
SYCAMORE CITY COUNCIL – REGULAR MEETING
MINUTES OF APRIL 19, 2021

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

INVOCATION- by Jim McNicol, Kishwaukee Bible Church

PLEDGE OF ALLEGIANCE – Led by Alderman David Stouffer

APPROVAL OF AGENDA

MOTION

Alderperson Braser motioned to approve the agenda and Alderperson Sherrod seconded the motion.

ROLL CALL VOTE

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

AUDIENCE TO VISITORS

Dan Hamingson, 11713 Deerpath Road, Blackhawk Moving and Storage spoke about the property between his business and Blumen Gardens and the questions they have on the appraisal. He asked for a compromise on the appraised value to make the property saleable to them or to another party.

Joel Barczak, 403 Edward Street, owner of 355-325 Edward Street spoke about the physical condition of the property as it relates to a brownfield status and asked to get a new appraisal.

Michael DeVito, 1525 Sunflower Drive, asked to take into consideration the impact this decision will have, the long standing history that Joel Barczak and his business has had in this community, and the effect it will have on the businesses and the non-profit groups that subsequently get to enjoy the benefits of Blumen Gardens. He asked the council to reconsider getting a second appraisal.

CONSENT AGENDA

- A. Approval of the Minutes for the Regular City Council Meeting of April 5, 2021.
- B. Planning and Zoning Commission Meeting Minutes from January 11, 2021.
- C. Payment of the Bills for April 19, 2021 in the amount of \$624,058.90

MOTION

Alderperson Bauer motioned 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, Paulsen, Sherrod, Stouffer, Stowe, Bauer, Braser, and Cople voted aye. Motion carried 8-0.

PRESENTATION OF PETITIONS, COMMUNICATIONS, AND BILLS

- A. A Proclamation Declaring April 2021 as Child Abuse Prevention Month in the City of Sycamore, Illinois.
- B. A Proclamation Declaring April 2021 as Fair Housing Month in the City of Sycamore, Illinois.

Mayor Lang also reported that there are now 60 trees planted in the Sycamore Grove to honor our veterans.

REPORT OF OFFICERS

Acting City Manager – Maggie Peck said that this will be Mayor Curt Lang's last official council meeting as the mayor. He will be here on May 3rd to begin the meeting and then will turn it over to the elected mayor. She said Curt moved here in 1976 with Karen and raised three children though the Sycamore schools. A successful dentist, he has also served on the Sycamore

School Board, Sycamore Library Board, Sycamore Rotary Club, and First Ward Alderman from 2013-2017, when he became our mayor. During his term, he worked hard on the Sycamore Grove as a tribute to honor our veterans. She said that it is with sincere appreciation and gratitude that they thank him for his service to Sycamore as a business owner, an alderman, a mayor, and a friend. She thanked Karen for her support and patience for sharing Curt over the years. She wished them the best moving forward.

Police Chief – Jim Winters said he would like to welcome Probationary Police Officer Zach Nelson, who graduated from the Macon County Law Enforcement Training Center on Saturday after successfully completing the 14 week basic law enforcement training. Zach will go through an orientation this week and then begin his 14 week field training with three different training officers. Sgt. Justin Kness we be facilitating the field training program and said that they wish Zac the best going forward. Over the next month or so, officers will be participating in video-simulated scenarios. They initially began planning for this training in March which is facilitated by Sgt. Watry who is a certified instructor. The system allows for an interactive training platform which involves decision-making in relation to appropriate responses on the use of force continuum. Lastly, on behalf of the department, he thanked Mayor Lang for all the support over the years and wished him and Mrs. Lang nothing but the best moving forward.

Fire Chief – Pete Polarek recalled back to last year about getting a grant for self-contained breathing apparatus and said that equipment has arrived. It is in its first phase of placing it into service which should be within a month. He reported that the remodel in the living quarters of the fire station started today and should take three to four weeks of construction. He offered his congratulations to the mayor and said to enjoy his retirement time. He also congratulated Mayor-Elect Steve Braser and the aldermen-elect who all will be sworn in on May 3rd.

Director of Community Development John Sauter said that they did a final inspection of Sycamore Orthodontics on North California Street and they were issued a temporary certificate of occupancy. There are a few items to button up but they are open for business. They issued a full building permit for Cesaroni's which will occupy the space at 219 West State Street who are approved to begin work, so there should quite a bit of activity there in the next several weeks. He wished Mayor Lang the best.

