



# Regular Council Meeting Agenda

Monday, September 16, 2024 at 7:30 PM

City Hall Annex - 128 East Railroad Street, Sandwich, IL 60548

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**1. Call to Order**

**2. Roll Call**

**3. Audience Comments**

**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 Tuesday September 3, 2024

**B.** Approval of Minutes from the Regular City Council meeting of Tuesday September 3, 2024

**C.** Approval of Treasurers Report and Financials for August, 2024

**5. Mayor's Report:** Todd Latham

**A.** Proclamation designating September 17 - September 23 as Constitution Week

**6. Attorney's Report:**

Attorney Cassandra Gottschalk / Foster, Buick, Conklin, Lundgren & Gottschalk, LLC

**A.** Update pending litigation

**B.** Termination of Solar Agreement with NRE

**7. City Clerk's Report:** Denise li

**8. Treasurer's Report:** Vacancy

**9. City Administrator's Report:** Geoff Penman

**10. City Department's Reports**

**A.** EMA Report – Tony Eberle

**B.** Police - Chief Kevin Senne

**C.** Engineering – Curt Dettmann

**D.** Economic Development - Don Aleksy

**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 authorize the mayor to enter into a Professional Services Agreement with Engineering Enterprises Inc. to prepare a funding application for an IEPA Public Water Supply Loan in an amount not to exceed \$19,778.00
- B. Discussion and possible approval of Ordinance 2024 - 12: AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE MAYOR AND LIQUOR COMMISSIONER OF THE CITY OF SANDWICH, ILLINOIS.
- C. Discussion and possible approval of Ordinance 2024 - 13: AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE CLERK OF THE CITY OF SANDWICH, ILLINOIS.
- D. Discussion and possible approval of Ordinance 2024 - 14: AN ORDINANCE AMENDING CHAPTER 2 – “ADMINISTRATION,” ARTICLE III – “OFFICERS AND EMPLOYEES,” DIVISION 2 – “MAYOR,” SECTION 2-111 – “GENERALLY,” SUBPARAGRAPH (b) – “SALARY” OF THE CITY OF SANDWICH MUNICIPAL CODE.

## 13. New Business

- A. Discussion and possible approval of Monthly Bills in the amount of \$571,587.85

## 14. Executive Session

- A. Executive Session pursuant to 5 ILCS 120/2(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity.
- B. Executive Session pursuant to 5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired

## 15. Announcements

- A. The next Finance Committee Meeting will occur on October 7, 2024 at 6:30 p.m.
- B. The next Committee of the Whole Council meeting will be held on October 7, 2024 at 7:00 p.m.
- C. The next Regular Meeting of the Sandwich City Council will be held on October 7, 2024 immediately following the Committee of the Whole meeting

## 16. Adjournment



*City of*  
**SANDWICH, ILLINOIS**

144 E. Railroad Street- Sandwich, IL 60548

Phone: (815) 786-9321 Fax: (815) 786-7012

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**PROCLAMATION DESIGNATING "Constitution Week"**

**WHEREAS:** It is a privilege and duty of the American People to commemorate the two hundredth and thirty-seventh anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities: and

**WHEREAS:** It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through September 23 as Constitution Week,

**NOW, THEREFORE:** I, Todd Latham, by virtue of the authority vested in me as Mayor of the City of Sandwich, do hereby proclaim the week of September 17, 2024 through September 23, 2024, Constitution Week urging all citizens to study the constitution and reflect on the honor of being an American with the rights and responsibilities which that privilege involves.

**PASSED BY THE CITY COUNCIL** of the City of Sandwich, Illinois, at a regular meeting thereof held on the 16th day of September, 2024, and approved by me, as Mayor, on the same day.

