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LOVES PARK CITY COUNCIL AGENDA–JANUARY 21, 2020 - 6 P.M.
AT CITY HALL COUNCIL CHAMBERS, 100 HEART BLVD.,
LOVES PARK, 61111

- I. CALL TO ORDER**
- II. INVOCATION & PLEDGE OF ALLEGIANCE**
 - 1. Invocation given by Alderman Robert Schlensker, followed by the Pledge of Allegiance.**
- III. ROLL CALL**
- IV. APPROVAL OF CITY COUNCIL MINUTES OF PREVIOUS MEETING**
- V. COMMUNICATIONS, MAYOR’S REPORT AND ANNOUNCEMENTS**
- VI. APPROVE PAYMENT OF BILLS**
- VII. OFFICER’S REPORTS**
 - 1. Public Safety**
 - 2. Public Works**
- VIII. COMMITTEE REPORTS**
 - 1. Finance and Administration/Jacobson (Finance, Personnel, Buildings & Grounds, Purchasing, Recreation & Beautification)**
 - 2. Public Safety/Allton (Police, Fire, Public Safety & Health)**
 - 3. Public Works/Schlensker (Street, Water & Utilities)**
 - 4. Codes and Regulations/Peterson (Ordinances & Licenses)**
 - 5. Community Development/Frykman (Development, Planning, Zoning, Annexation, Building & Drainage)**
- IX. UNFINISHED BUSINESS**

X. NEW BUSINESS

- 1. Reappointment of Larry Marino to the Civil Service Commission with a term to expire December 31, 2022.**

XI. RESOLUTIONS & MOTIONS

- 1. Resolution authorizing the transfer of David Jacobson from the Water Department to the Street Department to fill the Foreman position effective January 22, 2020, with a wage of \$31.12 per hour.**
- 2. Resolution authorizing the Water Department Manager to hire Engineering Enterprises Inc. to perform a Risk and Resilience Assessment and Emergency Preparedness Plan at a cost not to exceed \$32,500.00.**
- 3. Resolution authorizing the Mayor to sign an Intergovernmental Cooperation Agreement with Winnebago County for improvements at E. Riverside Blvd. and Bell School Road.**

XII. ORDINANCES 2ND READING

XIII. ORDINANCES 1ST READING

XIV. PUBLIC COMMENT

XV. EXECUTIVE SESSION

XVI. GOOD OF THE ORDER

XVII. ADJOURNMENT



CITY COUNCIL, CITY OF LOVES PARK, ILLINOIS

Journal of Proceedings

Regular Meeting, Monday, January 13, 2020

Loves Park City Hall

Mayor Gregory Jury called the meeting to order at 6:00 p.m.

City Treasurer John Danielson opened the meeting with an invocation, followed by the Pledge of Allegiance.

Present: Mayor Gregory Jury

Aldermen John Pruitt, Charles Frykman, Mark Peterson, A. Marie Holmes, Robert Schlensker, Doug Allton, Nancy Warden, John Jacobson, Jim Puckett, Clint Little

Absent: City Clerk Bob Burden

Also Present: Deputy City Clerk Sheila Mills
City Attorney Gino Galluzzo

1. Approve Minutes 01/06/20 The Journal of Proceedings for the regular meeting of January 6, 2020, was approved as submitted by the city clerk on a motion by Alderman Little. Second by Alderman Schlensker. Motion carried. 10 Ayes (Aldermen Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton, Warden, Jacobson, Puckett, Little)
2. Commission Hearing Received a notice of a prehearing conference regarding ComEd on January 14, 2020 at 9:30 a.m. in the offices of the Commission. Placed on file.
3. City Offices Closed Mayor Jury announced that city offices will be closed Monday, January 20, 2020 in observance of Martin Luther King Day. The city council meeting will be held Tuesday, January 21, 2020.
4. Water Department Bills Alderman Jacobson presented the Water Department bills dated January 6, 2020, in the amount of \$22,403.51, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton Warden, Jacobson, Puckett, Little)
5. General Fund Bills Alderman Jacobson presented the General Fund bills dated January 6, 2020, in the amount of \$260,724.18, and moved that they be paid. Second by Alderman Peterson. Motion carried. 10 Ayes (Aldermen Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton Warden, Jacobson, Puckett, Little)
6. Public Safety Report Alderman Allton presented the Police Department Report dated January 13, 2020; presented the Fire Department Report for December 2019, to be placed on file.
7. Public Works Report Alderman Schlensker presented the Street Department Report dated January 13, 2020; presented the Water Department Report dated January 13, 2020, to be placed on file.
8. Finance & Administration Committee Alderman Jacobson of the Finance and Administration Committee presented General Fund and all other bills dated January 13, 2020 in the amount of \$340,050.32; for consideration at next week's city council meeting; presented the minutes from the committee meeting held January 6, 2020, to be placed on file.
9. Public Works Committee Alderman Schlensker of the Public Works Committee presented the Water Department list of bills dated January 13, 2020 in the amount of \$93,034.47, for consideration at next week's city council meeting.

