



**City Council**  
**City Council Chambers ♦ 314 West Stephenson Street ♦ Freeport, IL 61032**

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**MINUTES**  
**COUNCIL MEETING**  
**MONDAY, OCTOBER 1, 2018 AT 6:00 P.M.**

**CALL TO ORDER**

A regular meeting of the Freeport, Illinois, City Council was called to order in Council chambers by Mayor Jodi Miller with a quorum being present at 6:00 p.m. on Monday, October 1, 2018.

**ROLL CALL**

Present on roll call: Mayor Jodi Miller and Council Members Tom Klemm, Peter McClanathan, Art Ross, Don Parker, Patrick Busker, Sally Brashaw, Michael Koester, and Andrew Chesney (8).

Staff members present: City Manager Lowell Crow, Director of Finance Randy Bukas, Director of Community & Economic Development Andrew Zupkoff, Director of Public Works Dennis Carr, Fire Chief Todd Allen, Chief of Police Todd Barkalow, Director of Utility Operations Tom Kopanski, Director of Information Technology Curt Suttman, and City Clerk Dovie Anderson

Others Present: City Legal Counsel Roxanne Sosnowski, Esq.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Alderperson Klemm.

**APPROVAL OF AGENDA**

Alderperson Brashaw moved and Alderperson Ross seconded to approve the agenda; motion carried unanimously by voice vote without dissent.

**APPROVAL OF MINUTES**

Alderperson Parker moved and Alderperson Koester seconded to approve minutes from the [September 17, 2018](#), meeting; and motion prevailed by voice vote without dissent.

**PUBLIC COMMENTS**

There were no public comments.

**ITEM #4 – CONSENT AGENDA**

*All items on the Consent Agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Council member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item after approval of the Consent. [View Consent Agenda](#)*

A. Approval to receive and place on file:

- 1) Minutes from Planning Commission Meetings – Special Meeting July 26, 2018, and Regular Meeting August 9, 2018
- 2) Minutes from Building Commission Meeting – August 15, 2018
- 3) Minutes from Liquor Commission Meeting – August 9, 2018
- 4) Fire Department Report – August 2018

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- B. Approval of Finance Bills Payable (Registers #62, 63, 64, 65, 66, and 67 and invoices to be approved for registers dated September 14, 2018 through September 27, 2018) --- \$646,145.31
- C. Approval of Payroll for pay period ending September 15, 2018 --- \$425,039.45 with fringe benefit payments in the amount of \$133,466.55 for a total of \$558,506.00.

Aldersperson Busker moved and Aldersperson Brashaw seconded that the consent agenda be approved. Motion prevailed by omnibus vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

**ITEM #5 - Recognition of Service Awards**

Manager Crow, Police Chief Barkalow, and Aldersperson Parker presented service awards to Chris Shenberger and Andrew Schroeder from the Police Department. Aldersperson Parker was the Chief of Police when the two officers were first sworn in. Chief Barkalow thanked Sergeant Shenberger for his 20 years of service and for currently serving on the Detective Bureau. Chief Barkalow thanked Lieutenant Schroeder for his 20 years of service which has been beyond reproach. Aldersperson Parker stated that he was involved with the background checks and interview process with the Board of Fire & Police Commissioners when these two employees were first hired. There was no doubt in his mind that they would still be serving the City after 20 years.

Manager Crow introduced Cheryl Bronkema with the Library and thanked her for her 30 years of service to the City.

**ITEM #6 - Proclamation for National Fire Prevention Week - October 7-13, 2018**

Mayor Miller read the Proclamation for National Fire Prevention Week and this year's motto of "Look. Listen. Learn". Fire Chief Allen added that the Fire Department will be visiting all local school to spread the fire safety message.

