

CITY OF GENOA  
City Hall  
City Council Meeting  
January 2, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Brust and Lang were present. Aldermen Stevenson and Cravatta were absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speakers:** None

Motion made by Alderman Brust to approve the minutes of the regular City Council meeting of December 18, 2018, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Carroll to approve payment of the accounts payables for the 2nd half of December 2018, in the amount of \$149,560.45, seconded by Alderman Brust. Alderman Lang questioned line item #43 to Rock River Service Company. Chief Smith responded that the expense was for the key fob system at the Police Station and City Hall. He stated that a storm hit and knocked the system down over the holiday weekend, so it was an emergency repair. Alderman Lang asked if an element has been put in place to deter it from happening again. Chief Smith responded that he asked and was told that with storms, nothing is fool proof. Director Gentile agreed with Chief that it would not be feasible to put something in place because when lightning strikes, the electricity can severely damage equipment. Roll call vote was taken. Aldermen Carroll, Di Guido, Winter, Brust, Lang and Wesner voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER A RESOLUTION TO PAY BOND PRINCIPAL AND INTEREST WITH MFT FUNDS INSTEAD OF PROPERTY TAX FUNDS:** Motion made by Alderman Lang to approve a Resolution providing for the retirement of certain municipal indebtedness by the use of motor fuel tax funds, seconded by Alderman Winter. Alderman Carroll asked for clarification of what the bonds will pay for. Consultant Ganek responded for street repairs only; not the building. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Winter and Brust voted yes. Motion carried.

**CONSIDER THE PURCHASE OF A SEWER LINE CAMERA:** Motion made by Alderman Wesner to approve the purchase of a sewer line camera from Eco Infrastructure Solutions, not to exceed \$8,250.00, seconded by Alderman Carroll. Alderman Carroll questioned why we were going with the more expensive camera. Director Gentile responded that the Go Pro camera will be easier to get parts for and its functions are most in line with our needs. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Brust and Lang voted yes. Motion carried.

**CONSIDER THE PURCHASE OF A FUEL CONTROLLER INPUT SYSTEM AND GAS PUMP:** Motion made by Alderman Wesner to approve the purchase of a fuel controller input system and gas pump from PetroChoice Fuel Sales, not to exceed \$8,090.00, seconded by Alderman Lang. Alderman Wesner asked if the City will own the equipment. Director Gentile responded that yes we will own the tank and the equipment. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Brust and Lang voted yes. Motion carried.

**CONSIDER AN ORDINANCE AMENDING VARIOUS SECTIONS RELATING TO ENFORCEMENT OF THE ORDINANCES OF THE MUNICIPAL CODE:** Motion made by Alderman Lang to approve an Ordinance amending various sections of Title 4, Public Health & Safety, and Title 5, Police Regulations of the City Code of the City of Genoa, seconded by Alderman Winter. Roll call vote was taken. Alderman Lang, Wesner, Carroll, Di Guido, Winter and Brust voted yes. Motion carried.

## **DEPARTMENT REPORTS**

**Administrative Report** – City Consultant, Bill Ganek reported that there will be a Plan Commission meeting on January 10, 2019. He stated it will be the IBEW on the agenda, asking for approval for a final PUD for their training site. Secondly, Mr. Ganek stated that an upcoming Plan Commission meeting may be for the second part of Riverbend; the 12 Single Family Lots in Phase 6 that Brian Grainger now owns. He will most likely be coming back for approval for the 55 and older age restricted condominiums. Lastly Consultant Ganek asked Council for feedback regarding Committee of the Whole meetings. They are currently scheduled for the 4<sup>th</sup> Monday of every month, but due to most of them being cancelled, he proposed having the COW meeting following a regular City Council meeting. He indicated that a lot of communities are going to this now. He stated that on one of the regular City Council agendas, it will state that the Committee of the Whole meeting will follow. There would be 2 agendas and when the 1<sup>st</sup> meeting would end, the 2<sup>nd</sup> one would begin. Alderman Wesner stated that one drawback would be if someone couldn't make it on the night of the COW meeting, they would miss both meetings instead of just one. Consultant Ganek stated that he understood, but the COW meetings are discussion only and no voting takes place. Alderman Di Guido indicated that the only thing he could foresee being an issue would be if both meetings took place on the same night, it might limit conversation on the discussion items, but believes that since COW meetings are so infrequent right now, that it may be worth giving it a try. Consultant Ganek stated that we could do it on a trial basis and if it works out, it could be changed permanently; which at that point, we would be obligated to let the press and public know. General consensus amongst Council was to move forward on a trial basis.

**Public Works** – Director Gentile reported that there was a public notice in the newspaper regarding the low interest IEPA Loan\Forgiveness Program. He stated that the newspaper contacted the City asking questions about our project that includes the North & South elevated tanks, the water main along South Genoa Street, the well and the generator. Mr. Gentile indicated that he wanted to present this information to City Council in case they hear anything or see something in the newspaper that relates to this. He stated that he will be putting a report together and go over the project and the scheduling.

**Police Department** – Chief Smith reported that there were no major issues on New Year's Eve. He then stated that Officer Collins has resigned, so we will be hiring another full time officer in the next couple of months. Alderman Carroll stated that she has received complaints regarding a house on Second Street that looks like a junk yard. She stated she brought pictures of it in and showed Sergeant Edwards and he stated that Community Service Officer Garvey is already in the process of addressing the situation. Alderman Brust asked for an update on the communication towers. Chief Smith responded that they were supposed to be done by the end of the year, but he believes it will be Spring before completion.

**Mayor's Report** – None

**Announcements** – None

Motion to adjourn the regular meeting of the City Council was made by Alderman Carroll, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:30 PM.

CITY OF GENOA  
City Hall  
City Council Meeting  
January 15, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:06 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Brust and Lang were present. Aldermen Cravatta was absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speakers:** None

Motion made by Alderman Brust to approve the minutes of the regular City Council meeting of January 15, 2019, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Lang to approve payment of the accounts payables for the 1st half of January 2019, in the amount of \$103,207.33, seconded by Alderman Winter. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Stevenson, Winter and Brust voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER ALLOWING THE USE OF CITY PROPERTY FOR A 5K RACE:** Motion made by Alderman Stevenson to approve the use of City property for the purpose of allowing St. Mary's Catholic School to host the Russell Woods 5K race on Saturday, April 13, 2019, seconded by Alderman Lang. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Lang, Wesner, Carroll and Di Guido, voted yes. Motion carried.

**DEPARTMENT REPORTS**

**Administrative Report** – City Consultant, Bill Ganek reported that the IBEW's final PUD was recommended for approval by the Plan Commission and will be on the February 5<sup>th</sup> agenda. He stated that they are hoping to break ground in the spring or summer. Mr. Ganek noted Dollar General is open with a few items yet to be completed and landscaping will be completed in the spring. He stated DeKalb County Representative Maureen Little will try to attend a meeting in the near future. He stated staff is working with Waste Management on the recycling issue. Research comparing other communities rates and other waste hauler rates is being conducted. When this is completed, a meeting will be scheduled to discuss the results with Waste Management. Alderman Carroll asked if a list of acceptable items will be given to the residents, City Consultant Ganek indicated it is being worked on.

**Public Works** – Director Gentile reported winter is back and they are expecting to be busy again this weekend with the anticipated 3-5" of snow.

**Police Department** – Chief Smith reported that there is a Police and Fire Commission meeting tomorrow night to fill the full-time position. He stated a review of the School Resource Office stats reveal Officer Gates has been very busy responding to 45 calls this school year to date. Chief Smith also reported flags will be at half-staff for the State trooper that was killed. Alderman Carroll asked for an update on the Second Street property clean up. Chief Smith responded that they were given a month to clean up and we will be checking on their progress.

***Mayor's Report*** – Mayor Vicary reported the COW meeting on January 28, 2019 has been cancelled. Alderman Winter asked if the COW meeting will now be scheduled following the City Council meetings. City Consultant Ganek responded yes, that the City will start experimenting with the new process when there is a need for a COW meeting.

***Announcements*** – None

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:17 PM.

CITY OF GENOA  
City Hall  
City Council Meeting  
February 7, 2019  
7:00 P.M.

Pro Tem Mayor Stevenson called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang were present. Aldermen Winter and Brust were absent.

Pro Tem Mayor Stevenson led the Pledge of Allegiance.

**Guest Speakers:** None

Motion made by Alderman Lang to approve the minutes of the regular City Council meeting of January 15, 2019, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Di Guido to approve payment of the accounts payables for the 2nd half of January 2019, in the amount of \$113,526.62, seconded by Alderman Brust. Roll call vote was taken. Aldermen Di Guido, Stevenson, Cravatta, Lang, Wesner and Carroll voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER A RESOLUTION TO CLOSE ROUTE 72 FOR GENOA DAYS, THE CRUISIN' TO GENOA CAR SHOW AND CELEBRATE THE SEASON:**

- Motion made by Alderman Wesner to approve a Resolution for IDOT approval to close Route 72 (Main Street) for the Genoa Days Celebration/Carnival June 4<sup>th</sup> – June 9<sup>th</sup>, seconded by Alderman Di Guido. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang voted yes. Motion carried.
- Motion made by Alderman Lang to approve a Resolution for IDOT approval to close Route 72 (Main Street) for the Genoa Area Chamber of Commerce 2019 Cruisin' to Genoa Car Show on August 17, 2019, seconded by Alderman Carroll. Roll call vote was taken. Alderman Lang, Wesner, Carroll, Di Guido, Stevenson and Cravatta voted yes. Motion carried.
- Motion made by Alderman Wesner to approve a Resolution for IDOT approval to close Route 72 (Main Street) for the Genoa Area Chamber of Commerce 2019 Celebrate the Season Event on December 6, 2019, seconded by Alderman Carroll. Roll call vote was taken. Alderman Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang voted yes. Motion carried.

**CONSIDER THE USE OF THE MUNICIPAL PARKING LOT AND THE CLOSURE OF SOUTH WASHINGTON STREET:**

- Motion made by Alderman Wesner to approve the use of the municipal parking lot during the Annual Genoa Days Event June 4<sup>th</sup> – June 9<sup>th</sup>, seconded by Alderman Cravatta. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang voted yes. Motion carried.
- Motion made by Alderman Cravatta to approve the closure of South Washington Street between Hill Street and Church Street on Saturday, July 13, 2019 from 1:00 pm to 7:30 pm for the GK Fire District Water Fights, seconded by Alderman Lang. Roll call vote was taken. Alderman Cravatta, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER THE USE OF THE MUNICIPAL PARKING LOT BY THE GENOA AREA CHAMBER OF COMMERCE FOR VARIOUS EVENTS:**

- Motion made by Alderman Lang to approve the use of the municipal parking lot during the Genoa Area Chamber of Commerce Movies on Main Street Event July 20, 2019, seconded by Alderman Cravatta. Cortney Strohacker, Executive Director of the Chamber of Commerce was asked why there is only 1 movie scheduled. She responded that in the past when various movie events were scheduled, there wasn't a great turn out, but when only 1 was scheduled, it was more successful. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Stevenson and Cravatta voted yes. Motion carried.
- Motion made by Alderman Cravatta to approve the use of the municipal parking lot during the Genoa Area Chamber of Commerce 2019 Farmers Markets on 5/25/19, 6/22/19, 7/27/19, 8/24/19 and 9/28/19, seconded by Alderman Wesner. Roll call vote was taken. Alderman Cravatta, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.
- Motion made by Alderman Di Guido to approve the use of the municipal parking lot during the Genoa Area Chamber of Commerce 2019 Cruisin' to Genoa Car Show on August 17, 2019, seconded by Alderman Cravatta. Roll call vote was taken. Alderman Di Guido, Stevenson, Cravatta, Lang, Wesner and Carroll voted yes. Motion carried.
- Motion made by Alderman Cravatta to approve the use of the municipal parking lot and City Streets during the Genoa Area Chamber of Commerce 2019 Celebrate the Season Event on December 6, 2019, seconded by Alderman Wesner. Roll call vote was taken. Alderman Cravatta, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER A RESOLUTION AUTHORIZING THE EXECUTION OF AN APPLICATION TO BORROW FUNDS FROM THE IEPA FOR THE NORTH WATER TOWER REPAINTING, SOUTH GENOA STREET AND HILL STREET WATER MAIN REPLACEMENT AND WELL #4 IMPROVEMENTS:** Motion made by Alderman Lang to approve a Resolution authorizing the execution of an application to borrow funds from the Illinois Environmental Protection Agency Water Pollution Control Loan Program, seconded by Alderman Wesner. Director Gentile was asked how long of a term would the loan be. He responded that it will be paid back over 20 years. Roll call vote was taken. Alderman Lang, Wesner, Carroll, Di Guido, Stevenson and Cravatta voted yes. Motion carried.

**CONSIDER AN ORDINANCE APPROVING A FINAL PUD FOR THE IBEW ELECTRICAL TRAINING FACILITY:** Motion made by Alderman Wesner to approve an Ordinance granting the issuance of a Final Planned Unit Development for a training facility located between Walnut Street and Forest View Drive, along Sycamore Street and approval of a preliminary and final plat of subdivision, seconded by Alderman Cravatta. Alderman Carroll asked if all of the buildings will be torn down. Consultant Ganek responded no. He indicated that the 2 barns will be kept, but the roofs will be rehabbed. Other buildings will be used for the Administrative Offices, classrooms and storage. Roll call vote was taken. Alderman Cravatta, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Wesner to enter into Closed Session for the purpose of approving the minutes of the previous Closed Session, for the purpose of releasing Closed Session minutes and for the purpose of discussing the appointment, employment, dismissal, compensation, discipline and/or performance of specific employees, seconded by Alderman Lang. Roll call vote was taken. Alderman Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang voted yes. Motion carried.

**RECONVENE INTO OPEN SESSION:** Motion made by Alderman Lang to reconvene into Open Session, seconded by Alderman Cravatta. Voice vote was taken. All voted yes. Motion carried.

Pro Tem Mayor Stevenson announced that the Minutes of the previous Closed Session were approved.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Consultant, Bill Ganek reported that the first draft of the Police Contract has been received and he will be reviewing it with Chief Smith, Mayor Vicary and other internal staff to work toward an agreement between parties. He also reported that he and other staff members met with Waste Management regarding their request to increase our rates before our contract expires to help absorb the high cost of recycling. He stated that although Waste Management does a great job for us, he suggested possibly doing a “request for proposal” when our contract expires to see what other companies have to offer. Mr. Ganek stated that he asked the Waste Management Representative if we could hold off on paying the additional recycling fee that they have requested until the contract expires and the Representative indicated yes. Mr. Ganek also expressed the importance of educating the public regarding proper recycling, so the Representative will be working on that. Mr. Ganek then reported that there will be a request for a CDAP loan within the next few weeks for a business that will be opening up in Downtown Genoa and there will be a couple Committee of the Whole meetings coming up in the near future. Mr. Ganek was asked if there is anything going on with the empty business buildings downtown. He responded that the one applying for the CDAP loan will be opening a business and the building that burnt has been sold and building plans have been submitted. He also indicated that there is some interest in the old Dollar General building. It is being considered for a gun shop. Lastly he was asked about the Dunkin Donuts, in which he responded that it is on hold until the Owner gets tenants. Dunkin Donuts has only provided a letter of intent, which is not a contract.

***Public Works*** – Director Gentile gave an update regarding the power outage and low water pressure situation that occurred the previous week during the extremely cold temperatures. He indicated that we have a pony engine that blew a radiator and since we don’t currently have a stand by generator, we had to obtain one from Belvidere that took approximately 40 minutes. He stated that we will have a stand by generator in the future with the North Tower project. Mr. Gentile then stated that he will be providing Council with information regarding the project plan for the IEPA loan at a future City Council meeting. Director Gentile was asked if he thought the magnets that were mailed to all of the residents with the hotline number to call regarding boil orders and other emergencies were effective during this event. He responded yes, but he believes the best communication seems to be through social media and code red alerts.

***Police Department*** – Chief Smith reported that there were 17 calls related to the weather. The Police Department did wellness checks and transported some people to City Hall. He stated that McDonald’s donated some food to the people who came to City Hall during the power outage. He also reported that part time Officer Hoffstead has accepted the full time position to replace Officer Collins. He will be sworn in on March 5<sup>th</sup>. Lastly, Chief Smith stated that Sergeant Edwards is currently attending leadership classes in Rockford.

***Mayor’s Report*** – None

***Announcements*** – Chili Cook-off at Karlsbad on Sunday, February 10th at noon.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:20 PM.

CITY OF GENOA  
City Hall  
City Council Meeting  
February 19, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:05 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Brust and Lang were present. Alderman Cravatta joined the meeting at 7:10.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speakers:** Mayor Vicary introduced and thanked George Gaulrapp from External Affairs at ComEd for his help during the power outage on January 30, 2019, due to the extremely frigid temperatures. George explained that his job is to work with various people, such as the Mayor, Police Chief, Public Works and other staff members on issues or concerns. George then introduced Leland Johnson, Manager of the operating center in DeKalb. He gets crews out to get power restored. George then went over a few things in the ComEd 2017 Annual Report; including how many outages reported and how long the outages lasted; if they were weather related outages, etc. George stated that whenever there is a “critical” outage, such as at a Police or Fire Department or pumping station, they work on those outages first. When outages occur in residential areas, the parts of the area with the largest amount of people without power will be worked on first. George stated that since 2011, ComEd has invested 2.6 billion dollars into their system. They purchased Distribution Automation devices which he referred to as a computer on a stick. With these devices, when an outage occurs, the power flickers because the power is reversed or redirected in milliseconds, so instead of having 200 to 300 customers without power, it’s only 40 or 50. Genoa currently has 3 DA devices. When power outages keep occurring in the same area(s), ComEd will look into it to see why. Leland stated that he has 2 shifts of crews in the winter and 3 shifts of crews in the summer with construction going on. He was asked why one side of the street has power and the other side does not. Leland responded that Genoa has 4 feeders divided up throughout the City. There are alternate power sources so that the whole City isn’t out of power at the same time. George indicated that he will come back to City Council in April when the 2018 Annual Report is out and go over it to see where we are with the number of outages and length of time of the outages. George then suggested that he work with Kim Winker to gather addresses/areas of concern regarding outages and he will get people out to research why the outages keep occurring. George stated that Genoa should be proud and honored to have the staff that we do. He stated that they don’t complain; they call him to let him know about issues and are excellent to work with.

Motion made by Alderman Carroll to approve the minutes of the regular City Council meeting of February 7, 2019, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Winter to approve payment of the accounts payables for the 1st half of February 2019, in the amount of \$130,715.40, seconded by Alderman Stevenson. Alderman Cravatta questioned line item #14 to the Illinois Public Safety Agency. He asked if those were charges for sending out alerts. Chief Smith responded no, that it is the annual fee for the computers in the 6 squads to allow them to run plates and other tasks. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE – None**

**OLD BUSINESS – None**



## **NEW BUSINESS**

**CONSIDER THE 2019 ZONING MAP:** Motion made by Alderman Lang to approve an Ordinance adopting the 2019 Zoning Map for the City of Genoa, seconded by Alderman Di Guido. Alderman Brust asked if the City is interested in obtaining the various small scattered swatches of properties that are shown towards the bottom of the map. City Consultant Ganek responded that if the property is surrounded by the City, it can be force annexed, which means it would be against the Owner's request. Requirements for a forced annexation would be that the land has to be less than 60 acres, notification would be published in the paper, the Owner of said property would have to be notified and it would be in the lowest zoning classification. Another option would be, if or when the property owner is interested in developing the property into a residential area, an Annexation Agreement between the City and the Property Owner can be made; which at that point, the City would have the capability of defining the terms of the agreement. Consultant Ganek suggested that maybe at some point in the future, the City may want to consider reviewing the UDO; having someone come in to look at existing uses, classifications and zoning. He indicated that it could be a huge undertaking that might cost thousands of dollars, so it may not be feasible at this time. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.

**CONSIDER AN ACCESS EASEMENT AGREEMENT:** Motion made by Alderman Stevenson to approve an agreement granting a 20 foot access easement to a property North of Route 72 across from the Intersection of Heritage Trail and Route 72, seconded by Alderman Winter. There was some discussion regarding whether or not it would be legal crossing. It was determined that it is, as the easement is used to access the property. The property owner has been using the easement to access his property for years; he just wants permission in writing. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Winter to enter into Closed Session for the purpose of approving the minutes of the previous Closed Session and for the purpose of releasing certain Closed Session minutes, seconded by Alderman Lang. Roll call vote was taken. Alderman Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**RECONVENE INTO OPEN SESSION:** Motion made by Alderman Stevenson to reconvene into Open Session, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried.

In Closed Session, the minutes of the February 7, 2019 closed session were accepted.

Motion made by Alderman Carroll to approve the release of certain closed session minutes, seconded by Alderman Cravatta. Alderman Brust read the dates of the closed session minutes to be released and dates of closed session minutes to be released in part. They are as follows:

**Minutes to be released:** 03/29/2010, 08/19/2014, 07/18/2017, 08/15/2017 and 03/06/2018

**Minutes to be released in part:** 01/20/2009 Of the seven paragraphs, withhold paragraph four and 05/01/2018 Of the eight paragraphs, withhold paragraphs 5 and 6

Roll call vote was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust, Lang and Wesner voted yes. Motion carried.

## DEPARTMENT REPORTS

**Administrative Report** – City Consultant, Bill Ganek reported that the Committee of the Whole meeting for February has been cancelled. He indicated that there will be 2 COW meetings in March, which will follow right after the regular City Council meetings. Both COW meetings will pertain to the 2019/2020 Budget proposal, including the 5 year Capitol Plan. Mr. Ganek stated that there is a request for a CDAP loan that will most likely be coming for Council approval at the next City Council meeting on March 5, 2019. He then reported that there will not be a Plan Commission meeting in March. There was supposed to be one for the 12 single family lots that are part of Unit 6 in the Riverbend subdivision, that are now controlled by Brian Grainger. The proposal is just to change those 12 single family lots to condo units with the age restriction of 55+ years. The proposal has not been submitted as of yet, so it has been pushed back to April. Mr. Ganek then reported that the I90/Route 23 Interchange has been approved for construction. They hope to complete the project by the end of 2019. Lastly, Mr. Ganek stated that permit applications have begun being submitted. The shopping center at the corner of Routes 72 and 23, has submitted plans for the expansion of their liquor store to include a tasting room. Rosati's has also submitted plans for some remodeling to reopen here in Genoa.

**Public Works** – Director Gentile asked if there were any questions regarding the water report. He was asked if there will be a savings with the purchase of more effective motors. Mr. Gentile responded that it pertains more to reliability than savings; but possibly a small savings. There was some discussion regarding the IEPA loan and how much “loan forgiveness” the City will receive. Mr. Gentile responded that at this point he does not know, but he is hoping that it will be at least 50%. (This is what we received for the other water tower project) He indicated that we should know what percent will be forgiven sometime between April and July. Alderman Brust asked if the painting of the water tower is for safety reasons or if it is just for esthetic purposes. It was determined that the paint protects the infrastructure and with it being approximately 30 years since it has been done, along with being allowed to participate in the “loan forgiveness” program, now is the ideal time.

