

CITY OF GENOA
CITY COUNCIL MEETING AGENDA
AUGUST 18, 2020
7:00 P.M.

PUBLIC HEARING: CONCERNING THE INTENT OF THE CITY COUNCIL TO SELL NOT TO EXCEED \$2,500,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE) TO FINANCE STREET, SIDEWALK AND ALLEY IMPROVEMENT AND RELATED PUBLIC INFRASTRUCTURE PROJECTS IN AND FOR THE CITY

- I. CALL TO ORDER/ ROLL CALL**
- II. PUBLIC COMMENT**
- III. CLOSE THE PUBLIC HEARING**
- IV. MOTION TO ADJOURN**

REGULAR CITY COUNCIL MEETING

- I. CALL TO ORDER/ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. GUEST SPEAKERS**
- IV. APPROVAL OF MINUTES FROM THE AUGUST 4, 2020 CITY COUNCIL MEETING**
- V. APPROVAL OF ACCOUNTS PAYABLES**
- VI. ITEMS FROM INDIVIDUALS IN ATTENDANCE**
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**

A) CONSIDER PROPOSALS FOR BOND UNDERWRITER/PLACEMENT AGENT FOR THE CITY'S PUBLIC INFRASTRUCTURE BOND

- **MOTION TO APPROVE A PROPOSAL FROM BAIRD AS UNDERWRITER /PLACEMENT AGENT FOR THE CITY'S 2020 PUBLIC INFRASTRUCTURE BOND, NOT TO EXCEED \$15,684**

IX. DEPARTMENT REPORTS

A) ADMINISTRATION

B) FINANCE

C) PUBLIC WORKS

D) POLICE

E) MAYOR

X. ANNOUNCEMENTS

XI. MOTION TO ADJOURN

To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE CITY COUNCIL OF THE
CITY OF GENOA, DEKALB COUNTY, ILLINOIS, TO SELL NOT TO EXCEED
\$2,500,000 GENERAL OBLIGATION BONDS (ALTERNATE REVENUE SOURCE)**

PUBLIC NOTICE IS HEREBY GIVEN that the City of Genoa, DeKalb County, Illinois (the "City"), will hold a public hearing on the 18th day of August, 2020, at 7:00 o'clock P.M. The hearing will be held in the Council Chambers at the Genoa Municipal Building, 333 East 1st Street, Genoa, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the City in the amount of not to exceed \$2,500,000 for the purpose of financing street, sidewalk and alley improvements and related public infrastructure projects in and for the City.

By order of the Mayor of the City of Genoa, DeKalb County, Illinois.

DATED the 29th day of July, 2020.

Kim Winker
City Clerk
City of Genoa, DeKalb County, Illinois

		ACCOUNTS PAYABLE FOR AUGUST 15, 2020	
	VENDOR		
1	All Traffic Solutions	PD- Annual renewal fee for speed trailer	\$ 1,500.00
2	Anderson Excavating	PW- Walnut Street culvert installation	\$ 2,255.00
3	Automatic Control Services	PW- Monthly phone service for wells/towers- August 2020	\$ 120.00
4	Baxter & Woodman	Engineering Services- Well 4 Pumping Equipment Rehab- July 2020	\$ 532.50
5	Baxter & Woodman	Engineering Services- WWTP Expansion- June/July 2020	\$ 1,251.25
6	Baxter & Woodman	Engineering Services- Well 4 Improvements- May-July 2020	\$ 716.25
7	Bobcat of Rockford	PW- Thermostat, gasket	\$ 44.68
8	Bonnell Industries	PW- Paint for curbs	\$ 978.60
9	Braniff Communications	PW- Weather siren repairs at filtration building	\$ 1,970.00
10	C.E.S. Inc.	Engineering Services- Sewer lining project- July 2020	\$ 232.50
11	C.E.S. Inc.	Engineering Services- STU Project review- July 2020	\$ 112.50
12	Ceroni Piping	PW- Pipe for Aeration Tank	\$ 325.00
13	Charter	Monthly internet service - August 2020	\$ 204.98
14	City of DeKalb	PW- Monthly water testing	\$ 60.00
15	Core & Main	PW- Walnut Street culvert pipe (See Memo)	\$ 4,013.60
16	Crescent Electric	PW- Lighting for downtown	\$ 45.31
17	CSR Bobcat	PW- Mower belt	\$ 25.69
18	Culligan	Monthly rental- August 2020	\$ 29.95
19	Curran	PW- 59 Tons of hot mix for pothole & utility repairs	\$ 90.86
20	David E. Eterno	PD- Adjudication Judge professional services- July 2020	\$ 175.00
21	DeKalb County Collector	2019 Real Estate Tax Bill	\$ 247.49
22	Mike Dreska	PW- Beaver removal at Riverbend Detention drainage area	\$ 400.00
23	ENCAP, Inc.	PW- Annual native area wetlands management fee	\$ 2,000.00
24	Enecon	PW- Epoxy paint for street sweeper repairs	\$ 855.00
25	Ferguson	PW- Elbow, pipe, couplings	\$ 335.95
26	Frank Pluhm	PW- Reimbursement of CDL license	\$ 66.46
27	Galls, LLC	PD- Belt keeper, patrol bag	\$ 102.51
28	Grainger	PW- Fuses	\$ 17.62

