



CITY COUNCIL MEETING

Council Chambers

401 E Third Street

Kewanee, Illinois 61443

Closed Session 5:30p.m.

Public meeting for Kewanee Downtown TIF 6:00p.m.

Open Meeting starting at 7:00 p.m.

Monday, May 24th, 2021

Posted by 6:00 p.m. May 21st, 2021.

1. Closed Session (6:15) Section 2 (C) (1) Personnel 2 (C) (5) Purchase or Lease of Real Property
2. Return to Open Session
3. Public meeting for the Kewanee Downtown TIF
4. Recess if time allows.
5. Call Back to Order
6. Roll Call
7. Consent Agenda
 - a. Approval of Minutes
 - b. Payroll
 - c. Staff Reports
 - d. Report from Bock, Inc.
 - e. Report from KEDC
 - f. Request from Prairie Chicken Festival
8. Presentation of Bills and Claims
9. Public Participation
10. New Business
 - a) **Consideration of a Resolution #5281** authorizing the City Manager to execute a three-year agreement with the Henry County Humane Society for the operations of the animal control facility.
 - b) **Consideration of a Resolution #5282** fixing the budget for the fiscal year beginning May 1, 2021 and ending April 30, 2022 and declaring that this resolution shall be in force immediately.
 - c) **Discussion only** Golf Cart Ordinance
11. Announcements:
12. Adjournment:



MEMORANDUM

Date: May 21, 2021
From: Gary Bradley, City Manager
To: Mayor & Council
RE: Council Meeting of **Monday, May 24, 2021**

CLOSED MEETING AT 6:15 P.M.
REGULAR MEETING AT 7:00 P.M.

1. **Police Department Hiring**— The Fire and Police Commission conducted interviews earlier this week for police officers. Based on those interviews, test scores from earlier steps in the process, and preference points for education and military experience, they will develop a hiring list for approval at their meeting in June.
2. **Fire Department Hiring**— Austin Koontz has completed the hiring process and will begin his employment with the City on June 1st. Captain Moon retired last week, so the department will be short one fireman for just over two weeks. The new hiring list being developed by the Fire and Police Commission was narrowed 12 to 10 during the physical testing phase that was completed last week and down to five after the written test. Interviews will be scheduled with the remaining candidates later in the month, at which time the list will be finalized based on earned points and preference points for education and military service.
3. **Facilities**— Mr. Newton selected Melissa Maxon to serve the City as a part-time employee to provide janitorial services. She provides similar services for the Kewanee School District and appears to be a conscientious worker.
4. **Hydrant Testing**— The department plans to begin hydrant test next Tuesday in the southwest quadrant of town. We will publicize the areas in which we are working through radio, print, and social media, but invariably some people will still be surprised when they see rust tinted water coming from the tap. Testing hydrants invariably stirs up sediment that exists within the line. Because most of the lines in the system are cast iron and are filled with water, that sediment contains a large amount of rust particulates. You may receive calls from individuals concerned about the safety of the water for cooking or consumption or its impact on laundry. This is an aesthetic water quality concern that can be addressed by running cold water through the bathtub faucet to clear the lines in a home. The alternative is having hydrants that don't work when they are needed for fire suppression and higher insurance costs due to worse ISO ratings.
5. **Grievance**— The Fire Department informed the City that their requests were sufficiently addressed in the response to the grievance during the most recent phase of the process and indicated that they would not be advancing the matter to the next step in the process.

6. **Finance Operations**— The budget ordinance appears in the packet, with the appropriations ordinance to follow at the next meeting to allow for the required public notices as has been done in the past. As previously noted, this appropriations ordinance will differ significantly than previous versions in that it will no longer authorize the expenditure of funds we do not have. Ms. Haley continues to make slow but steady progress on straightening out the journal entries that are required but has found herself often occupied with getting to the bottom of mistakes that were made before her arrival in order to be able to move forward with important tasks such as tax reporting and the filing of mandated reports. It does appear that she was able to locate the reconciliation for various bank accounts, though she finds herself needing to verify the accuracy of the work rather than blindly accepting it as accurate. She's anxiously awaiting the adoption of the budget so that she can make arrangements for additional assistance to help get things caught up as they related to financial accounting and with the recent closing of our fiscal year. It will only be a matter of time before auditors start asking for information that was or wasn't properly prepared before her arrival that may or may not be in a file cabinet, box, or stack of documents or alternatively may be stored electronically somewhere in the midst of a decade's worth of data.
7. **Phone Install**— The new phone system was installed earlier this week on a trial basis, on May 20th on a small scale, with staff training scheduled for next week, followed by the completion of the installation after staff has been trained in how the system works. The new system should lower operating costs and improve the reliability and functionality of the system.
8. **Labor/Management Relations**— Staff had a Labor/Management Relations meeting with AFSCME last week. The meeting confirmed progress that has been made in the bargaining unit and their departments/divisions and improvements in morale that have been steady since late last year.
9. **Consumer Confidence Report**— Staff will be sending out notice of the upcoming version of the mandated report on the next two cycles of bills. As is typically the case, the report will not yet be the case when the first batch of bills is sent but will nevertheless provide the date after which the report will be available for review on the City's website.
10. **Westrum Leak Detection**— The Company was in town this week to provide high-tech leak detection services that help to minimize our water losses. Reduction of water losses is one key component to solving our chlorides issue without incurring significant capital improvement costs but can only be achieved if we're able to pinpoint more significant losses than are currently being identified. Staff met with representatives of the company to identify a more strategic or effective approach to the challenge, in hopes that enhanced leak detection and elimination will assist in our efforts to put the chlorides issue behind us.
11. **Citywide Cleanup**— The Citywide Cleanup is scheduled for June 12th at the old hospital site at Division and Elliott Streets with a rainout date of June 19th. Please help promote the program and our need for volunteers to help work at the event.

12. **North Water Tower**— Staff has a preconstruction meeting scheduled with the engineering firm and contractor set for next week to finalize details of the painting of the North Water Tower, which is planned to begin work during the first or second week of June, weather permitting.
13. **Street Maintenance Program**— Uncooperative weather has caused a delay in the completion of paving improvements where milling and the overlay of hot mix asphalt comprised the planned improvements. This is particularly noticeable in the downtown area where the streets in question carry a high amount of daily traffic. As a result, the work will be completed slightly later than anticipated, but well in advance of late fall. completion dates that were typical in previous years. A few areas that were of particular concern have been added to the program for patching, including in front of 916 N. Main, which will require full depth joint repair since the state has no plans to provide any maintenance within the next five years. When the weather has been cooperative, Public Works staff have made significant improvements to high traffic areas and have improved the quality of work for how the potholes are repaired.
14. **Tenney Street Sewer Issues**— Staff has once again been working on removing an accumulation of grease from sewer lines that serve a number of businesses on the southern end of Tenney Street. Whichever businesses are not properly or sufficiently ensuring the removal of grease are causing the City to incur costs that significantly outweigh their payments for sewer service and should be held accountable financially once such a determination is made.
15. **Park Street Shed**— At the April 12, 2021, meeting the City Council granted a variance to the owner of 340 S. Park Street for the continued construction of a shed that did not meet setback and was not constructed within existing building codes, particularly as they related to the foundation of the building, requiring the owner to rectify the foundation issues within two months. The homeowner has taken the necessary steps to ensure that the foundation is stable and served by proper footings.
16. **Second & Main**— Staff has received plans for improvements to ensure the safety of the lot on the southwest corner of Second Street and Main Street. The improvements will ensure the stability of adjacent basements and improve the appearance of a highly visible lot in the downtown area.
17. **Fire Truck Pump Testing**— Starting Monday the fire trucks will be rotated to Alexis for annual pump testing and certification (and maintenance if required). Using the facility that is nearby saves the cost, effort, and time out of service that would come from having the services performed in Milwaukee.
18. **Geneseo Communications**— Staff will be meeting with personnel from Geneseo Communications next week regarding the potential addition of redundant fiber to City Hall and potential options for jumpstarting the expansion of broadband fiber into the City's neighborhoods.

19. **Requests for Proposals and Qualifications**— Staff is developing requests for proposals and qualifications for banking services, auditing services, legal services, and heavy equipment leases. The requests will be issued and responses reviewed over the course of the next few months, with recommendations made to the City Council for the execution of applicable agreements. Such practices are standard in the field of municipal management and should not be taken as a reflection of the services provided by current providers.
20. **Occupational Employment and Wage Statistics Report**— Staff received a request this week from the U.S. Department of Labor's Bureau of Labor Statistics and the Illinois Department of Employment Security for our annual completion of the Occupational Employment and Wage Statistics Report. We have fourteen days to complete the report and expect to have it done by early next week.
21. **Minimum Fund Balance Policies**— Staff is in the midst of drafting updates to the minimum fund balance policies to bring them more in line with recommended best practices. We expect to have the draft updates completed in advance of the first meeting in June.

BOCK INC.
MONTHLY REPORT FOR
APRIL, 2021

SUBMITTED BY: Sten Bockhuy

IEPA SUMMARY

No communications with the IEPA for the month of April.

MAINTENANCE SUMMARY

BOCK INC. generated 33 preventive work orders for the month. All 33 work orders were completed. In addition to the preventive work orders, there was 6 corrective maintenance work orders performed.

SAFETY SUMMARY

Because safety is an important part of our daily practice, we have been without a loss time injury at the plant for 75 months.

OPERATIONS SUMMARY

Flow for the month averaged 6.393 MGD with the rainfall totaling 3.43 inches.

Total KWH used for the month was 177,600.

All permit limits on the effluent were met for the month.

Sludge applied to the field totaled 0 gallons for the month.

DMR Copy of Record

Permit

Permit #:

IL0029343

Major:

Yes

Permittee:

KEWANEE, CITY OF

Permittee Address:

401 EAST THIRD STREET
KEWANEE, IL 61443

Facility:

KEWANEE STP

Facility Location:

194 FISCHER AVENUE
KEWANEE, IL 61413

Permitted Feature:

001
External Outfall

Discharge:

001-0
STP OUTFALL

Report Dates & Status

Monitoring Period:

From 04/01/21 to 04/30/21

DMR Due Date:

05/25/21

Status:

NetDMR Validated

Considerations for Form Completion

DMF LOAD LIMITS DISPLAYED

Principal Executive Officer

First Name:

Stanley

Last Name:

Bockewitz

Title:

Chief Operator

Telephone:

309-852-2789

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample								=	8.27	=	7.73	19 - mg/L	0	01/07 - Weekly	GR - GRAB
					Permit Req.								>=	6.0 MN WK AV	>=	5.0 DAILY MN	19 - mg/L		01/07 - Weekly	GR - GRAB
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.56				=	7.81	12 - SU	0	01/07 - Weekly	GR - GRAB
					Permit Req.					>=	6.0 MINIMUM				<=	9.0 MAXIMUM	12 - SU		01/07 - Weekly	GR - GRAB
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	315.0	=	480.0	26 - lb/d			=	6.43	=	11.8	19 - mg/L	0	01/07 - Weekly	CP - COMPOS
					Permit Req.	<=	500.0 MO AVG	<=	1001.0 DAILY MX	26 - lb/d			<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L		01/07 - Weekly	CP - COMPOS
					Value NODI															
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample										=	4.8	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	1	--	Sample	=	7.3	=	26.4	26 - lb/d			=	0.111	=	0.375	19 - mg/L	0	01/07 - Weekly	CP - COMPOS
					Permit Req.	<=	54.0 MO AVG	<=	183.0 DAILY MX	26 - lb/d			<=	1.3 MO AVG	<=	4.4 DAILY MX	19 - mg/L		01/07 - Weekly	CP - COMPOS
					Value NODI															
00610	Nitrogen, ammonia total [as N]	8 - Other Treatment, Process Complete	1	--	Sample			=	7.3	26 - lb/d					=	0.111	19 - mg/L	0	01/07 - Weekly	CP - COMPOS
					Permit Req.			<=	146.0 WKLY AVG	26 - lb/d					<=	3.5 WKLY AVG	19 - mg/L		01/07 - Weekly	CP - COMPOS
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	0.9	19 - mg/L	17	01/30 - Monthly	CP - COMPOS
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Value NODI															
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample			=	17587.0	26 - lb/d					=	350.0	19 - mg/L	0	01/07 - Weekly	CP - COMPOS
					Permit Req.			<=	20850.0 DAILY MX	26 - lb/d					<=	500.0 DAILY MX	19 - mg/L		01/07 - Weekly	CP - COMPOS
					Value NODI															
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	5.56568	=	8.43524	03 - MGD								0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD									99/99 - Continuous	
					Value NODI															

50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample																	
					Permit Req.																	
					Value NODI																	
											</											

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Chlorination did not occur during this monitoring period.

Attachments

No attachments.

Report Last Saved By

KEWANEE, CITY OF

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

2021-05-18 08:31 (Time Zone: -05:00)

Report Last Signed By

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

2021-05-18 08:31 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:

IL0029343

Major:

Yes

Permittee:

KEWANEE, CITY OF

Permittee Address:

401 EAST THIRD STREET
KEWANEE, IL 61443

Facility:

KEWANEE STP

Facility Location:

194 FISCHER AVENUE
KEWANEE, IL 61413

Permitted Feature:

003
External Outfall

Discharge:

003-0
EMERGENCY HIGH LEVEL OVERFLOW

Report Dates & Status

Monitoring Period:

From 04/01/21 to 04/30/21

DMR Due Date:

05/25/21

Status:

NetDMR Validated

Considerations for Form Completion

Principal Executive Officer

First Name:

Stanley

Last Name:

Bockewitz

Title:

Chief Operator

Telephone:

309-852-2789

No Data Indicator (NODI)

Form NODI:

--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Opt Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Opt Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Opt Mon DAILY MX	13 - #/100mL			
					Value NODI											C - No Discharge				
74071	Flow	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	
					Permit Req.				Opt Mon MO TOTAL	4K - #/mo										
					Value NODI				C - No Discharge											

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

KEWANEE, CITY OF

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

2021-05-18 08:02 (Time Zone: -05:00)

Report Last Signed By

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

2021-05-18 08:27 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0029343
Yes

Permittee:
Permittee Address:

KEWANEE, CITY OF
401 EAST THIRD STREET
KEWANEE, IL 61443

Facility:
Facility Location:

KEWANEE STP
194 FISCHER AVENUE
KEWANEE, IL 61413

Permitted Feature:

004
External Outfall

Discharge:

004-0
EXCESS FLOW LAGOON OUTFALL- EAST LAGOON

Report Dates & Status

Monitoring Period:

From 04/01/21 to 04/30/21

DMR Due Date:

05/25/21

Status:

NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:

Principal Executive Officer

First Name:
Last Name:

Stanley
Bockewitz

Title:

Chief Operator

Telephone:

309-852-2789

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.							Req Mon MO AV MN		Req Mon MN WK AV		Req Mon DAILY MN	19 - mg/L			
					Value NODI							C - No Discharge		C - No Discharge		C - No Discharge				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00400	pH	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.					>=	6.0 MINIMUM				<=	9.0 MAXIMUM	12 - SU			
					Value NODI						C - No Discharge					C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	0.75 DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL			
					Value NODI											C - No Discharge				
82220	Flow, total	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	CN - CONTIN
					Permit Req.				Req Mon MO TOTAL	03 - MGD										
					Value NODI				C - No Discharge											

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

KEWANEE, CITY OF

User:

bockinc1992

Name:	Stanley Bockewitz
E-Mail:	stanb@bockinc.net
Date/Time:	2021-05-18 08:01 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	bockinc1992
Name:	Stanley Bockewitz
E-Mail:	stanb@bockinc.net
Date/Time:	2021-05-18 08:27 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0029343
Yes

Permittee:
Permittee Address:

KEWANEE, CITY OF
401 EAST THIRD STREET
KEWANEE, IL 61443

Facility:
Facility Location:

KEWANEE STP
194 FISCHER AVENUE
KEWANEE, IL 61413

Permitted Feature:

005
External Outfall

Discharge:

005-0
EXCESS FLOW LAGOON OUTFALL-WEST LAGOON

Report Dates & Status

Monitoring Period:
From 04/01/21 to 04/30/21

DMR Due Date:
05/25/21

Status:
NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:

