

STATE OF ILLINOIS)  
COUNTY OF CARROLL)SS.  
CITY OF LANARK)

November 3, 2009

Lanark City Council met in regular session at City Hall. Alderman Ken Weaver, Alderman Anne Lindsay, Alderman Ed Fehlhafer, Alderman Ron Strohecker, Alderman Tom Kocal and Mayor Ed Stern were present. Alderman Mark Macomber called and will be arriving late.

Also present were Ed Mitchell, Les Guenzler, Chief Magill, Nick Wagner and Randy Pepin.

Mayor Stern called the meeting to order at 7:34 PM. After roll call, Alderman Fehlhafer led the Pledge of Allegiance.

**Motion** made by Alderman Strohecker, seconded by Alderman Lindsay to accept the minutes of the October 6<sup>th</sup> meeting with executive minutes and special meeting minutes as submitted. All ayes. Motion carried.

In the absence of the Treasurer, the Clerk suggested waiting until the Treasurer arrived before taking action on the Treasurer's report and bills as there are some issues to discuss. All seemed to agree.

Nick Wagner of MSA Professional Services submitted a project update (copy on file) and reviewed. **Southside Utilities Extension project** – Wagner reported Guenzler is now trained on the system. MSA has prepared change order to extend Substantial Completion. **Motion** made by Alderman Strohecker, seconded by Alderman Fehlhafer to grant certification of Substantial Completion and Change Order #2. All ayes. Motion carried. Wagner reported this brings us up to date due to cancellation of the last meeting. Wagner then discussed Change Order #3. Alderman Strohecker questioned credits due to Loberg missing Substantial Completion date. Wagner explained these were included in the \$819.85 as listed. Wagner explained we had no control over wet conditions. Alderman Strohecker prefers Loberg take care of the restoration, not City Maintenance crew. Wagner explained 5% is retained (\$7658.33). Alderman Strohecker inquired if there were any problems with the lift station. Guenzler reported there were none as yet. Wagner reported within one year, anything goes wrong, Loberg is responsible to come back and repair. Substantial Completion is October 23. **Motion** made by Alderman Strohecker, seconded by Alderman Fehlhafer to approve Change Order #3 for \$819.85. All ayes. Motion carried. Wagner submitted Pay Application #3 for \$64,062.28 (withheld 5%). **Motion** made by Alderman Fehlhafer, seconded by Alderman Kocal to pay Payment Application #3 for \$64,062.28. All ayes. Motion carried. Wagner recommended Guenzler keep an eye on erosion over the winter. Mayor Stern was more concerned about driving off road with no guard rails. During discussion, it was agreed Guenzler would put heavy concrete blocks there temporarily. Mayor Stern then questioned protecting control panel. It was agreed Wagner and Guenzler will discuss solution. Guenzler recommended letting settle over the winter. The blocks will work for now. Mayor Stern questioned lightning arrestor or protector. Wagner reported surge protector is in place. Mayor Stern is concerned with how dark it is around the area. Guenzler explained we could easily put up light on same supply pole. **Phase 2** – Wagner reported he received copy from Clerk on Hart/City agreement and ordinance regarding wells. Mitchell discussed ELUC which needs to be recorded at County. Wagner understood this was already done. Mitchell announced he was instructed by Marty Beranek to wait, therefore it has not been recorded. Wagner will confirm with Beranek and contact Mitchell if needed. **Storm Water Pond** – Alderman Strohecker recommended not doing anything until

next year with the exception of possibly demolishing the house. Mitchell announced the sale of the house was closed on last Friday.

Community Funding & Planning Services – Mayor Stern announced this was tabled from the last meeting. Alderman Strohecker reported the Streets & Property Committee met with MSA and then Sharon and Randy Pepin. The committee’s recommendation is to use Pepin for grant writing on municipal building. Mayor Stern feels we need to get up to date on planning and finances. **Motion** made by Alderman Strohecker, seconded by Alderman Lindsay to use Pepins to look into possible grants for project. Discussed the need to look at options and costs then resources. Alderman Strohecker gave brief summary of meetings with MSA and Pepins. Consensus was to go with Pepins. Mayor Stern questioned “use” or “hire”. Alderman Strohecker feels “use” is the better term. Mayor Stern called roll call vote: Alderman Strohecker-aye, Alderman Lindsay-aye, Alderman Weaver-aye, Alderman Fehlhafer-aye and Alderman Kocal-aye. Motion carried.