		ACCOUNTS PAYABLE FOR AUGUST 15, 2020	
	VENDOR		
29	Helena	PW- Roundup for weed control	\$ 167.45
30	ILEAS	PD- Annual membership dues 7/1/20-6/30/21	\$ 60.00
31	Joe Cooling	PW- 8 Yards of pulverized top soil	\$ 140.00
32	Kar-Fre Flowers	Floral arrangement	\$ 83.95
33	Kasallis Mobile Maintenance	PW- Truck repairs	\$ 210.00
34	McMaster Carr	PW- Gas can, clamp, hose, tube	\$ 153.44
35	Napa	PW/PD- Motor mount, battery, hydraulic oil, fuses, pliers, cutters	\$ 471.19
36	National Safety & Industrial	PW- Safety gloves	\$ 96.12
37	PDC Laboratories	PW- Monthly water testing, testing supplies	\$ 1,144.50
38	PetroChoice	Unleaded fuel- 8/3/20	\$ 1,731.78
39	Public Agency Training	PD- Evidence training class	\$ 325.00
40	Quadient Finance USA, Inc.	Postage- 7/31/20	\$ 1,000.00
41	Quill	All- Printer ink, coffee, new printer, 3 chair mats, paper	\$ 615.89
42	Rex Young	50/50 Tree removal reimbursement	\$ 250.00
43	RK Dixon	All- Monthly contract & copies - 7/16/20-8/15/20	\$ 403.25
44	Randy's Lock Service	Aldermen room file drawer key repair	\$ 90.00
45	Runnion Equipment Company	PW- Hydraulic bucket truck repairs	\$ 2,696.56
46	Sauber Mfg. Co.	PW- Truck #140 repairs	\$ 1,156.75
47	Service Concepts	Installation of new chiller compressor at municipal building (See purchase Req.)	\$ 9,733.65
48	Shaw Media	Public Notices Published- MetroNet public hearing, annual city wide garage sale	\$ 147.36
49	Sikich	Professional services- 2020 audit- partial billing	\$ 13,000.00
50	Steiner Electric Supply	PW- Portable generator repairs	\$ 645.96
51	Suburban Laboratories	PW- Radium analysis on sludge, sludge removal	\$ 680.50
52	Linda Tischler	PW- Underground dog fence repairs due to water main construction	\$ 99.00
53	Tobinson's	PW- Toilet plunger, spray paint, fertilizer, coax adapter, coupler	\$ 56.30
54	Unique Products	PW- Paper towels, garbage bags, all purpose cleaner	\$ 197.79
55	Wagner Aggregate, Inc.	PW- 16 Tons of gravel for pathway edging and road work	\$ 236.98
56	Wakoh Wear	PW- 12 COG employee shirts	\$ 156.00

		ACCOUNTS PAYABLE FOR AUGUST 15, 2020	
	VENDOR		
57	Walker Process	PW- Clarifier Air Lift Returns (See Purchase Requisition)	\$ 6,573.54
58	WG Municipal Management LLC	Monthly Professional Services- July 2020	\$ 339.50
59			
60	Total		\$ 61,371.16
61		MANUALS FOR AUGUST 15, 2020	
62			
63	Hoerr Construction, Inc.	Sewer lining project- Final payment	\$ 9,787.13
64	Municipal Well & Pump	Well 4 Pumping Equipment Rehab (Payment #1)	\$ 53,656.83
65	Performance Construction	Genoa Street Water Main replacement project (Payment #2)	\$ 216,423.95
66	Visa	All- Zoom membership dues, flowers for downtown planters, meal for overtime	\$ 735.30
67		employees, Spotify monthly service fee, conferencing monthly service fee	
68			
69	Total		\$ 280,603.21
70		TRANSFERS FOR AUGUST 15, 2020	
71			
72	Genoa Township Park Dist	Riverbend & Oak Creek SSA Tax- 7/24/20	\$ 294.54
73	Harrington Environmental	Derby Estates pond maintenance- July 2020	\$ 416.85
74	Hill's Tap	Reimbursement of Class S Sunday license (not open on Sundays)	\$ 300.00
75	Mercado's Landscaping	Derby Estates maintenance- May/June 2020	\$ 1,300.00
76	Mercado's Landscaping	Riverbend SSA maintenance- May/June 2020	\$ 500.00
77	Waste Management	Monthly refuse service - July 2020	\$ 37,883.80
78	WG Municipal Management LLC	Monthly Professional Services- July 2020	\$ 485.00
79			
80	Total		\$ 41,180.19
81			
82	Total		\$ 383,154.56

