



City Council

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

MINUTES REGULAR MEETING Monday, November 7, 2011

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 7, 2011, in Council Chambers.

ROLL CALL

Present on roll call were council members Tom Klemm, Shawn Boldt, Ronnie Bush, Jennie DeVine, Dennis Endress, Scott Helms, Michael Koester, and Andrew Crutchfield (8). Corporation Counsel Sarah Griffin was present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Alderperson DeVine.

APPROVAL OF AGENDA

Alderperson Endress moved for approval of the agenda, seconded by Alderperson DeVine. Motion prevailed by voice vote without dissent.

APPROVAL OF MINUTES

Alderperson Koester moved for approval of the minutes of the regular meeting held on October 17, 2011, seconded by Alderperson Crutchfield. Motion prevailed by voice vote without dissent.

PUBLIC COMMENTS – AGENDA ITEMS

There was no one signed on the sheet this evening

PUBLIC COMMENTS – AGENDA ITEMS

A proclamation by was read for St. Paul Missionary Baptist Church. Members of the church were present with their pastor, Reverend Armstrong. Reverend Armstrong and Charles Hilton spoke about the church's 100th Anniversary and the strong community interest of their members.

Dave Young, Executive Director of Northwest Illinois Development Alliance (NIDA) spoke about the need for a shared vision and strategy for a sustainable economy in Northwest Illinois. Mr. Young stated that economic sustainability requires shared economic development vision, shared strategic plan, operating plan and funding. The key areas working together are NIDA, the private sector, the City and the County. Mr. Young stated that the City of Freeport had provided to NIDA funding in the amount of \$50,000 in June 2011. Stephenson County had funded them \$50,000 and the private sector funding was \$110,400.

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This evening, Mr. Young asked council for additional funding in the amount of \$50,000. Since June, NIDA has been working on Prospering Together to develop a plan for economic health, community vitality and to foster caring about people. They have developed a tag line of, "Stephenson County is a great place to live, work, and grow." Mr. Young provided the 2012 Budget and was available for questions from the council regarding specific line items including the cost of Prospering Together and development of a new website for NIDA. Mr. Young stated the next step will be moving forward with a team for a business call program. Council was provided an opportunity to ask about several project updates.

CONSENT AGENDA

The following items were presented on the Consent Agenda this evening:

- A. Approval to receive and place on file:
 - 1) City Treasurer's Monthly Investment Report for period ended September 30, 2011
 - 2) Worker's Compensation Incident Report for September/October 2011
 - 3) Community Development Report on Activities October 2011 including; Cash and Misc. Receipts; Building Permits; and Electrical, HVAC, Plumbing and Sign Permits
- B. Approval of Water and Sewer Bills Payable (Register #623 and 626) ---- \$100,342.12
- C. Approval of Payroll for pay period ending October 22, 2011 ---- \$413,734.33
- D. Approval of Finance Bills Payable (Registers #620, 621, 622, 624, 625, 627) --- \$455,571.10

Aldersperson Endress moved to approve the Consent Agenda items as presented, seconded by Aldersperson Koester.

Aldersperson Helms asked for removal of Item D for discussion. Motion to approve the remaining items on the consent agenda prevailed by roll call vote of:

Yeas: Klemm, Boldt, Bush, DeVine, Endress, Helms, Koester, and Crutchfield (8)

Nays: None

Discussion was held regarding item D. Approval of Finance Bills Payable (Registers #620, 621, 622, 624, 625, 627) --- \$455,571.10, with Aldersperson Helms asking the department heads questions about specific payments. Upon no further discussion, Aldersperson Helms moved to approve the Consent Agenda Item D, seconded by Aldersperson Crutchfield. Motion prevailed by a roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Endress, Helms, Koester, and Crutchfield (8)

Nays: None

The consent agenda items were approved.

