



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

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

**AGENDA**

January 13, 2025  
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:

1. Building, Planning & Zoning, Unfinished Business: None.
2. Building, Planning & Zoning, New Business:
  - A. Building Department – Update.
  - B. Planning Department – Update.
3. Public Works, Unfinished Business: None.
4. Public Works, New Business:
  - A. Public Works Department – Update.
  - B. Siphon Line Repair.
  - C. Christmas Decoration Replacement.
  - D. Street Light Service Relocation – South State Street and Logan Ave.
  - E. Meter Reading System Upgrade – Logic to Sensus Analytics.
  - F. Intergovernmental Cooperation Agreement Between the City of Rockford and City of Belvidere for Annual City-Wide Pavement Marking (Paint).
5. Other, Unfinished Business: None.
6. Other, New Business:
  - A. Fire – Addendum to Station #1 Bay Floor Repair.
  - B. Executive Session pursuant to Section 2(c)(11) of the Open Meetings Act to discuss pending, imminent or probable litigation and Section 2(c)(1) of the Open Meetings Act to discuss the employment, compensation, discipline, performance or dismissal of a specific employee.
7. Adjournment:

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 1/8/2025  
**Re:** Siphon Line Repair

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The following bid was received for the siphon line repair behind General Mills:

N-Trak Group, LLC	\$669,200.00
1523 Windsor Road	
Loves Park, IL 61111	

The engineer's estimate for this repair project was \$359,700.00. Based on further review and discussion with our engineer on this project, CES, we believe that the City can act as the general contractor and be able to complete the necessary repairs for a direct cost not-to-exceed \$200,000.

I would therefore recommend that the siphon line repair bid received be rejected.

I would further recommend approval of siphon line repair direct expenses not-to-exceed \$200,000. The equipment, labor and material expenses will be paid for from Sewer Depreciation Line Item #61-1790.





# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 1/8/2025  
**Re:** Christmas Decoration Replacement

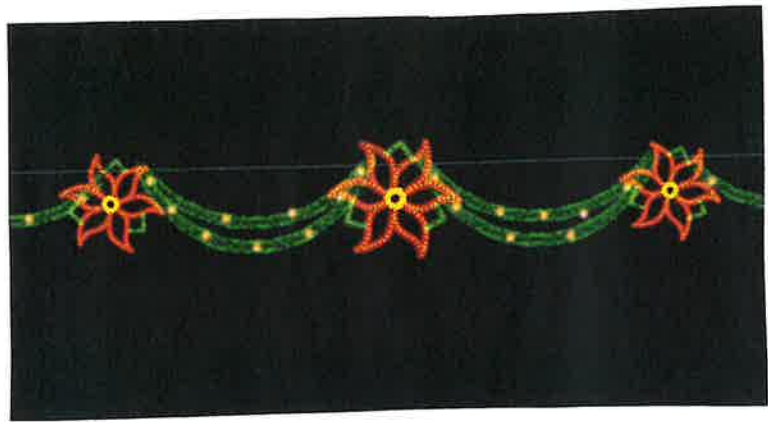
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The decades old pole mount Christmas decorations are worn out and need to be replaced. New decorations are currently being offered at discount prices. We have received a proposal from Holiday Outdoor Décor, the parent company of our local supplier Temple Display for the following decorations:

20 Christmas Trees	10 Snowflakes	10 Candy Canes	12 Bells
12 Candles	10 Snowman	1 Poinsettia Skyline	

The total cost of the decorations is \$30,616.20.

I would recommend approval of the proposal from Holiday Outdoor Decor, in the amount of \$30,616.20, for the purchase of 75 Christmas decorations. The decorations will be paid for from Public Benefit Line Item #41-5-110-7900.



# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 1/7/2025  
**Re:** Street Light Service Relocation – South State Street and Logan Avenue

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The electrical service for five streetlights along South State Street and Logan Avenue needs to be relocated due to the existing service is in conflict with the new drive-up construction at Midland Bank. We have received the following proposals to complete this work:

- |  |             |
|--|-------------|
| 1. William Charles Electric<br>833 Featherstone Road<br>Rockford, IL 61107 | \$18,355.00 |
| 2. Helm Electric<br>5280 11 <sup>th</sup> Street<br>Rockford, IL 61109     | \$19,782.00 |

I would recommend approval of the proposal from William Charles Electric, in the amount of \$18,355.00, to complete the streetlight service relocation. This work will be paid for from Line Item #01-5-330-6022.





