



Regular Council Meeting Agenda

Monday, August 04, 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. 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 July 7, 2025

B. Approval of Minutes from the Committee of the Whole meeting of July 21, 2025

C. Approval of Minutes from the Regular City Council meeting of July 7, 2025

D. Approval of Minutes from the Regular City Council meeting of July 21, 2025

5. Mayor's Report: Todd Latham

6. Attorney's Report:

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

7. City Clerk's Report: Denise li

8. Treasurer's Report: Sandra Koehler

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

D. Economic Development - Don Aleksy

11. Council Reports

Alderman Adam Arnett

Alderman Matt Chunn

Alderman Don Danko

Alderwoman Karsta Erickson

Alderwoman Genelle Inman

Alderman Jay Ketchum

Alderman Fred Kreinbrink

Alderman Rich Robinson

12. Old Business

13. New Business

- A. Approval of Semi-Monthly Bills Totaling \$185,962.91
- B. Discussion and Possible Action on Resolution 25-11 to Amend Section 9.2 of the City's Personnel Policy (Travel Allowance)
- C. Discussion and Possible Authorization for Electric Vehicle Charger Location
- D. Discussion and Possible Action on Police Vehicle Replacement

14. Announcements

- A. The next Finance Committee Meeting will take place on August 18, 2025 at 6:30 p.m.
- B. The next Committee of the Whole Council meeting will be held on August 18, 2025 at 7:00 p.m.
- C. The next Regular Meeting of the Sandwich City Council will be held on August 18, 2025 immediately following the Committee of the whole meeting
- D. The next Technology Committee will take place on August 14, 2025, at 6:00 p.m.
- E. The next Historical Preservation Committee will take place on August 14, 2025, at 6:45 p.m. or immediately following the Technology Committee Meeting
- F. The next Citizens Advisory Committee Meeting will take place on August 14, 2025, at 7:30 p.m. or immediately following the Historical Preservation Committee Meeting

15. Adjournment

CITY OF SANDWICH

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE CITY OF SANDWICH PERSONNEL MANUAL
(SECTION 3(E) TRAVEL EXPENSES)**

ADOPTED BY THE CITY COUNCIL
OF THE CITY OF SANDWICH
THIS _____ DAY OF JULY, 2025

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE CITY OF SANDWICH PERSONNEL MANUAL
(SECTION 3(E) TRAVEL EXPENSES)**

WHEREAS, under and pursuant to a Resolution adopted on December 4, 2023, the City Council of the City of Sandwich, Illinois approved and adopted an amended personnel manual known as and referred to as the “City of Sandwich Personnel Manual,” (hereinafter referred to as the ‘Personnel Manual’,) and,

WHEREAS, the City Council now desires to supplement and amend certain portions of the Personnel Manual as set forth in this Resolution to clearly state the travel expenses reimbursements for food and lodging,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Sandwich, DeKalb and Kendall Counties, Illinois, as follows:

SECTION 1. The Personnel Manual is hereby amended as follows:

SECTION 2. The Personnel Manual, included in its entirety as Exhibit A to this Resolution, is hereby adopted as the “City of Sandwich Personnel Manual.”

SECTION 2. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

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

AYES: _____

NAYS: _____

ABSENT: _____

Todd Latham, Mayor

ATTEST:

Denise Ii, City Clerk

CERTIFICATION

I, Denise Ii, do hereby certify that I am the duly elected, qualified and acting City Clerk of the City of Sandwich, Counties of DeKalb and Kendall, and State of Illinois, and that I am keeper of the records, ordinances and other proceedings of said City; and I further certify that the above and foregoing is a true and correct copy of

RESOLUTION 2025-__

**A RESOLUTION AMENDING THE CITY OF SANDWICH PERSONNEL MANUAL
(SECTION 3(E) TRAVEL EXPENSES)**

As approved and adopted by the City Council at a regular meeting of the City Council of the City of Sandwich, held on the ____ day of _____, 2025, which meeting was held in the Council Chambers located in the City Hall Annex at 128 East Railroad Street in the City of Sandwich, Illinois.

Witness my hand and seal this ____ day of _____, 2025.

Denise Ii, City Clerk

EXHIBIT "A"