ORDINANCES – THIRD READING

3RD READING OF ORDINANCE # 2011-54

AN ORDINANCE TO AUTHORIZE ACQUISITION AND ACCEPTANCE OF DEED FOR PROPERTY COMMONLY KNOWN AS 721-751 SOUTH HANCOCK AVENUE, PIN NO. 18-14-32-132-004, FREEPORT, ILLINOIS

The first reading was held on October 3, 2011. A motion to adopt was given by Aldersperson Bush, seconded by Aldersperson Crutchfield. The second reading was held on October 17, 2011 and upon a

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motion by Alderperson Bush, seconded by Alderperson Crutchfield an amendment to the ordinance was brought forth and approved by roll call vote. The ordinance was automatically laid over to tonight's meeting. Upon the third reading and no discussion, the motion prevailed by roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Endress, Helms, Koester, and Crutchfield (8)

Nays: None

Ordinance #2011-54 passed by a vote of 8-0.

3RD READING OF ORDINANCE # 2011-55

AN ORDINANCE AMENDING CHAPTER 806 – ALCOHOLIC LIQUOR SALES OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT, TO AMEND SECTION 806.03 (CLASSIFICATION OF LICENSES) AND SECTION 806.10 (APPLICATION FOR ISSUANCE OR RENEWAL OF LICENSES) AND CHAPTER 608 – ALCOHOLIC LIQUOR OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT TO AMEND SECTION 608.06 (PERMITTED HOURS OF SALES)

The first reading was held on October 3, 2011. A motion to adopt was given by Alderperson Klemm, seconded by Alderperson Endress. The second reading was held on October 17, 2011 and it was automatically laid over to tonight's meeting. Mayor Gaulrapp stated that upon the third reading, administration requests an amendment dated November 7, 2011. Corporation Counsel Sarah Griffin noted an amendment provided to council in the packet in which a T-3 Temporary Liquor License will have the same procedural requirements as a T-1 and T-2 Temporary Liquor License and this wording is included with the amended ordinance presented. Alderperson Boldt moved to accept the amended ordinance, seconded by Alderperson Klemm. A roll call vote was taken to adopt the amendment.

Yeas: Klemm, Boldt, DeVine, Endress, Helms, Koester, and Crutchfield (7)

Nays: Bush

The amended ordinance was on the floor for passage.

The motion to pass the ordinance prevailed by roll call vote of;

Yeas: Klemm, Boldt, DeVine, Endress, and Koester (5)

Nays: Bush, Helms, and Crutchfield (3)

Ordinance #2011-55 passed by a vote of 5-3.

ORDINANCES – SECOND READING

2ND READING OF ORDINANCE # 2011-56

AN ORDINANCE AMENDING CHAPTER 288 (OFFICERS AND EMPLOYEES GENERALLY) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT – LIFE INSURANCE

The first reading was held on October 17, 2011. A motion to adopt was given by Alderperson Endress, seconded by Alderperson Koester and it was automatically laid over to tonight's meeting. The second reading of this ordinance was held and, upon no discussion, the ordinance was automatically laid over to the next meeting.

ORDINANCES - FIRST READING

1ST READING OF ORDINANCE # 2011-57:

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AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2011, AND ENDING APRIL 30, 2012, FOR THE CITY OF FREEPORT, COUNTY OF STEPHENSON, AND STATE OF ILLINOIS

The ordinance was presented by Finance Director Craig Joesten. He presented a listing of tax levy options with each of these levies providing for the Firefighters Pension, the Police Pension, IMRF, and funds for the Corporation Funds. Each of the Options A, B, C, and D had the same amounts for each of the funds other than the Corporate Fund. Option A provided an overall percentage increase of 2.45% and left the Corporate Fund at the same level as last year. Option B provided an overall percentage change of 11.95% which included an increase to the corporate fund in the amount of \$250,000. Option C provided an overall percentage change of 21.44% which included an increase to the corporate fund in the amount of \$500,000. Option D provided an overall percentage change of 30.94% which included an increase to the corporate fund in the amount of \$750,000.

Finance Director Craig Joesten provided his recommendation by the Finance Department for the tax levy ordinance with Option C providing the following numbers:

Option C					
	2011 Tax Levy	2010 Tax Levy	Increase/ (Decrease)	Percentage Change	Total Tax Bill Percentage Change
Firefighter Pension	\$1,073,551	\$965,806	\$107,745	11.16%	
Police Pension	878,086	937,272	(59,186)	-6.31%	
IMRF	256,000	240,000	16,000	6.67%	
Corporate	989,540	489,540	500,000	102.14%	
	\$3,197,177	\$2,632,618	\$564,559	21.44%	2.10%

Director Joesten stated by choosing Option C it provides for needed financing for City Hall repairs or possible future expenditures, NIDA funding, increased funds for the demolition of buildings throughout the City, and increased health insurance expenses.

