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SYCAMORE CITY COUNCIL – REGULAR MEETING  
MINUTES OF July 1, 2019

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**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, Chuck Stowe, Alan Bauer, Nancy Cople, Josh Huseman and Pete Paulsen. Rick Kramer and Steve Braser were absent. City Attorney Jessica Harrill was also present.

**INVOCATION** –Pastor Matt Johnson, Sycamore Baptist Church, gave the invocation.

**PLEDGE OF ALLEGIANCE** Led Alderperson Nancy Cople

**APPROVAL OF AGENDA**

**MOTION**

Alderperson Cople moved to approve the agenda 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 6-0.

**AUDIENCE TO VISITORS - None**

**CONSENT AGENDA**

- A. Approval of the Minutes for the Regular City Council Meeting of June 17, 2019.
- B. Approval of the Closed Session Minutes for the Meetings of 12/7/18, 1/7/19, 2/18/19, 3/18/19, and 5/20/19.
- C. Release of the Closed Session Minutes for the Meeting of 12/17/18.
- D. Approval to Destroy the Auditory Tapes from the Closed Session City Council Meetings During the Period from 7-17-17 through 7-9-18.
- E. Payment of the Bills for July, 2019 in the amount of \$264,631.65.

**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 Sherrod, Stowe, Bauer, Cople, Huseman, and Paulsen voted aye. Motion carried 6-0.

**PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS**

- A. Recognition of 11 year-old Sycamore Resident Grace Amptmann who won the NBA Junior Skills Challenge Regional and Participated as One of Nine Finalists in New York City During the NBA Draft Week.

As Mayor Lang presented Grace Amptmann with a certificate, City Manager Brian Gregory added that there were 70,000 participants and of that, there were nine finalists at 11U and 13U boys and girls, totaling 36 total finalists. Grace won Sycamore and then Chicago, ultimately winning an all-expense paid trip to New York City to participate in the finals and to also attend the NBA Draft.

Grace Amptmann spoke about her experience and explained the pictures shown.

Mayor Lang thanked Brian Gregory, Maggie Peck, Fred Busse and the Public Works crew for the hanging baskets, painted fire hydrants, and plantings around the parking lots that are all looking good. He also said with the Fourth of July on Thursday, he is grateful to be American. So many people have worked so hard to provide us with what we have in our great country. He wished everyone a good 4<sup>th</sup> of July and hopes everyone can give pause to who we are, where we live, and the things that have been given to us as citizens of the United States.

**REPORT OF OFFICERS**

**City Manager – Brian Gregory** said July 8<sup>th</sup>'s Planning and Zoning Commission meeting will have three items: rezoning the last parcel of the Northwest Sub Area, Preliminary Plat, Final Plat, and Development Plan for the Fowler Farms Estates (Glasgow Properties), and a Final Plat for the Park District Soccer Complex. They will work with the electrical rate consultant,

NIMEC this summer. They have looked at water and sewer rates but right now, they are the lowest they have been since 2012. They are watching as there is one year left in the contract but with an opportunity to extend for a year. The Mayor's Ad Hoc Committee for Growth Management last met three years ago to review impact fees and will reconvene on August 7<sup>th</sup> to consider variables regarding value of land that is factored into that formula. This advisory committee has representation from the City Council, DeKalb County Economic Development Corporation, The Chamber of Commerce, The School District, The Park District, The Sycamore Library, and the Planning & Zoning Commission.

**Deputy Police Chief – Steve Cook** said being down two positions, with a retirement in February and another employee, who took a job with a Federal Agency, they are in the process of the recruiting.