LOGAN

WHITNE

LOGAN

STATE

# Memo

**To:** Mayor and City Council  
**From:** Brent Anderson, Director of Public Works  
**Date:** 1/8/2025  
**Re:** Meter Reading System Upgrade – Logic to Sensus Analytics

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The 2014 Logic Meter Reading System is being discontinued and will be replaced with Sensus Analytics Software and Hosting Services. The current Water & Sewer Capital Budget includes \$36,000 for one-time costs for this upgrade. We have received a proposal from Core & Main, our product rep for Sensus, to complete the upgrade at a cost of \$33,510.00.

I would recommend approval of the proposal from Core & Main, in the amount of \$33,510.00, for the Sensus Analytics upgrade. This work will be paid for from Water Depreciation Line Item #61-1780.



6829 Irene Road Belvidere IL 61008

January 15, 2024

City of Belvidere  
401 Whitney Blvd.  
Belvidere IL 61008

Attn: Brent Anderson

**Subject: Quotation Upgrade Sensus Analytics Software and Hosting Services**

**Sensus Analytics Hosting (SaaS) and Support Services**

(1) Sensus Analytics (RNI/SA) Set up Fee	<u>\$13,660.00</u>	one time
(1) Sensus Analytics (SA) Integration Fee	<u>\$7,250.00</u>	one time
(1) Annual Sensus Analytics (SA)/RNI SaaS Fee 10K services Year 1	<u>\$27,360.00</u>	per yr.
(1) Annual Sensus Analytics (SA)/RNI SaaS Fee 10K services Year 2	<u>\$28,200.00</u>	per yr.
(1) Annual Sensus Analytics (SA)/RNI SaaS Fee 10K services Year 3	<u>\$29,100.00</u>	per yr.
(1) Annual Sensus Analytics (SA)/RNI SaaS Fee 10K services Year 4	<u>\$29,900.00</u>	per yr.
(1) Annual Sensus Analytics (SA)/RNI SaaS Fee 10K services Year 5	<u>\$30,825.00</u>	per yr.
(1) RNI Training (onsite)	<u>\$6,350.00</u>	one time
(1) OPTIONAL Data Migration from Logic to SA	<u>\$6,250.00</u>	one time

Please note:

**\*\*\* Hosting Services subject to a 3% annual increase after year 5. \*\*\***

Prices are good thru December 31, 2024.  
Pricing subject to change due to volatile market conditions.

Our terms are payment net thirty (30) days.

We appreciate your inquiry and trust that our product, prices and service will meet with your approval.

Sincerely,

*Karl Johnson*

Territory Manager

**INTERGOVERNMENTAL COOPERATION AGREEMENT**  
**BETWEEN THE CITY OF ROCKFORD AND**  
**CITY OF BELVIDERE**  
**FOR ANNUAL CITY-WIDE PAVEMENT MARKING (PAINT)**

THIS INTERGOVERNMENTAL COOPERATION AGREEMENT (“Agreement”) is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the CITY OF ROCKFORD, (the “City of Rockford”), an Illinois municipal corporation, and the CITY OF BELVIDERE, (the “City of Belvidere”), and Illinois municipal corporation.

**RECITALS**

WHEREAS, the City of Rockford and the City of Belvidere are public agencies organized and enabled with certain authority under the laws of the State of Illinois, including the authority to enter into intergovernmental cooperation agreements pursuant to 5 ILCS 200/5 and Article VII, Section 10 of the Constitution of the State of Illinois, for the mutual assistance and well-being of the citizens therein and

WHEREAS, The City of Rockford and the City of Belvidere are willing to enter into this agreement to combine their annual City-Wide Pavement Markings (Paint), hereby known as (the “**Project**”) on the terms and conditions set forth herein; and

WHEREAS, combining contracts for the **Project** is for the mutual benefit of the City of Rockford and the City of Belvidere; and

