



City Council  
**COMMITTEE OF THE WHOLE**  
*City of Belvidere, Illinois*

Alderman Sheryl Prather	Chairman Building
Alderman Natalie Mulhall	Vice-Chairman Building
Alderman Ric Brereton	Chairman Finance and Personnel
Alderman Wendy Frank	Vice -Chairman Finance and Personnel
Alderman Tom Porter	Chairman Planning & Zoning
Alderman Mike McGee	Vice-Chairman Planning & Zoning
Alderman Clayton Stevens	Chairman Public Safety
Alderman Matthew Fleury	Vice-Chairman Public Safety
Alderman Marsha Freeman	Chairman Public Works
Alderman Daniel Snow	Vice-Chairman Public Works

**AGENDA**

June 14, 2021  
6:00 p.m.  
City Council Chambers  
401 Whitney Blvd., Belvidere, Illinois

Call to Order – Mayor Clinton Morris.

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

1. Public Works, Unfinished Business:
  - A. Stormwater Utility Implementation Phasing.  
Tabled August 10, 2020.
2. Public Works, New Business:
  - A. Public Works - Update.
  - B. Water Service Repair – 429 W. Madison Street.

- C. Willowbrook Drive – Parking.
  - D. TRC 2021 Annual Services – Landfill #2.
  - E. PVC Replacement Wells – Landfill #2.
  - F. Street Closure – Kegels/Jack Rose Summer Tour 21 Ride.
  - G. Block Party Request – 429 W. Hurlbut Avenue.
3. Building, Planning & Zoning, Unfinished Business: None
4. Building, Planning & Zoning, New Business:
- A. Planning & Zoning Department - Update.
  - B. Reappointment of Art Hyland to the Planning and Zoning Commission.
  - C. Flag Pole Requirement Options.
  - D. Building Department - Update.
  - E. Oakbrook Woods Plat #1 Lot OLA, PIN 07-02-126-001 -Maintenance.
5. Other:
- A. Amendment of Section 2-111 Committees.
  - B. Police – Request for Purchase of EC/IR Breathalyzer Machine.
  - C. Police – Lateral Hire Ordinance.
  - D. Appointment of Gayle Steltenpohl to the IDA Public Library Board of Trustees.
  - E. Reappointment of Donna Donato to IDA Public Library Board of Trustees.
  - F. Reappointment of Dawn Brooks to IDA Public Library Board Trustees.
  - G. Executive Session pursuant to Section 2(c)(5) of the open meetings act to discuss the purchase or lease of real property, including the discussion of whether a specific parcel should be acquired.
6. Adjournment:

**BELVIDERE PUBLIC WORKS**

401 Whitney Boulevard

Belvidere, IL 61008

Phone 815-544-9256

Fax: 815-544-4255

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** January 21, 2021  
**Re:** Water Service Leak – 429 West Madison Street

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We were notified of a water leak at 429 West Madison Street on February 8, 2021. Water Department employees shut the water box off and the leak stopped, thereby indicating that the leak was on the property owner's water service. The property owner, Mary Schafman, was advised that the leak would be her responsibility to fix. The water was left on so that Ms. Schafman could remain in the house. Her nephew made arrangements to have the water service repaired and the work was completed by Pearson Plumbing on February 26, 2021.

While making the repairs, the service connection on the water box was found to be worn away and would need to be replaced. A new water box was installed by the Water Department and Pearson Plumbing completed their work.

Pearson installed a new poly water service to the house, as well as relocating the water meter in the basement due to the existing service line being galvanized pipe. The total bill from Pearson was \$3,790.00 with the cost of the outside work being \$3,140.00.

The property owner completed a Loss Notice Report which was submitted to RMA and their denial letter is attached.

The property owner is now requesting reimbursement from the City for these costs (see attached letter).

I Andy Ferguson was contacted by my elderly aunt Mary Schafman who I take care of on 2/8/21 that the city told her she had a water leak. She let them know I would be contacting them.

I call the city water department and received a call back from Tony Delmore that there was a leak by the shut off box located next to the sidewalk. When they turned the shut off it stopped leaking therefore was my leak to fix but they would be checking to verify the pipe on the street side of the box was copper.

2/9/21 Tony called me and said they hydro bored a hole and verified their side of the box had copper running into it so I would have to fix it. I asked where the break was and Tony said it's should be close to the box on my side based on the leak. I contacted the director of public works Brent Anderson to inquire as to why this would be my responsibility and how do we know it's my pipe that's failed. Brent told me anything on the house side of the shut off is the homeowners responsibility to fix but if once we dug it up we found it was not our pipe to call them and they would come out and fix it.

This being the coldest stretch of negative weather in years when this happened I could not find anyone who would work on it. I then contacted the water department foreman Jesse Gonzalez who gave me the name of Pearson Plumbing to do the repair.

Pearson came out the following day and I hired them to fix it. They dug it up about a week later and found the city shut off to be broken so they called the city of Belvidere who came out, looked and left to get parts. The city workers came back with a new shut off and riser and replaced the old one at which time Pearson finished up their work replacing the pipe to my house because they said galvanized pipe could not be coupled to and would have to be changed out.

I contacted Jesse Gonzalez again during this time and he suggested my pipe failing could have caused their shut off to fail and told me I would have to file a claim.

At this point I have paid Pearson Plumbing \$3790 to repair a leak caused by the city shut off failing and will have to pay to repair my yard and driveway approach which was ruined from this as well as the sidewalk needs to be replaced but Jesse said the city would take care of that.

I believe this to be the responsibility of the City to pay and part of what we pay property taxes for owning this home for nearly 90 years. I am requesting the City pay \$3790 for the plumbing repair and additionally the City repair the driveway approach and sidewalk. We have already taken care of the yard.

That being said, if the City for some reason still feels they are not fully responsible, the cost should at the very least be shared.

Please call if you have any questions or would like to discuss further.

Andy Ferguson

815-985-3337



**LOSS NOTICE REPORT**

All Claims Other than Workers Compensation

(Please Print or Type)

IMLRMA MEMBER INFORMATION	Municipality: <u>CITY OF BELVIDERE</u>		
	Name of person with information on the loss: <u>JESSE GONZALEZ</u>		
	Title: <u>WATER DEPT. SUPERVISOR</u>	Phone #: <u>815-289-0644</u>	
DATE AND PLACE OF INCIDENT	Date and hour of loss: <u>2-8-21</u>	Date you were notified of loss: <u>2-8-21</u>	
	Location / address of incident? <u>429 W. MADISON ST</u>		
	City: <u>BELVIDERE</u>		State: <u>IL</u>
	Police report filed? <u>N/A</u>	If yes, which police department? <u>N/A</u>	
INJURED PERSON INFORMATION	Full name:	Sex:	Apparent age:
	Full address: <u>N/A</u>	Phone #:	
	Occupation:	By whom employed:	
	Nature and extent of the injury:		
	Type of medical treatment provided?	Hospital/Dr. name:	
PROPERTY DAMAGE	Property description: <u>429 W. MADISON ST. BELVIDERE, IL</u>		
	Cause of loss (fire, wind, explosion): <u>BROKEN CITY WATER SHUT-OFF</u>		
	Owner of the property: <u>MARY SCHAFFMAN (ANDY FERGUSON)</u> phone #: <u>815-985-3337</u>		
	Approximate cost of repairs: <u>\$ 3790.00</u>		
AUTOMOBILE DAMAGE	YEAR	MAKE / MODEL	DAMAGE (Windshield, total loss...)
	<u>N/A</u>		
INCIDENT DESCRIPTION			
WITNESSES	NAME	ADDRESS	
	<u>ANDY FERGUSON</u>	<u>2981 HILLCREST RD BELVIDERE, IL</u>	
COMMENTS	<u>SEE ATTACHED STATEMENT</u>		
Date:	Reported by:	Signature:	

Please fax the completed form to: (312) 455-6477 or email: imlrmaclaimsreports@ccmsi.com. (Keep one copy for your file.)

Illinois Municipal League Risk Management Association, c/o CCMSI  
114 Racine Avenue, Ste 200, Chicago, IL 60607

If you have questions, please call (866) 908-9230

Illinois Municipal League

**RMA** Risk  
Management  
Association

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May 6, 2021

Mary Schafman  
429 West Madison Street  
Belvidere, IL 61008

RMA Member: City of Belvidere  
Claimant: Mary Schafman  
Date of Loss: 2/8/2021  
Claim No.: 21050J538335

Dear Ms. Schafman:

The City of Belvidere is a member of the Illinois Municipal League Risk Management Association (RMA). It is our obligation to pay those claims for which our member is responsible due to negligence. After completing our investigation of your claim, RMA does not find any evidence to show that our member's negligence caused this accident.

It is our understanding that your lateral sewer pipe had a leak and needed replaced. The pipe was also not made out of PVC and therefore, not up to code. Since the lateral sewer line is the homeowner's responsibility up until the point it connects with the city sewer main, and is not owned or maintained by the City of Belvidere, RMA must respectfully deny payment of your claim.

If you have any questions about this denial please feel welcome to contact me at (217) 444-1393. If you have any information that you believe will change our position, please forward those materials to me at [afadl@ccmsi.com](mailto:afadl@ccmsi.com) or you may mail the materials to:

IML Risk Management Association  
c/o CCMSI  
Attn: Alexis Fadl  
2 East Main Street, Suite 208  
Danville, IL 61832

Sincerely,



Alexis Fadl  
Multi-Line Claim Representative I

c: Sarah Turnipseed  
Blaine Kurth  
Aaron Golden

042\_CDO\_01062021

**FRAUD WARNING:** Any person who, knowingly and with intent to injure, defraud, or deceive any employer, insurance company, third party administrator, self-insured program, or any other third party, files an insurance claim containing any false or misleading information, which violates an applicable state statute, is guilty of a crime and subject to prosecution.

**Disclaimer:** The trade secret, commercial, and financial information contained in the documents hereby provided are proprietary, privileged, and confidential IMLRMA/CCMSI records. Distribution of such trade secret, commercial, or financial information is prohibited and would cause competitive harm to IMLRMA/CCMSI.

## Brent Anderson

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**From:** Don Howe <DH@pearsonguy.com>  
**Sent:** Thursday, May 27, 2021 9:08 AM  
**To:** Brent Anderson  
**Cc:** Rhonda Weitzel  
**Subject:** 429 W Madison St

Hi Brent,

Here is the breakdown for the outside portion only for the water service replacement.