**ORDINANCES – SECOND READING**

**ITEM #7 – 2<sup>nd</sup> READING OF ORDINANCE #2018-49**

**An Ordinance Amending City of Freeport Code of Ordinances, Title Six - Administration, Chapter 240 Police Department, Section 240.09, Appointments, Subsection H, Residency Requirement and Amending City of Freeport Code of Ordinances, Title Six – Administration, Chapter 242 Fire Department, Section 242.25, City Residence** *At the September 17, 2018, Council Meeting a motion to move forward for approval was made by Aldersperson Chesney and seconded by Aldersperson Busker.*

Aldersperson Chesney made a motion to postpone this Ordinance indefinitely; seconded by Aldersperson Parker; and the motion passed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Koester, and Chesney (7)

Nays: None

Abstain: Brashaw (1)

Motion passed to postpone Ordinance #2018-49 indefinitely.

**ORDINANCES – FIRST READING**

**ITEM #8 – 1<sup>ST</sup> READING OF ORDINANCE #2018-50**

**An Ordinance Authorizing the Sale of Certain Items of Personal Property Owned by the City of Freeport, Illinois**

Director Carr stated that, in addition to items listed in surplus in an Ordinance passed in February 2018, this Ordinance lists additional items. He will get a bid packet out for all items soon.

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Aldersperson Koester made a motion to move Ordinance #2018-50 forward for approval; seconded by Aldersperson McClanathan.

Aldersperson Koester moved for suspension of the rules for immediate consideration and it was seconded by Aldersperson Chesney. Mayor Miller stated that suspension of the rules is non-debatable and must pass by 2/3 of the majority. Motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Abstain: None

There being no further discussion, Mayor Miller called for a roll call vote for final passage of Ordinance #2018-48:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Abstain: None

Ordinance #2018-50 was passed.

**RESOLUTIONS**

**ITEM #9 – RESOLUTION #R-2018-47**

**Resolution of the City of Freeport, Illinois, Authorizing and Approving an Agreement with Teska and Associates, Inc. to Conduct a Land Bank Feasibility Study**

Director Bukas stated that the City received an Illinois Housing Development Authority (IHDA) grant in July 2018 for \$15,500 to conduct a study to establish a land bank within City limits. The feasibility study will determine our needs and possible course of action for establishing a land bank. Land banks can be used for a Flood Mitigation Plan which ultimately will be incorporated into our Comprehensive Plan. Funding of the study will come from the grant. Teska was selected by IHDA. The study needs to be completed by May 1, 2019. Out-of-pocket expenses will include employee time.

Manager Crow added that we have been approached by the Region 1 Planning Council (R1PC) to join a land bank consisting of five municipalities; however, we need to have this study conducted before we can join. R1PC can then act as our agent and we would be entitled to one vote on that Council.

Aldersperson Koester made a motion to adopt Resolution #R-2018-47, Aldersperson Ross seconded, and the motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Abstain: None

Resolution #R-2018-47 was adopted.

**ITEM #11 – RESOLUTION #R-2018-48:**

**Resolution of the City of Freeport, Illinois, Authorizing Application to the Federal Emergency Management Agency (FEMA) for the Assistance to Firefighters Grant (AFG) Program**

Fire Chief Allen stated that the Fire Department will be submitting this grant for two key items: (1) upgrade to a UHF radio system which will improve firefighter safety and communications as well as improve interoperability with the Police Department's system and (2) turn out gear extractor to clean gear more quickly.

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Alderson Chesney made a motion to adopt Resolution #R-2018-48, Alderson Brashaw seconded, and the motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, Koester, and Chesney (8)

Nays: None

Abstain: None

Resolution #R-2018-48 was adopted.

**APPROVAL OF BIDS**

**ITEM #11 – Approval of Bid Opening on September 25, 2018 – Ridgefield Drainage Improvements** [view memo](#)  
[view bid tab](#)

Director Carr stated the proposed Ridgefield Drainage improvements are south of Ridgefield Drive and improvements have been needed since 2013. Four bids were received and the lowest was from Law Excavation. Upon IDOT review, there was concern on the timeliness of completion of Law Excavation's previous projects. Some stipulations have been added to the contract: final close out by November 21, 2018; day-to-day damages of \$500 per day after that date; October 15, 2018 start date; and substantial completion on November 2, 2018. Manager Crow added that the City has already received \$40,000 from Parkview for their portion of the costs as changes to their property are causing some of the storm water issues in the Ridgefield area.

