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**SYCAMORE CITY COUNCIL – REGULAR MEETING – In Person in Council Chambers with hybrid option  
ELECTRONICLY VIA ZOOM**

**MINUTES OF FEBRUARY 15, 2021 Meeting ID: 830 1001 8008 Password: 696516**  
<https://us02web.zoom.us/j/83010018008?pwd=NWIHK0xkWDNleWZGYVRxY2JMS1daQT09>

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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: Chuck Stowe, Alan Bauer, Steve Braser, Nancy Copple, Josh Huseman, Pete Paulsen, Virginia Sherrod, and David Stouffer. City Attorney Keith Foster was also present.

**INVOCATION-** by Mayor Lang

**PLEDGE OF ALLEGIANCE** – Led by Alderman Chuck Stowe

**APPROVAL OF AGENDA**

**MOTION**

Alderson Braser motioned to approve the agenda and Alderson Huseman seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

**AUDIENCE TO VISITORS**

Michelle Zibrun, 1907 Somonauk Street asked for the City Council and Sycamore to support the graduating class of 2021 by hanging graduation banners downtown or asked for any other suggestions to support these kids.

**CONSENT AGENDA**

- A. Approval of the Minutes for the Regular City Council Meeting of February 1, 2021.
- B. Payment of the Bills for February 15, 2021 in the amount of \$506,364.98.

**MOTION**

Alderson Bauer motioned to approve the Consent Agenda and Alderson Stowe seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

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

Mayor Lang thanked City Manager Brian Gregory and said he appreciates his ability to listen to citizens and for having an open door, always being available. He's had many difficult decisions to make here and wished him well.

**REPORT OF OFFICERS**

**City Manager – Brian Gregory** said that this is his final City Council meeting and said it's been a great ride, honor, and privilege. He said that he can't say enough about the people around him as the employees are providing that front-line service. He says the team has been able to preserve the past, serve today, and enhance and prepare for tomorrow but said a lot of the credit goes to our employees. He would not have the successes he has had without the department heads who do an amazing job of keeping their operations moving forward working within their means. Sycamore is set up for success with the employees they have. He thanked the past and current councils for all their support and said it's always been about the big picture. He also noted to the audience speaker that they will work on ideas and ways to help celebrate the senior class.

**Director of Human and Administrative Resources (DHAR) – Maggie Peck** introduced Allie Rowland, Account Clerk, who has been with the city since August and Caitlin Teague, Accountant, who has been with the city since October. She thanked Brian for his 19 years and 7 months of service to the City of Sycamore and said it's been an honor and privilege to work with him. She said "the County truly got a great one".

**Police Chief – Jim Winters** congratulated Sergeant Joe Meeks who graduated last Thursday from the Northwestern University Police Staff and Command School. This is one of the top three advanced collegiate level courses for police command officers in the country. Joe not only graduated but was president of his class so congratulations goes out to him. On behalf of everyone at the police department, he wished Brian good luck as he steps into his new role. Besides Brian's acumen with financial matters, he has always appreciated his focus on maintaining the home town feel and community focus of Sycamore while also looking forward. He said, thank you Brian and they wish him all the best.

**Fire Chief – Pete Polarek** said they got through all the cold weather responses thanks to the Public Works team for keeping the streets clear and navigable as possible. They put pictures of the new fire engine construction on Facebook. The cab and chassis are married and are still anticipating a fall delivery.

**Director of Community Development John Sauter** said they did a final inspection of the new gaming room at Sophie's on West State Street which was approved for occupancy. The recent weather has slowed inspections down, so they've been busy updating records and forms, purging and getting ready for the upcoming construction season. The Inspectors have also been prepping for certification exams, which they'll be taking in the next few weeks. Finally, on behalf of Community Development, he'd like to thank the City Manager and wish him well on his new endeavor.

**Director of Public Works Matt Anderson** said that Public Works continues to battle the snow and cold and reported that they had three watermain breaks last week including one yesterday. He said that another 200 tons of salt was delivered today and he ordered another 400 tons making about 1000 tons thus far for the season. He told Brian that he and Public Works appreciates his support and friendship and wishes him the best in his future journey.

**City Treasurer Dan Prombo** said the January Treasurer's report, on a cash-basis, has a benchmark of 75%. The General Fund Revenues are above the benchmark at 81.08%. The expenditures are below the benchmark at 69.47%. The water and sewer Enterprise Funds are at 81.87% and 77.48% respectively. Both Police and Fire Pension Funds have had slightly negative returns in January, however overall fiscal year to date, Fire Pension has seen an 18.33% increase in fund growth while the Police Pension has a 19.38% fund growth. He added on behalf of the Finance team that he wishes Brian the best and said he will be missed.