Excavation & haul away - \$1,750.00

Rock - \$200.00

Material - \$90

Plumbing labor 2 guys - \$1,100.00

Total - \$3,140.00

Let me know if you need anything else.

### Don Howe

*Sr. Vice President / Plumbing Supervisor  
Pearson Plumbing & Heating*



**2415 20th St., Rockford, IL 61104**  
**Office: 815-398-8312 | Fax: 815-229-8778**  
**[DH@pearsonguy.com](mailto:DH@pearsonguy.com)**  
**<http://www.pearsonguy.com>**

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# Invoice

2415 20th Street  
Rockford, IL 61104  
(815) 398-8312

02/26/21  
Page 1

SCHAFMAN, MARY  
429 W MADISON ST  
BELVIDERE IL 61008

SCHAFMAN, MARY  
429 W MADISON ST  
BELVIDERE IL 61008

Call Slip Number	Invoice Date	Invoice Number	Due Date
507411	02/26/2021	S424963	03/28/2021

Tech	Date
105	02/26/2021
001	02/22/2021
206	02/26/2021
105	02/22/2021
205	02/25/2021

Qty	Material
(1)	AY MCD,5/8X3/4X1 COMP VALVE
(4)	MUELLER INSERT 100
(1)	MUELLER 075FIPX100COMP COUP
(1)	MUELLER 100COMPX075COMP COUP
(1)	MUELLER 075MIPX100COMP COUP
(10)	HANGER,SIOUX 100
(1)	BUSHING GAL 075X050
(1)	BUSHING GAL 100X075
(1)	100 PEX LF BALL VALVE
(6)	100 PROPEX PLASTIC ELBOW
(9)	100 PROPEX RING W/STOP
(1)	075 PEX X 075 SWT ADAPTER
(1)	075X100 PROPEX PLASTIC COUPLIN
(2)	075 PROPEX RING W/STOP
(20)	100 PEX TUBING BLUE
(50)	1" ENDOPURE POLY
(500)	WIRE,#14 TRACER WIRE/DIG
(5)	100 PROPEX RING W/STOP
(1)	CLAMP CONDUIT 1 INCH

Description	Amount
EXTRA WORK PERFORMED	0.00

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ADDITIONAL DETAILS:

submit written east for water service replacement 2/25- called in locates a0561104



(815) 398-8312

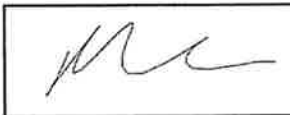
SCHAFMAN, MARY  
429 W MADISON ST  
BELVIDERE IL 61008

SCHAFMAN, MARY  
429 W MADISON ST  
BELVIDERE IL 61008

Call Slip Number	Invoice Date	Invoice Number	Due Date
507411	02/26/2021	S424963	03/28/2021

1- excavate and install new 1" poly water service from southwest corner of house down driveway to city shut off box. Water dept installed new shut off box as we had ditch open. Relocate meter to southwest corner of house and repipe overhead back to old main. Turned water on and flushed system. Water is now back on and working. Advised customer to leave water trickle for next couple days so it won't freeze due to exposure. No warranty on frozen water main if it freezes. Backfilled trench, hauled away old sidewalk and filled empty sidewalk up with rock. Talked to Jesse of city and they will replace sidewalk. All work done as per bid. No further issues at this time.

By signing this electronic document you are confirming your legal authority to order the work which has been satisfactorily performed as outlined above. All amounts not paid within 30 days from billing date will be subject to a finance charge of 2% per month, an annual of 24%. Should you default on payment an additional fee of 35% of the account balance will be incurred, as well as any attorney fees and court costs, as permitted by law. Pearson warranties its workmanship work for 30 days and honors the Manufacturer's warrant. Pearson offers NO warranty of labor or material for any product furnished by the customer. Pearson is indemnified from any and all actual or alleged claims, damages, losses, penalties and expenses.



Signed by: Andrew

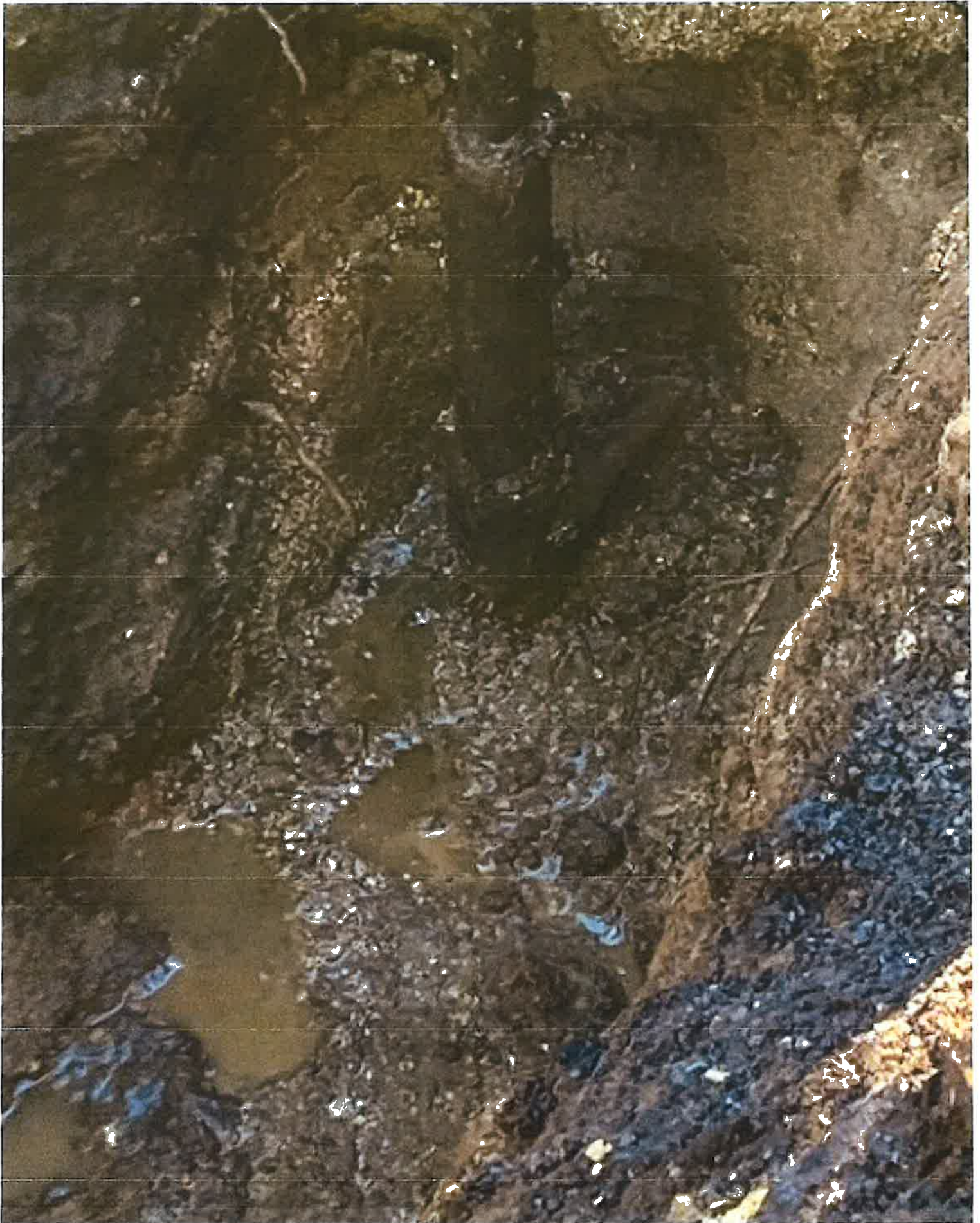
02/26/2021 01:48PM

CC # Auth: \$1895.00, Check #1544 \$1895.00

As Agreed: 3790.00  
Received: 3790.00

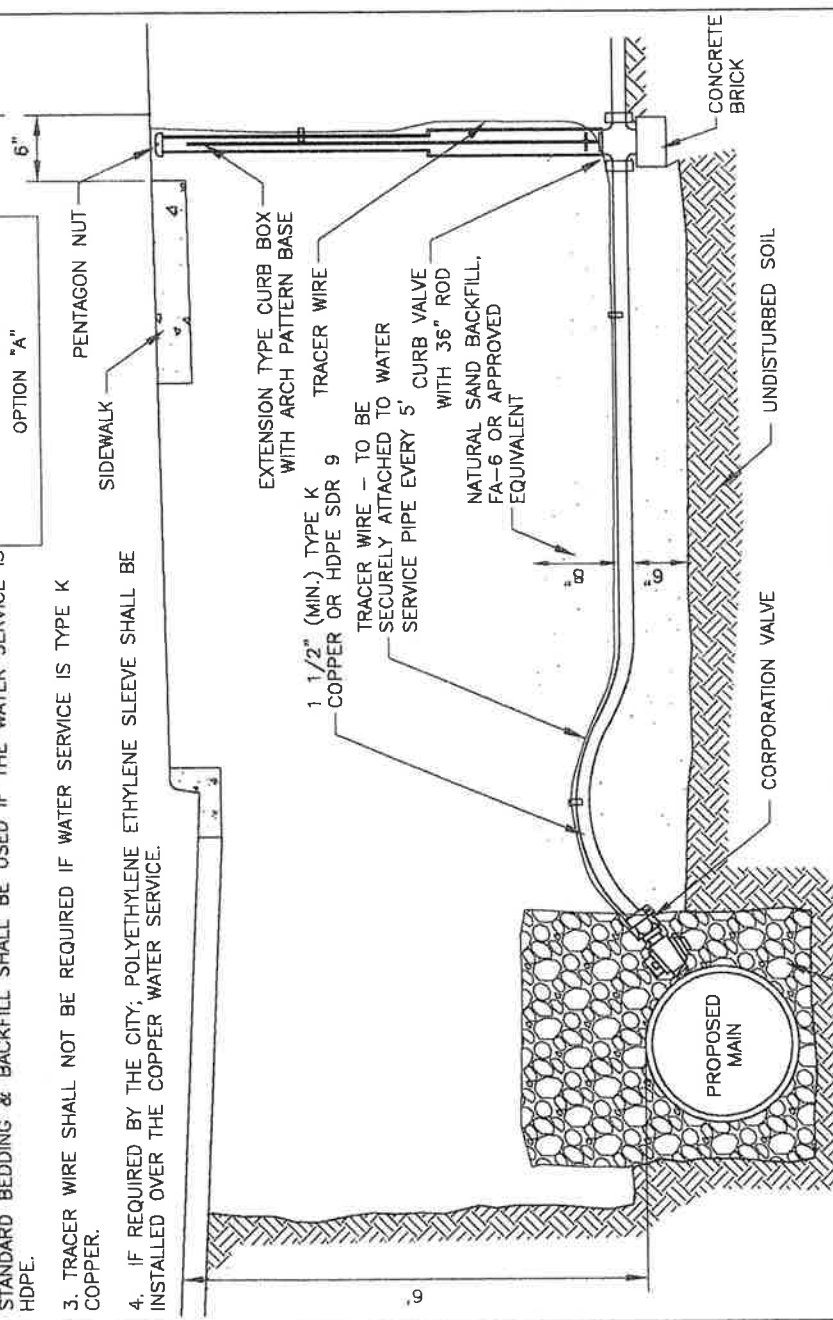
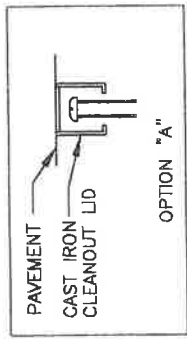
Balance Due: 0.00