Principal Executive Officer

First Name:
Last Name:

Stanley
Bockewitz

Title:
Chief Operator

Telephone:
309-852-2789

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.							Req Mon MO AV MN		Req Mon MN WK AV		Req Mon DAILY MN	19 - mg/L			
					Value NODI							C - No Discharge		C - No Discharge		C - No Discharge				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00400	pH	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.						>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU			
					Value NODI							C - No Discharge				C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L			
					Value NODI									C - No Discharge		C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	0.75 DAILY MX	19 - mg/L			
					Value NODI											C - No Discharge				
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400.0 DAILY MX	13 - #/100mL			
					Value NODI											C - No Discharge				
82220	Flow, total	1 - Effluent Gross	0	--	Sample														DL/DS - Daily When Discharging	CN - CONTIN
					Permit Req.				Req Mon MO TOTAL	03 - MGD										
					Value NODI				C - No Discharge											

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

KEWANEE, CITY OF

User:

bockinc1992

Name:	Stanley Bockewitz
E-Mail:	stanb@bockinc.net
Date/Time:	2021-05-18 08:01 (Time Zone: -05:00)
<i>Report Last Signed By</i>	
User:	bockinc1992
Name:	Stanley Bockewitz
E-Mail:	stanb@bockinc.net
Date/Time:	2021-05-18 08:25 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:

IL0029343

Major:

Yes

Permittee:

KEWANEE, CITY OF

Permittee Address:

401 EAST THIRD STREET
KEWANEE, IL 61443

Facility:

KEWANEE STP

Facility Location:

194 FISCHER AVENUE
KEWANEE, IL 61413

Permitted Feature:

INF
Internal Outfall

Discharge:

INF-L
INFLUENT MONITORING

Report Dates & Status

Monitoring Period:

From 04/01/21 to 04/30/21

DMR Due Date:

05/25/21

Status:

NetDMR Validated

Considerations for Form Completion

Principal Executive Officer

First Name:

Stanley

Last Name:

Bockewitz

Title:

Chief Operator

Telephone:

309-852-2789

No Data Indicator (NODI)

Form NODI:

--

Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

KEWANEE, CITY OF

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

2021-05-18 08:00 (Time Zone: -05:00)

Report Last Signed By

User:

bockinc1992

Name:

Stanley Bockewitz

E-Mail:

stanb@bockinc.net

Date/Time:

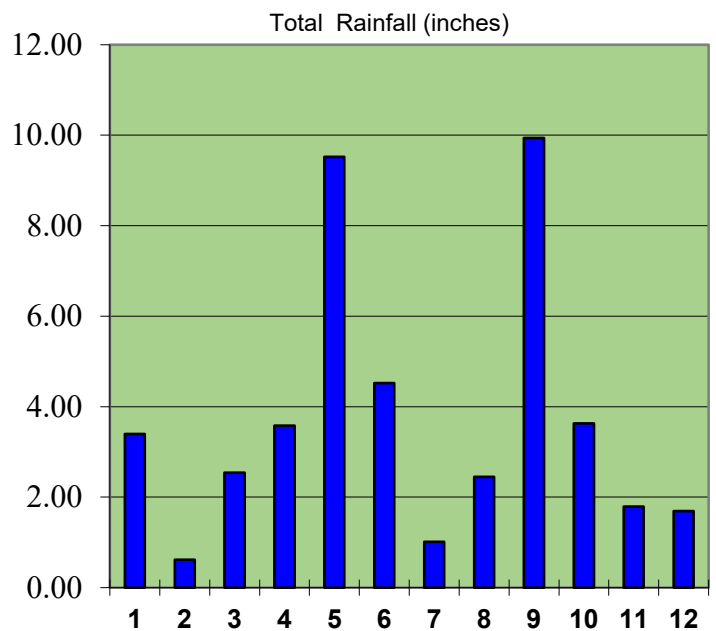
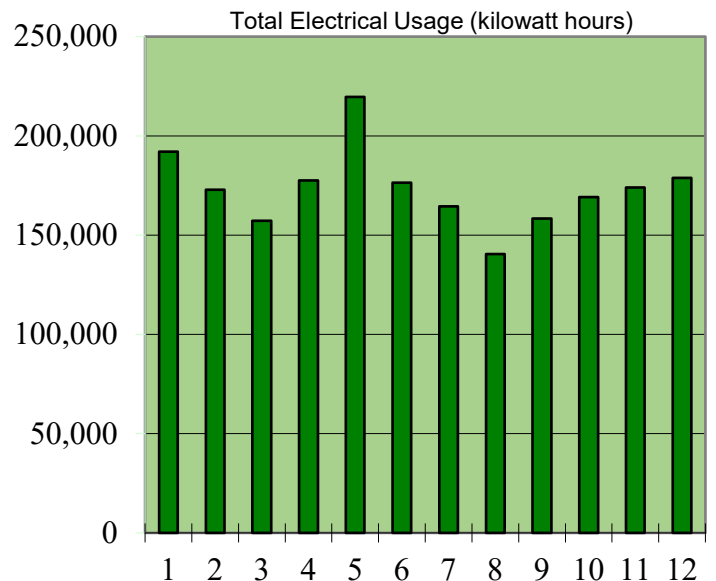
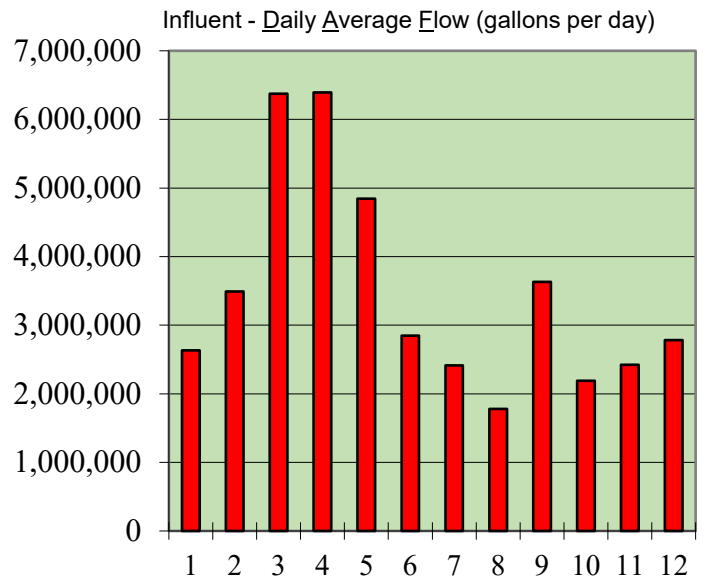
2021-05-18 08:31 (Time Zone: -05:00)

Kewanee, Illinois
Wastewater Treatment Plant
Twelve Month Moving Average Report
Submitted by
Bock Inc.

Date		Influent - <u>D</u> aily <u>A</u> verage <u>F</u> low (gallons per day)	Total Electrical Usage (kilowatt hours)	Total Rainfall (inches)
1	January 2021	2,632,674	192,000	3.40
2	February 2021	3,490,251	172,800	0.62
3	March 2021	6,375,699	157,200	2.54
4	April 2021	6,393,991	177,600	3.58
5	May 2020	4,845,807	219,600	9.52
6	June 2020	2,846,779	176,400	4.52
7	July 2020	2,415,542	164,400	1.01
8	August 2020	1,778,268	140,400	2.45
9	September 2020	3,632,466	158,400	9.94
10	October 2020	2,187,817	169,200	3.63
11	November 2020	2,421,913	174,000	1.79
12	December 2020	2,780,433	178,800	1.69
Total		41,801,640	2,080,800	44.69
Average		3,483,470	173,400	3.72

The Plant Design Average Flow is
2,000,000 Gallons per Day.

The Plant Design Maximum Flow is
5,000,000 Gallons per Day.



Hello. Thank you for the opportunity to include a KEDC update in your City Council packet. Many of you were at the KEDC meeting in April, so you will have already heard much of what is included in this report. I do want to thank you too for hosting KEDC meetings at City Hall in April and May, while building restrictions are still in place at the CEC.

As you know, the Kewanee Solar Project is the largest project KEDC has been working on. We now have three years of time and energy invested in moving this project forward and are almost to the point of construction at this time. Since the report I submitted in December, which included the fact that the City approved a special permit for the solar project, national permitting has now been completed with the Army Corps of Engineers, and Illinois Department of Natural Resources has given an ok for the project as well.

A desktop survey with the State Historical Preservation Office was completed, and a formal application for approval has been submitted. The purpose of this application is to ensure that the project will not disturb Native American burial grounds. I have been told that this application is more of a formality, as the desktop survey did not indicate any issue.

Steve Kim is watching the legislation regarding solar projects and has indicated that things are starting to move forward after the legislature has gone almost a year with no meetings or action taking place at the state level.

While progress on the Greenville project has been substantially slower than on the Kewanee project, Sam Dione told me that they are marketing the Kewanee project both independently and in conjunction with the Greenville project. Their reasoning for this is because some companies are looking to create a Power Purchasing Agreement (PPA) for a single project, while other larger companies are looking at creating a PPA for multiple project sites.

Dione also indicated to me that Sunpin is waiting and watching for legislation to move forward in Illinois before scheduling a construction kick off meeting. It is at this point that Sunpin will approach the City for building permits and to put the decommissioning agreement in place.

In other news, Moore Tires is moving forward with its expansion project. Jeff Moore allowed the museum to continue to use part of the museum property into 2021, since they were not able to complete their move in 2020 with continued shutdowns. Moore has been pricing buildings and is amazed at the skyrocketing contractor and construction costs this year.

While many businesses have suffered during the pandemic, Boss Holdings is doing very well. I mentioned that they were thriving in the December report I submitted, and they continue to do so. They have moved about 75% of the inventory from the Pet Edge acquisition back from Nevada, and pet accessories are now being shipped from the Kewanee facility. Boss did add a second shift to the Burlington Road distribution center and added 12 employees (most who were previously unemployed). Two employees were hired at the call center last fall, and another 12 or so employees were to be hired the first part of 2021. These positions were

outsourced before. In addition, Boss was able to retain six Kewanee employees on the Boss Glove/PIP Products side of its business.

Excelled Sheepskin continues to do well with its military jacket contracts. The only setback expressed to me in regards to the new Naval jackets being produced was due to shipping delays.

Rhino Tools continues to grow. They are now using their old shop space also, and Jim Martin is in the process of purchasing two more companies, one of which he plans to bring back to Kewanee. The skid steer mounted prototype he created for solar installation is also now complete. I have put Martin in touch with Sunpin representatives, in hopes that he may be able to debut the prototype on the Kewanee project.

The City, the Chamber and KEDC have met with the new owners/representatives of the Burlington Road building the Goods sold the end of last year. The new owners are interested in leasing the space, and they are willing to subdivide the space to different lessees.

The Station Restaurant has expanded its business to include a food truck this spring. The Specks debuted their new food truck in Fulton County a couple of weeks ago. One struggle they continue to face, as do many other businesses in all different industries, is being able to hire dependable, competent employees. There continues to be a significant number of able-bodied people who choose not to work because of continued access to benefits for not working. This is a very large obstacle we face, not only to existing business in Kewanee, but also in attracting new business to the area.

Heartfelt Gifts continues to evolve. Sue Sagmoen incorporated an incubator concept in the store the end of last year, and she has been working with a young lady to bring different clothing lines and a different clientele into her store. Sue is very pleased with the growth she is experiencing.

Rumbold and Kuhn is expanding its Kewanee facility and is planning to put up a pole building on its property in August. Mike Rumbold has complimented Keith Edwards in working through this process with the City.

So far in 2021, I am seeing more Requests for Information cross my desk, and I am receiving more inquiries from other organizations as well. KEDC continues to work to promote Kewanee in the most positive light possible, and KEDC appreciates the continued partnership with the City of Kewanee.

May 17, 2021

Mayor Gary Moore and City Council Members
City of Kewanee
401 E Third St.
Kewanee, IL 61443

RE: street closure request for Prairie Chicken Arts Festival

The Prairie Chicken Festival was originally established in 2014 after the Walldogs Meet of 2013. After two consecutive years of murals, a group of volunteer citizens came together to continue the festival as it highlights our artistic and cultural diversity while promoting a family, summer activity.

The calendar of events for this year's Prairie Chicken Arts Festival includes the Chalk Art Competition, "3 on the Tree" band in Main Tent with Beer Garden monitored by Kewanee Veterans Council, Motorcycle Cruise In (all Friday), Amateur Art Show, School Window Art Contest, "Guns and Hoses Pancake Breakfast", Andrews Family Magic, Antique Tractor Parade, Kids Events at Berrien Park including Kewanee Fire Dept's Safety Smoke House and Junior Fireman Practice House, Kewanee Police Dept activity TBD, Farmer's Market, Community Band & Jazz On The Side, Briarwood Carriage Rides, Briarwood Petting Zoo, Flea Market, Hog City Cruise In, Duck Pond, Giant Kid's Sand Pile, Antique Firetruck Rides, area churches and organizations providing food service, Uncle Bud's Cider Slushes and Lewis Knudsen performing (Sat night), downtown Sidewalk Days and the New Historical Society will be open as well. Kewanee's 20th mural, the Walworth Manufacturing will also be painted during the festival with projection night beginning Tuesday, July 6th at dusk. A Night of Remembrance- Walworth, will be held on Wednesday, July 7th at the Elk's Lodge at 7pm, with a Dedication ceremony scheduled for Saturday, July 10th at the mural sight on Main St at 6pm.

We are writing to you today to request that on the dates of Friday, July 9th and Saturday, July 10th, 2021 the following streets be closed for special events.

Prairie Chicken Arts Festival Beginning 8AM Fri-Sat 12AM

(Fri)

- 1) From the alley next to the City parking lot on W Third St. (where the Giant Sand Pile is located), to the intersection of Tremont and Third St. and from Tremont St past Dooley's Plumbing to keep the children playing safe.
- 2) Motorcycles for the Cruise In will be parked on Third St. on the **north** side of the old Historical building and also on Chestnut St in front of the Historical building down to Second St.

(Sat)

- 1) From the alley next to the City parking lot on W Third St. to the **east** side of the Station Restaurant and from the **west** side of the Station Restaurant to the stop sign on Lexington Ave.
- 2) Tremont St. from W Third St. to the entrance of the parking lot of the Kewanee Amtrak Station
- 3) The Antique Tractor Parade will be parked on Third St on the **north** side of the old Historical Building and also on Chestnut St on the **east** side of the St.

Hog City Cruise In (Sat)

- 1) From the alley between Lewis Auto Body and Parkside Hotel on Second St down to Tremont St.
- 2) Chestnut St. leave open the Boiler Room side to Second St and close the **east side** of Chestnut St. to Johnson's Appliance leaving the front to Parkside Hotel open.

Carriage Rides

- 1) We will have the carriage rides load passengers at the pig house on Third St. going **west**, turning **south** onto Chestnut St., turning **east** to Second St. and turning **north** to Tremont St. and **west** back to the loading area. The carriage fits 6-10 people for approximately 15 min per ride. They have assured me they have their own insurance and we are also under the Chamber of Commerce's. We have the carriage ride rented for 4 hours.

