



# Regular Council Meeting Agenda

Monday, April 21, 2025

Immediately following Committee-of-the-Whole Council Meeting  
City Hall Annex - 128 East Railroad Street, Sandwich, IL 60548

- 
1. **Call to Order**
  2. **Roll Call**
  3. **Public Hearing on City's Tentative Annual Budget**
    - A. **Public Hearing** on City's tentative Annual Budget for May 1, 2025 through April 30, 2026
    - B. Motion to open Public Hearing on City's tentative 2024-2025 Annual Budget  
Budget and any proposed increase or decrease or additional or deleted programs  
Persons desiring to be heard with an opportunity to present testimony and examine witnesses  
Motion to Close Public Hearing
  4. **Consent Agenda:**

*Motion to adopt the Consent Agenda as a whole. (All matters listed are considered to be routine by the City Council and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and considered separately).*

    - A. Approval of Minutes from the Committee of the Whole meeting of March 17, 2025
    - B. Approval of Minutes from the Regular City Council meeting of April 7, 2025
    - C. Approval of Minutes from the Committee of the Whole meeting of April 7, 2025
    - D. Approval of monthly Treasurer & Financial Reports
  5. **Mayor's Report:** Todd Latham
    - A. Proclamation: Motorcycle Awareness Month
  6. **Attorney's Report:**

Attorney Cassandra Gottschalk / Foster, Buick, Conklin, Lundgren & Gottschalk LLC
  7. **City Clerk's Report:** Denise li
  8. **Treasurer's Report:** Vacant
  9. **City Administrator's Report:** Geoff Penman
  10. **City Department's Reports**
    - A. EMA – Tony Eberle
    - B. Police - Chief Kevin Senne
    - C. Engineering – Curt Dettmann
  11. **Council Reports**

Alderman Adam Arnett  
Alderwoman Karsta Erickson  
Alderman Bill Fritsch  
Alderwoman Rebecca Johnson  
Alderman Fred Kreinbrink  
Alderman Bill Littlebrant  
Alderman Rich Robinson  
Alderman Rick Whitecotton

## 12. Old Business

- A. Discussion and possible action to approve resolution 25-09 authorizing intervention in a pending property tax assessment appeal before the Illinois Property Tax Appeal Board
- B. Discussion and possible approval of Ordinance 2025-05 An Ordinance to define the role of the City Administrator.

## 13. New Business

- A. Approval of Invoices totaling \$160,927.79
- B. Approval of Ordinance 2025-06 - AN **ORDINANCE OF THE CITY OF SANDWICH ADOPTING THE BUDGET FOR FISCAL YEAR 2025-2026**
- C. Discussion and possible adoption of Resolution 25-10 to allow for the purchase of Out-of-State IMRF Service Credit.

## 14. Executive Session

- A. **Executive Session** for personnel under 5 ILCS 120/2(c)(1); Discussion of meeting minutes under 5 ILCS 120/2 (c) (21) and Litigation under 5ILCS120/2 (c)(11).
- B. Possible action from Executive Session - Approval of Executive Session Minutes

## 15. Announcements

- A. The next Finance Committee Meeting will be held on May 5, 2025 at 6:30 p.m.
- B. The next Committee of the Whole Council meeting will be held on May 5, 2025 at 7:00 p.m.
- C. The next Regular Meeting of the Sandwich City Council will be held on May 5, 2025 immediately following the Committee of the Whole meeting

## 16. Adjournment



THE CITY OF       **SANDWICH**      , ILLINOIS  
**PROCLAMATION BY THE MAYOR**

**WHEREAS**, safety is the highest priority for the highways and streets of our City and State; and  
**WHEREAS**, the great State of Illinois is proud to be a national leader in motorcycle safety, education and awareness; and

**WHEREAS**, motorcycles are a primary, common, and economical means of transportation that reduces fuel consumption and road wear, and contributes in a significant way to the relief of traffic and parking congestion; and

**WHEREAS**, it is especially meaningful that the citizens of our city and state be aware of motorcycles on the roadways and recognize the importance of motorcycle safety; and

**WHEREAS**, the members of ABATE of Illinois, Inc. (A Brotherhood Aimed Toward Education), continually promote motorcycle safety, education, and awareness in high school drivers' education programs and to the general public in our City and State, presenting motorcycle awareness programs to over 120,000 participants in Illinois over the past nine years; and

**WHEREAS**, all motorcyclists should join ABATE of Illinois, Inc. in actively promoting the safe operation of motorcycles as well as promoting motorcycle safety, education, awareness and respect of the citizens of our City and State; and

**WHEREAS**, the motorcyclists of Illinois have contributed extensive volunteerism and money to national and community charitable organizations; and

**WHEREAS**, during the month of May, all roadway users should unite in the safe sharing of roadways within the City of **SANDWICH**, and throughout the great State of Illinois;

