

**ROCHELLE CITY COUNCIL
REGULAR COUNCIL MEETING MINUTES
November 13, 2018**

The Rochelle City Council met in Regular Session at 6:30 p.m. on Tuesday, November 13, 2018 in the Council Chambers of City Hall; 420 N. 6th Street; Rochelle, IL 61068.

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

ROLL CALL: Present on Roll Call was Councilmembers Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Absent: None. A quorum of seven was present. Also present were City Manager Fiegenschuh, Deputy Clerk Huéramo, City Clerk Sue Messer and City Attorney Dominick Lanzito.

PROCLAMATIONS, COMMENDATIONS, ETC: Veteran's Day – November 12, 2018.

REPORTS AND COMMUNICATIONS:

- Mayor
 - Appointed Mike Myers as a Voting Member to Planning & Zoning Commission-Term 11/14/18-07/01/21. Motion made by Councilman Hayes and seconded Councilman D. McDermott, **"I move the council approve the Mayor's appointment of Mike Myers as a voting member to the Planning and Zoning Commission for a term of November 14, 2018-July 1, 2021."** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None Motion passed 7-0.
 - Commended RTHS Marching Band for the participation in Washington, DC. honoring Veterans.
- Council Members-Councilman Hayes is grateful for the community coming together to raise funds for the RTHS Marching Band trip to Washington, D.C.
- Remarkable Resident Presentation- The committee presented 1st award to Mrs. Connie Daugherty.
- Good News-Adam Lanning Water/Water Rec Superintendent, Water Dept. receiving award for perfect compliance from Illinois Department of Health.

PUBLIC COMMENTARY: None

BUSINESS ITEMS:

1) CONSENT AGENDA ITEMS BY OMNIBUS VOTE with Recommendations:

- a) Approve Minutes of City Council Meeting – 10/22/18
- b) Accept and Place on File Minutes of Airport Advisory Board - 8/13/18
- c) Accept and Place on File Minutes of Planning & Zoning Commission – 9/10/18
- d) Approve Exceptions – 10/17/18-11/5/18
- e) Approve Bills – 11/6/18
- f) Approve Payroll – 10/08/18-10/21/18
- g) Approve Request from Hispanic Heritage Festival Committee – 09/14/19 (corrected date)
- h) Accept and Place on File Municipal Compliance Report – Fire Pension Fund
- i) Accept and Place on File Municipal Compliance Report – Police Pension Fund
- j) Approve Request related to the Annual Old-Fashioned Christmas Walk - 12/7/18
- k) Approve Request from LULAC related to the Lighted Christmas Parade – 12/7/18
- l) Approve Request from CAN related to the Food Truck Festival – 4/27/19

Motion made by Councilor Burke and seconded by Councilor Hayes, **"I move Consent Agenda Items (a) through (l) be approved by Omnibus Vote as recommended."** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.