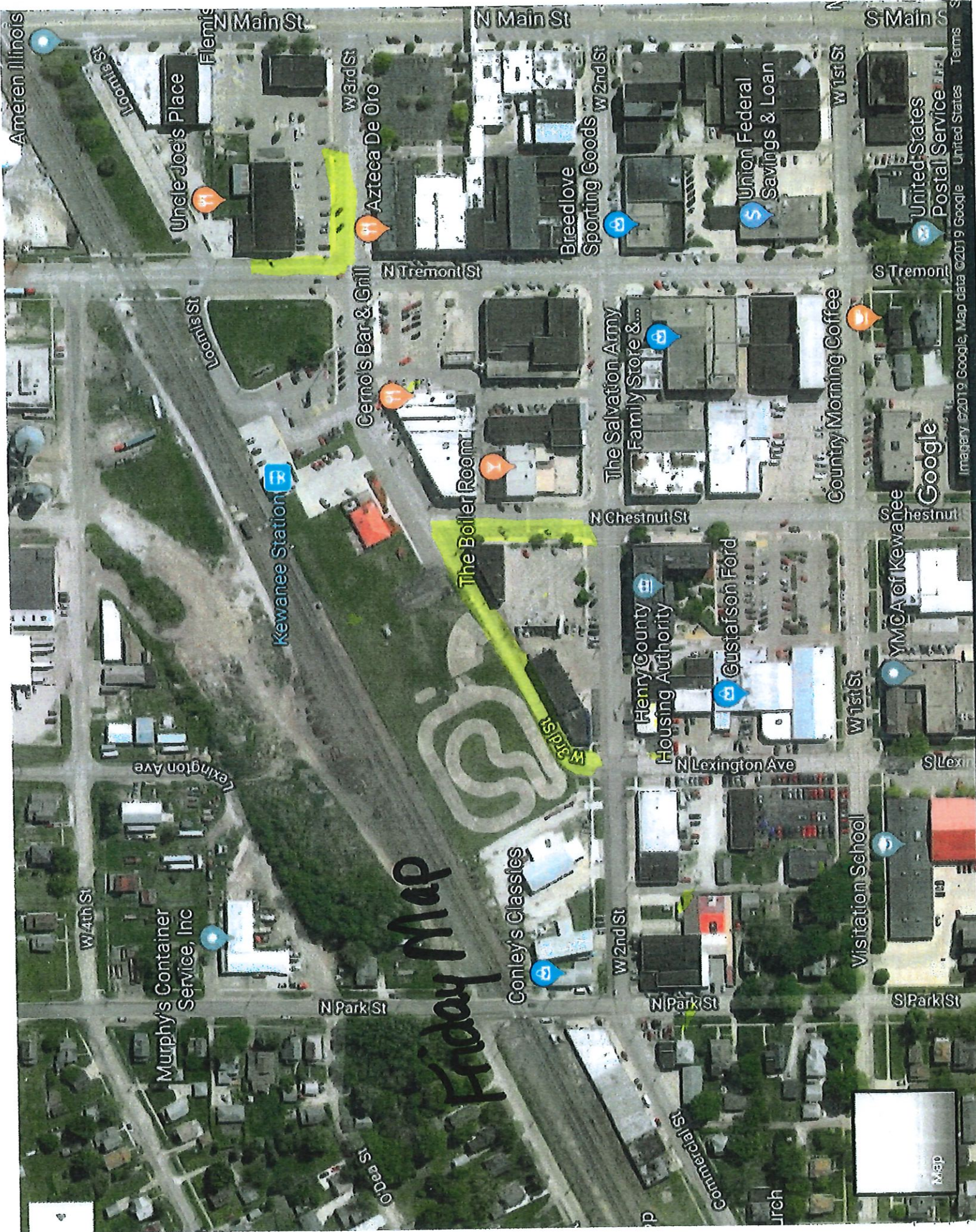
These streets have been utilized in previous years in conjunction with the Walldog Meet and Kewanee car shows and we are requesting that they be closed again for this years' event in order to facilitate the car show, the art festival, vendors and the various children's activities that we have planned for this year's festival.

Thank you for considering this request.

Sincerely,

Dianne Packee, 309-312-0168 and Deirdre Scott 309-525-1271





Friday Map

The May 10th Meeting was voted to go into closed session by Councilmember Colomer and seconded by Councilmember Faber.

Return to regular session.

The May 10th, 2021 Council Meeting was called to order at 7:06 PM. Four members of the City Council were present in Chambers with Councilmember Colomer absent.

The Consent Agenda included the following items:

- a. Approval of Minutes of the April 26th Meeting.
- b. Payroll for the pay period ending May 8th, 2021 in the amount of **\$202,201.07.**
- c. Reports from Police, Community Development, and Bock, Incorporated

Motion made by Councilmember Komnick to approve consent agenda. A Seconded was made by Councilmember Faber. Discussion: No discussion. Motion Passed 4-0

Bills were presented in the amount of \$151,183.51.

Councilmember Baker moved to approve payment of the bills. Councilmember Komnick seconded the motion. Discussion: No Discussion The motion was approved 4-0.

Public Comments: No Public Comments
New Business:

- a) **Consideration of a Resolution #5277** to affirm the Mayor's recommendation for appointments to various commissions and boards. **Councilmember Faber moved to approve. Councilmember Baker seconded. Discussion:** The Mayor stated that this was just a bit of house keeping and making sure the boards were current. **Motion passed 4-0**
- b) **Consideration of an Ordinance #4051** amending section 132.040 disturbing the peace and noise control established in the city of Kewanee code of Ordinances **Councilmember Komnick moved to approve. Councilmember Baker seconded the motion. Discussion:** Councilmember Faber just wanted to clarify that these were the changes previously discussed. Mayor Moore stated that was correct and changes were only the ones requested by the council. Keith Edwards wanted to clarify there is no decimal rating for the entertainment areas. **Motion passed 4-0**
- c) **Consideration of an Ordinance #4052** amending section 155.066 (a)(13), (14), (19), (33) and (46) b-1 business district, limited retail established in the City of Kewanee. **Councilmember Komnick moved to approve. Councilmember Baker seconded the motion. No Discussion Motion passed 4-0**
- d) **Consideration of an Ordinance #4053** amending section 155.067 (a)(3), (4), (5), (7) and (10) b-2 business district, general retail established in the City of

Kewanee. **Councilmember Faber moved to approve. Councilmember Baker seconded the motion.** No Discussion **Motion passed 4-0**

- e) **Consideration of an Ordinance #4054** amending section 155.069 (a)(6), (4), (5), (7) and (10) b-4 business district, established in the City of Kewanee. **Councilmember Komnick moved to approve. Councilmember Faber seconded the motion.** No Discussion **Motion passed 4-0**
- f) **Consideration of a Resolution # 5278** Neponset Fire Protection District Ambulance Agreement. **Councilmember Faber moved to approve. Councilmember Komnick seconded the motion.** Faber stated there really is not much to discuss other than the changes that were requested. Chief Shook did point out that there is a clause in there for the unforeseen expenses and their inflation. Chief Shook also stated that this is a 3-year term. Mayor Moore stated that from the beginning he has been a supporter of this Ordinance and stated that we have been a positive effect on Neponset and no negative affect on the City of Kewanee. **Motion passed 4-0**
- g) **Consideration of an Ordinance # 4055** to amend the City of Kewanee administrative code as it relates to residency requirements of employees not represented by collective bargaining units. **Councilmember Baker moved to approve. Councilmember Faber seconded the motion.** Mayor Moore stated that we have union contracted employees that can live outside the City limits and feels that benefit for all employees. Mayor stated that getting the best people is better than restricting the pool. Komnick said this is standard anymore with most businesses. **Motion passed 4-0**
- h) **Consideration a Resolution #5279** to authorize the City Manager to execute a side letter of agreement to the existing collective bargaining agreement with International Association of Fire Fighters Local 513. **Councilmember Komnick moved to approve. Councilmember Faber seconded the motion.** Komnick clarified that this is just making it more consistent. The Mayor stated this will benefit the fireman and the staff in getting just the one-time payment. **Motion passed 4-0**
- i) **Consideration of a Resolution #5280** accepting the lowest responsive and responsible bid from Laverdiere Construction, Inc. for project #21-03, 2021 sidewalk replacement program, in the amount of \$130,146.50. **Councilmember Faber moved to approve. Councilmember Baker seconded the motion.** Faber asked if this was the handicap corners. The City manager Bradley stated that is correct. The ADA compliant corners. Mayor Moore was concerned about keeping the business local and maybe not just the lowest bids. He was curious on the other council opinion. Mayor stated it is our job to retain the businesses we have but also be good stewards of the taxpayer monies. Baker agreed and Komnick spoke up regarding the additional 7k that local would cost. Bradley stated that Laverdiere would be starting the next morning. At this time Mayor stated that we really need to go with low bid to not holdup the progress. **Motion passed 4-0**
- j) **Consideration an Ordinance #4056** to amend section 51.097 wastewater service rates and charges of chapter 51 sewers of title v public works of the Kewanee City Code. **Councilmember Baker moved to approve. Councilmember Faber seconded the motion.** Faber stated that we have to start somewhere, and we have discussion this at past meeting. Komnick stated that this pretty minimal in the grants scheme of things. The proposed change would be \$3.00 the first year and \$1.50 every year following. With a total change of \$6.00 **Motion passed 4-0**

- k) **Consideration of a Resolution #5281** authorizing the City Manager to execute a three-year agreement with Henry County Humane Society for the maintenance and operation of the animal control facility. . **Councilmember Faber moved to approve. Councilmember Komnick seconded the motion.** Mayor Moore stated that there is additional information that he would like to see and wait till we have all member of the council present to vote. **Councilmember Komnick moved to table and seconded by Councilmember Faber Motion passed 4-0**

Council Communications:

- **Councilmember Komnick** wanted to start by thanking the Chief for the speed data and its importance. Chief Stepped up to explain how the sign is set and where. Komnick also spoke to the truck route issues on E street. Komnick counted 5 semis approx. a day on that street.
- **Councilmember Baker** wanted to inquire about Golf Carts in the City Limits and on the roads. Faber mentioned it was brought up 4 years ago and kind of died due not enough information. Chief Welgat stated they are used in other communities. Chief would like to get some research compiled for the council.
- **Councilmember Faber** asked about the old Brown Shoe building and the stuff that has fallen on the sidewalks. Newton stated that he has did not have a chance to speak with the owners and will investigate it. Faber was able to speak with Sheri Bustos at a meet and greet for the heads start program.

Mayor's Communications:

- Mayor Moore stated by wishing all the moms and moms to be a very Happy Mother's Day.
 - **Announcements: none**

Councilmember Faber moved to adjourn the meeting. Councilmember Komnick seconded the motion. The motion was approved 4-0. The meeting adjourned at 7:43 PM

SYS DATE:05/21/21

CITY OF KEWANEE
A / P W A R R A N T L I S T
REGISTER # 308
Friday May 21, 2021

SYS TIME:13:28
[NW1]

DATE: 05/21/21

PAGE 1

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 LEXISNEXIS RISK SOLUTIONS 1381734-2021043	01-21-549	CONTRACT FEE	87.50	87.50
01 ACCESS SYSTEMS 29244324	01-22-537	FIRE COPIER	135.56	67.78
29244324	01-21-537	POLICE COPIER		67.78
01 ADVANCED PLUMBING & MECHANICAL 18830	52-93-830.6	CLEANED LIFT STATIONS	2080.00	2080.00
01 ALL SEASONS LAWN CARE 379	01-65-549	WEED MOWING CONTRACT	60.00	60.00
01 ALTORFER INC PC020655677	62-45-612	SPARE PINS FOR BACKHOE	277.53	188.13
PC020655845	62-45-612	CREDIT FOR DROP		15.00-
PC020656807	62-45-613	WATER BACKHOE		104.40
01 AMEREN ILLINOIS D05112021	01-11-571	STREET LIGHTS	14913.33	6508.23
D05112021	01-52-571	PARKS		25.44
D05112021	51-93-571	WTP		6615.42
D05112021	52-93-571	WWTP		702.81
D05112021	54-54-571	FRANCIS PARK		54.46
D05112021	58-36-571	CEMETERY		114.01
D05112021	62-45-571	MUN BUILDINGS		892.96
01 AUCA CHICAGO MC LOCKBOX 615000109569	62-45-471	UNIFORMS	186.04	46.51
615000113048	62-45-471	UNIFORMS		46.51
615000116424	62-45-471	UNIFORMS		46.51
615000119865	62-45-471	UNIFORMS		46.51
01 AUTOMOTIVE ELECTRIC OF KEWANEE 69574	62-45-612	JETTER	83.14	83.14
01 B & B LAWN EQUIPMENT & CYCLERY 1158556	58-36-612	FERRIS PARTS	61.00	6.08
1159180	58-36-612	TRIMMER PARTS		10.09
1159290	58-36-612	FERRIS PARTS		27.88
277142	58-36-652	CEMETERY SUPPLIES		16.95
01 BEA OF ILLINOIS 2218787	51-93-512	FLOWMETER	12741.67	5830.00
2218804	52-93-512	FIX THE RAS		6911.67
01 BELL TRUCKING CO 3571	51-42-615	WATER DIVISION	446.25	255.00
3601	51-42-615	WATER DIVISION		191.25
01 BOCK INC 87	51-93-515	CONTRACT PAYMENT	57126.15	15273.09
87	52-93-515	CONTRACT PAYMENT		41853.06
01 BOCK'S EQUIPMENT & REPAIR INC 16287	52-93-653	POWER CUTTER	959.00	959.00
01 BREEDLOVE'S SPORTING GOODS 41223	58-36-652	CEMETERY MASKS	94.80	47.40

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
41255	58-36-652	CEMETERY MASKS		47.40
01 CEMETERY PETTY CASH D05042021	54-54-611	FUEL TANK	66.00	66.00
01 COLWELL, BRENT 23325	02-61-549	ELECTRICAL INSPECTION	100.00	50.00
23331	02-61-549	ELECTRICAL INSPECTION		50.00
01 CORE & MAIN LP N912427	51-42-615	WATER STOCK	2965.34	233.08
N947896	51-42-615	WATER STOCK		2035.00
N955479	51-42-615	WATER STOCK		573.06
0003733	51-42-615	WATER STOCK		124.20
01 CULLIGAN OF KEWANEE D05162021	51-93-619	WWTP LAB	66.11	66.11
01 E-QUANTUM CONSULTING LLC. 7251	01-11-549	ELECTRICAL CONSULTING	1400.00	350.00
7358	01-11-549	ELECTRICAL CONSULTING		350.00
7474	01-11-549	ELECTRICAL CONSULTING		350.00
7529	01-11-549	ELECTRICAL CONSULTING		350.00
01 EASTERN IOWA TIRE, INC 100105634	62-45-613	STOCK/I-67	390.64	390.64
01 ECOLOGY SOLUTIONS 707	57-44-573	SOLID WASTE DISPOSAL	45379.10	29526.38
738	57-44-573	SOLID WASTE DISPOSAL		15852.72
01 ENVIRONMENTAL RESOURCE ASSOCIA 967106	52-93-542	WWTP SAMPLES	585.30	585.30
01 FARM KING OF KEWANEE D04302021	52-93-654	PINE SOL	271.19	10.98
D04302021	01-22-652	GRIP ROPE		5.29
D04302021	58-36-652	CEMETERY SUPPLIES		47.91
D04302021	52-93-512	COUPLERS		16.56
D04302021	52-93-512	STEP SCREEN		8.97
D04302021	52-93-619	GORILLA TAPE		31.98
D04302021	62-45-652	SHOP SUPPLIES		15.76
D04302021	58-36-652	BUNGEY		16.78
D04302021	58-36-652	HEAD TRIMMER		83.97
D04302021	01-41-652	SIDEWALK REPAIR		32.99
01 FRIENDS OF THE ANIMALS 627823	01-21-539	SEMI MONTHLY PAYMENT	1333.33	1333.33
01 GUSTAFSON FORD 8506	62-45-513	CAR2	237.91	227.50
8524	62-45-613	CAR 2		10.41
01 THOMPSON TRUCK & TRAILER, INC X203033750:01	62-45-613	SANI 49/SANI A13-14	100.04	100.04
01 HAYES, RAY JR 6038	51-42-515	PUSH SPOILS	595.00	175.00
6048	52-43-515	PUSH SPOILS		420.00
01 HODGE'S 66 INC			1973.76	

