

**ROCHELLE CITY COUNCIL
REGULAR COUNCIL MEETING MINUTES
September 23, 2013**

The Rochelle City Council met in Regular Session at 7:00 p.m. on Monday, September 23, 2013 in the Council Chambers of City Hall; 420 N. 6th Street; Rochelle, IL 61068.

PLEDGE TO THE FLAG & PRAYER: The Prayer was said by City Clerk McKinney.

ROLL CALL: Present on Roll Call were Councilmembers McDermott, Rice, Eckhart, Hayes, Hollenbeck, and Mayor Olson. Absent: Councilman Berg. Quorum was present. Also present were City Manager Assistant Messer and City Clerk McKinney.

PROCLAMATIONS, COMMENDATIONS, ETC.:

- **National Fire Prevention Week – October 6-12, 2013:** Read by City Clerk and presented to Fire Chief Johnson.
- **Drive4Pledges Day – September 23, 2013:** Read by City Clerk and has already been sent to the Illinois Municipal League and on display in City Hall.

REPORTS AND COMMUNICATIONS:

- Mayor: September 24 is Register to Vote Day at several locations in Rochelle
- Council Members: None.
- Employee Introduction of Michelle Pease as Community Development Director.
- Financial Statements July 2013: Included in Council packets.
- Financial Statements August 2013: Included in Council packets.

PUBLIC COMMENTARY: None

BUSINESS ITEMS:

1) CONSENT AGENDA ITEMS BY OMNIBUS VOTE with Recommendations:

CONSENT AGENDA ITEMS BY OMNIBUS VOTE with Recommendations:

- a) Approve Minutes of City Council Meeting – September 9, 2013
- b) Approve Bills – 08/30/13-09/05/13=**\$621,689**; 09/06/13-09/12/13=**\$533,372**
- c) Approve Payroll – 08/19/13-09/01/13=**\$203,049**
- d) Authorize the Rochelle Crop Hunger Walk throughout the Community – September 29, 2013
- e) Authorize the Rochelle Lions Club Annual Candy Sale as Requested – October 11-12, 2013

Moved by Councilman Eckhardt and seconded by Councilman McDermott, **“I move Consent Agenda Items (a) through (e) be approved by Omnibus Vote as recommended.”** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.

- 2) **Audit Report Fiscal Year 2012/2013:** On November 26, 2012 the Mayor and City Council approved a contract with Sikich, LLP to perform an audit of the City's financial operations for fiscal years ending April 30, 2013, 2014 and 2015. Although this is the first year under the new contract, this is the fourth year that Sikich has completed our annual audit. Sikich planned and performed the audit in order to verify that the financial statements are free of material misstatements. This included performing procedures to obtain audit evidence supporting the amounts and disclosures reported in the financial statements. The audit also included evaluating the appropriateness of accounting principles applied, significant estimates made by management and evaluating the overall presentation of the financial statements. The auditor's opinion, as noted on page 2 of the Auditor's Report, indicates that the financial statements "present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Rochelle, Illinois, as of April 30, 2012, and the respective changes in financial position and, where applicable cash flows thereof for the year ended in conformity with accounting principles generally accepted in the United States of America." Fred Lantz, Partner-in-Charge of Government Services for Sikich, attended the meeting to provide an overview of the City's Financial Statement and responded to questions from the Mayor and Council members. Finance Manager Chris Frye also provided a presentation comparing the actual General Fund revenues, expenditures and fund balances for years 2009 through 2013. Councilwoman Hollonbeck moved and seconded by Councilman Rice, **"I move the Council Accept and placed on file 13-4332, The Audit Report for FY 2012/2013 as prepared and presented by Sikich, LLP."** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.
- 3) **Purchase of Video System for Squad Cars and Server – Police Department:** In-car video systems have become an essential tool for Police Departments. Having audio and video recordings of routine traffic stops and emergency response activities provides credibility to the criminal court system and discourages unjustified accusations against the officers. The department's current video system was purchased in early 2007. The server is no longer operational and the audio/video capability in several of the squad cars is no longer dependable. Two of the Police Department Sergeants evaluated several video system models and brands and selected the Panasonic Arbitrator as the best option. The system records via two high definition cameras mounted on the squad car, an internal audio microphone and an external microphone worn by the officer. The recordings will automatically download to the server when a squad car is within 100 feet of the wireless points that can be mounted on the City Hall building. The system allows for a 30, 60 or 90 second pre-event recording and the audio/video can be initiated either manually, when the squad lights are activated or when the crash sensor goes off. In addition, several Illinois agencies utilize this system including Rockford, DeKalb, Champaign and the Illinois State Toll Authority. The 2013-14 Police Department Capital Outlay Budget includes \$59,000 for the purchase of new video recording systems for the squad cars and the related server. The Panasonic Arbitrator is available via the National Joint Power Alliance, through CDS Office Technologies in Itasca, for \$47,618. The quote includes the required server, all hardware, officer training, and the wireless points. Installation, which is not included in the quote, is available through Buss Boyz Customs at a cost of \$570. Police Chief Higby recommended proceeding with the purchase and installation at a total cost of \$48,188. Police Chief Higby was present to answer questions. Councilman Eckhardt moved and seconded by Councilman McDermott, **"I move Council accept Bid C13-12 for purchase of a Panasonic Arbitrator video system through the National Joint Powers Alliance in the amount of \$47,618, without competitive bidding."** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.