WHEREAS, the City of Rockford and the City of Belvidere desire to cooperate in the planning and construction of the **Project**; and

WHEREAS, the City of Rockford and the City of Belvidere are contributing their own separate funds into the **Project**; and

WHEREAS, the City of Rockford and the City of Belvidere had previously cooperated in a pavement marking projects since 2017 and were both satisfied with the results.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement and with the foregoing recitals being incorporated herein and made a part hereof, the parties agree as follows:

## SECTION 1

### A. City of Rockford's Responsibilities

- i. The City of Rockford shall be the lead agency for the project throughout the City of Rockford and the City of Belvidere.
- ii. The City of Rockford shall complete, at its cost, all design engineering and planning for portions of roadway that are under the jurisdiction of the City of Rockford.
- iii. The City of Rockford shall provide the specifications and contract documents for the Project.
- iv. The City of Rockford shall advertise and award the Project in accordance with Illinois procurement laws.
- v. The City of Rockford will provide construction inspection services for work being done under the jurisdiction of the City of Rockford.
- vi. The City of Rockford will schedule construction for the Spring/Summer annually.
- vii. The City of Rockford provide full payment to the successful contractor for all work within the City of Rockford once the work has been completed to the satisfaction of both parties for their respective roadways.

### B. City of Belvidere's Responsibilities

- i. The City of Belvidere shall be a secondary agency for the project throughout the City of Rockford and the City of Belvidere.
- ii. The City of Belvidere shall complete, at its cost, all design engineering and planning for portions of roadway that are under the jurisdiction of City of Belvidere.
- iii. The City of Belvidere will provide the City of Rockford with a list of proposed locations to be included in the Project prior to March 15th of any year within the term of the Agreement.
- iv. The City of Belvidere will provide construction inspection services for work being done under the jurisdiction of City of Belvidere.
- v. The City of Belvidere will schedule construction for the Spring/Summer annually.
- vi. The City of Belvidere will provide full payment to the successful contractor for all work within the City of Belvidere once the work has been completed to the satisfaction of both parties for their respective roadways.

## SECTION 2

- A. Remedies. Upon violation of any of the terms of this Agreement that is not cured within 30 days of written notice thereof from one party to another, the aggrieved party or parties shall have all rights and remedies afforded to it under the law.
- B. Term. This Agreement shall be in effect on the date of execution by the Parties hereto, and continue through December 30, 2028. This Agreement shall be renewable for two successive one (1) year periods upon agreement of both parties.
- C. Termination. Either Party may terminate this Agreement without cause by providing the other Party with a 60 day written notice of its intent to terminate prior to December 30<sup>th</sup> of any year within the term of the Agreement.
- D. Notices. All notices, approvals, demands and other documents required or permitted under this Agreement, other than routine communications necessary for the day-to-day operation of this program, shall be deemed properly given if hand delivered or sent by United States mail, postage prepaid, to the following addresses:
- AS TO THE CITY OF ROCKFORD: Director  
Department of Public Works  
City of Rockford  
425 E. State Street  
Rockford, IL 61104
- WITH A COPY TO: Legal Director  
City of Rockford  
425 E. State Street  
Rockford, IL 61104
- AS TO THE CITY OF BELVIDERE: Director  
Department of Public Works  
City of Belvidere  
401 Whitney Boulevard  
Belvidere, IL 61008
- E. Amendments. This Agreement may be amended by written instruction executed by the parties hereto, acting therein by their duly authorized representatives.
- F. Severability. If any term or provision of this Agreement or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each remaining term and provision hereof shall be deemed valid and enforced to the fullest extent permitted by law.

- G. Indemnification and Hold Harmless. To the fullest extent permitted by law, each party to this Agreement shall protect, indemnify, save, defend and hold harmless the other party, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the other party and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person, or loss of or damage to tangible property, arising indirectly or directly in connection with or under, or as a result of this Agreement, but only to the extent caused in whole or in part by any negligent act or omission of the indemnifying party. The entity of the party providing the indemnification shall be allowed to raise on behalf of the other party any and all defenses statutory and/or common law to such claim or action which the other party might have raised, including but not limited to any defense contained within the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq (1991).
  
