

State of Illinois) SS  
Belvidere, Illinois)

BELVIDERE CITY COUNCIL  
REGULAR MEETING  
AGENDA

July 1, 2019

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  
June 17, 2019; as presented.

(5) Public Hearing:

(6) Special Messages and Proclamations:

(7) Approval of Expenditures: None.

(8) Committee Reports and Minutes of City Officers:

(A) Belvidere Police Department Overtime Report of June 4, 2019 through  
June 17, 2019.

(B) Belvidere Fire Department Overtime Reports of June 5, 2019 through  
June 18, 2019.

(C) Minutes of Committee of the Whole – Public Safety and Finance and  
Personnel of June 24, 2019.

(9) Unfinished Business:

(A) Ord. #459H – 2<sup>nd</sup> Reading: An Ordinance Revising Ordinance #392H, the  
2018-2019 Budget Ordinance for the City of Belvidere, Illinois.

(B) Ord. #460H – 2<sup>nd</sup> Reading: An Ordinance Amending Sections 110-224 and  
110-198 of the City of Belvidere Municipal Code.

- (C) Ord. #461H – 2<sup>nd</sup> Reading: An Ordinance Granting a Special Use to Allow Indoor Commercial Entertainment (Bar with Video Gaming) within the GB, General Business District (1024 North State Street).

(10) New Business:

Motions of Committee of the Whole - Public Safety and Finance and Personnel of June 24, 2019:

Public Safety Motions – Chairman Crawford or Vice Chairman Brereton:

- (A) Motion to approve the quote from 1-800-BOLLARDS for 25 steel bollards and 25 receivers with hinged lids in the amount of \$9,290.44 to be taken from the Capital Fund.
- (B) Motion to approve waiving the bidding process and approve the proposal from Plastering by Sam, in the amount of \$9,927.50, for the plastering work at the Annex at 330 E Menominee Street. This work will be paid for from the Police Department Capital Funds line item.
- (C) Motion to approve the vacation carryover of new hires Joe Erber (3 shifts) and Adrian Trujillo (1 shift) from FY19 to FY20.
- (D) Motion to accept the donation of \$3,000 from Country Financial for the purchase of an AED and AED equipment for the YMCA with the balance of funds to be deposited into Fire Department EMS.

Finance & Personnel Motions – Chairman Ratcliffe or Vice Chairman Borowicz:

- (E) Motion to approve up to four applications of mosquito treatments on all city streets not-to-exceed \$35,000.
- (F) Motion to approve the low bid from RMS Utility Services, in the amount of \$94,062 for the Sanitary Sewer Manhole Rehabilitation Project, contingent upon receipt of Apprenticeship Certification prior to Council approval.

(11) Other:

- (A) Executive Session to discuss Review of Executive Session Minutes pursuant to Section 2 ( c ) 21 of the Open Meetings Act.

(12) Adjournment:

State of Illinois SS  
Belvidere, Illinois

**Belvidere City Council  
Regular Session  
Minutes**

Date: June 17, 2019

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

Call to order by Mayor Chamberlain.

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

Other staff members in attendance:

City Treasurer Thornton, Water-Sewer-Street Superintendent Danny Anderson,  
Community Development Planner Gina DelRose, Police Chief Woody,  
Fire Chief Hyser, City Attorney Drella and City Clerk Arco.

(2) Pledge of Allegiance:  
Invocation:

(3) Public Comment:

(4) Approval of Minutes:

(A) Approval of minutes of the regular meeting of the Belvidere City Council of  
June 3, 2019; as presented.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Crawford to approve the minutes of the regular  
meeting of the Belvidere City Council of June 3, 2019. Roll Call Vote: 9/0 in favor.  
Ayes: Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow and Stevens.  
Nays: None. Motion carried.

(5) Public Hearing: None.

(6) Special Messages: None.

(7) Approval of Expenditures: General & Special Fund Expenditures: \$1,157,602.02  
Water & Sewer Fund Expenditures: \$ 307,480.84

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Ratcliffe to approve General & Special Fund Expenditures in the amount of \$1,157,602.02. Roll Call Vote: 9/0 in favor.  
Ayes: Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens and Brereton.  
Nays: None. Motion carried.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to approve Water & Sewer Fund Expenditures in the amount of \$307,480.84. Roll Call Vote: 9/0 in favor.  
Ayes: Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Brereton and Crawford.  
Nays: None. Motion carried.

