

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
AGENDA

May 4, 2020

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:

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

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of
April 20, 2020, as presented.

(5) Public Hearing:

(6) Special Messages and Proclamations:

(A) Proclamation for Economic Development Week.

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Minutes of Committee of the Whole – Public Safety and Finance and
Personnel of April 27, 2020.

(9) Unfinished Business:

(A) Ord. #490H – 2nd Reading: An Ordinance Amending Chapter 22, and
Appendix A of the City of Belvidere Municipal Code.

(B) Ord. #491H – 2nd Reading: An Ordinance Amending Appendix A, Fees, of the
City of Belvidere Municipal Code.

(10) New Business:

Motion forwarded from Committee of the Whole -Public Safety and Finance and
Personnel of March 23, 2020.

Motion of Public Works – Chairman Freeman:

- (A) Motion to approve the proposal from Arc Design Resources, in the amount not-to-exceed \$50,000.00 to complete the Phase 2 Design Engineering for the Logan Avenue Rehabilitation Project. This work will be paid from the proceeds of the local motor fuel tax.

Motions forwarded from Committee of the Whole – Public Safety and Finance and Personnel of April 27, 2020.

Motions of Public Safety – Chairman Crawford:

- (A) Motion to approve the renewal of the XRY software license. The cost is not to exceed \$3,250.00 and will be paid from line item #01-5-210-6020.
- (B) Motion to approve the proposal from Alexis Fire Equipment for the purchase of one Rapid Response Fire/Rescue Unit at a cost of \$180,332. This purchase will be financed through Public Safety Impact Fees (\$73,172) with the balance (\$107,220) coming from FY 21 Capital Fund.
- (C) Motion to approve the vacation carryover of 5 Shifts for Firefighter Hendrickson and 1 Shift for Firefighter Scarpetta.

Motions of Building, Planning and Zoning – Chairman Porter:

- (D) Motion to approve the Special Use Extension Request for 1930-1960 Chrysler Drive.

(11) Adjournment:

State of Illinois) SS
Belvidere, Illinois)

BELVIDERE CITY COUNCIL
REGULAR MEETING
MINUTES

Date: April 20, 2020

Convened in the Belvidere Council Chambers, 401 Whitney Blvd, Belvidere Illinois
at 7:00 p.m.

Call to order by Mayor Chamberlain.

(1) Roll Call: Present: D. Arevalo, R. Brereton (by teleconference),
G. Crawford (by teleconference), W. Frank (by teleconference),
M. Freeman (by teleconference), M. McGee (by teleconference), T. Porter
(by teleconference), T. Ratcliffe (by teleconference), D. Snow (by
teleconference), and C. Stevens.

Absent: None.

Other staff members in attendance:

Budget and Finance Director Becky Tobin, Director of Buildings Kip Countryman,
Public Works Director Brent Anderson, Fire Chief Al Hyser, Police Chief Shane Woody,
Community Development Planner Gina DelRose, City Attorney Mike Drella and City
Clerk Sarah Turnipseed.

(2) Pledge of Allegiance:
Invocation:

(3) Public Comment: None.

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of
April 6, 2020; as presented.

Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve the minutes of the regular
meeting of the Belvidere City Council of April 6, 2020. Roll Call Vote: 10/0 in favor.
Ayes: Arevalo, Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow and
Stevens. Nays: None. Motion carried.

(5) Public Hearing: None.

(6) Special Messages and Proclamations:

(A) Mayor Chamberlain read the Arbor Day Proclamation.

- (7) Approval of Expenditures: General & Special Fund Expenditures: \$1,586,003.47
Water & Sewer Fund Expenditures: \$ 765,438.94

Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve the General & Special Fund Expenditures in the amount of \$1,586,003.47. Roll Call Vote: 10/0 in favor. Ayes: Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens and Arevalo. Nays: None. Motion carried.

Motion by Ald. Stevens 2nd by Ald. Arevalo to approve the Water & Sewer Fund Expenditures in the amount of \$756,438.94. Roll Call Vote: 10/0 in favor. Ayes: Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo and Brereton. Nays: None. Motion carried.

(8) Committee Reports and Minutes of City Officers:

- (A) Monthly Report of Belvidere Police Department Overtime for March 2020.
- (B) Monthly Report of Belvidere Fire Department Overtime for March 2020.
- (C) Monthly Report of Community Development Department/Planning Department for March 2020.
- (D) Monthly Report of Building Department Revenues, Residential Building Permits and Case Reports for March 2020.
- (E) Monthly General Fund Report for March 2020.
- (F) Monthly Water/Sewer Fund Report March 2020.
- (G) Monthly Treasurer Report for March 2020.

Let the record show these reports were placed on file.

- (H) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of April 13, 2020.

Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve the minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of April 13, 2020. Roll Call Vote: 10/0 in favor. Ayes: Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton and Crawford. Nays: None. Motion carried.

(9) Unfinished Business:

- (A) Ord. #489H – 2nd Reading: An Ordinance Amending Section 110-2, Exceptions, of the City of Belvidere Municipal Code.

