

**ROCHELLE CITY COUNCIL
REGULAR COUNCIL MEETING MINUTES
January 27, 2020**

The Rochelle City Council met in Regular Session at 6:30 p.m. on Monday, January 27, 2020 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 Sue Messer.

ROLL CALL: Present on Roll Call was Councilmembers Gruben, Hayes, D. McDermott, T. McDermott, and Shaw-Dickey. Absent: Councilman Burke and Mayor Bearrows. A quorum of five were present. Also present were City Manager Fiegenschuh, City Clerk Sue Messer, and City Attorney Dominick Lanzito.

Motion made by Councilor Hayes and second by Councilor D. McDermott, "**I move the Council appoint Councilman Tom McDermott as Mayor Pro Tem for tonight's meeting.**" A roll call vote was taken. Ayes: Councilor Gruben, Hayes, D. McDermott, Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.

PROCLAMATIONS, COMMENDATIONS, ETC: None.

REPORTS AND COMMUNICATIONS:

- Mayor
- Council Members

PUBLIC COMMENTARY: None.

BUSINESS ITEMS:

1) **CONSENT AGENDA ITEMS BY OMNIBUS VOTE with Recommendations:**

- a) Approve Minutes of City Council Meeting – January 13, 2019
- b) Approve Exceptions – 12/30/19-1/12/20
- c) Approve Bills – 1/21/20
- d) Approve Payroll – 12/30/19-1/12/20
- e) Accept and Place on File Minutes of Airport Advisory Board – 10/28/19 and 11/7/19

Motion made by Councilor Shaw-Dickey and seconded by Councilor D. McDermott, "**I move Consent Agenda Items (a) through (e) be approved by Omnibus Vote as recommended.**" Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.

2) **Ordinance Accepting and Approving the Proposal of Blake Oil Company Pursuant to the 2020 Delivered Petroleum Fuel Request for Proposal.** The City of Rochelle purchases approximately 21,500 gallons collectively of unleaded gasoline and diesel fuel each year. Fuel is purchased from an outside vendor with the ability to deliver, pump and meter fuel to City owned on site above ground storage tanks.

Bids were solicited to provide Delivered Petroleum Fuel in 2020. An advertisement was published in the newspaper and on the City's website. On Friday December 20th at 10 a.m., 2 sealed bids were received. Bids were publicly opened and read aloud by the City Clerk. The bid summary is as follows:

Bidder Name	Bidder Price Above Weekly Rack Price		
-----	Unleaded Gasoline	#1 Diesel Fuel	#2 Diesel Fuel
Blake Oil Company	\$0.0985	\$0.1285	\$0.1285
Conserv FS	\$0.30	\$0.30	\$0.30

After analysis of the proposals submitted, Blake Oil Company best meets the City's needs. The City can expect to save a \$3,600.00 annually.

A report of findings will be shared at the January 27th council meeting in response to the questions raised at the January 13th meeting. City Council members are encouraged to contact Tim prior to the meeting with any questions. Tim Isley, Street and Cemetery Superintendent was available for questions. Motion made by Councilor D. McDermott and seconded by Councilor Shaw-Dickey, "**I move Ordinance 20-5092, an Ordinance Accepting and Approving the Proposal of Blake Oil Company Pursuant to the 2020 Delivered Petroleum Fuel Request for Proposal, be approved.**" Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.