Director of Public Works Matt Anderson said Tower #1 is back in service with some remaining maintenance to be completed within the next two weeks, weather dependent. Tower #2 started being pressure washed on Saturday and should be complete within the next few days, weather dependent. Downtown sidewalks were cleaned and pressure washed last week by the public works staff and said they did a great job. Spring Hydrant flushing began today and will continue through next two weeks. He reported that there were a couple main breaks today and with that, there will be a precautionary boil order just for those impacted residents who have been notified. Lastly, he said that Public Works (PW) will do their annual Arbor Day tree planting at the PW campus on Friday, April 30th. It is tentatively scheduled for 9:30 am, but he will send an update. Traditionally, they invite elementary school students and this year, they have extended that invitation to Cornerstone Christian Academy and are awaiting their response. He thanked Mayor Lang for his service and support.

Mayor Lang said the audience can hear how good our staff is. He said that Sycamore is great because of our staff and said it has been a real honor to serve with them.

REPORTS OF STANDING COMMITTEES

Finance – Alan Bauer said no report.

Public Safety – Pete Paulsen said no report.

Public Works – Chuck Stowe said no report.

PUBLIC HEARINGS

ORDINANCES

A. Ordinance 2020.29—An Ordinance Concerning the Adoption of the Combined Budget and Appropriation Ordinance for the Fiscal Year 2021-22 in the City of Sycamore, Illinois. Second Reading.

Acting City Manager Maggie Peck said that this ordinance formally adopts the FY22 budget and is located on the city website, at the Sycamore Library, or a copy can be requested from the City Clerk's office for a cost.

MOTION

Aldersperson Braser motioned to adopt Ordinance 2020.29 and Aldersperson Bauer seconded the motion.

ROLL CALL VOTE

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

B. Ordinance 2020.30—An Ordinance Amending Title 1, “Administration,” Chapter 10, “Personnel Rules,” of the City Code of the City of Sycamore to Authorize Non-Elective Positions for the City of Sycamore, Illinois. Second Reading.

Acting City Manager Maggie Peck said that this ordinance codifies the number of employee positions that are budgeted which are outlined in the narrative of the budget.

MOTION

Aldersperson Braser motioned to adopt Ordinance 2020.30 and Aldersperson Huseman seconded the motion.

ROLL CALL VOTE

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

C. Ordinance 2020.31—An Ordinance Establishing Offices and Fixing the Compensation of Certain Appointed Officers of the City of Sycamore, Illinois, County of DeKalb, State of Illinois, for the Fiscal Year Commencing on the First Day of May 2021 and Ending on the Thirtieth Day of April, 2022. Second Reading.

Acting City Manager Maggie Peck said that FY22 budget assumes certain levels of compensation for exempt employees which includes management positions as well as part-time positions not covered by unions. This ordinance displays these levels of compensation and related benefits.

MOTION

Aldersperson Stouffer motioned to adopt Ordinance 2020.31 and Aldersperson Stowe seconded the motion.

ROLL CALL VOTE

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

D. Ordinance 2020.32—An Ordinance Amending the Fiscal Year 2020-2021 Budget in the City of Sycamore, Illinois. First and Second Reading.

Acting City Manager Maggie Peck said that the budget is adjusted twice a year at mid-year and right before the end of the fiscal year. She highlighted a few of the changes listed below from the amended ordinance.

Line Item	Original	Amended	Notes
01-000-9015	50,000	150,000	Additional Contribution to Pensions
01-000-9016	50,000	150,000	Additional Contribution to Pensions
01-000-9023	275,000	350,000	Numerous Senior Retirements
01-760-8101	156,290	106,290	Utilized Contractual Engineering
01-760-8331	0	50,000	Utilized Contractual Engineering
02-000-9023	0	44,736	Accrued Time Payouts to Fund 23
04-000-9023	0	27,513	Accrued Time Payouts to Fund 23
06-000-8495	343,333	458,145	Reflect State and Federal Grants
07-000-8331	63,250	98,051	Reflects Actual Costs
15-000-4501	50,000	150,000	Additional Contribution to Pensions
15-000-8190	881,250	910,496	Reflect Refunds to Separated Employees
16-000-4501	50,000	150,000	Additional Contribution to Pensions
16-000-8190	540,100	571,827	Reflect Additional Retirement
23-000-3741	275,000	350,000	Numerous Senior Retirements
23-000-3702	0	44,736	Accrued Time Payouts from Fund 2
23-000-3704	0	27,513	Accrued Time Payouts from Fund 4