Alderson Koester made a motion to approve the bid from Law Excavating, Inc., Alderson Brashaw seconded, and the motion prevailed by roll call vote of:

Yeas: Klemm, McClanathan, Ross, Parker, Busker, Brashaw, and Koester (7)

Nays: None

Abstain: Chesney (1)

**REPORTS OF DEPARTMENT HEADS**

**Finance**

Director Bukas stated that a Resolution will be presented at the next Council meeting to close out the Revolving Loan Fund.

**Community & Economic Development**

Director Zupkoff stated that he and Rebecca Motley will be attending a seminar on Opportunity Zones hosted by Governor Rauner's office and Department of Community and Economic Opportunity. Opportunity Zones provide tax incentives for investors to re-invest their unrealized capital gains in low income and rural areas in the U.S. It encourages investing in "main street rather than wall street". The Opportunity Zone in Freeport shares much of the same area with the Downtown TIF district. Additional incentives for developers in Freeport include Greater Freeport Partnership's (hereinafter, "Partnership") Enterprise Zone, \$1 million downtown Revolving Loan Fund, and Façade Improvement Grant Program. Applications for the latter are now available on our website and the Partnership's website. We are finalizing a Redevelopment Agreement with Wagner House to take advantage of the Revolving Loan Fund. Pre-submittal meeting for the Request for Proposals (RFP) for the Comprehensive Plan will be held on October 2, 2018.

**Public Works**

Director Carr stated that leaf pickup will begin October 15, 2018. The last day to place leaves on your curb is November 25, 2018. After that, trucks need to be converted to plowing equipment before snow falls. City crews have torn up and removed the parking lot across from the library to begin construction of the Freeport Art Museum's Art Plaza. Many abandoned foundations were discovered. Fischer Excavating has signed the documents for Float Avenue and we are waiting on Illinois Environmental Protection Agency (IEPA) permits for

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both the water and sewer work. The application for permit for water main construction needed to be resubmitted. The next step is to meet with Fischer to establish a construction schedule and then begin contacting homeowners in the area of the Float Avenue construction project.

**Fire**

Chief Allen had nothing additional to report.

**Police**

Chief Barkalow announced that National "Coffee with a Cop" Day will be October 3, 2018, at the Boys & Girls Club. Mayor Miller and Manager Crow will be joining him for open discussion. The exterior lights at the Police Department are purple in honor of Domestic Violence Awareness Month in October. Alderperson Klemm asked and Chief Barkalow confirmed that the new Special Victim Unit (SVU) Officer, Corporal Stovall, is doing an amazing job and the grant is proving very worthwhile. The numbers may look like they spiked, but he attributes that more to the awareness that is being generated and the follow up services provided to victims of domestic abuse. Alderperson Parker congratulated the Police Department on the drug-related round up a couple of weeks ago. Chief Barkalow feels the benefits will continue to be seen from that.

**Water & Sewer**

Director Kopanski reported that the "Imagine a Day without Water" will be held October 10, 2018. Without a reliable and clean source of water, 1/5 of the economy would grind to a halt. The U.S. would be without the 350 million gallons of fresh water drawn daily. Of the 350 million gallons, 41% is used to produce thermoelectric power and 37% is used for irrigation. It is the goal of the Water and Sewer Department to provide a quality product at the consumers' faucets. We charge \$1.84 per 1,000 gallons of water, which is cheaper than \$2.39 per gallon charged for milk. Alderperson Koester asked and Director Kopanski discussed two recent water main breaks. Both were 12" water mains installed in 1964 and 1967, respectively, on the south end of town. The staff was able to quickly isolate the breaks to reduce the volume of water lost and repair the main with very little loss of service to the two areas. Alderperson Ross asked and Director Kopanski explained that hydrant flushing is performed in the spring and regular maintenance to ensure that hydrants drain properly is performed in the fall in preparation of freezing temperatures.

**IT**

Director Suttman had nothing additional to report.