- 2) **7:00 Public Hearing and Action on Preliminary and Final Plat of Subdivision for Hub City Development.** In 2010, the City entered into an annexation agreement with Hub City Development, LLC for a 48-acre parcel of land on the north side of Steward Road east of Route 251 and west of South Main St. In April 2018, the Planning & Zoning Commission and City Council amended the Zoning map to zone the property B-2. Since that time, Hub City Development has petitioned the City of Rochelle to amend the current annexation agreement to include 3 lots. Hub City Development has provided a preliminary and final plat of subdivision for 3 lots. Lot one is 13 acres zoned B-2 Commercial Highway, lot 2 is 12 acres zoned B-2 and lot 3 will be an out lot that is undeveloped. The purpose of subdividing the lots allows the petitioner to develop the property for future expansion of Commercial Development. Notice of public hearing was published on October 18, 2018. The City of Rochelle Planning & Zoning Commission held a public hearing on November 5, 2018 and approved the subdivision, preliminary & final plat. Motion made by Councilor D. McDermott and seconded by Councilor Bearrows, **“I move the Council recess into a Public Hearing for Preliminary and Final Plat of Subdivision for Hub City Development located on the north side of Steward Road, east of Route 251 and west of South Main Street.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0. Michelle Pease was present to answer any questions. Jim Planey discussed plans for subdivision. There were no comments from the public. Motion made by Councilor D. McDermott and seconded by Councilor Bearrows, **“I move the Council return to open session.”** Roll call was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.
- 3) **Ordinance Approving a Sign Lease Agreement between the City of Rochelle and Cypress House.** Krista Stewart, owner of the Cypress House located at 927 North 7th Street, Rochelle is requesting permission to place a permanent off-site sign to help promote her business which is located a half block west of the off-site signage. This agreement is for a period of 10 years with an option for two 5-year extensions. All structures, equipment and materials placed upon the premises must be set back no less than thirty (30) feet from any street or roadway. All structures, equipment and materials placed upon the premises is to be maintained by the Cypress House. Michelle Pease and Sam Tesreau were available to answer questions. Motion made by Councilor Hayes and seconded by Councilor T. McDermott, **“I move Ordinance 18-4925, an Ordinance Approving a Sign Lease Agreement between the City of Rochelle and Cypress House, be approved.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.
- 4) **Purchase of new wide format plotter for the Engineering Department.** A new wide format MFP plotter was budgeted in 2018 for the Engineering Department. The new system will replace the existing plotter which is over a decade old and unreliable. The new wide format MFP plotter will have copy, scan and wide format plotting /printing capabilities all in one. Engineering staff has reviewed the equipment and determined the proposed plotter will meet our needs. Sam Tesreau was present to answer questions. Motion made by Councilor D. McDermott and seconded by Councilor Shaw-Dickey, **“I move the Council approve the purchase of an OCE Colorwave 500 all in one large format system from ARC Imaging Resources in the amount of \$19,995.00.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.
- 5) **Risk Insurance Renewal.** The City of Rochelle’s Risk Insurance Plan Year expires annually on December 31st. In 2018 the City of Rochelle joined the Illinois Municipal Insurance Cooperative (IMIC) which includes 18 other municipalities in the region. The program is managed by AJ Gallagher, with coverage and services with Brit Insurance, York Insurance, Lexipol and Illinois Public Risk Fund (IPRF). On October 30, 2018 IMIC held a quarterly meeting and the proposals of insurance for 2019 were presented by AJ Gallagher Account Executive Ethan Salsinger. The renewal amount for the City of Rochelle for 2019 is \$519,245, this is approximately a 5% increase from 2018. The overall increase is mainly due to the cyber insurance increase, while the coverage for workers’ comp insurance saw a decrease. This is far below the renewal rate proposed last year by IMLRMA for 2018 which was \$660,669 (savings of \$141,424, approximately a 27% difference). The City of Rochelle received a Grant from IPRF for 2018 in the amount of \$3036. This can be used towards safety equipment and/or training in 2019. Each year we will apply for the grant and each year the amount could be different as it is based on the total salaries for worker’s comp. Nancy Bingham was present to answer any questions. Motion made by Councilor T. McDermott and seconded by Councilor Burke, **“I move the Council approve and place on file the 2019 Risk Insurance Rates from Illinois Municipal Insurance Cooperative (IMIC) for total cost of \$519,245.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.