**Fire Chief – Pete Polarek** said they were notified last week that the Fire Department received a \$3,900 grant from the Illinois Department of Natural Resources. They have a \$7,800 project of which the grant will cover 50%. The grant is designed around rural fire operations so it involves the replacement of a thermal-imaging camera, hand tools, and a hose used for brush grass fires. He is hopeful that everyone has a safe 4<sup>th</sup> of July holiday and pleads for everyone to leave the fireworks to the professionals. The private shows, which are illegal, are challenging for a lot of folks; Veterans with PTSD or people with small children or pets. From a safety aspect, having seen a family member injured, he said no one would want to see a child or a grandchild injured, so "leave it to the Pros"!

**Director of Public Works – Fred Busse** said this summer the Public Works Department has implemented a water valve program where they will systematically locate and operate the valves to improve water quality and public safety. This will also eliminate some inconvenience where there is a need to shut off the system, eliminating having to shut down 20 valves to make repairs. The upcoming Water Master Plan will help them locate some areas, too, that they need to focus on. In preparing to work on a leaky fire hydrant at Sabin and West State Street, they broke two water valves. When they dug up to replace the valves, they found that one valve was a third closed and the second one was 100% closed. With the replacement of those two valves, it will definitely improve the water quality for our citizens.

**Treasurer/Asst. to the City Manager – Adam Orton** reported that the auditors from Lauterbach & Amen are off to a great start as they arrived today to do their field work which will last a week and a half. This year, the auditors will also be doing the Sycamore Library audit, adding efficiency and a slight cost savings.

**Building & Engineering Director – John Sauter** said they're reviewing building plans for the first building out at Old Mill Park on the corner of Route 23 and Mt. Hunger Road. They're still a ways off from issuing a permit because site work and mass grading needs to happen first, so they're using this time to dial in the building plans. This will hopefully make things run smooth when vertical construction starts. They've also been busy following up on temporary certificates of occupancy that were issued for projects that were constructed during the winter months. They're verifying that yards are seeded, trees are planted, and driveways and sidewalks have been completed. They're doing this later than normal due to the wet spring, but hope to have everything buttoned up in the near future.

Mayor Lang asked about Meijer.

John Sauter said they are doing what they can between the rain days.

**Director of Human and Administrative Resources – Maggie Peck** thanked the employees who participated in this month's Give Back Campaign and said they were able to fill three full boxes with band-aids, sunscreen, and bug spray items that went to service 180 kids going on a mission trip and 130 day campers at Sycamore United Methodist Church. CPR and AED training, done every two years, was completed a week ago for any interested employee. She thanked Firefighter Bill Reynolds, who oversees that program and teaches it internally. She is currently working on insurance renewals and hopes to bring some numbers to the next two council meetings.

**City Engineer – Mark Bushnell** – As John Sauter said, there has been a lot of rain which has slowed construction. Contractor Elliott & Wood is working in the Foxpointe Subdivision replacing sidewalk ramps and then will move over to Edward Street. Currently, cracksealing is out to bid, will be opened on July 19<sup>th</sup>, and is scheduled to be completed the week before Pumpkin Festival.

## **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 2019.12—An Ordinance Amending Title 4, “Public Health and Safety,” Chapter 6, “Comprehensive Regulation of Tobacco Products,” Section 5, “Unlawful Sale to Persons Under the Age of Eighteen,” Section 6, “Sign Posted,” Section 8, “Purchase and Possession by Persons Under the Age of Eighteen,” Section 9, Restrictions on Sale,” and Section 10, “Vending Machine Restrictions and Exemptions,” of the City Code of the City of Sycamore, Illinois. First and Second Reading.**

City Manager Brian Gregory said this is straight forward, as the State of Illinois changed the age for which tobacco products, electronic cigarettes, and alternative nicotine products may be sold, from at least 18 years of age to at least 21 years of age beginning July 1st. The City also has local ordinances that regulate these types of uses, so Ordinance 2019.12 will amend the City Code to reflect the age change in the new Illinois law for tobacco and related products as follows:

#### *4-6-5: UNLAWFUL SALE TO PERSONS UNDER THE AGE OF TWENTY-ONE:*

*It shall be unlawful for any person, including any licensee, to sell, offer for sale, give away or deliver tobacco products or e-cigarettes or their components to any person under the age of twenty-one (21) years.*