Motion by Ald. Arevalo, 2nd by Ald. Stevens to pass Ord. #489H. Roll Call Vote: 10/0 in favor. Ayes: Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford and Frank. Nays: None. Motion carried.

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(10) New Business:

(A) Ord. #490H – 1st Reading: An Ordinance Amending Chapter 22, and Appendix A of the City of Belvidere Municipal Code.

(B) Ord. #491H - 1st Reading: An Ordinance Amending Appendix A, Fees, of the City of Belvidere Municipal Code.

Let the record show Ord. #490H and #491H placed on file for first reading.

(C) Res.#2107-2020 – A Resolution Directing the Planning Department to Publish the Zoning Map of the City of Belvidere.

Motion by Stevens, 2nd by Ald. Arevalo to adopt Res. #2107-2020. Roll Call Vote: 10/0 in favor. Ayes: McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford, Frank and Freeman. Nays: None. Motion carried.

(D) Res. #2113-2020 – A Resolution for Maintenance Under the Illinois Highway Code.

Motion by Ald. Arevalo, 2nd by Ald. Stevens to adopt Res. #2113-2020. Roll Call Vote: 10/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford, Frank, Freeman and McGee. Nays: None. Motion carried.

(E) Request by Ald. Porter to reconsider Motion to approve the proposal from Arc Design Resources, in an amount not-to-exceed \$50,000.00, to complete the Phase 2 Design Engineering for the Logan Avenue Rehabilitation Project. This work will be paid for from the proceeds of the local motor fuel tax.

Motion by Ald. Porter, 2nd by Ald. Brereton to reconsider Motion to approve the proposal from Arc Design Resources, in an amount not-to-exceed \$50,000.00, to complete the Phase 2 Design Engineering for the Logan Avenue Rehabilitation Project. This work will be paid for from the proceeds of the local motor fuel tax. Roll Call Vote: 6/10 in favor. Ayes: Stevens, Brereton, Frank, Freeman, McGee and Porter. Nays: Ratcliffe, Snow, Arevalo and Crawford. Motion carried.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of April 13, 2020.

(A) Motion to approve the Special Use Extension Request for 982 Belvidere Road. Roll Call Vote 10/0 in favor. Ayes: Snow, Stevens, Arevalo, Brereton, Crawford, Frank, Freeman, McGee, Porter and Ratcliffe. Nays: None. Motion carried.

(B) Motion to approve the Special Use Extension Request for 1550 Pearl Street. Roll Call Vote 10/0 in favor. Ayes: Stevens, Arevalo, Brereton, Crawford,

Frank, Freeman, McGee, Porter, Ratcliffe and Snow. Nays: None. Motion carried.

- (C) Motion to approve the Special Use Extension Request for 300 South Main Street. Roll Call Vote: 10/0 in favor. Ayes: Arevalo, Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow and Stevens. Nays: None. Motion carried.
- (D) Motion to approve the Special Use Extension Request for the Car Wash near Speedway Convenience Store/ Gas Station. Roll Call Vote: 10/0 in favor. Ayes: Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens and Arevalo. Nays: None. Motion carried.
- (E) Motion to approve the work order from Baxter & Woodman, in the amount not-to-exceed \$9,700.00, for the WWTP Pretreatment Program – Industrial Users Review. Roll Call Vote: 10/0 in favor. Ayes: Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo and Brereton. Nays: None. Motion carried.
- (F) Motion to approve the work order from Baxter & Woodman, in the amount not-to-exceed \$5,500.00, for assisting WWTP staff in completing the 2019 Annual Pretreatment Report with submittal to USEPA Region 5 and IEPA. This work will be paid for from Line Item#61-5-820-6190. Roll Call Vote: 10/0 in favor. Ayes: Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton and Crawford. Nays: None. Motion carried.
- (G) Motion to approve of Change Order #2 from Stenstrom Excavation and Blacktop Group, in the amount of \$48,305.00 for Wycliffe Lift Station Upgrade project. This work will be paid for from Sewer Connection Fees #0510. Roll Call Vote: 10/0 in favor. Ayes: Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford and Frank. Nays: None. Motion carried.
- (H) Item removed from agenda.
- (I) Motion to approve the 2020 Outdoor Warning Siren System annual preventive maintenance agreement with Braniff Communications in the amount of \$5,400.00. This cost will be paid for from Line Item #01-5-240-7900. Roll Call Vote: 10/0 in favor. Ayes: McGee, Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford, Frank and Freeman. Nays: None. Motion carried.
- (J) Motion to limit public comment to written comment at any public meeting which will be read into the record during the public comment portion of the meeting. Any such written public comment must be received by the City Clerk no later than 4:30 p.m. the day of the public meeting. The Clerk shall provide an email address for purposes of receiving public comment and post

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that address on the City’s Web Site. Upon termination of the Governor’s Executive Orders with respect to public gatherings during COVID-19, this

policy shall immediately terminate and public comment will revert to its usual requirement of in person attendance. Roll Call Vote: 10/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Arevalo, Brereton, Crawford, Frank, Freeman and McGee.