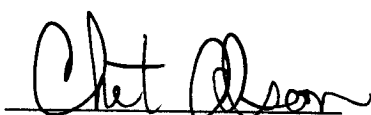
- 4) **Rochelle Municipal Airport Consultant Selection:** The Federal Aviation Administration requires entities to solicit proposals from pre-qualified engineering firms every three to five years for consultant services at the airport. In order to meet this requirement, the City solicited applications earlier this year. Four engineering firms submitted Statements of Qualifications in July. On July 17th the Airport Advisory Board met to review the applications. Following some discussion the board voted unanimously to recommend that the Rochelle Municipal Airport retain the current consultant, Hanson Professional Services Inc. Councilman McDermott moved and seconded by Councilwoman Hollonbeck, **"I move Agreement 13-4333, A Retainer Agreement for Consultant Services with Hanson Professional Services, Inc., be approved."** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.
- 5) **Agreement with Hanson Professional Services – Airport Runway Extension:** In 2008 the Illinois Department of Transportation (IDOT) Division of Aeronautics approved plans to extend the runway at the Rochelle Municipal Airport from 4,226 feet to 5,000 feet. On July 22nd the Mayor and Council approved the IDOT Award Concurrence Authorization and Agency Agreement associated with the runway extension project. In addition to the contractor construction costs, the approved Agency Agreement includes project costs for engineering, permitting and special services of approximately \$250,000. Hanson Professional Services has provided an agreement for construction phase services which include construction observation, attendance at preconstruction meetings and coordination of improvements with all entities and affected airport tenants at a cost not to exceed \$123,800. The agreement also contains planning and special services including performing ground checks and an air navigation approach survey for Runway 7-25 in an amount not to exceed \$51,301.65. Airport Manager Mark Delhotal recommended approval of the Agreement for Consultant Services. Construction on the runway extension is expected to begin later this fall once the State approves all of the agreements and provides an official notice to proceed. Councilman Rice moved and seconded by Councilman Eckhardt, **"I move Agreement 13-4334, A Standard Agreement for Consultant Services at Illinois Airports for Architectural/Engineering (A/E), Planning and Special Services with Hanson Professional Services, Inc., be approved."** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.

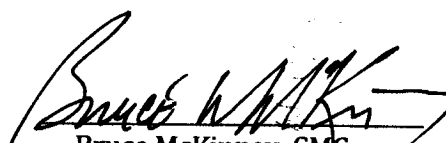
DISCUSSION ITEMS: None

EXECUTIVE SESSION: At 8:04 p.m., Councilman Eckhardt moved and seconded by Councilwoman Hollonbeck, **"I move the Council recess into executive session to discuss: Ongoing, Prior or Future Criminal Investigation. Section (c) (14) and Discussion of minutes of meetings lawfully closed under this Act for purposes of approval by the body of the minutes. Section (c) (21)."** Roll call vote was taken. Ayes: Councilmembers Hollonbeck, McDermott, Rice, Eckhardt, Hayes, and Mayor Olson. Nays: None. Motion passed 6-0.

At 8:21 p.m. Councilman McDermott moved and seconded by Councilwoman Hollonbeck, **"I move the Council return to Open Session."** Motion passed by voice vote without dissent.

ADJOURNMENT: At 8:21 p.m., moved by Councilman Eckhardt and seconded by Councilwoman Hollonbeck, **"I move the Council adjourn."** Motion passed by voice vote without dissent.


Chet Olson, Mayor


Bruce McKinney, CMC
City Clerk, City of Rochelle