The Mayor has recommended Option B for an overall increase of 11.95% which is the same amount for the Firefighter Pension, the Police Pension and the IMRF but then includes an increase of \$250,000 to the Corporate Fund.

Aldersperson Klemm moved to place Ordinance 2011-57 on the floor for adoption using Option C, seconded by Aldersperson Koester. The city clerk read into the record that the motion on the floor was to adopt the ordinance with Section 1 levied at the sum of \$3,197,177. Upon no further discussion, the ordinance was automatically laid over to the next meeting.

1ST READING OF ORDINANCE # 2011-58:

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2011, AND ENDING APRIL 30, 2012, FOR THE PUBLIC LIBRARY OF THE CITY OF FREEPORT, COUNTY OF STEPHENSON, AND STATE OF ILLINOIS

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Freeport Public Library Director Carole Dickerson presented the ordinance stating that the library is limited to their tax levy and this year the levy amount will be \$1,250,687.00 which constitutes the total amount that the City of Freeport requires to be raised by taxation for the 2011-2012 Fiscal Year for Public Library purposes of property tax for library purposes \$1,153,187; special tax for FICA/Medicare \$60,000; special tax for liability insurance \$25,000; and special tax for unemployment insurance \$2,500. Director Dickerson stated that the tax levy is an increase of \$18,483 over last year.

A motion to accept the ordinance as presented was given by Alderperson Boldt, seconded by Alderperson Koester and the ordinance was automatically laid over to the next meeting.

1ST READING OF ORDINANCE # 2011-59:

AN ORDINANCE TO SUPPLEMENT THE APPROPRIATION ORDINANCE FISCAL YEAR 2011-2012 FOR THE CITY OF FREEPORT, ILLINOIS

Director Joesten presented the ordinance as a supplement to the Appropriation Ordinance for Fiscal Year 2011-2012 for the City of Freeport. The ordinance states that the Community Development line item 01-49-599 (Contractual Services) shall be increased by \$50,000 from \$89,700 to \$139,700 for funding Economic Development Foundation – NIDA. This shall be offset by a decrease in the general fund balance. Director Joesten stated the City originally appropriate \$15,000 in the budget for NIDA. This summer, an ordinance was presented through a supplemental appropriation ordinance to appropriate an additional \$35,000 bringing that total to \$50,000 and that ordinance was approved on July 18, 2011. In this meeting, the executive director of NIDA, Mr. Dave Young, requested additional funding in the amount of \$50,000 from the City. Alderperson Klemm made a motion to move forward the ordinance, seconded by Alderperson Helms. The ordinance was automatically laid over to the next meeting.

1ST READING OF ORDINANCE # 2011-60:

AN ORDINANCE AMENDING CHAPTER 1042 (WATER GENERALLY) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT

Director Joesten presented the ordinance which amends Chapter 1042 Water Generally to amend the security deposit interest of retained deposits required by the department from four percent simple interest to no interest. Alderperson Helms asked if interest would continue to be paid on security deposits being held by the department and Director Joesten stated that was not the intent. After further review of the section, 1042.08 Consumer Cash Deposits, it was recommended by Corporation Counsel Sarah Griffin to bring the ordinance back at a future council meeting. Council made no motions on this ordinance.

1ST READING OF ORDINANCE # 2011-61:

AN ORDINANCE TO CREATE CHAPTER 1430 (VACANT PROPERTY) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT, ILLINOIS

Community Development Director Shelly Griswold presented the ordinance creating Chapter 1430 (Vacant Property) of the Codified Ordinances which provides for the definition of vacant building as a building or portion of a building which is:

- (a) Unoccupied and unsecured; or
- (b) Unoccupied and secured by boarding or other similar means; or
- (c) Unoccupied and a dangerous structure; or

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- (d) Unoccupied and condemned by the Building Inspector pursuant to applicable provisions of this code; or
- (e) Unoccupied and has multiple code violations; or
- (f) Unoccupied and the building or its premises has been the site of unlawful activity within the previous six (6) months; or
- (g) Condemned by the Building Inspector and unlawfully occupied; or
- (h) Unoccupied for over one hundred eighty (180) days and during which time the Building Inspector has issued an order to correct public nuisance conditions and same have not been corrected in a code compliant manner; or
- (j) Unoccupied for over two (2) years and for which the property taxes have been unpaid for a period of at least two (2) years.