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
57995	57-44-929	SPOTTER TRUCK/TOW		1095.00
58036	62-45-513	SANI 49		599.59
58061	62-45-513	ST 9		279.17
01 JET VAC ENVIRONMENTAL 3832	52-43-830	ATTATCHMENTS	1985.71	1985.71
01 KEWANEE GROUP 58218	01-11-541	TESTING AD	175.00	175.00
01 KING'S MATERIAL INC. KMI151094	51-42-615	CONCRETE BLOCK	925.52	925.52
01 LEMAN PRECAST 53629	52-43-615	MANHOLE RIZER	2051.00	2051.00
01 MARTIN BROS COMPANIES INC 784	52-43-615	CA 6 ROCK	7104.50	582.20
793	51-42-615	CITY OF KEWANEE		3163.65
793	52-43-615	B AND CA 6 ROCK		3163.65
798	01-41-582	HAULING CHARGES		195.00
01 MCI D05012021	01-21-552	POLCIE AND CD	117.54	66.49
D05012021	01-11-552	F&A		3.56
D05012021	01-41-552	PWD		20.05
D05012021	01-22-552	FIRE		6.15
D05012021	58-36-552	CEMETERY		2.36
D05012021	62-45-552	FLEET		4.22
D05012021	01-11-552	FEE		14.71
01 MED-TECH RESOURCE LLC 128636	01-22-612	MEDICAL SUPPLIES	1782.87	539.13
128795	01-22-612	MEDICAL SUPPLIES		85.37
1289687	01-22-612	MEDICAL SUPPLIES		1158.37
01 MENARD'S 56660	01-41-652	CUT BLADE	1117.19	13.96
56875	57-44-652	SUMP PUMP		386.94
56875	01-41-652	STREET TOOLS		59.95
57075	01-41-652	STREET SUPPLIES		48.94
57208	01-41-652	STREET SUPPLIES		62.78
57232	01-41-652	STREET SUPPLIES		23.98
57244	01-41-652	SIDWALK PROJ		74.98
57252	58-36-652	CEMETERY SUPPLIES		19.26
57325	01-41-652	STREET SUPPLIES		23.97
57328	01-52-652	GARBAGE BAGS		12.99
57438	38-71-611	CITY HALL SUPPLIES		37.38
57456	38-71-611	CITY HALL SUPPLIES		67.48
57519	52-93-512	CABLE CLAMPS		54.85
57601	01-41-652	STREET AND WATER PROJ		35.88
57612	54-54-652	FP SUPPLIES		63.40
57639	52-93-512	QUICK LINKS		32.11
57640	54-54-652	FP SUPPLIES		6.29
57687	01-41-653	TAPE MEASURE		23.10

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
57763	01-41-614	STREET PROJ		68.95
01 MICA			452638.00	
21-22 PREM	14-11-591	21-22-LIAB INS PREM		472638.00
21-22-PREM	14-11-591	EQUITY DISBURSEMENT		20000.00-
01 MICHIG ENERGY LTD			9194.89	
3047967	58-36-655	CEMETERY GAS		406.17
3065633	58-36-655	CEMETERY DIESEL		172.85
529300	58-36-655	CEMETERY GAS		562.49
554477	58-36-655	CEMETERY DIESEL		214.62
6082390	58-36-655	CEMETERY GAS		409.52
D04302021	01-41-655	PW		325.30
D04302021	51-42-655	WATER		650.60
D04302021	52-43-655	SEWER		325.30
D04302021	52-93-655	WWTP		121.99
D04302021	01-22-655	FIRE		40.66
D04302021	01-21-655	POLICE		2439.74
D04302021	52-43-655	ENGINEERING		40.66
D04302021	01-65-655	COMM DEV		121.99
D04302021	01-41-655	PW		706.23
D04302021	51-42-655	WATER		33.63
D04302021	57-44-655	SANITATION		2085.06
D04302021	01-22-655	FIRE		538.08
01 MIDWEST WHEEL COMPANIES INC			57.60	
2367239-00	62-45-613	CREDIT		89.90-
2382614-00	62-45-613	ALL TRUCK STOCK		147.50
01 MOORE TIRES KEWANEE			914.43	
K53226	62-45-513	W54		29.40
K53503	62-45-513	CAR 3		101.74
K53504	62-45-613	POLCIE STOCK		625.52
K53674	62-45-512	I67/ST 21/ECOD 86		157.77
01 MOTOROLA - STARCOM21 NETWORK			41172.05	
1187052142	01-22-830	RADIOS		41172.05
01 O'REILLY AUTOMOTIVE STORES, IN			507.54	
1143-448862	57-44-652	STREET AND SANI DEPT		249.50
1143-451696	54-54-652	CHLORINATOR		40.19
1143-451752	62-45-612	JETTER		5.72
1143-4523752	52-93-653	TORCH		159.99
1143-452476	62-45-612	CAR 4 AND 5		12.18
1143-452672	01-52-652	GLOVES		14.99
1143-452878	62-45-612	AIR COMPRESSOR PART		12.98
1143-453321	62-45-830	TOOLS		11.99
01 OFFICE SPECIALISTS INC			21.60	
1105265-0	52-93-654	SUPPLIES		21.60
01 PATRICK O FICKLING			6504.48	
5126	01-65-518	CONTAINERS/PLANTERS		6165.48
5127	01-65-518	CONTAINERS/PLANTERS		339.00
01 PAXTON, FRANK			225.40	

PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
D04262021	51-42-561	CLASS C LICENSE		10.00
D05012021	51-42-473	CLOTHING		215.40
01 PDC LABORATORIES INC I9462838	51-93-542	COLIFORM/ECOLI	60.00	60.00
01 PEST DOCTOR 31732	54-54-580	FRANCIS PARK	125.00	125.00
01 POLICE PETTY CASH PPC 05052021	01-11-929	DEPARTMENT PHOTOS	56.26	50.00
PPC 05182021	01-21-652	GATE KEYS		6.26
01 RATLIFF BROS & CO 16150	52-43-850	SEWER REPAIRS	12870.00	12870.00
01 RDJ SPECIALTIES INC 114287	01-22-658	PLASTIC BADGES	288.94	288.94
01 S&S INDUSTRIAL SUPPLY 5200476 RI	62-45-652	VINYL ERASER	200.45	105.60
5213026 RI	62-45-652	SUPPLIES		94.85
01 SAY IT! SIGNS 4140	39-73-840	FIRE ROLLING STOCK	650.00	650.00
01 SOUTH PARK PSYCHOLOGY 297192	01-22-455	A KOONTZ	350.00	350.00
01 TERRY D. HALL D04302021	52-43-511	PW FENCE	335.31	335.31
01 THYSSENKRUPP ELEVATOR CORP 3005901276	38-71-549	ELEVATOR MAINTENANCE	1041.63	1041.63
01 TOWER EQUIPMENT 201	51-42-653	CONCRETE TOOLS	193.00	63.00
210	51-42-653	CONCRETE TOOLS		52.00
231	51-42-653	CONCRETE TOOLS		78.00
01 TRIANGLE CONCRETE INC 9980	52-43-850	SEWER REPAIRS	9093.75	9093.75
01 UMB BANK, NA D04162021	31-71-720	2012 BOND INT	35912.50	35912.50
01 VERIZON WIRELESS 9878988870	01-22-552	CELL SERVICE	115.11	115.11
01 STATE BANK OF TOULON - VISA D05022021 VK	62-45-612	SEWER EQUIPMENT	2490.06	357.69
D05022021 VK	62-45-613	POLICE SCU 590		128.75
D05022021 VK	62-45-652	MENARDS		169.42
D05022021 CITY	01-11-939	FEE/INTEREST		47.08
D05022021 CITY	01-21-652	SIRCHIE		23.90
D05022021 GB	01-11-537	ADOBE		168.90
D05022021 KN	38-71-611	WALMART		183.00
D05022021 KN	01-41-652	PW LUNCH		121.17
D05022021 KN	57-44-651	RECEIPT PRINTER		356.28
D05022021 KS	01-22-561	S WELGAT EMT 1		31.00
D05022021 KS	01-22-655	GAS		16.42
D05022021 KS	01-22-561	PARAMEDIC APPLICATION		152.00

SYS DATE:05/21/21

CITY OF KEWANEE
A / P W A R R A N T L I S T
REGISTER # 308SYS TIME:13:28
[NW1]

DATE: 05/21/21

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
D05022021 NW	01-21-513	ULTIMATE DETAIL		90.00
D05022021 NW	01-21-455	JOTFORM		39.00
D05022021 PARK	58-36-655	CEMETERY GAS		36.01
D05022021 RJ	01-11-929	SOS STICKERS		154.40
D05022021 RJ	01-41-929	SOS STICKERS		308.80
D05022021 RJ	01-11-537	MICROSOFT		106.24
01 WAGER'S LAWN SERVICE INC.			80.00	
18139	01-52-618	MILL CREEK LOT		80.00
01 WILLIAMS JR, BILLY R			80.00	
D04112021	58-36-473	BOOT ALLOWANCE		80.00
** TOTAL CHECKS TO BE ISSUED			735153.02	

SYS DATE:05/21/21

CITY OF KEWANEE
A / P W A R R A N T L I S T
REGISTER # 308
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[NW1]

DATE: 05/21/21

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
GENERAL FUND			66314.39	
ECONOMIC DEVELOPMENT			100.00	
INSURANCE FUND			452638.00	
NHR SALES TAX INFRASTRUCTURE IMP			35912.50	
CAPITAL MAINTENANCE/MUN. BLDG.			1329.49	
ACQUISITION FUND			650.00	
WATER FUND			36623.01	
SEWER FUND			84418.45	
FRANCIS PARK			355.34	
SANITATION			49551.88	
CEMETERY FUND			2321.75	
CENTRAL MAINTENANCE			4938.21	
*** GRAND TOTAL ***			735153.02	
TOTAL FOR REGULAR CHECKS:			733,819.69	
TOTAL FOR DIRECT PAY VENDORS:			1,333.33	

DATE: 05/21/21

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A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO REG# INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
01 PROFESSIONAL BILLING SERVICES	05/19/21	176	2032.32	
537 APRIL-21	01-22-579	BILLING CHARGES		2032.32
15 GALESBURG BUILDERS SUPPLY	05/19/21	1081	2388.75	
537 34058	15-41-514	COLD PATCH		2388.75
15 IMEG CORPORATION	05/19/21	1082	20561.00	
537 21-00110-00-PV-	15-41-514	MFT FUNDS LYLE/ELM		20561.00
74 SISCO	05/19/21	ACH 0509	969.19	
537 D05072021	74-14-451	DENTAL/VISION CLAIMS		969.19
** TOTAL MANUAL CHECKS REGISTERED			25951.26	

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REPORT SUMMARY

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CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	735153.02	2032.32	737185.34
15	.00	22949.75	22949.75
74	.00	969.19	969.19
TOTAL CASH	735153.02	25951.26	761104.28

DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	66314.39	2032.32	68346.71
02	100.00	.00	100.00
14	452638.00	.00	452638.00
15	.00	22949.75	22949.75
31	35912.50	.00	35912.50
38	1329.49	.00	1329.49
39	650.00	.00	650.00
51	36623.01	.00	36623.01
52	84418.45	.00	84418.45
54	355.34	.00	355.34
57	49551.88	.00	49551.88

DATE: 05/21/21

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A/P MANUAL CHECK POSTING LIST					
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)					
PAYABLE TO	CHECK DATE	CHECK NO	AMOUNT		
REG# INV NO	G/L NUMBER	DESCRIPTION			DISTR
DISTR	CHECKS TO	REGISTERED	TOTAL		
FUND	BE ISSUED	MANUAL			
58	2321.75	.00	2321.75		
62	4938.21	.00	4938.21		
74	.00	969.19	969.19		
TOTAL DISTR	735153.02	25951.26	761104.28		

CITY OF KEWANEE CITY COUNCIL AGENDA ITEM		
MEETING DATE	May 24, 2021	
RESOLUTION OR ORDINANCE NUMBER	Resolution # 5281	
AGENDA TITLE	Consideration of a resolution authorizing the City Manager to execute a three-year agreement with the Henry County Humane Society for the operations of the animal control facility.	
REQUESTING DEPARTMENT	Kewanee Police Department	
PRESENTER	Nicholas Welgat, Chief of Police	
FISCAL INFORMATION	Cost as recommended:	variable
	Budget Line Item:	N/A
	Balance Available	N/A
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	Authorizes the City Manager to execute an agreement with the Henry County Humane Society for the maintenance and operations of the animal control facility.	
BACKGROUND	A request for proposal was issued for the maintenance and operation of the animal control facility. The City received responses from the Henry County Humane Society and the Friends of the Animals. The Henry County Humane Society submitted the lowest bid of \$30,000 (Year 1), \$30,000 (Year 2) and \$30,900 (Year 3). The bid from the Friends of the Animals was \$33,000 (Year 1), \$33,000 (Year 2), and \$33,300 (Year 3).	
SPECIAL NOTES	N/A	

ANALYSIS	<p>The City Manager, City Clerk, and Chief of Police opened and reviewed the two submitted bids. After review, it was a consensus that the Henry County Humane Society presented the bid best suited for the City's request. The decision to recommend the proposal from the Henry County Humane Society is based on overall cost, experience of their board and employees, additional facilities, and their professional operation. The Henry County Humane Society will staff the facility 7 days a week for two shifts per day. The proposal amount included amounts for salaries for employees of the Henry County Humane Society, as well as payment of all veterinary bills, insurance and supplies for running the facility including food. The Henry County Humane Society also has the benefit of having the Kewanee Animal Shelter on the same property as the City animal control facility to easily transport animals between the two facilities. They are a registered 501(c)(3) nonprofit organization and are managed by a board comprised of highly qualified and experienced board members. They hold regularly scheduled board meetings that are open to the public. This board of Henry County Humane Society has shown to keep detailed records for the animals and excellent accounting records for their operations.</p>
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Staff recommends approval.
PROCUREMENT POLICY VERIFICATION	RFP issued
REFERENCE DOCUMENTS ATTACHED	Proposals submitted by respondents.

KEWANEE POLICE DEPARTMENT

401 East Third Street Kewanee, Illinois 61443

PHONE (309) 853-1911-FAX (309) 852-0948



ADMINISTRATION

Chief of Police-
Nicholas P. Welgat

OPERATIONS

Lt. William Rivord

PATROL DIVISION

Sgt. Justin Reed
Sgt. Michael Minx
Sgt. Jason Gibbs
Ofc. Chris Woods
Ofc. Roy Carpenter
Ofc. Eric Hamilton
Ofc. John Gearhart
Ofc. Tim Bryner
Ofc. Eric Peed
Ofc. Shaun Gruszczyka
Ofc. Rosamaria Rushing
Ofc. Alexander Paulsen
Ofc. Dalton Kuffel
Ofc. Kellen Daniels
Ofc. James Mock
K9 Rosco

INVESTIGATION DIVISION

Sgt. Stephen Kijanowski
Det. Rosa Rushing
Det. Andrew Kingdon
Insp. Shawn Lay BATF

HOUSING DIVISION

Ofc. Matthew DeClercq
Ofc. Andrew Slusser
Ofc. Dylan Galloway

TELECOMMUNICATIONS

Jenni Boelens, 911 Supv.
Robyn Hill
Troy Dennison
Amber Dwyer
Ashley Schriver
Breanne Bryner
Jennifer Orvis

Recommendation for the Animal Control Facility RFP

After reviewing the two submitted proposals for the RFP sent out by the City of Kewanee to solicit bids to operate the Animal Control Facility, it is a unanimous recommendation that the City choose the bid submitted by the Henry County Humane Society. Upon the initial opening and review of the bids, the City Manager, the City Clerk, and the Chief of Police reviewed the submitted bids. These individuals all agreed that upon the preliminary examination, the Henry County Humane Society presented the best bid.

A detailed scoring of the two submitted proposals was also conducted by a group comprised of the three highest ranking officers in the Kewanee Police Department that consisted of the Chief of Police, the Lieutenant, and the Investigations Sergeant. All three individuals are familiar with RFP's and how to score proposals based upon the requirements set forth in the RFP. They also have extensive experience working with both groups that submitted proposals. The fourth individual that participated in the scoring of the proposals was Keith Edwards, Director of Community Development for the City of Kewanee. Keith has intimate knowledge towards the working of the Animal Control Facility as he supervised the animal control and community service division for many years. He is also very familiar with the process of RFP's and scoring submitted proposals. The results of the scoring of the proposals were that all four individuals scored the proposal from the Henry County Humane Society as the top proposal. The total composite score was 376 out of a possible 400 points for the Henry County Humane Society compared to 290 out of a possible 400 points for the Friends of the Animals proposal.

