



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

Alderman Natalie Mulhall	Chairman Building
Alderman Sandra Gramkowski	Vice-Chairman Building
Alderman Wendy Frank	Chairman Finance and Personnel
Alderman Ric Brereton	Vice -Chairman Finance and Personnel
Alderman Mike McGee	Chairman Planning & Zoning
Alderman Clayton Stevens	Vice-Chairman Planning & Zoning
Alderman Matthew Fleury	Chairman Public Safety
Alderman John Albertini	Vice-Chairman Public Safety
Alderman Rory Peterson	Chairman Public Works
Alderman Marsha Freeman	Vice-Chairman Public Works

**AGENDA**

September 23, 2024  
6:00 p.m.  
City Council Chambers  
401 Whitney Blvd., Belvidere, Illinois

Call to Order:

Roll Call:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

- (A) Growth Dimensions.
1. Public Safety, Unfinished Business: None.
  2. Public Safety, New Business:
    - (A) Police Department – Update.
    - (B) Police Department – Purchase of 4 Dodge Durango Squad Cars and Equipment.
    - (C) Police Department – Sale of Vehicles.
    - (D) Fire Department – Update.
    - (E) Fire Department – Closure of State Street Request.
  3. Finance & Personnel, Unfinished Business: None.
  4. Finance & Personnel, New Business:
    - (A) Finance Department – Update.
    - (B) Tax Levy Requests.
    - (C) Boiler Replacement – Main Equipment Building – WWTP.
    - (D) Executive Session pursuant to Section 2(c)(1) of the Open Meetings Act to discuss the appointment, employment, compensations, discipline, performance or dismissal of a specific employee and to discuss litigation, either pending or imminent pursuant to 2(c)(11) of the Open Meetings Act.
    - (E) Appointment of Budget and Finance Officer.
    - (F) Approval of Landmark Development Inc. Settlement Agreement.
    - (G) Elected Official’s Salaries.
  5. Adjournment:



**BELVIDERE**  
**POLICE**

*Daniel Smaha*  
**Deputy Chief—Investigations**

*Shane Woody*  
**Chief of Police**

*David Bird*  
**Deputy Chief—Patrol**

615 N. Main Street - Belvidere, IL 61008 - Phone: 815-544-9626 - Fax: 815-544-9603 -  
www.ci.belvidere.il.us

**TO: Mayor Morris and City Council**  
**FROM: Chief Shane Woody**  
**DATE: September 23, 2024**  
**RE: Authorization to Purchase and Equip 4 Dodge Durango Squad Cars.**

As requested in our FY25 budget, and approved by City Council, the Belvidere Police Department is requesting authorization to proceed with the purchase of four new vehicles as listed below:

(1)	4 - 2024 Dodge Durango's for Patrol @ \$44,937.00 each	\$179,748.00
(2)	Installation of equipment and striping for 2024 Dodge Durango for Patrol @ \$14,762.00 each.	\$ 59,048.00
	<b>Total</b>	<b>\$238,796.00</b>

Squads are to be purchased from Kunes Dodge of Belvidere, IL through the Illinois State-Wide Bid Award. The price for these vehicles includes extended warranty.

**Motion: To authorize Capital Fund expenditures for the purchase of four (4) 2024 Dodge Durango Police Package SUV's and equipment installation and striping at a cost not to exceed \$59,699 each for a total expenditure of \$238,796.00.**



**BELVIDERE**  
**POLICE**

*Daniel Smaha*  
*Deputy Chief—Investigations*

*Shane Woody*  
*Chief of Police*

*David Bird*  
*Deputy Chief—Patrol*

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**TO: Mayor Morris and City Council**  
**FROM: Chief Shane Woody**  
**DATE: September 23, 2024**  
**RE: Ordinance Authorizing Sale of Squad Cars**

Before you is an ordinance requesting to sell police department squad cars that are in various states of disrepair. These vehicles have no operational value and are currently utilizing valuable storage space.