(8) Committee Reports & Minutes of City Officers:

- (A) Belvidere Police Department Overtime Report of May 21, 2019 through June 3, 2019.
- (B) Belvidere Fire Department Overtime Reports of May 20, 2019 and May 22, 2019 through June 4, 2019.
- (C) Monthly Report of Community Development/Planning Department for May 2019.
- (D) Monthly Report of Building Department Revenues for May 2019.
- (E) Monthly Commercial Permit Summary for May 2019.
- (F) Monthly Building Department Violation Status Report for May 2019.
- (G) Monthly Treasurer's Report for May 2019.
- (H) Monthly General Fund Report for May 2019.
- (I) Monthly Water/Sewer Fund Report for May 2019.
- (J) Minutes of City-County Coordinating Committee of April 10, 2019.
- (K) Minutes of Planning and Zoning Commission of June 11, 2019.

Let the record show these reports and minutes were placed on file.

- (L) Minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of June 10, 2019.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to approve the minutes of Committee of the Whole – Building, Planning and Zoning and Public Works of June 10, 2019.  
Roll Call Vote: 9/0 in favor. Ayes: Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Brereton, Crawford and Frank. Nays: None. Motion carried.

(9) Unfinished Business: None.

(10) New Business:

- (A) Ord. #459H – 1<sup>st</sup> Reading: An Ordinance Revising Ordinance #392H, the 2018-2019 Budget Ordinance for the City of Belvidere, Illinois.
- (B) Ord. #460H- 1<sup>st</sup> Reading: An Ordinance Amending Sections 110-224 and 110-198 of the City of Belvidere Municipal Code.
- (C) Ord. #461H -1<sup>st</sup> Reading: An Ordinance Granting a Special Use to Allow Indoor Commercial Entertainment (Bar with Video Gaming) within the GB, General Business District (1024 North State Street).

Let the record show Ordinances #459H, #460H and #461H were placed on file for first reading.

Motions forwarded from City-County Coordinating Committee of April 10, 2019.

- (A) Motion to approve the TRC invoice #34776 in the amount of \$716.70 with a 50/50 split with the City of Belvidere. Roll Call Vote: 9/0 in favor.  
Ayes: McGee, Porter, Ratcliffe, Snow, Stevens, Brereton, Crawford, Frank and Freeman. Nays: None. Motion carried.

Motions forwarded from Committee of the Whole – Building, Planning and Zoning and Public Works of June 10, 2019.

- (A) Motion to approve the 1-year extension of the Special Use Permit for a Personal Storage Facility at 1930-1960 W. Chrysler Drive. Roll Call Vote: 9/0 in favor. Ayes: Porter, Ratcliffe, Snow, Stevens, Brereton, Crawford, Frank, Freeman and McGee. Nays: None. Motion carried.
- (B) Motion to approve the proposal from CES to complete the wetlands delineation and, if required, the environmental permitting in an amount not-to-exceed \$9,400. This work will be paid for from Capital Funds. Roll Call Vote: 9/0 in favor. Ayes: Ratcliffe, Snow, Stevens, Brereton, Crawford, Frank, Freeman, McGee and Porter. Nays: None. Motion carried.
- (C) Motion to approve the proposal from Arc Design Resources, in an amount not-to-exceed \$11,050 to complete up to 13 right-of-way plats for Logan Avenue. This work will be paid for from the proceeds of the Local Motor Fuel Tax. Roll Call Vote: 9/0 in favor. Ayes: Snow, Stevens, Brereton, Crawford, Frank, Freeman, McGee, Porter and Ratcliffe. Nays: None. Motion carried.