23-000-8185	350,000	525,000	Numerous Senior Retirements
39-000-3732	6,000,000	8,250,000	Pass thru loan funds/project cost
39-000-8626	6,000,000	8,250,000	Pass thru loan funds/project cost

MOTION

Aldersperson Braser motioned to waive First Reading for Ordinance 2020.32 and Aldersperson Huseman seconded the motion.

ROLL CALL VOTE

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

MOTION

Aldersperson Braser motioned to adopt Ordinance 2020.32 and Aldersperson Huseman seconded the motion.

Alderman Bauer clarified that they are making the motion and vote on the amended ordinance that was provided at the meeting.

ROLL CALL VOTE

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

E. Ordinance 2020.33—An Ordinance Approving a Planning and Zoning Commission Recommendation of a Request by Robert and Christine Frye for a Change of Zoning of the Property Located at 560 DeKalb Avenue, Sycamore, IL (PIN number 06-32-330-019) from the Current Zoning of M-1, Light Industrial, to C-1, Neighborhood Business District in the City of Sycamore, Illinois. First and Second Reading.

Acting City Manager Maggie Peck said she brings this in hopes for action tonight as appropriate notice was given, signs were put up, neighbors within 250 feet were notified, and a publication was put in the newspaper. Robert and Christine Frye are petitioning to rezone the property at 560 DeKalb Avenue from M-1, Light Manufacturing to C-1, Neighborhood Business District. She gave some background per the agenda that since the property has had commercial businesses operate there for several years and that the property has yielded no industrial or manufacturing interest in over ten years, this is really an administrative clean-up which supports zoning compatibility. The April 12th Planning and Zoning Commission (PZC) gave a favorable recommendation by a vote of 12-0.

MOTION

Aldersperson Copple motioned to waive First Reading for Ordinance 2020.33 and Aldersperson Sherrod seconded the motion.

ROLL CALL VOTE

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

MOTION

Aldersperson Copple motioned to adopt Ordinance 2020.33 and Aldersperson Sherrod seconded the motion.

ROLL CALL VOTE

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

F. Ordinance 2020.34—An Ordinance Approving a Request by the City of Sycamore for the Annexation of Property Located at the Intersection of East Page Street and Pleasant Street (PIN 06-33-102-007) to the City of Sycamore, Illinois. First and Second Reading.

Acting City Manager Maggie Peck said that she is bringing this three-step process to the council and said that Ted Strack, Sycamore Park Board, is present for any questions. In order to make the Great Western Trail connection, the city transferred .251 acres for 1.091 acres of which is not currently annexed to the city corporate limits and said that this would officially annex that property.

Alderman Stouffer asked what will happen with the property after it is annexed.

Acting City Manager Maggie Peck said that they will do a final subdivision plat and there will be a bike path that cuts through the other additional piece of land. The upcoming ordinance divides the other part of it in lot 1 and lot 2. Lot 1 will still be owned, used, and maintained by the city and lot 2 will be part of the Sycamore Park District's Great Western Trail Subdivision.

MOTION

Alderson Bauer motioned to waive First Reading for Ordinance 2020.34 and Alderson Paulsen seconded the motion.

ROLL CALL VOTE

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

MOTION

Alderson Bauer motioned to adopt Ordinance 2020.34 and Alderson Paulsen seconded the motion.

ROLL CALL VOTE

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

G. Ordinance 2020.35—An Ordinance Approving a Final Subdivision Plat of the Great Western Trail Subdivision (PIN 06-33-102-007) in the City of Sycamore, Illinois. First and Second Reading.

Acting City Manager Maggie Peck said that this comes tonight with a favorable recommendation from the April 12th PZC with a vote of 12-0. This divides the property into two pieces of which the city will maintain Lot 1 and Lot 2 will be transferred to the Sycamore Park District. She noted that the drainage and utility easements are provided with this plat.

Alderson Huseman asked how close the Park District is to getting the rest of the connections.