But not including: Unoccupied buildings which are undergoing construction, renovation, or rehabilitation and which are in compliance with all applicable ordinances, codes, legislation, and regulations, and for which construction, renovation or rehabilitation is proceeding diligently to completion.

Community Development Director Shelly Griswold stated that this ordinance would within sixty days of the effective date of this ordinance require the Building Inspector to evaluate buildings in the City and make a determination for each as to whether the building is a “vacant building” within the meaning of the chapter. There will be a charge of \$500.00 to offset the cost to the City of the inspection. If there is a notice of determination as a vacant building, the owner has the right of an appeal. The owner will have an obligation to register the vacant building and pay a \$200.00 registration fee. This ordinance will require the owner to have a Vacant Building Plan which states: “At the time a building is registered as required herein, the owner shall submit a vacant building plan. The Building Inspector may prescribe a form for the plan. If the owner fails to submit the plan as provided for by this article, the Building Inspector may determine the plan.”

This ordinance will provide for the declaration of certain boarded and/or vacant buildings as public nuisances and provides for their abatement as a means for the City to maintain sanitation and health standards, prevent crime, avoid fire, health, and safety hazards and minimize or eliminate the effect or such buildings have on the personal and economic well-being of the neighborhood and the City. Alderperson Bush made a motion to move forward the ordinance for adoption, seconded by Alderperson Crutchfield. The ordinance was automatically laid over to the next meeting.

1ST READING OF ORDINANCE # 2011-62:

AN ORDINANCE AMENDING CHAPTER 1440 (ADMINISTRATION GENERALLY) OF THE CODIFIED ORDINANCES OF THE CITY OF FREEPORT ILLINOIS

Community Development Director Shelly Griswold presented the ordinance stating that this is a housekeeping ordinance due to the requirements of the Open Meetings Act requiring 48 hour advance notice of a meeting so that it amends the notification requirements for an appeal to go to the Building Commission within seven working days instead of two. Alderperson Klemm made a motion to move forward the ordinance, seconded by Alderperson Bush. The ordinance was automatically laid over to the next meeting.

RESOLUTIONS

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RESOLUTION #R-2011-67:

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE ALBERTUS MUNICIPAL AIRPORT RULES AND REGULATIONS

Presented by Public Works Director Tom Dole stated the Airport Commission recommended the rules and regulations presented this evening and that the Airport Commission president, Marg Blum was here to present the changes. Marg Blum, 1724 W. Stephenson Street, Freeport Illinois stated that some of the amendments were necessary to match the hangar tenant leases recently put into effect and the commission unanimously recommended this resolution to council. A question was asked about 5.13 Parking of Aircraft which states that the pilot in command shall not disembark while the engine is operating except during agricultural aircraft reloading with operator present and closely monitoring operations.

Aldersperson Klemm moved to approve the resolution as presented, seconded by Aldersperson Endress. The motion prevailed by roll call vote of;

Yeas: Klemm, Boldt, Bush, DeVine, Endress, Helms, Koester, and Crutchfield (8)

Nays: None

OTHER

DEPARTMENT HEAD REPORTS

Community Development

Community Development Director Shelly Griswold stated that there is a Brownfield Opens House regarding grants will be held at the Freeport Public Library on November 15, 2011 beginning at 6:00 pm. Director Griswold presented demolition expenses for 2011-2012 Fiscal Year. The demolition line item was budgeted for \$15,000 and it has a contingency of \$10,000. The appropriation amount is \$25,000. So far through October 31, 2011 the Community Development Department has spent \$38,965 for demolitions and this amount was high due to unexpected tipping fees for demolition of quadplex and litigation expenses for 204 W. Stephenson Street. The total litigation expenses for 204 W. Stephenson are unknown at this time. Director Griswold estimates the amount to demolish the top three properties around \$47,000. She estimates the amount to demolish the top five properties to be \$59,000. Currently, additional appropriation is needed in the amount of \$13,965. If the City would want to demolish the top three properties currently on the list, the line item will need to be supplemented \$60,965 or if the top five are demolished the amount would be \$72,965.

