



## ***City Council***

City Council Chambers ♦ 230 West Stephenson Street ♦ Freeport, IL 61032

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### **MINUTES REGULAR MEETING Monday, November 1, 2010**

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#### **CALL TO ORDER**

The regular meeting of the Freeport, Illinois, City Council was called to order by Mayor George Gaulrapp with a quorum being present at 6:00 p.m. on Monday, November 1, 2010, in Council Chambers.

#### **ROLL CALL**

Present on roll call were council members Jennie DeVine, Randy Corbin, Tom Klemm, Ronnie Bush, Dennis Endress, Linda O'Neill, Shawn Boldt, and Scott Helms (8). Corporation Counsel Sarah Griffin was present.

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson DeVine.

#### **PRESENTATION**

Officer Matt Summers of the Freeport Police Department introduced the top award winners for the "Do the Right Thing" from a list of 16 nominations. Recipients of the awards were Miles Kruse (top award recipient), Naomi Duarte, and Kalli Yoder.

#### **PUBLIC HEARING**

The city clerk read into the record that a public hearing will be held regarding Community Development Assistance Program (CDAP) Housing Rehabilitation Mobility and Accessibility Rehabilitation Services Grant application. At 6:08 p.m., Mayor George Gaulrapp called the public hearing to order and asked Community Development Director Shelly Griswold to present a summary of the grant application. Those present from the council, city staff members, and the public were asked to sign in on the attendance sheet.

Griswold: The City of Freeport is requesting grant funding from the Illinois Department of Commerce and Economic Opportunity through the Community Development Assistance Program (CDAP) Housing Rehabilitation Mobility and Accessibility Rehabilitation Services component.

The State of Illinois has \$750,000 in MARS funding set aside for the non-entitlement areas of the State. The City of Freeport may request up to \$100,000 of these funds to assist approximately six (6) homeowners.

Earlier this year, the City of Freeport put out a call for referrals to several area agencies for qualified people with disabilities. Referring agencies include the Regional Access

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Mobilization Project (RAMP), the Illinois Department of Human Services, the Senior Resource Center, the Freeport School District and Malcolm Eaton Enterprises.

The grant funds may be used for modifications to dwellings occupied by persons with physical disabilities. The modifications to the homes are limited to activities that reduce or eliminate barriers to accessibility. These modifications may include installing ramps at the entrances to homes, installing wheelchair accessible shower units, or widening doorways to accommodate a wheelchair. All lead-based paint rules and regulations established by the U.S. Department of Housing and Urban Development, the U.S. Environmental Protection Agency and the Illinois Department of Public Health will be adhered to.

All activities will benefit low-to-moderate income households. Income eligibility is based on HUD's area median income adjusted for household size. A chart is available should anyone want to review income eligibility guidelines.

Displacement of families is not anticipated.

The City of Freeport has worked very hard to establish a detailed list of community development needs. These priorities include:

**Economic Development**

1. Become a retail center. The City's goal is to become a retail center in northwest Illinois. With a new shopping center on the City's south side, the goal is to have the outlots built out over the next two years to provide jobs to local residents and to increase sales tax revenue.
2. Attract small- to mid-sized manufacturers. The City's strategy is to continue to work to attract small- to mid-sized manufacturers, working in cooperation with the Northwest Illinois Development Alliance.

**Health and Environment**

1. Brownfields. The City has a commitment to assessing and cleaning up contaminated sites. This year, the City will complete assessment on a minimum of three sites and will clean up two sites. In addition, the City has applied for \$200,000 in additional funds to assess potentially contaminated sites.
2. Hazard Mitigation. The City adopted a multi-hazard mitigation plan in the 4<sup>th</sup> quarter of 2008. This plan enables the City to apply for pre- and post-disaster mitigation funds each year. The City is pursuing a post-disaster mitigation grant, working in conjunction with Stephenson County in 2011.

**Historic Preservation**

1. Preservation of older housing stock. The City of Freeport's housing stock is older than the state as a whole: 38.8 percent of homes in Freeport were built before 1939, compared to 22.6 in the State of Illinois. Because of this, Freeport has an increased need for housing rehabilitation. Our goal is to continue to bring at least \$500,000 in housing rehabilitation grants to the City of Freeport in each fiscal year.

