

**ROCHELLE CITY COUNCIL  
REGULAR COUNCIL MEETING MINUTES  
MONDAY, APRIL 28, 2008**

The Rochelle City Council met in Regular Session at 7:00 p.m. on Monday, April 28, 2008 in the Council Chambers of City Hall; 420 N. 6<sup>th</sup> Street; Rochelle, IL 61068.

Present on Roll Call were Councilmembers Hayden, Berg, Colwill, Hollonbeck, Hayes, Eckhardt and Mayor Olson. Absent: None. Also present were Ken Alberts, City Manager; Alan Cooper, City Attorney; and Bruce McKinney, City Clerk.

**APPROVAL OF MINUTES:** Councilman Eckhardt moved and seconded by Councilwoman Hollonbeck, **“I move the minutes of the Regular Council meeting of April 14, 2008 and Special Council Meeting of April 1, 2008 be approved.”** Motion passed by voice vote without dissent.

Moved by Councilman Hayes and seconded by Councilman Hayden, **“I move the Council accept and place on file the reports of the Rochelle Planning Commission meeting of March 17, 2009 and the Special Planning Commission meeting of April 7, 2008.”** Motion passed by voice vote without dissent.

**BILLS & PAYROLL:** Councilman Colwill and seconded by Councilman Eckhardt, **“I move the bills and payroll for the second half of April 2008 be allowed and paid when checked over and found correct.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

**REPORTS & COMMUNICATIONS:**

- **Mayor:** Proclamations:
  - Municipal Clerks Week – Read by City Clerk; accepted by Bruce McKinney, City Clerk.
  - Building Safety Week - Read by City Clerk; accepted by Kip Countryman, Building Inspector.
  - National Drinking Water Week - Read by City Clerk; accepted by Kathy Cooper, Superintendent of Water & Waste Water Departments.
- Mayor Olson thanked Mark and Judy Bresson for their years of service at the city airport.
- He also thanked Bob Withrow for his years of service as Department Head of Administrative Services and Treasurer.
- **Council Members:** None.
- **Employee Introduction:** Meagan Challand, Accounting Generalist, was introduced by Lynette Fischer. Meagan has over seven years experience in the accounting department of a local lending institution. She lives in Davis Junction along with her husband and two daughters.
- **Council Chambers Audio/Video:** Scott Koteski, Jeff Smith and Tim Tyszka demonstrated to the council the new audio and sound system in the council chambers. The City saved \$105,000 by having city staff do the project.

**PUBLIC COMMENTARY:** None

**BUSINESS ITEMS:**

1. **2008-09 Budget – Public Hearing and Adoption:** The Preliminary Budget has been prepared and was submitted to the City Council on March 20, 2008. A Committee of the Whole Budget Workshop was held on April 1, 2008 to review the budget and answer questions. The date for the Public Hearing, required by State law, was set for April 28th. Final action on the Budget is required on or before April 30<sup>th</sup>. The Preliminary 2008-09 Budget has been available for public inspection since March 20th. The only modification from the budget presented on March 20, 2008 is the inclusion of a \$10,000 contingency to cover a cash contribution to the Senior Center in the event certain State funding is not received on a timely basis. The City Council is required to conduct a Public Hearing before considering action on the Budget. The City Council may modify or adopt the Budget, as it deems appropriate. Moved by Councilwoman Hollonbeck and seconded by Councilman Colwill, **“I move the City Council recess into a Public Hearing for the 2008-09 Budget.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0. No one came forward for the public hearing. Councilman Colwill moved and Councilman Hayden seconded, **“I move the Council return to Open Session.”** Motion passed by voice vote without dissent. Moved by Councilman Eckhardt and seconded by Councilwoman Hollonbeck, **“I move the 2008-09 Budget 08-3666 be adopted.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