1. 2017 Dodge Charger 2C3CDXKT8HH632502
2. 2017 Dodge Charger 2C3CDXKT6HH632501
3. 2014 Dodge Charger 2C3CDXKT5EH371633
4. 2015 Dodge Charger 2C3CDXKT7FH932609
5. 2007 Dodge Charger 2B3KA43G87H826382
6. 2017 Dodge Charger 2C3CDXKT3GH342196

None of the above squad cars have extended warranties and would cost more to fix and or maintain than their relative value. These vehicles have been cannibalized for parts and/or equipment for running/new squad cars.

**Motion: To authorize and direct the Mayor, or his designee, to sell the Vehicles identified in Exhibit A by any means authorized by State Statute, including but not limited to an internet auction site, other auction methods, direct sale, or trade in for new vehicles.**

ORDINANCE #

AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN PERSONAL PROPERTY  
(POLICE DEPARTMENT VEHICLES)

WHEREAS, the City of Belvidere Police Department is in possession of certain used vehicles, described in Exhibit A that are no longer needed or useful; and

WHEREAS, the Vehicles constitutes surplus personal property within the meaning of 65 ILCS 5/11-76-4; and

WHEREAS, the Corporate Authorities of the City find that the previously referenced Vehicles are no longer necessary or useful to or in the best interest of the City.

NOW THEREFORE IT IS ORDAINED by the CITY COUNCIL of the City of Belvidere, Boone County Illinois, as follows:

**SECTION 1:** The foregoing recitals are incorporated herein as if fully set forth.

**SECTION 2:** The Mayor, or his designee, is authorized and directed to sell the Vehicles identified in Exhibit A by any means authorized by State Statute, including but not limited to an internet auction site, other auction methods, direct sale, or trade in for new vehicles.

**SECTION 4:** 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 5:** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 6:** 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.

Ayes:

·  
Absent:.

APPROVED:

Mayor Clinton Morris

(SEAL)

ATTEST: City Clerk

Passed:  
Approved:  
Published:

EXHIBIT A

1. 2017 Dodge Charger 2C3CDXKT8HH632502
2. 2017 Dodge Charger 2C3CDXKT6HH632501
3. 2014 Dodge Charger 2C3CDXKT5EH371633
4. 2015 Dodge Charger 2C3CDXKT7FH932609
5. 2007 Dodge Charger 2B3KA43G87H826382
6. 2017 Dodge Charger 2C3CDXKT3GH342196



**BELVIDERE  
FIRE  
DEPARTMENT**

**123 S. State St.  
Belvidere, IL 61008**

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To: Mayor Morris and Council  
From: Chief Shawn Schadle  
Date: September 23, 2024  
Subject: Request to Close State Street and Remove Bridge Globes for Annual Open House

Dear Mayor Morris and Council,

The Belvidere Fire Department respectfully requests the temporary closure of State Street for our annual Open House event, which will be held on **Sunday, October 6, 2024, from 12:30 PM to 4:30 PM**. This closure will ensure the safety of attendees and provide space for various demonstrations and activities planned during the event.

Additionally, we request the removal of the decorative globes from the State Street Bridge to accommodate a safe landing zone for the helicopter scheduled to land as part of our event.

We appreciate your consideration of these requests to ensure the success and safety of our Open House.

**Recommended Motion:**

Motion to approve the temporary closure of State Street on October 6, 2024, from 12:30 PM to 4:30 PM and the removal of the globes from the State Street Bridge for helicopter landing.

Thank you for your support.

Sincerely,  
Chief Shawn Schadle

Belvidere Fire Department





## MEMORANDUM

To: Mayor Clinton Morris and Council Members

From: Shannon Hansen, Budget & Finance Officer

Date: September 16, 2024

Re: Tax Levy Requests

We are in receipt of, and attach hereto, the following tax levy requests:

1. Belvidere Firefighters' Pension Fund - \$1,507,234 (increase of \$93,113 or 6.58%);
2. Belvidere Police Pension Fund - \$2,074,623 (increase of \$172,954 or 9.09%); and
3. Ida Public Library - \$855,678 (increase of \$43,578 or 5.36%).