#### *4-6-6: SIGN POSTED:*

*Signs informing the public of the age restrictions provided for herein shall be posted by every licensee at or near every display of tobacco products or e-cigarettes and on or upon every vending machine which offers tobacco products or e-cigarettes or their components for sale. Each such sign shall be plainly visible and shall state:*

*THE SALE OF TOBACCO PRODUCTS AND ELECTRONIC CIGARETTES TO PERSONS UNDER TWENTY-ONE YEARS OF AGE IS PROHIBITED BY LAW.*

*The text of such signs shall be in red letters on a white background, said letters to be at least one inch (1") high.*

#### *4-6-8: PURCHASE AND POSSESSION BY PERSONS UNDER THE AGE OF TWENTY-ONE:*

*A. It shall be unlawful for any person under the age of twenty-one (21) years to purchase tobacco products or e-cigarettes or their components, or to misrepresent their identity or age, or to use any false or altered identification for the purpose of purchasing tobacco products or e-cigarettes or their components.*

*B. It shall be unlawful for any person under the age of twenty-one (21) years to possess any tobacco products or e-cigarettes or their components; provided that the possession by a person under the age of twenty-one (21) years under the direct supervision of the parent or guardian of such person in the privacy of the parents' or guardian's home shall not be prohibited.*

*C. A violation of this section shall be subject to penalty as provided in section 1-4-1 of this code.*

#### *4-6-9: RESTRICTIONS ON SALE:*

*A. It shall be unlawful for any person to sell, offer for sale, give away or deliver tobacco products or e-cigarettes or their components within one hundred feet (100') of any school, childcare facility or other building used for education or recreational programs for persons under the age of twenty-one (21) years.*

*B. It shall be unlawful for any licensee or any person in the business of selling or otherwise distributing, promoting or advertising tobacco products or e-cigarettes or their components, or any employee or agent of any such licensee or person, in the course of such licensee's or person's business, to distribute, give away or deliver tobacco products or e-cigarettes or their components free of charge to any person on any right of way, park, playground or other property owned by the city, any school district, any park district or any public library.*

#### *4-6-10: VENDING MACHINES RESTRICTIONS AND EXEMPTIONS:*

*A. It shall be unlawful for any licensee to sell or offer for sale, give away, deliver or to keep with the intention of selling, giving away or delivering tobacco products or e-cigarettes or their components by use of a vending machine, unless such vending machine is equipped with a manual, electric or electronic locking device controlled by the licensee so as to prevent its operation by persons under the age of twenty-one (21) years.*

*B. Any premises where access by persons under the age of twenty-one (21) years is prohibited by law, or premises where the public is generally not permitted and where vending machines are strictly for the use of employees of business located at such premises, shall be exempt from the requirements of subsection A of this section.*

Mayor Lang asked about the signs and what the violation fee is. He asked the Police Department to check for the signage when they are out.

Alderman Stowe said the places he has stopped, there are signs on the front door.

City Manager Brian Gregory said they also have the birthday calendar stating “if you are not 21 as of this day”.

Deputy Chief Steve Cook said for the City Ordinance Violation, it is a \$100 fine.

**MOTION**

Alderson Huseman moved to waive First Reading for Ordinance 2019.12 and Alderson Copple seconded the motion.

**VOICE VOTE**

Mayor Lang called for a voice vote to approve the motion. All Aldersons voted aye. Motion carried 6-0.

**MOTION**

Alderson Huseman moved to approve Ordinance 2019.12 and Alderson Copple seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stowe, Bauer, Copple, Huseman, and Paulsen voted aye. Motion carried 6-0.