Ted Strack, 1370 Windfield Drive, said that they are submitting the grant for the last section where it will take the path from Page Street across the river to Old Mill Park. They hope to get that awarded in the next six months but said it will be a year or two before it gets constructed. The current additions should be completed by the mid to end of summer. He said that he appreciates everything that the city has done and said that this is a great example of "how together, we can do great things".

MOTION

Alderson Huseman motioned to waive First Reading for Ordinance 2020.35 and Alderson Bauer seconded the motion.

ROLL CALL VOTE

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

MOTION

Alderson Huseman motioned to adopt Ordinance 2020.35 and Alderson Stouffer seconded the motion.

ROLL CALL VOTE

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

RESOLUTIONS

A. Resolution 862—A Resolution Authorizing the Mayor to Execute an Intergovernmental Agreement Between the City of Sycamore and the Sycamore Park District Regarding the Great Western Trail.

Acting City Manager Maggie Peck said that this resolution authorizes the mayor to authorize the agreement to transfer lot #2 to the Sycamore Park District. She said that trails and connections have consistently been a goal of the community as well as the Sycamore Comprehensive Plan and Sycamore Park District.

MOTION

Alderson Stowe motioned to approve Resolution 862 and Alderson Paulsen seconded the motion.

ROLL CALL VOTE

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

B. Resolution 863—A Resolution Authorizing Non-Highway Vehicles Owned or Operated by the City of Sycamore or its Employees to be Operated on Roadways Pursuant to Chapter 625, Section 5/11-1426.1 of the Illinois Compiled Statutes when Such Vehicles are Operated in Furtherance of Public Safety or for an Approved Special Event.

Acting City Manager Maggie Peck said that *Illinois State statute allows for the use of City-owned and operated non-highway vehicles on roadways. The Sycamore Police Department received a “golf cart” type of vehicle through a grant to be used for special events and public safety outreach programs, which they will look to purchase later this calendar year. This resolution is necessary to ensure the vehicle’s use is consistent with State law and local regulations.*

MOTION

Alderson Copple motioned to approve Resolution 863 and Alderson Sherrod seconded the motion.

ROLL CALL VOTE

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

C. Resolution No. 864—A Resolution Declaring Surplus Property, Authorizing the Sale of the Property and Directing a Direct Sale of the Real Estate Located at 370-400 South Avenue in the City of Sycamore, Illinois.

Acting City Manager Maggie Peck walked through the history of the property and as per the agenda, *in 2020, the City completed the demolition and soil management of the raised platform on the property with the assistance of GeoThink LLC. This work included removal of over 560 cubic yards of contaminated soil as well as the installation of a new engineered barrier. The barrier was constructed beneath the final platform demolition and excavation limits to isolate and protect human exposure and complies with IEPA NFR conditions and requirements.* She reported that they have spent \$462,712.89 of TIF (Tax Increment Financing) funds of which Blumen Gardens received \$37,876 for improvements. The city has additionally spent, out of Fund #22, \$846,481.32 for a total of \$1,309,194.21. They did not expect it would be that number when they approved this TIF. She said that the plan was to mitigate the property and return it to the tax roll. There are three ways to look at the next steps being a direct sale based on the full MIA Certified appraisal price of \$169,000, a sealed bid with a floor of 80% of the appraised value as a minimum start, or advertise to accept offers. She noted that they have the option to reject any bid. If they decide to keep the property, they would need to use it for city operations only to keep it off the tax roll. She said that she has the remediation and closure report for the property available to anyone for purchase.

Alderman Stouffer said from what he has read that the city has done their due diligence to remediate any toxins in the property which he is glad those steps were taken. He understands that the appraisal is a bit old and said there is the potential that if the city did another appraisal, that the value might go up or it might go down. He said that he is all for getting this property back on the tax rolls but said that he is struggling with selling it for this price in particular or asked if it would be better for the city to work out a deal with Blumen Gardens and Blackhawk Moving and Storage in hearing all that they want to bring to the city.

Maggie Peck said that the appraisal is from 2019, pre-COVID, but said she reached out to the appraiser who said, in his professional opinion, that these prices are all going up right now. She said that she understands but said they have to look at the history and they have to be consistent, fair, and equitable to our community and our businesses. They are following the same practices that they have done for every other property that has been sold in the previous years.

Alderman Huseman asked what the action tonight would be for.