- H. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
  
- I. Waiver. This waiver of any term or provision of this Agreement shall not constitute a waiver of any other term or provision of this Agreement, nor shall the right to require any enforcement of any term or provision of this Agreement be permanently waived, if a continuing breach of any such term or provision arises.
  
- J. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, with the main effect as if the signatures thereto and hereto were upon the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date above first written.

CITY OF ROCKFORD

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Legal Director

CITY OF BELVIDERE

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

# Memo

To: Belvidere City Council Members  
From: Mayor Clinton Morris  
Date: January 9, 2025  
Re: BFD Station 1 emergency floor repairs

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Attached please find the addendum for the emergency construction work the Council had previously approved for the bay floor located at BFD Station 1.

Please review the addendum and other attached information concerning additional damage that was uncovered after the work was started on this necessary repair project.

The addendum includes unforeseen repair issues:

- structural footings
- additional post and beam support
- existing and additional concrete and rebar reinforcements

We can discuss these additional repairs in detail and answer any questions you may have at the 1/13/25 COW meeting.

FYI, this emergency work has been fully completed and Station 1 was back in service on Wednesday 1/8/25.

Thank you for your attention to this matter.





100 YEARS AND BUILDING

REQUEST FOR PROPOSAL

Date: 12/10/2024
Project: Belvidere Fire Station
RFP No.: RFP #1 - Concrete Repair
Additional work per addendum 2 drawings
Description:
Architect: Ollmann, Ehrnest, and Martin Architects

I. WORK OF SUBCONTRACTORS

Table with 4 columns: Subcontractor Firm Name, Trade, Cost (attached breakdown), Total. Rows include Mike Harris Mason Contractor (Masonry, \$13,839.00) and Rockford Ornamental Iron (Steel, \$3,875.00).

(A) Total of Work by Subcontractors \$ 17,714.00
(B) GENERAL Contractor's Overhead on Sub-Contractor (10% of Line A) \$ 1,772.00
(C) Sub-Total {Line (A) + (B)} \$ 19,486.00

II. GENERAL CONTRACTORS WORK ( from recap. worksheet) Hard Cost \$ 4,919 10% Markup \$ 491.90 Total \$ 5,411.00

(D) Total of Work by General Contractor \$ 5,411.00

(E) Total of Work (General Contractor + Sub-Contractors) {Line (C) + (D)} \$ 24,897.00

(F) Bond { % of Line (E)} 1.00% \$ 249.00

(G) Insurance { % of Line (E)} 0.00% \$ -

III. PROPOSAL

(H) Total Cost For the Work of this Bulletin (Line E + Line F + Line G) \$ 25,146.00

(I) Time Extension - Additional days requested

Prepared and Submitted for Approval by:

Scandrol Construction Co. Jamin Unger 12/10/24
Contractor By Date



REGISTERED  
**nvoice**

Scandroli Construction, Co.  
1321 Capital Dr  
Rockford, IL 61109  
815-962-4037 fax 815-962-8103

DATE January 6, 2025

TO Belvidere Fire Station #1  
401 Whitney Blvd  
Belvidere, IL 61008

Invoice # **24226001**  
Job # **24226**

WORK COMPLETED			Due upon Receipt
Provide labor, material, supervision and equipment for:			
	Fire Station #1 Structural Concrete Repair		\$ 140,086.00
<b>TOTAL INVOICE</b>			<b>\$ 140,086.00</b>

Make all checks payable to Scandroli Construction Co.  
**THANK YOU FOR YOUR BUSINESS!**



November 11, 2024

Fire Station #1  
Attn: Mayor Morris  
401 Whitney Blvd  
Belvidere, Illinois 61008

RE: Fire Station Number 1 Structural Concrete Repair

Dear Mr. Morris,

Thank you for the opportunity to submit this proposal for the Structural Concrete Repair at Fire Station #1. We propose to furnish the necessary labor, material, equipment, and our standard insurance for the work outlined below:

**Scope of Work: Interior Work**

- Remove and replace existing concrete for the structural concrete repair of the bottom deck of the upper concrete slab.
- Removal and replacement of the existing electrical to complete the repairs.
- Install a new floor drain.
- Included installation of epoxy floor of the entire fire station floor approximately 1900 sf.