As Council must approve a tax levy by the last Tuesday in December, this information is presented for your review in preparation of levy discussions in November.

Thank you.



**CITY OF BELVIDERE  
FIREFIGHTERS'  
PENSION FUND**

**P.O. Box 977  
Belvidere, IL 61008**

**President: Shawn Schadle  
sschadle@belviderefire.com**

**Secretary: Chris Letourneau  
cletourneau@belviderefire.com**

August 28, 2024

Mayor Clinton Morris and Members of the City Council  
City of Belvidere  
401 Whitney Blvd  
Belvidere, Illinois 61008

**RE: Tax Levy Request from the Belvidere Firefighters' Pension Fund**

Dear Mayor Morris and Members of the City Council:

Section 4-118 of the Illinois Pension Code requires that the City of Belvidere levy a tax to meet the annual actuarial requirements of the firefighters' pension fund (40 ILCS 5/4-118). The Board of Trustees of the Belvidere Firefighters' Pension Fund reviewed the actuarial valuation prepared by Lauterbach & Amen. The statutory minimum actuarial valuation from the Illinois Firefighters' Pension Investment Fund (FPIF) has not yet been issued.

In light of the Board's fiduciary obligation to ensure funds are available to meet the actuarial requirements of the Fund, the Board voted to request that the City Council levy in December 2024 and contribute in the next fiscal year the recommended amount of **\$1,507,234** on behalf of the Belvidere Firefighters' Pension Fund. Note the following highlights from the actuarial valuation:

- The recommended contribution has increased \$93,113 – or 6.58% -- from the prior year. The primary causes of the increase in the recommended contribution are salary increases being greater than expected and investment returns being less than expected on an actuarial asset basis.
- In the second year with the Firefighters' Pension Investment Fund (FPIF), the Fund's market value return on investments was 10.26%, net of investment expenses. When smoothing is considered over five years, the Fund's investment return was 5.44% on an actuarial asset basis. You can learn more about FPIF and review its asset allocation and investment returns at its website, <https://ifpif.org>.
- The Fund paid more than \$1.8 million in benefits last year and ended the year with almost \$21 million in assets. Furthermore, the City contributed \$1,313,890, which met the recommended contribution amount. The ratio of benefits to market value of assets decreased to 8.72% (previously 8.96%).

FPIF will be issuing an actuarial valuation for the Fund, using an aggressive 7.125% investment return assumption and a statutory minimum approach in preparing the calculations. Coupled with FPIF's inability to provide GASB reporting for its participating pension funds, the Board urges the City to continue our collaboration to secure a private actuarial valuation based on sound funding principles. The Board appreciates the City's commitment to proper funding. Attached is the preliminary Municipal Compliance Report; once the FPIF actuarial valuation is received, the Board will forward it to you for your review. If you have any questions regarding the Board's request, please let us know.

Sincerely,

**BELVIDERE FIREFIGHTERS' PENSION FUND**

  
Shawn Schadle, President

Enclosures      Lauterbach & Amen actuarial valuation; Preliminary Municipal Compliance Report (MCR)  
cc:                Shannon Hansen, Budget and Finance Officer, City of Belvidere (w/ enclosures)  
                      Cory Thornton, Treasurer, City of Belvidere (w/ enclosures)



## BELVIDERE POLICE PENSION FUND BOARD OF TRUSTEES

August 28, 2024

Mayor Clinton Morris and Members of the City Council  
City of Belvidere  
401 Whitney Blvd  
Belvidere, Illinois 61008

**RE: Tax Levy Request from the Belvidere Police Pension Fund**

Dear Mayor Morris and Members of the City Council:

Section 3-125 of the Illinois Pension Code provides that the City of Belvidere must annually levy a tax to meet the annual actuarial requirements of the police pension fund (40 ILCS 5/3-125). The Board of Trustees of the Belvidere Police Pension Fund recently reviewed the actuarial valuation prepared by Lauterbach & Amen for purposes of the next City tax levy. The Illinois Police Officers' Pension Investment Fund (IPOPIF) has not issued its actuarial valuation for the Fund, and thus it has not been reviewed.