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2. Access to historic preservation incentives. The City's Historic Preservation Commission will provide annual educational programs geared toward different audiences, including property owners, realtors, and contractors, to inform residents and businesses of historic preservation incentives, including tax abatements and tax credits.

**Housing & Neighborhoods**

1. Accessible Housing. The City has a commitment to assisting residents with making their residences accessible, and will seek funding through CDAP's MARS program to meet this goal. The City seeks to assist six residents this fiscal year through this program.
2. Ensure adequate affordable housing units. Through grant funding, the City will ensure that an adequate number of affordable housing units are available for workforce housing to aid in economic development efforts, ensuring proximity of housing to jobs.
3. Ensure the safety and affordability of housing available to low to moderate income households, senior citizens, and the disabled. The City has at least \$500,000 this year in funds to rehabilitate housing.
4. Demolition of Dangerous and Unsafe Properties. The City has appropriated \$15,000 for fiscal year 2010/2011 to fund the demolition of dangerous and unsafe buildings and has set a goal to demolish at least 2 properties this fiscal year.
5. Property Code Inspection and Enforcement. The City has a commitment to safe and healthy housing. The City's Code Enforcement Department seeks to address the deteriorating health and safety of our housing stock through housing rehabilitation programs and tighter enforcement of building code violations.

**Planning and Zoning**

1. Comprehensive Plan. The City of Freeport has completed its first comprehensive plan since 1980. This new Comprehensive plan was adopted by City Council on April 5, 2010.
2. Ordinance Updates. Many of the City's planning and zoning ordinances are in the process of being updating. Some of them have been updated during the process of completing the comprehensive plan.

**Transportation**

1. Public Transportation. The City has expanded the public transportation system. This has increased the number of rides provided by more than 200 percent and provides expanded hours of operation, 18 hours per day on weekdays and 7 hours each Saturday.
2. Amtrak Service. The City of Freeport is part of a regional consortium seeking Amtrak service from Chicago through northwest Illinois to Dubuque. The goal is to secure funding for a start-up in the next three years.

Community Development Director Shelly Griswold asked if there were any questions regarding the City of Freeport's application to DCEO for a Mobility and Accessibility Rehabilitation Services (MARS) grant. Alderperson Helms asked how we go about selecting households for the program. Director

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Griswold responded that we have a waiting list and work from the top, using a “first-come, first-served” method for qualifying households.

Aldersperson Helms asked how many applicants we have compared to the number of households we are able to assist. Director Griswold stated that she anticipated a small number of households to remain on the list until the next round of grant funding.

At 6:18 p.m., upon no further discussion, Aldersperson O’Neill moved to close the public hearing. This motion was seconded by Aldersperson Endress. Motion prevailed by roll call vote of:

Yeas: DeVine, Corbin, Klemm, Bush, Endress, O’Neill, Boldt, Helms (8)

Nays: None

**APPROVAL OF AGENDA**

Aldersperson Endress moved to approve the agenda as presented, seconded by Aldersperson O’Neill. Motion passed by voice vote without dissent.

**APPROVAL OF MINUTES**

Aldersperson DeVine moved to approve the minutes of the regular meeting held on October 18, 2010, seconded by Aldersperson Boldt. Motion passed by voice vote without dissent.

**PUBLIC COMMENTS - AGENDA ITEMS**

There was no one signed on the sheet this evening for public comments on agenda items.

**CONSENT AGENDA**

The following Consent Agenda items were presented:

- A. Approval of Water and Sewer Bills Payable (Registers #465 and 467) --- \$260,710.68
- B. Approval of Payroll for pay period ending October 9, 2010 --- \$404,950.76
- C. Approval of Payroll for pay period ending October 29, 2010 --- \$400,888.97
- D. Approval of Finance Department Bills Payable (Registers #464, 466, 468) --- \$446,726.59

Aldersperson Corbin moved to approve the consent agenda items, seconded by Aldersperson O’Neill.

Motion prevailed by roll call vote of:

Yeas: DeVine, Corbin, Klemm, Bush, Endress, O’Neill, Boldt, and Helms (8)

Nays: None

The Consent Agenda items were approved.

**COMMUNICATIONS TO COUNCIL**

Included in the council packet was a Water & Sewer Commission Report on Activities dated October 21, 2010 as written by City Engineer Denise Blakeley Ihrig. Aldersperson Helms moved to place the document on record, seconded by Aldersperson Endress. Motion passed by voice vote without dissent.

