



**AGENDA FOR
CITY COUNCIL MEETING**

Council Chambers

401 E Third Street

Kewanee, Illinois 61443

Closed Session starting at 6:00 p.m.

Open Meeting starting at 7:00 p.m.

Monday, October 24, 2016

Posted by 5:00 p.m., October 21, 2016

1. Call to Order
2. Closed Session pursuant to Section 2(c)(6) of the Open Meetings Act to discuss Sale or Lease of Real Estate.
3. Pledge of Allegiance
4. Consent Agenda
 - a. Approval of Minutes
 - b. Payroll
 - c. Staff Reports – Finance & Administration, Police Department, Building & Zoning
5. Presentation of Bills and Claims
6. Citizen Participation
7. Business:
 - a. **Consideration of a Resolution** granting a continuance of non-conforming use to Gaming Goat at 249 W. Division St.
 - b. **Consideration of a Resolution** authorizing the City Manager to enter into agreements with Crawford, Murphy & Tilly Inc., Missman, Inc. and Chamlin & Associates, Inc. for on-call engineering services.
 - c. **Consideration of an Ordinance** repealing Section 37.03 Depository of Funds of the Kewanee City Code.
 - d. **Consideration of a Resolution** authorizing the City Manager to execute documents for the renewal of the self insured insurance plan with Blue Cross Blue Shield.
 - e. **Consideration of an Ordinance** amending sections 153.06, 153.22 and 150.016 (C)(5) of the City Code in relation to portable signs.
 - f. **Consideration of a Resolution** amending the Economic and Community Development Incentives with additional program guidelines.
 - g. **Consideration of a Resolution** amending the employment contract with City Manager Gary Bradley.
 - h. **Consideration of a Resolution** authorizing the purchase of three Lifepak 15 monitor/defibrillators.
 - i. **Proclamation** declaring October 23 – 30th, 2016 as Mental Health Awareness week in Kewanee.
8. Council Communications:
9. Announcements:
10. Adjournment

COUNCIL MEETING 16-20 OCTOBER 11, 2016

The City Council met in Council Chambers at 6:00 PM with the Mayor calling the meeting to order and the following answering to roll call:

Andy Koehler
Mike Yaklich
Deann Schweitzer
Steve Looney

Council Member
Council Member
Council Member
Mayor

Council Member Koehler moved to adjourn to executive session at 6:01 PM pursuant to Section 2 (C) (1) of the Open Meetings Act for the purpose of discussing personnel, Section (C)(2) to discuss collective bargaining and Section 2(C)(11) to discuss pending litigation. Council Member Yaklich seconded the motion. Roll call showed 4 ayes, no nays. The motion passed. Council Member Wallace-McKenna arrived at 6:10 PM.

The executive session was adjourned at 6:52 PM on a motion made by Council Member Schweitzer and seconded by Council Member Yaklich. Roll call showed 5 ayes, no nays. The motion passed.

Council Meeting #16-20 reconvened at 7:05 PM with Mayor Looney stating the Council is reconvening following an executive session discussion concerning personnel, collective bargaining and pending litigation.

News media present were as follows:

Mike Berry

Star Courier

The Pledge of Allegiance was said.

Mayor Looney asked for a moment of silence for our troops still fighting overseas.

Mayor Looney explained that the next items were placed on the consent agenda and were considered to be routine in nature to be passed as a whole with one vote of the Council. Mayor Looney requested that any member of the Council or the audience wishing to have an item removed from the consent agenda for individual consideration to make the request and the item would be removed and considered following the approval of the remaining consent items. The consent agenda included minutes from the September 26, 2016 Council Meeting, payroll for the pay period ending October 1, 2016 of \$198,646.41, and department head reports from Code Enforcement, ESDA, Bock, Inc. and Public Works. The consent agenda items were approved on a motion made by Council Member Yaklich and seconded by Council Member Koehler. Roll call showed 5 ayes, no nays. The motion passed.

Bills submitted for approval totaling \$654,637.06 were approved on a motion made by Council Member Schweitzer and seconded by Council Member Yaklich. Council Member Koehler questioned the damaged marker. Grounds Maintenance Manager Newton reported that some letters had been sheared off by a lawn mower. Roll call showed 5 ayes, no nays. The motion passed.

CITIZEN PARTICIPATION

Mayor Looney asked if anyone wished to speak. There being no such requests Mayor Looney moved on to new business.

