



## *City Council*

City Council Chambers ♦ 524 West Stephenson Street ♦ Freeport, IL 61032

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### **MINUTES REGULAR MEETING Monday, February 3, 2014**

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#### **CALL TO ORDER**

The regular meeting of the Freeport, Illinois, City Council was called to order in council chambers by Mayor James L. Gitz with a quorum being present at 6:00 p.m. on Monday, February 3, 2014.

#### **ROLL CALL**

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

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Koester.

#### **APPROVAL OF AGENDA**

Mayor Gitz asked for leave of council to move forward on the agenda item the department head report from Carole Dickerson, Freeport Public Library Director, to immediately following public comments to provide an overview of Black History month and a proclamation will be read at this time. Alderperson Endress moved for approval of the agenda as presented and moving forward this item, seconded by Alderperson Koester. Motion prevailed by voice vote without dissent.

#### **MINUTES**

The minutes of the regular meeting held on January 21, 2014 were presented. Alderperson DeVine moved for approval of the minutes as presented, seconded by Alderperson Klemm. Motion prevailed by voice vote without dissent.

#### **PUBLIC COMMENTS – AGENDA ITEMS**

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

#### **DEPARTMENT HEAD REPORT**

##### **Library**

Freeport Public Library Director Carole Dickerson presented an overview of a library event to be held on February 4, 2014 beginning at 7:00 P.M. featuring Steven Cole as Frederick Douglas in Freeport. She stated that the event is co-sponsored by the Stephenson County Historical Society and Freeport Public Library Foundation and will also feature future events including February 13 – “1864 Lincoln Re-election”, February 20 – “Songs and Soup Lines: The Music of the Great Depression”, February 27 – “The War of the Worlds Radio Broadcast of 1938”, March 4 – “Chicago in the Gilded Age”, March 11 – “Why the Gilded Age is Still Important”, and March 25 – “1967 – The Tumultuous Sixties Arrive”.

**MINUTES**  
**REGULAR MEETING**  
**Monday, February 3, 2014**

A proclamation was read aloud by City Clerk Zuravel to commemorate February 2014 as Black History Month.

**CONSENT AGENDA**

The following items were presented on the Consent Agenda in the council packet and Mayor Gitz read the listed items into the record;

- A. Approval of Motor Fuel Register (Register #0039) --- \$2,561.14
- B. Approval of Water and Sewer Bills Payable (Register #85) --- \$252,515.06
- C. Approval of Payroll for pay period ending January 25, 2014 --- \$403,419.69
- D. Approval of Finance Bills Payable (Registers #76 through 84) --- \$762,139.57

Aldersperson Brashaw moved for approval of the consent agenda as presented, seconded by Aldersperson Koester. The motion prevailed by a roll call of;

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

Nays: none

The consent agenda items were approved.

There were no ordinances on the agenda this evening.

**RESOLUTIONS**

**RESOLUTION #R-2014-05:**

**RESOLUTION TO AUTHORIZE APPLICATION TO THE FEDERAL GOVERNMENT FOR A 2014 FIVE STAR/URBAN WATERS RESTORATION PROGRAM GRANT PROGRAM**

*Presented by Community Development Director Shelly Griswold -- the City of Freeport seeks to apply for grant funding for storm water management including design projects intended to control rain water, green street designs, planter boxes, permeable pavement, etc. to reduce storm water flow, control flooding and slow run-off into surface water in the City's East Side Neighborhood. The City seeks grant funding of up to \$50,000 with a one-to-one match of cash or in-kind services.*

Community Development Director Shelly Griswold presented the resolution and provided a written memorandum dated February 3, 2014. The memorandum stated that the City council will consider a resolution to authorize and application for a Five Star/ Urban Waters Restoration Grant through Urban Waters Federal Partnership in cooperation with the National Fish and Wildlife Foundation; the Wildlife Habitat Council and the U.S. Environmental Protection Agency. These grant funds are provided to support projects in wetland, forest, riparian and coastal habitat restoration, storm water management, outreach and stewardship. In addition to planning and project implementation the program emphasizes the need for ecology education for children and adults, volunteer involvement and community partnerships.

Director Griswold stated the City of Freeport seeks to apply for grant funding for storm water management including design projects intended to control rain water, green street designs, planter boxes, permeable pavement, etc. to reduce storm water flow, control flooding and slow run-off into surface water in the City's East Side Neighborhood. If this resolution is approved, the City would apply for grant funding of up to fifty thousand dollars (\$50,000) with a one-to-one match of cash or in-kind services. Aldersperson Bush made a motion to adopt the resolution as presented, seconded by Aldersperson Koester.