**City Engineer Mark Bushnell** wished Brian good luck at the County.

Alderman Stowe reflected on Brian coming in as an intern and said that he increased the professionalism of the city and made it a place that has spirit with the Sycamore feeling. He thanked him and said that he will bring the same to the County.

Aldersperson Sherrod said thank you for helping her so much, that he will be missed, that the County is lucky to have him, and she wishes him nothing but the best.

#### **REPORTS OF STANDING COMMITTEES**

Finance – Alan Bauer said - no report.

Public Safety – Pete Paulsen no report.

Public Works – Chuck Stowe no report.

#### **PUBLIC HEARINGS - None**

#### **ORDINANCES**

##### **A. Ordinance No. 2020.25—An Ordinance Approving an Extension to the 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 that the next two ordinances address a one-year extension with the International Association of Firefighters Local 3016 (IAFF) and the American Federation of State, County, and Municipal Employees, Council 31 (AFSCME) that represents a variety of employees throughout the city but primarily at public works. Although all contracts on typically on the same cycle but one contract got off the cycle being a year longer. With successor negotiations for IAFF and AFSCME likely starting in the fall at about the same time a new city manager would be coming into the position they worked with the groups on a one-year extension 2.5% increase for May 1, 2022 through April 30, 2023. He stated that there is also a Memorandum of Understanding being worked on for IAFF that will eventually be reflected in the contract as the fire

department currently has an intern program and is looking to replace it with an apprenticeship program. It is not complete yet, but will be incorporated into the contract.

#### **MOTION**

Alderson Cople motioned to waive First Reading for Ordinance 2020.25 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 8-0.

#### **MOTION**

Alderson Cople motioned to approve Ordinance 2020.25 and Alderson Paulsen seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Stowe, Bauer, Braser, Cople, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

#### **B. Ordinance No. 2020.26—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, as mentioned in the last ordinance, this is for the same one-year term from May 1, 2022 through April 30, 2023.

#### **MOTION**

Alderson Cople motioned to waive First Reading for Ordinance 2020.26 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 8-0.

#### **MOTION**

Alderson Cople motioned to approve Ordinance 2020.26 and Alderson Paulsen seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Stowe, Bauer, Braser, Cople, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

#### **RESOLUTIONS**

#### **A. Resolution No. 852—A Resolution Authorizing the City Manager to Execute a Legal Services Agreement Between the City of Sycamore and Foster, Buick, Conklin and Lundgren, LLC.**

City Manager Brian Gregory said that this contract comes as a contract extension as the current contract runs on a different term than our fiscal year. This is a clean-up item as it is currently set to expire in August with options, so they are actually replacing the agreement and putting it on the fiscal year from May 1 through April 30<sup>th</sup>. It's a two-year agreement with two additional one-year options.

#### **MOTION**

Alderson Stowe motioned to approve Resolution 852 and Alderson Sherrod seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldersons Stowe, Bauer, Braser, Cople, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

Attorney Keith Foster said they have worked with the city for 17 years and said it is a pleasure to provide legal services to the City of Sycamore. He said that Brian is definitely an asset that we are losing but fortunately, he won't be far away. They have become very good friends and he's happy to have Brian call him. It will be good to have him at the County and wished him good luck.

#### **B. Resolution No. 853—A Resolution Approving an Extension to an Agreement Between the City of Sycamore and KMB Computing, Inc. for Information Technology Services Beginning May 1, 2021.**

City Manager Brian Gregory said that KMB Computing's principle Kim Williams has been the city's I.T. consultant for many years and is a great value. Typically going year by year, this proposes an open-ended contract that allows either party to terminate with a 90-days' notice in the event that the city decides to go with a full-time I. T. person. This provides the flexibility to do that.

Alderman Huseman asked what the trigger will be to move to an in-house I.T. person.

City Manager Brian Gregory noted that they have had a good working relationship with Mr. Williams and he is aware of this. But with technology growing, the trigger would be if they were not able to do what is needed in a certain amount of time.

Alderman Bauer confirmed that Mr. Williams has a team and said he sees this as a positive agreement because it may be that one person is not necessarily an expert at everything. This contract gives the city the resources to solve a problem that one person may not be able to. He noted, too, that hiring a full-time I.T. person, will cost benefits as well as narrow the ability to have widespread knowledge so he likes this agreement rather than hiring.

#### **MOTION**

Alderman Bauer motioned to approve Resolution 853 and Alderman Huseman seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldermen Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

#### **C. Resolution No. 854—A Resolution Approving an Extension to the Agreement Between the City of Sycamore and the Sycamore Chamber of Commerce for Visitor Attraction and Economic Development.**

City Manager Brian Gregory said that the council discussed a consideration regarding the Chamber of Commerce agreement where the city has provided support and received certain services as outlined in the background. He reviewed the previous years from the agenda and said this proposes \$40,000 or about 50% as they anticipate finishing FY21 just shy of \$80,000.