2. **Resolution Establishing Minimum/Maximum Wage Rates for Fiscal Year 2008-09:** The Municipal Code requires that the City Council annually approve a resolution establishing minimum/maximum wage rates for all position classifications within the City. The proposed wage rate resolution is based upon a review completed by the Human Resource Manager. It applies to all employees and is based on job categories as defined by the Equal Employment Opportunity Commission. Most employees, not covered by a bargaining unit contract, will receive a 2% increase over the previous year's wage; an additional \$25,000 has been allocated for increases based on extraordinary performance. The rates included in this resolution are consistent with those that were incorporated into the approved City Budget for Fiscal 2008-09. Employee increases, where warranted, will be effective May 5, 2008 to correspond with the beginning of the first payroll in May. Moved by Councilman Colwill and seconded by Councilman Eckhardt, **"I move Resolution R08-12, A Resolution Establishing Minimum/Maximum Wage Rates for 2008-09 Fiscal Year effective May 5, 2008, be adopted."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
3. **Resolution – Rochelle City Council Meetings:** On May 1, 1995 the Mayor and Council passed a resolution which established the rules governing Rochelle City Council Meetings. Since the passage of this resolution several factors have changed including the appointment of a City Manager as the chief administrative officer of the City of Rochelle. The change in organization structure affects how agendas are prepared. Over time the order of business and timeframe for taking action has also been adjusted. The proposed Resolution Establishing Rules for Rochelle City Council Meetings reflects current agenda preparation and the outline used for all regular City Council Meetings. A proposed resolution was sent to the Mayor, City Council and the City Attorney on March 18, 2008 and subsequent comments have been incorporated. Moved by Councilman Hayden and seconded by Councilman Berg, **"I move Resolution R08-13, A Resolution setting rules for Rochelle City Council Meetings, be adopted."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
4. **Resolution and Agreements – Authorized Financial Institution Signatures:** The Council has previously designated several financial institutions as depositories for City funds. The City Council is required to designate authorized account signatures for those various accounts. Attached is an incumbency certificate for the Bank of New York, eleven corporate resolutions for various local banks, and sixteen agreements related to the Illinois Funds, Money Market Funds. These forms are required when changing designated persons authorized to sign checks or transact business with the financial institutions for the (municipal) corporation. Due to his retirement on April 30, 2008 the attached forms delete former Director of Administrative Services, Bob Withrow, and authorize the signature of Finance Manager, Chris Frye. Moved by Councilman Colwill and seconded by Councilwoman Hollonbeck, **"I move Incumbency Certificate R08-14, Designating Authorized Account Signatures for various Financial institutions and Authorizing City Manager to Sign Agreements with financial institutions, be approved."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
5. **Appointment-Treasurer:** On May 14, 2007, Bob Withrow was appointed to the office of City Treasurer with a term expiring April 30, 2011 subject to resignation, retirement, or death, or until a successor is appointed and qualified. The term was for four years as required by City Code. Bob Withrow will retire from the City of Rochelle effective April 30, 2008. The City Manager recommends appointing Chris Frye as City Treasurer to fill the remainder of the term subject to resignation, retirement, or death, or until their successors are appointed and qualified. Moved by Councilman Berg and seconded by Councilwoman Hollonbeck, **"I move the Council approve the Appointment of Chris Frye as City Treasurer with term to expire April 30, 2011."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0. Chris Frye was then sworn in as City Treasurer.