**APPOINTMENTS**

Mayor George Gaulrapp requested approval of the appointment of Linda Buss to the Police Pension Fund Board of Trustees. This appointment will be effective immediately through April 30, 2012. Aldersperson O’Neill moved to accept the appointment as presented, seconded by Aldersperson DeVine. Motion passed by voice vote without dissent.

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**ORDINANCES – FIRST, SECOND, THIRD READINGS**  
*(There are no items for council this evening)*

**RESOLUTIONS**

**RESOLUTION #R-2010-53:**

**Resolution to Adopt City of Freeport Spending Plan for Fiscal Year 2010-2011**

Mayor Gaulrapp stated that this resolution was previously presented at the meetings held on July 19, 2010 and August 2, 2010, and subsequently laid over at each of those meetings. Finance Director Craig Joesten presented the resolution stating that the appropriation ordinance for Fiscal Year 2010-2011 was adopted earlier this year and this is the spending plan that coincides with it. The City currently is at the six month point and, to date, the spending plan is on target due to the budget cuts implemented. The amount owed by the State of Illinois to the City is \$650,000, with payments being four months behind.

Alderman Corbin requested a report from the Finance Director regarding furlough day status. The Finance Department will provide a six month financial summary in by the first meeting in December.

Discussion was held regarding the amount of money (\$750,000) that the City borrowed in April from US Bank. \$325,000 was put into the Landfill Closure Fund to pay closure expenses and \$425,000 was put into the General Fund to cover our cash shortage we had at the time. The semi-annual debt service payment for this loan is made in October and April. The first payment which was paid in October in the amount of \$18,715 for the \$325,000 loan was paid out of Lamm Road TIF. The City also paid \$26,154.93 which was the debt service payment for the \$425,000 that went into the General Fund. This payment was paid out of the General Fund. The tax levy will be presented at the next council meeting.

Aldersperson Boldt moved lay over the resolution until the first meeting in January, seconded by Aldersperson Helms. Motion passed by voice vote without dissent.

**RESOLUTION #R-2010-75:**

**Authorization to Accept an Easement from the Freeport Park District Resolution**

City Engineer Denise Blakely Ihrig stated that the City of Freeport has been working on storm sewer improvements on American Street near Read Park with the Water and Sewer Commission performing the construction. A portion of the project lies within the property owned and maintained by the Freeport Park District and it is necessary to obtain a permanent easement on their property in order for the City to complete the improvements to the storm sewer. The City of Freeport will have sole responsibility for the construction, repair, and from time to time maintenance of the storm sewer constructed on the easement property. Civil Constructors has been hired for the road repairs and it will be curb to curb. It is scheduled to be completed before the hot mix plant closes.

Aldersperson Endress moved for approval of the resolution, seconded by Aldersperson Klemm. Motion prevailed by roll call vote of:

Yeas: DeVine, Corbin, Klemm, Bush, Endress, O'Neill, Boldt, and Helms (8)

Nays: None

Resolution 2010-75 was adopted.

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**RESOLUTION #R-2010-76:**

**Resolution of Support for Mobility and Accessibility Rehabilitation Supplement (MARS) CDAP Grant**

Community Development Director Shelly Griswold stated that this resolution is in regard to a grant application spoken about earlier this evening during the public hearing. Receipt of Community Development Assistance Program (CDAP) grant assistance is essential to allow the City of Freeport to undertake the project to fund the rehabilitation of housing units for occupancy by persons with disabilities. The City will be applying for a grant in the amount of \$100,000 with pre-construction estimates and there is no City match to the funds.

Aldersperson Helms moved for approval of the resolution, seconded by Aldersperson O'Neill. Motion prevailed by roll call vote of:

Yeas: DeVine, Corbin, Klemm, Bush, Endress, O'Neill, Boldt, and Helms (8)

Nays: None

Resolution 2010-76 was adopted.

**RESOLUTION #R-2010-77:**

**Resolution to Enter into Agreement with Fehr-Graham & Associates for Services Related to US EPA Brownfield Cleanup Grant Activities**

Community Development Director Shelly Griswold stated that on September 17, 2009, the City of Freeport was awarded three United States Environmental Protection Agency Brownfields Cleanup Grants and these grants were awarded to pay for costs of environmental cleanup activities at Buildings B, D, and E of the Rawleigh Complex in Downtown Freeport. In order to complete the cleanup activities, the City requires certain professional services to be performed by Fehr-Graham & Associates (FGA). FGA will provide professional services for Environmental Assessment and Cleanup of the Rawleigh Complex and these services include preparation of an analysis of Brownfield Cleanup Alternatives Report and action memo; preparation of bid specifications for asbestos abatement; and oversight of the asbestos abatement. The estimated fee for these services is \$33,000 and will need to be allocated from the three cleanup grants and the agreement would be effective until September 30, 2012, unless extended.

