

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
AGENDA

Tuesday, January 3, 2017

Convened in the Council Chambers, 401 Whitney Blvd, Belvidere IL at 7:00 p.m.
Mayor Chamberlain presiding.

(1) Roll Call:

(2) Pledge of Allegiance:

Invocation: Mayor Chamberlain.

(3) Public Comment: (Please register with the City Clerk):

(4) Approval of minutes of the regular meeting of the Belvidere City Council of
December 19, 2016; as presented.

(5) Public Hearing:

(6) Special Messages and Proclamations:

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Belvidere Police Department Overtime Report of December 6, 2016
through December 19, 2016.

(B) Belvidere Fire Department Overtime Reports of December 7, 2016
through December 20, 2016.

(C) Minutes of City-County Coordinating Committee of December 14, 2016.

(9) Unfinished Business:

(A) Ord. #323H – 2nd Reading: An Ordinance Amending Chapter 150, Zoning
Ordinance of the Municipal Code (Shooting Ranges- Definitions, Detailed
Land Use Description, General Industrial and Heavy Industrial Permitted
Uses).

(B) Ord. #324H – 2nd Reading: An Ordinance Amending Section 74-291 of the
City of Belvidere Municipal Code.

(10) New Business:

Motions forwarded from City-County Coordinating Committee of December 14, 2016.

Motions – Co-Chairman Snow:

- (A) Motion to approve TRC invoice #213211 in the amount of \$10,763.55 with a 50/50 split between City and County.
- (B) Motion to approve PDC Laboratories Inc. invoice #847456S in the amount of \$5,269.90 with a 50/50 split between City and County.
- (C) Motion to approve step one and miscellaneous fees of \$3,750 and \$1,000 (TRC Groundwater Monitoring IEPA Proposal) with a 50/50 split between the City and County.
- (D) Motion to amend the motion to \$15,200 for remaining cost of permit modification with a 50/50 split between the City and the County.
- (E) Motion to approve the annual TRC invoice in the amount of \$27,800 with a 50/50 split between the City and the County.

(11) Adjournment:

State of Illinois SS
Belvidere, Illinois

**Belvidere City Council
Regular Session
Minutes**

Date: December 19, 2016

Convened in the Belvidere City Council Chambers, 401 Whitney Blvd, Belvidere Illinois at 7 p.m.

Mayor Chamberlain presiding:

- (1) Roll Call: Present: D. Arevalo, R. Brooks, J. Sanders, G. Crawford, W. Frank,
T. Ratcliffe, M. Sanderson, D. Snow and C. Stevens.
Absent: C. Morris.

Other staff members in attendance:

Budget and Finance Director Becky Tobin, Building Director Lesa Morelock,
Public Works Director Brent Anderson, Treasurer Ric Brereton, Community
Development Planner Gina DelRose, Fire Chief Hyser, Police Chief Noble,
City Attorney Drella and City Clerk Arco.

- (2) Pledge of Allegiance:
Invocation: Mayor Chamberlain:

(3) Public Comment:

(4) Approval of Minutes:

- (A) Approval of minutes of the regular meeting of the Belvidere City Council of
December 5, 2016; as presented.

Motion by Ald. Arevalo, 2nd by Ald. Snow to approve the minutes of the regular meeting
of the Belvidere City Council of December 5, 2016. Roll Call Vote: 8/0/1 in favor. Ayes:
Arevalo, Brooks, Crawford, Frank, Ratcliffe, Sanderson, Snow and Stevens. Nays:
None. Abstain: Sanders. Motion carried.

- (5) Public Hearing: Property Tax Levy.

Mayor Chamberlain opened the public hearing at 7:09 p.m. and read the publication that
appeared in the Boone County Journal on December 9, 2016. Mayor Chamberlain asked
if there was anyone wishing to address the public hearing, there being none the public
hearing was closed at 7:11 p.m.

(6) Special Messages and Proclamations:

- (A) Mayor Chamberlain thanked the Public Works Department for their snow removal efforts.
- (B) Mayor Chamberlain reminded the council there would not be a Committee of the Whole Meeting held the week of December 26, 2016.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$ 1,171,644.35
Water & Sewer Fund Expenditures: \$ 554,867.66

Motion by Ald. Brooks, 2nd by Ald. Ratcliffe to approve the General & Special Fund Expenditures in the amount of \$1,171,644.35. Roll Call Vote: 9/0 in favor.