- (D) Motion to approve the proposal from Arc Design Resources, in an amount not-to-exceed \$45,000 to complete the Phase 1 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: 7/2 in favor. Ayes: Brereton, Crawford, Freeman, McGee, Porter, Ratcliffe and Snow. Nays: Stevens and Frank. Motion carried.
- (E) Motion to approve the receipt of \$2500 from the National Association of Realtors to be used for landscaping at General Mills Park. Roll Call Vote: 9/0 in favor. Ayes: Brereton, Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow and Stevens. Nays: None. Motion carried.
- (F) Motion to approve the Certified Local Government Grant in the amount of \$10,500 for the Intensive Survey Courthouse Square Area Phase III Project. Roll Call Vote: 9/0 in favor. Ayes: Crawford, Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens and Brereton. Nays: None. Motion carried.
- (G) Motion to approve the block party request of Thomas Jones of 2734 Mary Street on July 13, 2019 from 2 p.m. until 10 p.m. Roll Call Vote: 9/0 in favor. Ayes: Frank, Freeman, McGee, Porter, Ratcliffe, Snow, Stevens, Brereton and Crawford. Nays: None. Motion carried.

(11) Adjournment:

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to adjourn meeting at 7:18 p.m.  
Aye voice vote carried. Motion carried.

\_\_\_\_\_ Mayor

Attest: \_\_\_\_\_ City Clerk

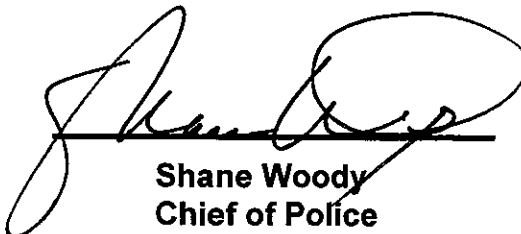
# Belvidere Police Department Payroll Report

Dept: 1790

6/18/2019

For Overtime Incurred between 6/4/19 and 6/17/19

Last Name:	Employee ID:	Total Hours:	Total Overtime Pay:
Abonce	01014	5	\$209.40
Ball	00739	16	\$928.38
Berillo	00941	14.5	\$674.69
Bird	00793	14.25	\$811.61
Blankenship	00729	10.5	\$598.03
Bogdonas	00901	1.5	\$85.43
Brox	00963	1	\$48.53
Dammon	00657	1	\$63.78
Danielak	00996	3.5	\$150.57
Delavan	00848	29.5	\$1,680.17
Derry	00816	29	\$1,651.70
Garcia	00988	6.5	\$279.63
Jones	00772	17	\$968.24
Kaplan	00858	4	\$227.82
King	00868	29.5	\$1,680.17
Kirk	00888	15	\$791.55
Korn	00989	2	\$86.04
Kozlowski	00846	18	\$1,025.19
Moore	00707	14	\$797.37
Parker,B	00686	6	\$341.73
Schwartz	00783	2	\$113.91
Shook	85700	0.5	\$28.48
Smaha	00659	19	\$1,211.82
Washburn	00784	9	\$574.02
Worley	00992	1.5	\$64.53
Zapf	00934	17	\$824.93
<b>Totals:</b>		<b>286.75</b>	<b>\$15,917.70</b>



