

COUNCIL OF THE CITY OF DIXON, ILLINOIS  
COUNCIL CHAMBERS – CITY HALL  
MONDAY, AUGUST 3, 2015  
5:30 P.M.

OATH OF OFFICE

Mayor Arellano administered the Oath of Office to Councilman Kevin Marx.

ROLL CALL/INVOCATION

The meeting was called to order by Mayor Arellano. Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano answered Roll Call. The Pledge of Allegiance was cited. Reverend John Trotter from the Living Well Church gave the Invocation.

At this time, Mayor Arellano announced that the Work Session, Council Reports and the City Manager Report would be moved to the end of tonight's meeting.

APPROVAL OF MINUTES

Councilman Bishop moved that the minutes of the Regular Council Meeting of Monday, July 20, 2015 be accepted and placed on file. Seconded by Councilman Tucker. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

APPROVAL OF TOTAL LABOR & OUTSIDE CLAIMS

Councilman Marx moved that the Total Labor & Outside Claims in the amount of \$493,825.79 be approved and ordered paid. Seconded by Councilman Venier. Discussion followed. Mayor Arellano advised this did not include salaries and they may be included separately at a later time. Mayor Arellano then made note of a payment for new finance equipment for upcoming online/automatic payments within the next 3 months. He then stated there is a large meter purchase in the works for the Water Department. Councilman Tucker noted that a payment was made for new appliances for the Fire Department and asked if 2 were really needed. It was discussed these were 2 washers to be used on the fire equipment. After no further comments, the Mayor called for the vote. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

BOARDS & COMMISSIONS REPORTS

Mayor Arellano reported that the Monthly Building Permit Report for July, 2015, the Dixon Sister Cities Association Minutes of June 16, 2015 and the Zoning Board of Appeals Minutes of July 23, 2015 are all on file with the Clerk and available for inspection.

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VISITORS/PUBLIC COMMENT

Tim Watkins, Project First Rate, addressed the Council advising they are a non-profit agency that promotes industry and projects, as well as apprenticeships. Tim stated they focus on safety and OSHA courses. He then told the Council about their community projects in the Rockford area, as well as with United Way. Tim lastly advised his agency works with community colleges in the area.

REVIEW, ACCEPT & APPROVE BIDS  
GALENA AVENUE BRIDGE RAIL PAINTING PROJECT

Councilman Tucker moved that the bids for the Galena Avenue Bridge Rail Painting Project be reviewed, accepted and approved. Seconded by Councilman Bishop. Discussion followed. Geoff Smith, Willett, Hofmann & Associates advised that he is reviewing the bids specifically due to the extremely low bid. He advised he has contacted 3 communities that have repeatedly used the low bidder's services. Geoff stated he is checking with all bidders on 3 things—supply/materials; enough materials; and requesting they describe their process. Geoff stated the low bidder is from Mt. Vernon, Illinois and their expected start date for the project would be early November. The Council asked for further clarification on the bids. Councilman Tucker asked City Attorney LeSage about prevailing wage. Attorney LeSage advised the City does have exposure if there is not prevailing wage. Councilman Bishop inquired as to whether or not the City would make the start date if they held off on the vote to award the bid. Geoff Smith stated he thought they would have enough time. Attorney LeSage advised tabling the item, pending further information. He further stated if unsatisfactory information regarding the bid is received, then the bid can be rejected, as it would not be a formal bid. It was the consensus of the Council to table until more information is received from BP&T Co. on their bid. The motion was then re-read. Councilman Bishop moved that the bids for the Galena Avenue Bridge Rail Painting Project be tabled. Seconded by Councilman Marx. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

PET. – SETBACK VARIANCE – 704 NORTH GALENA AVENUE

Councilman Venier moved that the Petition for Setback Variance, pursuant to the request of Kaleel Clothing & Printing, for property located at 704 North Galena Avenue, be referred to the City Attorney for proper action. Seconded by Councilman Bishop. Discussion followed. Building Official Paul Shiaras advised that the Zoning Board only allows for a 50% setback reduction; therefore, they were required to vote it down. He stated the Board did take an informal vote and all were in favor.

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**PET. – SETBACK VARIANCE – 704 NORTH GALENA AVENUE (CONT'D.)**

Paul advised the address and the entrance of the business would be on McKenney Street. Mayor Arellano asked if there were any fire safety issues, and Paul advised no. The owner, Mark Kaleel, was present and advised that parking would be in front on the McKenney side and that work would begin as soon as possible. Mr. Kaleel also advised there were no concerns from the neighbors. Attorney LeSage stated he would be drawing up the ordinance for the next Council meeting and that it will require a 4 out of 5 affirmative vote. After no further discussion, the Mayor called for the vote. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

**RES. #2521-15 – GRANTING REAL ESTATE TAX ABATEMENT  
SGS REFRIGERATION INC.**

Councilman Bishop moved that a Resolution granting real estate tax abatement for SGS Refrigeration Inc. be adopted. Seconded by Councilman Tucker. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