- NOTE:**
1. WHEN CURB BOX IS LOCATED IN PAVEMENT, A CAST IRON CLEANOUT LID, AS MANUFACTURED BY VALVCO, SHALL BE USED. SEE OPTION "A".
  2. NATURAL SAND FOR THE WATER SERVICE BACKFILL SHALL NOT CONSIST OF POTENTIALLY CORROSIVE MATERIAL SUCH AS LIMESTONE, CRUSHED CONCRETE, ETC. THE NATURAL SAND BACKFILL SHALL BE REQUIRED WHEN TYPE K COPPER IS USED AS THE WATER SERVICE PIPE. STANDARD BEDDING & BACKFILL SHALL BE USED IF THE WATER SERVICE IS HDPE.
  3. TRACER WIRE SHALL NOT BE REQUIRED IF WATER SERVICE IS TYPE K COPPER.
  4. IF REQUIRED BY THE CITY, POLYETHYLENE ETHYLENE SLEEVE SHALL BE INSTALLED OVER THE COPPER WATER SERVICE.



ALL SERVICE VALVES & CURB BOXES SHALL BE MANUFACTURED BY A.Y. McDONALD MFG. CO. OR MUELLER CO.

**DOMESTIC WATER SERVICE**

To: Mayor Morris, City Clerk and the City Council

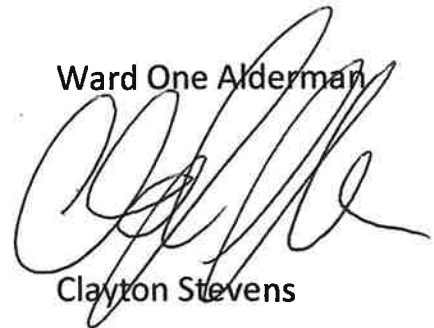
Re: Willowbrook Drive

Date: 06-09-2021

I have had residents in Oakbrook Woods Subdivision complaining of vehicles parking on both sides of Willowbrook Drive between Chrysler Drive and Oakwood Drive. When vehicles park on both sides of the street only one vehicle can drive down the street. This is a large problem when children are waiting for and getting on the school bus. The residents would like to see one side of the street made into not parking.

I am requesting that this matter be placed on the applicable agenda for discussion.

Ward One Alderman

A handwritten signature in black ink, appearing to read 'Clayton Stevens', is written over the typed name.

Clayton Stevens

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 6/9/2021  
**Re:** TRC Annual Services Agreement for Landfill #2

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Attached to this memo is a proposal from TRC for their 2021 annual services agreement for Landfill #2. Their annual services include statistical evaluation of monitoring well data, data analysis, groundwater assessment, preparation of the Corrective Action Evaluation Report, as well as operation and maintenance of the Leachate/Landfill Gas Recovery System.

I would recommend approval of the 2021 Landfill #2 Annual Services Agreement with TRC. This work is included in the Landfill budget and paid for from account number 01-5-335-7900.



708 Heartland Trl.  
Suite 3000  
Madison, WI 53717

T 608.826.3600  
TRCcompanies.com

December 21, 2020

Mr. Kevin Catlin  
County Administrator  
Boone County Government  
1212 Logan Avenue, Suite 102  
Belvidere, IL 61008

Subject: Proposal for 2021 Annual Services – Belvidere (Boone County) Landfill #2

Dear Mr. Catlin:

This letter presents TRC's proposal to assist Boone County and the City of Belvidere with environmental support, analyses, and reporting for the Belvidere (Boone County) Landfill #2 for the 2021 reporting year. This includes the planned, routine monitoring reporting, and other environmental services that we have provided to the County and City for the last several years.

As for 2020, our planned team includes Joel Schittone as the project manager, Ken Quinn providing senior level guidance and quality assurance with respect to groundwater quality issues, and Peggy Popp managing the database. Steve Sellwood will be the technical lead regarding groundwater quality issues. Steve is one of TRC's hydrogeologists with extensive landfill experience.

We are pleased to offer this assistance to Boone County and the City of Belvidere and continue to help minimize the liabilities associated with this landfill. To accept this proposal, please sign and return one copy of the enclosed Work Authorization.

Please contact us with any questions you may have.

Sincerely,

TRC

Joel V. Schittone, P.E.  
Principal Project Manager

Kenneth Quinn, P.G.  
Senior Hydrogeologist

Attachments: Proposal  
Work Authorization  
Rate Schedule  
Supplemental Permit No. 2019-390-SP dated August 11, 2020

cc: Brent Anderson – City of Belvidere



**Attachment 1  
Proposal**

## Proposal for 2021 Annual Services – Belvidere (Boone County) Landfill #2

The following proposal generally repeats the Background and Scope of Services from the previous proposal for annual services for 2020, carrying forward the routine activities to be performed in 2021.

### Background

The current Illinois Environmental Protection Agency (Illinois EPA) Supplemental Permit (SP) No. 2019-390-SP, dated August 11, 2020 (Permit), requires the continued operation, maintenance, and reporting activities that were required in previous permits. This Permit also removed the requirements identified in Permit Condition 29 of Attachment A of the previous supplemental permit (No. 2017-533-SP) that required evaluation of organic parameters benzo(b)fluoranthene, fluoranthene, and pyrene at wells MW-213A and MW-213B. The findings for that required sampling and evaluation were submitted by TRC on behalf of Boone County and the City of Belvidere to the Illinois EPA on January 30, 2020; thus satisfying Condition 29. A copy of the Permit is included in Attachment 4 of this proposal.

The Permit also continues to require the operator to conduct evaluation of several organic parameters at a number of groundwater monitoring wells, per Condition 26. In a 2015 SP, the Illinois EPA added 31 new parameters to the annual sampling event completed in April each year. These parameters are included in the First Semi-Annual Environmental Monitoring Report (submitted by July 15<sup>th</sup> of each year), and evaluated in the annual Corrective Action Evaluation Report (CAER) submitted by October 15<sup>th</sup> of each year. If any of these parameters indicate concentrations above background downgradient of the landfill, the evaluation of its distribution, source, and potential natural attenuation could significantly complicate the CAER, beyond the scope assumed in this proposal.

In general, the type of work that we have performed over the last several years for the City/County, and will continue to be performed in 2021, includes the following items:

1. **Statistical evaluation** – Attachment A, Condition 19 of the Permit requires that groundwater quality data be compared to statistically established background values and groundwater quality standards on a semi-annual basis and that the results of that comparison be submitted to Illinois EPA on a semi-annual basis.
2. **Analytical data** – Attachment A, Condition 20 of the Permit requires that groundwater samples be collected on a semi-annual (previously quarterly) basis and Attachment A, Condition 25 of the Permit requires that groundwater quality data be submitted to Illinois EPA in an appropriate electronic format. Groundwater sampling and laboratory analysis are performed by a consultant/laboratory under direct contract to the City/County.
3. **Groundwater assessment** – Attachment A, Condition 21 of the Permit requires that the first semi-annual report contain, in addition to the information provided in the second semi-annual report, an assessment of the groundwater flow direction and the hydraulic gradients at the facility.
4. **Corrective Action Evaluation Report** – Attachment A, Condition 23 of the Permit requires that a CAER be submitted to the Illinois EPA as a supplemental permit application by October 15, each year. An evaluation of the efficacy of the leachate extraction system shall be included in the annual corrective action evaluation, as required by Attachment A, Condition 24 of the Permit.
5. **Air emission report** – An annual air emission report regarding the landfill gas flare must be submitted to the Illinois EPA.

TRC's proposal addresses each of these items as well as providing an allowance for general assistance activities that may be requested by the County/City.

The Illinois EPA continues to evaluate emerging contaminants, with the potential for adding more parameters to all landfills' monitoring programs. A group of emerging contaminants referred to as per- and poly-fluoroalkyl substances (PFAS) are being evaluated by the Illinois EPA. We don't think they will get to the point of adding these parameters to your monitoring program in 2021, although it's not out of the realm of possibilities. However, if it's not this year, we expect it to occur in the next few years. Therefore, the Scope of Services for 2021 assumes no change in the list of parameters being monitored.

## Project Objective

TRC's proposal has been developed to accomplish the following City/County objective:

- Satisfy the groundwater data evaluation and reporting requirements of the Permit as specified by applicable conditions in Attachment A of the Permit.

## Scope of Services

TRC will perform the services described below for 2021. They are similar to the scope of services proposed and implemented for 2020.