NEW BUSINESS

Adam Pulley from CliftonLarsonAllen, LLP presented the results of the fiscal year 2015/2016 Municipal Audit, highlighting certain key points. The audit was accepted on a motion made by Council Member Wallace-McKenna and seconded by Council Member Yaklich. Roll call showed 5 ayes, no nays. The motion passed.

Ordinance #3849 amending Chapter 155.086 Discontinuance of Use in regards to nonconforming use building was approved on a motion made by Council Member Schweitzer and seconded by Council Member Wallace-McKenna. City Manager Bradley explained, at the request of Council Member Yaklich, that this change would apply to a handful of buildings that are purpose built or remodeled for commercial use, but have residential zoning. Roll call showed 5 ayes, no nays. The motion passed.

A resolution amending the Fiscal Year 2016/2017 municipal budget as it relates to Tax Increment Financing expenditures and Fire Department Equipment was amended to reflect a Fire Department Equipment budget of \$134,000 on a motion made by Council Member Schweitzer and seconded by Council Member Wallace-McKenna. Roll call showed 5 ayes, no nays. The motion passed.

Resolution #5004 amending the Fiscal Year 2016/2017 municipal budget as it relates to Tax Increment Financing expenditures and Fire Department Equipment was approved as amended on a motion made by Council Member Wallace-McKenna and seconded by Council Member Schweitzer. Roll call showed 5 ayes, no nays. The motion passed.

Ordinance #3850 declaring excess certain fire hose was approved on a motion made by Council Member Yaklich and seconded by Council Member Wallace-McKenna. Roll call showed 5 ayes, no nays. The motion passed.

A Resolution amending the employment contract with City Manager Gary Bradley was tabled on a motion made by Council Member Schweitzer and seconded by Council Member Wallace-McKenna. Roll call showed 5 ayes, no nays. The motion passed.

City Manager Bradley presented the Council with a Façade Improvement Program and an updated Sidewalk Reimbursement Program. City Manager Bradley explained that the Façade Improvement program would provide a 50% match up to \$10,000 in the downtown area. The program was modeled after four other programs taking the best from each program. Council Member Yaklich reported that he had received compliments on the improved sidewalks on Main Street. Council Members requested that the programs be placed on the next agenda for approval.

A Proclamation declaring October 2016 as Domestic Violence Awareness Month was read.

A Proclamation declaring October 9 – 15, 2016 as Fire Prevention Week was read.

OTHER BUSINESS

Council Member Yaklich complimented staff on the latest edition of the newsletter.

Council Member Wallace-McKenna noted that the Code Enforcement report showed several people who were planning to utilize the Community Wide Clean-up Day scheduled for October 15. She also complimented staff on the newsletter. She also noted that when the Council asks questions of the department heads that citizens at home are not able to hear the responses. She requested that the department heads come up to the front to respond to the questions. Council Member Wallace-McKenna then requested some further information regarding a burial and Saturday charges at the request of a constituent.

Council Member Koehler complimented the work done for the parking lots recently installed near Central and Irving Schools.

Mayor Looney passed on compliments for the newsletter. He also reminded residents to change their batteries in their smoke detectors.

City Manager Bradley reminded residents of the Community Wide Clean-up event scheduled for October 15, where citizens could bring unwanted junk and debris to the old Kewanee Hospital site at the corner of Elliott and Division Streets. Hazardous wastes and demolition debris would not be accepted. He advised those wishing to take advantage of the event to turn on to Elliott Street from Prospect Street to enter the area.

ANNOUNCEMENTS

City Clerk Edwards announced that the annual fall clean-up by cemetery staff was scheduled to begin on October 20, 2016 and end on October 31, 2016. During this period all decorations would be picked up and discarded. Anyone wishing to save their decorations must have picked them up before October 20, 2016. The cemetery department requested that no new decorations were put out until after the clean-up was complete. The clean-up applied to Pleasant View, South Pleasant View, Mount Olivet, St. Mary's, Kewanee, Russian and Wethersfield Cemeteries. The City of Kewanee trick-or-treat hours would be held on Monday, October 31 from 5 to 7 PM. As always, residents choosing to participate in trick-or-treating were urged to turn on their porch lights.

There being no further business, Council Member Wallace-McKenna moved to adjourn the meeting and Council Member Yaklich seconded the motion. Roll call showed 5 ayes, no nays. The meeting adjourned at 7:53 PM.