**RES. #2522-15 – GRANTING REAL ESTATE TAX ABATEMENT  
SEWER EQUIPMENT COMPANY OF AMERICA/DUTCH ROAD  
PROPERTIES, LLC**

Councilman Marx moved that a Resolution granting real estate tax abatement for Sewer Equipment Company of America/Dutch Road Properties, LLC be adopted. Seconded by Councilman Bishop. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

**RES. #2523-15 – GRANTING REAL ESTATE TAX ABATEMENT  
UPM RAFLATAC**

Councilman Tucker moved that a Resolution granting real estate tax abatement for UPM Raflatac be adopted. Seconded by Councilman Venier. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

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PET. – SIGN VARIANCE – 123 EAST FIRST STREET

Councilman Venier moved that the Petition for Sign Variance pursuant to the request of Basil Tree Ristorante, its agent, Selim Azemi, be referred to the Zoning Board of Appeals at their next regularly scheduled meeting of Thursday, August 27, 2015 at 4:30 p.m. in the Council Chambers. Seconded by Councilman Marx. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

PET. – REZONE – LOTS 31-51 – COUNTRY CLUB ESTATES PHASE II  
EDWIN YINGLING/BRUCE KELLER

Councilman Bishop moved that the Petition for Rezone pursuant to the request of Edwin Yingling and Bruce Keller, Trustees of the Timbercreek Trust No. 84 dated March 1, 1984 and Hvarre Holdings, LLC, an Illinois Limited Liability company, Petitioners, for property known as Lots 31-51 Country Club Estates Phase II, be referred to the Dixon Plan Commission at their next regularly scheduled meeting of August 27, 2015 at 6:00 p.m. in the Council Chambers. Discussion followed. Attorney LeSage advised that the Petitioner takes care of the notices and this petition is to rezone the property from R-1 to an R-2. After no further comments, the Mayor called for the vote. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

ORD. #2971 – AMENDING DIXON CITY CODE TITLE IV, CHAPTER 7,  
SECTION 4-7-1 (NUISANCES)

Councilman Marx moved that an Ordinance amending the Dixon City Code Title IV, Chapter 7, Section 4-7-1 (Nuisances) be passed. Seconded by Councilman Tucker. Discussion followed. Attorney LeSage advised this ordinance is with respect to waterways, flow and drainage for residential concerns and it gives the City another tool to remedy issues on private and public properties. After no further comments, the Mayor called for the vote. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

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RES. #2524-15 – TERMINATING CERTAIN BOARDS, COMMITTEES AND  
COMMISSIONS NO LONGER IN USE

Councilman Tucker moved that a Resolution terminating certain boards, committees and commissions no longer in use be adopted. Seconded by Councilman Venier. Discussion followed. Attorney LeSage advised that City Manager David Nord had reviewed the boards and commissions that had been created by resolution and that several are no longer in existence and will be terminated. He further advised there are other boards that were created by ordinance and will be reviewed and analyzed to see if any are obsolete. Attorney LeSage lastly advised he would be circulating a list of these boards and commissions to the Council. After no further discussion, the Mayor called for the vote. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried.

WORK SESSION – 100 DAY PLEDGE

1. Establish the parameters for a City Manager search and commence such search. – **DONE**
2. Commence reviews and revisions of the City's short-term and long-term financial plans. – **Changes made/constantly evolving.**
3. Review the role of existing City committees and commissions under the new form of government. – **Voted on, continuing under the new form of government.**
4. Review City marketing and activity groups with the goal of sharing resources and improving communication. Streamline organizational structures as needed. – **Dixon 1 discussion phase and moving forward.**
5. Commence preparation of a 20-year street maintenance and infrastructure plan, including sewer and water infrastructure needs. – **Started and put on hold until Director of Public Works is hired.**
6. Finalize and submit the TIGER Grant application. – **Done. Hope to hear results next month.**
7. Commence review of the existing corporate limits of the City and formulation of a strategy for annexations and cohesive delivery of City services. – **WH&A is working on this.**
8. Form a task force to look at greater cooperation opportunities between the City and the Park District, with the goal of increasing recreational opportunities for residents. – **See Item #9.**
9. Form a task force to research the concept of a regional, intergovernmental athletic, and possibly arts complex. Include local non-profit and private industry partners. – **Councilman Bishop and Mayor Arellano both attending these meetings.**

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WORK SESSION – 100 DAY PLEDGE (CONT'D.)