Some of the main factors in the scoring included the details of the scope of the work, qualifications and experience, completeness of the proposal and the overall cost. The proposal from the Friends of the Animals lacked some of the required documents and information. Their proposal did not contain an actual Letter of Transmittal that was signed. It did not provide the requested information as to the understanding of the project or provide any specific details of their capabilities and how they will address the listed scope of work provided in the RFP. Their proposal also did not provide an insurance certificate, but instead provided only an insurance invoice that payment was due from 6/19/20. The overall cost to the City for the Friends of the Animals proposal for the first three years was \$99,000.00.

The proposal from the Henry County Humane Society provided every requirement that was listed in the original RFP in their proposal. Their proposal included a thorough Letter of Transmittal that was detailed to their experience, their professionalism, and abilities as an organization. The Henry County Humane Society also provided a thorough detailing of how they address each individual item listed in the scope of work in the RFP. Their complete proposal left no doubt as to how their organization will operate the facility and provide an efficient service for the City of

KEWANEE POLICE DEPARTMENT

401 East Third Street Kewanee, Illinois 61443

PHONE (309) 853-1911-FAX (309) 852-0948

Kewanee. The overall cost to the City for the Henry County Humane Society proposal for the first three years was \$90,900.00.

Other concerns with selecting the Friends of the Animal proposal is related to issues that City staff have had with the current staff of the Animal Control Facility. Currently, we have had animals in our Facility for more than the number of days we are required to hold them. Administration has also had to speak with current staff about having “office pets” at the Animal Control Facility. There have also been several instances of the current staff at the Animal Control Facility refusing to take feral cats from citizens within city limits. KPD officials have reminded staff that all cats and dogs captured in city limits, both domesticated and feral, will be taken in by the City. We do not refuse to take in feral cats if captured. Another concerning incident includes current staff releasing a pit bull that was placed on quarantine in the pound after biting a person in the face because they said the animal was mean. This was in direct violation of our city ordinance concerning face bite victims as we are mandated to quarantine the animal for ten days in our facility. Additionally, the current staff has been sending bills from the veterinary clinic for animals that were treated or euthanized while in control of the Animal Control Facility. These bills were being sent directly to the City Clerk to be paid. The last RFP, which is the same as the current RFP, clearly identifies that the operator of the Animal Control Facility is responsible for all medical bills related to animals from the Animal Control Facility. In the last fiscal year, the current staff had an additional \$852.14 in medical bills sent to the City Clerk to be paid by the City of Kewanee. Lastly, members of the City administration have had to speak with current staff numerous times about using the City of Kewanee social media account to post inappropriate comments, unfounded claims, and falsehoods.

Additional factors as to why the Henry County Humane Society would be the best fit for the City is they are comprised of a board that is completely made up of volunteers. Their proposal is viewed as a local organization providing a service with no personal financial gain. They also occupy the facility directly next door to the City Animal Control Facility which provides a nice incentive to easily transport animals between the two facilities. It will also provide an efficient process to allow their organization to foster and adopt any unclaimed animals from the City Animal Control Facility. The City does not wish to house animals in our Animal Control Facility longer than necessary by law. We are not a shelter and do not adopt out animals or foster animals.

As stated in Attachment A of the RFP, “Proposals should be as thorough and detailed as possible so that the City may properly evaluate the Proposer’s capabilities to provide the required services.” Close examination of both proposals show that based upon the requirements set forth in the RFP, the proposal from the Henry County Humane Society was superior in every aspect. Review of both organizations, their submitted proposals, and current practices would lead any reasonable person to believe that the contract should be awarded to the Henry County Humane Society. We can in no way claim to be good stewards of taxpayer funds and their best interest if we do not choose the submitted proposal from the Henry County Humane Society.

Respectfully,

Nicholas Welgat
Chief of Police



HENRY COUNTY HUMANE SOCIETY

197 Fischer Ave., PO Box 695, Kewanee, IL 61443
www.hchskewaneshelter.org
(309) 852-0040

LETTER OF TRANSMITTAL:

RE: REQUEST FOR PROPOSAL: ANIMAL CONTROL FACILITY MANAGEMENT & OPERATIONS SERVICES - CITY OF KEWANEE

Dear Sirs

We believe that the HCHS-Kewanee is, by far, the City's best choice for operating the Animal Control (AC) Facility. We have a unique combination of qualifications, experience and capabilities to guarantee that the City will receive a competent, cost effective and trouble-free service. The City will have peace of mind that their AC Facility is being managed to professional standards in every facet of its operations.

Our track record underscores this conviction. It is our belief that our management team can achieve for the City's AC Facility the same standard of professionalism that it has achieved for the HCHS-Kewanee Animal Shelter over the past 3 years.

Per illustration of our abilities, after we took over the management of the HCHS-Kewanee Animal Shelter in May 2018, we invested in an intense period of re-organization and rehabilitation. The building was repaired, made safe and vastly improved, as were the outside yards. All documentation had to be created from scratch and all processes, procedures and protocols had to be researched, tested and established. We have received excellent reports from the Department of Agriculture over the past 3 years.

Importantly, much effort was invested into restoring the image and reputation of the HCHS-Kewanee Chapter as, without community support, our organization will cease to exist.

We believe in doing things right, the first time. We are proactive and responsive to the needs of both the animals in our care as well as potential adopters. Our flexible approach enables us to quickly respond to changing circumstances. We always aim for continuous improvement of our services and skills.

Through this proactive approach, we have rehomed hundreds of animals over the past 3 years, indeed, more than in the history of the Kewanee Animal Shelter. We have demonstrated that our management team has the depth and breadth of financial and management skills to successfully run a business.

Our current length-of-stay for animals averages about 15 days, which is frequently much longer than we need to rehome an animal, but often, the delay is due to having to wait for vet appointments. These exceptionally short length-of-stay statistics are as a result of our proactive approach to getting animals healthy and rehomed.

Our Board of Directors and employees follow a code of conduct and uphold our ethical standards. We have rebuilt the reputation of the HCHS-Kewanee Chapter within the community and this has spread far and wide, to the extent that we have many adopters who drive from hours away, to *specifically* come adopt from us.

We have built strong relationships with other animal shelters and rescue groups and the Henry County Animal Control facility as well as with the Veterinary Sciences Department of Black Hawk College East Campus. We have proven that good relationships with others in the animal industry as well as with the community and businesses, all contribute to the success of the HCHS-Kewanee Chapter.

Given the opportunity, we can do the same for the City's Animal Control Facility.

We trust that our business proposal and bid will receive your favorable consideration.

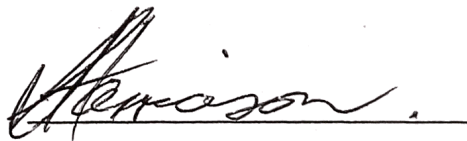
Yours faithfully,

LOUISE HARRISON

Title: President

Mobile: [REDACTED]

Email: [REDACTED]

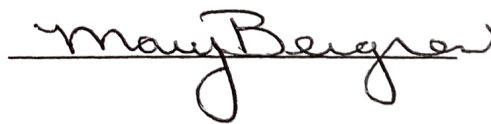


MARY BERGREN

Title: Treasurer

Mobile: [REDACTED]

Email: [REDACTED]



Authorized signatories for contract negotiation, signature and term of contract for Contractor:

The Henry County Humane Society – Kewanee Chapter
Owner & operator of The Kewanee Animal Shelter
197 Fischer Avenue / PO Box 695, Kewanee, IL, 61443

Date:

May 4th, 2021

1 Detailed scope of work for the Animal Control (AC) Facility

Below, each section of the 'Detailed Scope of Work' is addressed, along with specific details of how we intend to meet the matter and the proposed method of compensation, as set out in the RFP:

A Animal services:

We will provide the City a highly competent service in all aspects of operating the Animal Control (AC) Facility. We guarantee that the structure, grounds, spaces and equipment will be well cared for. We will ensure that the premises comply with all laws and requirements, just as we currently do for the Kewanee Animal Shelter.

We have successfully rehabilitated and re-homed hundreds of animals over the past 3 years, and are well-versed in the challenges involved and the best ways to do this. We assure the City that all liaison with the public - be it in person, by telephone, or via social media platforms - will be performed to professional standards, in order to maintain and enhance the City's public image and reputation.

At intake, all animals will be evaluated for their medical, nutritional and emotional needs, and then provided with the care that their individual needs dictate - we do not subscribe to a 'one-size-fits-all' approach.

The RFP mentions 'animal body storage and removal'. All euthanizations will take place at the vet clinic, which will properly dispose of animal remains. Should an animal die at the AC Facility, its remains will be disposed of according to the applicable state and federal laws.

B Standards of care:

The HCHS-Kewanee Animal Shelter is operated at standards that well exceed the minimum requirements of the State of Illinois and the Department of Agriculture. These same high standards of operation will be applied to the City's AC Facility. Over the past 3 years, we have received excellent evaluation reports from the Department of Agriculture.

C Minimum hours of operation:

It is our intention to tailor the AC Facility's public hours to best serve the public. We believe the AC Facility should have a range of public hours to make it easy for people to claim their animals. We anticipate that the public hours will coincide with those of the Kewanee Animal Shelter, which are usually from 8am - 11am and 5pm-7pm, 365 days a year, as well as by appointment.

D Condition of AC Facility:

We have strict protocols in place at HCHS-Kewanee Animal Shelter to ensure the effective sanitization of all living and play areas, soft furnishings, toys, feeding dishes and equipment. The special disinfectants we use are of professional grade and are highly effective in preventing the spread of disease between animals. Furthermore, universal precautions are incorporated in our daily cleaning routines and our staff are trained thoroughly.

We are experienced in providing proper and adequate nutrition to the animals in our care. Our aim is to get animals healthy and to keep them healthy and happy. Effective sanitization, medical care, nutrition, exercise and humane stewardship all contribute to the health of the animals in our care.

Capacity:

In our view, the overcrowding of animals will always result in negative consequences, and is, therefore, to be avoided. By using the principles of managed intake, we will ensure that the capacity of the AC Facility is never exceeded. For example, owner surrenders will not be accepted at the AC Facility, but will be referred directly to the Kewanee Animal Shelter. Also, unclaimed animals at the AC Facility will be transferred to the Kewanee Animal Shelter or, if we are at full capacity, be transferred to other shelters.

E Exercise of animals:

By following the same protocols as those of the Kewanee Animal Shelter, we will ensure that dogs get sufficient attention and playtime outside and that cats are handled and socialized daily. Animals are also provided with various forms of enrichment of their environment.

F Euthanasia of animals:

The City wishes to achieve a 'low-kill' facility, which is in line with the general, national trend. It is also perfectly in line with the 'no-kill' mission of the HCHS-Kewanee Chapter. We have never euthanized an animal as a result of not being able to rehome it and do not view euthanization as an alternative to rehoming.

Euthanization is viewed as a last resort, and is reserved for animals who are in severe pain, or suffer from an unrecoverable disease, or are a danger to humans or other animals, or have no hope of a decent quality of life.

Decisions to euthanize are always made in conjunction with our veterinarian, and only on the advice of our veterinarian.

G Un-adopted / unclaimed animals:

HCHS-Kewanee Chapter agrees with the City's intent to pass ownership of all unclaimed, impounded animals to the HCHS-Kewanee Chapter after the City's 5-day hold period. It is our intent to rehome such animals, but we reserve the right to transfer certain animals to another shelter or rescue, if we believe it is in that animal's best interests to do so.

H Veterinary services:

The HCHS-Kewanee Chapter undertakes to provide humane treatment of all animals while in the care of the City AC Facility. This will include basic first aid services and licensed veterinary care for sick and injured animals.

I Return to owner:

The HCHS-Kewanee Chapter undertakes to make every attempt to promptly identify and notify the owners of impounded animals. We have much experience in this regard. Our Facebook page is our primary method of contact with the public. Our courtesy listings of lost animals have met with great success in the past.

The proximity between the AC Facility and the Kewanee Animal Shelter is another important benefit that we can offer. We believe this will make matters more convenient for all and less confusing for the community.

J Scanning for microchips:

We would utilize the microchip scanner that is currently at the AC Facility to aid in identifying and tracing the owners of impounded animals.

K Adoption program:

Animals that are unclaimed at the AC Facility will be transferred to the Kewanee Animal Shelter to be prepared for, and made available for adoption. All outstanding medical services will be provided at that time, for example sterilization, rabies vaccinations, microchipping.

L Disposal of animals:

- As required by the City, all animals will be held for a minimum of 5 days.
- Impounded animals that are on rabies hold will be held for the required rabies quarantine (usually, for 10 days) and then either returned to their owner or transferred to the Kewanee Animal Shelter.
- Animals on hold for biting will be evaluated for their fitness to be adopted.
- HCHS-Kewanee Chapter agrees that the disposal of animals as well as the disposal of animal remains will always comply with the applicable state and federal laws. Any decision to euthanize will be made by our veterinarian.
- The HCHS-Kewanee Chapter will use all available avenues attempt to reunite animals with their owners, failing which, the ownership of unclaimed animals will be transferred to Kewanee Animal Shelter, where they will be rehomed, fostered or transferred to another rescue or animal shelter.
- The protocols of the HCHS-Kewanee Chapter will be followed for all adoptions. These protocols include accurate record-keeping and compliance with state and federal laws concerning required medical treatments and services.

M Audit, records & reports:

- The HCHS-Kewanee Chapter agrees to keep accurate records of all animals entering the AC Facility, and to safeguard such records for a minimum of two years.
- The HCHS-Kewanee Chapter agrees to submit to the City, a monthly report containing all information as required and enumerated by the City in its RFP.
- The RFP mentions the Contractor will be required to maintain records and accounting of any fees collected by it. However, in the questions submitted to the RFP committee regarding this matter, the reply was that the KPD, and not the Contractor, will be handling fees.

N Animal Control Facility operating costs:

It is agreed that unless otherwise stated, the operating costs for the AC Facility will be the responsibility of the HCHS-Kewanee Chapter.

**ATTACHMENT A
SUBMISSION FORMS
REQUEST FOR PROPOSAL
Animal Control Facility Management and Operations Services
City of Kewanee**

Submittal Due Date: Wednesday May 5th, 2021 @ 2:00 PM

Please include an original along with 3 copies of all requested information. Please bind copies as appropriate.

Submit these completed RFP Submittal sheets, signed and filled out as required, followed by Proposer's complete response to this solicitation. Proposals should be organized in the order in which the requirements are presented in this RFP. All pages of the proposal should be numbered. Proposals should be as thorough and detailed as possible so that the City may properly evaluate the Proposer's capabilities to provide the required services.

PROPOSER:

Name and Address:

Henry County Humane Society- Kewanee Chapter
197 Fischer Ave / P.O. Box 695
KEWANEE, IL 61443

Phone: [REDACTED] FAX: —

Email: (if applicable): Louise@thesouthpale.co.za

Date: 4 May 2021

By: *Louise Harrison* *Mary Bergren*
 Signature in Ink

Name: LOUISE HARRISON Mary Bergren
 Please Print

Title: PRESIDENT Treasurer

****Proposer may be asked to provide one year of financial reports with Submission documents.****

1. Business Classification (check or specify all that apply):
☐ Individual
☐ Partnership
☐ Corporation
☐ Women or Minority Owned
☒ Non-Profit Section 501(c)(3)
2. Name of Owner: N/A
3. Does proposer maintain the minimum insurance as specified in the Terms & Conditions or is the proposer willing and able to obtain such?
Yes: ☒ No: ☐
Insurance Broker Name: Leezer Agency. Copy of Insurance
Phone: [REDACTED] Fax: [REDACTED] attached.
4. Are there claims pending against this insurance policy? Yes: ☐ No: ☒
If yes, describe:
5. Has entity been in bankruptcy, reorganization or receivership in the last five years?
Yes: ☐ No: ☒
6. Has entity been disqualified by any public agency from participation in public contracts?
Yes: ☐ No: ☒
7. Is the entity the subject of, or been the subject of, any investigations or audits by any agencies having regulatory status over the company's operations? Yes: ☐ No: ☒
8. Is the entity licensed for doing business in Illinois? Yes: ☒ No: ☐
9. Does the entity agree that all assigned representatives shall agree to submit to a background investigation, if required by the City? This would only be requested of the winning proposer that enters into a contract.
Yes: ☒ No: ☐



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/06/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Leezer Insurance Agency, Inc 127 W. Main St. PO Box 129 Toulon, IL 61483	CONTACT NAME: Art Nutzhorn	
	PHONE (A/C, No, Ext): (309) 286-2221 FAX (A/C, No): (309) 286-2041	
	E-MAIL ADDRESS: Art@leezeragency.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: The Nonprofits Insurance Alliance	A0166
	INSURER B: AmTrust North America, Inc.	A0138
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			2019-56202	07/21/2020	07/21/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			2019-56202-UMB	07/21/2020	07/21/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	TARIL1027828	07/30/2020	07/30/2021	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Accident Insurance			MHH010307	07/21/2020	07/21/21	Aggregate Limit 1,000,000 Accidental Death 50,000 Excess Medical 250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance

CERTIFICATE HOLDER

CANCELLATION

City of Kewanee
401 E. Third Street
Kewanee, IL 61443

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

ATTACHMENT A:

EMPLOYEE EXPERIENCE AND QUALIFICATIONS

1 List of paid positions and number of employees in each position:

- 1.1 The only paid position we have at the Kewanee Animal Shelter, and plan to have at the AC Facility, is that of "Animal care attendant".
- 1.2 Our employees receive continual training; they are competent and reliable and provide excellent and humane care of all animals in our facility.
- 1.3 We plan to run 2 shifts per day, with one paid employee per shift.
- 1.4 Our employees are all part-time.