### Task 1: Statistical Evaluation

Data collected from monitoring wells will be compared to statistical background values to determine whether changes to groundwater quality have occurred. Two semi-annual reports will be prepared. The two reports will describe the results of the statistical comparisons, as well as comparisons to 35 IAC part 620 groundwater protection standards. The first semi-annual report will include, in addition to the data comparisons and 35 IAC part 620 standard comparisons, an assessment of the groundwater flow direction and the hydraulic gradients at the facility. Specific activities to be performed include:

1. Coordinate groundwater sampling and data reporting with the firm that performs groundwater monitoring for the City/County. We assume that the firm is solely responsible for implementing the sampling procedures specified in the Permit and that this firm will provide suitable electronic data downloads to TRC in a timely manner.
2. Perform the data comparisons and prepare reports in the same relative format as 2020. One requirement imposed by Illinois EPA as a condition of reducing the frequency of sampling is to evaluate water quality trends, with the requirement to return to quarterly if there is a specific upward trend in constituents. TRC has included this evaluation in the statistical evaluation. The first semi-annual report due by July 15<sup>th</sup> of each year will include a discussion of groundwater flow direction and the hydraulic gradients at the facility (see Task 3).
3. Provide electronically (via e-mail) a working copy of each report for review by Boone County, the City of Belvidere, and the City/County legal counsel. We do not anticipate any meetings will be necessary to discuss the reports and therefore costs for any meetings are not included.
4. Revise the report once, finalize the report, and submit three copies of the report to the Illinois EPA, one copy to the City, one copy to the County, and an electronic copy to the County/City's legal counsel.
5. Submit the data to Illinois EPA in an electronic format acceptable to Illinois EPA.

### Task 2: Analytical Data

Field measurements and laboratory results for groundwater and leachate samples will be submitted electronically to Illinois EPA on a semi-annual basis along with the semi-annual groundwater monitoring reports. The electronic data files will be formatted according to the instructions provided on the Illinois EPA Waste Management Web site.

**Task 3: Groundwater Assessment**

The first semi-annual report will include, in addition to the data comparisons and 35 IAC part 620 standard comparisons, an assessment of the groundwater flow direction and the hydraulic gradients at the facility. The first semi-annual report will include a brief groundwater assessment in the report text and two potentiometric maps based on data collected during the semi-annual field monitoring.

**Task 4: Corrective Action Evaluation Report**

TRC will prepare the Annual Corrective Action Evaluation Report required by Condition No. 23 of Attachment A of the Permit for submittal to Illinois EPA by October 15, 2021. The report will address the effectiveness of corrective action measures at the facility. The report will contain the following information required by Illinois EPA:

1. Potentiometric surface maps showing groundwater flow direction.
2. A summary of 35 IAC 620 groundwater quality standards.
3. Trend analyses (graphs or trend plots) for chemical constituents that exceed 35 IAC 620 standards, regardless of whether the constituents are included in the facility's Groundwater Management Zone (GMZ).
4. A discussion of the nature and extent of groundwater impacts. We assume that there are no significant or widespread groundwater standard exceedances that will require more extensive evaluations or mapping.
5. Recommendations for additional corrective action if the groundwater data indicates contaminant concentrations are increasing.
6. The results of annual monitoring of the Grenke private water supply well.
7. Semi-annual leachate elevation data from gas extraction wells GW-1, GW-2, and GW-3.
8. Volume of leachate extracted from the leachate storage tank for treatment at the City of Belvidere's wastewater treatment plant. Leachate volume data will be provided by the City.
9. Illinois professional engineer (P.E.) certification of the report.
10. The evaluation of VOCs per Condition 26 of the permit.

Based on a request by Boone County, an executive summary section will be added to the report.

Specific activities to be performed include:

1. Provide a working copy of the report for review by Boone County, the City of Belvidere, and City/County legal counsel. We do not anticipate any meetings will be necessary to discuss the report and therefore costs for a meeting are not included.
2. Prepare the Illinois EPA LPC-PA1, LPC-PA16, and 39(i) Certification forms necessary for submittal of the report as a supplemental permit application. This includes a P.E. certification that will be performed by a TRC professional engineer licensed in Illinois.
3. Revise the report once, finalize the report, and submit four copies of the report to the Illinois EPA, one copy to the City, one copy to the County, and one electronic copy to the City/County legal counsel.

**Task 5: Air Emission Report**

TRC will prepare the Annual Air Emission Report. We assume that the County/City will provide the form once received from Illinois EPA and the appropriate information to complete the form.

**Task 6: Leachate/Landfill Gas Recovery System**

TRC will perform routine operation and maintenance activities on the leachate and landfill gas recovery system as requested by the County. Items to be performed may include balancing the gas extraction wells, troubleshooting gas system failures, and troubleshooting leachate pump and control cabinet failures. This work would be performed on a time and materials basis. No budget is included for this task at this time and would be performed as requested by the City/County under an allowance provided for Task 7.

**Task 7: Technical Services Support**

TRC will provide additional reports, advice and consultation services, if required, as it relates to areas of landfill monitoring, analysis, repair and maintenance activities, and response(s) to questions from Illinois EPA, as requested by the County Board and City Council. These additional services would be provided on a time and materials basis for any work as directed by the County and/or City. Based on past experience, these services have varied in cost from two to several thousand dollars. Therefore, an allowance of \$7,000 has been provided for this task.

**Task 8: Prepare 3<sup>rd</sup> Permit Application – Monitoring Wells**

The groundwater monitoring program has been reduced through submittal of permit applications for reduction of the frequency and parameters analyzed. A third permit application, for reduction in the number of wells has been considered by the project team but has not been completed. If the County and City decide to pursue this reduction in monitoring, TRC will prepare a scope of work and change order to prepare a well reduction permit application.

**Deliverables**

TRC will provide the City/County with the following during each of the contract period:

1. Two Semi-Annual Statistical Reports
2. Annual Corrective Action Evaluation Report
3. Annual Air Emission Report

If requested, and scope and fees are approved, the third sequential permit application for reducing the number of wells will be prepared for the City's and County's review prior to submittal to the agency.

**Schedule**

TRC will continue to work on this project after receiving your signed Work Authorization. Please refer to Attachment 2 of this proposal for the Work Authorization form.

**Rate Schedule**

The attached 2021 rate schedule (see Attachment 3) has been updated to reflect current TRC personnel categories. As shown below, the estimated 2021 project fees, based on the 2021 rate schedule, are the same as those estimated for 2020.

**Proposed Fees**

TRC proposes to perform the Scope of Services on a time-and-expenses basis in accordance with the attached rate schedule. TRC will not exceed the contract price without prior written approval from the City/County. Should the City/County request TRC to make changes in the services or to perform additional services (beyond those items addressed in Tasks 1 through 7 above), TRC will prepare a Change Order for acceptance by the City/County. Additional services will also be performed in accordance with the attached rate schedule.

A breakdown by task is included in the following table.

Element	Estimated Annual Fees - 2021
Task 1: Statistical Evaluation	\$15,500
Task 2: Analytical Data	(1)
Task 3: Groundwater Assessment	(1)
Task 4: Corrective Action Evaluation Report	\$16,000
Task 5: Air Emission Report	\$1,600
<b>Subtotal for Expected Services</b>	<b>\$33,100</b>
Task 7: Technical Services Support	\$7,000
Task 8: Prepare 3rd Permit Application – Monitoring Wells	TBD
<b>Total:</b>	<b>\$40,100</b>

(1) The work scope and associated charges for Tasks 2 and 3 are included in Task 1.

### Basis for Estimated Cost

Costs associated with response actions and repairs outside the scope of this proposal, if necessary, will be billed on a time-and-materials basis.

### COVID-19 Pandemic Considerations

TRC's proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic. TRC reserves the right to obtain relief from schedule or deliverable requirements due to a force majeure event in the event of further impacts to the work due to COVID-19, and reserves the right to receive compensation for increased PPE, social distancing, or other requirements that impact TRC's costs.

### Terms of Contract

TRC proposes to perform the services under the Terms and Conditions between TRC Environmental Corporation, Boone County and the City of Belvidere, Illinois, dated March 12, 2012. To accept this proposal, please sign and return one copy of the enclosed Work Authorization form.

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 6/9/2021  
**Re:** TRC Proposal for PVC Replacement Monitoring Wells

---

Attached to this memo is a proposal from TRC for the installation of up to five PVC replacement monitoring wells at Landfill #2. The estimated cost to complete all five PVC wells is \$47,400.00. The PVC wells are needed to provide data for IEPA as part of the remediation process at the landfill.

I would recommend approval of the proposal TRC in an amount not-to-exceed \$47,700.00, for the installation of up to five PVC monitoring wells at Belvidere Municipal Landfill #2. The cost of this work will be split 50/50 with the County and our portion will be paid from account number 01-5-335-7900.



708 Heartland Trl.  
Suite 3000  
Madison, WI 53717

T 608.826.3600  
TRCcompanies.com

May 19, 2021

Mr. Kevin Catlin  
County Administrator  
Boone County Government  
1212 Logan Avenue, Suite 102  
Belvidere, IL 61008

Subject: Proposal for PVC Replacement Monitoring Wells – Belvidere (Boone County) Landfill #2

Dear Mr. Catlin:

This letter presents TRC's proposal to assist Boone County and the City of Belvidere with installation of select PVC replacement monitoring wells for the Belvidere (Boone County) Landfill #2. This proposal includes a phased approach to well replacement, beginning with one well and later installing four additional replacement wells if sampling results from the first well confirm decreased chromium and nickel concentrations in groundwater.

We are pleased to offer this assistance to Boone County and the City of Belvidere. To accept this proposal, please sign and return one copy of the enclosed Work Authorization.

Please contact us with any questions you may have.

Sincerely,

TRC

Joel V. Schittone, P.E.  
Principal Project Manager

Steve Sellwood, Ph.D.  
Senior Hydrogeologist

Attachments: Proposal  
Work Authorization  
Rate Schedule

cc: Brent Anderson – City of Belvidere  
Ken Quinn – TRC



**Attachment 1  
Proposal**

# Proposal for Replacement Monitoring Wells – Belvidere (Boone County) Landfill #2

## Background

Elevated chromium and nickel concentrations in groundwater samples collected from site wells are a concern for the Illinois Environmental Protection Agency (Illinois EPA). TRC believes that the elevated chromium concentrations in groundwater samples likely result from corrosion of stainless steel monitoring well screens, and are not sourced from the landfill. Installing new monitoring wells with polyvinyl chloride (PVC) screens and casing adjacent to existing monitoring wells with stainless steel screens will allow for side-by-side comparison of sampling results to assess the effect of well screen materials on metals concentrations in groundwater samples. Eliminating these metals as a source of concern to Illinois EPA will reduce their concern for this Site, making progress toward eliminating chromium and nickel from the facility sampling program and eventually closing out some required operations at the site.

## Project Objective

TRC's proposal has been developed to accomplish the following County/City objective:

- Demonstrate that the source of elevated chromium and nickel concentrations in groundwater samples is not from the landfill.

## Scope of Services

To achieve the project objective TRC will perform the services described below.