**Police Department** – Chief Smith reported that he met with the High School to discuss the homecoming parade, due to issues at the previous parade. Last time, the workers from 2 factories were getting out of work right when the parade started, so they will be communicating more about that. He also reported that he has been monitoring traffic by Park & Madison and it gets very congested. Sometimes traffic is backed up from the “Y” intersection all the way back to Madison St. When it gets backed up like that, an Officer will stop and direct traffic.

**Mayor's Report** – Mayor Vicary announced that the Annual Chamber of Commerce Dinner will be on Wednesday, February 20<sup>th</sup> from 5:30 to 8:00 pm. He stated that a video of Genoa and its various events was created by Mike Milinac and will be shown at the dinner. He played the video for Council and other attendees at the meeting.

**Announcements** – Chili Supper at the Vet's Club on Saturday, February 23<sup>rd</sup>.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:35 PM.

CITY OF GENOA  
City Hall  
City Council Meeting  
March 5, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang were present.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speakers:** Timothy Hoffstead was sworn in as a Full-Time Officer

Motion made by Alderman Carroll to approve the minutes of the regular City Council meeting of February 19, 2019, seconded by Alderman Wesner. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Stevenson to approve payment of the accounts payables for the 2nd half of February 2019, in the amount of \$115,071.04, seconded by Alderman Brust. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER THE AUTHORIZATION OF A REVOLVING LOAN:** City Consultant Bill Ganek informed Council that the address on the agenda regarding the revolving loan with John Shipley was listed as 113 West Main Street, but should be 313 West Main Street. Secondly, he informed Council that there were some typographical errors in the 40 page agreement as well, but believes they have all been corrected. Lastly he indicated that the fee schedule had some oversights as well, but has since been corrected. Motion made by Alderman Wesner to approve an Ordinance authorizing the execution of a revolving loan with John Shipley for a restaurant at 313 West Main Street, seconded by Alderman Carroll. Alderman Brust asked if since the loan operates solely from the principal and interest payments that are paid back each year, is there ever a point where the loans exceed the principal interest that the City is receiving back in. Consultant Ganek responded that it could happen if the fund reserves start depleting due to not enough revenue coming in, but that it has not reached that point, even with this current loan to John Shipley. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**CONSIDER AN ORDINANCE AUTHORIZING THE SALE OF UNCLAIMED BIKES:** Motion made by Alderman Winter to approve an Ordinance authorizing the sale of items of personal property owned by the City of Genoa, seconded by Alderman Brust. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER AN ORDINANCE AUTHORIZING AN IEPA LOAN:** Motion made by Alderman Wesner to approve an Ordinance authorizing the City of Genoa to borrow funds from the Public Water Supply Loan Program, seconded by Alderman Brust. Public Works Director, Rich Gentile was asked if by approving the City to borrow the funds, would we be locked in to it? He responded no; there are several steps of approval and the City will know how much loan forgiveness we will receive before going through with the loan. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Consultant, Bill Ganek reported that Bill and Mary Lloyd are in the process of getting building permits for their banquet facility. He indicated that they may qualify as commercial development; therefore there may be some other incentives that they qualify for through the Enterprise Zone. He stated that they are hoping to be open for banquets by fall. Consultant Ganek then reported that the first meeting was held with the Police Union regarding the new contract coming up.

***Public Works*** – Director Gentile stated that he had no report. He was asked if it is too early to fill in holes with gravel. He stated yes, but if he receives the address of the concerned resident, he would put them on the list for when the time comes to fill the holes in.

***Police Department*** – Officer Chris Hathcoat reported that he was filling in for Chief Smith who was currently dealing with a scene. He was unable to discuss any details at this time, but stated that the Sheriff's Office is assisting us with the investigation.

***Mayor's Report*** – Mayor Vicary reported that there are current talks in Springfield regarding the Police Pension Fund going back to IMRF due to the financial hardships that communities are having due to having to fund their own pension funds. Since that is also the case for Genoa, we sent letters to our State Representative and State Senator regarding us being in favor of this.

***Announcements*** – The Business Expo will be this upcoming weekend at the High School along with the Mouse Races at the Genoa Veteran's Club.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:15 PM.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
March 19, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta and Lang were present. Aldermen Di Guido and Brust were absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speakers:** None

Motion made by Alderman Carroll to approve the minutes of the regular City Council meeting of March 05, 2019, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Cravatta to approve payment of the accounts payables for the 1st half of March 2019, in the amount of \$159,129.41, seconded by Alderman Winter. Roll call vote was taken. Aldermen Cravatta, Lang, Wesner, Carroll, Stevenson and Winter voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER A RESOLUTION TO CLOSE MAIN STREET FOR THE MEMORIAL DAY PARADE:** Motion made by Alderman Wesner to approve a Resolution for IDOT approval to close Route 72 (Main Street) for the Memorial Day Parade on May 27, 2019, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**CONSIDER THE APPROVAL OF A BEER GARDEN EVENT AND A ONE DAY LIQUOR LICENSE:** Motion made by Alderman Cravatta to approve a beer garden event and one day liquor license at Chamberlain Park on Saturday, October 5, 2019 from 2:00 p.m. to 9:00 p.m. for the Genoa Township Park District, seconded by Alderman Stevenson. The Park District Executive Director, Paul Bafia addressed Council with additional details regarding the event. He stated that the Park District is partnering with the Genoa Area Chamber for this event and it is called Pig in the Park. It will be a barbeque theme with a beer garden. Anyone serving alcohol at the event will be BASSET certified. He indicated that there will also be 2 bands at the event. Roll call vote was taken. Aldermen Cravatta, Lang, Wesner, Carroll, Stevenson and Winter voted yes. Motion carried.

**CONSIDER WATER MAIN IMPROVEMENTS ON LORRAINE DRIVE:** Motion made by Alderman Stevenson to approve water main improvements along Lorraine Drive in an amount not to exceed \$40,000, seconded by Alderman Winter. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner and Carroll voted yes. Motion carried.

## **CONSIDER ROAD IMPROVEMENTS TO ROUTE 72/MAIN STREET:**

- Motion made by Alderman Lang to approve an Agreement with IDOT acknowledging the scope of work and estimated cost share for the Route 72/Main Street Project, seconded by Alderman Stevenson. Public Works Director, Rich Gentile was asked what the extent of the work would be. He responded that with federal funds, they will only mill and overlay. He was also asked if when they start grinding, they find more things wrong, will it be addressed. Director Gentile responded that it could, but that a lump sum is given for minor repairs, not reconstruction, so most likely there won't be enough funds to cover additional issues. He believes that the reason the roads are failing is due to a sub-base problem, not a concrete issue. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Stevenson, Winter and Cravatta voted yes. Motion carried.
- Motion made by Alderman Lang to approve a Resolution with IDOT for appropriation of funds for ADA curb ramp improvements and resurfacing of parking lanes; in conjunction with milling and resurfacing of IL72 & IL23/IL72 from approximately County Highway 13 in Genoa to IL23 (North), seconded by Alderman Winter. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Stevenson, Winter and Cravatta voted yes. Motion carried.
- Motion made by Aldermen Wesner to approve an Ordinance regulating encroachment on public right of way in the City of Genoa, DeKalb County, Illinois, seconded by Alderman Carroll. Alderman Carroll asked for clarification as to what this means. Director Gentile responded that when IDOT is doing the road repairs, if a resident has something on IDOT's right of way, the City will enforce the Ordinance so the project isn't hindered. Roll call vote was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

## **DEPARTMENT REPORTS**

**Administrative Report** – City Consultant, Bill Ganek reported that the Liquor & Wine building permit has been issued for their improvements. They will be adding a tasting room to their store. Another permit has been issued for the building on Main Street that had burned, so that project is underway. Mr. Ganek also reported that 6 permits have been issued for rooftop solar panels, which helps the environment with energy efficiency. He also reported that there has been some progress made on the Police Bargaining Agreement, but will take a few more meetings to get everything worked out and completed. Lastly, Mr. Ganek reported that because we became a City of 5,000 people, we had to transfer our Police Pension from IMRF to the Police Pension Fund; however, the contributions that the City made to IMRF for the police officers did not roll over to the Police Pension Fund, so the City basically had to start from scratch, which has put a huge financial strain and obligation on us. So the issue is now at the State level, as other communities that are comparable in size to Genoa are experiencing the same struggles. Our State Representative, Jeff Keicher is actively assisting us with this issue.

**Public Works** – Director Gentile reported that we will be receiving approximately \$26,000 of grant money, which will be used for the canoe launch access road and possibly some pathway paving. He provided some additional information regarding the installation of drainage tiles to assist with the overflow when the river is high.

**Police Department** – Chief Smith reported that the death incident from March 5<sup>th</sup> is still on-going. He stated that he was unable to go into details, but indicated that it was an isolated incident and there is no threat to the community. He reported that the fire department organized a community search for the 19 year old missing male, but they were unable to find him. There were over 200 community members involved in the search. The high school was open for people and the Salvation Army was there helping to feed the volunteers. Chief Smith also reported that they are continuing to work on the 2 property owners that need to clean up their yards.

He stated that the 1 property owner passed away and his brother is there working to get it cleaned up, but there's a lot so it will take a while. Lastly, he reported that some of our officers attended the funeral services for the officer that was killed in Rockford.

***Mayor's Report*** – Mayor Vicary reported that there were quite a few applicants for the City Manager position. The applicants have been narrowed down to 4 and he would like to start scheduling interviews over the next few weeks. He indicated that he would like a few of the Aldermen and Mr. Ganek to be involved in the interview process.

***Announcements*** – None

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:35 PM.

CITY OF GENOA  
City Hall  
Public Hearing & City Council Meeting Minutes  
April 2, 2019  
7:00 P.M.

Mayor Vicary called the public hearing to order for the Annual Budget for the Fiscal Year beginning May 1, 2019 and ending April 30, 2020 at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang were present. Alderman Winter was absent. A motion was made by Alderman Di Guido to allow Alderman Brust to participate in the meeting via electronic attendance due to being on vacation, seconded by Alderman Lang. Roll call was taken. Aldermen Di Guido, Stevenson, Cravatta, Brust, Lang, Wesner and Carroll voted yes. Motion carried. There were no comments from the public or the Aldermen. Mayor Vicary closed the public hearing. Motion to adjourn the public hearing was made by Alderman Wesner, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:04 p.m.

Mayor Vicary called the regular meeting of the City Council to order at 7:05 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Cravatta and Lang were present. Alderman Winter was absent at this time. A motion was made by Alderman Di Guido to allow Alderman Brust to participate in the meeting via electronic attendance due to being on vacation, seconded by Alderman Lang. Roll call was taken. Aldermen Di Guido, Stevenson, Cravatta, Brust, Lang, Wesner and Carroll voted yes. Motion carried. Alderman Winter arrived at 7:20 p.m.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker** – Officer Christopher Hathcoat was sworn in as Sergeant.

Motion made by Alderman Cravatta to approve the minutes of the March 5, 2019 Special Committee of the Whole meeting, the minutes of the March 19, 2019 Special Committee of the Whole meeting and the March 19, 2019 regular City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Carroll to approve payment of the accounts payables for the second half of March 2019 in the amount of \$94,610.87, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Carroll, Di Guido, Stevenson, Cravatta, Brust, Lang and Wesner voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – Mr. Dave Rood of 8801 N Rood Road in Kingston owns several homes in Genoa. He expressed his concerns with B&F Construction Code Services. He indicated that they are citing him for various property maintenance issues that Mr. Rood believes are unjustified. He indicated that he would like a committee formed of 3 people to work together to go over the issues and decide which repairs are necessary and which ones are not. Mayor Vicary thanked Mr. Rood and the meeting continued.

**OLD BUSINESS** – None



## **NEW BUSINESS**

**APPROVAL OF AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020 FOR THE CITY OF GENOA:** Motion made by Alderman Stevenson to approve an Ordinance adopting the Annual Budget for the Fiscal Year beginning May 1, 2019 and ending April 30, 2020 for the City of Genoa, seconded by Alderman Lang. Roll call vote was taken. Aldermen Stevenson, Cravatta, Brust, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Consultant Bill Ganek reported that the Facade Improvement Program will be coming to City Council for approval in the near future. He also stated that the City has officially received the GFOA Award of Excellence in Financial Reporting for the 13<sup>th</sup> consecutive year in a row. He commended Finance Office Manager and Treasurer, Jan Turis for her predominant role in obtaining this award for the City. Lastly, Mr. Ganek stated that the vacant building downtown where the Laughing Cat used to be has been sold. The building will be used for the food pantry and also a small kitchen to serve food.

***Public Works*** – Director Gentile reported that Public Works will be tree trimming over the next few weeks and the Lorraine Drive street improvements will be starting as well. Alderman Lang asked if South Sycamore Street will be cut into since it was just repaved. Director Gentile responded yes due to where the underground piping is located.

***Police Department*** – Chief Smith reported that more information regarding the dead body that was found behind Dollar General will be released soon. He also reported that he has given the resident on First Street until the end of April to clean up the junk in his yard or a citation will be issued. He also indicated that the resident on Second Street has until the end of May to get the junk cleaned up or a citation will issued. Alderman Wesner asked if the missing teenage boy has been located. Chief Smith responded no.

***Mayor's Report*** – Mayor Vicary expressed his enthusiasm for the new food pantry. He believes it will also have dairy, meat and a kitchen with a small café.

**ANNOUNCEMENTS** – Alderman Cravatta wished all the Candidates running in the election good luck and invited everyone over to his house for an election party following the meeting.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:25 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
April 16, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter and Cravatta were present. A motion was made by Alderman Di Guido to allow Alderman Brust to participate in the meeting via electronic attendance due to a work related absence, seconded by Alderman Stevenson. Roll call was taken. Aldermen Di Guido, Stevenson, Cravatta, Winter, Brust, Wesner and Carroll voted yes. Motion carried. Alderman Lang was absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker** – None

Motion made by Alderman Cravatta to approve the minutes of the April 2, 2019 regular City Council meeting, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Carroll to approve payment of the accounts payables for the first half of April 2019 in the amount of \$81,384.82 seconded by Alderman Di Guido. Roll call vote was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Wesner voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** –None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER ALLOWING THE USE OF PARKING SPACES AT THE CITY PARKING LOT:** Motion made by Alderman Wesner to approve the use of 2 parking spaces by the Genoa Area Chamber of Commerce to locate a food truck during the “Fall Crawl” event on September 28, 2019, seconded by Alderman Cravatta. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.

**CONSIDER RENEWING LEASE AGREEMENTS FOR OLD CITY HALL AT 113 NORTH GENOA STREET:**

- Motion made by Alderman Carroll to approve a renewal of a lease agreement with Scott Herron for property at 113 North Genoa Street, Unit 1, seconded by Alderman Di Guido. Roll call vote was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Wesner voted yes. Motion carried.

- Motion made by Alderman Di Guido to approve a renewal of a lease agreement with the Genoa Area Chamber of Commerce for property at 113 North Genoa Street, Unit 2, seconded by Alderman Wesner. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Brust, Wesner and Carroll voted yes. Motion carried.
- Motion made by Alderman Stevenson to approve a renewal of a lease with Crown Exteriors for property at 113 North Genoa Street, Unit 3, seconded by Alderman Wesner. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Wesner, Carroll and Di Guido voted yes. Motion carried.

**CONSIDER AWARDING A BID AND APPROVING ASSOCIATED FEES FOR THE NORTH ELEVATED WATER STORAGE TANK IEPA PROJECT:**

- Motion made by Alderman Wesner to award the lowest responsible bid contract for the IEPA North Elevated Water Storage Tank repainting and improvements project to TeCorp Inc., not to exceed \$353,353, subject to the City's IEPA loan and forgiveness receipt, seconded by Alderman Stevenson. Public Works Director, Rich Gentile clarified that TeCorp was the lowest bidder and we have not used them before, but Baxter & Woodman has. He also indicated that the City should know sometime between late April and early July from the IEPA, how much loan forgiveness we will receive. Director Gentile was asked if we would be locked in if City Council approved it tonight. He responded no, we are not locked in until we know how much loan forgiveness we will receive. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.
- Motion made by Alderman Wesner to approve associated fees for the North Elevated Water Storage Tank repainting and improvements, including a contingency allowance and engineering fees, not to exceed \$50,000, subject to the City's IEPA loan and forgiveness receipt, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.

**CONSIDER AN ORDINANCE CREATING A CAPITAL IMPROVEMENT FEE:** Motion made by Alderman Stevenson to approve an Ordinance amending Title 8, Water and Sewer Regulations, Chapter 6, Rates and Charges, of the City of Genoa Municipal Code for the City of Genoa, DeKalb County, seconded by Alderman Winter. Alderman Winter stated that when this subject was first introduced, there wasn't much excitement about it due to not wanting to increase fees and asked if there are any other options available. City Consultant, Bill Ganek responded that the \$3 Capital Improvement fee will be used to pay back the IEPA Loan for the water tower repainting and improvements. He stated that normally the water & sewer rates increase by 3% every year, but those rates are not increasing this year to assist with absorbing part of the CIP fee. It was also asked if this fee would be for a certain period of time or if it is indefinite. Consultant Ganek responded that the IEPA is a 20 year loan, so it would most likely be for at least that long. Alderman Cravatta asked what the interest rate of the loan will be. Treasurer and Finance Officer Manager, Jan Tures stated that we don't know yet, but it will be between 1.38% and 1.84%. Alderman Cravatta proposed making the fee \$5 to pay the loan off in 10 years instead of 20. Consensus amongst Council was to keep the fee at \$3 since garbage rates will still be increasing by 3%, and making the CIP fee \$5 instead of \$3 would have a substantial

financial impact for residents on a fixed income. Also, at our next fiscal year budget, we will know how much loan forgiveness we received and what the interest rate of the loan is and therefore be able to make an educated decision as to how to move forward with the CIP fee. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Wesner, Carroll and Di Guido voted yes. Alderman Cravatta voted no. Motion carried.

**CONSIDER AN ORDINANCE INCREASING REFUSE AND RECYCLING FEES PER THE CONTRACT WITH WASTE MANAGEMENT:** Motion made by Alderman Winter to approve an Ordinance amending Title 4, Public Health and Safety, Chapter 2, Garbage, Junk and Refuse, of the City Of Genoa Municipal Code for the City of Genoa, DeKalb County, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER A DOWNTOWN FAÇADE IMPROVEMENT PROGRAM:** Motion made by Alderman Di Guido to approve a downtown Façade Improvement Program, seconded by Alderman Winter. Alderman Cravatta questioned the map that was in the packet that shows the area covered in the program. He stated that the area seems much larger than just the downtown area. Consultant Ganek responded that the map is a place to start and captures the intent of it and can be tweaked if needed. Alderman Brust agreed that the program should just be for the downtown area at this point, so it looks nice when people are driving through town. Alderman Cravatta also asked how it would work if someone runs a business from their home. Consultant Ganek responded that an in-home business would be secondary to an intended residential structure. Also, all applications are reviewed by staff and must have City Council approval; therefore, determination can be made at that point as to whether it would qualify or not. He stated that we want to create excitement in the downtown area with this program and hope to get it going as soon as possible. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Brust, Wesner and Carroll voted yes. Motion carried.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Stevenson to enter into Closed Session for the purpose of approving the minutes of the previous Closed Session, for the purpose of discussing Collective Bargaining and for the purpose of discussing the appointment, employment, dismissal, compensation, discipline and/or performance of specific employees, seconded by Alderman Wesner. Roll call vote was taken. Alderman Stevenson, Winter, Cravatta, Brust, Wesner, Carroll and Di Guido voted yes. Motion carried.

**RECONVENE INTO OPEN SESSION:** Motion made by Alderman Cravatta to reconvene into Open Session, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Consultant Bill Ganek reported that we are 90% into our current fiscal year. We have less than a month until the new fiscal year and we have received 100% of our revenue projections and our expenditures are at about 97%. He indicated that although expenditures are higher towards the end of the fiscal year, he believes we will still end with a balanced budget. He also stated that he and Chief Smith will be meeting with the school regarding the agreements for the school Resource Officer and Crossing Guards, to ensure that we are reimbursed for their share of the services we provide for them.

**Public Works** – Director Gentile reported that he reviewed the plans for the school parking lot extension. He indicated that it's a good thing and a win/win situation. He then reported that he received our CCR Report and we received zero violations. Lastly, he reported that he handed out a list of requirements that Verizon will need to follow when taking their antennas off of our water tower, at their expense. He indicated that they will be putting up a temporary cell tower that is about 100 feet tall. They will then need to do some core samples of the sight. He stated that this is part of the Well 4 and painting project we are doing.

**Police Department** – Acting Chief Edwards reported that he is currently attending Staff Command School. It is a 10 week course put on by Northwestern University. Alderman Wesner stated that she was asked if there is something the City can do about the trucks going through town that have garbage flying out and littering. Chief Edwards suggested reporting when they see it happening so we can possibly catch them or maybe find out about what time the trucks come through town so he can have an officer monitor it. Alderman Wesner stated that maybe she will call the resident back and ask if they know the name on the trucks.

**Mayor's Report** – Mayor Vicary reported that he appointed Ron Sheehan to the Plan Commission to replace Adrienne Costanza, but Ron wasn't on the list in the packet because he was appointed after the packets were distributed.

**ANNOUNCEMENTS** – The Newly Elected Officials will be sworn in at the May 7, 2019 meeting.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:45 p.m.

CITY OF GENOA  
City Hall  
Public Hearing & City Council Meeting Minutes  
May 7, 2019  
7:00 P.M.

Mayor Stevenson Pro Tem called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta, Brust and Lang were present. Alderman Di Guido was absent.

Mayor Stevenson Pro Tem led the Pledge of Allegiance.

**Guest Speaker** – None

Motion made by Alderman Cravatta to approve the minutes of the April 16, 2019 regular City Council meeting, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the second half of April 2019 in the amount of \$164,530.92, seconded by Alderman Winter. Roll call vote was taken. Alderman Lang questioned line item #30 to Locis for the automatic signature fee. She asked if it is a one-time or monthly fee. Consultant Ganek responded that he wasn't sure, but would find out. Alderman Brust asked if line item #27 to Ironwood Environmental Inc. for asbestos testing is something that the City does on a schedule. Consultant Ganek responded no. He stated it was for a property that the City is involved in regarding demolition. Roll call vote was taken. Aldermen Wesner, Carroll, Winter, Cravatta, Brust, Lang and Mayor Stevenson Pro Tem voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – James Glass who resides at 741 Watson Drive addressed Council. He stated that he had attended a previous meeting when the new Dollar General was being discussed. He said he had expressed his concern at that meeting about bright lights. Mr. Glass then stated that he was assured that the lights would be pointed toward the ground and would not affect homes in the surrounding area, but that has not been the case. Consultant Ganek responded that there was a condition in the approval of Dollar General that the illumination of the lights are to be at almost zero by the time they reach the property line; therefore they are in violation and will be addressed.

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER THE MAYORAL APPOINTMENTS FOR MAY 7, 2019 UNTIL MAY 5, 2020:** Motion made by Alderman Wesner to approve the Appointment of the Chief of Police, Public Works Director, City Treasurer, City Engineer and City Attorney as recommended in the memo from Mayor Vicary dated May 1, 2019, seconded by Alderman Cravatta. Mayor Stevenson Pro Tem stated that Attorney Slingerland advised him that if anyone did not agree with all of the Appointments, it would be allowed to vote for each position individually instead of grouped together. Alderman Lang asked if in the future, the Appointments be broken down individually, in case there is an Appointment that someone doesn't agree with. Mayor Stevenson

Pro Tem responded yes and asked if any of the Council Members had any issues with the current Appointments. It was determined that there were no issues at this time. Alderman Brust asked how long the City Engineer has been with us and how she is performing. Director Gentile responded that the City Engineer has been with us for a year and she does a great job. Roll call vote was taken. Aldermen Wesner, Carroll, Winter, Cravatta, Brust, Lang and Mayor Stevenson Pro Tem voted yes. Motion carried.