***Pricing for all work listed above for the sum of: \$114,940.00***

***Inclusions***

- Standard 1 year warranty
- Assumes normal working hours
- Due to fluctuations in market pricing, our proposal is subject to review after 30 calendar days.
- Pricing is based on this work proceeding within 30-45 days.
- Illinois sales tax not included

***End of Inclusions***

***Exclusions***

- Engineering
- Interior design services
- Landscaping, other than restoration of disturbed areas
- Wall/floor finishes in any other room not specifically stated above.
- Bid Bond
- Performance Bond and Payment Bond

- Private utility locating. We will contact J.U.L.I.E. or the local joint utility locating service for any public utilities, but they will not locate any private utilities. Scandroli or its subcontractors will contact J.U.L.I.E. hotline to locate and mark area of construction for the underground services. Property owners or their agents bear the burden to investigate and disclose the existence of any underground facilities located in or near the areas in which the property Owners or their agents have requested company to excavate and/or repair. Scandroli will not be liable for any damage caused by such underground facilities if such facilities are not disclosed by the property owners or there agents. Property owners or their agents are responsible for ensuring compliance with any and all laws, statutes and ordinances related to engaging in the sub-surface activities on property owner's property including, but not limited to notice of filing requirements. Property owners or their agents shall indemnify and hold company harmless for any consequential sub-surface damage caused by company because of property owners or their agent's failure to meet the burden hereunder.
- Security or security cameras
- Adverse weather conditions: There are no costs or allowances that may be required to maintain continuity of proposed construction schedules for adverse weather conditions such as cold or hot weather, adverse humidity, precipitation , etc.
- Cost for any utility usage such as but not limited to; gas, (natural or propane) electric, water sewer, etc.
- Phone lines
- Soil borings or topographical survey
- Builders Risk Insurance
- Handling or disposal of contaminated soils or hazardous materials not included.
- No moisture mitigation if required.
- Utility tap or connection fees
- Repairs to existing equipment that remains or is to be relocated
- Relocation of conflicting utilities or removal of below-grade obstructions is excluded.
- Any and all work not specifically stated above, is NOT included.
- Permits not included in pricing.
- Any electrical work NOT associated with the new dock lights and dock locks.
- No new dock levelers included, owner stated all existing dock levelers to remain.

***End of Exclusions***

***Construction Notes:***

- Permits not included in pricing.
- Any and all parking lot work is NOT included in pricing.
- Landscaping NOT included in pricing.
- Any and all work not specifically stated above, is NOT included.

Very truly yours,  
Scandroli Construction Co.

Joshua Rostamo  
cc: File



# ROCKFORD STRUCTURES CONSTRUCTION COMPANY

10540 N. Second Street - Machesney Park, IL 61115

Phone: 815-633-6161 - Fax: 815-633-6179

Email: [gdaub@rockfordstructures.com](mailto:gdaub@rockfordstructures.com) - Website: [www.rockfordstructures.com](http://www.rockfordstructures.com)

## PROPOSAL

Date: 11/22/24

Customer: Belvidere Fire Station One

Attn: Shawn Schadle. [sschadle@belviderefire.com](mailto:sschadle@belviderefire.com)

Address: 123 South State, Belvidere, IL

Reference: Structural repairs of concrete ceiling/floor

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Rockford Structures Construction Co. is pleased to offer the following proposal to:

Shore concrete deck, remove deteriorated concrete, core holes for grouting and repair concrete per plan. New floor drain and waterproof membrane for floor drain. Paint (3) beams.

Please note, we are not providing any new floor finish, such as epoxy paint for the floors.

Excluded: Bonds, drawing and or engineering, Utility Fees, building permit fees, development fees, environmental studies or hazardous material abatement.

All the above work supplied and installed in a substantial and workman like manner for the sum of:

One hundred forty three thousand five hundred ninety eight and 00/100 (\$143,598.00) Dollars.

Respectfully submitted,  
Rockford Structures Construction Co.

  
Gary Daub  
Project Manager

### ACCEPTANCE

You are hereby authorized to furnish all services required to complete the work mentioned in the above proposal, for which the undersigned agrees to pay the amount stated in said proposal, and according to the terms thereof. The terms of the proposal are stated below.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_