### Task 1: Install One Replacement Monitoring Well

Specific activities to be performed include:

1. Prepare a site-specific health and safety plan for TRC's use on site.
2. Coordinate and contract with a qualified contractor for drilling and well installation services.
3. Communicate plan for well installation to the Illinois EPA via email.
4. Install one monitoring well adjacent to the R11S/R11D well nest. The new monitoring well will be constructed with PVC and will be installed to a depth of 46 feet, equivalent to the depth of well R11S.
5. Collect one soil sample from the drill cuttings for waste characterization purposes. Submit the soil sample to a laboratory for analysis for VOCs and RCRA metals. Soil cuttings will be drummed and staged on site pending laboratory results.
6. Following installation of the new monitoring well, develop the well to remove sediment from the filter pack and well casing.
7. Survey the top-of-casing elevation of the new monitoring well relative to R11S.
8. Coordinate with a commercial landfill to obtain approval for soil cuttings disposal.
9. Coordinate with PDC to have PDC collect groundwater samples from R11S and the new monitoring well (on the same day) and analyze the samples for total chromium and total nickel.
10. Review the laboratory results for the two wells to determine if further replacement wells are warranted.

**Task 1 Assumptions:**

- Illinois EPA will support the well installation plan, and negotiations, meetings, or multiple rounds of correspondence will not be required.
- City or County will mark any private on-site utilities in the drilling area not covered by the state one-call utility marking system.
- Soil cuttings disposal fees and transportation costs associated with soil cuttings disposal are not included in this proposal. Soil cuttings generated during Task 1 will be disposed with soil cuttings generated during Task 2 if Task 2 work occurs.
- Additional laboratory analysis beyond that proposed will not be necessary to obtain landfill approval for soil cuttings disposal.
- Monitoring well development and purge water will be disposed in the on-site leachate collection system.
- Sampling the new well and R11S will not coincide with regular site sampling.
- Costs associated with groundwater sampling and laboratory analysis by PDC are not included in this proposal.

**Task 2: Install Four Additional Replacement Monitoring Wells**

If groundwater sample results from the new monitoring well indicate sufficient improvement in chromium and nickel concentrations, four additional replacement monitoring wells will be installed. As requested by Illinois EPA on February 22, 2021, the additional PVC wells will be placed between the landfill and other wells with high chromium and nickel concentrations further downgradient. Specific activities to be performed include:

1. Coordinate and contract with a qualified contractor for drilling and well installation services.
2. Communicate plan for additional well installation to the Illinois EPA via email.
3. Install four monitoring wells adjacent to four existing monitoring wells with stainless steel screens. The new monitoring wells will be constructed with PVC and will be installed to depths equivalent to the depths of the wells they are replacing.
4. Soil cuttings will be drummed and staged on site pending disposal. TRC will assist the County with obtaining landfill approval for soil cuttings disposal.
5. Following installation of the new monitoring wells, develop the wells to remove sediment from the filter pack and well casing.
6. Survey the top-of-casing elevation of the new monitoring wells relative to existing wells.
7. Coordinate with PDC to have PDC collect groundwater samples from the new monitoring wells (on the same day) and analyze the samples for total chromium and total nickel.

**Task 2 Assumptions:**

- Illinois EPA will support the well installation plan, and negotiations, meetings, or multiple rounds of correspondence will not be required.
- City or County will mark any private on-site utilities in the drilling area not covered by the state one-call utility marking system.
- Soil cuttings disposal fees and transportation costs associated with soil cuttings disposal are not included in this proposal.
- Additional laboratory analysis beyond that proposed in Task 1 will not be necessary to obtain landfill approval for soil cuttings disposal.

- Monitoring well development and purge water will be disposed in the on-site leachate collection system.
- Costs associated with groundwater sampling and laboratory analysis by PDC are not included in this proposal. Task 2 groundwater sampling is intended to coincide with a regularly scheduled site groundwater sampling event and reporting task. Results of the analyses will be discussed in the subsequent semi-annual report.
- Successful demonstration of replacement well effectiveness may result in the need to seal the stainless steel wells replaced by the new wells. Costs for well sealing are not included in this proposal.

### Task 3: Report and Permit Modification

TRC will prepare a brief report summarizing the well installation activities and sampling results. If the laboratory results for groundwater samples from the new monitoring wells support the conclusion that the source of high concentrations of chromium and nickel in site groundwater is stainless steel well screens and not the landfill, the report will include a supplemental permit application requesting removal of chromium and nickel from the site monitoring program. If the timing is appropriate, this submittal will be included with the annual Corrective Action Evaluation Report (CAER) supplemental permit application.

### Deliverables

TRC will provide the County/City with a report summarizing well installation activities and sampling results as discussed in Task 3 above.

### Schedule

TRC will begin work on this project upon receiving your signed Work Authorization. If authorization to proceed is received by November 15<sup>th</sup>, 2021, TRC anticipates installing the first well in late 2021 and the four additional wells in the first quarter of 2022. Please refer to Attachment 2 of this proposal for the Work Authorization form.

### Rate Schedule

A 2021 Boone County and City of Belvidere rate schedule to be used for this project is included in Attachment 3.

### Proposed Fees

TRC proposes to perform the Scope of Services on a time-and-expenses basis in accordance with the attached rate schedule. TRC will not exceed the contract price without prior written approval from the County/City. Should the County/City request TRC to make changes in the services or to perform additional services (beyond those items addressed in Tasks 1 through 3 above), TRC will prepare a Change Order for acceptance by the County/City. Additional services will also be performed in accordance with the attached rate schedule.

A breakdown by task is included in the following table.

Element	Estimated Fees
Task 1: Install One Replacement Monitoring Well	\$14,200
Task 2: Install Four Additional Replacement Monitoring Wells	\$28,400
Task 3: Report and Permit Modification	\$4,800
<b>Subtotal for Expected Services</b>	<b>\$47,400</b>

## Basis for Estimated Cost

Costs associated with response actions and repairs outside the scope of this proposal, if necessary, will be billed on a time-and-materials basis.

## COVID-19 Pandemic Considerations

TRC's proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic. TRC reserves the right to obtain relief from schedule or deliverable requirements due to a force majeure event in the event of further impacts to the work due to COVID-19, and reserves the right to receive compensation for increased PPE, social distancing, or other requirements that impact TRC's costs.

## Terms of Contract

TRC proposes to perform the services under the Terms and Conditions between TRC Environmental Corporation, Boone County and the City of Belvidere, Illinois, dated March 12, 2012. To accept this proposal, please sign and return one copy of the enclosed Work Authorization form.

**Attachment 2  
Work Authorization**



# WORK AUTHORIZATION

TRC Environmental Corporation  
708 Heartland Trl.  
Suite 3000  
Madison, WI 53717  
Main 608.826.3600

<b>Date:</b> May 19, 2021	<b>Client Number:</b>
<b>To:</b> Mr. Kevin Catlin County Administrator Boone County Government (Client) 1212 Logan Avenue, Suite 102 Belvidere, IL 61008	
<b>Project Name:</b> Proposal for PVC Replacement Monitoring Wells – Belvidere (Boone County) Landfill #2	
<b>Facility Location:</b> City of Belvidere, Boone County, Illinois	
<b>TRC Proposal Number:</b> 441665.9990	<b>TRC Project Number:</b>

**The Agreement consists of the following documents:**

- (a) This Work Authorization Form
- (b) Proposal for PVC Replacement Monitoring Wells – Belvidere (Boone County) Landfill #2, dated May 19, 2021 (“Proposal”) (attached)
- (c) Terms and Conditions:
  - Terms and Conditions – TRC Environmental Corporation, Boone County and the City of Belvidere, Illinois, dated March 12, 2012 (signed by the County/City on March 21, 2012)
- (d) Change orders that may be authorized at various times throughout the Project
- (e) Rate Schedule (attached)

**Schedule:**

Approximate Start Date: Dependent upon Authorization Date  
Approximate Completion Date: Dependent upon Start Date

**Basis for Payment:**

Time and Expenses

**Summary of Scope of Services**

Description	Estimated Cost
Task 1: Install One Replacement Monitoring Well	\$14,200
Task 2: Install Four Additional Replacement Monitoring Wells	\$28,400
Task 3: Report and Permit Modification	\$4,800
<b>Total</b>	<b>\$47,400</b>

**Project Managers:**

TRC  
Joel V. Schittone

Boone County Government  
Kevin Catlin

**This Proposal is valid until August 15, 2021.**



# WORK AUTHORIZATION

**Acceptance:**

Authorization for TRC to commence work included in the Proposal constitutes acceptance of this Agreement. Acceptance can be made by signing in the place provided below or by receipt of written authorization from Client to TRC to commence work. Acceptance is limited to the terms stated herein, and any additional or different terms are rejected unless expressly agreed to in writing by TRC.

**APPROVED AND ACCEPTED AS OF THE DATE SHOWN BELOW:****TRC Environmental Corporation****Boone County Government**By: Joel V. Schittone for \_\_\_\_\_  
SignatureBy: \_\_\_\_\_  
SignatureDouglas R. Genthe  
Printed Name\_\_\_\_\_  
Printed NameVice President, Geo-Environmental Engineering  
Title\_\_\_\_\_  
TitleMay 19, 2021  
Date\_\_\_\_\_  
Date**City of Belvidere**By: \_\_\_\_\_  
Signature\_\_\_\_\_  
Printed Name\_\_\_\_\_  
Title\_\_\_\_\_  
Date



**Attachment 3  
Rate Schedule**

**Boone County and the City of Belvidere, Illinois  
Rate Schedule – PVC Replacement Monitoring Wells  
January 1, 2021 – December 31, 2021**

CODE	TRC LABOR CLASSIFICATION/CATEGORY	2021 HOURLY LABOR RATE*
	<b>Scientist/Engineer/Specialist, Technicians, and Project Support</b>	
EV01	Level I	\$47.04
EV02	Level II	57.60
EV03	Level III	63.36
EV04	Level IV	69.12
EV05	Level V	76.80
EV06	Level VI	82.56
EV07	Level VII	89.28
EV08	Level VIII'	95.04
	<b>Project Scientist/Engineer/Specialist</b>	
EV09	Level I	\$100.80
EV10	Level II	107.52
EV11	Level III	113.28
EV12	Level IV	120.00
	<b>Senior Scientist/Engineer/Specialist</b>	
EV13	Level I	\$125.76
EV14	Level II	131.52
EV15	Level III	138.24
EV16	Level IV	144.96
	<b>Project/Technical Manager</b>	
EV17	Level I	\$151.68
EV18	Level II	157.44
EV19	Level III	163.20
EV20	Level IV	171.84
	<b>Senior Project/Technical Manager</b>	
EV21	Level I	\$178.56
EV22	Level II	186.24
EV23	Level III	192.00
EV24	Level IV	206.40
	<b>Principal/Technical Director</b>	
EV25	Level I	\$214.08
EV26	Level II	230.40
EV27	Level III	258.24
EV28	Level IV	296.64

\* Personnel include direct and contract employees

Dispute Resolution Support: Services in support of disputes (arbitration, litigation, etc.) involving client's information or interests, such as responding to discovery requests and subpoenas, are chargeable at the above rates.