MELINDA EDWARDS, CITY CLERK

DATE APPROVED



Kewanee PD

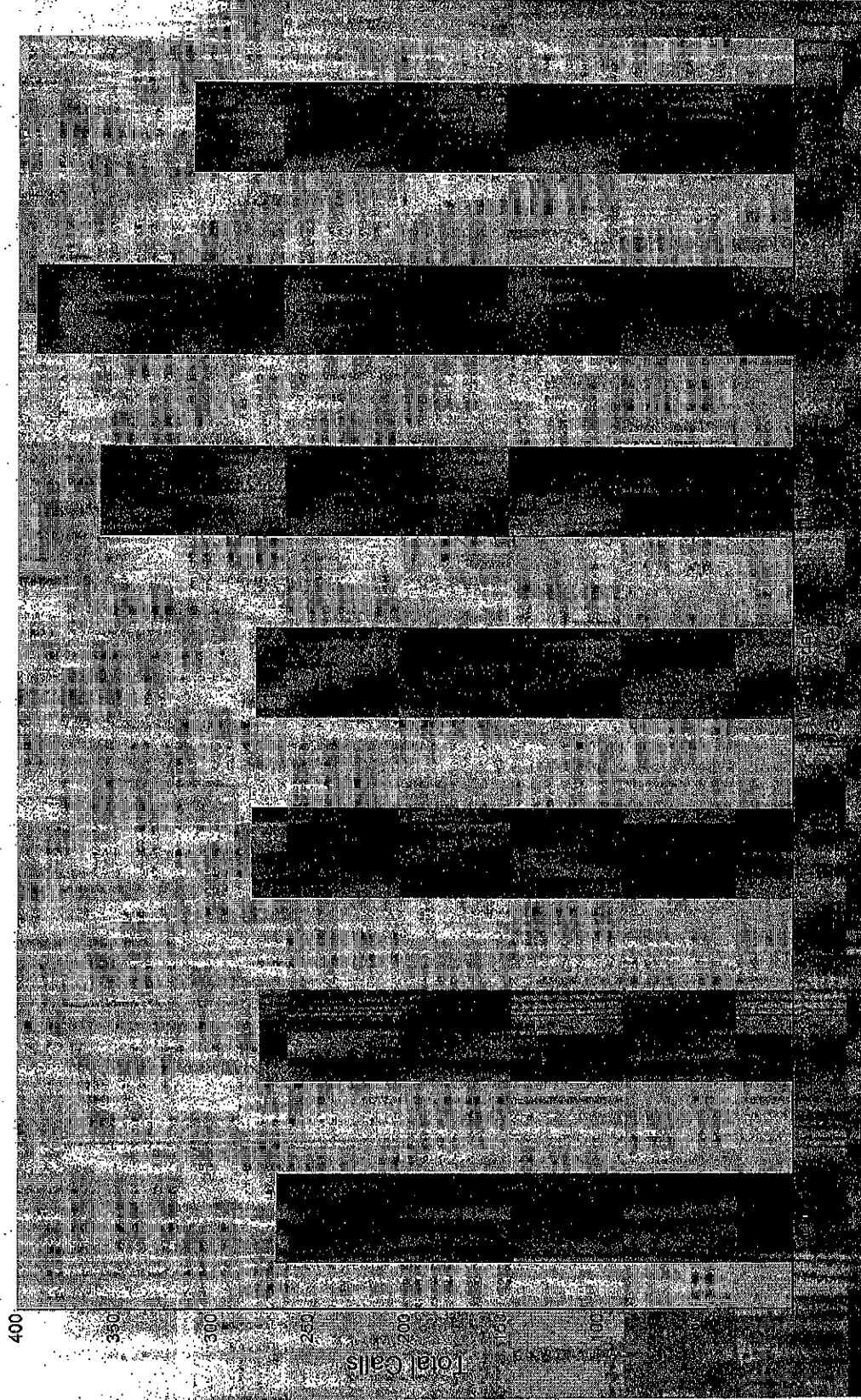
Calls For Service by Time and Day

September 2016

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
0000 - 0059 Hrs	12	8	5	14	5	9	9	62
0100 - 0159 Hrs	14	9	11	11	7	8	7	67
0200 - 0259 Hrs	9	9	7	6	8	8	17	64
0300 - 0359 Hrs	6	9	6	1	12	11	8	53
0400 - 0459 Hrs	3	1	4	2	6	8	4	28
0500 - 0559 Hrs	5	6	3	6	7	4	6	37
0600 - 0659 Hrs	6	4	2	7	5	3	6	33
0700 - 0759 Hrs	6	4	8	5	11	17	1	52
0800 - 0859 Hrs	8	12	14	12	17	26	10	99
0900 - 0959 Hrs	14	10	17	14	25	25	18	123
1000 - 1059 Hrs	21	17	15	10	25	21	11	120
1100 - 1159 Hrs	6	19	17	10	14	16	12	94
1200 - 1259 Hrs	7	19	9	15	13	13	13	89
1300 - 1359 Hrs	8	11	16	15	22	20	15	107
1400 - 1459 Hrs	9	21	15	25	13	19	5	107
1500 - 1559 Hrs	12	20	17	30	17	24	13	133
1600 - 1659 Hrs	16	18	28	23	29	21	14	149
1700 - 1759 Hrs	20	16	26	13	33	26	18	152
1800 - 1859 Hrs	17	17	16	10	23	18	19	120
1900 - 1959 Hrs	16	14	7	16	13	20	24	110
2000 - 2059 Hrs	24	13	17	12	22	29	27	144
2100 - 2159 Hrs	16	8	9	9	14	18	20	94
2200 - 2259 Hrs	6	6	6	8	9	15	12	62
2300 - 2359 Hrs	6	5	5	4	8	12	21	61
Total	267	276	280	278	358	391	310	2,160