Herewith a list of our current employees:

Anna Cone
Brooklyn Pickering
Kaitlin Morales
Sue Gruszczyka
Gage Behnke
Tressa Rogers

2 List of the experience and qualifications of supervisory personnel:

All management and supervision will be performed by the Board of Directors of the HCHS-Kewanee Chapter, who are all unpaid volunteers. We believe in a hands-on approach and will be intimately involved with the day-to-day business management, care of animals and public liaison.

2.1 The officers on the Board of Directors are as follows:

2.1.1 Louise Harrison

Joined the Board of Directors of Henry County Humane Society-Kewanee Chapter in 2015 and has served as its President since 2018. She holds a degree in Conservation Ecology & Biology and has a Master of Business Administration degree, with broad business experience.

2.1.2 Sue Sagmoen

Owner of Heartfelt Gift store, Kewanee, for 30 years. Retired teacher. Has served as Vice President of the HCHS-Kewanee since 2018. Manages payroll for the Kewanee Animal Shelter.

2.1.3 Mary Bergren

Graduate of Kewanee High School and holds a BA degree from Western Illinois University. She is a licensed Nursing Home Administrator and was employed by Henry County at Hillcrest Home for 38 years, until her retirement. Mary became an active volunteer for the Kewanee Animal Shelter in 2016 and became a member of the Board of Directors in 2017. She has served as Treasurer since 2018.

2.1.4 Cheryl Powell

Owner of Personal Touch Styling Center in Kewanee, for more than 25 years. Currently serving as secretary on the Board of Directors of the HCHS-Kewanee Chapter, and is actively involved in the Fundraising Committee.

3 How many active volunteers do you have and how do you recruit volunteers?

We have numerous active volunteers, ranging from those who give hands-on help in caring for animals and cleaning at the Kewanee Animal Shelter, to those who help with fundraising events, adoption events, the transport of animals to events and the vet, as well as volunteers who assist with building and yard maintenance and technical issues. We also have volunteers who foster animals in need, and volunteers who help to train animals that need specialized help.

Many businesses in Kewanee and other towns support the HCHS-Kewanee Chapter by generous donations of money and supplies, and by inviting us to participate in fundraising and adoption events on their premises.

ATTACHMENT A:

PROPOSAL PRICING

Declaration:

By our signatures below, we agree to comply with all the provisions of this Contract. We further understand any breach of the Contract entitles the City of Kewanee, a governmental entity, to declare the Contract null and void, within ten days after receipt of notice of breach.

Proposed fee schedule:

Proposed fee schedule for the next 5-year period to operate the AC Facility according to the Terms, Conditions and Scope of Services, as specified herein:

Year 1	Year 2	Year 3	Year 4 *(Conditional)	Year 5 *(Conditional)
\$30,000	\$30,000	\$30,900 (i.e., \$30,000 plus 3% increase)	Negotiable	Negotiable

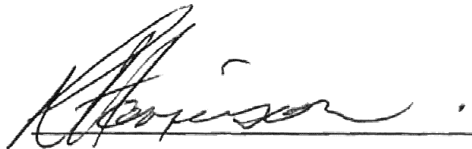
Authorized signatories for contract negotiation, signature and term of contract:

LOUISE HARRISON

Title: President

Mobile: [REDACTED]

Email: [REDACTED]

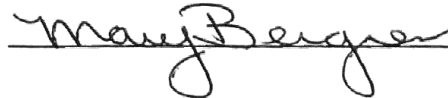


MARY BERGREN

Title: Treasurer

Mobile: [REDACTED]

Email: [REDACTED]



Company:

The Henry County Humane Society – Kewanee Chapter
Owner & operator of The Kewanee Animal Shelter
197 Fischer Avenue / PO Box 695, Kewanee, IL, 61443

Date:

May 4th, 2021

FORM NFP 102.10 (rev. Dec. 2003)
ARTICLES OF INCORPORATION
General Not For Profit Corporation Act

Secretary of State
Department of Business Services
501 S. Second St., Rm. 350
Springfield, IL 62756
217-782-9522
www.cyberdriveillinois.com

FILED

SEP 25 2018

**JESSE WHITE
SECRETARY OF STATE**

FILE #: 71994147

BLA

FEE: \$50.00

INTENT: 060

COUNTY: 037

Remit payment in the form of a
cashier's check, certified check,
money order or Illinois attorney's
or C.P.A.'s check payable
to Secretary of State.

File # _____ Filing Fee: \$50 Approved: _____

----- Submit in duplicate ----- Type or Print clearly in black ink ----- Do not write above this line -----

Article 1.

Corporate Name: FRIENDS OF THE ANIMALS KEWANEE



CD0861149

Article 2.

Name and Address of Registered Agent and Registered Office in Illinois:

Registered Agent: Katherine Werderman
First Name Middle Name Last Name
Registered Office: [Redacted] [Redacted] [Redacted]
Number Street Suite # (P.O. Box alone is unacceptable)
Kewanee IL 61443 Henry
City ZIP Code County

Article 3.

The first Board of Directors shall be 4 in number, their Names and Addresses being as follows
Not less than three

Director Name	Street Address	City	State	ZIP Code
Katherine Werderman	[Redacted]	Kewanee	IL	61443
Kathleen Hand	[Redacted]	Kewanee	IL	61443
Marge Washburn	[Redacted]	Kewanee	IL	61443
Kimberly Currier	[Redacted]	Kewanee	IL	61443

Article 4.

Purpose(s) for which the Corporation is organized:

Any purpose for which not-for-profit corporations are authorized under Illinois law.

(continued on back)

Article 4.(continued)

Is this Corporation a Condominium Association as established under the Condominium Property Act? (check one)

☐ Yes ☒ No

Is this Corporation a Cooperative Housing Corporation as defined in Section 216 of the Internal Revenue Code of 1954? (check one)

☐ Yes ☒ No

Is this Corporation a Homeowner's Association, which administers a common-interest community as defined in subsection (c) of Section 9-102 of the code of Civil Procedure? (check one)

☐ Yes ☒ No

Article 5.

Other provisions (For more space, attach additional sheets of this size.):

Article 6.

Names & Addresses of Incorporators

The undersigned incorporator(s) hereby declare(s), under penalties of perjury, that the statements made in the foregoing Articles of Incorporation are true.

Dated September 17, 2018
Month Day Year

Signatures and Names

1. Katherine Werderman
Signature

Katherine Werderman
Name (print)

2. Kathleen Hand
Signature

Kathleen Hand
Name (print)

3. Marge Washburn
Signature

Marge Washburn
Name (print)

Post Office Address

1. [Redacted] Street

Kewanee, IL 61443
City, State, ZIP

2. [Redacted] Street

Kewanee, IL 61443
City, State, ZIP

3. [Redacted] Street

Kewanee, IL 61443
City, State, ZIP

Signatures must be in BLACK INK on the original document.

Carbon copies, photocopies or rubber stamped signatures may only be used on the duplicate copy.

- If a corporation acts as incorporator, the name of the corporation and the state of incorporation shall be shown and the execution shall be by a duly authorized corporate officer. Please print name and title beneath the officer's signature.
- The registered agent cannot be the corporation itself.
- The registered agent may be an individual, resident in Illinois, or a domestic or foreign corporation, authorized to act as a registered agent.
- The registered office may be, but need not be, the same as its principal office.
- A corporation that is to function as a club, as defined in Section 1-3.24 of the "Liquor Control Act" of 1934, must insert in its purpose clause a statement that it will comply with the State and local laws and ordinances relating to alcoholic liquors.

Return to:

Katherine Werderman
Firm Name

N/A

Attention

2019
PRIOR TO 9-1-2019
FILING FEE IS \$10.
IF LATE, ADD PENALTY OF \$3.

SECRETARY OF STATE JESSE WHITE
STATE OF ILLINOIS

General Not For Profit Corporation Act

ANNUAL REPORT

(Form NFP-CAF - Rev. 09/30/2009)

***** THIS REPORT CAN BE FILED ON-LINE @ www.cyberdriveillinois.com. *****

(USE BLACK INK)

PAGE 1
CORPORATION FILE #
N 7199-414-7

09-25-18
HENRY COUNTY

FRIENDS OF THE ANIMALS KEWANEE
% KATHERINE WERDERMAN
829 GOLDEN AVE
KEWANEE IL 61443

Item 1. Verify that the corporate name is correct.

Item 2. Verify that the name of the registered agent and the address of the registered office are correct. You cannot change the registered agent and/or registered office on the annual report form printed below. In order to change the registered agent and/or registered office, it will be necessary to file with the Secretary of State form NFP 105.10/105.20. Mail the NFP 105.10/105.20, Annual Report and \$5 filing fee TOGETHER in the SAME envelope. This form can be downloaded from our internet web site at www.cyberdriveillinois.com. Click on "Departments", then "Business Services" then "Publications and Forms".

Items 3(a), 3(b). Verify printed information is correct.

Item 4. Must set forth the names and addresses of all officers and directors of the corporation as of the date of signing. **ILLINOIS CORPORATIONS MUST HAVE AT LEAST THREE (3) DIRECTORS!** If there are additional officers and/or more than three directors, you must attach a list to this report setting forth all other name(s), title(s) and address(es). Please write the file number on all attachments.

Item 5. Please complete this item.

Item 6. Please mark the appropriate box where indicated in response to the following questions:

(a) Is this corporation a **CONDOMINIUM** Association as established under the Condominium Property Act?

(b) Is this corporation a **COOPERATIVE HOUSING CORPORATION** defined in Section 216 of the Internal Revenue Code of 1954?

(c) Is this corporation a **HOMEOWNER'S ASSOCIATION** which administers a Common Interest Community as defined in Subsection (c) of Section 9-102 of the Code of Civil Procedure?

Item 7. Please complete this item.

Item 8. **THIS REPORT MUST BE SIGNED BY A DULY AUTHORIZED OFFICER OF THE CORPORATION!** Please type or print the name and title of the officer signing this report as well as the date of signing.

DETACH AT PERFORATION - DO NOT SUBMIT A PHOTOCOPY

Page #: 006917

1) Corporate Name FRIENDS OF THE ANIMALS KEWANEE		File Number N 7199-414-7
4) President Name/Address Katherine Werderman, [REDACTED] Kewanee, IL 61443		3a) Date of Inc./Qual. 09-25-2018
Secretary Name/Address Margaret Washburn, [REDACTED] Kewanee, IL 61443		3b) State of Inc. ILLINOIS
Treasurer Name/Address Kimberly Currier, [REDACTED] Kewanee, IL 61443		Annual Report General Not For Profit Corporation Act
Director Name/Address Janet Fraile, [REDACTED] Kewanee, IL 61443		
Director Name/Address Peayy Taber, [REDACTED] Kewanee, IL 61443		
Director Name/Address Rachel Hand, [REDACTED] Kewanee, IL 61443		
5) Brief Description of the corporation's activities: Help pay Medical Bills for sick animals in need through the Vets.		Year of: 2019
7) Principal Address of the Corporation (Street, City, State, Zip Code) [REDACTED], Kewanee, IL 61443		
2) Registered Agent % KATHERINE WERDERMAN 09-25-18 [REDACTED] KEWANEE IL 61443 HENRY COUNTY		6a) Is this Corporation a CONDOMINIUM ASSOCIATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 6b) Is this Corporation a COOPERATIVE HOUSING CORP.? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 6c) Is this Corporation a HOMEOWNER'S ASSOCIATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 06-12-2015

Employer Identification Number:
47-4262233

Form: SS-4

Number of this notice: CP 575 E

FRIENDS OF THE ANIMALS
PO BOX 574
KEWANEE, IL 61443

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 47-4262233. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it's very important that you use your EIN along with your complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information shown above isn't correct, please send us the correction using the attached tear-off stub.

Annual filing requirements

Most organizations with an EIN have an annual filing requirement, even if they engage in minimal or no activity.

A. If you are tax exempt, you may be required to file one of the following returns or notices:

Form 990, Return of Organization Exempt From Income Tax
Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
Form 990-PF, Return of Private Foundation
Form 990-N, e-Postcard (available online only)

Additionally, you may be required to file your annual return electronically.

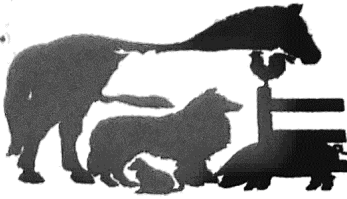
If an organization required to file a Form 990, Form 990-PF, Form 990-EZ, or Form 990-N does not do so for three consecutive years, its tax-exempt status is automatically revoked as of the due date of the third return or notice.

Please refer to www.irs.gov/990filing for the most current information on your filing requirements.

B. If you are not tax-exempt, you may be required to file one of the following returns:

Form 1120, U.S. Corporation Income Tax Return
Form 1041, U.S. Income Tax Return for Estates and Trusts
Form 1065, U.S. Return of Partnership Income

Please refer to Publication 1635, Understanding Your EIN, for more information about which forms you may be required to file.



kewanee veterinary clinic

102 Townsedge Road

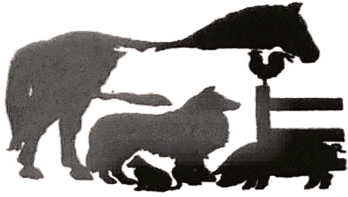
Kewanee, Illinois 61443
Dr. C.J. Ryan Dr. D.R. Modder

(309) 852-5195

To whom it may concern,
Kewanee City Council,

My name is Chris Ryan. I am a veterinarian at the Kewanee Vet Clinic. I would like to recommend Kathy Werderman for the position of Kewanee city pound manager. I have worked with Kathy for many years. She is highly qualified to manage the pound. She has much knowledge of the caring for animals. She works well with of clinic and staff. I have worked with the city pound for 30 years. I think Kathy would be an excellent choice. Thank you for your consideration.

Dr Chris Ryan
Dr Chris Ryan
4-15-21



Kewanee Veterinary Clinic

102 Townsedge Road

Kewanee, Illinois 61443
Dr. C.J. Ryan Dr. D.R. Modder

(309) 852-5195

April 14, 2021

RE: Friends of Animals Reference Letter

To Whom it may concern:

I, Holly Swearingen, work for Kewanee Veterinary Clinic. I have worked for 13 years very closely with Pound staff making them appointments and helping with any questions they may have. In my opinion I have seen a world of good come from the changing of Management. I have seen a significant increase of animals being adopted or reunited with their owners. I have been very proud of Kathy and her staff for decreasing the number of animals whom are having to be euthanized, which is saving the city money. They do a great job keeping up on Internet postings of new animals (photos and descriptions) in the pound and getting the word out for owners to be able to be reunited with their animals. Friends of Animals does a great job holding fund raisers and obtaining donations to help for animals care so they may have a chance to be adopted rather than be euthanized.