Providing testimony and use of key staff as subject matter experts (e.g., court appearances, depositions, regulatory hearings, or expert witness) are 1.75 times the above rates, with a minimum of 4 hours per day.

Other Charges:

- (1) A 3% Communication Fee will be applied to labor charges in lieu of separate reimbursement for photocopying, report production, faxing, computer usage, software usage, telephone charges, and postage costs.
- (2) Equipment Use: Std. Rate Sheet
- (3) A 10% Mark-up will be added to non-labor costs and expenses/ODCs, including subcontractors.

Payment: Net thirty (30) days. Thereafter, one percent (1%) interest per month on the unpaid balance will be charged.

## Sarah Turnipseed

---

**From:** jgerdin@aol.com  
**Sent:** Tuesday, June 8, 2021 11:31 AM  
**To:** Sarah Turnipseed  
**Subject:** Fwd: Kegels/Jackrose Summer Tour 21 ride

Hi Sarah,

I sent this to myself instead of you in error. I did leave out the expected attendance which they feel will be 30-55 riders (more if the weather is nice) in addition to another 50 I would say of community patrons.

Thanks!!!  
Jennifer

-----Original Message-----

From: jgerdin@aol.com  
To: jgerdin@aol.com  
Sent: Tue, Jun 8, 2021 9:37 am  
Subject: Kegels/Jackrose Summer Tour 21 ride

Good morning Sarah,

I stopped in and spoke with Gina regarding the bike ride Jack Rose is hosting in conjunction with Kegels on Thursday July 8th from 6-9. I would like to have the city parking lot adjoining the park for motorcycles to park. If we could get the road blocked off at Whitney/Buchanan and then just beyond the parking lot that would be great! We are having a small 3 piece acoustic band "The Shoes" from 6-9. We will not need anything from the city for them. If you follow the link below this is the same event at a different bar. The radio station will be there as well as a bike they are going to raffle off at the end of the season. Please let me know what else you need from me.

Thank you!!!  
Jennifer

[https://www.facebook.com/events/1230201634095570/?ref=newsfeed&\\_\\_cft\\_\\_\[0\]=AZVmooAxvfhCjmxrP2GhG70eXyKSRDcCXpDTr5GOkq3Mo3LSoxIzEhz0g2Tsl01ctjmNJsios\\_1rc5f\\_gdm6PZGSSTJrWp18wBhOh9Muc1mq0eNPobfOxLEIS4Rhe6K9LO89LTqYJjEJ87DwkYShoqT9&\\_\\_tn\\_\\_=H-R](https://www.facebook.com/events/1230201634095570/?ref=newsfeed&__cft__[0]=AZVmooAxvfhCjmxrP2GhG70eXyKSRDcCXpDTr5GOkq3Mo3LSoxIzEhz0g2Tsl01ctjmNJsios_1rc5f_gdm6PZGSSTJrWp18wBhOh9Muc1mq0eNPobfOxLEIS4Rhe6K9LO89LTqYJjEJ87DwkYShoqT9&__tn__=H-R)

# City of Belvidere • Illinois

City Hall: 401 Whitney Blvd.  
Belvidere, Illinois 61008-3710  
(815) 544-2612 • Fax (815) 544-3060

## BLOCK PARTY REQUEST FORM Street Closure Required

Requested by: Eileen & James Buetsch  
Address: 429 W. HURLBUT AVE  
Date of Block Party: July 10<sup>th</sup> 2021  
Time of Block Party: 2 pm - 8 pm.  
Estimated number of  
Individuals participating: 30 - 40

Description of Planned  
Activities:

Birthday - Graduation PARTY  
2 Birthdays or graduation

We would like to just block off Goodrich  
on the W. HURLBUT AVE END AND  
~~W. MADISON ST.~~ END of Goodrich  
no side walks on this strip of Goodrich  
(W side)


The undersigned hereby acknowledges, understands and agrees to the following: If this request is authorized by the Belvidere City Council it is the responsibility of participants to place from and return street barricades to the terrace.

Furthermore, section 10-40 of the Belvidere Code of Ordinances prohibits use of alcoholic liquor on any public street or sidewalk. This ordinance states "it shall be unlawful to any person to consume alcoholic liquor or to have any alcoholic liquor in his possession...on any public street, sidewalk, etc." This ordinance applies to block parties.

Eileen & James Buetsch  
Signature of Resident

6.7.21  
Date

## MEMO

**DATE:** May 13, 2021  
**TO:** City Council and Clerk  
**FROM:** Mayor Clinton Morris   
**RE:** Reappointment of Art Hyland

The Belvidere Planning and Zoning Commission is comprised of seven (7) members, each serving a five-year term. Art Hyland is serving a term that expired in May and has agreed to serve another five-year term (ending 2026). He has a long history of serving the community through various roles.

**Requested Motion:** Motion to consent to the appointment of Mr. Art Hyland to the Belvidere Planning and Zoning Commission for a five-year term, ending in May 2026.

TO WHOM IT MAY CONCERN:

I WOULD LIKE TO SERVE ON THE PLANNING  
COMMISSION FOR ANOTHER TERM.

ART HYLAND  
Art Hyland

## MEMO

**DATE:** June 8, 2021  
**TO:** Mayor and Members of the City Council  
**FROM:** Gina DelRose, Community Development Planner  
**SUBJECT:** Flag pole requirement options

In regards to the Belvidere Zoning Ordinance's regulations for flags and flag poles, there are several possibilities.

1. Leave the language as is:

**Flags:** Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one pole and three flags per zoned lot. All other zones are limited to three poles and three flags per zoned lot.

This means that residential properties may have 1 pole with up to 3 flags on it.

2. Use the originally proposed language:

**Flags:** Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one pole and three flags per zoned lot. All other zones in districts are limited to three poles and three flags per zoned lot.

This means that residential properties may have up to 3 poles with up to 3 flags on each pole. This is the same requirement that currently exists for non-residential properties.

3.

**Flags:** Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one three poles and one flag per pole ~~three flags~~ per zoned lot. All other zones are limited to three poles and three flags per zoned lot.

This means that residential properties can have 3 poles but each pole can only contain 1 flag.

4.

**Flags:** Flags, emblems, or insignia of governmental, or other noncommercial organizations having a size of less than 60 square feet in area, and mounted on poles not to exceed 40 feet in height. Residential zones are limited to one pole and three flags per zoned lot. All other zones are limited to three poles and three flags per zoned lot. A total of three flags are permitted per lot, flags may be on individual poles or share a pole.

This means that a combination of 3 flags and one pole, 3 flags and two poles or 3 flags and three poles would be permitted.

To: Mayor Morris, City Clerk and the City Council

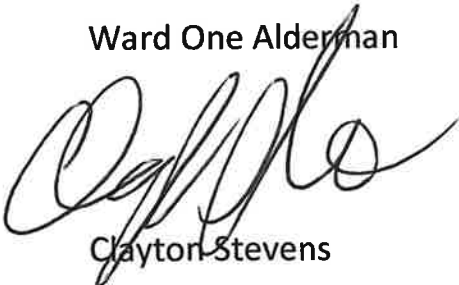
Re: Oakbrook Woods Plat #1 lot OLA pin 07-02-126-001

Date: 06-09-2021

I have been contacted about Oakbrook Woods Plat #1 lot OLA pin 07-02-126-001 owned by Oakbrook Woods Homeowners Association c/o David Branch-Hallmark Homes LLC 4949 Harrison Ave. Suite 130 Rockford IL. 61108. The lot is not being maintained. It has not been mowed in a long time, nor has garbage been picked up off the property. The grass along Chrysler Drive has not been mowed and is causing a hazard for vehicles driving on Chrysler Drive. Richard Wainwright has been mowing along Chrysler Drive and picking up the garbage. He would like the owners of the property to step up and start maintaining their property. I have attached the 2019 real-estate tax bill there are no taxes being paid on this parcel. I would like to know why the property owner is not paying taxes or maintaining this parcel.

I am requesting that this matter be placed on the applicable agenda for discussion.

Ward One Alderman

A handwritten signature in black ink, appearing to read 'Clayton Stevens', is written over the printed name below.