(11) Adjournment:

Motion by Ald. Crawford, 2nd by Ald. Stevens to adjourn meeting at 7:42 p.m. Aye voice vote carried. Motion carried.

Mayor

Attest:

City Clerk

City of Belvidere Proclamation for Economic Development Week

Proclamation

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, the International Economic Development Council provides leadership and excellence in economic development for communities, members, and partners through conferences, training courses, advisory services and research, in-depth publications, public policy advocacy, and initiatives such as the Accredited Economic Development Organization program and the Certified Economic Developer designation; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the City of Belvidere within the State of Illinois; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Belvidere do hereby—

- 1) recognize May 4-9 2020 as “National Economic Development Week”

in the City of Belvidere and remind individuals of the importance of this community celebration which supports expanding career opportunities and improving quality of life.

BE IT FURTHER RESOLVED that the City Council is authorized and directed to transmit an appropriate copy of this proclamation to **Growth Dimensions – Economic Development for Belvidere & Boone County** and the **International Economic Development Council**.

IN TESTIMONY WHEREOF the Mayor of the City of Belvidere and the City Clerk of the City of Belvidere have hereunto subscribed their names and have caused the Official Seal of the City of Belvidere to be hereunto affixed in on this 4th day of May, 2020.

Mayor

City Clerk

About Economic Development Week: Economic Development Week is an event created by the International Economic Development Council to celebrate the achievements of economic developers. The event will occur for the third time from May 4-9, 2020. Information can be found at www.iedconline.org/edw.

Minutes
Committee of the Whole
Public Safety and Finance and Personnel
April 27, 2020 6:00 p.m.

Call to Order - Mayor Mike Chamberlain:

Aldermen Present:

D. Arevalo, R. Brereton (by Teleconference),
G. Crawford (by Teleconference),
W. Frank (by Teleconference),
M. Freeman (by Teleconference),
M. McGee (by Teleconference),
T. Porter (by Teleconference),
T. Ratcliffe (by Teleconference),
D. Snow (by Teleconference) and C. Stevens.

Alderman Absent: None.

Also, in attendance:

Budget and Finance Director Becky Tobin, Public Works
Director Brent Anderson, Community Development Planner Gina
DelRose, Director of Buildings Kip Countryman, Fire Chief
Al Hyser, Police Chief Shane Woody, City Attorney Mike
Drella and City Clerk Sarah Turnipseed.

Public Comment: None.

Public Forum: Mayor Mike Chamberlain spoke on recent
lawsuit against Governor Pritzker's extended
Stay-at-Home Order.

1. Public Safety, Unfinished Business: None.

2. Public Safety, New Business:

(A) Police-Renewal of software license for XRY.

Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve the
renewal of the XRY software license. The cost is not to
exceed \$3,250.00 and will be taken out of the contractual
line item #01-5-210-6020. Aye voice vote carried. Motion
carried.

(B) Fire-Rapid Response Vehicle.

Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve the proposal from Alexis Fire Equipment for the purchase of one Rapid Response Fire/Rescue Unit at a cost of \$180,332. This purchase will be financed through Public Safety Impact Fees (73,172) with the balance (\$107,220) coming from FY21 Capital Fund.

Discussion took place. Motion by Alderman Freeman, 2nd by Ald. Brereton to table the matter to June 22, 2020. Aye voice vote carried. Ald. Freeman requested a Roll Call Vote. Roll Call Vote on motion to table: 5/6 in favor: Ayes: Brereton, Frank, Freeman, McGee, and Porter. Nays: Arevalo, Crawford, Ratcliffe, Snow, Stevens and Mayor Chamberlain. Motion to table lost.

Aye voice vote carried on original Motion to approve proposal from Alexis Fire Equipment for the purchase of one Rapid Response Fire/Rescue Unit at a cost of \$180,332. Motion carried.

- (C) Fire-Hendrickson and Scarpetta vacation carryover.

Motion by Ald. Arevalo, 2nd by Ald. Stevens to approve the vacation carryover of 5 Shifts for Firefighter Hendrickson and 1 Shift for Firefighter Scarpetta. Aye voice vote carried. Motion carried.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

- (A) Budget and Finance Director Becky Tobin- Update.

Budget and Finance Director Becky Tobin presented City of Belvidere Fiscal Year 2021 Budget Highlights.

5. Other:

- (A) Special Use Extension - 1930-1960 Chrysler Drive.

Discussion took place. Motion by Ald. Stevens, 2nd by Ald. Arevalo to approve Special Use Extension Request for 1930-1960 Chrysler Drive. Aye voice vote carried. Motion carried.

6. Adjournment:

Motion by Ald. Stevens, 2nd by Ald. Crawford to adjourn meeting at 6:26p.m. Aye voice vote carried. Motion carried.

_____ Mayor

Attest: _____ City Clerk