

CITY OF GENOA
City Hall
City Council Special Meeting Minutes
May 5, 2021
7:00 P.M.

Mayor Brust called the Special meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Pulley, Stevenson, Winter and Cravatta were present. Alderman Lang was absent. Quorum present.

Mayor Brust led the Pledge of Allegiance.

Motion made by Alderman Pulley to accept the minutes of the April 20, 2021 City Council meeting and April 23, 2021 Special Committee of the Whole Meeting, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for April 30, 2021, in the amount of \$126,582.21, seconded by Alderman Stevenson. There was no discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Stevenson, Winter and Cravatta voted yes. Motion carried.

ITEMS FROM INDIVIDUALS IN ATTENDANCE – None

NEW BUSINESS

APPROVAL OF THE APPOINTMENT OF MELISSA FREUND, WARD 2 ALDERMAN: Motion made by Alderman Cravatta to approve the appointment of Melissa Freund for the Ward 2 Alderman, seconded by Alderman Winter. There was no discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Stevenson, Winter and Cravatta voted yes. Motion carried.

MELISSA FREUND WAS SWORN IN AS ALDERMAN IN WARD 2

APPROVAL OF THE APPOINTMENT OF BRENT HOLCOMB, WARD 4 ALDERMAN: Motion made by Alderman Stevenson to approve the appointment of Brent Holcomb for the Ward 4 Alderman, seconded by Alderman Cravatta. There was no discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter and Cravatta voted yes. Motion carried.

BRENT HOLCOMB WAS SWORN IN AS ALDERMAN IN WARD 4

ORDINANCE AMENDING TITLE 1, CHAPER 6, CITY COUNCIL, SECTION 3 OF THE MUNICIPAL CODE OF THE CITY OF GENOA: Motion made by Alderman Wesner to approve the 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. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

APPROVAL OF THE AMENDED 2021 ANNUAL MEETINGS CALENDAR: Motion made by Alderman Stevenson to approve the amended 2021 annual meetings calendar, seconded by Alderman Winter. There was no further discussion. Roll call vote was taken. Alderman Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

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

Motion made by Alderman Cravatta to approve ordinance amending title 8 chapter 6, rates, charges, of the Municipal Cod of the City of Genoa, DeKalb County Illinois, seconded by Alderman Winter.

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. Alderman Cravatta asked about the radios and the setter fees; Treasurer and Finance Office Manager, Jan Tures provided a brief overview between the radio and the setter. Alderman Cravatta expressed a concern that if a setter breaks who is responsible for the replacement of it, Treasurer and Finance Office Manager, Jan Tures stated that if the setter was faulty or worn out the City would replace it at no charge to the resident, however if the setter was not working due to neglect on the homeowners it would be the homeowners responsibility.

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

Motion made by Alderman Pulley to approve the authorization of the mayor to enter into an intergovernmental agreement for governmental body maintenance of traffic control devises, seconded by Alderman Stevenson. This was explained to the city council that 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 would be for a term of 10 years. Alderman Pulley asked why the intersection of Main and Washington is 50/50 maintenance while the intersection between RT 23 and Main St is 100% of the State; Acting Public works director Jan Melton said that the City completes the maintenance of the traffic signals and then the City will bill the State of Illinois the entire cost for the intersection of RT 23 & Main as that whole intersection is a State intersection; as the intersection of Main and Washington is 50/50 due to it intersecting with 50% State and 50% non State. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

A RESOLUTION DESIGNATING SIGNATORIES FOR THE CITY OF GENOA: Motion made by Alderman Winter to approve the resolution of designating signatories for the City of Genoa, seconded by Alderman Cravatta. This was explained to the city council that the City Council is required to authorize signatories for the purposes of signing various financial documents. Following the commencement of Mayor Vicarys term, staff is recommending a resolution 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. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

DESIGNATE THE CITY TREASURER AS THE AUTHORIZED OFFICIAL TO MAKE CARDHOLDER CHANGES AT ANY TIME WITH HEARTLAND BANK. Motion made by Alderman Cravatta to approve the designation of the city treasurer as the authorized official to make cardholder changes at anytime with Heartland Bank, seconded by Alderman Winter. This was explained to the city council that 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 anytime with Heartland Bank. To the staff's knowledge, this function has always been handled by the Finance Office and they are recommending that the council authorize the City Treasurer to make cardholder changes. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

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. Motion made by Alderman Wesner to 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. seconded by Alderman Pulley. This was explained to the Council that 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. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