- 3) **Ordinance Accepting and Approving the Proposal of Benny’s Corner Market Pursuant to the 2020 Vendor Site Petroleum Fueling Request for Proposal.** The City of Rochelle purchases approximately 50,000 gallons collectively of unleaded gasoline and diesel fuel each year. Fuel is purchased from an outside vendor with the ability to provide diesel and unleaded gasoline fuel pumps in a clean and safe environment. Bids were solicited to provide vendor site petroleum fueling in 2020. An advertisement was published in the newspaper and on the City’s website. On Friday December 20th at 10 a.m., 3 sealed bids were received. Bids were publicly opened and read aloud by the City Clerk. The bid summary is as follows:
- | | |
|-----------------------|---|
| Benny’s Corner Market | \$0.10 discount/rebate off pump pricing |
| Clark | \$0.09 discount/rebate off pump pricing |
| Conserv FS | \$0.05 discount/rebate off pump pricing |
- After analysis of the proposals submitted, Benny’s Corner Market best meets the City’s needs. The City can expect to save a conservative \$3,500.00 annually with the proposed discounts and rebates. In addition, the City will be members of the Mobile Fleet National Card program. With this program each department will receive vehicle fuel cards and personal identification numbers for each employee. An online account management portal will provide 24/7 access to all fuel transactions and associated data. This fuel card is also linked with Enterprise Fleet Management and will report all fuel transaction data back to Enterprise Fleet Management as it relates to each managed vehicle. A report of findings will be shared at the January 27th council meeting in response to the questions raised at the January 13th meeting. City Council members are encouraged to contact Tim prior to the meeting with any questions. Tim Isley, Street/Cemetery Superintendent, was available to answer questions. Motion made by Councilor Shaw-Dickey and seconded by Councilor D. McDermott, **“I move Ordinance 20-5093, an Ordinance Accepting and Approving the Proposal of Benny’s Corner Market Pursuant to the 2020 Vendor Site Petroleum Fueling Request for Proposal, be approved.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.
- 4) **Resolution Approving a Redevelopment Agreement for the Real Estate Located at 407 Lincoln Highway with MECAN, LLC.** MECEN, LLC (Acres Café), is requesting a development agreement for the property located at 407 Lincoln Highway. The City agrees to reimburse MECEN, LLC up to \$50,000.00 for the purposes of fostering the redevelopment of the building located at 407 Lincoln Highway. The grant may only be used to reimburse expenditures for the installation of a larger water service from the City’s water main to the building and for the installation of an approved fire suppression system and back flow valves. Community Development Director, Michelle Pease was available to answer questions. Motion made by Councilor Hayes and seconded by Councilor D. McDermott, **“I move Resolution R20-01, a Resolution Approving a Redevelopment Agreement for the Real Estate Located at 407 Lincoln Highway with MECAN, LLC, be approved.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.
- 5) **Reduction in Letter of Credit Surety for Steward Road Commercial Subdivision.** Mr. Jim Planey, developer of the Steward Road Commercial Subdivision, has requested a reduction in the Stillman bank letter of credit surety #1488 (\$751,118.00) dated March 14, 2019 for certain public land improvements along Steward Road in connection with the Final Plat of Steward Road Commercial Subdivision approved by the City Council in 2018 (Ord#18-4938) as well as the amended annexation agreement between Hub City LLC and the City of Rochelle (Ord#18-4937). This surety was posted in accordance with the Rochelle Municipal Code (RMC) for the final plat of subdivision. The RMC provides for a release of the surety or reduction of surety upon certain conditions being met, including the posting of a performance bond or other surety in the amount of no less than 10% of the public sewer and water utilities, suitable lien waivers and acceptance of the public improvements by the City staff, City Council. A majority of the improvements have either been completed by the City or the developer, in accordance with the annexation agreement and/or the Rochelle Municipal Code. However, it has been determined certain items, including streetlights, the shared use pedestrian path and other items have not yet been completed. Therefore, the City Engineer recommends that a new letter of credit be posted for no less than \$136,000 until such items are completed and to satisfy the 2-year performance bond. Lastly it appears an extension will be required to complete those remaining items and the City Engineer recommends an extension should be granted until March 30, 2021 unless another longer extension is allowed under the annexation agreement identified herein. City Engineer, Sam Tesreau was present to answer any questions. Motion made by Councilor Hayes and seconded by Councilor D. McDermott, **“I move the Council approve a reduction in the Letter of Credit/Surety for no less than \$136,000 or other form of surety as accepted by the City Engineer for Steward Road Commercial Subdivision.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0. Motion made by Councilor Shaw-Dickey and seconded Councilor D. McDermott, **“I move the Council approve an extension of time for Steward Road Commercial Subdivision to complete the remaining public land improvements to March 30, 2021.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.

- 6) **Resolution Regarding the Release of Executive Session Minutes.** The Mayor and Council went into executive session on January 13, 2020 for the semi-annual review of the executive session minutes as mandated per the Open Meetings Act, Section (c) (21). Following review and discussion the council recommended that 50 executive session minutes remain confidential at this time due to content. The minutes remaining confidential are identified on Exhibit B of the Resolution Regarding the Release of Executive Session Minutes. Sue Messer was available to answer any questions. Motion made by Councilor D. McDermott and seconded by Councilor Shaw-Dickey, **“I move Resolution R20-02, a Resolution Regarding the Release of Executive Session Minutes, be approved.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.
- 7) **Ordinance Authorizing Sale of Personal Property – Various Departments.** Periodically, it is necessary for staff to identify items in City facilities that are no longer needed and remove them from inventory/storage. In the past, these miscellaneous items have been sold at a local auction. With that in mind, staff compiled a list of auction items from the following departments: Police, Community Development, and City Hall. The list consists of approximately 200 items including 36 bicycles, 4 vehicles and various other equipment. Sue Messer was available to answer any questions. Motion made by Councilor Hayes and seconded by Councilor Gruben, **“I move Ordinance 20-5095, an Ordinance Authorizing the Sale of Personal Property in Various Departments, be approved.”** Roll call vote was taken. Ayes: Gruben, Hayes, D. McDermott, and Shaw-Dickey and Mayor Pro Tem T. McDermott. Nays: None. Motion passed 5-0.

DISCUSSION ITEMS: Pilot Program Trap, Neuter, Return. Trap, neuter, return (TNR) is a well-known best practice in reducing populations of feral cat populations in communities. Jenny Thompson gave the Council an overview of a pilot program to implement in Rochelle.

EXECUTIVE SESSION: None.

ADJOURNMENT: At 7:03 PM, moved by Councilor D. McDermott and seconded by Councilor Hayes, **“I move the Council adjourn.”** Motion passed by voice vote without dissent.

Tom McDermott, Mayor Pro Tem

Susan L. Messer
City Clerk, City of Rochelle