Randy Pepin reported Sharon Pepin went to seminar. She learned people will come out and tell what best use of building is. Pepin stressed this is a FREE service. Pepin submitted an information sheet and announced it will take about 8 to 10 weeks to come out. We need to get on list. All seemed to agree to move forward. Pepin announced they are putting together a legislative dinner with Bivens and Sacia. Pepin handed out invitations to Council members. Alderman Strohecker wants a meeting before starting.

Les Guenzler, Maintenance Supervisor submitted written report. Alderman Kocal announced he is seeing the Maintenance crew all around town. Mayor Stern announced he is getting comments about a lot of work being done this summer. Mayor Stern received letter announcing our sewer plant is up for “Plant of the Year” award. Guenzler explained EPA will come take pictures of plant. Conference is in April – banquet and award. It is a traveling trophy. Guenzler reported we have been nominated several times in past years. Alderman Macomber and Treasurer Linda Ludwig arrived at 8:20 PM. Discussed Greg Miller’s (NIMS) request to go together on the purchase of paver – pot hole fixer. Miller wants to know if City is interested. Alderman Strohecker is concerned with too many hands involved. Who will pay for repairs? Guenzler reported it is based on how many hours each town uses. Nothing is set up yet. Miller is in charge at this time. Discussed County may not be doing our seal coating much longer, then what? The Clerk reminded everyone if the County does not do seal coating, we can only use MFT funds if we put out for bids. Guenzler discussed sidewalk at Cross’s corner. Cross put in section of sidewalk but not to our specs. Discussed putting in ramp and replace sidewalk. Alderman Strohecker does not think we should do any more sidewalks this year. Alderman Strohecker discussed prices and minimums. Alderman Strohecker reported after he had told Guenzler to use Quality, Guenzler changed to Fischer. Guenzler explained Fischer has better quality and better service.

Chief Magill has specs for old squad. It was agreed to put ad in paper for sealed bids. Alderman Macomber instructed the Clerk to put ad in next issue, then skip a week and put ad in again. Bids are due back by November 30<sup>th</sup> and will be opened at the December 1<sup>st</sup> meeting. Chief Magill announced he will be at NIMS training at Fox River Grove this weekend. Mayor Stern inquired about progression on signs. Chief Magill reported all is submitted – sports and engine braking. Chief Magill reported blank posts which are already there Dixon will not allow us to use. We must get our own signs and posts. Chief Magill announced they had about 80 – 90 kids at Halloween.

General audience – no one present.

Treasurer Ludwig announced city insurance bill is due. There are several options. Copy was given to Alderman Macomber, Purchase & Finance Chair. Treasurer reported we went with Option #3 last year. **Motion** made by Alderman Macomber, seconded by Alderman Weaver to go with Option #3. All ayes. Motion carried. The Treasurer explained checking balance for Water & Sewer fund currently has negative balance. We need to transfer funds. The Clerk and Treasurer recommended transferring \$32,000 from Water & Sewer savings to checking. Then when \$65,000 CD matures, cash in and put in Water & Sewer checking. **Motion** made by Alderman Macomber, seconded by Alderman Fehlhafer to move \$32,000 from Water & Sewer savings to Water & Sewer checking. All ayes. Motion carried. **Motion** made by Alderman Strohecker, seconded by Alderman Lindsay to cash in CD for \$65,000 when matures. All ayes. Motion carried. Alderman Strohecker requested a copy of budget report. Mayor Stern also requested this report to be printed out at least once a month and put in his folder in order to keep an eye on our finances. Alderman Strohecker discussed Annual Treasurer's Report and Annual Audit. He is disappointed that it is always late in the year when we receive our Annual Audit. The Clerk reported we start the audit process in May but still do not receive until late into the year. Mt. Carroll uses same firm (LVC) and they get theirs done early. Our fiscal year ends one month before most other communities. It was suggested that next year, we make it clear to auditor, we want sooner.

**Motion** made by Alderman Fehlhafer, seconded by Alderman Lindsay to accept and pay the bills from October 6<sup>th</sup> to present. All ayes. Motion carried.