Maggie Peck said the action tonight would authorize her to sell the property.

Alderman Huseman clarified this is not authorizing the sale to any specific individual and also asked if they are setting the price tonight.

Maggie Peck said that is correct and they are not setting the price tonight.

Alderman Huseman said regarding the points brought up by Joel Barczak about the brownfield status, he didn't notice anything in the appraisal mentioning the brownfield and said he would agree that the site reference was very clean and square. The appraiser had red asterisks in the appraisal noting that “this assumes that the environmental NFR provides for

that value". He asked if there is any value in having someone who does have experience in brownfield marketing or brownfield values provide a second opinion to this appraisal.

Maggie Peck said that there is a cost associated with everything and she believes at this time, based on what they have spent, it is her recommendation that any money spent would be tacked on the sale of the property if we moved in that direction.

Alderman Huseman asked if it is an expense that we can share with our adjacent land owners for a second appraisal.

Alderman Braser said that would open a can of worms as every time you go to sell a property, we would have to do it for everybody.

Alderman Bauer said a lot of things have happened, they've made a lot of improvements, they've invested way more money than he ever thought it would be as it is four times what he thought it would be back then. He said we should go with this. It is time to be done with it and we have the clearance from the IEPA.

MOTION

Alderman Bauer motioned to approve Resolution 864 and Alderman Braser seconded the motion.

Alderman Stouffer clarified that this is approving Maggie Peck to start negotiations for selling the land based on the appraisal price of \$169,000.

Alderman Huseman asked for further clarification in what the next steps are if we don't strike a deal. He said that before he votes, he wants to know if it is 60 or 90 days, or market it if Maggie is not able to strike a deal. He assumes we will terminate the lease and asked what the next steps will be.

Maggie Peck said, at this point, they have terminated the lease effective May 1st. They would extend an offer for 21 days and bring it back here. If we do not have a deal, we could look to do the sealed bid, and we could put the property up for sale. For that time, we would ask them to vacate the property to at least use for city operations as if we don't, we have to put it back on the tax roll and pay the tax bill.

Alderman Huseman confirmed that the sealed bid process would still require us to accept at least 80% of that appraised value

Maggie Peck said that is correct and that even at 80%, they have the right to object any offer.

Alderman Stouffer asked if there has been any other interest besides the two present tonight.

Maggie Peck said that she has received one call from an investor that is interested in the property.

Alderman Copple said that she likes that the city's end goal was to end the threat of hazardous material and contamination and we have done that and said thank you for that.

ROLL CALL VOTE

Mayor Lang called for a roll call vote to approve the motion. Aldermen Huseman, Paulsen, Stowe, Bauer, Braser, Copple, and Mayor Lang voted aye. Alderman Stouffer voted nay and Alderman Sherrod abstained. Motion carried 7-1 with 1 abstention.

CONSIDERATIONS

A. Consideration of a Staff Recommendation to Discuss City Permitted Functions in Relation to Current Restore Illinois Provisions.

Acting City Manager Maggie Peck said with Region 1 and DeKalb County seeing an increase in positivity rate in recent weeks, staff continues to monitor for the safety of residents and visitors to our community. Staff is requesting a discussion and direction on whether special events and solicitation should be permitted at this time. She said that she and staff met several weeks ago to discuss special events and solicitation and the pros and cons. She said *the challenge with permitting special events is that many of the events are several weeks or months away. Staff recognizes that event planners need to secure vendors and begin*

to advertise for events in order to be successful. With outdoor recreation allowing groups of up to 50 indoors and 100 outdoors, our police cannot enforce the health guidelines. If a special event is permitted, the lack of enforceability puts staff in a difficult situation. *Staff recommends that the special event permit dates be reserved, thus granting pre-approval but that no financial deposit be collected at this time.* In Phase 5, up to 250 people can gather indoors and up to 500 outdoors. Many of our businesses and residents look forward to special events each year, as does the City. With the permits essentially pre-approved, as soon as Region 1 moves to Phase 5, the permits would be issued with an understanding that it be limited to gatherings of 500 people, or whatever the guidance is at that point. For solicitation, as of right now, nothing is permitted through May 1st per the Governor's orders. Based on the types of calls and complaints from residents who don't want people coming to their doors, especially during a pandemic, they would like to put this on hold all together and not accept any applications for any solicitor. What needs to be known here tonight is that staff's first and foremost concern and priority will be the employees and residents of our community and those who come to visit to keep them safe. She asked for the council's thoughts, so that her and staff can move forward and continue with their practices.