Motion made by Alderman Winter to approve the Appointment of Members to the Plan Commission, Police Commission, Tree Board and Police Pension Board as recommended in the memo from Mayor Vicary dated May 1, 2019, seconded by Alderman Lang. Mayor Stevenson Pro Tem stated again, that voting on individual Appointments was an option if someone didn't want to group the Appointments together. There was no opposition. Alderman Winter stated that since there is a vacancy on the Police Pension Board, how will that be handled? Consultant Ganek responded that the vacancy became available at the same time Mayor Vicary was doing the Appointments, so he was unable to fill the vacancy right away. Once a qualified replacement is found, Mayor Vicary will Appoint them. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Stevenson Pro Tem voted yes. Motion carried.

**CONSIDER AN ORDINANCE CREATING AN APPLICATION FEE FOR THE DOWNTOWN FAÇADE IMPROVEMENT PROGRAM:** Motion made by Alderman Winter to approve an Ordinance amending Appendix A, Fees, for the Municipal Code of the City of Genoa, seconded by Alderman Lang. There were some questions regarding the program and application fee. Consultant Ganek stated that the \$50 application fee is due to there being staff's time involved in the process and to insure that applicants are serious about the program. The application fee is non-refundable and projects are to be completed within 6 months. Once the project is completed, the applicant provides proof of payment for materials and to contractor's, by submitting receipts for reimbursement, for the City's portion of the project. Consultant Ganek also stated that if the funds that were budgeted for this program are depleted and there are more applicants, City Council has the authority to amend the original allotted amount. He also indicated that the funds for this program are coming from the CDAP account and there are more funds in this account than what was budgeted for the Façade Program. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Stevenson Pro Tem voted yes. Motion carried.

**CONSIDER A DOWNTOWN FAÇADE IMPOROVEMENT PROGRAM APPLICATION FROM THE DEKALB COUNTY COMMUNITY GARDENS FOR THE BUILDING LOCATED AT 415 WEST MAIN STREET FOR \$15,000:** Motion made by Alderman Lang to approve a Downtown Façade Improvement Grant and authorize the execution of a Downtown Façade Improvement Grant Agreement for the building located at 415 West Main Street for \$15,000, seconded by Alderman Brust. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Winter, Cravatta, Brust and Mayor Stevenson Pro Tem voted yes. Motion carried.

**CONSIDER AN ORDINANCE DECLARING A DUMP TRUCK AND MISCELLANEOUS ELECTRONICS AS SURPLUS:** Motion made by Alderman Cravatta to approve an Ordinance declaring certain City property as surplus and approving the sale of said property, seconded by Alderman Winter. Alderman Cravatta asked if anyone has expressed any interest in the dump truck. Director Gentile responded not yet. Roll call vote was taken.

Aldermen Cravatta, Brust, Lang, Wesner, Carroll, Winter and Mayor Stevenson Pro Tem voted yes. Motion carried.

**CONSIDER WAIVING THE BID PROCESS AND APPROVING THE PURCHASE OF A MOBILE GENERATOR:** Motion made by Alderman Wesner to waive the bid process and approve the purchase of a standby emergency mobile generator and tap box from Steiner Power Systems, not to exceed \$87,644.12, seconded by Alderman Cravatta. Director Gentile was asked what the advantage would be to waiving the bid process for the generator. He responded that we are looking for a specific product, as well as a company that can easily get parts and service the product. He stated that Steiner currently services one at City Hall and is familiar with the product. Director Gentile also stated that since this generator is mobile, it can be taken to another one of our Wells or be loaned to a surrounding community in the event of an emergency. Roll call vote was taken. Aldermen Wesner, Carroll, Winter, Cravatta, Brust, Lang and Mayor Stevenson Pro Tem voted yes. Motion carried.

### **CLOSED SESSION**

Motion made by Alderman Winter to go into Closed Session for the purpose of approving the minutes of the previous Closed Session and for the purpose of discussing the Appointment, employment, dismissal, compensation, discipline and/or performance of specific employees, seconded by Alderman Lang. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Stevenson Pro Tem voted yes. Motion carried.

Motion made by Alderman Lang to reconvene into Open Session, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

**CONSIDER A LETTER OF UNDERSTANDING FOR AND APPOINTMENT OF A PART-TIME ADMINISTRATOR:** Motion made by Alderman Wesner to approve the Appointment of Art Osten as the City Administrator of the City of Genoa and approval of a Letter of Understanding, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Wesner, Carroll, Winter, Cravatta, Brust, Lang and Mayor Stevenson Pro Tem voted yes. Motion carried.

### **DEPARTMENT REPORTS**

*Administrative Report* – City Consultant Bill Ganek reported the building downtown that burned last year has been purchased, a building permit has been issued, and the trusses for the roof have been ordered and should be installed in 3 to 4 weeks. One concern is that part the sidewalk may have to be shut down temporarily while the trusses are being put on for safety reasons. Consultant Ganek then reported that the property at 131 S. Sycamore Street has been approved by the Court for demolition. He indicated that ownership of the property will not change. He then stated that the City is in the process of updating the equipment and sound system in the Council Chambers. Consultant Ganek then reported that staff had met with the Kishwaukee Valley Historical Society and he suggested having a Representative come to a Council Meeting as a guest speaker to give a brief overview of what they do. He indicated that they are willing to loan the City some historical pictures and artifacts to display in the Council Chambers or the City Hall lobby. Consultant Ganek was asked if there was any update regarding the building across from the Mobil gas station. He responded that the owner of the property is working on it as time allows. Consultant Ganek was also asked about the Moscato's building. He responded that is



has been sold and we have issued a business loan to the new owner, which is hoping to have a restaurant open by fall of this year. Lastly, Consultant Ganek was asked what the current situation is with Corner Grill. He responded that to his knowledge, Corner Grill does not plan to re-open. They are still under contract and are honoring the contract. They are trying to sub-lease it out and there are a few interested parties in opening a new restaurant, since all of the equipment is already there.

**Public Works** – Director Gentile reported that Public Works is working on the landscaping here at City Hall along the side of the building. He also stated that it is muddy along the river with a lot of debris due to all of the rain. He indicated that the Lorraine Street project is moving along, but has had some delays due to the rain as well. Director Gentile was asked if the cold mix was for pothole filling. He responded yes and once the weather dries up, Public Works will be applying hot mix as it tends to hold up better. Director Gentile was asked if we know how much loan forgiveness we will receive for the IEPA loan. He responded not yet, but we should know soon because the IEPA is currently reviewing our application. Lastly, Director Gentile was asked if we have heard anything from the State regarding the resurfacing of Route 72 because the potholes that were patched in the fall are already falling apart. He responded that he will follow up with the State and report back.

**Police Department** – Chief Smith reported that they will be starting their recruitment process for Officers over the next few months. He stated that even though we do not need any more Officers right now, we are required to have a list every 2 years. Chief Smith indicated that Prom was Friday, May 3<sup>rd</sup> and 2 officers attended. Chief Smith then reported that he will have a guest speaker at the next City Council meeting regarding the Explorer Program. The program is affiliated with the boy scouts and it is to get youth involved in law enforcement. Chief Smith was asked if there was any update on the dispatch situation. He responded that we have new digital radios that we own, so it may give us a better chance at finding other dispatch services. He indicated that there will be training next week on the radios. Consultant Ganek added that in researching other dispatch options, we found that local areas were not interested in adding to their existing operation or equipment was incompatible.

**Mayor's Report** –None

**ANNOUNCEMENTS** – Arbor Day is Friday, May 10<sup>th</sup> at 11:00 a.m.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:55 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
May 21, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang were present. Alderman Carroll was absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker** – Ben Mahlke, Field Director for the Boy Scouts of America gave a brief presentation regarding the Explorer Program that our Police Department is now involved in. The program is for career exploration geared toward youth between the ages of 14 and 20. The program is co-ed, so both male & females are welcome. The program includes other career fields besides police, such as fire, medical, aviation and several skilled trades. This program gives youth the opportunity to learn more about a field they may be interested in. It will give them skills sets that are involved and provide them with the credentials that are required for a degree in their field of interest. The program will also provide hands on training. Mr. Mahlke stated that the program provides liability insurance as well accident and sickness coverage. Members of our staff and community will be serving as advisors in the program. A few of the advisors include, Jacob Heiser, Lead Auxiliary Officer, Sergeant Chris Hathcoat and Cortney Strohacker, Executive Director for the Genoa Area Chamber of Commerce.

Motion made by Alderman Brust to approve the minutes of the May 7, 2019 regular City Council meeting, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the first half of May 2019 in the amount of \$103,959.91, seconded by Alderman Stevenson. Alderman Brust asked if line item #14 for the Adjudication Judge was for the monthly court held here at City Hall and if the fee was for the other communities that have court here in Genoa as well. Chief Smith responded yes it is for our monthly court and the fee is just for Genoa. The other communities are billed directly. Alderman Winter asked if line item #13 to the Daily Chronicle is for us to have access to the articles. Director Gentile responded yes. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER THE PURCHASE OF CRACK SEALING AND ROAD SALT:** Motion made by Alderman Brust to approve an IDOT Resolution allowing motor fuel tax funds to be appropriated to the City of Genoa for crack sealing and the purchase of road salt, not to exceed \$86,000, seconded by Alderman Lang. Alderman Brust asked if our estimated costs last year

were pretty close to the actual expenses. Director Gentile responded yes for the salt, but we haven't crack sealed for a few years, so there were no expenses for that last year. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Di Guido, Stevenson, Winter and Cravatta voted yes. Motion carried.

**CONSIDER APPROVAL OF EVENTS AT CITIZENS/CARROLL PARK:**

- Motion made by Alderman Di Guido to approve the Kishwaukee Valley Wanderers use of Citizens/Carroll Park for their Kayak & Canoe the Kish Event on July 13, 2019 from 9:00 AM until 2:00 PM, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Brust, Lang and Wesner voted yes. Motion carried.
- Motion made by Alderman Wesner to approve the Kishwaukee Valley Wanderers use of Citizens/Carroll Park for their Volksfest Event on September 6<sup>th</sup> and 7<sup>th</sup>, 2019 from 10:00 AM until 10:00 PM, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.
- Motion made by Alderman Lang to approve the Genoa Area Chamber of Commerce's use of Citizens/Carroll Park for their Rockin' the Kish Event on September 6, 2019, from 6:30 PM until 10:30 PM, seconded by Alderman Wesner. Roll call vote was taken. Aldermen Lang, Wesner, Di Guido, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.
- Motion made by Alderman Di Guido to approve the Genoa Area Chamber of Commerce's use of Citizens/Carroll Park for their Great Genoa Duck Race Event on September 8, 2019 from 8:00 AM until 2:00 PM, seconded by Alderman Brust. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Brust, Lang and Wesner voted yes. Motion carried.

**CONSIDER LIQUOR LICENSES FOR VOLKSFEST:** Motion made by Alderman Stevenson to authorize a Resolution approving two one day liquor licenses for September 6<sup>th</sup> and 7<sup>th</sup>, 2019 for the Kishwaukee Valley Wanderers Volksfest Event, seconded by Alderman Brust. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Lang, Wesner and Di Guido voted yes. Motion carried.

**CONSIDER THE PURCHASE OF A POLICE VEHICLE:** Motion made by Alderman Cravatta to approve the purchase of a Police vehicle and equipment, not to exceed \$51,212, seconded by Alderman Di Guido. Alderman Wesner asked why the Police Department decided to go with a truck instead of an SUV. Sergeant Hathcoat responded that a truck can handle the heavier equipment that needs to be hauled to different events, such as the Mule. A truck also has off-road capabilities. The SUV's are limited to where they can go. The truck will be a fully equipped police vehicle. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Di Guido, Stevenson and Winter voted yes. Motion carried.

**CONSIDER AGREEMENTS WITH THE GENOA-KINGSTON SCHOOL DISTRICT FOR PUBLIC SAFETY SERVICES:**

- Motion made by Alderman Wesner to approve an Agreement with the Genoa-Kingston School District to provide a School Resource Officer, seconded by Alderman Stevenson. Chief Smith stated that City & School District Representatives sat down and came to this

agreement. It is a 3 year agreement and will go up for approval at the School District's next Board meeting on May 28, 2019. Chief Smith stated that Officer Gates' presence at the school is well received and seems to work out well for both the City and the School. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

- Motion made by Alderman Wesner to approve an Agreement with the Genoa-Kingston School District to provide School Crossing Guards, seconded by Alderman Lang. The school currently pays 34.5% of the Crossing Guards salaries. It will increase to 50% for the 2019/2020 school year; 55% for the 2020/2021 school year and 60% for the 2021/2022 school year through July 1, 2024. Chief Smith indicated that this is a 5 year agreement and will also go up for approval at the School District's next Board meeting on May 28, 2019. Roll call vote was taken. Alderman Wesner, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**FUTURE BUSINESS:** Mayor Vicary stated that this is a new agenda item and asked Council if they had any thoughts on or ideas for future projects or issues that they would like to discuss. Alderman Di Guido stated that recently he has received emails from residents and business owners regarding blighted properties around them. He stated that they are frustrated to the point where they are considering moving their residence or business out of Genoa. Alderman Di Guido expressed that he would like the City to start utilizing our independent company, B & F Construction Code Services to facilitate property maintenance issues. He also indicated that he would like the City to have better communication with the residents regarding how their concerns are being addressed and what progress has been made in these situations. Alderman Brust suggested that when there is a significant change to state or federal law that affects Genoa, maybe do a short recap on the website to keep residents in the loop. Alderman Brust also stated that he would like to have a better strategic plan for the downtown area as it pertains to beautification; make it more inviting. Lastly, Alderman Brust suggested establishing regulations for Genoa, such as what types of business we do and do not want in town, reviewing our Unified Development Ordinance (UDO) every few months for significant changes and the number of different types of licenses we would like. Mayor Vicary responded that these suggestions/concerns are on point. He stated that he met with a few business owners over the weekend and was discussing these things. He stated that Civic Pride is what all of these things encompass. He indicated that City Administrator, Art Osten will be spearheading these issues, but it is a large task and will require input and assistance from staff and Aldermen. City Administrator Osten indicated that he would like to meet with the Aldermen to listen to their ideas, hear their goals and collaborate with them, to decide which direction the City would like to go in order to make Genoa better. Art also stated that he would like staff to put a list together of some property maintenance issues so Council can decide what they would like us to focus on. There are many directions, such as esthetics, community pride, economic development, residential, businesses, industrial and commercial. Due to limited resources and funds, we should really focus on the area(s) that we can get the most out of for what we have. Alderman Winter suggested posting the meeting Agenda on Facebook with a link to our website if they would like more information.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten stated that he has received a warm welcome. He indicated that he has met with the Mayor, previous City Consultant Bill Ganek and Departments Heads to get up to speed on current issues and projects and also to get any ideas or suggestions that they may have going forward. Art stated that he would like to meet with the Alderman as well. He would also like to create a Status Report by Department, which is a list of core duties, what they're working on and where they're at with their goals.

***Public Works*** – Director Gentile reported that we received a letter from the IEPA stating that our water rates and revenue system have been approved and we are moving in the right direction for final loan approval and loan forgiveness. Director Gentile then stated that he received an email from IDOT stating that the Route 72 resurfacing project is on schedule for this year and he anticipates work beginning sometime in late July and being completed by winter. He then reported that weather pending; the flower baskets will be going up in the downtown area. It will be a little bit longer for the flags to go up due to having to order new flags & poles. Lastly, he reported that Public Works is working on the water main on Lorraine Drive and it is nearly completed. Director Gentile was asked when work will begin on Genoa Street. He responded, not for a while because the project has been revised. He stated that the price to repair the concrete escalated because the soil boring samples came back and there's no sub-base. The project will now be done in phases and hopes to have the first phase done this year.

***Police Department*** – Chief Smith reported we are still taking applications for entry level police officers until Tuesday, May 28<sup>th</sup> and there will be a written test on June 1<sup>st</sup> at the Genoa Veteran's Home. This is for the eligibility list that we are required to have every 2 years. The property on the 500 block of West First Street has received several City Ordinance citations. They are required to get their property in compliance by the June court date. Chief Smith then reported that the Memorial Day Parade will be on Monday, May 27<sup>th</sup> at 11:30 AM and they are preparing for Genoa Days that is coming up June 5<sup>th</sup> through the 8<sup>th</sup>.

***Mayor's Report*** – Mayor Vicary reported that he will be attending the Mayoral Memorial Day breakfast and ceremony on Monday, May 27<sup>th</sup>.

**ANNOUNCEMENTS** –School's Out for Summer Event is this weekend and the 1<sup>st</sup> Genoa Market as well.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:50 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
June 4, 2019  
7:00 P.M.

In Mayor Vicary's absence, City Attorney Jack Slingerland called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Cravatta, Brust and Lang were present. Mayor Vicary and Aldermen Stevenson and Winter were absent.

City Clerk Winker led the Pledge of Allegiance.

City Attorney Slingerland stated that due to Mayor Vicary being absent, there must be a motion and second made to nominate one of the Aldermen to be Mayor Pro Tem. Alderman Lang nominated Alderman Di Guido to be Mayor Pro Tem, seconded by Alderman Brust. Roll call vote was taken. Aldermen Wesner, Carroll, Cravatta, Brust and Lang voted yes. Alderman Di Guido abstained. Motion carried.

**Guest Speaker** –None

Motion made by Alderman Brust to approve the minutes of the May 21, 2019 regular City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Lang to approve payment of the accounts payables for the second half of May 2019 in the amount of \$135,678.10, seconded by Alderman Brust. Alderman Brust asked if there were any updates regarding line item #14 to DeKalb County Dispatch. Chief Smith responded that now that we have the new radios, it may open up dispatch more options for us. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Cravatta and Brust voted yes. Mayor Pro Tem Di Guido abstained. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER THE PURCHASE OF PUBLIC WORKS EQUIPMENT:**

- Motion made by Alderman Cravatta to approve the purchase of a sweeper accessory for the Bobcat Skidsteer, not to exceed \$3,635.25 seconded by Alderman Brust. Alderman Wesner asked if this sweeper accessory is replacing an old one. Public Works Supervisor, Janice Melton responded no; we don't currently have an attachment. She stated that the accessory will be used to sweep asphalt instead of using the sweeper used for sweeping the streets. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Di Guido voted yes. Motion carried.
- Motion made by Alderman Cravatta to approve the purchase of a tilt-tach accessory for the Bobcat Skidsteer, not to exceed \$1,992.75, seconded by Alderman Lang.

Alderman Brust stated that the memo from Public Works states that this accessory will be used for re-cutting ditches and creating swales. He asked if those are things we do all the time or just once in a while. Public Works Supervisor, Janice Melton responded that this accessory will assist in creating positive drainage and since it tilts, it will be more effective and efficient. Supervisor Melton was then asked if this accessory was budgeted for. She responded yes. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Di Guido voted yes. Motion carried.

**CONSIDER THE PURCHASE OF TWO NEW STREET LIGHT POLES AND FIXTURES FOR SOUTH HADSALL STREET:** Motion made by Alderman Lang to approve the purchase of two new street poles and fixtures for South Hadsall Street, not to exceed \$10,000, seconded by Alderman Cravatta. Alderman Carroll asked if these items have been budgeted for. City Administrator, Art Osten Jr. responded yes and we actually have the funds available for the items now. Alderman Brust asked if the \$55 monthly fee is just added on to an existing contract or if it is a separate contract. Supervisor Melton responded that she believes it is added on to an existing contract. Alderman Brust expressed that he feels the \$55 fee per month seems steep. City Administrator, Art Osten Jr. responded that he will check with the Finance Office Manager, Jan Tures for a better understanding of what is included in the monthly fee. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Cravatta, Brust and Mayor Pro Tem Di Guido voted yes. Motion carried.

**CONSIDER A LEASE AGREEMENT WITH DEKALB COUNTY COMMUNITY GARDENS TO PLACE A SHED ON CITY PROPERTY:** Motion made by Alderman Wesner to approve a Lease Agreement with the DeKalb County Community Gardens for a terminable license to permit a shed, seconded by Alderman Cravatta. Susan Colgan, a representative from the DCCG, stated that she is in charge of the Genoa gardens. She was asked if they would be maintaining the shed and if they chose to leave would they take the shed with them. Susan responded yes to both questions. Alderman Carroll expressed concern regarding the gardens being in disarray by mid-summer in previous years. Ms. Colgan responded that they are requesting the shed for that reason; they want to store a lawn mower, string trimmer and other gardening tools in the on premises shed to take better care of the gardens. Susan then stated that there are 50 garden plots available and they are trying to get volunteers from the Boy Scouts, Cub Scouts and 4H to help out. Also, some of the plots will be dedicated to the Food Pantry. Roll call vote was taken. Aldermen Wesner, Carroll, Cravatta, Brust, Lang and Mayor Pro Tem Di Guido voted yes. Motion carried.

**CONSIDER AN ORDINANCE REDUCING THE NUMBER OF LIQUOR LICENSES:** Motion made by Alderman Brust to approve an Ordinance amending Title 3, Chapter 3, Liquor Control, Section 8 of the Municipal Code, seconded by Alderman Lang. Alderman Wesner questioned why Council wasn't informed about changing the number of liquor licenses prior to being on the agenda. City Administrator, Art Osten Jr. explained that the City currently has an extra liquor license available due to a business closing down. He stated that we would like to remove it, so if someone comes in wanting a liquor license, they would have to come to Council for approval. Consensus amongst Council was that removing the extra license at this time was a good call. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Cravatta and Mayor Pro Tem Di Guido voted yes. Motion carried.

**CONSIDER AMENDMENTS TO THE PERSONNEL POLICY MANUAL:** Motion made by Alderman Brust to approve amendments to the Personnel Policy Manual as recommended in the memo dated May 28, 2019, seconded by Alderman Cravatta. City Administrator, Art Osten Jr. went over the bullet points of the proposed changes. After a lengthy discussion, Council decided to amend the original motions to remove sections 2.03 and 8.02 from the vote. These 2 sections pertain to Supervisors & Sergeants being allowed to cash out compensatory time and raising the spending limits on purchases before Council approval is needed. Alderman Brust stated that he would not vote yes on section 2.03 due to not fully understanding the compensatory time process. Other Aldermen were not comfortable raising the purchasing limits due to wanting to know what equipment the City and Police Department are purchasing. It was brought up that the limits were lowered previously due to abuse. Consensus amongst Council was that they did not want the limits raised. The amended motion to remove sections 2.03 & 8.02 was made by Alderman Brust and seconded by Alderman Cravatta. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Cravatta and Mayor Pro Tem Di Guido voted yes. Motion carried.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Wesner to enter into Closed Session for the purpose of approving the minutes of the previous Closed Session and for the purpose of discussing Collective Bargaining, the appointment, employment, dismissal, compensation, discipline and/or performance of specific employees, seconded by Alderman Lang. Roll call vote was taken. Alderman Wesner, Carroll, Cravatta, Brust, Lang and Mayor Pro Tem Di Guido voted yes. Motion carried.