Clayton Stevens



**CURTIS P. NEWPORT**  
**BOONE COUNTY TREASURER**  
 1212 LOGAN AVENUE, STE 104  
 BELVIDERE, IL 61008

**2019 BOONE COUNTY  
 REAL ESTATE TAX BILL**

FIRST INSTALLMENT	SECOND INSTALLMENT
DUE 06/01/2020	DUE 09/01/2020
PROPERTY DESC: 2-43-3 OAKBROOK WOODS PLAT NO 1 LOT OLA	

PERMANENT PROPERTY NUMBER 07-02-126-001	
FIRST DUE DATE 06/01/2020	TOWNSHIP Flora Township
FIRST INSTALLMENT \$0.00	FAIR CASH VALUE 0
SECOND DUE DATE 09/01/2020	LAND 1
SECOND INSTALLMENT \$0.00	+ DWELLING 0
ACRES 0.00	= ASSESSMENT TOTAL 1
TAX CODE 07004	- VETERANS EXEMPTION 0
CLASS CODE 0030	- HOME IMPROVEMENT 0
COST	= VALUE TO BE EQUALIZED 1
PENALTY	x STATE MULTIPLIER 1.0000
	= STATE VALUE 1
	- SENIOR FREEZE 0
	- OWNER EXEMPTION 0
	- SENIOR EXEMPTION 0
	- RETURNING VETERAN 0
	- DISABLED VETERAN 0
	+ FARM LAND 0
	+ FARM BUILDINGS 0
	= TAXABLE VALUE 0
	x TAX RATE 10.56236
	= TOTAL TAX \$0.00
	- ENTERPRISE ZONE ABATE \$0.00
	= TOTAL AMOUNT DUE \$0.00

NAME:  
 OAKBROOK WOODS HOMEOWNERS ASSOC  
 c/o DAVID BRANCH - HALLMARK HOMES LLC  
 4949 HARRISON AVE STE 130  
 ROCKFORD IL 61108

2018 TAXABLE VALUE 0	BOONE COUNTY ITEMIZED STATEMENT	2019 TAXABLE VALUE 0
-------------------------	------------------------------------	-------------------------

TAX RATE	TAX AMOUNT		TAX RATE	TAX AMOUNT
1.15155	\$0.00	COUNTY	1.12445	\$0.00
0.10687	\$0.00	COUNTY CONSERVATION	0.10415	\$0.00
0.49993	\$0.00	ROCK VALLEY COLLEGE 511	0.47191	\$0.00
6.25926	\$0.00	SCHOOL DIST 100	6.14146	\$0.00
0.21034	\$0.00	IDA LIBRARY	0.20594	\$0.00
0.01871	\$0.00	HISTORICAL MUSEUM	0.01824	\$0.00
0.77523	\$0.00	BELVIDERE PK DIST	0.58130	\$0.00
0.11365	\$0.00	FLORA TOWNSHIP	0.11153	\$0.00
0.37182	\$0.00	FLORA TWP ROAD	0.36488	\$0.00
1.50590	\$0.00	CITY OF BELVIDERE	1.43850	\$0.00

**11.01326 \$0.00 \*TOTALS\* 10.56236 \$0.00**

TAX DISTRICT PENSION AND SOCIAL SECURITY TAX AMOUNTS ARE INCLUDED IN ABOVE CURRENT TAX.

BELVIDERE PK DIST	0.00	CITY OF BELVIDERE	0.00
COUNTY	0.00	COUNTY CONSERVATION	0.00
ROCK VALLEY COLLEGE 511	0.00	SCHOOL DIST 100	0.00

**RETURN THIS PORTION WITH PAYMENT**

PROPERTY NUMBER 07-02-126-001



FORFEITED TAXES OR YRS SOLD	DUE DATE
	06/01/2020
FOR THE YEAR	FIRST INSTALLMENT
2019	\$0.00
TAX CODE	PENALTY
07004	
TOTAL TAX	COSTS
\$0.00	
TOTAL PAID	

CASH  CHECK

PAY TO:  
 BOONE COUNTY TREASURER  
 BELVIDERE, IL 61008-2690

OAKBROOK WOODS HOMEOWNERS ASSOC  
 c/o DAVID BRANCH - HALLMARK HOMES LLC  
 4949 HARRISON AVE STE 130  
 ROCKFORD IL 61108

**FIRST INSTALLMENT**

**RETURN THIS PORTION WITH PAYMENT**

PROPERTY NUMBER 07-02-126-001



FORFEITED TAXES OR YRS SOLD	DUE DATE
	09/01/2020
FOR THE YEAR	SECOND INSTALLMENT
2019	\$0.00
TAX CODE	PENALTY
07004	
TOTAL TAX	COSTS
\$0.00	
TOTAL PAID	

CASH  CHECK

PAY TO:  
 BOONE COUNTY TREASURER  
 BELVIDERE, IL 61008-2690

OAKBROOK WOODS HOMEOWNERS ASSOC  
 c/o DAVID BRANCH - HALLMARK HOMES LLC  
 4949 HARRISON AVE STE 130  
 ROCKFORD IL 61108

**SECOND INSTALLMENT**

# Memo

**To:** Mayor and City Council  
**From:** Mike Drella  
**cc:**  
**Date:** June 9, 2021  
**Re:** Amendment of Section 2-111 Committees

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Section 2-111 of the City's Code establishes the current committee framework for Committees of the Whole. As you know, Mayor Morris split the existing Building, Planning and Zoning Committee of the Whole into two separate committees to ensure that each alderman was either the chair or vice-chair of a committee. In light of the new assignments, I recommend amending Section 2-111 to reflect the new assignments.

**RECOMMENDED MOTION:** Motion to Amend Section 2-111 of the City of Belvidere Municipal Code to modify subsection (b)(1) to provide that there will be a building committee, a planning and zoning committee and public works committee on the second Monday of each month as set forth in the attached exhibit.

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**Sec. 2-111. Committee structure.**

- (a) There shall be two committee of the whole meetings each month held on the second and fourth Mondays.
- (b) The committee of the whole meetings shall discuss city department business as follows:
  - (1) *Second Monday of the month primary agenda.*
    - a. Building, ~~planning, and zoning~~;
    - b. planning and Zoning
    - c. Public works;
    - d. Other departments.
  - (2) *Fourth Monday of the month primary agenda.*
    - a. Public safety;
    - b. Finance and personnel;
    - c. Other departments;
- (c) There shall be one standing committee entitled "city/county coordinating."

(Code 1982, § 30.05; Ord. No. 135G, § 1, 7-21-97; Ord. No. 286G, § 1, 4-19-99; Ord. No. 327G, § 1, 1-18-00; Ord. No. 496G, § 1, 5-20-02)



**BELVIDERE**  
***POLICE***

*Matthew Wallace*  
**Deputy Chief—Investigations**

*Shane Woody*  
**Chief of Police**

*Patrick Gardner*  
**Deputy Chief—Patrol**

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615 N. Main Street - Belvidere, IL 61008 - Phone: 815-544-9626 - Fax: 815-544-9603 - [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

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**TO:** Mayor Clint Morris and City Council  
**FROM:** Chief Shane Woody  
**DATE:** June 9, 2021  
**REF:** Request for Purchase of EC/IR Breathalyzer Machine

The Belvidere Police Department is requesting authorization to purchase a new breathalyzer machine for the patrol office at the Belvidere Police Department. The current machine is approximately 20 years old. Previous repairs have been made, but due to unreliable operation continued repairs are not an option and it must be replaced.

Attached is a quote from Intoximeters Inc. for a new EC/IR II Breathalyzer at a cost of 8,500.00. The quote is through the Illinois State Bid for 2021.

**Motion:** To authorize the purchase a new EC/IR II Breathalyzer at a cost not to exceed \$8,500.00, using funds budgeted in the FY22 Equipment Line Item #01-5-210-8200.

# Intoximeters Inc.

2081 Craig Road - Saint Louis, MO 63146  
 Phone: [+1] (314) 429 4000 - Fax: [+1] (314) 429 4170 - Email: markp@intox.com

## QUOTATION

<b>Date</b>	<b>Quote #</b>
12/01/2020	001-00-24723672

<b>Sold To:</b>	Belvidere Police Department ATTN: Wallace, Matt 615 North Main Street Belvidere, IL 61008 USA  Phone: (815) 547-5668 Fax: (815) 544-9603
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<b>Ship To:</b>	Belvidere Police Department ATTN: Wallace, Matt 615 North Main Street Belvidere, IL 61008 USA  Phone: (815) 547-5668 Fax: (815) 544-9603
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<b>Payment Terms</b>	<b>Rep</b>	<b>P.O. Number</b>	<b>Ship Via</b>	<b>Shipping Term</b>	<b>Delivery Term</b>
Net 30 Days	Mark Postal		FED EX	DESTINATION	Ground

Ln #	Qty	Description	Part No.	Unit Price	Extended Price
1	1	EC/IR II (F233-01) DRY ILLINOIS Includes: Internal Thermal Printer, Keyboard, Power Cord 100 ASIV Mouthpieces, 2 Rolls Printer Paper, Manual One Year Parts & Labor Warranty	DOM-EC/IRII IL I	\$8,500.000	\$8,500.00
	1	EC/IR II (F233-01) DRY ILLINOIS	18-0470-00		
	100	MOUTHPIECE: ASIV or EC/IR Construction: One-Way Individually Wrapped	23-0000-00		
	2	PAPER ROLL THERMAL 2-1/4" x 80'	24-0306-00		
	1	MANUAL OPERATORS ECIR2	26-0070-50		

<b>Sub total</b>	<b>\$8,500.00</b>
<b>Sales Tax</b>	<b>\$0.00</b>
<b>Est. Freight</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$8,500.00</b>

Standard Terms & Conditions of Intoximeters, Inc. apply to all orders.  
 All prices are quoted in US Dollars and valid for 60 days unless noted.  
 Federal ID# 43-0906533  
 Country of Origin: USA

(Electronic Signature) Signed :

*Mark Postal*

**Intoximeters, Inc.**  
 2081 Craig Road, St. Louis • MO 63114  
 Phone: (314) 429-4000 – Fax: (314) 429-4170  
 www.intox.com

1<sup>ST</sup> REQUEST/DATE 4/24/2019  
 2<sup>ND</sup> REQUEST/DATE  
 3<sup>RD</sup> REQUEST/DATE

**Instrument Repair Estimate**  
**URGENT RESPONSE REQUIRED**

TO: Contact : Matt Wallace  
 Company : Belvidere Police Dept (C000ILBEL2)  
 Fax :  
 Phone : (815)5476332

FROM: **Karen Jones**  
**Cust. Svc. Repair Rep (CSRR)**  
**PHONE: (314) 429-4000 Ext.**  
**FAX: (314) 429-4170**

SRO : SRO-033890

Instrument Type	Serial Number	Repair Cost	Repair Notes
ECIR	18008413	\$847.80	(1) MECH IR SOURCE OPTICAL FILTER EC2 (1) KIT EC2 PURGE FAN VIBRATION (1) MECH IR SOURCE ASSY EC2 (1) LABEL VOID EC, EC2, AMCC (1) PAPER ROLL EC/TR THERMAL-PRINTREX (1) MISC CHARGE ESTIMATE FEE (5) MISC CHARGE REPAIR LABOR TABLETOP
<b>Total repair estimate for the above is \$891.80 USD. Taxes Not Included, Includes Freight (if applicable)</b>			

All shipments are shipped via ground services. If you would like a faster or different return method, please check the box below. Your account will be billed accordingly.

Please expedite the return of my instrument by shipping via overnight express.

➤ **ALL PAYMENT TYPES:** Complete Sections A or B below and FAX this form back to Intoximeters, Inc. at (314) 429-4170. Please indicate how you wish to pay and Intoximeters will bill you accordingly. Thank You for keeping your account current!