**B. Ordinance No. 2019.13—An Ordinance Amending Title 6, “Motor Vehicles and Traffic,” Chapter 4, “Traffic Schedules,” Section 1, “Stop Intersections,” and Section 4, “Yield Streets,” in the City Code of the City of Sycamore, Illinois. First and Second Reading.**

City Manager Brian Gregory said the City has received calls from residents requesting the yield intersection of Parkside Drive and Cloverlane Drive, be made a stop intersection. The City Engineer has reviewed and confirmed that this intersection does qualify for a stop sign or yield sign. He said that the following modifications will be made:

Section 6-4-1 “STOP INTERSECTIONS”:

Add: Parkside Drive as a Right-of-Way Street and Cloverlane Drive as a Stop Street.

Section 6-4-4 “YIELD STREETS”:

Remove: Parkside Drive as a Right-of-Way Street and Cloverlane Drive as a Yield Street.

**MOTION**

Alderson Bauer moved to waive First Reading for Ordinance 2019.13 and Alderson Sherrod seconded the motion.

**VOICE VOTE**

Mayor Lang called for a voice vote to approve the motion. All Aldersons voted aye. Motion carried 6-0.

**MOTION**

Alderson Bauer moved to approve Ordinance 2019.13 and Alderson Sherrod seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stowe, Bauer, Copple, Huseman, and Paulsen voted aye. Motion carried 6-0.

**RESOLUTIONS - None**

**CONSIDERATIONS**

**A. Consideration of a Public Works Department Recommendation to Award the Contract for a Tandem Axle Dump Truck Chassis to Truck Country of Davenport, Iowa in the Amount of \$85,388.00.**

City Manager Brian Gregory said FY20 allocated funds for a tandem axel dump truck in the amount of \$180,000 in total, which included two contracts for the chassis and the building of the dump body and snow plow for at a later date. They estimated the truck chassis to cost \$95,000. There were six bids that came in with the lowest from Truck Country for a 2020 Freightliner M2/106. He said this is another place where kudos go out to our Public Works Department as these pieces of equipment help us do jobs in-house.

COMPANY NAME	MODEL	BID AMOUNT
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Truck Country, Davenport, IA	2020 Freightliner M2/106	\$85,388.00
Trans Chicago Truck, Elmhurst, IL*	2020 Freightliner M2/106	\$90,679.00 \$89,608.00
I-State Truck Center, Windsor, WI	2020 Western Star 4700SB	\$100,391.00
JX Peterbilt, Rockford, IL	2020 Peterbilt 348	\$104,560.00
CIT Trucks, Loves Park, IL	2020 Kenworth T370	\$105,034.00
CIT Trucks, Loves Park, IL	2020 Mack GR42TND	\$109,923.00

\*Trans Chicago bid two suspensions; a tough track and an air-ride rear suspension.

Director of Public Works Fred Busse said the truck is for a lot of material handling and jobs they anticipate doing with the water system and sanitary system. It will also be outfitted with an 11 foot plow.

#### **MOTION**

Aldersperson Stowe moved to award the bid to Truck Country in the amount of \$85,388 and Aldersperson Paulsen seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Sherrod, Stowe, Bauer, Copple, Huseman, and Paulsen voted aye. Motion carried 6-0.

#### **B. Consideration of a Recommendation to Award the Contract for a Sanitary Sewer Smoke Testing to RJN Group of Wheaton, Illinois in the Amount of \$30,456.52.**

City Manager Brian Gregory said, per the requirements of the Illinois Environmental Protection Agency (IEPA), the City has instituted an annual sewer maintenance program to minimize sewer backups and the treatment of inflow and infiltration into the sewer system. One of the components of the plan was to do smoke testing where non-toxic liquid smoke is pushed into the sanitary sewer. Leaks or illegal connections to the sewer are evidenced by the leaking of smoke from the sewer system. Smoke identifies inflow locations where there is a direct path for water to quickly flow into the system. This information is then used to complete repairs or rehab to the system. Two quotes for 36,127 linear feet of sewer were received. The most qualified responsible submitter was RJN Group of Wheaton. The company's Project Manager (25 years) and Project Director (24 Years) have a combined 49 years of experience including past work experience for the Kishwaukee Water Reclamation District. RJN Group's proposal to complete the work is \$30,456.52 including all testing, notifications, and documentation. This will come from the sewer fund where funds for infrastructure have been set aside.