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To: Mayor / City Council
From: Richard Gentile *RJG*
Director of Public Works
Date: June 29, 2020

APPROVED
Richard A. Gentile
7/8/20

Subject: Approve Walnut Street Culvert Improvements

I am seeking a motion by the Mayor / City Council to approve the proposed improvements to the Walnut Street culvert, not to exceed \$10,000.00.

Over the years, we have had issues with this culvert backing up due to the size of the culvert pipe, which was determined to be undersized. The existing culvert pipe was installed around the year 2004, as part of Oak Creek Unit-4 Phase-1 development. I contacted the DeKalb County Highway Department and they provided the calculations for the drainage area that impacts the subject culvert and determined that an additional 36-inch storm pipe would be required to meet the necessary storm water flow rate. I am recommending that the City increase the size to a 48-inch pipe to dismiss any future discussion regarding the pipe size. The additional cost to increase the pipe size from 36-inches to 48-inches is \$1,640.00. The labor cost to install the larger size pipe would not increase.

The project involves the following:

- Pavement, curb, and sidewalk removal and replacement
- Excavation and installation of 80-feet of culvert piping
- Grading and restoration work to the ditch on both sides of Walnut Street

The City would be purchasing all the material for the project and Anderson Excavating would be doing the excavation, removal, and installation of the above items.

- Anderson Excavation cost is \$2,975.00
- ✱ Core & Main Company price for the culvert pipe is \$4,013.60 (48-inch pipe)
- Sidewalk replacement- cost estimation is \$640.00 (64-square feet)
- Curb replacement- cost estimation is \$800.00 (16-linear feet)
- Pavement replacement- cost estimation is \$600.00 (5-tons)
- Gravel material replacement- cost estimation is \$500.00 (50-tons)
- Erosion control fabric- cost estimation is \$160.00 (4-rolls/ 200-ft ea.)

The sidewalk and curb replacement would be done by a contractor and the asphalt pavement replacement would be done by City Staff.

The cost for the items listed above total \$9,688.60. I am requesting an additional \$311.40 to pay for increased cost for those items that were estimated.

MFT funds will be used to pay the cost for the Walnut Street culvert improvements.

If there are any questions, please feel free to contact me.

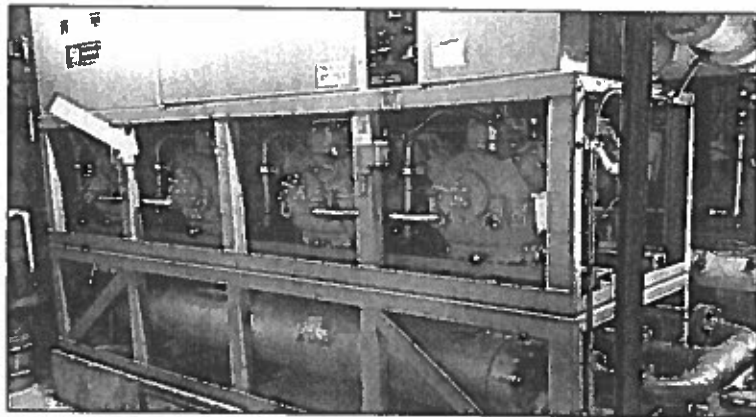
**Department of Public Works
Purchase Requisition for Items/Services Exceeding \$5,000.00**

Date: 8/3/20	Submitted By: Rich Gentile	Equipment: Chiller Repair City Hall Cooling System	Dollar Amount: \$9,733.65
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Request Summary:

One of the chiller compressors failed and needed to be replaced. The chiller compressors are used in stages to cool the City Hall building. As the indoor building temperature raises, additional compressors turn on until the desired temperature is met. The cooling equipment has four compressors and are needed to be working during the summer season to cool City Hall and Fitness Center.

Service Concepts had to disassemble the compressor unit to determine the necessary repairs and order parts.