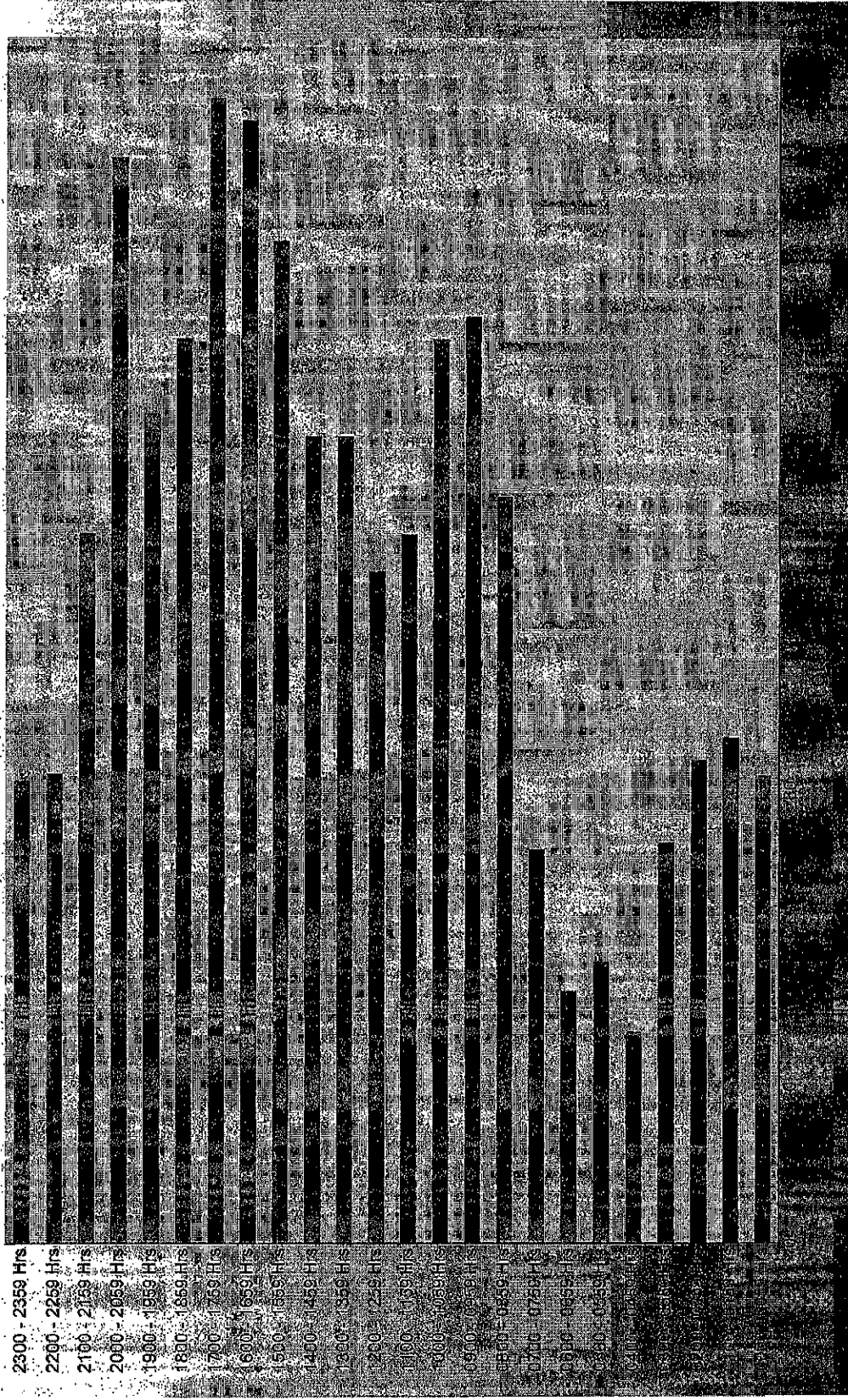
September 2016

Total Calls by Day

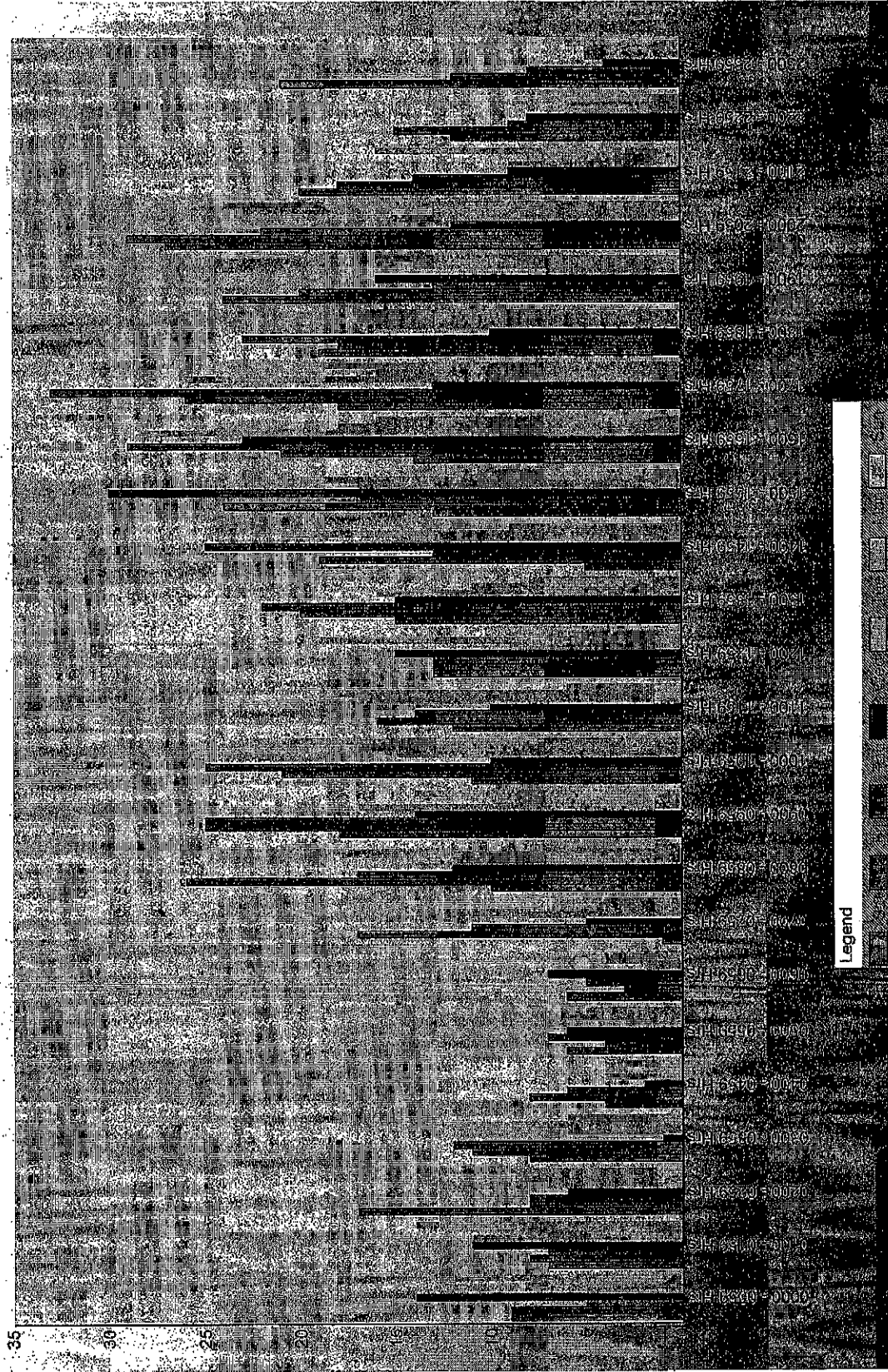


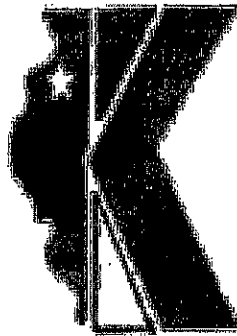
September 2016

Total Calls by Hour



September 2016
Total Calls by Hour and Day





Kewanee PD

Monthly UCR Code Report September 2016

Printed: 11-Oct-2016 05:55

<u>Code</u>	<u>Description</u>	<u>Total</u>
0260	CRIMINAL SEXUAL ASSAULT:SEXUAL ASSAULT	3
0291	CRIMINAL SEXUAL ASSAULT:ATTEMPT-SIMPLE	1
033A	ROBBERY:ATTEMPTS-ARMED-HANDGUN	1
0460	BATTERY:SIMPLE	3
0486	BATTERY:DOMESTIC BATTERY	3
0610	BURGLARY:FORCIBLE ENTRY	2
0625	BURGLARY:RESIDENTIAL (FORCIBLE ENTRY)	3
0710	THEFT FROM MOTOR VEHICLE	3
0760	BURGLARY:FROM MOTOR VEHICLE	1
0810	THEFT:OVER \$300	2
0815	THEFT UNDER \$500	13
0820	THEFT:UNDER \$300	15
0825	THEFT OVER \$500	2
0860	THEFT:RETAIL THEFT	4
0910	MOTOR VEHICLE THEFTS:AUTOS AND PARTS	1
1120	DECEPTION:FORGERY	1
1130	DECEPTION:FRAUD	1
1137	DECEPTION:IDENTITY THEFT	2
1190	DECEPTION:ATTEMPTS	1