**RECONVENE INTO OPEN SESSION:** Motion made by Alderman Wesner to reconvene into Open Session, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

In the closed session, the City Council accepted the minutes of the May 7, 2019 closed session.

**FUTURE BUSINESS** - None

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten Jr. reported that he has met with 4 of the Aldermen so far and meetings with the remaining Aldermen are scheduled. Once those meetings have all taken place, he will be putting together a list of goals. He also stated that he is assembling a library of reference materials in the Aldermen office and encouraged the Aldermen to browse. Mr. Osten then had a handout regarding the States of Illinois and New Jersey being most prone to recession. He indicated that federal aid might not be as generous and there is no guarantee that the State will be able to bail us out if we do go into recession. Mr. Osten stated that the City of Genoa currently has reserves for these reasons. Lastly Mr. Osten reported that the State has passed to legalize marijuana as of January 1, 2020. He indicated that he and staff will be working with Chief Smith to come up with some guidelines to regulate it within the City. Chief Smith elaborated more on the subject; stating that although it will be legal to possess marijuana, it will not be allowed to be smoked wherever people want. The City will be able to set up our own regulations, so the current Ordinance will need to be amended. It was also determined that if a dispensary is put in town, the City would receive 3% sales tax from the sales.



**Public Works** – Public Works Supervisor, Janice Melton reported that they are currently hot patching and trying to get mowing done, but it has been a struggle with all of the rain. She indicated that the Lorraine Street water main project is wrapping up. Clarke Mosquito will be spraying for Genoa Days and notification is on social media. Alderman Lang questioned the emergency purchase for a furnace and air conditioner. She was concerned as to why the cost was \$8,350 as opposed to approximately \$4,000. Assistant City Administrator, Alyssa Seguss stated that in speaking with Rich, she believes he said that since the equipment was so old, additional adaptors or special parts needed to be purchased. Supervisor Melton added that there may have been venting issues that needed to be resolved as well, but she wasn't sure. Alderman Lang asked how long the tenant was out of air and if we were charged an emergency fee. Supervisor Melton did not know how long the air was out before it was repaired and didn't believe that we were charged an emergency fee. Assistant City Administrator, Alyssa Seguss agreed that we were not charged an emergency fee. Supervisor Melton was asked if we got a quote or just went straight to Service Concepts. She responded that Service Concepts is our go to. It was suggested that we check with other heating and air conditioning companies in town before just going to Service Concepts. Mr. Osten Jr. stated that he would follow up with Director Gentile to address Council's concerns.

**Police Department** – Chief Smith reported that they are preparing for Genoa Days; the roads are closed down. He then stated that a road rage incident occurred the night before and rolled over to today. They received a call that a resident on the 200 block of Railroad Ave pulled a gun on someone. The police pulled him over, checked his car and found an explosive device in his glove box. Chief Smith then contacted the Rockford Bomb Squad, who obtained a search warrant for the home. He then stated that several more explosive devices were found in the home. The resident is currently in custody.

**Mayor's Report** – None

**ANNOUNCEMENTS** – Genoa Days is this weekend. The parade will be Saturday at 1 p.m.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 9:25 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
June 18, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Brust and Lang were present. Aldermen Carroll and Cravatta were absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker** –None

Motion made by Alderman Brust to approve the minutes of the June 4, 2019 regular City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Lang to approve the minutes of the June 4, 2019 Committee of the Whole meeting, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Stevenson to approve payment of the accounts payables for the first half of June 2019 in the amount of \$62,118.76, seconded by Alderman Brust. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Lang, Wesner and Di Guido voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER A RESOLUTION TO BE SENT TO IDOT SEEKING APPROVAL TO CLOSE ROUTE 72 FOR THE HOMECOMING PARADE:**

- Motion made by Alderman Wesner to approve a Resolution authorizing a temporary road closure for the Genoa-Kingston High School Homecoming Parade on September 20, 2019, seconded by Alderman Lang. Alderman Wesner asked if it will be a different route this year. Chief Smith responded yes, the parade will not be going down West Main Street anymore. The parade will now go North at the Mobil gas station and then West on Second Street, to end at the Middle School. This will make for less congestion with traffic and the parade won't have to cross the railroad tracks. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Brust and Lang voted yes. Motion carried.

**CONSIDER RESOLUTIONS RELEASING LETTERS OF CREDIT FOR PUBLIC IMPROVEMENTS AND THE PROPERTY AT 101 KEARNEY DRIVE:**

- Motion made by Alderman Winter to approve a Resolution authorizing the City Clerk to release the Letter of Credit for construction and installation of a public street and water

and sewer improvements and the City's acceptance of said public improvements, seconded by Alderman Lang. There was some discussion regarding the lights at Dollar General that were creating a nuisance to residents in the surrounding area. City Administrator, Art Osten Jr. responded that Public Works Director, Rich Gentile spoke with the Owner of Dollar General and he has agreed to tilt them down. Mr. Gentile also stated that he went to the property with a light sensor and it indicated that the lights are within code. He stated that the glare is the main issue. It was brought up that the Unified Development Order may need to be updated with stricter lighting codes to avoid future issues. Roll call vote was taken. Aldermen Winter, Brust, Di Guido and Stevenson voted yes. Aldermen Lang and Wesner voted no. Motion carried.

- Motion made by Alderman Stevenson to approve a Resolution authorizing the City Clerk to release the Letter of Credit for the property at 101 Kearney Drive and the City's acceptance of said public improvements. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Lang, Wesner and Di Guido voted yes. Motion carried.

#### **OTHER BUSINESS: (ITEMS FOR DISCUSSION AND POSSIBLE ACTION):**

**Personnel Policy Changes** – City Administrator, Art Osten Jr. began by stating that there were 2 remaining items from the last meeting regarding personnel policy changes that need to be discussed:

- 1. 2.03 - CASHING OUT OF COMPENSATORY TIME FOR SUPERVISORS AND SERGEANTS:** City Administrator, Art Osten Jr., indicated that due to the key roles that these 4 employees have with the City, sometimes they are unable to use their compensation time, therefore; it is beneficial to the City to allow them to cash out 40 hours, instead of taking the time off. He also stated that we have budgeted for this; if all 4 employees cashed out 40 hours of compensation time at the same time, the funds would be available. The question was asked if there was any consideration of opening this benefit up to all full time staff instead of just Supervisors and Sergeants. Director Gentile responded possibly in the future, but not at this time.

After the above discussion, a motion was made by Alderman Di Guido to approve the changes to 2.03 of the Personnel Policy to allow Supervisors and Sergeants to cash out 40 hours of compensatory time, per anniversary year, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Brust, Lang and Wesner voted yes. Motion carried.

- 2. 8.01 - PURCHASING POLICY LIMITS:** City Administrator, Art Osten Jr., stated that after the discussion at the previous meeting, there are new proposed purchasing limits to the personnel policy. Mayor Vicary stated that he wanted to voice his opinion regarding this policy. He stated that he believes the purchasing limits should remain as they are instead of lowering them. He stated that we have great staff in place and should not tie their hands. They have the capability of making knowledgeable decisions, but it is up to Council to decide. He also stated that as the City Administrator, Mr. Osten is a permanent part-time employee and has the capability of overseeing some of these purchases and making decisions, as opposed to Joe Misurelli and Bill Ganek who were

Consultants. After some discussion amongst Council, it was determined that staff would tweak some of the verbiage and present it again at a future meeting.

## **FUTURE BUSINESS - None**

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten Jr. reported that he received new handbooks for newly elected officials and they are in the Aldermen office. We are moving forward with Riverbend and IBEW. He then indicated that Assistant City Administrator, Alyssa Seguss is in the process of sending letters out to the businesses in town regarding the Façade Program. Alderman Lang asked about the progress of IBEW. Alyssa Seguss responded that their final plans have been recorded; they are working on turning in their demolition permits to take down a couple buildings and then will apply for a remodeling permit for the barn. Alderman Winter asked how many façade improvements are allotted for this year. Alyssa Seguss responded that we budgeted \$30,000 and the Food Pantry is applying for \$15,000, so there would be an additional \$15,000 still available.

***Public Works*** – Public Works Director, Rich Gentile, reported that the City will receive 75% loan forgiveness from the IEPA for the water tower repainting and repairs project, Well 4 rehab project and the Genoa Street project. He stated he would be meeting with Verizon Wireless in the upcoming week regarding the temporary tower. They need to remove their equipment before we can begin the water tower project. He then reported that the City has received a grant for \$10,000 from ComEd, which will be used to pave the access road to the canoe launch and for a paved trail at Citizen's Park. Lastly he reported that he received an email from IDOT regarding the Route 72 resurfacing project. They received 3 bids, but if the lowest bid is higher than IDOT's estimate, they will not do the project.

***Police Department*** – Chief Smith reported they Genoa Days went pretty well. It generated about 15 extra calls. He thanked the library for allowing the Officers to use their event room during Genoa Days. He stated that Sergeant Edwards graduated from Staff & Command, which prepares him for the next step. It includes budgeting and scheduling. He then reported that part time officer Bob Barnett graduated from the part time Academy, so he will begin working for us part time. Alderman Brust asked if we reached out to any dispatch companies since we received the new radios. Mr. Osten replied that he had met with the County Administrator earlier in the day and received some information that he will be discussing with Chief Smith and other staff. He also stated that they are in the process of re-evaluating their fee structure.

***Mayor's Report*** – None

**ANNOUNCEMENTS** – Open Door Coffee opened this week and had a great turnout. A bakery will be opening up soon next to Genoa Gaming.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 9:00 p.m.

CITY OF GENOA  
City Hall  
Special City Council Meeting Minutes  
July 9, 2019  
7:00 P.M.

Mayor Vicary called the Special City Council meeting to order at 7:05 p.m. Roll call was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta, Brust and Lang were present. Alderman Di Guido was absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker** – Orrin Merritt of the Kishwaukee Valley Heritage Society has lent the City of Genoa some items pertaining to the History of Genoa that are currently displayed around the City Council Chambers. He provided some brief history of Genoa, including our first Mayor was Horatio Perkins, Genoa had a baseball team back in the day and stated that on display are a few books with handwritten meeting minutes in them. Mayor Vicary added that he is our 23<sup>rd</sup> Mayor.

Motion made by Alderman Lang to approve the minutes of the June 18, 2019 regular City Council meeting, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the second half of June 2019 in the amount of \$101,289.82, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**NEW BUSINESS**

**CONSIDER A RESOLUTION DESIGNATING THE CITY ADMINISTRATOR AS A SIGNATORY:** Motion made by Alderman Stevenson to approve a Resolution designating the City Administrator as a signatory for the City of Genoa, seconded by Alderman Brust. Alderman Wesner asked why there are so many designated signatories. City Administrator, Art Osten Jr. responded that most of the checks have automatic signatures, but if there is a manual check that is needed, it will require 2 actual signatures. Administrator Osten stated that the Mayor, Mayor Pro Tem, Finance Office Manager, Alderman Lang and himself if approved, would all be the designated signatories, so there shouldn't be any difficulty with getting a check signed. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Lang and Carroll voted yes. Alderman Wesner abstained. Motion carried.

**CONSIDER DESIGNATING AND APPOINTING THE CITY ADMINISTRATOR AS THE BUDGET OFFICER:** Motion made by Alderman Brust to approve an Ordinance amending Title 1, Chapter 14, Budget Officer, Section 1 of the City Code of the City of Genoa and appointing the City Administrator as Budget Officer, seconded by Alderman Lang. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Stevenson, Winter and Cravatta voted yes. Motion carried.

**CONSIDER APPOINTING THE CITY ADMINISTRATOR AS THE DEVELOPMENT ADMINISTRATOR AND COMMUNITY DEVELOPMENT DIRECTOR:** Motion made by Alderman Lang to appoint the City Administrator as the Development Administrator and Community Development Director, seconded by Alderman Brust. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Stevenson, Winter, Cravatta and Brust voted yes. Motion carried.

**CONSIDER THE FIRST AMENDMENT FOR A SERVICE AGREEMENT WITH BAXTER AND WOODMAN FOR ENGINEERING SERVICES FOR THE GENOA STREET PROJECT:** Motion made by Alderman Stevenson to approve an amendment to the Agreement with Baxter and Woodman for engineering services for the Genoa Street Project, seconded by Alderman Lang. The amendment is due to the original project cost going from \$260,000 to \$830,000 due to core samples determining there is no sub-base underneath the concrete on Genoa Street. The new amended plan will provide significant improvements to the water system. The cost of the revisions is anticipated to be equal to or less than the original budgeted cost.

**OTHER BUSINESS: (ITEMS FOR DISCUSSION AND POSSIBLE ACTION):**

**Personnel Policy Changes** – City Administrator, Art Osten Jr. began by providing an overview of 2 proposed options regarding the purchasing policy. Option 1 would be purchases under \$2,500, a Department Head can approve; \$2,500 to \$4,999 can be approved by a Department Head and City Administrator and \$5,000+ would need City Council approval. Option 2 would be under \$5,000 a Department Head can approve; \$5,000 - \$9,999 can be approved by a Department Head and City Administrator and \$10,000+ would need City Council approval. He stated that a new proposal to both options is to allow Supervisors and Sergeants to approve purchases under \$200. There was some discussion regarding what the \$200 purchase would be comprised of; various items; 1 item; per project, etc. The concern was policy abuse. Director Gentile responded that it could be various items purchased for a specific project or 1 item. If the cost is over the \$200, the Supervisor would be required to contact the Department Head for approval. After further discussion, consensus amongst Council was to leave the current policy intact; just add the City Administrator verbiage, the preferred vendor list and the emergency purchases portion to it.

**8.01 PURCHASING POLICY:** After the above discussion a motion was made by Alderman Brust to accept Option 1 of the purchasing policy proposal with the following amendments:

- Purchases are defined as a single item or a group of items purchased for a single use
- Purchases may not be aggravated to circumvent this policy
- Purchases between \$2,500 and \$4,999 require City Administrator approval only
- Strike Option 2

Alderman Lang seconded the motion. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Stevenson, Winter and Cravatta voted yes. Alderman Carroll abstained. Motion carried.

**NO PARKING ON PORTIONS OF 2<sup>ND</sup> STREET AND MONROE STREET:** Chief Smith stated that he received a complaint about cars being parked on both sides of the street, in the parkways and in the grass in this area. Ron Perry & Nate Dutton of the church addressed

Council and explained that they have an annual Mission meeting for 4 to 5 days. They used to use the old Davenport School for parking, but the building is now leased by Camelot and they had school in session, so they were unable to park there. Mr. Perry also stated that they would also use the Middle School parking lot, but it was under construction. Chief Smith told Mr. Perry and Mr. Dutton to let the Police Department know when they have large events and we will coordinate with them.

**EXPIRED REGISTRATION MUNICIPAL CODE AMENDMENT:** Chief Smith stated that as of July 1, 2019, many state fines have increased. The state fine for expired registration is now \$164. Chief Smith proposed keeping the City fine for expired registration at \$20. Consensus amongst Council was to leave it at \$20 at this point.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten Jr. reported that he and Assistant City Administrator, Alyssa Seguss are working on video gaming license requirements and will be working on property maintenance issues. He is also working with Rich, Alyssa, the City Engineer and possibly the City Attorney, Jack Slingerland regarding demolition bid specifications. He also indicated that Alyssa is in the process of finishing the Façade Program information and will be mailing it out to the businesses in the TIF District. Mr. Osten then reported that Finance Office Manager, Jan Tures received an award from the Illinois Municipal Treasurer Association for obtaining her certification. He stated that Jan has attended several trainings and gave her kudos for continuing her education. Lastly, he stated that Bill Ganek has him up to speed with current issues going on in Genoa.

***Public Works*** – Public Works Director, Rich Gentile, reported that he will be hiring a new full time employee to replace the 1 part time employee and 2 full time employees that were laid off a few years ago. This person will be working in the sewer, streets and forestry areas. This position has been budgeted for and the job posting will be going up on our website. Rich was asked whose responsibility it is when debris backs up the river. He responded that it would be the Highway Department. Lastly, Rich was asked if the trees by the alley of Evans Ave and Prairie Street can be trimmed; residents are complaining. He responded yes, he will get it taken care of.

***Police Department*** – Chief Smith reported that a few of our staff members assisted with the Kirkland parade and fireworks. He reiterated that a lot of state fines increased as of 7/1/19. Also, the age of purchasing tobacco has increased from 18 years old to 21 years old. He indicated that we will need to check our Ordinance regarding this because you can possess it at 18, but can't purchase it until 21.

***Mayor's Report*** – Mayor Vicary asked everyone to please let us know as soon as possible if they are unable to attend a meeting to ensure we have a quorum.

## **ANNOUNCEMENTS – None**

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:15 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
July 16, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Brust and Lang were present. Aldermen Wesner and Cravatta were absent.

Mayor Vicary led the Pledge of Allegiance.

Motion made by Alderman Lang to approve the minutes of the July 9, 2019 Special City Council meeting, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Brust to approve payment of the accounts payables for the first half of July 2019 in the amount of \$102,636.78, seconded by Alderman Winter. Roll call vote was taken. Aldermen Brust, Lang, Carroll, Di Guido, Stevenson and Winter voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE – None**

**OLD BUSINESS – None**

**NEW BUSINESS**

**CONSIDER AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR FISCAL YEAR 2018-2019:** Motion made by Alderman Stevenson to approve an Ordinance amending the Annual Budget for the Fiscal Year beginning May 1, 2018 and ending April 30, 2019, for the City of Genoa, DeKalb County, Illinois, seconded by Alderman Lang. Finance Office Manager, Jan Tures, explained that once a year we need to amend the Budget to accommodate for unforeseen expenditures. She indicated that increased revenues covered the increased expenses. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Lang, Carroll and Di Guido voted yes. Motion carried.

**CONSIDER AN ORDINANCE AMENDING THE CITY CODE PERTAINING TO THE SALE OF TOBACCO:** Motion made by Alderman Di Guido to approve an Ordinance amending Title 5, Chapter 2, Minors, Section 2 of the City Code of the City of Genoa, seconded by Alderman Brust. Chief Smith clarified that tobacco cannot be purchased by anyone under the age of 21, but they cannot be given a citation if they possess it while under age. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Brust, Lang and Carroll voted yes. Motion carried.

**CONSIDER AN ORDINANCE AMENDING THE CITY CODE PERTAINING TO DRIVING WITH EXPIRED REGISTRATION:** Motion made by Alderman Brust to approve an Ordinance amending Title 6, Motor Vehicles and Traffic, Chapter 2, Stopping, Standing and Parking, Section 4 of the City Code of the City of Genoa, seconded by Alderman Lang. Chief Smith explained that due to the State increasing the price of their citations to \$164 for expired registration as of July 1, 2019, he would like the City citations to remain at \$20. It was brought up that the City would have the capability of re-evaluating this and amending it again in the



future if needed. Roll call vote was taken. Aldermen Brust, Lang, Carroll, Di Guido, Stevenson and Winter voted yes. Motion carried.

**Guest Speaker:** George Gaulrapp, the External Affairs Manager for ComEd went over some outage information for Genoa for 2018. He explained that outages can be due to animals chewing wires, tree branches, storms, vehicles hitting poles, equipment failure, etc. He stated that ComEd has implemented several devices and equipment to assist in preventing & lessening power outages, including distribution automation devices, as well as smart meters, grids and fuses, which are considered parts of a “self-healing” system. George then indicated that over the next few months, ComEd will be replacing some equipment and approximately 500 old electrical poles in Genoa and the surrounding areas. George then announced that ComEd has rewarded the City of Genoa an Openlands Grant in the amount of \$10,000. He then presented the \$10,000 check to Mayor Vicary. Alderman Carroll commended the program that ComEd has where they go to homes and replace light bulbs with energy efficient ones. George stated that the program is called Residential Audit. He indicated that this is a free service and they will replace all your lights with led lights, wrap your pipes for the hot water heater, install a programmable thermostat and install power strips. ComEd also partners with Nicor and they will install low flow shower heads. Due to all of these items being energy efficient, residents should see a noticeable reduction in their energy bills.

#### **OTHER BUSINESS: (ITEMS FOR DISCUSSION AND POSSIBLE ACTION):**

**CONSIDER A PROFESSIONAL SERVICES AGREEMENT WITH WG MUNICIPAL MANAGEMENT, LLC:** City Administrator, Art Osten Jr., stated that Mr. Ganek’s current contract has ended, but would like it extended so he can assist with various projects that are already in motion or may arise. Mr. Osten indicated that with his limited hours, Bill’s experience & knowledge will allow us to accomplish things in a timelier manner. He also stated that funds are budgeted and the City would be reimbursed from Developers to cover some of the expenses. Some of the projects Bill would be working on include: the purchase of some tax delinquent properties relating to the RiverBend subdivision, fixing issues with our current Unified Development Ordinance, major development proposal’s that may come to town and to offer general advice. There was discussion pertaining to the number of hours Bill would be working. Art explained that it would be based more on dollar amount because if Bill was working on a development project, the expense wouldn’t be coming out of the City Budget. Also, Bill’s services would be on an “as needed” basis.

- Motion made by Alderman Di Guido to approve a Professional Services Agreement for City Consultant Services, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Brust, Lang and Carroll voted yes. Motion carried.

#### **CONSIDER AN ORDINANCE APPROVING AMENDMENTS TO THE FINAL PUD, FINAL PLAT OF SUBDIVISION AND A STREET VACATION WITHIN RIVERBEND:**

Brian Grainger, the RiverBend Developer, was present to answer questions and address any concerns. He was asked if the new street would still be called Stearn Drive. He responded yes. Director Gentile added that he spoke with the Post Master, Police Department, Fire Department and the County, and they are all okay with the addresses being Stearn Drive. He also indicated that the units in the front of Stearn Drive would be even number addresses and the units in the back would be odd number addresses; that way in the event of an emergency, the fire department

would be able to identify the location easier. It was also asked if parking would be allowed on the street. Director Gentile responded that parking will be permitted on one side of the street. The opposite side of the mailboxes so there's no conflict with the post office delivering mail and also to prevent a restricted view when trying to back out of a driveway. Alderman Brust expressed his concern regarding the stub street on Winding Trail. He doesn't care for the idea of blocking it off to thru traffic and tearing up the street. Brian Grainger responded that he would like it blocked off to limit access to the retirement community and defer people from cutting through. Brian also suggested maybe putting in a speed bump. Director Gentile added that maybe narrowing the street or putting brick pavers down may be an option, as it wouldn't look like an actual thru street, but emergency vehicles would still be able to access it if needed. It was determined that Director Gentile would work with Brian Grainger to work out a solution and Alderman Brust would be involved in the process as well.

- Motion made by Alderman Stevenson to approve an Ordinance approving an amended Final Planned Unit Development and amended Final Plat for Units 4 and 6 of the Riverbend Subdivision and a Plat of Vacation for a portion of Stearn Drive and Angler Lane, seconded by Alderman Lang. Roll call vote was taken. Aldermen Stevenson, Winter, Brust, Lang, Carroll and Di Guido voted yes. Motion carried.

