorities, the proration of licenses by population may be waived to accommodate an application for a new bar license.

With over 450 units permitted since the last census (17,519 population) and 2.66 persons per household according to US Census data, the City's estimated current population is in the range of 18,500 to 19,000. The estimated population would seemingly satisfy criteria required for the creation of an additional license. He said this was considered on May 6th and the Council provided staff direction to bring this to action tonight.

MOTION

Aldersperson Braser moved to approve Resolution 799 and Aldersperson Paulsen seconded the motion.

ROLL CALL VOTE

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

CONSIDERATIONS

A. Consideration of an Architectural Review Committee Recommendation to Award a Downtown Façade Improvement Grant to Paul Schwartz of PJ's Courthouse Tavern Located at 202 W. State Street.

City Manager Brian Gregory said although Mr. Schwartz was unable to attend, he said that Paul and John Schwartz, owners of PJ's Courthouse Tavern, at 202 W. State Street, are taking on a significant project to the 1870's building that they presented to the Architectural Review Committee on May 13th. They plan to remove and rebuild the parapet wall with a block back-up which is estimated at \$42,911. With the Downtown Façade Improvement Program, this project would be eligible for a 50% match of up to \$5,000 each street-side facade, up to a total of \$10,000. He said a corner building, which fronts both Maple Street and State Street, is eligible, as opposed to one building with multiple addresses. This work along with some tuckpointing will be done in the fall but be completed by Pumpkin Festival. He said that the program is seeing a lot more of the permanent improvement-type applications for lasting improvements to preserve the buildings in the downtown.

Alderman Kramer said they are also trying to restore the decorative brick line trying to build it back to as original as possible.

MOTION

Aldersperson Bauer moved to approve the consideration for \$10,000 and Aldersperson Paulsen seconded the motion.

ROLL CALL VOTE

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

B. Consideration of a Building and Engineering Department Recommendation to Award the HMA Contract for the 2019 Annual Street Maintenance Program to Elliott and Wood of DeKalb, Illinois in the Amount of \$508,951.77.

City Manager Brian Gregory said this HMA is the largest of the locally funded project. The streets that will be addressed are:

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

Bids for this part of the City's annual street program were opened on Wednesday, May 15th at 10am. A total of two bids were submitted as follows:

Company	Base Bid
Elliott and Wood, DeKalb, IL	\$508,951.77
Alliance Contractors, Woodstock, IL	\$638,636.47

He said the Engineer's estimate was \$524,825.13 based on previously received unit prices for similar work.

MOTION

Aldersperson Stowe moved to approve the consideration to Elliott and Wood for \$508,951.77 and Aldersperson Paulsen seconded the motion.

Alderman Bauer asked if the Engineer's estimate is public knowledge while they are in the process of developing their bids.

City Engineer Mark Bushnell said they provide them with a \$100,000-\$200,000 range for bonding purposes.

ROLL CALL VOTE

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

C. Consideration of a Recommendation from the Building & Engineering Department Regarding the Award the Bid for the MFT Portion of the 2019 Street Maintenance Program to Curran Contracting of Crystal Lake, Illinois in the Amount of \$333,000.00.

City Manager Brian Gregory said this portion is funded by the Motor Fuel Tax and is addressing 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
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
Edward Street	Meadow Lane to Elmwood Street	<ul style="list-style-type: none"> • Surface removal and overlay • Spot curb and sidewalk removal and replacement

Bids for the MFT portion of the City's annual street program were opened on Wednesday, May 15th at 10am. A total of two bids were submitted as follows:

Company	Base Bid
Curran Contracting, Crystal Lake, IL	\$333,000.00
Peter Baker & Son, Lake Bluff, IL	\$389,551.06

The Engineer's estimate for this project was \$330,651.20. The Building and Engineering Department recommends awarding the contract to Curran Contracting of Crystal Lake, Illinois in the amount of \$333,000.00.

MOTION

Alderson Braser moved to approve the consideration to Curran Contracting for \$333,000.00 and Alderson Kramer seconded the motion.

ROLL CALL VOTE

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

D. Consideration of an Administration Recommendation Regarding a Contract for Police and Fire Pension Actuarial Valuation Services for the City of Sycamore, Illinois.

City Manager Brian Gregory said actuarial services to be provided include the calculation of the police and fire pension portions of the City's property tax levy. The firms that responded to the Request for Proposal (RFP) are:

Firm	2019	2020	2021	2022	2023
Foster & Foster, Inc.	\$11,800	\$11,980	\$12,165	\$12,356	\$12,553
Lauterbach & Amen	\$10,500	\$10,720	\$10,940	\$11,160	\$11,380
MWM Consulting Group	\$12,000	\$12,000	\$12,400	\$12,400	\$12,800
Nyhart	\$9,000	\$9,000	\$9,300	\$9,600	\$9,900

He said this RFP was structured for a three-year bid, FY2019-FY2021 with option years. He recommends the City Council approve a three-year contract (with options for fiscal years 2022 and 2023) with Nyhart to perform the City's police and fire pension actuarial valuations.

MOTION

Alderson Kramer moved to approve the consideration to award the bid to Nyhart and Alderson Sherrod seconded the motion.

Mayor Lang asked if the Police and Fire Pension Boards were involved in this.

City Manager Brian Gregory said yes, they helped with the RFP process and reviewed all the submittals. He said, based on the threshold, they could have done this a series of ways, but the way that was chosen was the most transparent in being open to anyone that was interested.

ROLL CALL VOTE

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

E. Consideration of an Administration Request for a Closed Session to Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of a Specific Employee or Legal Counsel for the Public Body; Collective Negotiating Matters or Deliberations Concerning Salary Schedules for One or More Classes of Employees; and the Setting of a Price for Sale or Lease of Property Owned by the Public Body.

MOTION

Alderson Kramer moved to go into Closed Session at 8:15 p.m. and Alderson Braser seconded the motion.

ROLL CALL VOTE

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

MOTION

Aldersperson Bauer moved to return to Open Session at 8:36 p.m. and Aldersperson Kramer seconded the motion.

VOICE VOTE

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

APPOINTMENTS

OTHER NEW BUSINESS

ADJOURNMENT

MOTION

Aldersperson Stowe moved to adjourn the meeting at 8:37 p.m. and Aldersperson Paulsen seconded the motion.

VOICE VOTE

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

Approve:

Mayor - Curt Lang

Attest:

City Clerk – Mary Kalk