**PLEASE SELECT & COMPLETE OPTION A OR B BELOW & FAX BACK TO INTOXIMETERS, 314-429-4170**

**A**  I authorize Intoximeters to complete the repair of the above listed instrument based upon the estimate provided.

Wallace *Matt Wallace* Deputy Chief 4/29/19  
 Print Last Name Authorized Signature Title Date

Purchase Order #: \_\_\_\_\_  Check this box if your company **does not** require a P.O.#  
 NOTE: A PURCHASE ORDER NUMBER OR CREDIT CARD IS REQUIRED FOR ANY HOSPITAL, UNIVERSITY, U.S. POSTAL SERVICE OR MEPS.

Using a Credit Card? See below.

**B**  I do not want to have my instrument repaired. Please invoice me for the \$40.00 estimate fee, per instrument plus shipping charges for the return of my instrument.

\_\_\_\_\_  
 Print Last Name Authorized Signature Title Date

Purchase Order #: \_\_\_\_\_  Check this box if your company **does not** require a P.O.#  
 NOTE: A PURCHASE ORDER NUMBER OR CREDIT CARD IS REQUIRED FOR ANY HOSPITAL, UNIVERSITY, U.S. POSTAL SERVICE OR MEPS.

Using a Credit Card? See below.

**Credit Card Information – Use for either option A or B**

Credit Car  
 Credit Car  
 Card Hold  
 Card Hold

# Belvidere Police Department



Shane Woody - Chief of Police

Matthew Wallace - Deputy Chief, Investigations

Patrick Gardner - Deputy Chief, Patrol

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615 N. Main Street - Belvidere, IL 61008 - Phone 815-544-9626 - Fax 815-544-9603 - [www.ci.belvidere.il.us](http://www.ci.belvidere.il.us)

Date: September 28, 2020

To: Mayor Morris and City Council

From: Chief Shane Woody

Re: Lateral Hire Ordinance

Mr. Mayor and City Council,

Before you is an ordinance requesting to use the City's home rule authority to extend authorization to the Fire and Police Commission to expand the rules and regulations as it pertains to Lateral police officer candidates.

Previously, the Belvidere Police Department requested the Fire and Police Commission to consider amending the rules and regulations to include a section creating a process for Lateral Appointments. The Fire and Police Commission relied on the state statute to draft that language. The statute requires a minimum of 2 years law enforcement experience in the State of Illinois. Section 3.18 – Police Officer Applicants – Lateral Entry Positions was created on January 4, 2021.

It has recently been the experience of the Belvidere Police Department that several candidates would like to be considered for Lateral transfer but either;

- Have less than 2 years law enforcement experience in the State of Illinois or
- Have law enforcement experience greater than 2 years from Illinois and other jurisdictions outside Illinois but our current rules and regulations does not count experience outside Illinois.

The Belvidere Police Department is limiting its candidate pool based on the number of candidates who are interested in a Lateral transfer to our department but do not meet the current requirements.

In an attempt to expedite this process, the Police Department requests a waiver to the layover requirement because, if approved, the Fire and Police Commission still has to post the changes and wait an additional 10 days before the changes take effect.

**Motion #1: I would request a motion to approve the ordinance authorizing the City of Belvidere Fire and Police Commission to adopt rules expanding the eligibility of lateral police officer candidates.**

**Motion #2: I would request a motion to waive the layover requirement section 2-87(g)**

Respectfully,

Chief Shane Woody

ORDINANCE #  
AN ORDINANCE PROVIDING FOR THE APPOINTMENT  
OF LATERAL HIRES FOR THE CITY OF BELVIDERE  
POLICE DEPARTMENT

WHEREAS, the City of Belvidere is a home rule unit of government within the meaning of Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, Section 10-2.1-14 of the Illinois Board of Fire and Police Commissioners Act (the Act) provides for the creation of a second list of eligible candidates for appointment of police officers which list consists of officers who have previously been employed as police officers within the State of Illinois; and

WHEREAS, Section 10-2.1-14 of the Act provides that the Fire and Police Commission may give preference to candidates from the lateral eligibility list over those over noncertified applicants; and

WHEREAS, in recent years fewer candidates are applying for the position of police officer leading to shrinking eligibility lists and diluting the quality of applicants making it necessary to expand the capability of attracting lateral transfer applicants; and

WHEREAS, the Corporate Authorities of the City of Belvidere find that expanding the City of Belvidere's lateral eligibility list to include candidates with not less than one (1) year of experience at another jurisdiction and to include candidates with experience and certifications from states outside of the State of Illinois will be in the best interest of the City in that it will make more lateral candidates available, will decrease training time and costs and will increase the number of quality candidates seeking employment with the City of Belvidere Police Department.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Belvidere, Boone County, Illinois, as follows:

**SECTION 1:** The City of Belvidere Fire and Police Commission is authorized to adopt rules expanding the eligibility of lateral police officer transfers to include:

- a) Lateral applicants who have been employed for at least one (1) year as a full-time peace officer with an Illinois law enforcement agency and who have been certified as a peace officer by the Law Enforcement Training and Standards Board; and
- b) Lateral applicants who have been employed for at least one (1) year as a full-time peace officer in another state of the United States or any federal agency and who meet the Illinois Law Enforcement Training and Standards Board's "out of state reciprocity" requirements.

**SECTION 2:** If any section, paragraph, subdivision, clause, sentence or provision of this



Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**SECTION 3:** This Ordinance shall be in full force and effect from and after its passage and publication in pamphlet form as required by law which publication is hereby authorized.

Voting Aye:

Voting Nay:

Absent:

APPROVED:

\_\_\_\_\_  
Clinton Morris  
Mayor

ATTEST: \_\_\_\_\_  
Sarah Turnipseed  
City Clerk

(SEAL)

Passed:

Approved:

Published:

## Sarah Turnipseed

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**From:** Sue Holmes <sueboard@idapubliclibrary.org>  
**Sent:** Wednesday, May 26, 2021 1:23 PM  
**To:** Sarah Turnipseed  
**Subject:** Ida Public Library Board Information

Dear Sarah,

Please find the information regarding the approval of a new Library Trustee to fill a vacancy made by the exit of Kim Hohf effective June 30, 2021. Mrs. Hohf is resigning from the Board due to significant changes in her family and her inability to devote the time she feels necessary to the Library Board.

The Nominating Committee for the Library Board received a statement of interest and Board Member application via our website from Gayle Steltenpohl, a retired teacher and active library patron. Both Kim Hohf, chair of the Nominating Committee, and Jim Lee, member of the committee, spoke with Ms. Steltenpohl and reviewed her application. Both members of the committee felt that she would be an excellent advocate for the Library and a wonderful addition to the Board.

At our May 24, 2021 meeting, the Ida Public Library approved the recommendation of the Nominating Committee to forward Gayle Steltenpohl's name and application to the Mayor for his approval and ultimately the approval of the City Council.

In addition, Trustees Donna Donato's and Dawn Brooks' terms are expiring effective June 30, 2021. Both are eager to remain on the Board. The Board requests the Mayor reappoint Donna Donato and Dawn Brooks to the Ida Public Library Board of Trustees.

Thank you so much.

Sincerely,

**Susan W. Holmes**

Susan W. Holmes  
President  
Ida Public Library Board of Trustees

Date March 2, 2021

**Name** Gayle Steltenpohl

**Address** 110 Beacon Drive Belvidere, IL 61008

**Phone** :

**Email**

**Why are you interested in serving on the Library Board of Trustees?**

I believe that I could contribute positively to the board, supporting the efforts of the library in its outreach to the community as it makes decisions balancing community needs and budget constraints.

**How often do you use the Belvidere Public Library? What other libraries are you familiar with?**

I check out books about once a week. My grandchildren and I do the grab and go crafts for children and listen to the virtual children's programs weekly. I do the adult grab and go crafts. I also use Hoopla and Overdrive regularly. I have frequented the libraries in towns in which I have lived as a patron and teacher in the community. These include Sally Logan Library in Murphysboro, IL, Wausau Public library in Wausau, WI, and Marengo Public Library. I grew up using the Rockford Public Library and its branches. I have also helped with Immanuel Lutheran, Belvidere's school library as well as maintaining a good collection of classroom books.

**Please share your opinion on the importance of libraries.**

A robust library is a center of learning, research, and literacy in its community. A well-educated population becomes successful and the whole community benefits economically and socially. Resources connect all ages with knowledge and services needed and available in the community. Libraries also encourage a broader perspective of opportunities for its patrons. Libraries are in a unique position to cut through economic and social lines, making many services available to all.

**What challenges do you think our library faces?**

The role of libraries has changed dramatically since the advent of digital technology. Libraries must-and Ida does this well-offer new and innovative ways of reaching all who tap into a library. This includes innovative programs that develop literacy, on site, in person, and digitally. I believe Ida also plays an important role in providing help for a young population as it gives support encouraging parents in child development and giving school age children a chance to connect with technology that might not be available in the home. Programs also need to reach all ages and interest levels. A library, in short, sees beyond its walls into the community.

**Please describe any experience or expertise you have that you feel would be beneficial to the Board of Trustees.**

I was a teacher for 36 years and have taught first grade through juniors in high school. (In the old days you could get a k-12 teaching certificate with a little extra class work. My husband was an administrator so I was able to find positions at a variety of grade levels as he moved.) I ended my career teaching 15 years in junior high so read countless(some good, many bad) young adult books. I personally am an avid reader and read mysteries, science fiction, and nonfiction history books. (But will try anything that looks

good) I have also lived in cities (Queens, New York), rural areas (Jacob, Illinois), and small towns (Athens, Wisconsin). This gave me a lot of different experiences with people and their needs. I have taught in both public and private(Lutheran) schools and am sensitive to working within a budget, utilizing all resources to their fullest. I have successfully written grants in the past. I have been a Friend of the Library for the past four years and have helped with spring and fall used book sales.

**How long have you lived in Belvidere?**

11 years What segment(s) of the Belvidere community do you feel you represent? (Possible examples: retiree, parent of young children, small business owner, etc.) I am a retired former educator with grandchildren.

**Do you presently serve in any other appointed position on a Board, Commission or Committee? If yes, what position? If no, do you have previous experience on a Board or Commission?**

I have had no experience as a board member. Please add any other information you would like to share. I am aware that there are no open trustee positions at this time, but if a seat becomes available, it would be a privilege to serve with this competent and creative group.

**Thank you for your interest in service to the community of Belvidere.**

**Applicant Signature**

Gayle Steltenpohl