**CITY MANAGER REPORT**

Manager Crow stated he is developing Performance Measurements beginning with Community Development. For instance, we will be tracking statistics such as 411 citations were performed during inspections in the last month and 66 hearings were held for nuisance complaints.

**MAYOR'S REPORT**

Mayor Miller stated that she is excited to be a part of the "Coffee with a Cop" discussion and hear what solutions and concerns constituents bring to the table. She provided statistics from the September 21 and 22, 2018, destination weekend: Paint the Port had 300 squares painted with an average of 3 people per square which means 900 people visited the downtown, Brewfest had an estimated attendance of 1,000 people, and Tour de Freeport had 85 cyclists. Last weekend she had the privilege of presenting Best in Show and Reserve Best in Show at the Rockford/Freeport Kennel Club dog show at the fairgrounds. There were 755 dogs registered for the show with an amazing turnout. She thanked the Kennel Club for filling our hotels and restaurants and acknowledged that this is a great way to showcase Freeport to people from all over the nation.

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**COUNCIL ANNOUNCEMENTS/NEW BUSINESS**

Alderson Klemm stated that the VFW is sponsoring an essay writing contest. The theme for middle schoolers is "Patriots Pen" and why it is important to honor the flag, which offers a \$5,000 scholarship. The theme for high schoolers is "Voice of Democracy" and why it is important to vote, which offers a \$30,000 scholarship. Both recipients also receive a trip to Washington DC. See VFW.org or call Alderson Klemm for more information. The Salvation Army is holding a coat drive.

Alderson McClanathan thanked the many volunteers and acknowledged the many hours it takes to operate the events that Mayor Miller indicated earlier. He also reminded everyone to vote not only for individual seats but also on the referendum pertaining to the City.

Alderson Ross asked for more details on the coat drive. Alderson Klemm stated that the Salvation Army is currently accepting donations of coats Monday through Friday from 8:00 a.m. to 5:00 p.m. More than 400 coats will be distributed October 16 to 19, 2018.

Alderson Parker had nothing additional to report.

Alderson Busker had nothing additional to report.

Alderson Brashaw stated that the Salvation Army is always looking for volunteers to serve meals especially during the holidays, provide help with the coat drive, provide assistance during flood events, and bell ringers for the red bucket drive.

Alderson Koester stated that the mail run at the airport has been rescheduled for October 13, 2018, at Freeport Albertus Airport. This is a scavenger hunt by air without using any modern navigational devices.

Alderson Chesney stated that 465 people attending the Highland Community College Shindig including himself and Manager Crow. He thanked the many generous people for raising funds for the Highland Community College Foundation. Highland has been ranked in the top 10 of junior colleges in the State. He thanked Executive Director Jeff Reinke and Jim Berberet for organizing the event.

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

Neil Strutzenburg stated that they are in the business of repairing inoperable vehicles. Beginning a year ago, he feels police have illegally searched cars on their lot with no warrant, no complaint, and no probable cause and then cited them for inoperable vehicles (when auto repair is their business). About a year ago, there was a hearing and he thought that was the end of it. They have continued business in what he feels is a transparent manner; however, police continue to observe their vehicles and, when asked what they are doing, drive away. A year ago he asked City Council if there were any plans for South Hancock, including their property. He has not received a response. He would like to install a fence which he believes is allowed per Ordinance 2013.44, Chapter 1254. He has attempted to contact the previous and current Building Inspector but feels he has not been given an adequate answer. In April 2018, he submitted an application for a curb cut at the front of their property but has not received a response. He felt they removed the inoperable vehicles, but police are again illegally searching and citing vehicles in his opinion. He believes these are vehicles that are their "inventory and work". They were also cited to remove parts that were stored on the ground which required immediate action. He stated that when he asked the Building Commissioner about a permit to install a fence, he was told that it would not be approved. Legal counsel has advised that he present his position to the City Council requesting a response to their questions why they are being singled out, harassed, and not allowed to move forward. He and his brother would appreciate a response.

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Upon a motion duly made and seconded, the meeting was adjourned at 6:51 p.m.

Respectfully submitted,  
*/s/ Dovie L. Anderson*  
Dovie L. Anderson  
City Clerk