Finance

Request for Approval of Moving Bid for City Hall Offices

Director Joesten presented a written memorandum to council which displays the City Hall Moving Bids. The memo stated that we are moving City Hall to 524 West Stephenson Street, Freeport, Illinois. The Finance Department advertised for bids in the Journal Standard. In addition, Director Joesten contacted four moving firms. Bids were opened on November 4, 2011. Two bids were received one from Two Men and A Truck in the amount of \$7,500 to be completed between November 25, 2011 and November 30, 2011. This is Thanksgiving weekend. The second bid received was from O'Mara Moving and Storage for a cost of \$14,883.50 this is for Thanksgiving Holiday weekend and includes boxes. Director Joesten stated that neither of these bids includes packing office items (to be packed by employees of the City). Additional large items such as safes, podiums, tec. May be extra. Director Joesten recommends the low bid of Two Men and A Truck. Aldersperson Klemm moved to accept the recommendation by Director Joesten, seconded by Aldersperson Bush. The motion prevailed by roll call vote of;

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Yeas: Klemm, Boldt, Bush, DeVine, Endress, Helms, Koester, and Crutchfield (8)

Nays: None

Report on Computer/Phone System

Finance Director Joesten provided a phone system cost for the anticipated December 1, 2011 move. The internet and phone system charge will be \$19,000 through Aero who currently handles our network. They will install the phone and network wiring at 524 W. Stephenson with the network charge of \$4,800 and 64 jacks. This will allow for expandable wiring if necessary.

Public Works

Public Works Director Tom Doles stated leaf pick up is on schedule and soon the department will be putting up decorations for Christmas. The LAPP program is nearing completion and most of the resurfacing has been done except for Wyandotte. Director Dole expects a new truck for plowing to be delivered in the next 30 days.

Library

Freeport Public Library Director Carole Dickerson provided an overview of the lecture series that have become popular and well attended including a history of the Structo Toys and Dirckson Silver. There are RC model airplanes on display at the library.

City Engineer/Water and Sewer

City Engineer Denise Ihrig stated the department has been working on the Big 4 Projects and pre-construction meetings. Civil Constructors will be starting work on the sanitary sewer improvements on Park Crest Drive and then will begin work on Loras. The department will be launching the lining improvement and meter replacement projects which will need to revise Chapter 1042 for the conversion for cubic feet to gallons. This change should make reading water bills easier for customers.

Police

Chief of Police Jerry Whitmore provided an overview of the officer testing which will begin with a mandatory orientation on November 16, 2011 at 6:00 pm or November 19, 2011 at 9:00 am at the Freeport Public Library, 100 E. Douglas Street. Anyone interested in obtaining an application for police employment must attend one of these sessions. Physical agility and written exams are scheduled on December 3, 2011. Chief Whitmore provided an update on several residences that have been burglarized.

Fire

Fire Chief Kevin Countryman was present and had no report this evening.

MAYORS REPORT

Mayor Gaulrapp gave credit to Pastor Armstrong who has been willing to work and give back to his community. Mayor Gaulrapp gave kudos to the Aquin Football team as they progress in the State Football Playoff.

NEW BUSINESS/COUNCIL ANNOUNCEMENTS

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

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- Alderperson Helms encouraged those in the community and on the council to help the food pantries in the City.
- Alderperson Crutchfield asked if there was an updated from the Department of Labor and Mayor Gaulrapp stated that there is not an update at this time.

PUBLIC COMMENTS AGENDA OR NON-AGENDA ITEMS

- Tom Teich, 653 Jefferson Street, Freeport, Illinois, spoke about a new addition project at Provena.
- Marg Blum, 1724 W. Stephenson Street, Freeport Illinois, spoke about the vacant property ordinance on council agenda and encouraged timely passage. She spoke about a property in the downtown that has common walls with a vacant building and the problems they have incurred due to water damage next door. Ms. Blum spoke about the rehabilitation of the runway and encouraged possible new businesses to check out the wonderful facility available at the Albertus Airport.

Upon motion duly made and seconded, the meeting was adjourned at 8:32 p.m.

s/ Meg Zuravel
Meg Zuravel, City Clerk