Sincerely,

Holly Swearingen
Receptionist



ATTACHMENT A
SUBMISSION FORMS
REQUEST FOR PROPOSAL
Animal Control Facility Management and Operations Services
City of Kewanee

Submittal Due Date: **Wednesday May 5th, 2021 @ 2:00 PM**

Please include an original along with 3 copies of all requested information. Please bind copies as appropriate.

Submit these completed RFP Submittal sheets, signed and filled out as required, followed by Proposer's complete response to this solicitation. Proposals should be organized in the order in which the requirements are presented in this RFP. All pages of the proposal should be numbered. Proposals should be as thorough and detailed as possible so that the City may properly evaluate the Proposer's capabilities to provide the required services.

PROPOSER:

Name and Address:

Friends of the Animals, Kewanee

[REDACTED] P.O. Box 574

Kewanee, IL 61443

Phone: [REDACTED] FAX: N/A

Email: (if applicable): [REDACTED]

Date: 4-19-2021

By: Katherine M. Werderman
Signature in Ink

Name: Katherine M. Werderman
Please Print

Title: President / Founder Friends of the Animals, Kew.

****Proposer may be asked to provide one year of financial reports with Submission documents.****

1. Business Classification (check or specify all that apply):

- ☐ Individual
☐ Partnership
☐ Corporation
☐ Women or Minority Owned
☒ Non-Profit

2. Name of Owner: Friends of the Animals, Kewanee

3. Does proposer maintain the minimum insurance as specified in the Terms & Conditions or is the proposer willing and able to obtain such?

Yes: ☒ No: ☐

Insurance Broker Name: Bex Leezer / Leezer Agency
Phone: [REDACTED] Fax:

4. Are there claims pending against this insurance policy? Yes: ☐ No: ☒
If yes, describe:

5. Has entity been in bankruptcy, reorganization or receivership in the last five years?
Yes: ☐ No: ☒

6. Has entity been disqualified by any public agency from participation in public contracts?
Yes: ☐ No: ☒

7. Is the entity the subject of, or been the subject of, any investigations or audits by any agencies having regulatory status over the company's operations? Yes: ☐ No: ☒

8. Is the entity licensed for doing business in Illinois? Yes: ☒ No: ☐

9. Does the entity agree that all assigned representatives shall agree to submit to a background investigation, if required by the City? This would only be requested of the winning proposer that enters into a contract.
Yes: ☒ No: ☐

EMPLOYEE EXPERIENCE AND QUALIFICATIONS: (may attach separate sheet if needed)

1. List each paid position and the number of employees in each position:

Director - Full time Employee - 1

Part-time employee - 1

Volunteers - nights & weekends

2. List the experience and qualifications of your supervisory personnel:

We have maintained the City Pound since March 2018 which included cleaning, feeding, walking animals and vet care. Finding owners and homes for all of the animals that come to the facility. We have in the last 3 yrs. adopted out 52 dogs and 133 cats that would have otherwise been euthanized. We have worked with Shelters in Henry Co. (Geneseo) and Princeton, Peoria, as well as a cat rescue in the Quad Cities, QCPaws and Teske's in Moline.

3. How many active volunteers do you have and how do you recruit volunteers?

We have 7 active volunteers plus 4 available when needed.

Word of mouth, Facebook page

Doing Fundraisers

Radio & Newspaper

Proposal Pricing:

Declaration. By my signature below I agree to comply with all the provisions of this Contract. I further understand any breach of the Contract entitles the City of Kewanee a governmental entity to declare the Contract void within ten days after receipt of notice of breach.

Please fill in your proposed fee schedule for the next (5) year period to operate the Facility according to the Terms, Conditions and Scope of Services as specified herein:

Year 1	Year 2	Year 3	Year 4 *(conditional)	Year 5 *(conditional)
\$ 33,000. ⁰⁰	\$ 33,000. ⁰⁰	\$ 33,000. ⁰⁰	\$ 33,500. ⁰⁰	\$ 33,500. ⁰⁰

By: Katherine M. Werderman

Title: President

Company: Friends of the Animals, Kew.

Leezer Insurance Agency, Inc
127 W. Main St.
PO Box 129
Toulon, IL 61483

Invoice

Date: June 19, 2020
Invoice No: 339
Customer ID: FR18042708495418
Amount Due: \$723.00

Friends of the Animals
PO Box 574
Kewanee, IL 61443

Customer ID	Due Date	Producer
FR18042708495418	06/30/2020	Leezer Agency

Description	Effective / Expiration	Policy Number	Amount
Renewal General Liability Donald Gaddis Co., Inc	06/30/2020 06/30/2021	CPS3235354	\$650.00
Carrier Fees & Adjustments General Liability Donald Gaddis Co., Inc	06/30/2020 06/30/2021	CPS3235354	\$50.00
Carrier Fees & Adjustments General Liability Donald Gaddis Co., Inc	06/30/2020 06/30/2021	CPS3235354	\$23.00

Total	\$723.00
Amount Paid	\$0.00
Amount Due	\$723.00

COPY

PLEASE DETACH AND ENCLOSE BOTTOM PORTION WITH PAYMENT

Friends of the Animals
PO Box 574
Kewanee, IL 61443

Customer ID FR18042708495418
Invoice No. 339
Due Date 06/30/2020
Amount Due \$723.00
Amount Enclosed

Leezer Insurance Agency, Inc
127 W. Main St.
PO Box 129
Toulon, IL 61483

KEWANEE POLICE DEPARTMENT

401 East Third Street Kewanee, Illinois 61443
PHONE (309) 853-1911-FAX (309) 852-0948



ADMINISTRATION

Chief of Police-
Nicholas P. Welgat

OPERATIONS

Lt. William Rivord

PATROL DIVISION

Sgt. Justin Reed
Sgt. Michael Minx
Sgt. Jason Gibbs
Ofc. Chris Woods
Ofc. Roy Carpenter
Ofc. Eric Hamilton
Ofc. John Gearhart
Ofc. Tim Bryner
Ofc. Eric Peed
Ofc. Shaun Gruszczyk
Ofc. Rosamaria Rushing
Ofc. Alexander Paulsen
Ofc. Dalton Kuffel
Ofc. Kellen Daniels
Ofc. James Mock
K9 Rosco

INVESTIGATION DIVISION

Sgt. Stephen Kijanowski
Det. Rosa Rushing
Det. Andrew Kingdon
Insp. Shawn Lay BATF

HOUSING DIVISION

Ofc. Matthew DeClercq
Ofc. Andrew Slusser
Ofc. Dylan Galloway

TELECOMMUNICATIONS

Jenni Boelens, 911 Supv.
Robyn Hill
Troy Dennison
Amber Dwyer
Ashley Schriver
Breanne Bryner
Jennifer Orvis

Alternative Option for the Operation of the Animal Control Facility

I was asked to present an alternative option for the operation of the Animal Control Facility that would include hiring personnel to run the facility as employees under the City of Kewanee. The current amount paid for the 2020-2021 fiscal year of the contract for the City of Kewanee is \$32,000.00. This alternative option would take that budgeted amount paid to the contractor and utilize it to pay a new employee.

My proposal would be to hire a full time sworn police officer to help to operate the Animal Control Facility. Because we would have to provide insurance and benefits to employees we hire, I do not feel it would be cost effective or beneficial to hire an employee that is not a certified police officer to fill the position. Multiple part-time employees, or one full-time employee that is not a police officer, limits how much value they can add to the Kewanee Police Department and the City. The current budgeted amount, including benefits, would more than likely not be enough to pay for these employees. If we are going to spend additional funds to manage the Animal Control Facility ourselves, I believe it is in our best interest to try and maximize the amount of service we can get from it. By hiring an additional full-time police officer, we would now have the manpower to have a person assigned to run and oversee the operation of the Animal Control Facility, maintain current levels for our patrol division, and restaff the Street Crimes Unit to combat the growing methamphetamine problem in our community.

Statistically speaking, the City of Kewanee is in the top 5% of the communities in Illinois for the highest crime rate per capita. Over the past several years, the distribution and use of methamphetamine in our city has increased. Last year over half of our drug arrests consisted of methamphetamine related offenses. Since the beginning of the year, the Kewanee Police Department has already surpassed over 75% of all of methamphetamine related arrests and investigations for 2020 in just 5 months. The meth trade shows no signs of slowing down and other theft and property crimes historically accompany an increase in drug activity and use. In addition to the challenge of increased drug use and distribution, statistics shows that the City of Kewanee is understaffed for our population to call volume ratio based upon crime statistics from the State of Illinois in their resource allocation tables. Also, the Kewanee Police Department is understaffed in comparison to our area police departments that are considered comparable based upon their call volume and population.

The addition of another officer would allow the Street Crimes Unit to have a detective assigned to combating the street level drug trade in addition to helping operate the day-to-day operations of the Animal Control Facility in conjunction with the two TAO officers currently assigned to the Patrol Division. The Street Crimes Unit officers would have the flexibility in his hours and duty requirements to help maintain any animals that would be placed in our pound. With assistance from the TAO

KEWANEE POLICE DEPARTMENT

401 East Third Street Kewanee, Illinois 61443

PHONE (309) 853-1911-FAX (309) 852-0948

officers, they would be able to provide coverage 7 days a week to provide food, water, medical care, and exercise for the animals. The SCU officer would also help oversee the return of animals to their owners, maintaining the proper paperwork, and working with animal groups to place unclaimed animals.

The total cost of a new officer salary would be \$56,863.26. The rest of the compensation package would be an additional \$8,244.44 for single insurance or \$21,323.76 for family insurance. This would make the total cost for a new officer with single insurance being at least \$65,107.70 and the total cost for a new officer with family insurance no less than \$78,187.02. When you subtract the current amount being budgeted for payment to a contractor, that reduces the total additional cost to approximately \$35,000 for a new officer with single insurance or approximately \$48,000 for a new officer with family insurance.

By opting to hire a new officer, I believe we could address two problems with this one solution for the City of Kewanee. We could add another officer to maintain our current patrol staffing levels, restaff the Street Crimes Unit to directly address street crimes and street level drug use, and efficiently operate our Animal Control Facility with our own officers. I do agree that there is an added cost to the City for this alternative option, but a look at the overall financial impact shows that we would be able to add a desperately need additional police officer at a reduced cost. I would be making this proposal to add another officer whether there was a need to provide our own staffing for the Animal Control Facility or not. This option could allow us to provide an improved service for the citizens of Kewanee at a discounted price.

Respectfully,

Nicholas Welgat
Chief of Police

RESOLUTION NO. 5281

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A THREE-YEAR AGREEMENT WITH HENRY COUNTY HUMANE SOCIETY FOR THE MAINTENANCE AND OPERATION OF THE ANIMAL CONTROL FACILITY, AND DECLARING THAT THIS ORDINANCE SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City had a temporary agreement with Henry County Humane Society for the care of animals held in the city pound; and,

WHEREAS, The City animal control facility has been authorized and will require maintenance and care of the animals; and,

WHEREAS, Sealed proposals were solicited via direct mailing to interested parties and public notice in the Kewanee Star Courier newspaper and on the City website; and

WHEREAS, Two bids were received and found to be proper bids as shown in the table below; and

Firm	Year 1 Cost	Year 2 Cost	Year 3 Cost	Insurance Certificate
Henry County Humane Society	\$30,000	\$30,000	\$30,900	Yes
Friends of the Animals	\$33,000	\$33,000	\$33,000	Yes

WHEREAS, Staff has reviewed the responses to the Request for Proposals and finds that the proposal from the Henry County Humane Society is the more advantageous of the two to the City of Kewanee; and

WHEREAS, Staff recommends that the City enter into an agreement with the Henry County Humane Society of Kewanee, Illinois, as an independent contractor to perform the needed maintenance of the animal control facility and care of the animals held within the facility.

NOW THEREFORE BE IT RESOLVED, BY THE KEWANEE CITY COUNCIL, IN COUNCIL ASSEMBLED, AS FOLLOWS:

Section 1 The City Manager is authorized to execute the necessary documents to execute a three-year agreement with the Henry County Humane Society for the operation of the animal control facility.

Section 2 This Resolution shall be in full force and effect immediately upon its passage and approval as provided by law.

Adopted by the Council of the City of Kewanee, Illinois this 24th day of March 2021.

ATTEST:

Rabecka Jones, City Clerk

Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Council Member Chris Colomer				
Council Member Mike Komnick				
Council Member Steve Faber				
Council Member Tyrone Baker				

RESOLUTION NO. 5282

A RESOLUTION FIXING THE BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022, AND DECLARING THAT THIS RESOLUTION SHALL BE IN FORCE IMMEDIATELY.

WHEREAS, it is necessary for the proper management of the City of Kewanee to establish a budget to include amounts of funds and categories of receipts and expenditures; and

WHEREAS, appointed staff and elected officials have worked together under the guidance provided by the Finance Director to develop a budget in keeping with best practices in the field of municipal finance; and

WHEREAS, appointed staff and elected officials have developed a budget that prioritizes service delivery to the residents, businesses, and visitors of the City of Kewanee while maintaining fiscal responsibility and the stewardship of public funds; and

WHEREAS, the City of Kewanee values transparency in its financial operations and the manner in which financial documents are presented to elected officials and the public.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KEWANEE THAT:

Section 1 From the sum appropriated for corporate purposes by the City of Kewanee, Henry County, Illinois for the fiscal year beginning May 1, 2021 and terminating April 30, 2022 there be allocated to the payment of the operating and other expenses of the general government, the sums set out in the following budget of costs and operating expenses.

Section 2 Except as allowed for by statute or ordinance in the case of an emergency, no labor be employed, or purchase made, or contracts entered into, or commitments for equipment made, unless sufficient funds have been budgeted by the Council and are available for the payment of such labor, supplies, equipment, or contracts.

Section 3 The Director of Finance, with the approval of the City Manager, may transfer funds from the contingent funds and funds in which there may be surplus, to other funds as needed, provided the total costs and expenditures of any fund shall not exceed the total amount allocated to that fund for the fiscal year.

Section 4 The budgeted revenues and expenditures attached hereto and incorporated herein by this reference thereto as Exhibit A.

Adopted by the Council of the City of Kewanee, Illinois this 24th day of May, 2021.