**CONSIDER ORDINANCES ESTABLISHING SSA'S:** City Administrator, Art Osten Jr., began the discussion by explaining that Special Service Area's (SSA's) are designed to serve as an insurance policy. These will allow the City to levy a special property tax on those properties if the home owner or Home Owner Association doesn't provide enough funds for utility repairs and/or landscaping to the City's satisfaction. The City would then have the capability of using those funds for the repairs. He indicated that Unit 4 would need approximately \$5,000 in reserves to cover landscaping, signage and possibly drainage issues. The money can be built up over time since they are new and won't require maintenance for quite some time. He then stated that Unit 6 is estimated to need \$360,000 in reserves. It is much higher due to the original water, sewer and storm water being built for single family homes. Now to accommodate the higher density for the quads, utilities are under garages and driveways, so if/when they need to be repaired it will be more costly. Mr. Osten asked Assistant City Administrator, Alyssa Seguss for clarification regarding the Public Hearing and process to get the SSA's in place. She responded that the Public Hearing will be September 17, 2019 and we have been advised to wait 60 days in case there is an appeal. So the earliest the SSA's would be in place would be December 3, 2019.

- Motion made by Alderman Winter to approve an Ordinance proposing the establishment of a Riverbend Special Service Area 2 within the City of Genoa and providing a Public Hearing and other procedures in connection therewith for the property commonly known as Unit Four of the Riverbend addition to Genoa, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Winter, Brust, Lang, Carroll, Di Guido and Stevenson voted yes. Motion carried.
- Motion made by Alderman Brust to approve an Ordinance proposing the establishment of a Riverbend Special Service Area 3 within the City of Genoa and providing a Public Hearing and other procedures in connection therewith for the property commonly known as Unit Six of the Riverbend addition to Genoa, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Brust, Lang, Carroll, Di Guido, Stevenson and Winter voted yes. Motion carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten Jr. reported that he and Alyssa will be attending a zoning class. He was asked for a status update on the food pantry. Art responded that he has been working with the Developer and B & F Construction Code Services. There have been some issues regarding which codes apply. Art stated that he would be following up to see where they are with everything. Assistant City Administrator, Alyssa Seguss added that the owners of the Everything Floral building took the siding off and are interested in the Façade Program. Also, the City will begin accepting bids for the house on South Sycamore Street for asbestos removal and demolition.

***Public Works*** – Public Works Director, Rich Gentile, reported that with the Openlands Grant that we received for \$10,000, the City is obligated to match that for improvements. He stated that he would like to pave the canoe launch access road and install a paved trail connecting the pedestrian path to the South.

***Police Department*** – Chief Smith reported that school starts August 19<sup>th</sup> and he would be meeting with the school to discuss the upcoming school year. He also reached out to the Pastor at the church to discuss the parking issues. Chief then stated that he will be meeting with the State's Attorney at the end of the month to discuss the upcoming changes regarding Cannabis. Once that is done, he will discuss with staff what needs to be done to be in compliance with the new law.

***Mayor's Report*** – Mayor Vicary reported that we will be seeing some construction soon for the Sugar on Top bakery and the Gillerson's Grubbery that will be opening soon. He then asked the Aldermen to please let Alyssa know if/when they are unable to attend meetings to ensure there's a quorum.

**ANNOUNCEMENTS** – Fish Fry at the Genoa Veteran's Home on Friday, Movies on Main Street on Saturday and Brian Grainger's ground breaking BBQ on Thursday, July 25<sup>th</sup> from 4-7 p.m.

Motion to adjourn the regular meeting of the City Council was made by Alderman Brust, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:25 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
August 6, 2019  
7:00 P.M.

Mayor Pro Tem Stevenson called the regular meeting of the City Council to order at 7:07 p.m. Roll call was taken. Aldermen Wesner, Carroll, Winter, Cravatta, Brust and Lang were present. Motion made by Alderman Cravatta to allow Alderman Di Guido to attend the meeting remotely due to a work related absence, seconded by Alderman Lang. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Carroll, Di Guido, Winter and Mayor Pro Temp Stevenson voted yes. Motion carried

Mayor Pro Tem Stevenson led the Pledge of Allegiance.

**GUEST SPEAKER:** None

Motion made by Alderman Winter to approve the minutes of the July 16, 2019 regular City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Winter to approve payment of the accounts payables for the second half of July 2019 in the amount of \$111,446.93, seconded by Alderman Cravatta. Alderman Carroll stated that for line items 3, 4 & 5 to B&F Construction Code Services, she would like more information in the packet regarding these charges, as they are a substantial amount of money. City Administrator, Art Osten Jr., responded that most of the expenses to B&F are reimbursable. He also indicated that more information has been added to the Accounts Payable Summary, such as “see memo” or “reimbursable expenses”, due to the new purchasing policy and for a better explanation of some of the purchases and expenses. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – Mr. John Cornwell who resides at 243 A Street addressed Council. He requested that the City take a look at his alley and consider repaving it. He indicated that the alley is breaking apart and turning into gravel. He stated that the garbage trucks have driven on it so much that it is falling into the ditch. Mayor Pro Tem Stevenson responded that Public Works Director, Rich Gentile, will take a look at it and get back to him.

**OLD BUSINESS** – None

**NEW BUSINESS**

**CONSIDER AN APPOINTMENT TO THE POLICE PENSION BOARD:** Motion made by Alderman Winter to approve the appointment of Jamie Sibigroth as a member of the Police Pension Board, seconded by Alderman Cravatta. Jamie Sibigroth introduced herself. She stated that she has worked at Heartland Bank for 16 years and enjoys being involved in the Community. Mayor Pro Tem Stevenson thanked Jamie for filling the vacancy and volunteering her time. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AN ORDINANCE AMENDING THE CITY CODE PERTAINING TO SPECIFY THE PENALTY FOR OUTDOOR BURNING:** Motion made by Alderman Brust to approve an Ordinance creating Title 4, Chapter 4, Outdoor Burning, Section 8 of the City Code of the City of Genoa, seconded by Alderman Winter. Chief Smith and Assistant City Administrator, Alyssa Seguss indicated that the rules of this Ordinance are not changing; there was no reference to a fine in the title of the Ordinance, so it is just being added. It was determined that the fine is \$50. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Di Guido, Winter, Cravatta and Mayor Pro Tem Stevenson voted yes. Motion carried.

**AUTHORIZATION TO MOVE FORWARD WITH THE CANOE LAUNCH AND PATH:** Motion made by Alderman Wesner to authorize the Director of Public Works to move forward with the Canoe Launch and Path and Citizens' Park, seconded by Alderman Carroll. Public Works Director, Rich Gentile, provided a hand out to Council with a picture for a better understanding of the canoe launch access road, trail improvements and event parking along the paved trails. Aldermen Wesner, Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER THE PURCHASE OF 2 NEW SALT SPREADER CONTROLLERS:** Motion made by Alderman Winter to approve the purchase of 2 new salt spreader controllers, not to exceed \$6,528, seconded by Alderman Brust. Director Gentile was asked why they are being purchased now. He responded that it takes a while for them to come in and for them to be calibrated. He was also asked if these are to replace existing ones. He responded yes and as they get older, they start becoming obsolete with newer equipment. He also stressed the importance of controlling how much salt is being spread due to the cost and the impact it has on the roads. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER RESCINDING A BID AND AWARDING A BID FOR THE NORTH WATER TOWER REPAINTING:**

- Motion made by Alderman Wesner to rescind a bid award to TeCorp, Inc., for the IEPA North Elevated Water Storage Tank Repainting and Improvements Project, not to exceed \$353,353, subject to the City's IEPA Loan and Forgiveness Receipt, seconded by Alderman Lang. Public Works Director, Rich Gentile, explained to Council that since TeCorp, Inc., will be unable to complete the project this year, he would like to rescind the bid and award it to the next lowest bidder, L.C. United Painting Co., Inc. He stated that L.C. United Painting Co., Inc. indicated that they will be able to complete the project by the end of this calendar year. Mr. Gentile also stated that he wants the project completed as soon as possible, as it may affect the 75% forgiveness loan from the IEPA, if the project hasn't been completed by the end of the fiscal year in which it was awarded. He was asked if the City has worked with the new Contractor. He responded no, but our City Engineers, Baxter & Woodman have. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson voted yes. Motion carried.

- Motion made by Alderman Wesner to award the lowest responsible bid contract for the IEPA North Elevated Water Storage Tank Repainting and Improvements Project to L.C. United Painting Co., Inc., not to exceed \$354,000, subject to the City's IEPA Loan and Forgiveness Receipt, seconded by Alderman Cravatta. No further discussion. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AMENDMENTS TO THE MUNICIPAL CODE PERTAINING TO ELECTRONIC COMMUNICATION DEVICES:** Motion made by Alderman Brust to approve an Ordinance amending Title 1, Chapter 4, General Penalty, Section 1 and Title 6, Chapter 1, General Traffic Provisions, Section 2 of the City Code of the City of Genoa, seconded by Alderman Winter. Chief Smith stated that we are unable to issue City citations for cell phone usage. They must be a State issued citation. At a previous City Council meeting, an Ordinance was adopted to keep the cell phone usage citation at the City level, but we are unable to do so due to state law that was passed July 1, 2019. Our City Ordinance needs to be amended to be in compliance with state law and reflect that cell phone usage citations must be issued at the State level. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Di Guido, Winter, Cravatta and Mayor Pro Tem Stevenson voted yes. Motion carried.

**OTHER BUSINESS: (ITEMS FOR DISCUSSION AND POSSIBLE ACTION):**

**CONSIDER A LEASE AGREEMENT WITH A PROPERTY OWNER FOR A FENCE:**

Motion made by Alderman Cravatta to approve a lease agreement with the property owner at 812 Stone Creek Circle for the installation of a fence on City property, seconded by Alderman Brust. Public Works Director, Rich Gentile, began by stating that the resident would like to extend their fence across a small portion of a City owned right-of-way, which is located adjacent to a drive that provides access to the un-annexed farm property in the Oak Creek subdivision. He also indicated that the property owner has the ability to extend their fence across the road and block access, but will not do so if they are able to put part of their fence on City property. It was determined that the City is able to revoke the agreement at any time for any reason. Mr. Gentile then indicated that there was mention of possibly swapping that small portion of property, but the property owner said he was not interested in that at this time. Roll call vote was taken. Aldermen Cravatta, Wesner, Di Guido, Winter and Mayor Pro Tem Stevenson voted yes. Aldermen Brust, Lang and Carroll voted no. Motion carried.

**DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten Jr. reported that the finance budget report is more detailed for a better understanding of the numbers. He also indicated that he & Alyssa are working on a new revolving loan application, property maintenance issues and license to pour and gaming license ideas. They will bring ideas to Council at a later date for discussion. He stated that the County has a zoning variation that they are planning for a property located just outside City limits on Madison Street by Cherry Road. They would like to put an oversized garage/pole barn. They will be discussing this on August 22, 2019. Mr. Osten asked Council if we would like to provide input to the County. Consensus amongst Council was yes. Mr. Osten stated that the County may not accept our input, but we could voice our position. Lastly, the demolition for the property on South Sycamore Street is approaching and Mr. Osten spoke with

Attorney Slingerland to see if the City would be able to put a lien on the property or do a foreclosure to try and recover some of our costs. Attorney Slingerland stated that City can put a lien on the property that includes all of the expenses we have incurred regarding the demolition and when the property sells, the City will be in line to be reimbursed for those expenses. The other option would be to file a lien to move to foreclosure, which would include sending a notice to the property owner, going to court to have the judge determine if it is a valid lean and orders it to be sold. We would then have to put notice in the paper, wait a period of time and finally the Sheriff conducts a sale. The Sheriff receives the money from the sale, takes out his expenses and sends the City what's left. Mr. Osten was asked about an update on the food pantry. He responded that the issues between B&F Construction Code Services and the property owner have been worked out and are now moving forward with the project.

**Public Works** – Public Works Director, Rich Gentile, reported that the East parking lot at City Hall will be seal coated and striped courtesy of Custom Aluminum. Also, there is a pre-construction meeting with IDOT regarding Rt. 72 on August 13, 2019. If the project gets underway, it will not affect the Car Show on August 17<sup>th</sup>.

**Police Department** – Chief Smith thanked Jamie Sibigroth for stepping up and joining the Police Pension Board, as they have had a lot of difficulty with having a quorum. There is now an opening on the Police & Fire Commission Board due to Ron Slavenas stepping down. Chief Smith then indicated that there was an increase in the Police Pension costs due to hiring Officer Hoffstead back, as he previously worked full time for us, so is on a higher tier and his age is also a contributing factor. We were able to save some expense as no training was needed for him. He then indicated that School Resource Officer Gates will be going on maternity leave soon, so he and Sergeant Hathcoat will be filling in. Lastly, Chief Smith indicated that he met with the State's Attorney regarding the cannabis update. The law goes into effect January 1, 2020, so he is working with Assistant City Administrator, Alyssa Seguss, to amend the City Ordinance to be in compliance by then. There was some discussion regarding dispensaries, impairment, paraphernalia and growing cannabis. Chief Smith was asked about the property on Second Street. He responded that a lot of it has been cleaned up and he will do a follow up to see where the resident is in the process.

**Mayor's Report** – None

**ANNOUNCEMENTS** – Genoa Car Show will be Saturday, August 17, 2019. Alderman Brust will be unable to attend the next Council meeting and Alderman Di Guido will need to attend remotely,

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:15 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
August 20, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta and Lang were present. Alderman Brust was absent. Motion made by Alderman Wesner to allow Alderman Di Guido to join the meeting remotely due to a military related absence, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang vote yes. Motion carried.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** Chief Smith recognized 2 officers for their life saving actions while on duty. Officer Ryan Baxa saved a person's arm and leg, after being struck by a train. He remained calm and applied a tourniquet to the person's arm and stayed with him until the ambulance arrived. Officer Nick Garvey saved a person's life from a vehicle accident, where despite the car being engulfed in flames, he approached the vehicle and pulled the passenger out of the car. The passenger only suffered minor injuries due to his actions. Chief Smith thanked them for representing the Police Department in the highest possible regard.

Motion made by Alderman Lang to approve the minutes of the August 6, 2019 City Council meeting, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the first half of August 2019 in the amount of \$120,744.38, seconded by Alderman Lang. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**NEW BUSINESS** – None

**OTHER BUSINESS:**

- A. Discussion Regarding Liquor Licenses and Video Gaming:* City Administrator, Art Osten Jr., began the discussion by stating that he and Assistant City Administrator, Alyssa Seguss, came up with some ideas to determine whether an applicant requesting a liquor license is legitimately for their business or if they are only requesting it to ultimately obtain a video gaming license through the State. Video Gaming Café applicants must come to Council to request a liquor license since there are no more available at this time. Bars and full service restaurants are exempt from the new requirements due to a liquor license being required for their businesses. He stated that there will be 2 requirements that must be met when a business is applying for a liquor license that is not for a video gaming café, full service restaurants and/or bars.



1. No more than 10% of their floor space is allowed for video gaming and must be significantly separated both physically and audibly from the rest of the services provided by that business.
2. They must provide a business plan

Mr. Osten then stated that Waubensee College has a small business development center that can assist people with business plans. There is no charge for the service. The applicant does not have to have Waubensee College do their business plan, but they must at least review the plan before an application can be submitted to the City for consideration of a liquor license. If an applicant is granted a liquor license and obtains a video gaming license and then does not comply with the requirements, the Liquor Commission will step in.

**B. Discussion Regarding Recreational Cannabis:** City Administrator, Art Osten Jr., stated that effective January 1, 2020, the State law will consider cannabis a legal drug. We would like to enact an Ordinance that addresses the new law. Attorney Slingerland provided a brief overview of the new law. He stated that employers can continue to have no tolerance policies and they can test and discipline employees for drugs in the workplace. He then stated that the City can prohibit businesses in town from selling cannabis or limit the sale of it to a certain section of town that works best for the community. Mr. Osten suggested that Attorney Slingerland put a list together of things we can do to prohibit and things we can do to encourage and have Council pick and choose what they would like included in the Ordinance. Another suggestion was made that our UDO include requirements for proper signage and proper zoning for these types of businesses.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Stevenson to go into closed session for the purpose of approving the minutes of the previous closed session and for the purpose of discussing Collective Bargaining as provided for in 5 ILCS 120/2(c)(2), seconded by Alderman Lang. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

**RECONVENE INTO REGULAR SESSION:** Motion made by Alderman Lang to reconvene into the regular session, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

In closed session, the City Council accepted the June 4, 2019 closed session minutes.

## **DEPARTMENT REPORTS**

**Administrative Report** – City Administrator, Art Osten Jr., reported that the cash and adjustments are on track. The budget reports, in addition to more explanations, new information will be identified in red. He then reported that IDOT will be renting the house on North Sycamore Street from the City for \$1,000 a month while they are working on the Route 72 project. At the next City Council meeting there will be some discussion regarding property maintenance as far as what priorities will be. Also, the demolition bids came in for the house on South Sycamore Street and were lower than anticipated. There will also be a couple Ordinance

requests for a food truck and for an escrow account for plan review and inspection fees for when an application is submitted for large projects and staff and B&F Construction Code Services spends quite a bit of time on it and then the applicant withdraws the application. He also indicated that there will be an Appointment to the Police and Fire Commission to fill the current vacancy. Lastly, he reported that we have a few different people approving applications and/or doing inspections. He stated that a list has been comprised to clarify which person will handle which project/situation.

***Public Works*** – Public Works Director, Rich Gentile, added to Mr. Osten’s report regarding renting the house on North Sycamore Street to IDOT. Whenever there is a large project, IDOT is required to provide housing for the construction workers, so they will be renting it for \$1,000 dollars per month for 6 months. He then reported that we have received 7 applications so far for the job opening in Public Works. The North Water Tower project will be starting on Friday, August 23<sup>rd</sup>. He then indicated that at the last Council meeting a gentleman that lives on A Street had some concerns about his alley. Mr. Gentile took a look and had staff clean up some of the ditch by weed whipping and applying weed kill to help clear it up. He is hoping to get some patch work done as well once the North Locust Street sewer and street repairs have been completed. Lastly, he reported that if there is any money left over, the alley behind Hill’s Tap is really rutted, so he would like to mill it out and asphalt it. Mr. Gentile was asked about the condition of Railroad Avenue by PolarTech. He stated that he knows it is in bad shape and is planning on doing a substantial amount of patching.

***Police Department*** – Chief Smith reported that Officer Gates is still at the school, most likely until October sometime. He then indicated that Officer Garvey has been off of work, so Chief Smith has been working on some of the property maintenance issues.

***Mayor’s Report*** – Mayor Vicary reported that there were over 100 vehicles at the car show this year, but got cut short when the rain started. Mayor Vicary asked Council if anyone would be unable to attend the next meeting. All replied that at this point they are planning on attending.

**ANNOUNCEMENTS** – None

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:10 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
September 3, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang were present.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** Corey Brackman, owner of the property located at 705 E Main Street began by stating that approximately a year and a half ago, City Council gave him approval to build a 3 unit building. He stated that he has received approval from Dunkin Donut's headquarters and the franchise owner and they will be occupying one of the units, but in order to secure a loan from the bank, at least 2 of the units need to be leased. He currently does not have a 2<sup>nd</sup> tenant secured, but has had some discussions with someone who is possibly interested. The interested party currently owns some gaming cafés, but also has a takeout food place with gaming in it, which is what he will be proposing here in Genoa. The interested party believes that a 2nd source of income besides the gaming is needed, such as a chicken & pizza place or a deli. Mr. Brackman indicated that the party interested in his 2<sup>nd</sup> unit will be opening a new place in approximately a month near the intersection of Routes 72 & 47 and told Council members that he could arrange a tour if they would be interested. Mr. Brackman was asked if it would be possible to build a 2 unit building instead of a 3 unit. He responded no because due to the smaller price paid per square foot in Genoa than in larger cities, he would need 3 sources of revenue in order to make any profit from the building. After some discussion, consensus amongst Council was to gather more information to determine whether his business would be a good fit for Genoa.

Motion made by Alderman Wesner to approve the minutes of the August 20, 2019 City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Winter to approve payment of the accounts payables for the second half of August 2019 in the amount of \$144,463.41, seconded by Alderman Brust. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – Darlene & Dave Gurke, residents who live on Joshua Lane in the Oak Creek Estates subdivision, expressed their concerns regarding the field located near their home that is used for youth football practice. Darlene stated that every Monday through Thursday from 5:30 to 7:30 p.m. for 3 months, there are cars everywhere. They park in front of fire hydrants, park on both sides of the street and some are parked the opposite direction of the flow of traffic and it becomes a one lane for traffic instead of 2. Darlene indicated that if there was an emergency, there would be no way for the emergency vehicle to get through with all of the congestion. She also stated that there were football games all day on a Saturday and the mailman had to get out of his vehicle to deliver the mail to all the homes in that area. They had a few other concerns and suggested either creating a parking lot at the end of the park or put up no parking signs on the residential side of the street. Lastly, the Gurke's stated that

there are no speed limit signs posted and people are flying in and out of there. Mayor Vicary thanked them for bringing their concerns to us. Chief Smith has spoken with the coaches regarding this matter and the police have been keeping a better eye on it, therefore, the situation should be rectified very soon.

Ron Sheahan thanked the Police Department & the City of Genoa for their quick social media response regarding the recent crimes that have been going on. Mr. Sheehan stated that he came to discuss e-bikes. He indicated that e-bikes have the same right-of-way as bicycles; they don't require a driver's license or lights and are slow moving vehicles. He indicated that the City has the authority to create an Ordinance restricting them from streets and highways and would like Council to consider putting one in place.

## **NEW BUSINESS**

**CONSIDER AN APPOINTMENT TO THE POLICE AND FIRE COMMISSION:** Motion made by Alderman Wesner to approve the Appointment of Frank Trost as a member of the Police & Fire Commission, seconded by Alderman Lang. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

## **CONSIDER BIDS FOR ASBESTOS REMOVAL AND DEMOLITION OF 131 SOUTH SYCAMORE STREET:**

1. Motion made by Alderman Di Guido to award a bid to Ironwood Environmental, INC. for asbestos removal for the property located at 131 South Sycamore Street, not to exceed 9,900, seconded by Alderman Brust. Alderman Cravatta asked how much money the City has paid out in legal fees and liens for this property. Attorney Slingerland responded that he did not have the amount on hand, but would let him know. City Administrator, Art Osten stated that he has spoken with Attorney Slingerland regarding filing an additional lien to try and recoup as much of our expenses as possible. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Brust, Lang and Wesner voted yes. Aldermen Cravatta and Carroll abstained. Motion carried.
2. Motion made by Alderman Di Guido to award a bid to Alpine Demolition Services for demolition of a home, not to exceed \$9,500, seconded by Alderman Brust. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Brust, Lang, Wesner and Carroll voted yes. Alderman Cravatta abstained. Motion carried.