**Motion** made by Alderman Macomber, seconded by Alderman Lindsay to accept the Treasurer's Report for September as submitted. All ayes. Motion carried.

Resolution to determine estimate of funds – Mitchell submitted resolution for fiscal year 2009 – 2010 for approval. The clerk suggested raising levy for Audit Fund as we are still running in the red and having to transfer from General Fund. With TIF District now accumulating funds, next year's audit will probably cost more. Mitchell will increase. **Motion** made by Alderman Weaver, seconded by Alderman Kocal to approve resolution to levy taxes for \$216,400. Mitchell reported we are still under the 105%. Mayor Stern called for roll call vote: Alderman Weaver-aye, Alderman Kocal-aye, Alderman Macomber-aye, Alderman Strohecker-aye, Alderman Fehlhafer-aye and Alderman Lindsay-aye. Motion carried.

Ordinance amending Police Dept. – Mitchell reported draft is not complete as he was waiting for more information from committee. Alderman Kocal announced he has information. This item was tabled to the next meeting.

Proclamation for Lanark Census 2010 participation – Mayor Stern received proclamation from Census Bureau asking communities to proclaim. Mayor Stern will write letter of intent to Census and put something in water bills. **Motion** made by Alderman Macomber, seconded by Alderman Fehlhafer that Lanark proclaims support for 2010 Census. All ayes. Motion carried. Mayor Stern reported Census will be condensed this year – only ten questions.

Renewal of wind tower lease – Mitchell received email today and discussed email. The Clerk received \$1,000 check and questioned how this should be handled. Check did not give any information on the time frame. Alderman Strohecker wants to keep out attorney fees before passing on the balance to the cemetery. Alderman Strohecker feels if we are spending time and money on attorney fees, then just take it down. Alderman Macomber agreed. Mitchell will

submit break down of fees. All seemed to agree to hold check in our account until expenses from Mitchell, then pay cemetery remaining balance.

No building permits was presented.

Drainage at Smith/Mason – Clerk submitted drainage plan which was prepared by Mayor Stern. Mayor Stern reported Mason has been insisting we need a drainage plan from Smith. Mayor Stern prepared drainage plan for Smith. Several aldermen feel the City did all that was agreed to do. **Motion** made by Alderman Strohecker, seconded by Alderman Lindsay to approve exhibit drainage plan for Permit #14B-07. All ayes. Motion carried. Discussed removing this requirement from building permit. **Motion** made by Alderman Strohecker, seconded by Alderman Macomber to have Clerk change present permit to read: It is the responsibility of applicant to meet all State & Local laws. With drawing as required by Council (refer to new draft for correct wording). All seemed to agree to have Clerk submit changes for next meeting. Alderman Strohecker withdrew his motion which was seconded by Alderman Fehlhafer.

### **Committees**

Water & Sewer – Alderman Strohecker and Alderman Weaver agreed need to have Personnel Committee meeting. No date was set.

Personnel – Mayor Stern reported Amy will do snow plowing of the business district due to agreement with cemetery. Mayor Stern gave total hours worked for Quin Kosmecki and Chuck Strohecker – need to decide setting target date. Mayor Stern reported these employees should be given information on unemployment and an exit review. Discussed giving Christmas hams to city employees. **Motion** made by Alderman Lindsay, seconded by Alderman Kocal to purchase hams for City employees. All ayes. Motion carried.

Police & Public Safety – Mayor Stern announced safety equipment used for leaf vac is looking good. Alderman Fehlhafer suggested a light. Cones need to be out further. Mayor Stern reported he will work on job description for Chief of Police – held up until ordinance is complete.

Street and Property – Discussion began with demolition of remains from house fire. The Clerk reported demolition will be delayed due to misunderstanding of disconnection of utilities. The Clerk pointed out this will result in a secondary structure without a primary structure. The Clerk suggested Council be thinking on how this should be handled as concerns are sure to come in. No one seemed to be concerned with this issue as it is an “act of God”. Alderman Lindsay discussed the trailers parked along North Broad due to construction. Discussed complaints and hazards. Trailers have been moved from east side of street. Chief Magill reported he has talked with contractor. Clerk announced contractor was in office yesterday and discussed complaints. Council also discussed leaf pick up.

