

**CITY OF GENOA**  
**\*SPECIAL MEETING CITY COUNCIL AGENDA\***  
**MAY 5, 2021**  
**7:00 P.M.**

**I. CALL TO ORDER & ROLL CALL**

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF MINUTES FROM THE APRIL 20, 2021 CITY COUNCIL MEETING AND THE APRIL 23, 2021 SPECIAL COMMITTEE OF THE WHOLE MEETING**

**IV. APPROVAL OF ACCOUNTS PAYABLES**

**V. ITEMS FROM INDIVIDUALS IN ATTENDANCE\***

**VI. NEW BUSINESS**

**A) APPROVAL OF THE APPOINTMENT OF MELISSA FREUND, WARD 2 ALDERMAN**

**B) SWEARING IN OF MELISSA FREUND, WARD 2 ALDERMAN**

**C) APPROVAL OF THE APPOINTMENT OF BRENT HOLCOMB, WARD 4 ALDERMAN**

**D) SWEARING IN OF BRENT HOLCOMB, WARD 4 ALDERMAN**

**E) ORDINANCE AMENDING TITLE 1, CHAPTER 6, CITY COUNCIL, SECTION 3 OF THE MUNICIPAL CODE OF THE CITY OF GENOA**

This ordinance changes City Council Meeting days from Monday to Wednesday. *City Council approval is recommended.*

**F) APPROVAL OF THE AMENDED 2021 ANNUAL MEETINGS CALENDAR**

The 2021 Annual Meetings Calendar has been amended to reflect the change of regular meeting days from Monday to Wednesday. *City Council approval is recommended.*

**G) ORDINANCE AMENDING TITLE 8, CHAPTER 6, RATES, CHARGES, OF THE MUNICIPAL CODE OF THE CITY OF GENOA, DEKALB COUNTY, ILLINOIS**

This Ordinance amends various fees related to water and sewer utility billing:

1: Creates a \$15/ \$1,000 gallons fee for bulk water purchases. Currently, the City charges \$20 per fill up. A more appropriate fee similar to neighboring municipalities should be established by ordinance.

2. Establishes a fee for water meter radios. Currently, the City charges \$155 for a new meter which includes the radio. Staff found that due to the increase in cost of materials (copper, brass, etc.) due to COVID related shortages, the City now pays more than \$155 for this equipment. Staff is recommending separating the radio from the meter fee and increasing the combined total to \$200 to reflect true costs. While the total cost is increasing, offering the radio and meter to be purchased separately may represent a cost savings for residents in the event they need either the

radio or the meter and therefore are not charged for both. Similarly to the costs for the meter, the costs for the City to purchase a water meter setter have also increased and the City pays \$385 for this equipment and is only charging \$260, hence the recommendation to change this fee to \$400.

3. Increases the Capital Improvement Fee from \$3 to \$5 due to upcoming water and sewer expenditures. As shown in the 5 year C.I.P, the Water and Sewer Capital Fund begins to go negative in 2023-2024 and by 2025-2026 the fund is shown at -\$436,490 without accounting for a future Waste Water Treatment Plant. The ordinance also amends the language pertaining to how the fee is charged (now reads “single metered and multiple unit user”) so that multi-family users pay a fee per unit. In example, one apartment management company has 15 4-unit buildings and only pays 15 \$3 capital fees rather than 60 \$3 capital fees. By charging a capital fee per unit user, this provides additional revenues for the Water and Sewer Capital Improvement fund more equitably by charging each unit rather than meter. These changes result in an additional \$53,472 per year to the Water and Sewer Capital Improvement Fund. If the capital fee is not increased, needed improvements to the water and sewer system cannot be made. If each user rather than each meter is not charged the capital fee, the burden of the improvements will be charged through the capital fee to single unit users rather than all users.

*Taking into account the increased costs for radios, meters, and setters as well as the upcoming water and sewer capital expenditures, Staff is recommending these increases.*

**H) AUTHORIZE THE MAYOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR GOVERNMENTAL BODY MAINTENANCE OF TRAFFIC CONTROL DEVICES**

The City’s current Intergovernmental Agreement with the Illinois Department of Transportation for maintenance of traffic signals is set to expire June 30, 2021. If approved, the IGA attached would be for a term of 10 years. Staff has reviewed this Agreement, requested changes from IDOT, and is now *recommending approval of the attached IGA.*

**I) A RESOLUTION DESIGNATING SIGNATORIES FOR THE CITY OF GENOA**

The City Council is required to authorize Signatories for the purposes of signing various financial documents. Following the commencement of Mayor Brust’s term, Staff is recommending the attached resolution be approved by the City Council to designate Mayor Brust, the Finance Office Manager, Alderman Stevenson and Alderman Lang as signatories. The Finance Office Manager, Alderman Stevenson, and Alderman Lang have been designated as signatories for a number of years, the only change is adding Mayor Brust as a signatory. *City Council approval is recommended.*

**J) DESIGNATE THE CITY TREASURER AS THE AUTHORIZED OFFICIAL TO MAKE CARDHOLDER CHANGES AT ANY TIME WITH HEARTLAND BANK**

With the retirement of Rich Gentile, a new credit card needs to be issued to the Public Works Department. When Staff called Heartland Bank to make this Change, Heartland Bank explained that the City needs either the Council to authorize each specific person to carry a credit card and determine said persons credit card limit or designate one individual that is authorized to make cardholder changes at any time with Heartland Bank. To Staff’s knowledge, this function has always been handled by the Finance Office. *Staff is recommending that the Council Authorize the Treasurer to make cardholder changes.*

**K) APPROVE THE USE OF THE PARK PAVILION AT CARROLL MEMORIAL PARK BY THE GENOA PUBLIC LIBRARY DISTRICT ON JUNE 24, 2021 FROM 1 P.M. TO 4 P.M. AND JULY 1, 2021 FROM 1 P.M. TO 4 P.M.**

The Genoa Public Library District has requested the use of the Park Pavilion at Carroll Memorial Park on June 24, 2021 and July 1, 2021. The Library will provide a certificate of insurance naming the City as an additional insured. Attached in the packet, the Library has provided additional information. *Staff is recommending approval.*

**L) APPROVE THE USE OF CENTRAL PARK IN RIVERBEND BY THE GENOA PUBLIC LIBRARY DISTRICT ON JUNE 23, 2021 FROM 9 A.M. TO 11 A.M.**

Information regarding this item, is provided in the packet. *Staff is recommending approval.*

**M) APPROVE A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A FINAL PLAT OF SUBDIVISION**

The Plan Commission held a meeting and public hearing on April 8, 2021 for the purposes of considering a Final Plat of Subdivision for the Poegel Subdivision. If approved, this Final Plat will combine two residential lots in the Derby Estates Subdivision and vacate an easement between the lots. There are not any utilities within the easement. The Poegels have requested this subdivision because they wish to build a home over the current property line between the lots. If approved, the new lot meets standards within the Unified Development Ordinance.

*The Plan Commission unanimously recommended approval with the conditions outlined in the attached Resolution.*

**VII. DEPARTMENT REPORTS**

- A) ADMINISTRATION
- B) FINANCE
- C) PUBLIC WORKS
- D) POLICE
- E) MAYOR

**VIII. ANNOUNCEMENTS**

**IX. 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.