ATTEST:

Rabecka Jones, City Clerk

Gary Moore, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Gary Moore				
Councilman Steve Faber				
Councilman Michael Komnick				
Councilman Chris Colomer				
Councilman Tyrone Baker				

GENERAL FUND

FY22	Accounts & Finance Police Fire Public Works Parks Community Dev.						Total General Fund
	Div. 11	Div. 21	Div. 22	Div. 41	Div. 52	Div. 65	Fund 01
Revenues:							
Taxes	\$ 560,455	\$ -	\$ 21,240	\$ 40,000	\$ -	\$ -	\$ 621,695
Licenses	\$ 386,080	\$ 17,500	\$ -	\$ -	\$ -	\$ 1,250	\$ 404,830
Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500	\$ 10,500
Intergovernmental	\$ 4,547,185	\$ 172,500	\$ 39,000	\$ 78,000	\$ 1,865	\$ 82,000	\$ 4,920,550
Fines & Forfeits	\$ -	\$ 92,400	\$ -	\$ -	\$ -	\$ -	\$ 92,400
Charges for Services	\$ -	\$ 1,000	\$ 557,500	\$ 2,900	\$ -	\$ -	\$ 561,400
Other Sources	\$ 95,370	\$ 86,215	\$ 1,750	\$ 59,900	\$ -	\$ 6,500	\$ 249,735
Transfers In	\$ 67,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,805
Total Revenues & Other Sources	\$ 5,656,895	\$ 369,615	\$ 619,490	\$ 180,800	\$ 1,865	\$ 100,250	\$ 6,928,915
Expenditures:							
Personnel	\$ 207,135	\$ 2,536,825	\$ 1,817,250	\$ 441,490	\$ 35,320	\$ 108,695	\$ 5,146,715
Contractual Services	\$ 178,475	\$ 296,430	\$ 205,915	\$ 128,735	\$ 4,660	\$ 137,115	\$ 951,330
Commodities	\$ 3,000	\$ 43,525	\$ 46,300	\$ 138,200	\$ 7,965	\$ 2,500	\$ 241,490
Debt Service	\$ -	\$ -	\$ 23,300	\$ -	\$ -	\$ -	\$ 23,300
Capital Outlay	\$ 27,395	\$ 55,300	\$ 95,810	\$ 35,200	\$ 15,500	\$ -	\$ 229,205
Other Financing/Uses	\$ 2,000	\$ 41,890	\$ 14,000	\$ 425	\$ -	\$ 100	\$ 58,415
Transfers Out	\$ 159,000	\$ 49,800	\$ 54,545	\$ -	\$ -	\$ -	\$ 263,345
Total Expenditures & Other Financing	\$ 577,005	\$ 3,023,770	\$ 2,257,120	\$ 744,050	\$ 63,445	\$ 248,410	\$ 6,913,800
Excess of Revenues over (under)							
Expenditures	\$ 5,079,890	\$ (2,654,155)	\$ (1,637,630)	\$ (563,250)	\$ (61,580)	\$ (148,160)	\$ 15,115

SPECIAL REVENUE FUNDS

FY22												Total Special Revenue Funds
	Economic	Audit	Liability			Social	Public	COVID19		Francis		
	Dev. Fund	Fund	Insurance Fund	MFT Fund	IMRF	Security Fund	Benefit Fund	Unempl. Ins. Fund	Recovery Fund	Park Fund	RLF	
	Fund 02	Fund 11	Fund 14	Fund 15	Fund 16	Fund 19	Fund 21	Fund 22	Fund 23	Fund 54	Fund 78	
Revenues:												
Taxes	\$ 31,000	\$ 12,000	\$ 216,000	\$ 762,885	\$ 225,000	\$ 239,140	\$ 20,000	\$ 28,000	\$ -	\$ -	\$ -	\$ 1,534,025
Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 760,000	\$ -	\$ -	\$ 760,000
Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500	\$ -	\$ 10,500
Other Sources	\$ 45,000	\$ 10	\$ 5,095	\$ 1,120	\$ 70	\$ 50	\$ 5	\$ -	\$ 600	\$ -	\$ 80,730	\$ 132,680
Transfers In	\$ -	\$ -	\$ 236,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 236,640
Total Revenues & Other Sources	\$ 76,000	\$ 12,010	\$ 457,735	\$ 764,005	\$ 225,070	\$ 239,190	\$ 20,005	\$ 28,000	\$ 760,600	\$ 10,500	\$ 80,730	\$ 2,673,845
Expenditures:												
Personnel	\$ 49,440	\$ -	\$ -	\$ -	\$ 247,400	\$ 221,500	\$ -	\$ 26,000	\$ -	\$ 13,000	\$ -	\$ 557,340
Contractual Services	\$ 22,640	\$ 12,000	\$ 452,640	\$ 520,000	\$ -	\$ -	\$ 20,000	\$ -	\$ 60,000	\$ 7,885	\$ -	\$ 1,095,165
Commodities	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 659,695	\$ 2,800	\$ -	\$ 663,495
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ -	\$ 750
Other Financing/Uses	\$ 129,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 729,800
Transfers Out	\$ 30,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,305	\$ -	\$ -	\$ 70,905
Total Expenditures & Other Financing	\$ 233,480	\$ 12,000	\$ 452,640	\$ 520,000	\$ 247,400	\$ 221,500	\$ 20,000	\$ 26,000	\$ 760,000	\$ 24,435	\$ 600,000	\$ 3,117,455
Excess of Revenues over (under)												
Expenditures	\$ (157,480)	\$ 10	\$ 5,095	\$ 244,005	\$ (22,330)	\$ 17,690	\$ 5	\$ 2,000	\$ 600	\$ (13,935)	\$ (519,270)	\$ (443,610)

DEBT SERVICE FUNDS

FY22					Total Debt Service Funds
	IEPA Water	TIF	2013	2015	
	Loan Fund	Development Fund	Refunding Bond Fund	Water/Sewer Bond Fund	
	Fund 37	Fund 44	Fund 46	Fund 47	
Revenues:					
Taxes	\$ -	\$ 428,375	\$ -	\$ 298,920	\$ 727,295
Licenses	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Sources	\$ -	\$ 11,700	\$ -	\$ 302,300	\$ 314,000
Transfers In	\$ 57,200	\$ 3,100	\$ 549,985	\$ -	\$ 610,285
Total Revenues & Other Sources	\$ 57,200	\$ 443,175	\$ 549,985	\$ 601,220	\$ 1,651,580
Expenditures:					
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ -	\$ 34,300	\$ -	\$ -	\$ 34,300
Commodities	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 57,200	\$ 79,950	\$ 549,985	\$ 550,435	\$ 1,237,570
Capital Outlay	\$ -	\$ 50,000	\$ -	\$ 52,760	\$ 102,760
Other Financing/Uses	\$ -	\$ 69,000	\$ -	\$ -	\$ 69,000
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures & Other Financing	\$ 57,200	\$ 233,250	\$ 549,985	\$ 603,195	\$ 1,443,630
Excess of Revenues over (under) Expenditures					
	\$ -	\$ 209,925	\$ -	\$ (1,975)	\$ 207,950

CAPITAL PROJECTS FUNDS

FY22	NHR								Total Capital Projects Funds
	Infrastructure Improvement Fund	CDAP Fund	Public Property Fund	Municipal Building Fund	Acquisition Fund				
	Fund 31	Fund 34	Fund 36	Fund 38	Fund 39				
Revenues:									
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 640,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 640,455
Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ -	\$ -	\$ -	\$ 53,000	\$ -	\$ -	\$ -	\$ 53,000
Other Sources	\$ 1,350	\$ 10	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 1,860
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,500	\$ -	\$ -	\$ 137,500
Total Revenues & Other Sources	\$ 641,805	\$ 10	\$ -	\$ 53,500	\$ 137,500	\$ -	\$ -	\$ -	\$ 832,815
Expenditures:									
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
Contractual Services	\$ 15,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 40,000
Commodities	\$ 10,000	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ 18,000
Debt Service	\$ 399,850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 399,850
Capital Outlay	\$ 140,000	\$ -	\$ -	\$ -	\$ 10,000	\$ 150,000	\$ -	\$ -	\$ 300,000
Other Financing/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 57,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,200
Total Expenditures & Other Financing	\$ 622,050	\$ -	\$ -	\$ 53,000	\$ 150,000	\$ -	\$ -	\$ -	\$ 825,050
Excess of Revenues over (under)									
Expenditures	\$ 19,755	\$ 10	\$ -	\$ 500	\$ (12,500)	\$ -	\$ -	\$ -	\$ 7,765

ENTERPRISE FUNDS

FY22								Total Enterprise Funds
	Water Improv. Fund	Water Fund	Sewer Improv. Fund	WPC Fund	Sanitation Fund	Cemetery Fund		
	Fund 32	Fund 51	Fund 33	Fund 52	Fund 57	Fund 58		
Revenues:								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ 1,490	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,490
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,865	\$ 1,865	\$ 1,865
Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ -	\$ 2,244,725	\$ -	\$ 1,869,560	\$ 1,213,750	\$ 74,000	\$ 5,402,035	\$ 5,402,035
Other Sources	\$ 6,000	\$ 16,835	\$ 650	\$ 1,500	\$ 500	\$ 42,000	\$ 67,485	\$ 67,485
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 167,000	\$ 167,000	\$ 167,000
Total Revenues & Other Sources	\$ 6,000	\$ 2,263,050	\$ 650	\$ 1,871,060	\$ 1,214,250	\$ 284,865	\$ 5,639,875	\$ 5,639,875
Expenditures:								
Personnel	\$ -	\$ 732,580	\$ -	\$ 263,195	\$ 409,530	\$ 207,095	\$ 1,612,400	\$ 1,612,400
Contractual Services	\$ 50,000	\$ 582,515	\$ -	\$ 894,810	\$ 562,845	\$ 45,390	\$ 2,135,560	\$ 2,135,560
Commodities	\$ -	\$ 94,850	\$ -	\$ 63,210	\$ 37,800	\$ 21,065	\$ 216,925	\$ 216,925
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 610,100	\$ 132,500	\$ -	\$ 336,000	\$ 9,500	\$ 22,500	\$ 1,110,600	\$ 1,110,600
Other Financing/Uses	\$ -	\$ 1,000	\$ -	\$ 13,600	\$ 400	\$ 1,000	\$ 16,000	\$ 16,000
Transfers Out	\$ -	\$ 657,485	\$ -	\$ 7,500	\$ 7,500	\$ -	\$ 672,485	\$ 672,485
Total Expenditures & Other Financing	\$ 660,100	\$ 2,200,930	\$ -	\$ 1,578,315	\$ 1,027,575	\$ 297,050	\$ 5,763,970	\$ 5,763,970
Excess of Revenues over (under) Expenditures								
	\$ (654,100)	\$ 62,120	\$ 650	\$ 292,745	\$ 186,675	\$ (12,185)	\$ (124,095)	\$ (124,095)

INTERNAL SERVICE / TRUST AND AGENCY FUNDS

FY22	Health Insurance Fund		Total Internal Service Funds	Cemetery Board of Mgrs Perpetual Care				Total Trust & Agency Funds
	Fleet Fund	Fund		Fire Pension	Police Pension	Board of Mgrs	Care	
	Fund 62	Fund 74		Fund 71	Fund 72	Fund 77	Fund 79	
Revenues:								
Taxes	\$ -	\$ -	\$ -	\$ 709,627	\$ 732,995	\$ -	\$ -	\$ 1,442,622
Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines & Forfeits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	\$ 268,610	\$ 1,397,060	\$ 1,665,670	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000
Other Sources	\$ -	\$ 240,540	\$ 240,540	\$ 120	\$ 130	\$ 8,000	\$ 10	\$ 8,260
Transfers In	\$ -	\$ -	\$ -	\$ 54,543	\$ 34,800	\$ 18,000	\$ -	\$ 107,343
Total Revenues & Other Sources			\$ 1,906,210	\$ 764,290	\$ 767,925	\$ 26,000	\$ 18,010	\$ 1,576,225
Expenditures:								
Personnel	\$ 131,630	\$ 1,447,060	\$ 1,578,690	\$ 762,040	\$ 765,675	\$ -	\$ -	\$ 1,527,715
Contractual Services	\$ 68,755	\$ 25,200	\$ 93,955	\$ 2,250	\$ 2,250	\$ -	\$ -	\$ 4,500
Commodities	\$ 70,200	\$ -	\$ 70,200	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing/Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 15
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 18,000	\$ 26,000
								\$ -
Total Expenditures & Other Financing			\$ 1,744,345	\$ 764,290	\$ 767,925	\$ 8,015	\$ 18,000	\$ 1,558,230

Excess of Revenues
over (under)

Expenditures \$ (3,475) \$ 165,340 \$ 161,865 \$ - \$ - \$ 17,985 \$ 10 \$ 17,995

KEWANEE POLICE DEPARTMENT

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PHONE (309) 853-1911-FAX (309) 852-0948



ADMINISTRATION

Chief of Police-
Nicholas P. Welgat

OPERATIONS

Lt. William Rivord

PATROL DIVISION

Sgt. Justin Reed
Sgt. Michael Minx
Sgt. Jason Gibbs
Ofc. Chris Woods
Ofc. Roy Carpenter
Ofc. Eric Hamilton
Ofc. John Gearhart
Ofc. Tim Bryner
Ofc. Eric Peed
Ofc. Shaun Gruszeczka
Ofc. Rosamaria Rushing
Ofc. Alexander Paulsen
Ofc. Dalton Kuffel
Ofc. Kellen Daniels
Ofc. James Mock
K9 Rosco

INVESTIGATION DIVISION

Sgt. Stephen Kijanowski
Det. Rosa Rushing
Det. Andrew Kingdon
Insp. Shawn Lay BATF

HOUSING DIVISION

Ofc. Matthew DeClercq
Ofc. Andrew Slusser
Ofc. Dylan Galloway

TELECOMMUNICATIONS

Jenni Boelens, 911 Supv.
Robyn Hill
Troy Dennison
Amber Dwyer
Ashley Schriver
Breanne Bryner
Jennifer Orvis

Golf Cart and UTV Ordinance Study

I was recently asked by the council to look into a potential golf cart and UTV ordinance for the City of Kewanee. I conducted further research into the matter to determine if this type of ordinance would be practical for our community by gathering statistics on enforcement, traffic accidents, and other requirements related to such ordinances. Statistics and examples from other similar jurisdictions show that an ordinance of this nature can be safely implemented here in Kewanee.

During research on the topic, I learned that several communities that are comparable in size to Kewanee have golf cart and UTV ordinances already in place. I compiled a list of 14 communities in Illinois that have a population ranging from 7,000 people to 40,000 people that also have a golf cart or UTV ordinance. After examining their ordinances, I made contact with the administrative staff for 4 communities that are good comparable cities for Kewanee to obtain further information.

City	Population
Channahon, Illinois	13,627
Canton, Illinois	13,098
Pontiac, Illinois	11,688
Chillicothe, Illinois	8,031

Channahon, Illinois initially enacted a golf cart ordinance 2013. Several years later, they amended the ordinance to include UTV's. They do not have many golf carts registered with their city, but anticipate an increase in UTV permits. Administrative officials for Channahon did not indicate they have experienced many accidents with golf carts in their community.

Canton, Illinois enacted their ordinance in 2016. Their administration indicated that officials have only issued approximately 6 citations for violations of the ordinance in 5 years. Canton only has approximately 12 golf carts registered with the city, but approximately 250 UTV's registered. Canton officials also relayed that they have not had any major accidents or injuries and their ordinance seems to work well.

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Pontiac, Illinois has over 130 carts that are registered within their community. Administrative staff informed me that they have yet to have any accidents or write any citations for ordinance violations in over ten years since enacting their ordinance.

Chillicothe, Illinois indicated that they typically register 100-200 golf carts each year. They have not had any enforcement issues concerning golf carts and have experienced very few minor accidents in nine years. Their administrative officials believe the ordinance they have in place works well for their community.

While the comparison cities mentioned above show that this type of ordinance can work in a community of our size, further information was needed to ensure that we could do it safely and legally. The Illinois Vehicle Code provides legal definitions and requirements for vehicles that are categorized as non-highway vehicles. The language of the statute states that such non-highway vehicles must have brakes, a steering apparatus, tires, a rearview mirror, red reflectorized warning devices in the front and rear, a slow-moving emblem on the rear of the non-highway vehicle, a headlight that emits a white light visible from a distance of 500 feet to the front, a tail lamp that emits a red light visible from at least 100 feet from the rear, brake lights, and turn signals. It further states that any person who operates a non-highway vehicle on a street, highway, or roadway must possess a valid driver's license and shall be subject to the mandatory insurance requirements under Article VI of Chapter 7 of said Code. Additionally, a person who drives or is in actual physical control of a non-highway vehicle on a roadway while under the influence is subject to Sections 11-500 through 11-502 of this Code.

With these specific requirements mandated by state law, it will help to alleviate concerns that these non-highway vehicles would not be properly regulated. Many jurisdictions require additional safety and equipment requirements via their own ordinances to try and enhance safety and regulation. Some of these items I would recommend would be:

- Requiring a windshield
- Only allowing these non-highway vehicles to operate from sunrise to sunset
- Prohibit them from driving on sidewalks
- Showing proof of insurance at the time of registration
- Driver must be 18 years of age or older
- Only allowing the driving of said vehicles on roadways with a posted speed limit of 30 mph or below
- Setting the maximum speed limit for these vehicles at 20 mph
- Inspection of the vehicle by the Chief of Police or his designee at time of registration
- Waiver of liability signed by the vehicle owner

After thoroughly studying the concept of a golf cart or UTV ordinance, I can now confidently say that the Kewanee Police Department would not have any issues with the enactment of such an ordinance if the council chooses to go in that direction. I would recommend an ordinance for golf carts as long as the ordinance contains some of the additional requirements mentioned above for reasons of safety and regulation.