6. **Resolution Authorizing Lincoln Highway Heritage Festival Parade:** The Lincoln Highway Heritage Festival Committee is proceeding with their plans for an event on August 22nd-24th similar to the festival held the last ten years with the inclusion of a parade. The 8th Annual parade on Sunday afternoon, August 24th will start near Holcomb State Bank, proceed on Hwy 38 to Lincoln Highway, and end at Cherry Avenue. The Committee requests that a 'zone' be established in the downtown area between 1st Ave. to 6th Ave., and 3rd St. to 7th St. for activities during the Festival as designated. In the designated zone, the Festival Committee would be the arbiter on matters regarding vendors, booths, sidewalk sales, street use, etc. As set out in the attached letter, the Committee is requesting the closure of several streets and parking lots in the Central Business District during the festival period; permission to sponsor the carnival; establishing a Lincoln Highway Heritage Festival zone; and the parade. The Illinois Department of Transportation requires the City to approve a standardized resolution which sets out the time and route of temporary closure of Hwy 38 for the parade, and the level of liability insurance. Moved by Councilwoman Hollonbeck and seconded by Councilman Colwill, **"I move the Council approve the request of the Lincoln Highway Heritage Festival for Closures, Carnival, and Festival Zone for the 2008 Festival."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
7. **Resolution Authorizing Sale of Real Estate (4 Acres – Business and Technology Park Phase 2):** Representatives from Ogle County expressed interest several months ago related to the possibility of locating their Emergency Operations/911 Center within the Rochelle Business and Technology Park. On April 15, 2008 the Ogle County Board voted to approve the purchase of a 4-acre parcel for the future site of their Operations Center. As part of the Phase II development of the park, the City is seeking authorization to resell 4 acres of the property. The property has been appraised to insure that the sale is in compliance with Illinois Statutes for the sale of public property. Moved by Councilman Eckhardt and seconded by Councilman Berg, **"I move Resolution R08-16, A Resolution Authorizing Sale of Real Estate (Lot 4-Technology Park Phase 2), be adopted."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
8. **IDOT Engineering Agreement between the City of Rochelle and Fehr-Graham – Dement Road Project:** The City of Rochelle submitted an Economic Development Program (EDP) grant application to the Illinois Department of Transportation on March 13, 2008 in the hopes of acquiring funding to assist with infrastructure related to the Rochelle Business and Technology Park. Although the EDP grant has not been awarded the prospect for assistance with the funding of 50% of Dement Road appears to be promising. The completion of the infrastructure in the Technology Park is extremely time sensitive due to the commitment of Allstate, Northern Trust, and the City of Rochelle Technology Center. In an effort to move this project along in a timely fashion a local IDOT representative suggested that the City of Rochelle enter into an engineering agreement for Dement Road so that plans can be submitted for initial review. Fehr-Graham has submitted an agreement for engineering services related to the Dement Road and Technology Parkway Project, approximately 4,065 lineal feet of roadway and associated sidewalks, drainage, and detention ponds. The development agreements with Allstate and Northern Trust require the Dement Road portion of the project to be completed no later than February 27, 2009. Although it is anticipated that EDP Grant funds will only assist with the funding of Dement Road, both Dement Road and Technology Parkway will be combined in the contract documents in order to obtain the best bid from contractors. Moved by Councilman Hayes and seconded by Councilman Hayden, **"I move Agreement 08-3667, IDOT Engineering Agreement between the City of Rochelle and Fehr-Graham for Dement Road Project, be approved."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
9. **Ordinance – Approving Agreement for Amendment to Restated Host Agreement for City Landfill:** The Mayor and City Council approved the Application for Local Siting Approval for the Expansion of the Rochelle Municipal Landfill #2 subject to several conditions at a Special Council Meeting on April 11, 2007. On May 17, 2007 the Operator filed a petition for review with the Illinois Pollution Control Board which resulted in a modification of conditions 33 and 34; the allocation of costs for the construction of Mulford Road from Illinois Route 38 to Creston Road. The City and the Operator have agreed on the allocation of costs for the construction required on Mulford Road. In addition, the interpretations of certain ambiguous siting conditions, appropriate time period for exhumation of Unit 1, and the release of certain claims have been agreed upon between the City and the Operator. The attached Agreement for Amendment to the Restated Host Agreement addresses those agreements and releases. Moved by Councilman Berg and seconded by Councilman Hayden, **"I move Ordinance 08-3668, An Ordinance Approving Agreement for Amendment to Restated Host Agreement for the Operation and Development of Rochelle Municipal Landfill #2, Release of Claims and Related Agreements, be adopted."** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