1210	DECEPTION:THEFT OF LABOR SERVICE OR USE OF PROPER	1
1310	CRIMINAL DAMAGE TO PROPERTY	9
1320	CRIMINAL DAMAGE TO VEHICLE	4
1330	CRIMINAL TRESPASS TO LAND	2
1350	CRIMINAL TRESPASS TO STATE SUPPORTED LAND	4
1365	CRIMINAL TRESPASS TO RESIDENCE	3
1562	SEX OFFENSES:AGGRAVATED CRIMINAL SEXUAL ABUSE	1
1730	CURFEW VIOLATION	1
1740	RUN-AWAYS (JUVENILES)	13
1750	CHILD ABUSE	1
1780	NEGLECT OF CHILD	4

<u>Code</u>	<u>Description</u>	<u>Total</u>
1811	CANNABIS CONTROL ACT:POSS 30 GRAMS OR LESS	5
1910	CONTROLLED SUB ACT:POSS OF METHAMPHETAMINE	2
2030	CONTROLLED SUB.ACT:LOOK-ALIKE SUBS. MANUF/DEL/POSS	1
2170	DRUG PARAPHERNALIA ACT:POSSESS DRUG EQUIPMENT	5
2230	LIQUOR CONTROL ACT VIOL:ILLEGAL CONSUMP. BY MINOR	2
2411	ZERO TOLERANCE	1
2430	TRANS. OF ALCOHOLIC LIQUOR	1
2440	RECKLESS DRIVING	3
2445	ACCIDENT - HIT AND RUN	1
2455	NO REGISTRATION	2
2460	CANCELLED/SUSP/REV REGISTRATION	1
2461	OPERATE UNINSURED MOTOR VEHICLE	16
2470	NO DRIVERS LICENSE	5
2480	SUSPEND/REVOKED DRIVERS LICENSE	7