10. Resolution Mayor Jury announced that the Resolution has been removed from the Agenda.
11. ORD 4317-20
SUP For 7155 Windsor Lake Parkway Alderman Frykman presented for second reading an ordinance providing for a Special Use Permit for the property known as 7155 Windsor Lake Parkway, and moved for passage of the ordinance. Second by Alderman Warden. Motion carried. 10 Ayes (Aldermen Pruitt, Frykman, Peterson, Holmes, Schlensker, Allton Warden, Jacobson, Puckett, Little)
ORDINANCE NO. 4317-20
12. Alderman Pruitt Alderman Pruitt commented that the Water Department Technician that came to his house to replace the water meter was very quick and courteous.
13. Adjourn Alderman Jacobson moved that the meeting be adjourned. Second by Alderman Schlensker. Motion carried by voice vote. The meeting was adjourned at 6:09 p.m.

APPROVED:

Robert J. Burden, City Clerk

STANDING COMMITTEE MEETINGS:

Community Development:	Following City Council Meeting 6:15 p.m.
Finance and Administration:	Prior to Council Meeting 5:40 p.m.
Public Works:	Prior to Council Meeting 5:15 p.m.
Zoning Board of Appeals:	3 rd Thursday of the Month 5:30 p.m.



LOVES PARK **POLICE**

540 Loves Park Drive, Loves Park, IL 61111

Phone 815/654-5015 Fax 815/633-0555

To: Alderman Doug Allton

From: Chief Charles Lynde

Date: 01/21/2020

Subject: Police Activity Report

Police activity report for the week of 01/05/2020 through 01/11/2020

Calls for Service 530

Total Number of Arrests 225

Accidents 8

MICHAEL MCCAMMOND
DEPUTY CHIEF OF POLICE

CHARLES LYNDE
CHIEF OF POLICE

SHANE LYNCH
DEPUTY CHIEF OF POLICE

**Department of Public Works
Street Department Weekly Activity Report**

Submitted by: Shannon Messinger
Street Department Manager

Week of January 13, 2020 thru January 20, 2020

Previous week's activity:

1. Continued working on trucks.
2. Helped Water Dept. with main breaks.
3. Hauled in road stone and chips.
4. Filled potholes.
5. Plowed and salted Saturday and Sunday.

Proposed work:

1. Continue working on trucks.
2. Clean and repairs plow trucks.
3. Fill potholes.
4. Repair mailboxes and signs from the weekend storms.
5. Stock pile salt at the shop.

Loves Park Water Department

Weekly Activity Report

Submitted by: Craig McDonald
Department Manager

Date: **1/8/20-1/15/20**

Previous week's activity:

1. Routine work:
 - a. Install new meters
 - b. JULIE locates
 - c. Chemical tests
 - d. Back wash wells as needed
 - e. Read commercial and residential meters
2. Continued radio read meter installation
3. Continued installing high efficiency lighting in filter plant #1
4. Repaired curb stop at 5150 Gas Light Ct.
5. Repaired main break at 4702 North Second St.
6. Repaired HMO pump at well #6

Work anticipated for this week:

1. Continue radio read meter installation
2. Disinfect and sample well #1 filter plant to place back online
3. Continue installing high efficiency lighting in filter plant #1
4. Repair service leak at 6315 Birch St.

**CITY OF LOVES PARK
AGENDA
FINANCE & ADMINISTRATION COMMITTEE
JANUARY 21, 2020 – 5:40 P.M.
CITY COUNCIL CHAMBERS**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES FROM THE COMMITTEE MEETING HELD JANUARY 13, 2020**
4. **ITEMS FOR CONSIDERATION**
 - A. Resolution authorizing the transfer of David Jacobson from the Water Department to the Street Department to fill the Foreman position effective January 22, 2020, with a wage of \$31.12 per hour.
5. **LIST OF BILLS**
6. **GENERAL DISCUSSION/PUBLIC COMMENT**
7. **ADJOURN**

FINANCE AND ADMINISTRATION COMMITTEE
MEETING MINUTES

DATE OF MEETING: January 13, 2020

CALLED TO ORDER: 5:40 P.M.