Shane Woody  
Chief of Police

**Belvidere Fire Department**  
**Overtime Report**  
**Date Between {06/05/2019} And {06/18/2019}**

Date	Time	Incident	Pay Type	Activity Type	Hours Wkd	Hrs Paid	Pay
<b>00866 Beck, Mark E</b>							
06/05/2019	17:30		OT	TRTM TEMS Training	3.75	3.75	148.27
06/14/2019	07:30		OT	CPRI C.P.R. Instruction	5.00	5.00	197.70
<b>Staff Member Totals:</b>					<b>8.75</b>	<b>8.75</b>	<b>345.97</b>
<b>00809 Drall, Dan C</b>							
06/17/2019	10:00		OT	TRD Dive/Water Rescue	2.00	2.00	79.08
<b>Staff Member Totals:</b>					<b>2.00</b>	<b>2.00</b>	<b>79.08</b>
<b>01029 Erber, Joe D.</b>							
06/10/2019	07:00		OT	SCS Shift Coverage for Sick	24.00	24.00	654.24
<b>Staff Member Totals:</b>					<b>24.00</b>	<b>24.00</b>	<b>654.24</b>
<b>00971 Heiser, Bradley Donald</b>							
06/15/2019	07:00		OT	TRTM TEMS Training	5.00	5.00	164.30
06/16/2019	09:00		OT	TI TEMS Incident	2.00	2.00	65.72
<b>Staff Member Totals:</b>					<b>7.00</b>	<b>7.00</b>	<b>230.02</b>
<b>00981 Herman, Ronald David</b>							
06/15/2019	07:00		OT	TRTM TEMS Training	6.00	6.00	197.16
<b>Staff Member Totals:</b>					<b>6.00</b>	<b>6.00</b>	<b>197.16</b>
<b>00881 Kriebs, James J</b>							
06/18/2019	11:15		OT	INR Reimbursable Plan	2.00	2.00	78.70
<b>Staff Member Totals:</b>					<b>2.00</b>	<b>2.00</b>	<b>78.70</b>
<b>00828 Letourneau, Chris R</b>							
06/11/2019	11:30		OT	SPD Special Detail	2.00	2.00	90.50
06/12/2019	19:00		OT	MEM Mabas Div. 8 Meeting	1.50	2.00	90.50
<b>Staff Member Totals:</b>					<b>3.50</b>	<b>4.00</b>	<b>181.00</b>
<b>00767 Loudenbeck, Matt F</b>							
06/09/2019	07:00		OT	SCMI Shift Coverage Misc.	24.00	24.00	944.40
<b>Staff Member Totals:</b>					<b>24.00</b>	<b>24.00</b>	<b>944.40</b>
<b>00993 Mead, Stephen C.</b>							
06/05/2019	09:00		OT	TREP Initial Paramedic	7.00	7.00	210.28
06/12/2019	09:00		OT	TREP Initial Paramedic	7.25	7.25	217.79
06/18/2019	15:45	19-0001435	OT	GRI General Recall for	2.00	2.00	60.08
<b>Staff Member Totals:</b>					<b>16.25</b>	<b>16.25</b>	<b>488.15</b>
<b>00755 Oates, Joshua A</b>							
06/05/2019	17:30		OT	TRTM TEMS Training	3.00	3.00	117.45
06/16/2019	09:00		OT	TI TEMS Incident	2.00	2.00	78.30
<b>Staff Member Totals:</b>					<b>5.00</b>	<b>5.00</b>	<b>195.75</b>
<b>00958 Pavlatos, Gregory R</b>							
06/05/2019	17:30		OT	TRTM TEMS Training	3.00	3.00	97.59
06/08/2019	08:00		OT	CPRI C.P.R. Instruction	1.50	2.00	65.06
06/19/2019	11:06						



**Belvidere Fire Department**  
**Overtime Report**  
**Date Between {06/05/2019} And {06/18/2019}**

Date	Time	Incident	Pay Type	Activity Type	Hours Wkd	Hrs Paid	Pay
<b>00958 Pavlatos, Gregory R</b>							
06/15/2019	07:00		OT	TRIM TEMS Training	5.00	5.00	162.65
06/16/2019	09:00		OT	TI TEMS Incident	2.00	2.00	65.06
<b>Staff Member Totals:</b>					<b>11.50</b>	<b>12.00</b>	<b>390.36</b>
<b>00852 Schadle, Shawn W</b>							
06/06/2019	07:00		OT	SCMI Shift Coverage Misc.	24.00	24.00	1138.80
<b>Staff Member Totals:</b>					<b>24.00</b>	<b>24.00</b>	<b>1138.80</b>
<b>00969 Tangye, Travis N</b>							
06/10/2019	07:00		OT	TREP Initial Paramedic	10.00	10.00	330.20
06/13/2019	07:30		OT	IN Inspection Bureau	5.25	5.25	173.35
<b>Staff Member Totals:</b>					<b>15.25</b>	<b>15.25</b>	<b>503.55</b>
<b>00882 Thornton, Nicolas J</b>							
06/07/2019	12:00		OT	SCMI Shift Coverage Misc.	1.50	2.00	79.08
<b>Staff Member Totals:</b>					<b>1.50</b>	<b>2.00</b>	<b>79.08</b>
<b>01030 Trujillo, Adrian</b>							
06/12/2019	10:00		OT	TROT Training not	4.25	4.25	115.85
<b>Staff Member Totals:</b>					<b>4.25</b>	<b>4.25</b>	<b>115.85</b>
<b>00556 Wilcox, Craig A</b>							
06/17/2019	07:00		OT	INR Reimbursable Plan	8.00	8.00	363.76
<b>Staff Member Totals:</b>					<b>8.00</b>	<b>8.00</b>	<b>363.76</b>
<b>01002 Winnie, Todd</b>							
06/08/2019	07:00		OT	TREX Extrication Training	9.25	9.25	280.64
06/17/2019	07:00		OT	CRO Shift Carry Over	0.50	0.50	15.17
<b>Staff Member Totals:</b>					<b>9.75</b>	<b>9.75</b>	<b>295.81</b>
<b>All Staff Member Totals:</b>					<b>172.75</b>	<b>174.25</b>	<b>6,281.70</b>

Types: F=Fire, M=EMS/Medical, R=Rescue, O=Other

Minutes  
Committee of the Whole  
Public Safety and Finance and Personnel  
June 24, 2019 6:00 p.m.