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. Motion made by Alderman Wesner to approve the use of Central Park in Riverbend by the Genoa Public Library District on June 23, 2021, seconded by Alderman Pulley. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

APPROVE A RESOLUTION APPROVING AND AUTORIZING THE EXECUTION OF A FINAL PLAT OF SUBDIVISION. Motion made by Alderman Cravatta to approve a resolution approving and authorizing the execution of a final Plat of Subdivision, seconded by Alderman Winter. This was explained to the Council that the Planning 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 Planning commission unanimously recommended approval with the

conditions outlined in the resolution. There was no further discussion. Roll call vote was taken. Aldermen Wesner, Pulley, Freund, Stevenson, Winter, Cravatta and Holcomb voted yes. Motion carried.

DEPARTMENT REPORTS

Administrative Report – Administrative Director, Alyssa Seguss reported that she would like to welcome all the new officials and not to hesitate if anyone has any questions.

Finance Report – Treasurer & Finance Office Manager, Jan Tures stated that it is audit time with the current fiscal year ending and a new year starting.

Public Works – Public Works Streets, Sewer and Forestry Supervisor, Janice Melton explained to Council that brush pick up has been taking about 2 – 2 ½ days due to residents setting out more than just brush as this pick up was intended for. At this her suggestion is to limit residents to a 3x5 pile per week for brush pick up. It has been put on Facebook, the City Website and will be put on the water bill; at this time, they will continue to pick up the pile but they will be giving letters to residents informing them that in the future the city will only be picking up a 3x5 pile. Alderman Stevenson suggested a deadline for this information to get out to residents. Alderman Cravatta expressed concern about the size if there happens to be an act of God circumstance vs a resident doing lawn maintenance at this Acting Director of Public Works Melton stated that it may be difficult to determine if it's an act of God or not, however if it's a city tree Public Works will take care of it 100%. Acting Director of Public Works Melton also stated that Public Works spends quite a bit of time mowing and have come to realize with the help of Director Seguss that they have been mowing private resident's lawn. They will be sending out letters explaining to those residents that they will no longer be mowing those areas. Acting Director of Public Works Melton also mentioned about the CCR (consumer confidence report) it is all good for 2020 and will be going out on water billing and presented to council at the next meeting. There was no vote by the council.

Police Department – Chief Smith reported that the department is accepting applications for Police Officer till May 25, 2021. They are looking for 1 officer. Chief Smith also reported that Administrative Director Seguss, the City's building inspector and himself are looking at the property at 682 Park Ave as of May 24, 2021 will be in Adjudication as the owner is now living out of the Country; he also stated that even the realtor can't get into the building. There have also been several complaints of speeding on Madison Street; Chief Smith said that he has the speed trailer there he has also had people come in last week and this week help monitor this; hoping that on May 19, 2021 they can get a report of what is going on, Chief Smith stated that it seems it's not a lot of speeding as it is people rolling the stop signs. Chief Smith has talked with the High School Ag Department who has agreed to help the Park next to Genoa Café look nice by planting flowers, however they will not be mowing this. Chief Smith stated that a resident has submitted an entertainment permit for the date of June 12, 2021; this resident is going to have a live band and lives on the corner of Main St and Stott St, Chief Smith is asking advice from the council if the permit should end at 9 p.m. or 10 p.m. as there was a resident who complained last year due to the noise. The city ordinance for noise is 10 p.m. for quiet time. Alderman Winter and Cravatta said that since quiet time is 10 p.m. we should allow the permit to expire at 10 p.m. There was no vote by the council

Mayor's Report – Mayor Brust welcomed all new members. Mayor Brust and Administrative Director Seguss have been working on getting a few new commissions started, one of the biggest one is the Economic Commissions that will be put together for the 5/19/21 meeting for the Council to look at. Mayor Brust is also looking to start a Beautification Committee and would like 1 or 2 Alderman to come up with the requirements and standards of the committee. The purpose of this committee is to keep the town looking nice it can be for the downtown businesses for new construction, maintenance on buildings and extend to residents homes. Mayor Brust and a few other members attending the new elected officials training act, if you missed it there is a recording that you can go back and listen to, there is also a required test for the new elected officials that

needs to be completed, however the site is down currently; once it is back up and going the new elected officials will be notified and have to complete the test.

ANNOUNCEMENTS – None

Motion to adjourn the Special meeting of the City Council was made by Alderman Wesner, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:35p.m.