Alderman Stouffer asked if Rose could come in once or twice a year to give an update to which the city manager confirmed that the director does present once a year.

#### **MOTION**

Alderman Stouffer motioned to approve Resolution 854 and Alderman Stowe seconded the motion.

#### **ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldermen Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

#### **CONSIDERATIONS**

##### **A. Consideration of a Preliminary Three-Year Capital Improvement Program for the City of Sycamore, Illinois.**

City Manager Brian Gregory said the capital funds are the next to review and proposed \$4,144,500 for the capital improvement program which includes the following:

- The City's annual street maintenance program: \$2,050,000 (Street Maintenance Fund, Motor Fuel Tax Fund).
- Sidewalk removal and replacement in conjunction with Street Maintenance Program: \$150,000 (Capital Assistance Fund).
- Improvements to Fire Station #1 Living Quarters: \$100,000 (Public Buildings Fund).
- Repair/Repaint Water Tower #1: \$950,000 (Water Connection Fee Fund).

He added that it may be more cost effective to replacing the tower instead of painting it and said that \$950,000 may not be spent this year. He referred the council to the background to review the fund budget.

Alderman Copple: *inaudible*

City Manager Brian Gregory responded that anything to do with infrastructure is expensive and they look at if the plan is a 15 year fix or a 35 year fix so they will look at it on an annual basis where the "most bang for the buck is".

**B. Consideration of the 2021 Water Main Replacement Program.**

City Manager Brian Gregory reviewed from the background but said for specifics Assistant Public Works Director and City Engineer Mark Bushnell could answer questions. This shows the next five years of watermain replacement and prioritization from the Water Master Plan. A project priority list was compiled using a matrix using weighted criteria including but not limited to; public safety, water quality, watermain age, ability to save funds by combining it with other projects. Staff will review projects on at least an annual basis which may result the reorganization, addition or removal of projects.

| Location   | Improvement Costs Estimate | Watermain Funding | Schedule (Calendar Year) | Notes   |
|--|----------------------------|-------------------|--------------------------|---|
| IL Route 64<br>(Library to Sabin Street)         | \$992,256                  | Local             | 2022                     | IDOT Route 64 is scheduled for FY 2023 (July 2022 to June 2023) |
| Sabin Street<br>(IL Route 64 to Sycamore Street) | \$548,352                  | Local             | 2022                     | Coordinated with street rehabilitation in CY 2022               |
| Exchange Street<br>(Lucas to Sabin)              | \$913,920                  | Local             | 2022                     | Coordinated with street rehabilitation in CY 2022               |
| DeKalb Ave/ Elm Street<br>(Center Cross to       | \$991,089                  | IEPA Borrowing    | 2023                     | Coordinated with DSATS Road Construction (20% City Match)       |
| South Avenue                                     | \$500,000                  | IEPA Borrowing    | 2023                     |   |
| Somonauk<br>(Phase 1)                            | \$1,899,384                | IEPA Borrowing    | 2024                     | Coordinated with DSATS Road Construction (20% City Match)       |
| Somonauk<br>(Phase 2)                            | \$1,899,384                | IEPA Borrowing    | 2025                     | Potential for additional TARP (Federal) Funding                 |

At the completion of these projects and after repayments, the City should still have over \$300,000 in annual revenue to utilize available funds towards future improvements funded through the infrastructure improvement fee. He explained the process laid out in the agenda.

Alderman Bauer asked in referring to the line item for Elm Street and DeKalb Avenue and the 20% match if the amount listed is the total amount of the project.

City Manager Brian Gregory said that the number is the cost of the water main and the 20% is the cost of the street.

City Engineer Mark Bushnell pointed out every street that they do is about a two-year process...*inaudible*...but said they evaluate them on an annual basis...*inaudible*.

Mayor Lang asked if the eight inch versus the ten inch is determined by flows.

City Engineer Mark Bushnell said the size of the watermain affects the flow for fire protection.

Public Works Director Matt Anderson added that the main is sized based on fire flows based on the grid and where there is available flow.

City Manager Brian Gregory said that the Water Master Plan has modeling to tell how far out the impact would be if it was changed from a ten inch to six inch main.

Alderman Huseman asked if the city is at the max capacity as far as the public works department to be able to get these projects done in consecutive years other than funding.

City Manager Brian Gregory said that this work will be contracted out. The engineering will be done and then put out to bid. He said that our crews will continue to do the work that they are doing on the water, sewer, and collection system. He thinks this is aggressive as it's impactful and is pleased with the pace and resources. He's impressed with the work that Matt Anderson and Mark Bushnell did on this.