MEMBERS PRESENT: Aldermen John Jacobson, Mark Peterson, Charles Frykman, John Pruitt

ALSO PRESENT: Mayor Jury, Treasurer Danielson, Steve Thompson, Attorney Galluzzo,
Aldermen A. Marie Holmes, Robert Schlensker, Doug Allton, Nancy Warden,
Jim Puckett, Clint Little

MINUTES APPROVAL: January 6, 2020

Alderman Peterson moved to approve minutes. Second by Alderman Pruitt.
Motion carried. 4 Ayes – 0 Nays

ITEMS FOR CONSIDERATION

1. Resolution authorizing an Intergovernmental Agreement with the City of South Beloit, Illinois for inspection of buildings and the process of rehabilitating buildings related to the Illinois Housing and Development Authority's Affordable Housing Trust Fund Single Family Rehabilitation Program.

Resolution was removed from the Agenda.

2. List of Bills: No questions or concerns.
3. Adjournment.

Alderman Frykman moved for adjournment. Second by Alderman Pruitt.
Motion carried. 4 Ayes – 0 Nays

Adjournment: 5:42 P.M.

RESPECTFULLY SUBMITTED: CHAIRMAN JACOBSON OF THE FINANCE COMMITTEE

**CITY OF LOVES PARK
AGENDA
PUBLIC WORKS COMMITTEE
January 21, 2020
5:15 P.M.
City Council Chambers**

I. Approval of Minutes

- a. Approval of Minutes from the November 25, 2019 meeting.

II. Resolutions & Ordinances

- A. Resolution authorizing the Water Department Manager to hire Engineering Enterprises Inc. to perform a Risk and Resilience Assessment and Emergency Preparedness Plan
- B. Resolution authorizing the Mayor to sign an Intergovernmental Cooperation Agreement for Improvements at East Riverside Blvd. (CH55) and Bell School Road with Winnebago County, Illinois

III. Project Updates/Directors Report:

None

IV. General Discussion/Public Comment

V. Adjourn

PUBLIC WORKS COMMITTEE MEETING MINUTES

DATE OF MEETING: November 25, 2019

CALLED TO ORDER: 5:15 P.M.

MEMBERS PRESENT: Ald. Holmes, Ald. Pruitt, Ald. Jacobson and Ald. Schlensker

MEMBERS ABSENT:

ALSO PRESENT: Steve Thompson, Ald. Frykman, Ald. Allton, Ald. Warden, Pat Jacobson, Craig McDonald and Attorney Galluzzo

APPROVAL OF MINUTES: November 11, 2019
Ald. Jacobson moved to approve said motion. Ald. Pruitt seconded said motion.
Motion carried 4 ayes – 0 nays

MATTERS PROPOSED, DISCUSSED OR DECIDED AND RECORD OF VOTES TAKEN:

1. A resolution was decided authorizing the Water Department Manager to hire Midwest Well Services to test drill at 930 Windsor Road.
Ald. Jacobson moved to approve said motion. Ald. Pruitt seconded said motion.
Motion carried 4 ayes – 0 nays

Alderman Jacobson moved for adjournment at 5:19 p.m.; seconded by Alderman Pruitt
The motion to adjourn was approved by a vote of 4 ayes – 0 nays.

RESPECTFULLY SUBMITTED, ROB SCHLENSKER CHAIRMAN OF THE PUBLIC WORKS COMMITTEE

CITY OF LOVES PARK

BY ALDERMAN John Jacobson

RESOLUTION NO.

DATE: January 21, 2020

**DEPARTMENT: Finance & Administration
Committee**

RESOLVED, that by the adoption of this resolution,

David Jacobson shall be transferred from the Loves Park Water Department to the Loves Park Street Department to fill the Street Department Foreman position effective January 22, 2020. The wage for this position is set at \$31.12 per hour. Future increases shall be in accordance with the current Local 150 collective bargaining agreement.

This position will be full time and will be paid from account #01-11-8010 Street Department Maintenance wages.

Ald. John Jacobson, Chairman

Ald. Chuck Frykman

Ald. Mark Peterson, Vice Chairman

Mayor Gregory R. Jury

Ald. John Pruitt

Attest: Robert J. Burden

**MOTION:
SECOND:
VOTING:**

City of Loves Park

Department of Public Works

By Alderman Robert Schlensker Resolution No. _____

Date: January 21st, 2020

RESOLVED, by the adoption of this Resolution, The Water Department Manager is authorized to Hire Engineering Enterprises Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 for professional services to perform a Risk and Resilience Assessment and Emergency Preparedness Plan for a cost not to exceed \$32,500.00.