After review, the City Engineer recommends award of the smoke testing contract to RJN Group of Wheaton, Illinois in the amount of \$30,456.52.

Alderwoman Copple said she appreciates the mailer and communication to residents that are included in this bid.

City Manager Brian Gregory gave credit to City Engineer Mark Bushnell, especially for this first year of testing, to have the bid packets include notification to make people aware of the smoke coming out of the ground. Hopefully in subsequent years, as residents are more aware, that notification process can be scaled back.

City Engineer Mark Bushnell said this is the first smoke testing and they are concentrating where Assistant Directors of Public Works, Jake Keck and Matt Anderson installed flow meters. The smoke testing will show the inflow which is the direct connection or the "low-hanging fruit".

Mayor Lang asked if that is a violation.

City Manager Brian Gregory said it is mostly just rain water. As the laterals get holes in them, the rainwater infiltrates our system, goes down to the treatment plant, and then we have to treat that water. It makes an expensive process for the City. Again, this is to make sure that the City's investment will give the biggest "bang for the buck".

Alderman Stowe asked if this is where we may see the smoke coming out of someone's stack on their house.

City Manager Brian Gregory said that you could see gutters that are tied into the sanitary sewer system, so, it is possible that we could see that.

**MOTION**

Alderson Copple moved to award the contract to RJN Group of Wheaton for \$30,456.52 and Alderson Paulsen seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stowe, Bauer, Copple, Huseman, and Paulsen voted aye. Motion carried 6-0.

**C. Consideration of a Recommendation of the Architectural Review Committee to Award a Gateway Improvement Grant to Ishmael and Chelsea McGhee, Owners of Chelsea McGhee Studios Located at 942 West State Street in the City of Sycamore, Illinois.**

City Manager Brian Gregory said this comes from the June 17<sup>th</sup> Architectural Review Committee with a recommendation by a vote of 4-0. Chelsea and Ishmael McGhee are relocating Chelsea McGhee's Studio to this house, as seen in the background, which is already zoned commercial. They plan to make improvements to both the interior and exterior of the building, including new footing with new piers, porch, railings, landscaping and sidewalk. They will also remove a couple of trees that obstruct the view, one of which is growing into power lines. Estimates exceed \$20,000 and the property is within the gateway area, therefore eligible for a Gateway Improvement Grant of a 50/50 match up to \$5,000. Subsequently, after the structural parts and landscaping are complete, they plan on painting the building and installing shutters to further enhance curb appeal. They have an ADA (Americans with Disabilities Act) compliant ramp and parking in the rear. He welcomes this addition to the west end of town and supports the recommendation to award a grant.

Alderman Bauer asked if there is a way to add funds from the sidewalk reimbursement program.

City Manager Brian Gregory said the ordinance for the sidewalk reimbursement program is for residential properties.

**MOTION**

Alderson Huseman moved to approve the grant for \$5,000 and Alderson Sherrod seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Sherrod, Stowe, Bauer, Copple, Huseman, and Paulsen voted aye. Motion carried 6-0.

**APPOINTMENTS**

**OTHER NEW BUSINESS**

**ADJOURNMENT**

**MOTION**

Alderson Stowe moved to adjourn the meeting at 7:40 p.m. and Alderson Paulsen seconded the motion.

**VOICE VOTE**

Mayor Lang called for a voice vote to approve the motion. All Aldersons voted aye. Motion carried 6-0

Approve:

\_\_\_\_\_  
Mayor - Curt Lang

Attest:

\_\_\_\_\_  
City Clerk – Mary Kalk