2485	DRIVER AND PASSENGER SAFETY BELTS	11
2495	ATTEMPTS TO FLEE OR ELUDE OFFICER	1
2820	DISORDERLY CONDUCT:TELEPHONE THREAT	1
2825	DISORDERLY CONDUCT:HARASSMENT BY TELEPHONE	14
2890	DISORDERLY CONDUCT:OTHER(NOT DRUNKENNESS)	6
2900	DISORDERLY CONDUCT:AIR RIFLES	1
3710	INTERFER W/PUB.OFFIC:RESIST/OBSTRUCT/DISARM OFFICR	3
3961	INTIMIDATION:AGGRAVATED INTIMIDATION	1
4387	VIOLATION OF ORDER OF PROTECTION	13
4505	SEX OFFENDER - FAILURE TO REGISTER	1
4510	PROBATION VIOLATION	1
4525	SEX OFFENDER - PROHIBITED ZONE	1
4870	DOMESTIC VIOLENCE	1
5000	OTHER CRIMINAL OFFENSES	1
5081	IN-STATE WARRANT	20
5083	RECOVERED PROPERTY ONLY	1
6000	ABANDONED VEHICLE	8
6010	ABANDONED VEHICLE TOWED	1
6019	ACCIDENT - TICKET ISSUED	1
6020	ACCIDENT - TRAFFIC - DAMAGE ONLY	21
6021	ACCIDENT - HIT AND RUN - DAMAGE	5
6040	ACCIDENT - TRAFFIC - INJURY	1
6046	ACCIDENT - ANIMAL - OTHER	1
6050	ADMINISTRATIVE DUTIES - OTHER	4
6060	ALARM - BUSINESS	20
6065	ALARM - RESIDENCE	11
6070	ALARM - HOLDUP OR PANIC	3