**CONSIDER A LEASE AGREEMENT FOR CITY PROPERTY AT 111 NORTH SYCAMORE STREET:** Motion made by Alderman Wesner to approve a lease agreement with Curran Contracting for the property at 111 North Sycamore Street, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**CONSIDER AN AMENDMENT TO THE MUNICIPAL CODE REGARDING ESCROW ACCOUNTS FOR BUILDING PERMITS:** Motion made by Alderman Winter to approve an Ordinance amending Appendix A of the City Code of the City of Genoa, seconded by Alderman

Stevenson. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

#### **OTHER BUSINESS (ITEMS FOR DISCUSSION & POSSIBLE ACTION)**

- A. DISCUSSION REGARDING LIQUOR LICENSES AND VIDEO GAMING (POSSIBLE ACTION)** – Motion made by Alderman Winter to approve an Ordinance amending Title 3, Chapter 3, Liquor Control, of the City Code of the City of Genoa, seconded by Alderman Di Guido. Roll call vote was taken. Aldermen Winter, Cravatta, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Alderman Brust abstained. Motion carried.
- B. DISCUSSION REGARDING FOOD TRUCK LICENSING (FUTURE ACTION):** Assistant City Administrator, Alyssa Seguss began the discussion by stating that a draft food truck ordinance was in the packet. She indicated that a permit would need to be obtained through the County in order to serve the food and the City would receive sales tax revenue. They would be restricted to commercial areas, unless agreed upon by a property owner for a special event. Food trucks are becoming popular and the City would like to have a process in place when presented with a request for a food truck. There was some discussion regarding signage. Public Works Director, Rich Gentile stated that downtown, the businesses are allowed to use a sandwich/message board, so perhaps we could extend that to the food trucks.
- C. DISCUSSION REGARDING THE CITY OF GENOA'S REVOLVING LOAN PROGRAM (FUTURE ACTION):** Assistant City Administrator, Alyssa Seguss began the discussion by stating the City was granted funds in 1988 by the State to begin the CDAP Program. She indicated that within the last 5 years, the State has turned the money over to the City; therefore, we no longer have to follow the grant guidelines that we were given the money under originally. Due to this, the City has revised the application packet to simplify it. She stated that both Attorney Slingerland and the Waubensee Business Development Center have reviewed the application packet.
- D. DISCUSSION REGARDING RECREATIONAL CANNABIS:** City Attorney, Jack Slingerland began the discussion by stating that municipalities are allowed to regulate some of the following things:
- Pass a tax of up to 3% of the gross retail sales
  - Prohibit or limit the number of organizations or licensees operating in town
  - Amend the Zoning Ordinance to specify where dispensaries, growers, etc... can be located
  - Whether or not on-site consumption will be allowed inside the dispensaries
  - Mimick State Law to allow the City to write ordinance violations and keep the money locally instead of it going to the State
  - Regulate the operating hours of the cannabis licensees

City Administrator, Art Osten asked Council for direction regarding any or all of these things that they would like to pursue and Attorney Slingerland will bring more information so we can begin putting things in place. After a lengthy discussion, Mayor Vicary indicated that since no

one seems to be adamantly opposed to it, Jack, Art and Alyssa will work on putting some language together to begin the process of getting an Ordinance in place to encompass the new laws regarding cannabis.

## **DEPARTMENT REPORTS**

***Administrative Report*** –None

***Public Works*** – Public Works Director, Rich Gentile, asked Council if they had any questions regarding the IEPA Project. No questions.

***Police Department*** – Chief Smith reported that 8 unlocked vehicles had been gone through; some theft occurred. One vehicle was taken, but has been recovered. There were 2 heroin overdoses as well. Lastly, he reported that he is working with Advancer Homes to update their emergency plan.

***Mayor's Report*** – Mayor Vicary reported that he will be unable to attend the next Council meeting due to a work related convention. All the Aldermen indicated that they would be able to attend the next Council meeting.

**ANNOUNCEMENTS** – Volksfest begins Friday, September 6th.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Wesner to go into closed session for the purpose of approving the minutes of the previous closed session and for the purpose of discussing Collective Bargaining as provided for in 5 ILCS 120/2(c)(2), seconded by Alderman Winter. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**RECONVENE INTO REGULAR SESSION:** Motion made by Alderman Brust to reconvene into the regular session, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

In closed session, the City Council accepted the August 20, 2019 closed session minutes.

Motion to adjourn the regular meeting of the City Council was made by Alderman Brust, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 9:10 pm.

CITY OF GENOA  
City Hall  
Public Hearing & City Council Meeting Minutes  
September 17, 2019  
7:00 P.M.

Mayor Pro Tem Stevenson called the public hearing to order at 7:02 p.m. to consider creating Special Service Areas for Units 4 and 6 of the Riverbend subdivision, boundaries of same, and the Levy of Special Service Area taxes for same. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson were present. There were no comments from the public or the Aldermen. Mayor Pro Tem Stevenson closed the public hearing. Motion to adjourn the public hearing was made by Alderman Brust, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:04 p.m.

Mayor Pro Tem Stevenson called the regular meeting of the City Council to order at 7:05 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson were present. Mayor Vicary was absent.

Mayor Pro Tem Stevenson led the Pledge of Allegiance.

**Guest Speaker** – A Genoa resident, Vincent Silvius expressed his concern regarding the storm drain at the corner of his lot, located at Central Ave & Stott Street. He stated that every winter, the Public Works Department puts the bobcat scoop down to clear it. He indicated that last year, a bunch of dirt was left on his yard around the drain. They did not clear it out during Genoa Days because with all of the dirt, they couldn't tell that the storm drain is there. Mr. Silvius suggested possibly putting cement around the drain so it isn't missed and to keep the dirt from covering it. Public Works Director, Rich Gentile responded that he would look into it.

Motion made by Alderman Winter to approve the minutes of the September 3, 2019 regular City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Lang to approve payment of the accounts payables for the first half of September 2019 in the amount of \$93,813.54, seconded by Alderman Brust. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Winter, Cravatta, Brust and Mayor Pro Tem Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**NEW BUSINESS**

**DISCUSSION REGARDING FOOD TRUCK LICENSING:** Motion made by Alderman Winter to approve an Ordinance creating Title 3, Chapter 7, Mobile Food Vendors, of the City Code of the City of Genoa, seconded by Alderman Cravatta. Alderman Cravatta began the discussion by stating that he handed out a copy of an email that he received from the owners of Open Door Coffee regarding some suggestions of verbiage that they would like to be considered for the Ordinance. The first suggestion was to reduce the \$250 annual fee for vendors that do their primary business in Genoa or are home based in Genoa. There was some concern regarding how to determine if a vendor's primary business is in Genoa, since it's a mobile food truck. Response was that it would pertain to a business whose mailing address is Genoa.

After some discussion, City Attorney Jack Slingerland indicated that the City cannot make money on Municipal fees for services that the City provides. He stated that he doesn't believe that there would be a substantial difference in services that that City would provide to a business not based in Genoa as opposed to one that is. If challenged in court, the City may have a difficult time justifying the fee to a resident versus a non-resident. Consensus amongst Council was to reduce the annual fee to \$125 for any food truck business; which would cover an in-house background check, an inspection from B&F Construction Code Services and administration review and processing. The next suggestion was regarding signage; that free-standing signs, flags, banners, etc., shall not create physical hazard for pedestrians or vehicles and a photo of the sign submitted with the permit application. After some discussion regarding the number of signs allowed and the City's right to request signs be taken down, it was determined that Alderman Cravatta would reach out to the owners of Open Door Coffee and suggest they provide us with regulations from Cities where signs are allowed, so we can compare the information that we already have. The last suggestion was in regard to electricity in the trucks. In the proposed verbiage, it refers to a properly sized UL approved card. UL "card" is confusing, as most people are unsure as to what that is. City Administrator, Art Osten suggested changing the word "card" to "connection". After further discussion, a voice vote was taken to table this item until additional information has been gathered. All voted yes. Motion carried.

**CONSIDER INCREASING THE NUMBER OF "A" LIQUOR LICENSES:** Motion made by Alderman Brust to approve an Ordinance amending Title 3, Chapter 3, Liquor Control, Section 8, of the City Code of the City of Genoa, seconded by Alderman Cravatta. Dan Emerson, owner of Gillerson's Grubbery, provided a brief overview of his business. He stated that he has a location in Aurora that has been in business for 4 years and he is in the process of opening another location here in Genoa. He would like to do his own take on a Diner. His menu will include things like biscuits & gravy, poutine, smash burgers and chicken & prime rib specials. He indicated that the restaurant will seat approximately 70 to 80 people and no outside dining at this time. He hopes to be up and running by November. His information was well received by the Council. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Di Guido, Winter, Cravatta and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER REJECTING BIDS, WAIVING THE BID PROCESS AND AWARDING A CONTRACT FOR ASBESTOS REMOVAL AND DEMOLITION OF 131 SOUTH SYCAMORE STREET:**

- Motion made by Alderman Di Guido to reconsider the previous vote which accepted the bids of Ironwood Environmental, Inc. and Alpine Demolition Services for the asbestos removal and demolition of 131 South Sycamore Street that was passed at the regular City Council meeting on September 3, 2019, seconded by Alderman Brust. There were some questions from Council members regarding the property, the City's expenses and how much would be recuperated. City Attorney, Jack Slingerland stated that he would explain our options and the process during the upcoming agenda item. Roll call vote was taken. Aldermen Di Guido, Winter, Brust, Lang, Wesner and Mayor Pro Tem Stevenson voted yes. Aldermen Cravatta and Carroll voted no. Motion carried.
- Motion made by Alderman Di Guido to reject all bids for the asbestos removal and demolition of 131 South Sycamore Street, seconded by Alderman Winter. Roll call vote was taken. Aldermen Di Guido, Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Stevenson voted yes. Motion carried.



- Motion made by Alderman Di Guido to waive the bid process for the asbestos removal and demolition of 131 South Sycamore Street, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Stevenson voted yes. Motion carried.
- Motion made by Alderman Di Guido to authorize the City Attorney and Mayor to execute a contract to Northern Illinois Service Company for the asbestos removal and demolition of 131 South Sycamore Street, not to exceed \$29,355, seconded by Alderman Brust. Attorney Slingerland explained that the property owner has always had the option of renovating the home, but chose not to. He also explained the lien process, which is similar to a loan foreclosure. The City totals up its expenses and files a notice of lien with the DeKalb County Recorder's Office. The next step would be to move to foreclose the lien, which would entail going to court, filing a complaint and asking the judge for a court order which could ultimately result in a sheriff's sale. Notice would be sent to the property owner regarding the complaint and would be given the opportunity to go to court and admit or deny the allegations of the complaint. After a certain period of time, if there is no response from the property owner, the City would be able to go back to court and ask for a judgement that our lien is effective and order the sheriff's sale. Notification would need to be sent to the property owner again informing her of the sheriff's sale as well as notification in the newspaper for three weeks. Once the property goes to sheriff's sale, the City would receive the amount the property sold for, minus the sheriff sale expenses. A few Aldermen expressed their concerns regarding tearing down a 100 year old home that they believe could be renovated and feel that the City would recoup more of its expenses if the house was sold instead of torn down. Alderman Di Guido expressed that although he agrees with not wanting the house to be torn down, he feels the City owes it to the other property owners on that street to ensure their safety. Alderman Cravatta stated that he would like the opportunity to reach out to the property owner to see if she would consider selling the property to save the house from being torn down and to save the City that expense. Roll call vote was taken. Alderman Di Guido voted yes. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Stevenson voted no. Motion not carried.

**CONSIDER THE CITY OF GENOA'S REVOLVING LOAN PROGRAM:** Motion made by Alderman Winter to approve the City of Genoa's Revolving Loan Program, seconded by Alderman Wesner. City Administrator, Art Osten stated that there were just a few minor changes to the program. Alderman Brust asked if the zoning changed for the loans. Mr. Osten responded yes; only the businesses in the downtown area are eligible for this program. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AN AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR RIVERBEND:** Motion made by Alderman Winter to approve an amendment to the Development Agreement for the Riverbend addition to Genoa, seconded by Alderman Brust. City Administrator, Art Osten stated that he and Public Works Director, Rich Gentile, sat down with Brian Grainger to come up with a dollar amount for each unit that would be given to the City to cover the cost of property maintenance, in the event that the property owners or association does not upkeep the properties as they should. In order for this to happen, the

Development Agreement needs to be amended. These are one time fees and only apply until the Special Service Area's kick in. The question was asked why there is such a large cost difference between Unit 4 and Unit 6. Director Gentile responded that the homes in Unit 6 are private, so if there are any water or sewer line issues, they are responsible for fixing them, whereas the homes in Unit 4 would just be landscaping, mowing and signage maintenance. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

## **OTHER BUSINESS (ITEMS FOR DISCUSSION & POSSIBLE ACTION)**

### **DISCUSSION REGARDING PROPERTY MAINTENANCE (POSSIBLE ACTION):**

Motion made by Alderman Winter to approve the City's property maintenance priorities as outlined in the memo dated September 12, 2019, seconded by Alderman Cravatta. City Administrator, Art Osten referred to the memo in the packet regarding property maintenance. He stated that the City would be focusing on the downtown area (TIF boundaries), interior and exterior of apartment buildings with 6 or more units and resident/business complaints. Council expressed concern about charging a business for an inspection fee if they have no violations. Mr. Osten responded that if they aren't charged, the City will have to pay the inspection fee(s), which would ultimately fall on the taxpayers. Council suggested sending out notifications that this is coming, in order to give people time to correct any issues they may have. Another suggestion was to only inspect places that property maintenance issues are visually noticeable. Attorney Slingerland indicated that he didn't see any reason why we couldn't do that. John Shipley, owner of 5 businesses in Genoa provided input from his perspective. He stated that if an inspector came into his businesses that he maintains and has passed insurance audits and gave him a bill for the inspection, he would be very upset. He doesn't believe that residents and business owners should be held to standards, when the City streets are in such disrepair. He also stated that in his opinion, the City Administrator pushes B&F Construction Code Services with inspections and John doesn't agree with him. Mr. Osten responded that he is only enforcing what was already in place when he started with the City. Consensus amongst Council was to send out notices to give people the opportunity to clean up their yards or fix property issues. Assistant City Administrator, Alyssa Seguss stated that we need to put something in place in order to help the residents that call complaining of unsafe living conditions. The discussion ended with the decision to take some of the suggestions into consideration, make changes and bring back to a future meeting for approval. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Stevenson voted no. Alderman Di Guido abstained. Motion not carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten reported that Council will start receiving correspondence in the packets that are stamped "info only", so no action will be required on that material. He then stated that Attorney Slingerland already touched base regarding the liens process thoroughly. Lastly, he stated that Assistant City Administrator, Alyssa Seguss will be providing an update on current property maintenance violations. Mrs. Seguss stated that we are looking into 2 complaints regarding businesses in the downtown area; 105 South Emmett Street

and 304 West Main Street; the Hirsch Building and the building behind it. She stated that the building behind the Hirsch building has 2 shack type things attached to it. The owner has agreed that they need to be torn down and has agreed to work toward getting it accomplished. There has been no response from the owner of the Hirsch building, so the City will be more aggressive in contacting him. Assistant City Administrator Seguss then reported that due to various complaints from tenants at the Wilshire Apartments, B&F Construction Code Services has had to go over there for inspections. They have found several serious code violations and the fees are beginning to add up quickly. That is why it was proposed to charge the property owner for the inspections. Lastly, Alyssa reported that we put a form on our website so property maintenance issues can be reported anonymously if they so choose.

**Public Works** – Director Gentile reported that the City has always paid to fix or replace mailboxes that have been damaged during snowplowing. He indicated that it's not the actual snowplow that is hitting the mailboxes, it's the snow itself. He stated that mailboxes need repair or to be replaced after several years and a lot of mailboxes hang over the curb, which is out of compliance with the post office. The post and front of the mailbox should be flush with curb. Rich would like to post the mailbox compliance flier on Facebook and our website and also add it to the community calendar, to educate the residents and help alleviate having to replace so many mailboxes every year. Rich was asked if we have any dash cams on the plow vehicles to have footage in the event of an incident. He responded no, but he will look into getting some pricing. Resident, Gordon Jones questioned why the City is doing the post office's job by notifying the residents that their mailbox is out of compliance. Rich responded that the post office won't do it and the flier includes snow plowing information, which does not pertain to the post office. Lastly, Rich reported that with the City's approval, IDOT has designed and will be putting in "bump outs" in the downtown area. The City will only be responsible for 20% of the cost, which would only be approximately \$8,000. Our Finance Officer, Jan Tures confirmed that we have the money to do this. The bump out's will promote crosswalk safety, as it will allow pedestrians to be more visible.

**Police Department** – Chief Smith reported that Homecoming is this Friday. The parade will be at 3:30 pm. There's a new parade route this year. The parade will turn right on Washington St and finish up by the Middle School. The speed trailer will be moved to Route 23 by the Elementary School. Chief stated that he followed up with the couple on Joshua Lane regarding the parking issues. They indicated that it has improved somewhat. The head coach of the football team apologized to them and brought them flowers. The new police truck is being assembled and equipment is in the process of being installed. Lastly, the School Resource Officer has not left for maternity leave yet.

**Mayor's Report** – Mayor Pro Tem Stevenson stated that Closed Session is cancelled due to the lengthy discussions during the regular meeting. All of the Aldermen believe they will be able to attend the next City Council meeting on October 1<sup>st</sup>.

**ANNOUNCEMENTS** – Lloyds Landscaping 25<sup>th</sup> year celebration, September 18<sup>th</sup> from 5 p.m. to 7 p.m. Fall Crawl, Saturday, September 28<sup>th</sup>.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Cravatta. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:50 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
October 1, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang were present. Aldermen Wesner and Brust were absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** Chief Smith recognized Officers Baxa and Schuring for their actions in saving 2 people's lives during drug overdoses. Officer Hoffstead was unable to attend the meeting, but was recognized for saving a baby's life due to choking.

Motion made by Alderman Stevenson to approve the minutes of the September 17, 2019 City Council meeting, seconded by Alderman Carroll. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Lang to approve payment of the accounts payables for the second half of September 2019 in the amount of \$129,354.84, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Lang, Carroll, Di Guido, Stevenson, Winter and Cravatta voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**NEW BUSINESS**

**PRESENTATION OF THE CITY OF GENOA FISCAL YEAR 2018-2019 AUDIT REPORT BY SIKICH:** Brian LeFevre from Sikich provided a brief overview of the 2018-2019 fiscal year audit. He stated that the City of Genoa has received the reward for excellent financial reporting from the Government Finance Officers Association for the 13<sup>th</sup> consecutive year. Mr. LeFevre indicated that the audit went smoothly and in a timely manner. Mayor Vicary commended Treasurer, Janis Tures for her excellent work.

- Motion made by Alderman Carroll to accept the Comprehensive Annual Financial Report for the fiscal year ending April 30, 2019, seconded by Alderman Lang. Roll call vote was taken. Aldermen Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**CONSIDER THE PURCHASE OF A DUMP TRUCK:** Motion made by Alderman Lang to approve the purchase of a new 5 yard dump truck chassis and equipment, not to exceed \$137,723, seconded by Alderman Winter. Roll call vote was taken. Aldermen Lang, Carroll, Di Guido, Stevenson, Winter and Cravatta voted yes. Motion carried.

**CONSIDER SIDEWALK AND CURB REPAIRS:** Motion made by Alderman Stevenson to approve sidewalk and curb repairs, not to exceed \$20,914.50, seconded by Alderman Cravatta.

It was determined that these repairs are included in the budget. There was an approximate \$10,000 difference in the 2 bids for the sidewalk and curbs. Public Works Director, Rich Gentile indicated that the reason for that is due to RAI Concrete already working with IDOT, so some of the costs were already included in the project. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Carroll and Di Guido voted yes. Motion carried.

**DISCUSSION REGARDING FOOD TRUCK LICENSING:** Motion made by Alderman Di Guido to approve an Ordinance creating Title 3, Chapter 7, Mobile Food Vendors, of the City Code of the City of Genoa, seconded by Alderman Winter. It was asked what the annual fee timeframe would be. It was determined it would be the City's fiscal year, beginning May 1<sup>st</sup> and ending April 30<sup>th</sup>. If a license were to be issued mid-year, the fee would be pro-rated. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Lang and Carroll voted yes. Motion carried.

**CONSIDER AWARDDING A CONTRACT FOR ASBESTOS REMOVAL AND DEMOLITION OF 131 SOUTH SYCAMORE ST:**

- **DISCUSSION REGARDING BUILDING TOUR AND CONTACT WITH PROPERTY OWNER:** Alderman Cravatta began the discussion by stating that he was unsuccessful at contacting the property owner. He indicated that he found out where she works and will try to contact her that way. Alderman Cravatta, Public Works Director Rich Gentile, Alderman Di Guido, John Shipley of Shipley Construction and one other investor/contractor, Mike Steinbis, did a walk-through of the inside of the home to get some professional opinions of whether or not the home is salvageable. He indicated that the roof is solid and it has a 90% efficiency furnace in the basement, so he is not in favor of tearing the home down. He feels the City would get more money from the sale of the property with the house still standing. Alderman Cravatta was asked if he has an economic interest in the property. He responded that if he was, he would abstain from the vote. Attorney Slingerland stated that the judge has given the City permission to demolish the house, but there is no timeframe as to when it has to be done, so we can go another route if we choose to. He also indicated that if the City wants to purchase the property, the owner would have to sell it to us or we would need to foreclose on the property and bid on it at the auction along with everyone else that is interested in purchasing it. Mayor Vicary stated that the City has been trying to do the fiscally responsible thing via several Executive Sessions, process servers and legal opinions regarding this property for over 2 years and a decision needs to be made as to whether or not the home should be demolished. Attorney Slingerland stated that if the City goes the route of foreclosing on the home and getting it to auction, it would take approximately 7 or 8 months for the auction to be complete and another few months for the City to get the money for the property. Roger Keys, Owner of the Genoa Guest House addressed Council and stated that he has restored homes in that condition before and the renovation costs are a lot higher than people think. He feels the house should be torn down. John Shipley stated that in his opinion, the house is salvageable and believes the City would get more money by foreclosing on it and selling it as is at an auction.

- Motion made by Alderman Di Guido to authorize the City Attorney and Mayor to execute a contract with Northern Illinois Service Company for the asbestos removal and demolition of 131 South Sycamore Street, not to exceed \$29,355, seconded by Alderman Lang. Roll call vote was taken. Alderman Di Guido voted yes. Alderman Winter abstained. Aldermen Stevenson, Cravatta, Lang and Carroll voted no. Motion did not carry.

## **OTHER BUSINESS**

**RECREATIONAL CANNABIS REGULATION (*DISCUSSION ONLY*):** City Administrator, Art Osten began the discussion by stating the recreational cannabis will be legal in the State of Illinois beginning January 1, 2020. He then indicated that staff will need to revise the personnel policy to reflect the new law and Council will need to decide if they would like to regulate or prohibit the growth and/or sale of cannabis. Consensus amongst Council was to regulate it. Due to time constraints of the meeting, it was decided to continue the discussion at the next City Council meeting.

**DISCUSSION REGARDING PROPERTY MAINTENANCE (*DISCUSSION ONLY*):** Mayor Vicary began the discussion by stating that the City currently does not have a consistent process in place regarding property maintenance, so we are trying to put policies and regulations together. City Administrator, Art Osten began by informing everyone that the purpose of property maintenance is more of an Economic Development standpoint. The City would like the downtown area to improve the aesthetic appearance to be more inviting to draw more businesses to Genoa. He presented 4 options of how to proceed going forward:

1. Continue current process of only responding to resident and business complaints
2. Doing a visual survey of the downtown area, using the TIF boundaries, to detect obvious exterior issues that need to be inspected. Things such as broken or boarded up windows, loose brick or roofs that do not appear to be structurally sound. Also continuing to pursue resident and business complaints.
3. Everything in option 2, to include apartment complexes that have 6 or more units.
4. What Council members want to include

Several business owners expressed concerns regarding property maintenance. They wanted to know to what extent the inspections would go. They indicated that the buildings downtown are old, so it would be too much of a financial hardship to stay in business if they had to bring everything up to code. Mayor Vicary responded that the City is in the process of reaching out to State Representative, Jeff Keicher to see if there is any type of relief that he can bring through Springfield and some legislation that gives a break to businesses located in older buildings. Council responded to these concerns by assuring the business owners that the City's intent is to support them and help their businesses thrive. Council also conveyed that we want to ensure safety and security to the residents. Another business owner asked Council to use caution when receiving complaints from tenants because sometimes they are disgruntled and nit pick every little thing and then the owner has to jump through hoops to be in compliance. He believes a checks and balance approach would be the best way to handle those situations. There was some discussion regarding our inspection company B&F. Consensus amongst the business owners and some Council members was that they feel B&F pushes inspections to make more money.