Ayes: Brooks, Sanders, Crawford, Frank, Ratcliffe, Sanderson, Snow, Stevens and Arevalo. Nays: None. Motion carried.

Motion by Ald. Crawford, 2nd by Ald. Frank to approve the Water & Sewer Fund Expenditures in the amount of \$554,867.66. Roll Call Vote: 9/0 in favor.

Ayes: Sanders, Crawford, Frank, Ratcliffe, Sanderson, Snow, Stevens, Arevalo and Brooks. Nays: None. Motion carried.

(8) Committee Reports & Minutes of City Officers:

- (A) Belvidere Police Department Overtime Report of November 22, 2016 through December 5, 2016.
- (B) Belvidere Fire Department Overtime Report of November 23, 2016 through December 6, 2016.
- (C) Monthly Treasurer's Report for November 2016.
- (D) Monthly General Fund Report for November 2016.
- (E) Monthly Water/Sewer Fund Report for November 2016.
- (F) Monthly Building Department Revenues for November 2016.
- (G) Monthly Report of Community Development and Planning Department for November 2016.
- (H) Minutes of City-County Coordinating Committee of November 9, 2016.
- (I) Minutes of Planning and Zoning Commission of December 13, 2016.

Let the record show these reports and minutes were read and placed on file.

- (J) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of December 12, 2016.

Motion by Ald. Crawford, 2nd by Ald. Arevalo to approve the minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of December 12, 2016.

Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Ratcliffe, Sanderson, Snow, Stevens, Arevalo, Brooks and Sanders. Nays: None. Motion carried.

(9) Unfinished Business:

(A) Ord. #319H – 2nd Reading: Tax Levy Ordinance.

Motion by Ald. Crawford, 2nd by Ald. Snow to pass Ord. #319H. Roll Call Vote: 8/1 in favor. Ayes: Frank, Ratcliffe, Sanderson, Snow, Arevalo, Brooks, Sanders and Crawford. Nays: Stevens. Motion carried.

(B) Ord. #320H – 2nd Reading: An Ordinance Making a Levy and Providing for a Special Service Area #2 Tax in the City of Belvidere, Boone County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.

Motion by Ald. Snow, 2nd by Ald. Crawford to pass Ord. #320H. Roll Call Vote: 8/1 in favor. Ayes: Ratcliffe, Sanderson, Snow, Arevalo, Brooks, Sanders, Crawford and Frank. Nays: Stevens. Motion carried.

(C) Ord. #321H – 2nd Reading: An Ordinance Making a Levy and Providing for a Special Service Area #3 Tax in the City of Belvidere, Boone County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.

Motion by Ald. Crawford, 2nd by Ald. Ratcliffe to pass Ord. #321H. Roll Call Vote: 8/1 in favor. Ayes: Sanderson, Snow, Arevalo, Brooks, Sanders, Crawford, Frank and Ratcliffe. Nays: Stevens. Motion carried.

(10) New Business:

(A) Ord. #322H – 1st Reading: An Ordinance Authorizing the Purchase of a New Alexis Fire Apparatus and a Lease to Own Purchase Agreement with American Capital Financial Services, Inc. (Purchase price \$472,285.00).

(B) Ord. #323H – 1st Reading: An Ordinance Amending Chapter 150, Zoning Ordinance of the Municipal Code (Shooting Ranges – Definitions, Detailed Land Use Description, General Industrial and Heavy Industrial Permitted Uses).

(C) Ord. #324H – 1st Reading: An Ordinance Amending Section 74-291 of the City of Belvidere Municipal Code.

Let the record show Ordinances #322H, #323H and #324H were placed on file for first reading.

(D) Motion by Ald. Crawford, 2nd by Ald. Sanderson to approve waiving the two-week layover for Ord. #322H – An Ordinance Authorizing the Purchase of a New Alexis Fire Apparatus and a Lease to Own Purchase Agreement with American Capital Financial Services, Inc. (Purchase price \$472,285.00). Roll Call Vote: 10/0 in favor. Ayes: Snow, Stevens, Arevalo, Brooks, Sanders, Crawford, Frank, Ratcliffe, Sanderson and Mayor Chamberlain. Motion carried.