In light of the Board's fiduciary obligation to ensure funds are available to meet the actuarial requirements of the Fund, the Board voted to request that the City Council levy in December 2024 and contribute in the next fiscal year the recommended amount of **\$2,074,623** on behalf of the Belvidere Police Pension Fund. Note the following highlights from the actuarial valuation:

- The recommended contribution has increased \$172,954 – or 9.09% -- from the prior year. The primary causes of the increase are actuarial experience (including demographic changes) and investment returns less than expected on an actuarial asset basis.
- In the second year with the Illinois Police Officers' Pension Investment Fund (IPOPIF), the return on investments was 9.11%, net of all administrative expenses. When smoothing is considered over five years, the return on investments on the actuarial value of assets was 4.95%, net of administrative expenses. You can learn more about IPOPIF and review its asset allocation and investment returns at its website, [www.ipopif.org](http://www.ipopif.org).
- Last year, the Fund paid over \$2.1 million in benefits and ended the year with over \$30 million. Furthermore, the City met its annual recommended contribution to the Fund, contributing \$1,639,633. The ratio of benefits to market value of assets increased to 7.02% (last year 6.67%).

IPOPIF will be issuing an actuarial valuation for the Fund, using a 6.8% investment return and a statutory minimum approach in preparing the calculations. Coupled with IPOPIF's inability to provide GASB reporting for its participating pension funds, the Board urges the City to continue our collaboration to secure a private actuarial valuation based on sound funding principles. The Board appreciates the City's continued commitment to proper funding and meeting the full recommended contribution to the Fund. Attached is the preliminary Municipal Compliance Report; once the IPOPIF actuarial valuation is received, the Board will forward it to you for your review. If you have any questions regarding the Board's request, please let us know.

Sincerely,

**BELVIDERE POLICE PENSION FUND**

  
Thomas S. Jones, President

Enclosures    Lauterbach & Amen's Actuarial Valuation; Preliminary Municipal Compliance Report (MCR)  
cc:                Shannon Hansen, City Budget/Finance Officer; Cory Thornton, City Treasurer (w/ enclosures)



## Local Library Letter Notifying Municipality of Levy Request

September 6, 2024

TO: Mayor Morris, City of Belvidere

RE: Ida Public Library Levy Request

Dear Mayor Morris:


As you know, the undersigned is Executive Director of the Ida Public Library. In that capacity and at the direction of the Board of Library Trustees, I herewith notify you of this year's levy request for library taxes.

Pursuant to Section 5/3-5 of the Local Library Act [75 ILCS 5/3-5] and the various court cases interpreting the same, the library taxes provided in the Local Library Act shall be levied by the City Council [Village Board or Town Board] "in the amounts determined by the [Library] Board and collected in like manner with other general taxes of the city, village, incorporated town, or township and the proceeds shall be deposited in a special fund, which shall be known as the library fund." Since under this law it is the Library Board of Trustees' responsibility to determine the amount required for the public library, on behalf of the Library Board I hereby request the following:

For the annual tax for the establishment and maintenance of the library (the maximum rate of which is .15% of the equalized assessed value as provided in 75 ILCS 5/3-4), the total levy request determined by the Board of Library Trustees for this year for library purposes is \$855,678.

If you have any questions in this regard or require our assistance in any respect, do not hesitate to contact the undersigned. We appreciate the fine support given to the library in the past and know that it will continue into the future.