Mayor Vicary responded that we have Casey Fellows, Rich Gentile and Nick Garvey to help with some inspections, but right now we need to utilize B&F for the more in depth projects & inspections. Jeff Engel, owner of Remax Classic, expressed his frustration regarding a water flow problem that goes straight towards his building that has created structural damage. He indicated that it has been an on-going issue for quite some time. Director Gentile responded that he was made aware of it a while ago. He apologized and stated that he will look into it. There was some discussion regarding which option the City should adopt. A few Aldermen expressed leaving the current process as is and just doing property maintenance inspections when there is a complaint. Alderman Di Guido indicated that he would like more people to utilize our on-line form to report property maintenance issues. Assistant City Administrator, Alyssa Seguss responded that a lot of people want to remain anonymous to avoid any retaliation. Alderman Di Guido then encouraged the business owners to help each other and reach out to us with their concerns and thanked them for attending the meeting, as it shows how much they care about their businesses and Genoa.

## **DEPARTMENT REPORTS**

***Administrative Report*** – City Administrator, Art Osten reported that some information has been added to the Council Library. He stated they are articles from IML and encouraged the Aldermen to utilize them.

***Public Works*** – Public Works Director, Rich Gentile, reported that the City's cost to get the bump outs done with the IDOT project and add additional sidewalks adjacent to the bump outs is \$5,800. Consensus amongst Council was to move forward with this. He then indicated that Public Works is in the process of hiring a new employee; an offer has been made. Fall decorations will be going up next week. Lastly, he stated that the drainage problem that a resident expressed concern about at a prior meeting has been fixed.

***Police Department*** – Chief Smith reported that the speed trailer has been moved by the Genoa Elementary School on Route 23. He stated that in 11 days it has tracked 49,000 vehicles. When broken down, it is approximately 3,000 vehicles per hour. He then reported that although there were a few staging area issues, the new homecoming parade route seemed to work out well. Lastly, he reported that the new radios are here, but the reception is terrible. They are working on resolving the issue. Mayor Vicary asked Chief Smith to give an update regarding the incident at the high school. Chief Smith stated that there was social media buzz regarding a threat to the high school, but after looking into it, the threat was not credible. A high school student thought he was being funny. He has since been suspended. The City will most likely do a referral and it will be up to the State's Attorney if the student will be charged or not.

***Mayor's Report*** – Mayor Vicary reported that he is planning on attending the next Council meeting. All the Aldermen indicated that they would be able to attend the next Council meeting as well.

**ANNOUNCEMENTS** – Alderman Cravatta announced that his annual Halloween party is October 26<sup>th</sup> and everyone is invited.

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Winter to go into closed session for the purpose of approving the minutes of the previous closed session, for the purpose of releasing closed session minutes and for the purpose of discussing Collective Bargaining as provided for in 5 ILCS 120/2(c)(2), seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Winter, Cravatta, Lang, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**RECONVENE INTO REGULAR SESSION:** Motion made by Alderman Lang to reconvene into the regular session, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried.

In Closed Session, the minutes of the September 3, 2019 closed session were accepted.

Motion made by Alderman Lang to approve the release of certain closed session minutes, seconded by Alderman Stevenson. Alderman Lang read the dates of the closed session minutes to be released, the dates of closed session minutes to be released in part and the dates of closed session minutes to be held. They are as follows:

**Minutes to be released:** 05/01/2018, 06/05/2018, 07/03/2018, 07/03/2018, 07/17/2018, 10/16/2018, 11/06/2018, 11/14/2018, 02/19/2019, 05/07/2019

**Minutes not to be released:** 01/02/2018 and 06/04/2019

**Minutes to be released in part:** 01/20/2009 Of the seven paragraphs, withhold paragraph four, 02/07/2019 Of the six paragraphs, withhold paragraph four and 04/16/2019 Of the nine paragraphs, withhold paragraph four.

Roll call vote was taken. Aldermen Lang, Carroll, Di Guido, Stevenson, Winter and Cravatta voted yes. Motion carried.

Motion to adjourn the regular meeting of the City Council was made by Alderman Winter, seconded by Alderman Cravatta. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 9:10 pm.



CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
October 15, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang were present. Alderman Brust was absent.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** None

Motion made by Alderman Carroll to approve the minutes of the October 1, 2019 City Council meeting, seconded by Alderman Cravatta. Voice vote was taken. All voted yes, except Alderman Wesner, who abstained. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the first half of October 2019 in the amount of \$68,882.02, seconded by Alderman Winter. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – Resident Gordon Jones stated that tonight there will be a vote to approve another Façade Grant. He indicated that although he personally isn't opposed to it, some tax payers may have an issue with using tax dollars for improvements for personal projects.

**NEW BUSINESS**

**CONSIDER HEALTH INSURANCE RENEWAL EFFECTIVE 12/1/19:** Motion made by Alderman Di Guido to approve health insurance renewal effective 12/1/2019 through 11/30/2020, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Lang, Wesner and Carroll voted yes. Motion carried.

**CONSIDER A DOWNTOWN FAÇADE IMPROVEMENT PROGRAM APPLICATION FROM LYNN TUCKER FOR THE BUILDING LOCATED AT 113 WEST MAIN STREET FOR \$13,750:** Motion made by Alderman Cravatta to approve a downtown façade improvement program grant and authorize the execution of a downtown façade improvement grant agreement for the building located at 113 West Main Street for \$13,750, seconded by Alderman Carroll. Randy Jennings, representative for property owner Lynn Tucker, indicated that he has some concern regarding B&F Construction Code Services. He indicated that when they come for an inspection, they find additional things that need to be brought up to code. Randy stated that the building is old and he is making every effort to update it as much as possible, but if the inspectors continue to find additional issues, it will create too much of a financial hardship. Mayor Vicary responded that we are aware of some of the issues and are working diligently to rectify them. He stated that we are trying to assist the businesses with beautifying Genoa, not hinder them. Roll call vote was taken. Aldermen Cravatta, Lang, Wesner, Carroll, Di Guido, Stevenson and Winter voted yes. Motion carried.

**CONSIDER RENEWING AN INTERGOVERNMENTAL AGREEMENT WITH THE NORTHERN ILLINOIS PURCHASING COOPERATIVE:** Motion made by Alderman Wesner to approve an Ordinance authorizing execution of the Northern Illinois Purchasing Cooperative (NIPC) 2020 Intergovernmental Agreement for the purchase of power supplies and other goods and services; waiving

local bidding requirements for purchases made through NIPC; and authorizing purchase agreements made through NIPC, seconded by Alderman Lang. City Administrator, Art Osten explained that some municipalities band together in order to receive lower electricity rates. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**CONSIDER AN AMENDMENT TO THE DEKALB COUNTY ENTERPRISE ZONE:** Motion made by Alderman Stevenson to approve an Ordinance amending the property tax abatement qualifying criteria and definitions in the DeKalb County Enterprise Zone, seconded by Alderman Winter. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

## **OTHER BUSINESS**

### **DEPARTMENT REPORTS**

***Administrative Report*** – Assistant City Administrator, Alyssa Seguss reported that letters went out to the South Genoa Street residents regarding reconstruction of the street. We received an email from Ron Sheahan thanking the City for that communication. Also, a letter was sent to the downtown area businesses regarding the Revolving Loan Program, which has been readopted with new guidelines. Lastly, she reported that there is an app that allows the City to share its calendar with other community agencies.

***Public Works*** – Public Works Director, Rich Gentile, reported that in the packet, there was information regarding street and alley repairs, which included a list of locations that will be focused on. He then indicated that there were a few issues with the water when refilling the water tower after it was repainted, but the issues have been resolved. He also stated that Public Works will be doing some hydrant flushing, which will stir up sediment in the water. Mr. Gentile then stated that we now have a large portable emergency generator. It will supply power to any facility we have in the City. He then reported that the bump outs that are being put in downtown are rated high for pedestrian safety. Lastly, Mr. Gentile stated that he is working with Randy Jennings to help rectify the water flow issue with Remax.

***Police Department*** – Chief Smith reported that there will be extra patrol on duty on Halloween, due to recent events where Halloween decorations have been vandalized. The old golf course area received quite a bit of damage. He then reported that the new police truck was in the parking lot for everyone to take a look at. Lastly, he reported that the GK football team has a big game coming up against Byron and they look good to be in the playoffs.

***Mayor's Report*** – Mayor Vicary thanked Cortney Strohacker, Executive Director of the Genoa Area Chamber for her tremendous work in promoting Genoa over the last 6 years. He stated that she has raised the bar in every event that Genoa has had. Cortney thanked Mayor Vicary and stated that all of Genoa's entities working together make Genoa unique and that is why she is so passionate about it. She stated that she will still be promoting Genoa, but from the County level. Lastly, she indicated that Genoa will still be in great hands with Krissy Johnson, the new Executive Director of the Chamber.

### **ANNOUNCEMENTS – None**

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:35 pm.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
November 5, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang were present.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** None

Motion made by Alderman Wesner to approve the minutes of the October 15, 2019 City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Winter to approve payment of the accounts payables for the second half of October 2019, in the amount of \$384,396.97, seconded by Alderman Brust. Alderman Winter asked if the monthly dispatch services cost went up. Mayor Vicary responded yes. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – None

**NEW BUSINESS**

**CONSIDER AN APPOINTMENT TO THE TREE BOARD:** Motion made by Alderman Wesner to approve the appointment of Chuck Walters as a member of the City of Genoa's Tree Board, seconded by Alderman Lang. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang voted yes. Motion carried.

**CONSIDER AWARDING A BID FOR THE WELL 4 GENERATOR:** Motion made by Alderman Stevenson to award a bid to Engel Electric Co. for the Well 4 Generator Project, not to exceed \$176,600, subject to the City's IEPA Loan and Forgiveness Receipt, seconded by Alderman Lang. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Brust, Lang, Wesner, Carroll and Di Guido voted yes. Motion carried.

**CONSIDER WAIVING THE BID PROCESS AND AWARDING A CONTRACT FOR STREET, ALLEY AND PARK TRAIL IMPROVEMENTS:** Motion made by Alderman Winter to waive the bid process and award a contract to William Charles Construction for street, alley and park trail improvements, not to exceed \$147,070.29, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**DISCUSSION REGARDING THE ESTABLISHMENT OF A CANNABIS SALES TAX RATE WITHIN THE CITY OF GENOA:** Assistant City Administrator, Alyssa Seguss gave a brief summary of the memo provided in the packet. She indicated that the City is allowed to impose up to a 3% tax on cannabis sales, in increments of .25%, in addition to the regular sales tax rate. She asked for direction from Council as to what tax percent they would like to start with. After some discussion, Council was divided. Some indicated that the start-up costs are pretty substantial and believe that starting at a lower percentage tax rate would draw businesses in. Others Council members thought we should start at the

higher percent due to budget constraints with the Police Department who will be most affected by the new legislation. Council asked Assistant City Administrator Seguss to research surrounding areas to see what tax percent they will be imposing, to assist us in making a final decision.

## **OTHER BUSINESS**

### **DEPARTMENT REPORTS**

**Administrative Report** – Assistant City Administrator, Alyssa Seguss reported that a memo was in the packet regarding options the City has regarding the property located at 131 South Sycamore Street and to contact her directly as to how they would like to proceed. She then reported that there was some confusion as to whose jurisdiction the Genoa Woods subdivision is in; City of Genoa or DeKalb County. After discussion with DeKalb County, it was determined that it is their jurisdiction, as the subdivision is out of city limits. The confusion stemmed from a 1995 Annexation Agreement that expired in 2005. Lastly she reported that she will be working with Prairie State Winery and the old liquor store located across from Corner Grill regarding the façade program.

**Public Works** – Public Works Director, Rich Gentile, reported Public Works is installing a storm sewer by the Fitness Center, due to water congregating in the front walkway area. He then reported that the IDOT project between Route 23 and State Street will be completed by the end of the year weather permitting, but unsure if striping will be done by then. He indicated that the portion of the project from McDonald's to Hayes Road is questionable as to whether or not it will be completed this year. Lastly, he reported that there will be new signage for the crosswalks.

**Police Department** – Chief Smith reported that “No Shave November” has begun. Genoa is partnering with Kingston & Kirkland Police Departments to raise money for cancer. Their goal this year is \$7,000. Approximately 50 people showed up for the C.U.F.F. event over the weekend. He then reported that the property damage in the Ellwood Greens area a few weeks ago was from teenage kids in the Rockford area. Lastly, he stated that a 38 year old Genoa man was arrested for breaking into vehicles & storage units at the apartments.

**Mayor's Report** – None

**ANNOUNCEMENTS** – None

**RECESS INTO CLOSED SESSION:** Motion made by Alderman Winter to go into closed session for the purpose of approving the minutes of the previous closed session, for the purpose of discussing Collective Bargaining and the appointment, employment, dismissal, compensation, discipline and/or performance of specific employees as provided for in 5 ILCS 120/2 (c)(2), and for the purpose of discussing land acquisition, seconded by Alderman Lang. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Stevenson voted yes. Motion carried.

**RECONVENE INTO REGULAR SESSION:** Motion made by Alderman Carroll to reconvene into the regular session, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried.

In Closed Session, the minutes of the October 1, 2019 closed session were accepted.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:35 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
November 19, 2019  
7:00 P.M.

Mayor Vicary called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Di Guido, Stevenson, Winter and Lang were present. Aldermen Carroll and Brust were absent. Motion made by Alderman Di Guido to allow Alderman Cravatta to join the meeting electronically due to a work related absence, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Lang and Wesner voted yes. Motion carried.

Mayor Vicary led the Pledge of Allegiance.

**Guest Speaker:** None

Motion made by Alderman Stevenson to approve the minutes of the November 5, 2019 City Council meeting, seconded by Alderman Lang. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Wesner to approve payment of the accounts payables for the first half of November 2019, in the amount of \$85,016.08, seconded by Alderman Winter. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – Mr. J.T. Anesi addressed Council to express his concerns regarding the property at 131 S. Sycamore Street. He read a letter that he had given to Council before the meeting. In summary, he indicated that he and his mother have owned the home next door to this property for 18 years and has watched it deteriorate. He and his mother were excited when they heard that after 2 years, the City had finally been given court approval to demolish the home, only to find out that City Council voted no to tearing it down. He believes that the information presented to the judge must have been serious enough to authorize the demolition. Mr. Anesi also indicated that after a tour of the home by the Public Works Director, 2 Builders and a City Council Member; their opinion was that the house is salvageable, as it has a solid roof and a furnace that is 90% efficient. He then asked if a solid roof and furnace are enough to make up for all the other things wrong with the house. Mr. Anesi also mentioned that he has heard that some people feel the house is historic. He believes if it was historic, it would be required to be restored to a higher standard. He stated that he also heard that someone from the City said they had talked to the neighbors of the property at 131 S. Sycamore Street and they didn't care what is done with the property. He stated that neither he nor his mother, were ever contacted. Lastly, Mr. Anesi stated that the City and Police Department have been contacted several times to secure the property. He stated that there are several windows broken out and if they were boarded up, it would have prevented raccoons from gaining access to the house. He requested routine visits by the City to ensure the house is secure. Council thanked Mr. Anesi for bringing forth his concerns and Mayor Vicary stated that staff will look into this to see what can be done legally and this issue will be addressed again at a future meeting.

## **NEW BUSINESS**

### **CONSIDER THE 2020 CITY HALL CLOSINGS AND MEETINGS:**

- Motion made by Alderman Stevenson to approve the list of 2020 Office Closings, seconded by Alderman Wesner. Alderman Lang questioned the 2 “working” holidays. Administrative Director, Alyssa Seguss responded that the 2 days in question are not major holidays that everyone typically observes. During these 2 days, the City is closed to the public and allows employees to work on filing

paperwork and working on projects that they normally are not able to do while answering phones and assisting people that come in to City Hall. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner and Di Guido voted yes. Motion carried.

- Motion made by Alderman Wesner to approve the list of 2020 City of Genoa Council, Boards and Commissions meetings, seconded by Alderman Winter. Alderman Wesner asked if Committee of the Whole meetings will only be on an “as needed” basis. Administrative Director, Alyssa Seguss responded yes and our calendar reflects that, so we won’t have to keep cancelling them; we will only need to post them when a meeting is necessary. Roll call vote was taken. Aldermen Wesner, Di Guido, Stevenson, Winter, Cravatta and Lang voted yes. Motion carried.

**CONSIDER A PROFESSIONAL SERVICES AGREEMENT WITH WG MUNICIPAL MANAGEMENT, LLC:** Motion made by Alderman Di Guido to approve a Professional Services Agreement for administrative consultant services with WGMM, LLC, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Lang and Wesner voted yes. Motion carried.

**CONSIDER A CANNABIS SALES TAX:** Motion made by Alderman Stevenson to approve an Ordinance amending Title 3, Chapter 2 of the City of Genoa by the addition of Section 3-2-3 Municipal Cannabis Retailers’ Occupation Tax, seconded by Alderman Lang. Alderman Lang indicated that she did some research and located a document from the State of Illinois regarding taxation of cannabis. She read an excerpt from the document that suggested not immediately taxing to the cap, as tax rates around the country are already near the high end and it is vital to allow the marketplace to mature before increasing tax rates. The document also indicated that it is critical to allow the new market to gain traction before increasing consumer costs through taxation. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner and Di Guido voted yes. Motion carried.

**DISCUSSION AND CONSIDERATION OF ZONING FOR CANNABIS BUSINESSES:** Motion made by Alderman Winter to authorize staff to sign a zoning petition on behalf of the City for text amendments related to zoning regulations for cannabis businesses, seconded by Alderman Lang. Roll call vote was taken. Aldermen Winter, Cravatta, Lang, Wesner, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER THE ESTABLISHMENT OF RIVERBEND SPECIAL SERVICE AREAS:**

- Motion made by Alderman Stevenson to approve an Ordinance ratifying the establishment of Special Service Area Number 2 within the City of Genoa for the property commonly known as Unit Four of the Riverbend Subdivision, seconded by Alderman Wesner. Roll call vote was taken. Aldermen Stevenson, Winter, Cravatta, Lang, Wesner and Di Guido voted yes. Motion carried.
- Motion made by Alderman Winter to approve an Ordinance ratifying the establishment of Special Service Area Number 3 within the City of Genoa for the property commonly known as Unit Six of the Riverbend Subdivision, seconded by Alderman Stevenson. Roll call vote was taken. Aldermen Winter, Cravatta, Lang, Wesner, Di Guido and Stevenson voted yes. Motion carried.

**CONSIDER THE 2019 TAX LEVY DETERMINATION FOR THE CITY OF GENOA:** Motion made by Alderman Di Guido to approve the 2019 tax levy determination for the City of Genoa, seconded by Alderman Wesner. Alderman Di Guido commended Treasurer, Jan Tures for putting everything together. It is very informative and provides great background on the reasoning for the tax levy. Mayor

Vicary agreed that Jan put a lot of time into it. He stated that it is very difficult to put it in layman's terms and Jan did a great job of doing so. Administrative Director, Alyssa Seguss told Council that since Jan was unable to attend the meeting, if there are any questions, please call or email Jan before it's considered at the December 17, 2019 City Council meeting. Roll call vote was taken. Aldermen Di Guido, Stevenson, Winter, Cravatta, Lang and Wesner voted yes. Motion carried.

## **OTHER BUSINESS**

### **DEPARTMENT REPORTS**

**Administrative Report** – Administrative Director, Alyssa Seguss reported that she is working with Prairie State Winery regarding the Façade Program. She also reported that the State of the City Address will be on Thursday, November 21, 2019 at the Veteran's Home at 11:30 am. Lastly, she reported that the calendar and annual report were sent to the printer.

**Public Works** – Public Works Director, Rich Gentile reported that IDOT will be completing Main Street within the next few days. The City's road repairs are underway and should be completed within the next week.

**Police Department** – Chief Smith reported that the Police Department is doing a food drive with the Middle School on Tuesday, November 26, 2019. There will be a basketball game between the Police Department Staff and the GK Middle School Staff. Any students that bring in a canned good will be allowed to watch the game. He then reported that the stabbing incident downtown is being taken care of. The offender is currently in jail.

**Mayor's Report** – None

**ANNOUNCEMENTS** – The Community Thanksgiving Dinner will be on Thursday, November 28<sup>th</sup> from 11 a.m. to 1 p.m. Everyone is invited and there is no cost.

### **CLOSED SESSION: CANCELLED**

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Stevenson. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:25 p.m.

CITY OF GENOA  
City Hall  
City Council Meeting Minutes  
December 3, 2019  
7:00 P.M.

Mayor Pro Tem Stevenson called the regular meeting of the City Council to order at 7:00 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson were present. Alderman Winter was absent at this time; she joined the meeting at 7:15 pm. Motion carried.

Mayor Pro Tem Stevenson led the Pledge of Allegiance.

**Guest Speaker:** Krissy Johnson, Executive Director for the Genoa Area Chamber of Commerce addressed Council. She stated that Public Works and the Police Department have been working very hard setting up and preparing for the Celebrate the Season Event and invited everyone to walk in the Jingle Bell Parade. She stated that she is very appreciative and the Chamber events would not be possible without the support of the City.

Motion made by Alderman Wesner to approve the minutes of the November 19, 2019 City Council meeting, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Brust to approve payment of the accounts payables for the second half of November 2019, in the amount of \$129,766.36, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Brust, Lang, Wesner, Carroll, Di Guido, Cravatta and Mayor Pro Tem Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** - *\*Listed under item 1 on the agenda*

**NEW BUSINESS**

**CONSIDER AN INTERGOVERNMENTAL AGREEMENT FOR THE DEKALB COUNTY ENTERPRISE ZONE:** Motion made by Alderman Di Guido to approve and authorize the execution of the DeKalb County Enterprise Zone Amended Intergovernmental Agreement, seconded by Alderman Lang. Roll call vote was taken. Aldermen Di Guido, Cravatta, Brust, Lang, Wesner, Carroll and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER A DOWNTOWN FAÇADE IMPROVEMENT PROGRAM APPLICATION FROM RICK AND MARIA MAMOSER FOR THE BUILDINGS LOCATED AT 220 AND 222 WEST MAIN STREET FOR \$10,611.25:** Motion made by Alderman Cravatta to approve a Downtown Façade Improvement Program Grant and authorize the execution of a Downtown Façade Improvement Grant Agreement for the buildings located at 220 and 222 West Main Street for \$10,611.25, seconded by Alderman Wesner. Property owner, Rick Mamoser provided Council with a sample of the material that he will be using. Alderman Brust commended Rick for the fantastic job he and Maria have done maintaining their buildings. Alderman Brust also asked if there will be a detailed list of things that need to be maintained included with the addendum. Administrative Director, Alyssa Seguss responded yes; there will be communication regarding property maintenance, as well as an inspection report. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER A RESOLUTION REQUESTING A PERMIT FROM IDOT:** Motion made by Alderman Wesner to adopt a Resolution requesting a permit from the Illinois Department of Transportation to complete water main improvements beneath Route 72, as part of the Genoa Street Water Main Improvement Project, seconded by Alderman Cravatta. Public Works Director, Rich Gentile was asked where the improvements would be located. He responded from the North side of Genoa Street to the South Side of Genoa Street.



Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AN AGREEMENT WITH ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES FOR INSURANCE:** Motion made by Alderman Wesner to adopt a Resolution approving and authorizing the execution of an agreement between the City of Genoa and Arthur J. Gallagher Risk Management Services for insurance between 1/1/2020 and 12/31/2020, seconded by Alderman Di Guido. Finance Office Manager & Treasurer, Janis Tures stated that the City has been using Arthur Gallagher for the past few years and they have been great. They provided quotes without us requesting them and they came in substantially lower. She stated that the coverage is exactly the same as the other companies; Gallagher is reputable and we have no issues with them. Roll call vote was taken. Aldermen Wesner, Carroll, Di Guido, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AN ORDINANCE REGULATING PUBLIC USE AND POSSESSION OF RECREATIONAL CANNABIS:** Motion made by Alderman Cravatta to approve an Ordinance amending Title 5, Chapter 4, Miscellaneous Offenses, Sections 12 and 13, of the City Code of the City of Genoa, seconded by Alderman Lang. Alderman Lang asked about the cannabis needing to be stored in an odor proof container. Chief Smith and Administrative Director Seguss responded yes; if the cannabis is purchased from an approved dispensary, an odor proof container will be provided. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Wesner, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER PERSONNEL POLICY AMENDMENTS RELATED TO RECREATIONAL CANNABIS:** Motion made by Alderman Lang to approve the Personnel Policy amendments related to classifying recreational cannabis as a prohibited drug, seconded by Mayor Pro Tem Stevenson. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Cravatta, Brust and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER THE PURCHASE OF REAL ESTATE:** Motion made by Alderman Lang to approve and authorize the execution of a Real Estate Purchase Contract, with the purchase not to exceed \$15,000, seconded by Alderman Cravatta. Roll call vote was taken. Aldermen Lang, Wesner, Carroll, Di Guido, Cravatta, Brust and Mayor Pro Tem Stevenson voted yes. Motion carried.

*\*Alderman Winter joined the meeting.*

**CONSIDER AMENDING THE CITY'S DOWNTOWN FAÇADE IMPROVEMENT GRANT PROGRAM:** Motion made by Alderman Carroll to approve an amendment to the Downtown Façade Improvement Grant guidelines, to require only exterior property maintenance inspections for current and future applicants, seconded by Alderman Cravatta. Alderman Brust requested to see the revised copy of the amended application. Administrative Director Seguss responded that she will provide the revised copy to Council. Roll call vote was taken. Alderman Carroll, Di Guido, Winter, Cravatta, Brust, Lang, Wesner and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AWARDING A CONTRACT FOR THE ASBESTOS REMOVAL AND DEMOLITION OF 131 SOUTH SYCAMORE STREET:**

- Discussion Regarding 131 South Sycamore Street: Administrative Director, Alyssa Seguss presented 5 options available going forward regarding this property, as well as pros & cons. The options included:  
*\*City Council's discussion regarding options in red*

- Leaving the property as is and use property maintenance as a tool to resolve the issues - Property inspections would be done and citations would be issued; the adjudication process would allow us to assess fines and essentially file liens, foreclose on the property and sell it at auction; lengthy process.

Doing nothing does not resolve issues. If property maintenance fines are issued, it doesn't resolve the condition of the home. Consensus: Not to proceed with this option.

- Property owner sells the property – not likely, but was brought up previously as an option; this would alleviate future costs to the City; the home would be preserved, but if new owner doesn't repair the home, all of these options would need to be considered again; indefinite timeline.

Searching for property owner over several years has been difficult; Attorney Slingerland indicated that he has reached out to family members as well with no results; Administrative Director Seguss stated that if property owner was found and agreed to sell the property, it would be a lengthy process to actually get the home sold; the home has been vacant for close to 20 years, so not likely that the property owner is interested in selling the home; in the October 21, 2014 minutes, this property was discussed regarding property maintenance issues. Consensus: Not to proceed with this option.

- Foreclosure of current weed liens which amount to \$290 – If foreclose on these liens, property would be auctioned off to a new owner; minimal future costs to City, unless new owner does not repair the home; the home would be preserved; liens only amount to \$290

If the City forecloses on the property, the amount of the liens is only \$290 and the home remains in current state. Consensus: Not to proceed with this option.

- Secure the home and file liens – receive a repair order from judge; includes a new legal process and fees associated with it; (City would have to argue against current order of demolition); eventually file liens, foreclose, property to be sold at auction and City would recoup some of expenses; preserves home and increases safety, but repairs would be costly & City may or may not receive reimbursement for repairs.

Making repairs to the home should not be the City's responsibility and residents should not have to pay for the repairs through tax dollars, but would be much cheaper than demolishing the home for \$30,000; Public Works Director indicated that it would take approximately \$3,000 to \$5,000 to clean up and secure the property and would increase the amount of the current liens of \$290; scenario brought up of possibility that after foreclosure, home is purchased at auction and fixed up to bare minimum and used as a cheap rental property; approximate 6 to 12 month process. Consensus: None, various opinions.

- Demolish the home and file liens – already have demolition order in place; already have bids (just need to award); file liens for cost of demolition, foreclose on liens, property to be sold at auction; immediate elimination of eyesore; cost of demolition already included in the 2019/2020 budget (but budgeted through same fund as revolving loans and façade program grants); cost to City \$30,000 plus legal fees which will most likely not be fully reimbursed through the foreclosure process; vacant property.

Anticipation of City losing a substantial amount of money due to spending \$30,000, in addition to legal fees and would only recoup an estimated amount of half of the expenses; using funds to

demolish the home from the fund set up for façade improvements does not appear to be logical; several residents who live in neighboring homes have approached the City and Aldermen to express their concerns regarding this property for many years and in the grand scheme of things, taking a \$15,000 loss would be acceptable. City Attorney Slingerland indicated that this property owner has another property that the City would be able to foreclose on as well, which would recoup expenses incurred. Consensus: None; various opinions

- Motion made by Alderman Di Guido to authorize the City Attorney and Mayor to execute a contract with Northern Illinois Service Company for the asbestos removal and demolition of 131 South Sycamore Street, not to exceed \$29,355, seconded by Alderman Brust. Several residents expressed their opinions regarding this property, including J.T. Anesi, Heidi Kinney, Ron Sheahan, Rick Mamoser, Sherry Frankenbach, Julie Ratliff and Roger Keys. These residents live or have family members who live on South Sycamore Street and feel the house should be demolished. Some of their concerns included:
  - Significant structural issues - wall failure, deterioration and rot
  - Safety issues – hole in the ground on the side of the house where sewer line was dug up and not filled back in, porch is falling off, broken windows
  - Eyesore for almost 20 years; would rather see a vacant lot
  - Rodents previously living in the house; feces inside and outside
  - If not demolished, it will continue to be a legal process
  - Fear of house being purchased at auction and fixed up to minimum requirements and used as a cheap rental property or purchased by someone not knowing the extent of repairs needed, so property remains dormant in its current state and property maintenance and/or legal process starts over
  - No electricity or running water for several years

A few other notes from these residents were that the City has a responsibility to correct the issue at hand. Mr. Sheahan stated that he understands that the Façade Program was created to encourage businesses on Main Street to upgrade the current exterior of their buildings to draw more people to town, but having a property in that condition a block away from the downtown is not doing the City justice. For this reason, he does not have an issue with using the money from the same fund to demolish the house and resolve the issue. Rick Mamoser stated that he would gladly give up his façade grant money to have the house demolished. Roger Keys stated that if it is voted to not tear the house down, a plan needs to be put in place to clean it up and make it safe for the community.

Chris Bradshaw and John Shipley expressed their opinions as to why they feel the house should be left standing. Mr. Shipley is in the construction business and Mr. Bradshaw has rehabbed several houses. Some reasons included:

- The legal process timeframe would be the same whether the house is demolished or left standing
- They have been through the house and believe it is repairable – steel roof is only 15 years old, newer furnace and there's not an overabundance of asbestos
- Price per square foot to build a new construction home would be substantially higher than if the house were to be rehabbed

- The City will collect approximately \$3,000 per year for property taxes if the house is sold as opposed to taxes from a vacant lot.

Gordon Jones stated that the City would not receive \$3,000 for property taxes, as the City only receives approximately \$0.08 per dollar. Mayor Pro Tem Stevenson asked Mr. Bradshaw if this house would be a project he would invest his money in to rehab. Mr. Bradshaw responded that it would have to be a low purchase price for him to consider it, as it will take approximately \$100K to rehab it.

John Shipley expressed that the City should have already been in the foreclosure process, as it would be easier to resolve the issue if the City had possession of the property. Attorney Slingerland responded that foreclosing on the property does not automatically give the City possession of the property. It would go to Sheriff's sale and the City would have to bid to try and purchase it. Attorney Slingerland also indicated that the property maintenance fines that were issued to the property owner were paid in 2014. No additional property maintenance fines were issued; the City went in the direction of a lawsuit, as fines would not fix the condition of the property.

Roll call vote was taken. Aldermen Di Guido, Winter, Brust and Mayor Pro Tem Stevenson voted yes. Aldermen Wesner, Carroll, Cravatta and Lang voted no. Motion not carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – Administrative Director, Alyssa Seguss reported our new building inspector would be in Friday to meet staff and discuss the transition into that position.

***Finance Report*** – Finance Office Manager & Treasurer, Jan Tures reported that the 6 month budget review was in the packets and to contact her with any questions or concerns.

***Public Works*** – Public Works Director, Rich Gentile reported that he will be working with Bill Ganek regarding the water main along Railroad Ave. There are some issues with a property owner and the easement.

***Police Department*** – Chief Smith reported that the winter parking restrictions began December 1<sup>st</sup>. The Police Department will begin with warnings and then eventually begin issuing citations.

***Mayor's Report*** – None

**ANNOUNCEMENTS** – Celebrate the Season Event on Friday at 6 p.m.

Motion to adjourn the regular meeting of the City Council was made by Alderman Wesner, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:50 p.m.

CITY OF GENOA  
City Hall  
Public Hearing & City Council Meeting Minutes  
December 17, 2019  
7:00 P.M.

In the absence of Mayor Vicary, Mayor Pro Tem Stevenson called the public hearing to order at 7:00 p.m. for the 2019 Tax Levy for Oak Creek Estates Unit Four Special Service Area and the 2019 Tax Levy for the Riverbend Special Service Area. Roll call was taken. Aldermen Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson were present. Alderman Wesner was absent. Treasurer Jan Tures was asked why the tax levy increased. She responded that it is due to new growth. This increase will not affect current residents; only the new homes that are not currently paying for the Genoa Park District to maintain the parks in these subdivisions. Mayor Pro Tem Stevenson closed the public hearing. Motion to adjourn the public hearing was made by Alderman Lang, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 7:09 p.m.

In the absence of Mayor Vicary, Mayor Pro Tem Stevenson called the regular meeting of the City Council to order at 7:10 p.m. Roll call was taken. Aldermen Carroll, Di Guido, Winter, Cravatta, Brust, Lang and Mayor Pro Tem Stevenson were present. Alderman Wesner was absent.

Mayor Pro Tem Stevenson led the Pledge of Allegiance.

**Guest Speaker** – Dave Eggleston, the City's new Building Inspector introduced himself. He stated that he is a retired Fire Marshall and gave a brief overview of some of his certifications. He indicated that he is looking forward to working in Genoa and being part of the support system.

Motion made by Alderman Carroll to approve the minutes of the December 3, 2019 regular City Council meeting, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried.

Motion made by Alderman Winter to approve payment of the accounts payables for the first half of December 2019 in the amount of \$137,761.73, seconded by Alderman Brust. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**ITEMS FROM INDIVIDUALS IN ATTENDANCE** – J.T. Anesi addressed Council regarding the property at 131 South Sycamore Street. He asked Council to address the Ordinance violations at this property. He indicated that there is a car sitting in the driveway that is sunken into the ground with weeds and branches growing around it, there are 5 broken windows, the porch is separating from the house and hanging down, the door has been pried open several times and a sewer main was dug up years ago and the dirt never put back. He mentioned a few other issues as well. He stated that it is the City's responsibility to make the property safe.

Tony Mascuccelli, a resident that lives on Persimmon Drive, addressed Council to express his concerns regarding the foundation at the house being built next to his. He stated that it is approximately 3 ½ feet higher than his. Public Works Director, Rich Gentile responded that he has been working on this issue with staff and Consultant Bill Ganek and has a meeting scheduled

on Friday, December 20th with Mr. Mascuccelli, his attorney Bob Becker and an engineer from C.E.S. Inc., who does some work for the City.

## **NEW BUSINESS**

### **CONSIDER AN ORDINANCE ABATING THE TAX HERTOFORE LEVIED FOR THE YEAR 2019 TO PAY THE PRINCIPAL OF AND INTEREST ON BONDS:**

- Motion made by Alderman Winter to approve an Ordinance abating the tax heretofore levied for the year 2019 to pay the principal of and interest on \$1,250,000 General Obligation Bonds, Series 2005, of the City of Genoa, Illinois, seconded by Alderman Cravatta. Treasurer Jan Tures gave a brief overview of the Bond process and stated that in December of 2020, the Bond will be paid off. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.
- Motion made by Alderman Winter to approve an Ordinance abating the tax heretofore levied for the year 2019 to pay the principal of and interest on \$550,000 General Obligation Bonds, Series 2010 of the City of Genoa, Illinois, seconded by Alderman Lang. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

### **CONSIDER ORDINANCES LEVYING SPECIAL SERVICE AREA PROPERTY TAXES FOR RIVERBEND, DERBY ESTATES AND OAK CREEK ESTATES UNIT 4:**

- Motion made by Alderman Winter to approve an Ordinance levying Special Service Area property taxes for the special services to be provided in Riverbend Special Service Area in the City of Genoa, DeKalb County, Illinois for the Fiscal Year commencing on the 1<sup>st</sup> day of May, 2019 and ending on the 30<sup>th</sup> day of April, 2020, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.
- Motion made by Alderman Winter to approve an Ordinance levying Special Service Area property taxes for the special services provided in Derby Estates Special Service Area in the City of Genoa, DeKalb County, Illinois for the Fiscal Year commencing on the 1<sup>st</sup> day of May, 2019 and ending on the 30<sup>th</sup> day of April, 2020, seconded by Alderman Brust. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.
- Motion made by Alderman Winter to approve an Ordinance levying Special Service Area property taxes for the special services to be provided in Genoa Oak Creek Estates Unit Four Special Service Area in the City of Genoa, DeKalb County, Illinois for the Fiscal Year commencing on the 1<sup>st</sup> day of May, 2019 and ending on the 30<sup>th</sup> day of April, 2020, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

### **CONSIDER AN ORDINANCE LEVYING TAXES FOR ALL CORPORATE PURPOSES FOR THE CITY OF GENOA:**

Motion made by Alderman Winter to approve an Ordinance levying taxes for all Corporate purposes for the City of Genoa, DeKalb County, Illinois, for the Fiscal Year commencing on the 1<sup>st</sup> day of May, 2019 and ending on the 30<sup>th</sup> day of April, 2020, seconded by Alderman Carroll. Treasurer Jan Tures stated that these are the tax dollars that are for corporate purposes, such as salaries, FICA taxes, etc. Roll call vote was taken.

Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER THE CREATION OF AN E-O LIQUOR LICENSE:** Motion made by Alderman Brust to approve an Ordinance amending Title 3, Chapter 3, Liquor Control, Section 8 of the City Code of the City of Genoa, seconded by Alderman Lang. Greg Sibigtroth, owner of Sib's Corner Grill introduced himself and indicated that it will be a family business. He gave a brief background of himself and stated that he is looking forward to being very involved in the community. Roll call vote was taken. Aldermen Brust, Lang, Carroll, Di Guido, Winter, Cravatta and Mayor Pro Tem voted yes. Motion carried.

**CONSIDER LICENSE AGREEMENTS FOR SIB'S CORNER GRILL:**

- Motion made by Alderman Cravatta to approve an Agreement between Sib's Corner Grill and The City of Genoa for a terminable license to permit an outdoor seating area, seconded by Alderman Carroll. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Carroll, Di Guido, Winter and Mayor Pro Tem Stevenson voted yes. Motion carried.
- Motion made by Alderman Cravatta to approve an Agreement between Sib's Corner Grill and the City of Genoa for a terminable license to permit an area for a trash receptacle, seconded by Alderman Lang. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Carroll, Di Guido, Winter and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER A DOWNTOWN FAÇADE IMPROVEMENT PROGRAM APPLICATION FROM MIKE PARSONS FOR THE BUILDING LOCATED AT 201 WEST MAIN STREET FOR \$16,195:** Motion made by Alderman Cravatta to approve a Downtown Façade Improvement Program Grant and authorize the execution of a Downtown Façade Improvement Grant Agreement for the building located at 201 West Main Street for \$16,195, seconded by Alderman Brust. Business Owner, Mike Parsons introduced himself and indicated that he has already done some work in the back of the building and understands the importance of fixing up the front of the building, as it is a cornerstone to the Downtown area. Roll call vote was taken. Aldermen Cravatta, Brust, Lang, Carroll, Di Guido, Winter and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER A LEASE AMENDMENT WITH VERIZON WIRELESS:** Motion made by Alderman Winter to approve a Fourth Amendment to a Land Lease Agreement dated August 1, 1995 by and between the City of Genoa and GTE Wireless of the Midwest Incorporated D/B/A Verizon Wireless, seconded by Alderman Cravatta. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER A PROPOSAL FROM SIKICH, LLP FOR THE 2020 ANNUAL AUDIT:** Motion made by Alderman Winter to approve a proposal from Sikich, LLP for the 2020 Annual Audit, not to exceed \$18,600, seconded by Alderman Lang.

There was some concern regarding the cost of the audit. Treasurer Jan Tures explained that Sikich is very thorough; they spend a few days here, do some work on their own and then two or three people come in again for a week, to go through our paperwork to ensure everything was done correctly. Roll call vote was taken. Aldermen Winter, Cravatta, Brust, Lang, Carroll, Di Guido and Mayor Pro Tem Stevenson voted yes. Motion carried.

**CONSIDER AN ORDINANCE REGULATING ADULT-USE CANNABIS BUSINESS ESTABLISHMENTS:** Motion made by Alderman Cravatta to approve an Ordinance amending Title 3, Business and License Regulations, Chapter 4, Amusements, of the City of Genoa Municipal Code pertaining to Adult-Use Cannabis Business Establishments, seconded by Alderman Lang. After a lengthy discussion, consensus was to move to the next item on the agenda and come back to this item. Alderman Cravatta moved to withdraw his motion on this item, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion withdrawn.

Motion made by Alderman Lang to approve an Ordinance amending Title 3, Business and License Regulations, Chapter 4, Amusements, of the City of Genoa Municipal Code pertaining to Adult-Use Cannabis Business Establishments, seconded by Alderman Winter. After further discussion, it was determined that Council wanted to make amendments to the Ordinance, therefore; Alderman Lang moved to withdraw her motion, seconded by Mayor Pro Tem Stevenson. Voice vote was taken. All voted yes. Motion withdrawn.

Motion made by Alderman Brust to amend the above Ordinance to separate each entity as a separate permit, instead of just 1, seconded by Alderman Winter. Roll call vote was taken. Aldermen Brust, Lang, Carroll, Winter, Cravatta and Mayor Pro Tem Stevenson voted yes. Alderman Di Guido abstained. Motion carried.

**CONSIDER AN AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE RELATING TO ADULT-USE CANNABIS BUSINESS:** Motion made by Alderman Cravatta to approve an Ordinance amending Chapter 1, General Provisions, Chapter 4, Development Review Procedures, Chapter 5, Use Districts and Chapter 6, Land Use and Development Standards, of Chapter 11 Unified Development Ordinance, of the City of Genoa Municipal Code pertaining to adult-use cannabis, seconded by Alderman Di Guido. Administrative Director, Alyssa Seguss stated that the original zoning discussed was 1500 feet, but due to the location of Davenport School, a business in the Downtown area would not meet that requirement, so she proposed 500 feet. She indicated that the Plan Commission had concerns regarding these types of businesses being located near schools and the library, as well as the public perception and the image they felt we would be creating for the community. Therefore, the Plan Commission recommended requiring the original 1500 foot setback. After researching other communities, Administrative Director Seguss determined that it was difficult to make a determination due to the various contributing factors, such as population size, zoning maps and Genoa having residential properties near industrial districts. Executive Director of the Genoa Area Chamber of Commerce, Krissy Johnson addressed Council to let them know that Parag Maniar, Owner of the Genoa Pharmacy is interested in opening a cannabis dispensary. There was additional discussion regarding setbacks from schools and the Downtown.



Roll call vote was taken. Aldermen Cravatta, Lang, Carroll, Winter and Mayor Pro Tem Stevenson voted no. Aldermen Brust and Di Guido voted yes. Motion did not pass.

Motion made by Alderman Lang to modify the original proposed Ordinance listed above, to reduce the setback from the schools to 500 feet and exclude the CBC zoning district (Downtown) at this time, seconded by Alderman Winter. This will still be a special use permit process, so a cannabis business would need to go through the Plan Commission and then go to City Council for approval. Roll call vote was taken. Aldermen Lang, Winter, Cravatta and Mayor Pro Tem Stevenson voted yes. Aldermen Carroll and Brust voted no. Alderman Di Guido abstained. Motion carried.

## **DEPARTMENT REPORTS**

***Administrative Report*** – Administrative Director, Alyssa Seguss reported that the new building inspector, Dave Eggleston did an inspection of the property located at 131 South Sycamore Street. She gave Council copies of his report, which included various pictures.

***Finance Report*** – Finance Office Manager/Treasurer, Jan Tures reported that staff has begun working on the new budget.

***Public Works*** – Director Gentile asked for Council's recommendation as it pertains to the City's water main improvement on Railroad Ave. The property owner indicated that he would donate Railroad Avenue to the City so we can put in the water main, if we change North Emmett Street from a one way to a two way street. After some discussion, it was determined that North Emmett Street is not wide enough to be two way. There would be nowhere to park for residents and business customers. Consensus was to leave North Emmett Street as a one way and not put the water main in on Railroad Avenue. He then reported that the City will not be putting a sidewalk in from McDonald's to Dollar General due to the cost, but he is looking into grants that may be able to assist with the expense.

***Police Department*** – Chief Smith reported that School Resource Officer Gates is scheduled to come back to work on January 21<sup>st</sup>. He also reported that the Union Contract has been resolved, but won't be discussed until the next Council meeting.

***Mayor's Report*** – Mayor Pro Tem Stevenson wished everyone a Merry Christmas and Happy New Year and thanked staff for all of their hard work.

## **ANNOUNCEMENTS - None**

Motion to adjourn the regular meeting of the City Council was made by Alderman Di Guido, seconded by Alderman Brust. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 9:05 p.m.