10. **Ordinance Approving Final Plat of Re-subdivision of Lot 75 Whispering Waters:** Dr. Eric Malaker has petitioned for a re-subdivision of Lot 75 of the Whispering Waters subdivision located at 14379 Flagg Road. If approved this would combine an unused piece of property located behind the Cainson Subdivision and adjacent to lot 75 in the southwest corner, and lot 75 into one buildable lot. Mayor and City Council approved the preliminary plat for the resubdivision of lot 75 on March 24, 2008. On April 22, 2008 the City of Rochelle Plan Commission reviewed the final plat for re-subdivision of Lot 75 of the Whispering Waters subdivision. The Plan Commission voted to recommend approval of the final plat by a vote of 5-0 subject to approval by the City Engineer on any outstanding engineering items and submittal and approval of any necessary surety. Chris Limas was present to answer questions. Moved by Councilman Berg and seconded by Councilman Eckhardt, **“I move Ordinance 08-3669, An Ordinance Approving the Final Plat of Re-Subdivision of Lot 75 of Whispering Waters Subdivision, be adopted.”** Roll call vote was taken. Ayes: Councilmembers Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Abstain: **Councilman Hayden.** Motion passed 6-0.
11. **Agreement, License Agreement and Lease between the City of Rochelle and Rochelle Tourism and Visitor’s Association (RTVA):** The City of Rochelle and the Rochelle Tourism and Visitors Association (RTVA) currently have three agreements which will expire on April 30, 2008. The first agreement between the City and RTVA acknowledges RTVA as the entity which promotes tourism for the City and designates a percentage of the tax proceeds collected for this purpose to RTVA. The License Agreement between the City and RTVA covers the Rochelle Railroad Park gift and concession shop located at 124 North 9<sup>th</sup> Street and defines the obligations of both the Association and the City at this location. The last agreement is a lease between the City and RTVA for the Visitors Center located at 500 Lincoln Avenue. The approval of these agreements will allow the Rochelle Tourism and Visitors Association to continue to promote tourism in the area, oversee the gift and concession shop in the Railroad Park, and operate the Visitors Center. A five year contract was requested by RTVA to allow for greater long range planning. Minor modifications were made to the agreements to clarify the respective party’s obligations. The term of these agreements would commence on the date of the contract execution and terminate on April 30, 2013. Moved by Councilman Colwill and Seconded by Councilwoman Hollonbeck, **“I move Agreement 08-3670, An Agreement between the City of Rochelle and Rochelle Tourism and Visitors Association, be approved.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0. Moved by Councilwoman Hollonbeck and seconded by Councilman Berg, **“I move License Agreement 08-3671, A License Agreement for the Railroad Park and Concession Shop, Between the City of Rochelle and Rochelle Tourism and Visitors Association, be approved.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0. Moved by Councilman Hayden and Seconded by Councilman Hayes, **“I move Lease Agreement 08-3672, A Lease for Visitor’s Center, be approved.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.
12. **Addendum to the Intergovernmental Agreement between the City of Rochelle and Ogle Lee Fire Protection District:** An Intergovernmental Agreement between the City of Rochelle and Ogle Lee Fire Protection District was approved by City Council on November 25, 2002. Through this agreement the City of Rochelle provides fire protection, rescue and ambulance services to the Ogle/Lee Fire Protection District. Attached is an Addendum to the original agreement dated December 10, 2002 which would extend the expiration of the contract from May 1, 2008 to April 30, 2010 under the same terms and conditions. This Addendum has already been approved and signed by the Ogle Lee Fire Protection District on April 9, 2008. The contract provides for the day-to-day administration of the Ogle/Lee-City Departments as a single entity under the direction of the City’s Fire Chief and City Manager. The compensation is adjusted annually based upon the equalized assessed value (EAV) of any property disconnected from the District (annexed to the City) and the EAV of the District. The annual compensation for 2008-09 is anticipated to be \$36,861. Tom McDermott was present to answer questions. Moved by Councilman Colwill and seconded by Councilman Berge, **“I move Intergovernmental Agreement 08-3673, An Addendum to Intergovernmental Agreement between the City of Rochelle and the Ogle-Lee Fire Protection District, be adopted.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

13. **Inducement Resolution – Southern Gateway TIF Redevelopment Project:** At the June 25, 2007 City Council meeting, agreements were approved between the City and both Teska Associates and Kane, McKenna Associates related to a proposed Tax Incremental Financing (TIF) District at the City’s southern entrance to spur economic development in that area. These agreements were for land planning and financial services related to the proposed development with the Developer, Black Earth, bearing the cost. The passage of the Inducement Resolution is the next step in the process of exploring the establishment of the Southern Gateway TIF District. The final feasibility study for the TIF District will be brought to City Council at a later date and will include the boundaries and the final plans for the District. If the City Council chooses to move forward with the establishment of the TIF District the City will negotiate a redevelopment agreement with the developer which will provide for the reimbursement of eligible costs. Chris Limas was present to answer questions. All costs to date have been reimbursed by the developer. Moved by Councilman Eckhardt and seconded by Councilwoman Hollonbeck, **“I move Resolution R08-17, A Resolution Authorizing Preliminary action in Connection with the Southern Gateway TIF Redevelopment Project, be adopted.”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