**MINUTES**  
**REGULAR MEETING**  
**Monday, February 3, 2014**

Discussion was held as to the grant dollars and Director Griswold explained that the grant dollars would require a one to one match in local funds either in cash or in-kind services. She stated we will meet this match with in-kind services from the City of Freeport, local partner agencies, and local volunteer and community groups. Upon no further discussion, the motion prevailed by a roll call of;

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

Nay: none

Resolution #R-2014-05 was adopted.

**OTHER**

**REPORTS OF DEPARTMENT HEADS**

**Community Development**

Community Development Director Shelly Griswold provided an update on the Rental Property Regulation software, software vendor, and hiring of an employee to implement the program. She stated she has authored a letter which will be mailed to the units suspected of being a rental property which provides owners with the information on registration. Director Griswold provided information on the Alber redevelopment and stated before the City is allowed to transfer title it must advertise the property three times and then the bids will be brought to council for the first meeting in March. She asked council to keep in mind that the bids must be in the best interest of the community. They are still working on the plats covenants and restrictions for the Rawleigh complex properties so it can be subdivided.

**Finance Department**

Accountant Duane Price reported the he has received and is reviewing, with two other committee members, "request for proposals" from auditing firms interested in performing the auditing services for the annual report. He will present information at the next Committee of the Whole meeting. It is expected to have a selected firm agreement ready for the city council meeting the third week in February. Discussion was held as the request for proposal on for auditing services and Accountant Duane Price stated that he and the committee are in the process of evaluating the prospective firms for which they received nine proposals and they have narrowed it down to four top candidates. By the Committee of the Whole meeting scheduled on February 10, 2014, the committee will be recommending a firm.

**Public Works**

Public Works Director Tom Dole was present and had no further report.

**Library**

Freeport Public Library Director Carole Dickerson was moved forward on council agenda this evening.

**Fire**

Fire Chief Scott Miller was present and had no further report.

**Police - Purchase of Non-White Police Pursuit Vehicle**

Interim Police Chief Todd Barkalow presented a bid tabulation for a non-white 2014 or new Police Pursuit vehicle for bids that were publically opened on January 30, 2014. This vehicle would replace a vehicle assigned to the detective bureau with 89,000 miles which is a 2005 Impala.

**MINUTES**  
**REGULAR MEETING**  
**Monday, February 3, 2014**

The bid tabulation presented stated there were four sealed bids received for the police pursuit vehicle with one from Bocker Group in Freeport and three from Barkau Automotive of Stockton, IL. After reviewing the bids, Interim Police Chief Barkalow reported that they met the minimum specifications. The Bocker Group and Barkau Automotive submitted bids for one 2014 Chevrolet Impala. Barkau Automotive also submitted bids for 2014 rear wheel drive Dodge Charge and a 2014 all-wheel drive Dodge Charger. The bid from Bocker Group was for \$20,987.45 for one 2014 Impala. The bid from Barkau Automotive was for \$22,227.40 for one 2014 Impala. The two other bids were from Barkau for Dodge Charges with one bid provided at \$24,480 and one bid at \$26,733. The Bocker Group estimated deliver time of six to eight weeks. Barkau Automotive gave a delivery time as 90 days after award of bid. Interim Police Chief Todd Barkalow recommended acceptance of the low bid from Bocker Auto Group of Freeport for the 2014 Chevrolet Impala at a cost of \$20,987.45.

***Action Item for Purchase of a Non-White Police Pursuit Vehicle***

Alderson Koester made a motion to accept the recommendation from Chief Barkalow to purchase from Bocker Auto Group of Freeport the 2014 Chevrolet Impala at a cost of \$20,987.45, seconded by Alderson Brashaw. The motion prevailed by a roll call of;

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

Nays: none

**Water and Sewer**

Water and Sewer Director Tom Glendenning provide an update on water main breaks due to the four foot of frost in the ground. The Water and Sewer department crews have corrected twelve breaks so far this winter. He stated the worst one was in the Gladewood area where it disburshed a lot of water. Director Glendenning spoke about the expensive fix to the water valve on West Street due to its location of being under the Highway 26 (West Avenue). He stated under normal circumstances they would not have to go through ten inches of concrete to get at it. Director Glendenning stated that is was a costly fix due to it being on a State Highway and the cost to fix that valve was nearly \$11,000. He stated that we were within 2% of the budgeted expenses.

**City Engineer**

City Engineer Gallagher was present and had no report.