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Todd Latham, Mayor

ATTEST:

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Denise li, City Clerk

**ORDINANCE NO. 2024-12**

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**AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE  
MAYOR AND LIQUOR CONTROL COMMISSIONER OF THE CITY OF SANDWICH,  
ILLINOIS**

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Passed by the City Council, September \_\_\_\_, 2024

Printed and Published, September \_\_\_\_, 2024

Printed and Published in Pamphlet Form  
By Authority of the City Council

CITY OF SANDWICH  
DEKALB AND KENDALL COUNTIES, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

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City Clerk

**ORDINANCE NO. 2024-12**

**BE IT ORDAINED** by the Mayor and City Council of the City of Sandwich, DeKalb and Kendall Counties, Illinois, THAT:

**AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE MAYOR AND LIQUOR CONTROL COMMISSIONER OF THE CITY OF SANDWICH, ILLINOIS**

shall be, and is hereby, adopted as follows:

Section 1.     BACKGROUND.

The City of Sandwich (“*City*”) has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs, and to review, interpret, and amend its ordinances, rules, and regulations. Pursuant to Section 2-111 of the City Code of Ordinances, the salary of the mayor and the liquor control commissioner is to be set by the City Council. The City has determined that it is in the best interest of the City to set the salary of the mayor and the liquor commissioner as set forth herein.

Section 2.     ORDINANCE.

A. That beginning May 1, 2025, the salary for the offices of Mayor and Liquor Control Commissioner shall be as follows:

- 1. Mayor:                                     \$20,000.00
- 2. Liquor Control Commissioner:     \$1,000.00

Section 3.     SUPERSEDER.

All sections, ordinances, resolutions, motions, or orders in conflict herewith shall be, and the same hereby are, repealed to the extent of such conflict and except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Sandwich, Illinois, shall remain in full force and effect.

Section 4.     EFFECTIVE DATE.

That this Ordinance shall, by authority of the City Council of the City of Sandwich, Illinois, be published in pamphlet form and be published by a newspaper published within the City. From and after 10 days after said publication within a newspaper published within the City, this ordinance shall be in full force and effect.

PASSED BY THE CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the \_\_\_ day of September, 2024, and approved by me as Mayor on the same day.

AYES:  
NAYS:  
ABSENT:

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Todd Latham, Mayor

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Denise Li, City Clerk

PUBLISHED BY ME IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF SANDWICH, ILLINOIS, THIS \_\_\_\_ DAY OF SEPTEMBER, 2024.

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City Clerk

**ORDINANCE NO. 2024-13**

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**AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE  
CITY CLERK OF THE CITY OF SANDWICH, ILLINOIS**

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Passed by the City Council, September \_\_\_\_, 2024

Printed and Published, September \_\_\_\_, 2024

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CITY OF SANDWICH  
DEKALB AND KENDALL COUNTIES, ILLINOIS

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was properly published on the date  
stated above.

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City Clerk

**ORDINANCE NO. 2024-13**

**BE IT ORDAINED** by the Mayor and City Council of the City of Sandwich, DeKalb and Kendall Counties, Illinois, THAT:

**AN ORDINANCE ESTABLISHING AND FIXING THE COMPENSATION FOR THE CITY CLERK OF THE CITY OF SANDWICH, ILLINOIS**

shall be, and is hereby, adopted as follows:

Section 1.     BACKGROUND.

The City of Sandwich (“*City*”) has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs, and to review, interpret, and amend its ordinances, rules, and regulations. Pursuant to Section 2-188 of the City Code of Ordinances, the salary of the clerk is to be set by the City Council. The City has determined that it is in the best interest of the City to set the salary of the clerk as set forth herein.

Section 2.     ORDINANCE.

- A. That beginning May 1, 2025, and ending April 30, 2029, the salary for the office of City Clerk shall be as follows:
  - 1. City Clerk
    - a. For the term year beginning on May 1, 2025, and ending on April 30, 2026: \$23,000.00
    - b. For the term year beginning on May 1, 2026, and ending on April 30, 2027: \$23,690.00
    - c. For the term year beginning on May 1, 2027, and ending on April 30, 2028: \$24,400.00
    - d. For the term year beginning on May 1, 2028, and ending on April 30, 2029: \$25,132.72

Section 3.     SUPERSEDER.

All sections, ordinances, resolutions, motions, or orders in conflict herewith shall be, and the same hereby are, repealed to the extent of such conflict and except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Sandwich, Illinois, shall remain in full force and effect.