**C. Consideration of a Recommendation from the Public Works Department to Award the Bid for the 0.75 MG Elevated Storage Tank Repairs to JETCO LTD of Lake Zurich, IL in the amount of \$49,781.00.**

City Manager Brian Gregory said there are some critical repairs needed on Tower #1 but need to happen. This was put out to bid but one of the curveballs that came about were the bids being beyond the scope of the budget. It was put back out to bid with the following:

| <b>Company Name</b> | <b>Location</b> | <b>Bid Amount</b> |
|---------------------|-----------------|-------------------|
| JETCO Ltd           | Lake Zurich, IL | \$49,781.00       |
| Maxcor Inc.         | New Lenox, IL   | \$93,555.00       |

Alderman Stouffer asked why the large discrepancy.

Director of Public Works Matt Anderson said he knows if the work is planned far out and they are busier, they may not need the work so there might be a better price from a contractor who has the available time.

City Engineer Mark Bushnell added that with the Employment of Illinois Workers on Public Works Act, that 90% of the workers are required to be Illinois residents.

**MOTION**

Alderman Stowe motioned to approve the consideration to JETCO for \$49,781 and Alderman Sherrod seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldermen Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

**D. Consideration of a Public Works Recommendation to Purchase a New 2019 Bobcat Model 3400 Utility Task Vehicle (UTV) from C.S.R. Bobcat of DeKalb, Illinois in the Amount of \$18,991.61.**

City Manager Brian Gregory said this same vehicle was approved last year when the original plan was for two. The budget now supports moving forward and so the vendor quoted the same price as last year's price

**MOTION**

Alderman Bauer motioned to approve the consideration to C.S.R. Bobcat for \$18,991.61 and Alderman Huseman seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Aldermen Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

**E. Consideration of a Public Works Recommendation to Approve a Change Order to Leander Construction for the Sycamore Wastewater Treatment Plant for Items Related to Construction Totaling \$38,257.27.**

City Manager Brian Gregory said this is a lot but Matt Anderson and Mark Bushnell have overseen this project diligently. The following is a list of each item within the corresponding change order number and cost. A detailed breakdown and description of each item is included in the supporting documents. In some instances, reductions were made by the contractor to gain concurrence amongst all parties.

| <b>COR</b> | <b>Item Description</b>   | <b>Amount</b> |
|------------|---------------------------|---------------|
| #11        | Breaker Modifications     | \$ 4,294.68   |
| #13        | Fence Modification        | \$ 1,967.43   |
| #16        | Mag Meter Installation    | \$ 4,778.80   |
| #17        | UV Platform               | \$ 18,778.95  |
| #19        | Gas Service               | \$ 155.58     |
| #20        | Crane Column Modification | \$ 8,278.83   |
| Total      |                           | \$ 38,254.27  |

He said that each of these are within administrative spending authority but with they always bring forth change orders for transparency. Engineer Tim Bronn from McMahon and Associates is on the call for any questions.

Mayor Lang asked if this was the last change order.

City Engineer Mark Bushnell said that there are a few that haven't been agreed upon.

**MOTION**

Aldersperson Huseman motioned to approve the consideration for \$38,257.27 to Leander Construction and Aldersperson Stouffer seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

**F. Consideration of the Appointment of Maggie Peck to the Position of Acting City Manager for the City of Sycamore, Illinois.**

Mayor Lang proposed this appointment of Maggie Peck as acting City Manager effective March 1, 2021 with a daily stipend of \$65 per day as City Manager Brian Gregory will vacate his position on February 28<sup>th</sup>. The process to permanently fill the City Manager position will begin in March with a selection anticipated by the new Mayor and City Council after May 1st.

**MOTION**

Aldersperson Bauer motioned to approve the consideration and Aldersperson Sherrod seconded the motion.

**ROLL CALL VOTE**

Mayor Lang called for a roll call vote to approve the motion. Alderspersons Stowe, Bauer, Braser, Copple, Huseman, Paulsen, Sherrod, and Stouffer voted aye. Motion carried 8-0.

**G. Consideration of an Administration Request for a Closed Session to Discuss Personnel Matters.**

**MOTION**

Aldersperson Stouffer motioned to enter into Closed Session at 8:09 pm and Aldersperson Huseman seconded the motion.

**VOICE VOTE**

Mayor Lang called for a voice vote to approve the motion. All Alderspersons voted aye. Motion carried 8-0.

**MOTION**

Aldersperson Bauer motioned to return to Open Session at 8:50 pm 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 8-0.

**APPOINTMENTS**

**OTHER NEW BUSINESS**

**ADJOURNMENT**

**MOTION**

Alderson Stowe motioned to adjourn the meeting at 8:52 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 8-0.

Approve:

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

Attest:

\_\_\_\_\_  
City Clerk – Mary Kalk