**MAYOR'S REPORT**

Mayor Gitz thanked staff members and stated they worked very hard to host a retreat for the council on February 1, 2014 at the Hampton Inn of Freeport. Mayor Gitz stated he will have the notes from the Planning Session summarized and would then put forth an informal survey to council members as to their likes or recommended changes for the next time. He is thinking about having another council planning session the last Saturday in March. He asked council members to let him know if they have issues with that date. He stated at the next Committee of the Whole the administration will present information on the audit services request for proposals, landfill contract, economic development goals and the public safety plan. Mayor Gitz stated he is working on positions that are open or soon to be open including Police Chief, Community Development Director, and Finance Director.

## **MINUTES**

### **REGULAR MEETING**

**Monday, February 3, 2014**

#### **NEW BUSINESS/COUNCIL ANNOUNCEMENTS**

Council members were provided an opportunity to discuss matters of public concern or to make announcements for their wards.

- Alderperson Koester stated that at first he was skeptical about the council retreat but he was impressed with the dialogue and the valuable use of time.
- Alderperson Crutchfield stated that he thought the meeting on Saturday went very well but he would request consideration that he works in retail and has to take a day off work if scheduled on Saturday. He can do it but it needs to be scheduled ahead of time and recognize that it takes money out of his pocket to attend.
- Alderperson Endress thanked people for their calls and cards during his recent hospital stay.
- Alderperson Brashaw spoke about a recent Freeport Area Landlord Association meeting where she was a speaker. She stated they reviewed the draft Public Safety Plan and a sample rental agreement which included the wording with Crime Free Housing addendum.

#### **PUBLIC COMMENTS AGENDA OR NON-AGENDA ITEMS**

There were no public comments at this time.

#### **EXECUTIVE SESSION (CLOSED SESSION)**

The following was read aloud by City Clerk Meg Zuravel, "Pursuant to 5 ILCS 120/2 (c) (11) litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal and pursuant to 5 ILCS 120/2 (c) (21) discussion of minutes lawfully closed under this act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

At 6:35 p.m., Alderperson Klemm moved to enter Executive (Closed) Session, seconded by Alderperson Koester. The motion prevailed by a roll call of;

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

Nays: none

The council members left council chambers for a conference room.

At 6:42 p.m., Alderperson Klemm moved to return to open session, seconded by Alderperson Endress. The motion prevailed by a roll call of;

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

Nays: none

#### **ACTION ON SEMI-ANNUAL REVIEW/APPROVAL OF EXECUTIVE SESSION MINUTES AND TAPES**

Alderperson Boldt stated that 5 ILCS/120 2.06 provides that minutes of closed sessions should be made public once a public body determines that it is no longer necessary to protect the public interests or the privacy of an individual by keeping the minutes confidential. The City of Freeport City Council, in closed session, reviewed the minutes of past closed sessions currently kept in a closed file and determined the following;

**MINUTES**  
**REGULAR MEETING**  
**Monday, February 3, 2014**

Aldersperson Boldt made a motion to to approve the following minutes with specific notice that that tapes are not released for the August 5, 2013 Executive Session #1 on the topic of minutes review and the August 5, 2013 Executive Session #2 on the topic of litigation. This motion was seconded by Aldersperson Koester. The motion prevailed by a roll call of;

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

Nays: none

Aldersperson Boldt moved to make a determination that the need for confidentiality still exists in relation to all other closed session minutes and tapes identified as not released, seconded by Aldersperson Endress. The motion prevailed by a roll call of;

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

Nays: none

Aldersperson Boldt moved to make a determination that the need for confidentiality no longer exists as to the minutes from the following closed session meetings or portions of minutes and that these portions should be made available for public inspection, specifically the August 5, 2013 Executive Session minutes for Item #1 regarding the minutes review. This motion was seconded by Aldersperson Brashaw. The motion prevailed by a roll call of;

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

Nays: none

Aldersperson Boldt moved to authorize destruction of verbatim recordings of the following closed sessions; all of which are over 18 months old and the written minutes of these closed sessions have been previously approved by this City Council (August 2012 and older) including;

August 6, 2012	Minutes
	Collective Negotiation Matters
June 4, 2012	Subject #1 Litigation
	Subject #2 Personnel
May 21, 2012	Personnel
March 5, 2012	Litigation

This motion was seconded by Aldersperson Koester. The motion prevailed by a roll call of;

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

Nays: none

Upon motion duly made and seconded, the meeting was adjourned at 6:47 p.m.

s/ Meg Zuravel

Meg Zuravel, City Clerk