Very truly yours,



Mindy Long  
Executive Director  
Ida Public Library

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 9/18/2024  
**Re:** Boiler Replacement – Main Equipment Building – WWTP

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The July flood of the main equipment building at the WWTP damaged the boiler heater beyond repair and needs to be replaced. We contacted Ceroni Piping, our HVAC maintenance and repair company, to provide us with a design/build proposal for a replacement heating system for the main equipment building. Attached to this memo is a copy of their proposal. The proposal includes replacing the existing large unit with two smaller units. The two heaters will be set to run lead/lag, providing greater efficiency and redundancy of the system. The old heater was located on a lower level and the new heaters will be located on the main floor, eliminating the possibility of future water damage.

I would recommend approval of the design/build proposal from Ceroni Piping Company, in the amount of \$146,400.00, for the design and installation of the new heat system for the main equipment building at the WWTP.

A motion to waive the bidding process will be required for this project as the cost exceeds \$20,000.00.

This work will be paid for from Sewer Depreciation Account #61-1790.

This proposal has been submitted to insurance for consideration.



7770 Ceroni Rd, Cherry Valley, Illinois 61016 (815)332-7777, fax 7775

8/26/2024

Belvidere Sewer Treatment Plant  
2001 Newburg Rd,  
Belvidere, IL 61008

Reference: Flood damage boiler replacement

Ceroni Piping Company would like to thank you for the opportunity of submitting a proposal on the above-referenced project. The following scope of work is our interpretation of responsibility to this project. Please contact the undersigned with any questions about further clarifications required.

**Base Work:**

- Remove flood damaged boiler and associated equipment from boiler room and ready area for new boiler.
- Supply and install 2 new 750,000 BTU boilers to replace the existing one.
- Install piping from new Boiler to the existing supply and return piping
- Supply and install ball valves on new boilers on the supply and return piping.
- Tie into existing gas line to new boiler supply a regulator as needed
- Supply and install new boiler flue pipe as needed
- Hook up necessary controls to new boilers.
- Supply and install all necessary pipe and fittings
- Fiberglass insulation for new boiler piping
- Do complete start up on boiler with owner training
- Supply and install a new air compressor and air dryer to match the existing unit.
- Remove the existing compressor and air dryer and discard.
- Remove the existing building controls ready main panel for new control components.
- Replace all the existing pneumatic controls and any necessary piping.
- Test the operation of the controls system

**ALT. #1:**

- Supply and install a new air compressor and air dryer to match the existing unit.
- Remove the existing compressor and air dryer and discard.
- Remove the existing building controls ready main panel for new control components.
- Replace all the existing pneumatic controls and replace them with a new building management system.
- The new system will be DDC (direct digital control).
- Supply and install a new head end with new system components.
- Test the operation of the controls system

**Assumptions & Clarifications:**

- The boiler will be shut down for a 2–3-week time period.
- Boiler will set on existing boiler housekeeping pad
- Ceroni Piping will provide a dumpster for the existing boiler and associated equipment will be hauled off site and disposed of properly unless owner provides different instructions
- All piping insulation included in this quote will be completed in boiler room only
- Plant will provide a water softener to feed the new boilers Ceroni Piping assumes the softener will be sufficient
- Pricing is good for 30 days

# Ceroni Piping Company

## Assumptions & Clarifications:

- Ceroni piping will provide their own PPE for all work.
- New boilers will match the existing boilers BTU
- Boilers are in stock for immediate install
- The above scope will cover what can be seen at the time of the inspection, if more issues are found while completing repairs the owner rep will be notified.

## Items not included:

- Connections to any other equipment not identified.
- Overtime or premium time, bonds of any kind.
- PE stamped drawings
- Water softener
- Asbestos abatement
- City permit cost if necessary
- Electrical of any kind
- Sales tax

**Total Budget cost 146,400.**

***ALT. #1 ADD \$19,162.***

**ACCEPTANCE:**

**APPROVAL:**

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Ceroni Piping Company

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Representative for Belvidere Sewer  
Treatment Plant

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Date Signed

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Date Signed

Sincerely,  
**CERONI PIPING COMPANY**