Funds shall be drawn from Account No. 31-58-4860 (Engineering)

Gregory R. Jury – Mayor

Robert Schlensker – Public Works Chairman

John Jacobson –Vice Chairman

A. Marie Holmes – Alderman

Attest: Robert J. Burden, City Clerk

John Pruitt – Alderman

Motion:

Second:

Voting:

**AGREEMENT FOR CONSULTING ENGINEERING SERVICES FOR
Risk and Resilience Assessment and Emergency Response Planning – Water Utility**

This Agreement, made this _____ day of _____, 2019 by and between the City of Loves Park, Illinois, a municipal corporation of the State of Illinois (hereinafter referred to as the "CITY") and Engineering Enterprises, Inc. of 52 Wheeler Road, Sugar Grove, Illinois, 60554 (hereinafter referred to as the "ENGINEER").

In consideration of the mutual covenants and agreements contained in this Agreement, the CITY and the ENGINEER agree, covenant and bind themselves as follows:

1. Services: ENGINEER agrees to perform for the CITY the Services defined within Attachment A.
2. Direction: The Water Department Manager, or his written designee, shall act as the CITY'S representative with respect to the Services to be provided by the ENGINEER under this Agreement and shall transmit instructions and receive information with respect to the Consulting Engineering Services.
3. Compensation: The CITY agrees to pay the ENGINEER for providing the Services set forth herein a fixed fee amount of \$32,500.
4. Term: The term of this Agreement shall be active through December 31, 2021 unless otherwise extended through written confirmation by both parties. The ENGINEER shall schedule the project initiation meeting/site visit to commence within two (2) weeks following receipt of a fully executed agreement. The ENGINEER will issue a draft noncompliance advisory response letter to the CITY within three weeks following the project initiation meeting/site visit. The ENGINEER will finalize the noncompliance advisory response letter to the CITY within one week of receiving CITY comments on the draft letter.
5. Payment: The CITY shall make periodic payments to the ENGINEER based upon actual progress within 30 days after receipt and approval of invoice. Said periodic payments to the ENGINEER shall not exceed the amounts shown in the following schedule, and full payments for each task shall not be made until the task is completed and accepted by the CITY.

All costs and expenses incurred by the ENGINEER in connection with the services under this Agreement are included within the total fixed fee amount provided for in Section 3 above.

Payment Schedule

DATE	ESTIMATED % COMPLETE	ESTIMATED VALUE OF WORK COMPLETE	ESTIMATED INVOICE VALUE
3/15/2020	10.0%	\$3,250	\$3,250
4/15/2020	10.0%	\$3,250	\$6,500
5/15/2020	10.0%	\$3,250	\$9,750
6/15/2020	10.0%	\$3,250	\$13,000
7/15/2020	10.0%	\$3,250	\$16,250
8/15/2020	10.0%	\$3,250	\$19,500
9/15/2020	10.0%	\$3,250	\$22,750
10/15/2020	10.0%	\$3,250	\$26,000
11/15/2020	10.0%	\$3,250	\$29,250
12/15/2020	10.0%	\$3,250	\$32,500
Total	100%	\$32,500	

6. Invoices: ENGINEER shall invoice the CITY on a monthly basis. The ENGINEER shall maintain records showing actual time devoted and cost incurred. The ENGINEER shall permit the authorized representative of the CITY to inspect and audit all data and records of the ENGINEER for work done under this Agreement. The ENGINEER shall make these records available at reasonable times during the Agreement period, and for a year after termination of this Agreement. for Services performed during the previous thirty (30) day period. The CITY shall pay the ENGINEER within thirty (30) days of receipt of said invoice.
7. Termination: This Agreement may be terminated upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation calculated as described in paragraph 3 for all costs incurred through the date of termination.
8. Documents: All related writings, notes, documents, information, files, etc., created, compiled, prepared and/or obtained by the ENGINEER on behalf of the CITY for the Services provided herein shall be used solely for the intended project.
9. Notices: All notices given pursuant to this Agreement shall be sent Certified Mail, postage prepaid, to the parties at the following addresses:

The CITY:

City of Loves Park
100 Heart Boulevard
Loves Park, IL 61111
Attn: Craig McDonald
Water Department Manager

The ENGINEER:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Brad P. Sanderson, P.E.
Vice President

10. Waiver: The failure of either party hereto, at any time, to insist upon performance or observation of any term, covenant, agreement or condition contained herein shall not in any manner be constructed as a waiver of any right to enforce any term, covenant, agreement or condition hereto contained.
11. Amendment: No purported oral amendment, change or alteration hereto shall be allowed. Any amendment hereto shall be in writing by the governing body of the CITY and signed by the ENGINEER.
12. Succession: This Agreement shall ensure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, we have hereunto signed our names the day and year first above written.