(E) Ord. #322H – 2nd Reading: An Ordinance Authorizing the Purchase of a New Alexis Fire Apparatus and a Lease to Own Purchase Agreement with American Capital Financial Services, Inc. (Purchase price \$472,285.00).

Motion by Ald. Crawford, 2nd by Ald. Frank to pass Ord. #322H. Roll Call Vote: 9/0 in favor. Ayes: Stevens, Arevalo, Brooks, Sanders, Crawford, Frank, Ratcliffe, Sanderson and Snow. Nays: None. Motion carried.

(F) Res. #2048-2016: A Resolution Authorizing the Execution of an Independent Contractor Agreement for Electrical Inspection Services.

Motion by Ald. Brooks, 2nd by Ald. Arevalo to adopt Res. #2048-2016. Roll Call Vote: 8/1 in favor. Ayes: Arevalo, Brooks, Sanders, Crawford, Frank, Ratcliffe, Snow and Stevens. Nays: Sanderson. Motion carried.

(G) Res. #2049-2016: A Resolution Authorizing the Execution of an Independent Contractor Agreement for Plumbing Inspection Services.

Motion by Ald. Brooks, 2nd by Ald. Crawford to adopt Res. #2049-2016. Roll Call Vote: 7/2 in favor. Ayes: Brooks, Sanders, Crawford, Frank, Ratcliffe, Snow and Arevalo. Nays: Sanderson and Stevens. Motion carried.

Motions forwarded from City-County Coordinating Committee of November 9, 2016.

(A) Motion to approve TRC invoice #210643 in the amount of \$2,892.80 with a 50/50 split between City and County. Roll Call Vote: 9/0 in favor. Ayes: Sanders, Crawford, Frank, Ratcliffe, Sanderson, Snow, Stevens, Arevalo and Brooks. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of December 12, 2016.

- (A) Motion to approve the developer's (Dan Ericson for Plat #2 of Landmark Logistics) request (based on the work completed to date) the escrow may be reduced from \$402,786 to \$72,838. This amount represents 125% of the cost of uncompleted work in accordance with the provisions of Section 151.61 (b) (2) of the City's Subdivision Code. Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Ratcliffe, Sanderson, Snow, Stevens, Arevalo, Brooks and Sanders. Nays: None. Motion carried.
- (B) Motion by Ald. Crawford, 2nd by Ald. Arevalo to waive the bidding process for upgrades to Well #4. Roll Call Vote: 9/1 in favor. Ayes: Frank, Ratcliffe, Snow, Stevens, Arevalo, Brooks, Sanders, Crawford and Mayor Chamberlain. Nays: Sanderson. Motion carried.
- (C) Motion to approve the proposal from Engel Electric in the amount of \$29,974 to complete the electrical upgrades to Well #4. This work will be paid for from line item #61-1790. Roll Call Vote: 8/1 in favor. Ayes: Ratcliffe, Snow, Stevens, Arevalo, Brooks, Sanders, Crawford and Frank. Nays: Sanderson. Motion carried.
- (D) Motion to approve the proposal from Engel Electric in the amount of \$15,162 to complete the electrical upgrades to Well #9. Roll Call Vote: 9/0 in favor. Ayes: Sanderson, Snow, Stevens, Arevalo, Brooks, Sanders, Crawford, Frank and Ratcliffe. Nays: None. Motion carried.

(11) Adjournment:

Motion by Ald. Crawford, 2nd by Ald. Brooks to adjourn the meeting at 7:23 p.m. Aye voice vote carried. Motion carried.

_____ Mayor

Attest:

_____ City Clerk

CITY-COUNTY COORDINATING COMMITTEE
MINUTES
December 14, 2016, 6:30 P.M.
County Board Room, 1212 Logan Avenue

CALL TO ORDER

The meeting of the City-County Coordinating Committee was called to order by Co-Chair Cathy Ward at 6:30 P.M.

ROLL CALL

County:

Cathy Ward, Co-Chairman
Carl Larson, Vice-Chairman
Sherry Branson
Jeff Carlisle
Brad Stark
Karl Johnson Ex Officio

City:

Dan Snow, Co-Chairman
Clayton Stevens, Vice Co-Chairman
Daniel Arevalo (absent)
Wendy Frank
Mayor Mike Chamberlain

Others:

Ken Terrinoni
Lt. Perry Gay
Linda Anderson

APPROVAL OF MINUTES

A motion to approve the minutes of the November 9, 2016 meeting was made Jeff Carlisle. Motion seconded by Brad Stark. Motion passed.