**THEREFORE**, I \_\_\_\_\_ Mayor of the City of **SANDWICH**, in the great state of Illinois, in recognition of 38 years of ABATE of Illinois, Inc., and over 352,318 registered motorcyclists statewide, and in recognition of the continued role Illinois serves as a leader in motorcycle safety, education and awareness,

**DO HEREBY PROCLAIM THE MONTH OF MAY, THIS YEAR 2025 AS  
MOTORCYCLE AWARENESS MONTH**

In the City of       **SANDWICH**      , and urge all motorists to join in an effort to improve safety and awareness on our roadways.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the City of **SANDWICH**, to be affixed this \_\_\_\_\_ day of \_\_\_\_\_, in the year Two Thousand Twenty-Five.  
(Seal)

*Open Roads ABATE of IL, Inc.*

**RESOLUTION NO. 2025-09**

**A RESOLUTION AUTHORIZING INTERVENTION IN A PENDING PROPERTY TAX ASSESSMENT APPEAL BEFORE THE ILLINOIS PROPERTY TAX APPEAL BOARD**

**(Walgreens, 30 W. Church Street Sandwich, IL 60548)**

**WHEREAS**, Walgreens ("Walgreens") is the taxpayer for certain real property located at 30 W. Church Street, Sandwich, Illinois; and

**WHEREAS**, Walgreens has filed an appeal with the Property Tax Appeal Board ("PTAB"), designated as PTAB Docket No. 2024-01475, seeking a reduction of more than \$100,000 in the tax year 2024 assessed valuation of said real property; and

**WHEREAS**, the City of Sandwich ("City") is a taxing body that has a revenue interest in the property; and

**WHEREAS**, Illinois Administrative Code Title 86, Section 1910.60(d), authorizes any taxing body that has a revenue interest in an appeal proceeding before PTAB to intervene in the proceeding; and

**WHEREAS**, the City Council finds that the protection of the City's revenue interest in the assessed value of said property is best served by intervening in the aforesaid appeal proceeding and by requesting an extension of time to submit written or documentary evidence; and

**WHEREAS**, Illinois Administrative Code Title 86, Section 1910.60(d), requires a taxing body's Request to Intervene to be accompanied by a copy of the resolution of the governing board of the taxing body authorizing its legal representative to file such a request on its behalf.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council, of the City of Sandwich Illinois, as follows:

Section 1. The City Council hereby authorizes the City Administrator, as its legal representative, to file a Request to Intervene in Appeal Proceedings with the Property Tax Appeal Board (PTAB) in the matter of Walgreens, 30 W. Church Street, Sandwich, Illinois, PTAB Docket No. 2024-01475, to represent the City's interests with respect to the appeal challenging the tax year 2024 assessed valuation for said property, and to further seek an extension of time to submit written or documentary evidence. The City Administrator is authorized to designate outside counsel, if necessary, to represent the City in this matter and to perform the acts above described.

**PASSED BY THE CITY COUNCIL** this 21st day of April, 2025.

AYES:

NAYS: None

ABSTENTIONS:

# ORDINANCE 2025-06

## ORDINANCE OF THE CITY OF SANDWICH ADOPTING THE BUDGET FOR FISCAL YEAR 2025-2026

WHEREAS, the Tentative Budget for the City of Sandwich beginning May 1, 2025 and ending April 30, 2026, was made conveniently available for public inspection for at least ten (10) days, and a public hearing was held on the Tentative Budget following published notice of the hearing at least one (1) week prior to said hearing; now, therefore,

BE IT ORDAINED by the City Council of the City of Sandwich, Illinois, as follows:

Section 1. That the City of Sandwich 2025-2026 BUDGET, a copy of which is attached hereto, is hereby adopted and passed as the City of Sandwich Budget for the fiscal year beginning May 1, 2025 and ending April 30, 2026.

Section 2. That this Budget Ordinance is adopted pursuant to procedures set forth in the Illinois Municipal Code, 65 ILCS 5/8-2-9.1 et seq., and Division 2 of Chapter 2 of the Municipal Code of the City of Sandwich, Illinois.

Section 3. That certified copies of this Ordinance with the Budget attached shall be filed with the County Clerk within thirty (30) days after adoption.

PASSED BY THE CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the \_\_\_\_ day of April, 2025, and approved by me as Mayor on the same day.

AYES  
NAYS  
ABSENT

\_\_\_\_\_  
Todd Latham, Mayor

ATTEST:

\_\_\_\_\_  
Denise Ii, City Clerk

PUBLISHED BY ME IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF SANDWICH, DEKALB AND KENDALL COUNTIES, ILLINOIS, THIS \_\_\_\_ DAY OF May 2025.

\_\_\_\_\_  
Denise Ii, City Clerk