Planning – Mayor Stern and Alderman Fehlhafer attended special meeting of Library Board tonight. Board was filling out application for Stimulus Fund for libraries which is due next year. All libraries who want money need to file needs assessment. Estimate of \$687,675 includes architect. Mayor Stern reported couple of changes: restrooms were moved to front of building and parking to north. Want to get as much use of the building as possible and to get as much money as possible. If library can get 75%, would be great. No pay back or matching fund. Janie will submit tomorrow. Compiled in 2010. Fred Schlipf, Planner/Consultant reviewed building floor plan Option G. This is a long on-going process. Alderman Strohecker and Mayor Stern attended Library Board meeting in October.

Purchasing and Finance – Mayor Stern announced City purchased property located at 322 South Argyle. Closing is complete. Alderman Macomber suggested looking at bids for demolition. Alderman Strohecker recommended disconnection of gas at street first. Others agreed ALL utilities need to be disconnected. Discussed scrapping out appliances – bid accordingly. Alderman Fehlhafer suggested ALL disconnections be at the street. Discussed how to disconnect water and sewer. Alderman Strohecker questioned if the property has been secured. Chief Magill reported last time it was checked, all locked. Chief will check again.

Economic Development – no report.

Ordinance – no report.

Ed Mitchell reported Mayor Stern talked with Mayor of Savanna. Savanna mayor appointed a Mayor Pro Tem. Mayor Stern wants to do here. If mayor is not present, Mayor Pro Tem takes charge of meeting. **Motion** made by Alderman Strohecker, seconded by Alderman Weaver to appoint Alderman Macomber as Mayor Pro Tem. All ayes. Motion carried. Mitchell discussed filing liens on properties with outstanding balances. The Clerk had given Mitchell a list of about 10 properties to file liens. Discussed clarification of shut off process and liens. One suggestion was to put threshold of \$400 then file lien. Another suggestion was to shut off home on North Broad until paid in full. Alderman Strohecker suggested tabling until next meeting. Some feel we just need to follow our current ordinance. Clerk questioned if make payment, still have outstanding balance, do we need to have another public hearing in order to shut off? Mitchell announced he could give brief update on Valente. All seemed to agree to wait.

Clerk announced she will be on vacation January 5<sup>th</sup> through 13<sup>th</sup> – back in office on the 14<sup>th</sup>. Since she is leaving early on 5<sup>th</sup>, Clerk will not be at Council meeting that evening. In the absence of Clerk, Treasurer takes minutes. Treasurer Ludwig announced she is not ready to take minutes. Clerk gave couple of options: cancel or postpone meeting or find someone who can take minutes. Alderman Macomber discussed the possible purchase of digital recorder. After a short discussion, it was agreed Alderman Kocal will bring his digital recorder to the next meeting and test it out before making a decision on purchase. Clerk announced informational copies of seminar regarding new changes to FOIA (Freedom Of Information Act) and OMA (Open Meetings Act) are in folders. She recommends all Council members look at attending this seminar. After a brief discussion, Alderman Kocal agreed to set up a local seminar (like what was done in the past) in the near future. Insurance review changes were given to Streets & Property Chair, Alderman Strohecker for review. Clerk received letter regarding updates to our account. She questioned if anyone had signed up for city credit card. No one has. Mitchell quickly reviewed letter and does not feel we need to do anything. Clerk suggested the Council be thinking about the upcoming holidays. In the past couple of years, Councils have given city employees the afternoon off with pay on Christmas Eve day. Employees work from 7:00 AM to Noon. Alderman Macomber suggested dissolving the Recreation Committee as the Jr. Tackle program is now through the school. **Motion** made by Alderman Weaver to dissolve the Recreation Committee. After a short discussion, it was agreed Alderman Macomber will check with Mark Hansen about this. Motion died due to lack of second.

Mayor Stern explained his concerns for 2010 – what to plan and how to finance. What about sidewalks? Alderman Strohecker announced there are more to do. Mayor Stern wants Council to think about projects for next year. There are three homes on one line which need to be corrected. Alderman Strohecker reported sand filters – need to know more details of filters. Alderman Fehlhafer suggested getting together and compiling list to bring to Council.

**Motion** made by Alderman Weaver, seconded by Alderman Kocal to adjourn.

Meeting adjourned at 10:35 PM.

*Respectfully submitted,  
Jackie Hawbecker, City Clerk*