<u>Code</u>	<u>Description</u>	<u>Total</u>
6075	ALARM - VEHICLE - AUDIBLE	1
6100	AMBULANCE - EMERGENCY	137
6110	AMBULANCE - NON-EMERGENCY	5
6120	ANIMAL - BARKING DOG	10
6130	ANIMAL - CITATION	4
6140	ANIMAL - DEAD	6
6150	ANIMAL - DOG AT LARGE	40
6151	ANIMAL - OTHER AT LARGE	7
6160	ANIMAL - DOG BITE	1
6170	ANIMAL - TAKEN TO IMPOUND	16
6171	ANIMAL - RELEASE/REDEMPTION RECEIPT	3
6180	ANIMAL - LOST/FOUND	27
6190	ANIMAL - NEGLECT/ABUSE	13
6210	ANIMAL - OTHER COMPLAINT	17
6220	ANIMAL - SICK/INJURED	6
6250	ANIMAL - EUTHANIZE	11
6265	ANIMAL - FOLLOW UP	1
6270	ASSIST - BACKUP OTHER UNIT	1
6280	ASSIST - BUSINESS	15
6290	ASSIST - CITIZEN	48
6300	ASSIST - COURT SECURITY	4
6320	ASSIST - HCSO	4
6340	ASSIST - OTHER AGENCIES	8
6360	ASSIST - OTHER LAW ENFORCEMENT AGENCIES	5
6380	ASSIST - STATE POLICE	1
6402	ATTEMPTED SUICIDE - DRUGS	2
6431	BICYCLE - FOUND BICYCLE	4
6490	CHECK BUSINESS	96
6500	CHECK OPEN DOOR	4
6510	CHECK RESIDENCE	2
6520	CHECK WELFARE	33
6530	CHILDREN PLAYING IN STREET	2
6540	CITY ORDINANCE VIOLATION - OTHER	12
6555	CIVIL STAND BY	10
6560	CIVIL COMPLAINT - OTHER	18
6561	CIVIL COMPLAINT - CUSTODY VIOLATIONS	7
6565	COMMUNITY CONTACTS	1
6571	DAMAGE TO PROPERTY - NON CRIMINAL	2
6580	COURT / ON DUTY	4
6600	CUSTODY DISPUTE	2