Section 4.     EFFECTIVE DATE.

That this Ordinance shall, by authority of the City Council of the City of Sandwich, Illinois, be published in pamphlet form and be published by a newspaper published within the City. From and after 10 days after said publication within a newspaper published within the City, this ordinance shall be in full force and effect.



PASSED BY THE CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the \_\_\_\_day of September, 2024, and approved by me as Mayor on the same day.

AYES:  
NAYS:  
ABSENT:

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

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

PUBLISHED BY ME IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF SANDWICH, ILLINOIS, THIS \_\_\_\_ DAY OF SEPTEMBER, 2024.

\_\_\_\_\_  
City Clerk

**ORDINANCE NO. 2024-14**

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**AN ORDINANCE AMENDING CHAPTER 2 – “ADMINISTRATION,” ARTICLE III –  
“OFFICERS AND EMPLOYEES,” DIVISION 2 – “MAYOR,” SECTION 2-111 –  
“GENERALLY,” SUBPARAGRAPH (b) – “SALARY” OF THE CITY OF SANDWICH  
MUNICIPAL CODE.**

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Passed by the City Council, September \_\_\_\_, 2024

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CITY OF SANDWICH  
DEKALB AND KENDALL COUNTIES, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

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City Clerk

**ORDINANCE NO. 2024-14**

**BE IT ORDAINED** by the Mayor and City Council of the City of Sandwich, DeKalb and Kendall Counties, Illinois, THAT:

**AN ORDINANCE AMENDING CHAPTER 2 – “ADMINISTRATION,” ARTICLE III – “OFFICERS AND EMPLOYEES,” DIVISION 2 – “MAYOR,” SECTION 2-111 – “GENERALLY,” SUBPARAGRAPH (b) – “SALARY” OF THE CITY OF SANDWICH MUNICIPAL CODE.**

shall be, and is hereby, adopted as follows:

Section 1.     BACKGROUND.

The City of Sandwich (“*City*”) has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs, and to review, interpret, and amend its ordinances, rules, and regulations. The City has determined that it is in the best interest of the City to amend its ordinances with regard to the mayors eligibility for certain benefits.

Section 2.     AMENDMENT.

A. Chapter 2 – “Administration,” Article III – “Officers and Employees,” Division 2 – “Mayor,” Section 2-111 – “Generally,” Subparagraph (b) – “Salary” of the City Code of Ordinances is hereby amended as follows (additions in **bold and underline**, deletions in **~~bold and strikethrough~~**):

- (b) Salary. The mayor shall receive an annual salary in an amount as set by the city council for the mayor's services, ~~as local liquor control commissioner. In addition to the compensation set forth herein for mayor, the mayor shall receive the benefits of any comprehensive health insurance/HMO benefits that are available to city employees at the commencement of the mayor's term, subject, however, to the paying from the mayor's monthly compensation the same monthly amount that an employee pays at the commencement of the mayor's term, to be deducted monthly from the mayor's monthly compensation.~~

Section 3.     SUPERSEDER.

All sections, ordinances, resolutions, motions, or orders in conflict herewith shall be, and the same hereby are, repealed to the extent of such conflict and except as to the amendments heretofore mentioned, all chapters and sections of the Municipal Code of Sandwich, Illinois, shall remain in full force and effect.

Section 4.     EFFECTIVE DATE.

That this Ordinance shall, by authority of the City Council of the City of Sandwich, Illinois, be published in pamphlet form and be published by a newspaper published within the City. From and after 10 days after said publication within a newspaper published within the City, this ordinance shall be in full force and effect.

PASSED BY THE CITY COUNCIL of the City of Sandwich, Illinois, at a regular meeting thereof held on the \_\_\_\_day of September, 2024, and approved by me as Mayor on the same day.

AYES:  
NAYS:  
ABSENT:

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

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

PUBLISHED BY ME IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF THE CITY OF SANDWICH, ILLINOIS, THIS \_\_\_\_ DAY OF SEPTEMBER, 2024.

\_\_\_\_\_  
City Clerk