Call to Order - Mayor Mike Chamberlain:

Aldermen Present: M. Borowicz, R. Brereton, G. Crawford,  
W. Frank, M. Freeman, M. McGee,  
T. Porter, T. Ratcliffe, D. Snow and  
C. Stevens.

Alderman Absent: None.

Also in attendance:

Budget and Finance Director Becky Tobin, Director of  
Buildings Kip Countryman, Treasurer Cory Thornton,  
Public Works Director Brent Anderson, Fire Chief Hyser,  
Police Chief Woody and City Clerk Arco.

Public Comment: Jeff Carlisle spoke regarding Fehr Graham  
and our Storm Water Management Project.

Public Forum: None.

Reports of Officers, Boards and Special Committees:

1. Public Safety, Unfinished Business: None.
2. Public Safety, New Business:

(A) Purchase Architectural Bollards and Mounting  
Receivers.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Porter to approve the quote  
from 1-800-BOLLARDS for 25 steel bollards and 25 receivers  
with hinged lids in the amount of \$9,290.44 to be taken  
from the Capital Fund. Aye voice vote carried. Motion  
carried.

(B) Proposal for Plastering at the Annex.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Snow to approve waiving  
the bidding process and approve the proposal from  
Plastering by Sam, in the amount of \$9,927.50, for the  
plastering work at the Annex at 330 E Menominee Street.  
This work will be paid for from the Police Department  
Capital Funds line item. Aye voice vote carried. Motion  
carried.

(C) Fire Carryover Vacation.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to approve the vacation carryover of new hires Joe Erber (3 shifts) and Adrian Trujillo (1 shift) from FY19 to FY20. Aye voice vote carried. Motion carried.

(D) Country Financial Donation - YMCA - AED.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to accept the donation of \$3,000 from Country Financial for the purchase of an AED and AED equipment for the YMCA with the balance of funds to be deposited into Fire Department EMS. Aye voice vote carried. Motion carried.

3. Finance & Personnel, Unfinished Business: None.

4. Finance & Personnel, New Business:

(A) Mosquito Control.

Motion by Ald. Freeman, 2<sup>nd</sup> by Ald. Borowicz to approve up to four applications of mosquito treatments on all city streets not-to-exceed \$35,000. Aye voice vote carried. Motion carried.

(B) Alderman Pay - discussion took place.

Alderman Borowicz left meeting at 6:52 p.m.

5. Other:

(A) Sanitary Sewer Manhole Rehabilitation Bid  
Tabulation - tabled April 22, 2019.

Motion by Ald. Snow, 2<sup>nd</sup> by Ald. Frank to remove from the table. Aye voice vote carried. Motion carried.

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Snow to approve the low bid from RMS Utility Services, in the amount of \$94,062 for the Sanitary Sewer Manhole Rehabilitation Project, contingent upon receipt of Apprenticeship Certification prior to Council approval. Aye voice vote carried. Motion carried.

6. Adjournment:

Motion by Ald. Crawford, 2<sup>nd</sup> by Ald. Porter to adjourn at 6:53 p.m. Aye voice vote carried. Motion carried.

\_\_\_\_\_ Mayor

Attest: \_\_\_\_\_ City Clerk

**The United States Department of Labor**

**Office of Apprenticeship**

**Certificate of Registration of Apprenticeship Program**

Midwest Water Group, Inc. d/b/a RMS Utility Services

Crystal Lake, Illinois

For the Occupation - Construction Craft Laborer

*Registered as part of the National Apprenticeship System  
in accordance with the basic standards of apprenticeship  
established by the Secretary of Labor*

June 25, 2019

Date

2019-IL-73709

Registration No.



*M. V. Kelly*

Administrator, Office of Apprenticeship