Account Number: 01-31-512

Repair Amount: \$9,739.65

Total Account Budget: \$10,000.00

Year to Date Account Balance: \$5,730.51

Public Works Director: *Richard Gentile* Date: 8/4/20

City Treasurer: *James Turres* Date: 8-4-2020

Mayor/City Clerk: *M. [Signature]* Date: 8-4-2020

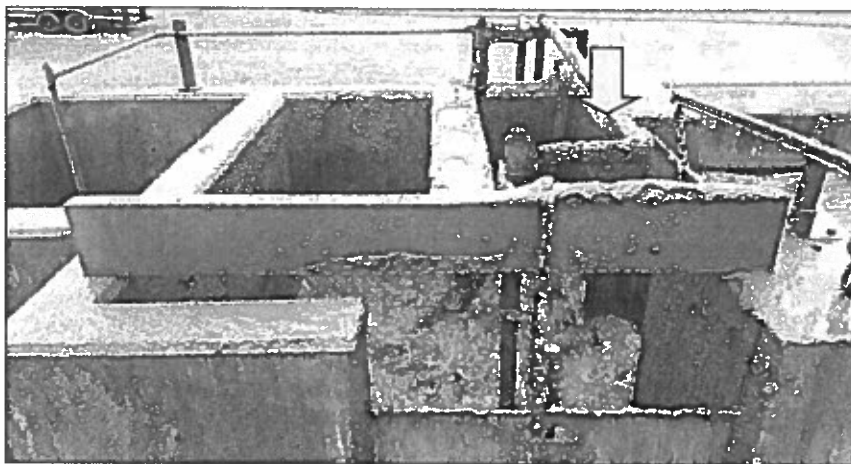
**Department of Public Works
Purchase Requisition for Items/Services Exceeding \$5,000.00**

Date:	Submitted By:	Equipment:	Dollar Amount:
5-12-2020	Janice Melton Sewer, Streets, & Forestry	Air Lift Returns	\$6,520.00

Request Summary:

While doing preventative maintenance on the secondary clarifiers, staff was able to take down the tank and clean the air lift returns. During inspection, it was noted that the components were worn and repairs are needed. The air lift returns are used to control the level of sludge in the secondary clarifiers.

The cost for the repairs are for two air lift returns. The work will be done by City Staff.



Account Number: 53-43-512

Purchase Amount: \$6,520.00

Total Account Budget: 60,000.00 Year to Date Account Balance: \$60,000.00

Public Works Director: *Richard Dentel* Date: 5/14/20

City Treasurer: *Janis Turner* Date: 5-14-2020

Administrative Director: *Alyssa Segers* Date: 5/14/2020


Mayor/City Clerk : _____ Date: _____

THE CITY OF



GENOA

MEMO

To: Mayor Vicary and City Council
From: Janis Tures, City Treasurer 
Subject: Bond Underwriter/Placement Agent
Date: 8/12/20

Attached to this memo is a summary of the Requests for Proposals (RFP) responses received for the Bond Underwriter/Placement Agent for the City's 2020 Public Infrastructure Bond. The Bond Underwriter is the firm that will purchase our debt securities and then resell them to potential investors.

PMA has recommended that the City accept the proposal from Baird (totaling \$15,684) as the Underwriter/Placement Agent. They provided the lowest fees, which is the one factor that is completely in their control, and the lowest indicative interest rates. They also provided PMA with thoughtful ideas regarding their approach to marketing the bonds and recent sales as evidence of their ability to accomplish their cited indications.

The Public Hearing Notice concerning the intent of the City to sell \$2,500,000 General Obligations Bonds was posted in the Daily Chronicle today and the Hearing will be held prior to the August 18th City Council meeting. A 30 day petition period will follow the publication in the newspaper, giving registered voters the opportunity to petition to require the ordinance be submitted to referendum vote at the April 6, 2021 election. If no petition is issued in the 30 day petition period the City Council will be authorized to issue the Bonds.

If you have any questions, please contact me prior to the meeting to ensure that we can reach out to Andrew at PMA to answer your questions if need be.

City of Genoa
 Underwriter RFP Response Summary
 General Obligation (ARS) Bonds, Series 2020

Underwriter	Bonds (per \$1,000)	Total Fee for 2020 Bonds*	Estimated AIC (%)	Total Debt Service	Additional Notes
Baird	\$3.95	\$9,184	2.047%	\$2,905,108	Estimates 5-7bps benefit from insurance
Baird (Placement)	n/a	\$6,500	1.983%	\$2,894,139	Indicative placement rate of 1.67%
Huntington	\$5.67	\$13,190	2.209%	\$2,953,271	Assumes insurance
Huntington (Placement)	n/a	\$7,500	n/a	n/a	
Piper Sandler	\$4.75	\$11,044	2.059%	\$2,908,113	
Piper Sandler (Placement)	n/a	\$6,750	n/a	n/a	
Raymond James	\$3.97	\$9,230	2.240%	\$2,946,517	
Raymond James (Placement)	n/a	\$7,000	n/a	n/a	

PMA Recommendation: Select Baird as Underwriter/Placement Agent due to lowest fees, low indicative rates, and sufficient IL experience.

*Based on a par amount of \$2,325,000.