CITY OF LOVES PARK

ENGINEERING ENTERPRISES, INC.:

Vice President

ATTEST:

ATTEST:

Title: _____

Administrative Assistant

City of Loves Park

Department of Community Development

By Alderman Schlensker

Resolution No.

Date: January 21, 2020

Department: Public Works

Resolved by the adoption of this resolution, Mayor Gregory Jury is authorized to sign a Intergovernmental Cooperation Agreement for Improvements at East Riverside Blvd. (CH55) and Bell School Road with Winnebago County, Illinois. Attached to this resolution is a copy of the Intergovernmental Agreement with Winnebago County.

Gregory Jury – Mayor

Ald. Robert Schlensker - Chairman

Ald. John Pruitt – Vice Chairman

Ald. A. Marie Holmes

Attest: Robert J. Burden, City Clerk

Ald. John Pruitt

Motion:

Second:

Voting:

**INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN THE
COUNTY OF WINNEBAGO AND THE CITY OF LOVES PARK FOR
IMPROVEMENTS AT EAST RIVERSIDE BLVD. (CH 55) AND
NORTH BELL SCHOOL ROAD**

The County of Winnebago, Illinois, hereinafter referred to as "COUNTY", and the City of Loves Park, hereinafter referred to as "CITY", for the consideration hereinafter set forth hereby agree as follows:

I. PURPOSE AND OBJECTIVES the purpose of this agreement is to facilitate improvement of the west bound right turn lane on East Riverside Blvd. (CH 55) at the intersection of North Bell School Road with East Riverside Blvd. being under the jurisdiction of the COUNTY and North Bell School Road being under the jurisdiction of the CITY.

II. TERMS OF AGREEMENT

A. The CITY agrees:

1. To provide all design and construction engineering service required for the replacement of the westbound right turn lane along the north side of East Riverside Blvd. at the intersection North Bell School Road; and
2. To enter into a construction contract and pay for all improvements associated with the reconstruction of the westbound right turn lane along the north side of East Riverside Blvd. at the intersection North Bell School Road; and
3. That the westbound right turn lane along the north side of East Riverside Blvd. at the intersection North Bell School Road will be reconstructed as a 9 ½ inch PCC concrete pavement which is doweled to the existing East Riverside Blvd. pavement as per Illinois Department of Transportation construction standards ; and
4. To invoice the COUNTY when the work is completed for the difference of replacing said section of East Riverside Blvd. with PCC concrete pavement instead of Hot-Mix Asphalt Pavement (Full Depth), that difference being an estimated amount \$42,000.26; and
5. That the invoice to the COUNTY will base based on as-built quantities at the contract unit price.

B. The COUNTY agrees to pay the invoice submitted by the CITY within 60 days.

C. It is mutually agreed that:

1. As part of the planning and design process, the COUNTY shall review the Plans and Specifications and as proposed by the CITY; and
2. Final inspection, approval, and acceptance of said improvements shall be performed by the County Engineer on behalf of the COUNTY, and the City Engineer on behalf of the CITY; and

- IV. **TERMINATION OF AGREEMENT.** Termination of this agreement by either the COUNTY or the CITY shall be in writing.
- V. **EFFECTIVE DATE.** The Agreement shall commence on the date of execution by all parties hereto.
- VI. **SUCCESSORS AND ASSIGNS** This Agreement shall be binding up and inure to the benefit of the parties hereto and their respective successors and assigns.
- VII. **EXTENT OF AGREEMENT** This Agreement represents the entire Agreement between the CITY and the COUNTY, and supersedes all prior negotiations and representations, either written or oral. None of the provisions of this Agreement may be waived, changed or modified except by an instrument, in writing, signed by both parties hereto.

COUNTY OF WINNEBAGO, ILLINOIS VILLAGE OF MACHESNEY PARK,
ILLINOIS

BY: _____
Frank Haney, Chairman
of the County Board of the
County of Winnebago, Ill.

BY: _____
Greg Jury, Mayor
of the Village of the City
of Loves Park, Illinois

DATE: _____

DATE: _____

ATTEST:

ATTEST:

Lori Gummow, Clerk
of the County Board of the
County of Winnebago, Illinois

Robert Burden, Clerk
of the City of Loves Park,
Illinois