10. Forms a task force to study the City's role in rebuilding the Old County Courthouse retaining wall. – **Group has met. David Nord sending letter on 8/4/15 stating our position.**
11. Create a plan on painting the Galena Avenue bridge railings. – **Working on it.**
12. Finalize the resurfacing of River Road from Galena Avenue to Route 2. – **Underway.**
13. Convene a meeting with local business owners and executives on economic development and city planning. – **Dixon Main Street and Chamber to host round table. Invite all members. Councilman Venier to facilitate.**
14. Commence reviews of "nuisance" ordinances and various seasonal ordinances, such as grass heights and snow removal. – **Working on.**
15. Commence study of the formation of a Department of Public Works. – **In process. Ads out. Closes 8/21/15. Q&A with David Nord and departments underway.**
16. Commence study of the formation of a Department of Human Resources. – **Comfortable with current contract.**
17. Structure and schedule the first in a series of town hall meetings where the Mayor and Council will report to, and receive feedback from, the residents of the City. – **Town Hall Meeting. Paula Meyer will update financial situation; David Nord to handle structural feedback; Q&A; a special session will be held.**

CITY MANAGER REPORT

David Nord advised the City received recognition from the International City Management Association as being a City-Manager government organization. He also stated there are currently 3 job announcements—Public Works (8/21); Welcome Center (8/12); and Seasonal Part-time (open until filled).

COUNCIL REPORTS

Mayor Arellano advised he met with Republic Services regarding totter and recycling bin sizes, which he discovered a larger size is available. He also advised of a possibility of monthly billing with the water bills. Mayor Arellano advised he had a complaint regarding geese feces at the band shell. He added he will not be on military duty this month as stated earlier but an alternate date will be forthcoming.

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COUNCIL REPORTS (CONT'D.)

Mayor Arellano stated there are vacancies on the Library Board, Plan Commission and the Police & Fire Commission. He stated he is awaiting feedback regarding Safe Routes to School, a grant program for safer sidewalks and paths. Mayor Arellano stated he has discovered that there are a number of organizations, youth groups, etc. that are interested in volunteer work, such as River street cleanup, fire hydrant painting. Mayor Arellano then advised that John Thompson is retiring at the end of the year. He advised the City currently partners with LCIDA. He stated Enterprise Zone applications are due in coming months. He further added that the City contributes to LCIDA, and he would like to put this towards a position overseen by the City and working with the other area entities. Mayor Arellano then advised he would be attending the IML Conference, along with Councilman Bishop, and encouraged all that can attend. He stated he is eager to attend as many seminars as possible and was hoping to split them up between other Council members. Attorney LeSage spoke on the importance of this conference and it being a great opportunity for new Council members to learn from the many seminars offered. He added it would be time well spent. Mayor Arellano then spoke about the temporary liquor license for Dixon Main Street and them wanting to use an establishment outside the City limits to sell the liquor. He advised *Blues, Brews & BBQ's* was to have *That Place on Palmyra* provide the alcohol and it was determined this establishment could either sponsor the event or the City could change the code, which the City Attorney will review and report back. Mayor Arellano lastly advised there is a grant opportunity for Depot Avenue. He stated it is a \$1.5 million project with \$1.2 million in federal funds for a heavy overlay project north of the railroad past IDOT to 5<sup>th</sup> Street. Mayor Arellano asked for feedback from the Council regarding using federal funds. He also added that he would like to see the groundwork started on this and then hand it over to the new Public Works Director.

Councilman Bishop welcomed Councilman Kevin Marx. He stated he has been meeting with groups and working on options for a sports complex. He advised some decisions would be based on the outcome of the Dixon High School. Councilman Bishop advised that the YMCA is taking the lead on this project.

Councilman Marx thanked the Council for his appointment and advised he would work hard to earn his seat on the Council.

Councilman Tucker also welcomed Councilman Marx. He advised he would like to be involved, with the assistance of Councilman Bishop, to meet with GovHR on the City Manager search. Mayor Arellano stated he would be okay with stepping back on this meeting but would like to be in the loop.

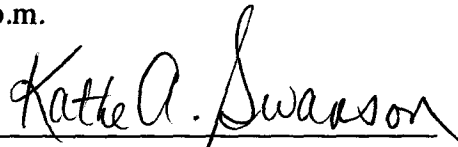
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COUNCIL REPORTS (CONT'D.)

Councilman Venier thanked the Lee County Council on Aging for hosting the great Drum and Bugle performance and stated he would like to see this event return. He then advised the streetscape project is near completion but there would be a lot of annual maintenance. Councilman Venier advised that Curt Phillips and John Groshans have been working out areas to be assigned/planned for. Lastly, Councilman Venier stated he and Councilman Bishop have met with Dixon Main Street and will be meeting with other organizations regarding Dixon One, with a presentation to follow.

ADJOURNMENT

Councilman Venier moved that the Regular Council Meeting of Monday, August 3, 2015 be adjourned to meet in Special Session on Tuesday, August 4, 2015 at 1:00 p.m. in the Council Chambers at City Hall. Seconded by Councilman Tucker. Voting Yea: Councilmen Bishop, Marx, Tucker, Venier and Mayor Arellano. Voting Nay: None. Motion carried. The meeting was adjourned at 7:28 p.m.

  
Kathe A. Swanson, City Clerk