14. **City Manager’s Report:**

- **Elementary Schools Fun Run Event** The annual ‘Elementary Schools Fun Run Event’ request has been received from Lauren Hintzche, a physical education teacher in the Rochelle Elementary Schools. The 2-K event, which will involve approximately 700 students and adult chaperones, is scheduled for Friday, May 16<sup>th</sup>, starting at 12:40 p.m. This has been a very successful, well-organized event in the past. A copy of the routing maps was attached for reference. The request and details regarding this event have been forwarded to the Police, Fire and Street Departments. As there were no objections by Council, the City Manager will authorize the request for use of City streets.
- **2008 First Quarter Report Rochelle Police Department** Chief Buck prepared the quarterly report of activities for the Rochelle Police Department. A copy of the report has been provided to the Mayor and Council members. Moved by Councilman Berg and seconded by Councilman Hayden, **“I move the City Council accept and place on file the 2008 First Quarter report of the Rochelle Police Department.”** Motion passed by voice vote without dissent.
- **Spring Clean-Up Week** The City’s Annual Clean-Up Week is scheduled for May 5<sup>th</sup>-9<sup>th</sup>. This is the tenth year that the City has participated in the program, which is sponsored by Ogle County Solid Waste Management Department. The City’s net cost for this project is about \$2,000 - \$2,700 per year. A grant application for \$2,000 has been submitted and approved to offset our local costs.
- **Hub City Cruisers** A request for the closure and use of Cherry Avenue from Lincoln Highway to Main Street and Lincoln Highway from 4<sup>th</sup> Avenue to Lincoln Avenue has been submitted by the Hub City Cruisers for a car show. The event is scheduled for Sunday, June 29<sup>th</sup> from 8:00 a.m. to 4:00 p.m. As Council had no objections, staff will authorize the street closures as requested for the event.

*DISCUSSION ITEMS:*

1. **Consolidation of Board and Commissions:** Following the combined City Council and GREDCO Meeting on March 4, 2008 a task force was created to study the possibility of consolidating existing boards and commissions with the goal of increasing efficiencies and effectiveness. Economic Development Director, Jason Anderson, and Community Development Director, Chris Limas, were present to give their findings, recommendations and proposed plan of action. They recommend consolidating the Zoning Board of Appeals, Plan Commission and Stormwater Commission. This will save time without sacrificing quality. There are no longer enough people to serve on all the boards. It would reduce development delays (it took Walgreens two months to go through the process to build). To comply with state statute, there would be seven voting members who live within 1.5 miles of the City limits and four non-voting members with expertise in these fields. Following their presentation the Mayor and City Council had the opportunity to ask questions. There needs to be a legal opinion. The present boards/commissions would continue to function through June 30<sup>th</sup> and help the Mayor in the selection of the new Community Development Commission. Jason Anderson and Chris Limas were present to answer questions. Some Councilmembers feel that the Stormwater Advisory Board should be kept separate.

*EXECUTIVE SESSION:* At 8:57 p.m., it was moved by Councilwoman Hollonbeck and seconded by Councilman Berg, **“I move the Council recess into Executive Session to discuss collective negotiating matters, Section (c) (6).”** Roll call vote was taken. Ayes: Councilmembers Hayden, Berg, Hollonbeck, Colwill, Hayes, Eckhardt, and Mayor Olson. Nays: None. Motion passed 7-0.

At 10:00 p.m., Councilman Berg moved and seconded by Councilman Colwill, **“I move the Council return to Open Session.”**

*ADJOURNMENT:* At 10:00 p.m., Councilman Berg moved and seconded by Councilman Eckhardt, **“I move the Council adjourn.”** Motion passed by voice vote without dissent.

---

Chet Olson  
Mayor, City of Rochelle

---

Bruce McKinney, CMC  
City Clerk, City of Rochelle