- 6) **Ordinance Waiving the Competitive Bidding Requirements and Awarding Ferguson Water Works a Purchase Order for the Purchase of Water Meter Communication Antenna.** Rochelle currently maintains 3,755 water meters which include several different manufacturers. Recently we have been installing Neptune brand meters but using the electric departments communication infrastructure to communicate with the billing software. This is causing many problems and slowing our progress of installing meters due to the lack of compatibility of the equipment. Neptune has conducted a propagation study to assess what it would take to cover Rochelle with their own equipment and found one antenna would provide enough coverage. By using Neptune for the communication equipment as well as the meter it would greatly reduce installation time and improve our billing system. Motion made by Councilor D. McDermott and seconded by Councilor Shaw-Dickey, **“I move Ordinance 18-4926, an Ordinance Waiving the Competitive Bidding Requirements and Awarding Ferguson Water Works a Purchase Order for the Purchase of a Water Meter Communication Antenna in the amount of \$34,438.90, be approved.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.
- 7) **Ordinance Approving a Utility Easement Agreement with the Brossman Farms 2017 LLC.** As part of the well 12 radium removal plant, we need to run a sewer line along Steward and Hayes road to connect to our existing sewer system. In order to do this, we must acquire an easement from the property owner, Brossman Farms, LLC. Adam Lanning was present to answer questions. Motion made by Councilor Shaw-Dickey and seconded by Councilor Burke, **“I move Ordinance 18-4927, an Ordinance Approving a Utility Easement Agreement with the Brossman Farms 2017 LLC, be approved.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.
- 8) **Ordinance Amending Certain Sections of Chapter 2 Article VI of the Rochelle Municipal Code Pertaining to Contractual Spending Authority of City Manager.** The Rochelle Municipal Code, Section 2-371 Approval of Contracts, includes language which requires that City contracts in excess of \$20,000 must be made available for public bid and City contracts up to and including \$20,000 may be awarded by the City Manager without competitive bidding. This section of our code references State law 65 ILCS 5/8-9-1. In August of 2017, Public Act 100-338 amended section 8-9-1 by increasing the threshold amount of public contracts which require public bids from \$20,000.00 to \$25,000.00. Staff believes that it would be in the City’s best interest to amend our code to mirror the State threshold since bidding projects unnecessarily can cost time and money. Sue Messer was available to answer questions. Motion made Councilor Bearrows and seconded by Councilor Shaw-Dickey, **“I move Ordinance 18-4928, an Ordinance Amending Certain Sections of Chapter 2 Article VI of the Rochelle Municipal Code Pertaining to Contractual Spending Authority of City Manager, be approved.”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.

DISCUSSION ITEMS:

- 1) **Fiber Optic Network Audit**-Recently the City hired NI Solutions to conduct an analysis of the existing network and determine what improvements are needed and how the City can make the best use of its existing infrastructure. The existing network provides primarily municipal IT needs and internet to local businesses of all sizes. Irshad Ansari, CEO of Ni Solutions Inc and Electric Dept. Superintendent Jason Bird were available to answer any questions.
- 2) **2018 Tax Levy**- The Mayor and City Council are required to adopt a Tax Levy Ordinance annually and file it with the County Clerks on or before the last Tuesday in December. The Ordinance Levying Taxes for the City of Rochelle 2018 will be included as a business item on the November 26th City Council agenda. City Manager Jeff Fiegenschuh provided information on the various components and discussed options related to the levy.
- 3) **Downtown Building Improvement Program**- A Downtown Building Improvement Program is being explored and the wish is to include funding in the 2019 budget to facilitate the program. The purpose of the Building Improvement Program would be to encourage and support building and business owner investment in our downtown retail/commercial buildings. Often times, small businesses get left out of incentives that are typically offered to larger businesses. We need to begin including small business in these incentives. It’s important that we assist both large and small businesses in our community. Michelle Pease was available to answer questions.

EXECUTIVE SESSION: at 7:46 PM, Councilor D. McDermott moved and seconded by Councilor Shaw-Dickey, **“I move the Council recess into executive session to discuss pending or imminent litigation, Section (c) (11) and/or discuss setting of a price for sale or lease property owned by the City, Section (c) (6).”** Roll call vote was taken. Ayes: Bearrows, Burke, Hayes, D. McDermott, T. McDermott, Shaw-Dickey and Mayor Olson. Nays: None. Motion passed 7-0.

At 8:12 PM, moved by Councilor D. McDermott and seconded by Councilor Bearrows, **“I move the Council return to open session.”** Motion passes by voice vote without dissent.

ADJOURNMENT: At 8:14 PM, moved by Councilor Burke and seconded by Councilor Shaw-Dickey, **“I move the Council adjourn.”** Motion passed by voice vote without dissent.

Chet Olson, Mayor

RoseMary Huéramo
Deputy City Clerk, City of Rochelle