Aldersperson Corbin moved for approval of the resolution, seconded by Aldersperson O'Neill. Motion prevailed by roll call vote of:

Yeas: DeVine, Corbin, Klemm, Bush, Endress, O'Neill, Boldt, and Helms (8)

Nays: None

Resolution 2010-77 was adopted.

**OTHER**

**DEPARTMENT HEAD REPORTS**

**Library**

Library Director Carole Dickerson stated that the library is part of a nine regional system in the State of Illinois and they received notification that funds owed to them from last year will be released in an amount equal to three-quarters of the money owed. She summarized Arcade toys history series presented at the Freeport Public Library last week and stated that it was well attended.

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**Community Development**

Community Development Director Shelly Griswold stated that she has begun working with ISO to start the process which would lower the flood insurance rating of the City. There are many pieces used in the rating including an Illinois Department of Natural Resources audit, a letter from FEMA for the formal application process, and the implementation of internal controls such as planning and zoning restrictions within a floodplain.

**Finance**

Finance Director Craig Joesten provided the status to implement a process which will allow customers to pay water and sewer fees with a credit card. It has been presented to the Water and Sewer Commission and could possibly be available the first part of 2011.

**Public Works**

Public Works Director Tom Dole provided a report of status of the leaf pickup in the City and provided an update of the Stephenson Street sidewalk removal which is being performed by our public works employees.

**Water and Sewer/City Engineer**

City Engineer Denise Ihrig provided an update on the Stephenson Street project and spoke about the businesses affected by the closures. Ms. Ihrig stated that the funds have been received in the amount of \$114,000 in Motor Fuel Tax dollars from the State for use for the Stephenson Street streetscape project. Ms. Ihrig provided a written update on the Water and Sewer Department "Big 4" projects.

**Police**

Chief of Police Jerry Whitmore recognized the students in Freeport School District who collected over 10,000 non-perishable items for the food pantry during the Red Ribbon Campaign Week.

**Fire**

Battalion Chief Jim Blackburn was present and had no further report.

**MAYOR'S REPORT**

Mayor Gaulrapp stated that last week he attended the International Shopping Center Convention and the interest and moral were up from last year. Stephenson Street residents reported that over 1,300 pieces of candy were distributed during "Trick or Treat" hours this year. Hopefully, those coming to "Trick or Treat" from other communities also supported our gas and food establishments.

**NEW BUSINESS**

Each council member was provided the opportunity to publicly address significant items of interest.

Alderperson Boldt requested an update on NICOR's exposed gas pipe on Sioux Drive. Finance Director Craig Joesten stated that Mayor George Gaulrapp had contacted NICOR and they had contacted him as well and stated that work will be started this week. Discussion was held regarding whether the street would be completed hot-mix season ends.

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Discussion was held regarding a future water tower and whether a City logo would be included as part of the request for proposals.

The deadline to register physical damage due to the flood to FEMA has been set for November 17, 2010. This information was posted on the City's website under recent news.

Discussion was held regarding checks released prior to council approval and it was requested that the Finance Department not release anymore than necessary. It was also requested that when groups are receiving subsidized money from the City, that they be required to provide an audited report.

City Clerk Meg Zuravel stated the City of Freeport will be accepting candidate petitions and certificates for the Consolidated Primary Election from candidates for alderperson from November 15 through November 22, 2010, in the office of the City Clerk, 230 W. Stephenson Street, Freeport, IL. The city clerk's office will be open regular business hours from 8:30 am until 4:30 pm each day during the filing period, except on November 22, 2010 when the clerk's office will remain open until 5:00 pm.

**PUBLIC COMMENTS**

- Tom Teich, 653 Jefferson Street, Freeport IL, spoke about an anniversary at his place of work.

Upon motion duly made and seconded, the meeting was adjourned at 7:12 pm.

s/ Meg Zuravel  
Meg Zuravel, City Clerk