APPROVAL OF AGENDA

A motion to approve the agenda as presented was made by Brad Stark. Motion seconded by Jeff Carlisle. Motion passed.

PUBLIC COMMENT

PUBLIC COMMENT

No comment.

E-911 REPORT -PUBLIC SAFETY BUILDING

911 REPORT

Lt. Perry Gay reported the NINGA project is on schedule they are looking at fall of 2017 for the new system to be in place. Lt. Gay stated dispatch field training programs are going well, the trainees are doing well and he is confident they will all complete the training. Lt. Gay reported financially they are doing well. They are maintaining their account with no major concerns.

FY 2016 FINANCIAL REPORT

Lt. Gay stated the PSB budget ended the year in the black for the ninth time. Cathy Ward informed the committee there are talks in process for a possible Public Safety Tax referendum adding a half of percent to the current half percent for a total of one percent. Ken Terrinoni stated the deadline for this to be on the April 2017 ballot is January 17, 2017.

GIS

ARC GIS SOFTWARE UPGRADE

Ken Terrinoni stated they received a promotional offer from the software company, ESRI, in which the pricing is half if we commit by December 31, 2016. The total cost of the promotional offer is \$14,700 down from \$28,200. A motion to accept the promotional offer of \$14,700 was made by Dan Snow. Motion seconded by Sherry Branson. Motion passed.

LANDFILL

APPROVAL OF INVOICE: TRC

A motion was made by Dan Snow to approve TRC invoice #213211 in the amount of \$10,763.55 with a 50/50 split between City and County. Motion seconded by Sherry Branson. Motion passed.

APPROVAL OF INVOICE: PDC LABORATORIES INC

A motion was made by Sherry Branson to approve PDC Laboratories Inc. invoice#847456S in the amount of \$5,269.90 with a 50/50 split between City and County. Motion seconded by Jeff Carlisle. Motion passed.

ILLINOIS EPA/LANDFILL COMMUNICATION

Ken Terrinoni stated he spoke with the Illinois EPA. Brent Anderson and our consultant met with the EPA in Springfield. The EPA is willing to give us relief on our ground testing. There are steps that must be followed in order to get the permit modified and eventually save on testing costs.

SCOPE OF WORK TRC GROUNDWATER MONITORING IEPA PROPOSAL

Mr. Terrinoni presented a proposal from TRC in the amount of \$3,750 for step one in permit modification process, plus \$1,000 for miscellaneous consulting costs. The total cost for the permit modification will be \$20,850. The annual conservative estimated savings will be \$16,800.

A motion to approve the step one and miscellaneous fees of \$3,750 and \$1,000 with a 50/50 split between the City and County was made by Dan Snow. Motion seconded by Jeff Carlisle.

A motion to amend the motion to \$15,200 for the remaining cost of permit modification with a 50/50 split between the City and County was made by Dan Snow. Motion seconded by Jeff Carlisle. Motion passed.

Original motion as amended passed.

SCOPE OF WORK TRC ANNUAL SERVICES

A motion to approve the annual TRC invoice in the amount of \$27,800 with a 50/50 split between the City and County was made by Jeff Carlisle. Motion seconded by Sherry Branson. Motion passed.

FY2016 FINANCIAL REPORT

No financial report.

INFORMATIONAL ITEMS AND OTHER BUSINESS

INVITATION TO OTHER GOVERNMENTS

Jeff Carlisle proposed inviting a representative of Rock Valley College to attend the January meeting.

CORRESPONDENCE, COMMITTEE DATE CHANGES 2017

The meeting of August 9, 2017 will need to be changed to August 2, 2017. A motion to approve the change date for the August meeting was made by Dan Snow. Motion seconded by Sherry Branson. Motion passed.

EXECUTIVE SESSION

No executive session.

ADJOURNMENT

ADJOURN THE MEETING

A motion was made by Jeff Carlisle to adjourn the meeting. Motion seconded by Brad Stark. Motion passed. Meeting adjourned at 7:06 P.M.

Recorded by,

Sheryl Rickabaugh