Alderman Huseman asked what level someone needs to get a permit from the city.

Maggie Peck said there are several triggers being a license for liquor, closing a road, or asking for mutual aid from a department. She said she has heard that our neighbors to the south have already announced that they are planning to do their biggest event this summer and we have neighbors to the east that are now cancelling events. She has heard of fairs being cancelled in July in DuPage County, so they are looking at this and trying to do what's best for this community.

Alderman Bauer asked how long an applicant will have to wait for decisions.

Maggie Peck said at this point we are telling them that we will hold their application and as soon as we know something, we will process that application.

Alderman Bauer said he likes erring on the side of safety but it just kind of puts the applicant in a pretty bad position as they have to put out flyers and organize their event.

Maggie Peck said yes, we do sympathize as last year when several of those events were planned and the pandemic hit, those events were cancelled. She said that the nice thing is that many of our local establishments did give back deposits to those who had reserved various events with them.

Alderman Paulsen said I think that that plan sounds good the way it is. As far as solicitation, he doesn't think anyone should be going door to door right now.

Alderman Stowe said that he thinks caution is the best thing. As much as folks want to plan things, he would rather say we don't know than tell them yes and change at the last minute. He has high hopes that things will open up sooner rather than later.

Alderman Stouffer said that he agrees that going on the side of caution is a good way to go about it. He asked, though, if city staff will be prepped and ready to go should it open up.

Maggie Peck said yes, that we are in constant communication as a team and will continue to review those. As they continue to get information from the Governor's office, the CDC, and the DCHD, they will forward it on and make the best decision with the information they have at that time.

Alderwoman Sherrod said she is erring on the side of caution.

Alderwoman Cople said that when she read this she thought it was a good idea.

Alderman Braser said that ultimately, it's not our decision to ok it anyway so we can reserve the date and go forward as we find out from the Governor.

Alderman Huseman asked if we are allowing 50 to 100 people to gather right now, authorizing permits for what is acceptable today.

Maggie Peck said we haven't gotten any that are really 50-100 but we have mobile food trucks that have come through and they are practicing those guidelines.

Alderwoman Sherrod said that the Park District catalogue has the Concerts in the Park, which is a big deal and asked if that would be cancelled.

Maggie Peck said that is what they did last year so they are planning in advance as others are and the city is working with the Park District on that.

B. Consideration of an Administration Recommendation to Exercise the Option Years in the Contract for Independent Financial Audit Services with Lauterbach & Amen, LLP.

Acting City Manager Maggie Peck said that Lauterbach & Amen have been the city's auditor for the past three years and that their agreement had options for a year four and year five both of which were lower than the next bid. This would be the most cost-effective option. Additionally, she said the entire business office is fairly new since October so it would be in the best interest of the city to have some consistency.

MOTION

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

ROLL CALL VOTE

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

C. Consideration of the City's FY22 Accounting and Purchasing Manual.

Acting City Manager Maggie Peck highlighted a few of the changes listed below:

- References to HIPAA legislation (ambulance billing) including other financial document confidentialities, and the City of Sycamore's Code of Ethics Policy which is outlined in the City handbook.
- Update policy and procedures with the Payroll Direct Deposit requirements to ensure not only timely deposits, but also adherence to documentation controls to prevent fraudulent activity.
- Information related to the City of Sycamore's Identity Theft Policy including purpose, definitions, how to identify "Red Flags", and how best to respond once identity theft is detected.
- Update policy and procedures to reflect current practices such as the placement of water liens, limited manual check usage, and petty cash restrictions.

She said that she worked intimately with Dan Prombo, Caitlin Teague and the Business Office and gave them all kudos.

MOTION

Aldersperson Stouffer motioned to approve the consideration and Aldersperson Stowe seconded the motion.

ROLL CALL VOTE

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

APPOINTMENTS

OTHER NEW BUSINESS

ADJOURNMENT

MOTION

Aldersperson Stowe motioned to adjourn the meeting at 8:17 p.m. and Aldersperson Paulsen seconded the motion.

VOICE VOTE

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

Approve:

Mayor - Curt Lang

Attest:

City Clerk – Mary Kalk