<u>Code</u>	<u>Description</u>	<u>Total</u>
6670	DISPERSE GROUP	2
6680	DISTURBANCE - CIVIL	1
6690	DISTURBANCE - DOMESTIC	41
6700	DISTURBANCE - FIGHTS-RIOTS-BRAWLS	24
6705	DISTURBANCE - NEIGHBORHOOD TROUBLE	1
6715	DISTURBANCE - OTHER	6
6720	ESCORT BANK	34
6730	ESCORT OTHER	5
6740	ESDA	2
6770	EXTRA PATROL	8
6790	FINGERPRINTING	20
6800	FIRE CALLS - OTHER	11
6802	FIRE CALLS - GRASS OR BRUSH	1
6803	FIRE CALLS - STRUCTURE	4
6810	FOLLOW - UP	173
6821	HARASSMENT	31
6865	HOUSING AUTHORITY GUEST PASS	24
6880	ILLEGAL BURNING	19
6890	ILLEGAL DUMPING	1
6910	INTOXICATED PERSON	6
6940	JUVENILES - OTHER PROBLEMS	27
6980	LITTERING	1
7000	LOST/FOUND ARTICLES	21
7002	LOST DRIVERS LICENSE OR VEHICLE PLATE	1
7010	LOUD NOISE	21
7011	LOUD/WILD PARTIES	1
7030	MEETING	6
7040	MENTAL PATIENT	17
7050	MENTAL CASE - ATTEMPTED SUICIDE / THREAT	1
7080	MISCHIEVOUS CONDUCT	2
7090	MISSING PERSON - ADULT	2
7100	MISSING PERSON - JUVENILE	7
7110	MOTORIST ASSIST - OTHER	9
7120	OBSTRUCTION OF PUBLIC RIGHT OF WAY	8
7130	OFFICIAL NOTICES - OTHER	5
7140	OFFICIAL NOTICES - VEHICLES	10
7150	OFFICIAL NOTICES - TRASH	41
7160	OFFICIAL NOTICES - WEEDS	20
7175	OTHER PUBLIC COMPLAINTS	23
7190	PAPER SERVICE - ATTEMPT	4
7230	PAPER SERVICE - OTHER	4

<u>Code</u>	<u>Description</u>	<u>Total</u>
7250	PARKING COMPLAINT	18
7260	PARKING TICKET	1
7270	PATROL - BIKE - OTHER	3
7280	PATROL - FOOT	4
7290	PICKUP - DELIVERY	8
7300	LIQUOR - OPEN ALCOHOL IN PUBLIC	4
7310	PRISONER TRANSPORT	3
7337	RAILROAD - CROSSING PROBLEMS	3
7350	REMOVE UNWANTED SUBJECT	10
7360	REPOSSESSION	2
7370	REPORTS	1
7376	SCAMS - ATTEMPTED	29
7384	SCHOOL - AREA CHECK	1
7385	SCHOOL - INFORMATION	8
7390	SECURITY CHECK - FIELD INTERVIEW	2
7400	SEX OFFENDER - REGISTRATION	27
7402	SEX OFFENDER - ADDRESS VERIFICATION	3
7410	SKATEBOARDERS / ROLLERBLADES	2
7420	SMOKE REPORT - GAS SMELL	3
7421	SMOKE REPORT - OTHER	1
7440	SOLICITATION COMPLAINT	4
7450	SPECIAL ASSIGNMENT	25
7470	SUSPICIOUS ACTIVITY - OTHER	22
7480	SUSPICIOUS AUTO	20
7490	SUSPICIOUS NOISE	5
7500	SUSPICIOUS PERSON	21
7550	TAVERN - WALK THRU / ID CHECK	2
7560	TRAFFIC COMPLAINT	41
7570	TRAFFIC CONTROL	2
7590	TRAFFIC STOP	154
7600	TRAFFIC STOP - CITATION	21
7610	TRAFFIC STOP - WRITTEN WARNING	95
7640	TRASH	6
7650	UTILITIES COMPLAINT	4
7652	UTILITIES - CONFINED SPACE ENTRY	1
7666	WARRANT - ATTEMPT	4
7670	WEEDS/GRASS/TREE/COMPLAINT	14
7680	WIRE DOWN	1
7690	911 - HANG UP	67
7700	911 - MISDIAL	13

<u>Code</u>	<u>Description</u>	<u>Total</u>
7710	911 - ADMIN LINE	1
7730	911 - WIRELESS CALL	23
7740	911 - TEST CALL	5
7760	911 - OPEN LINE	34
7780	911 - UNLAWFUL USE OF 911	6
7800	DELIVER MESSAGE	1
7810	PROBATION - HOME VISIT	39
8000	STATION INFO - INFO NOT LISTED ELSEWHERE	99
8169	DRIVING WHILE LICENSE REVOKED	1
9117	IN PARK OR CEMETERY AFTER CLOSING	2
9128	EARTHQUAKE	1
9308	SUICIDAL SUBJECT	9
9344	DECEASED	2



Health - Building - Zoning

Building Permits September 2016

Date	Bldg. Permit#	Permit Issued To	Job Address		
Job Descrip				Est Cost	Permit Fee
9/2/2016	B-16-064	Leticia Martinez	335 Elliott		
Construction of new 24' x 30' (720 sq ft total) two car garage on slab foundation.				\$8,700.00	\$89.00
9/7/2016	B-16-065	JV Enterprises	449 Tenney		
Remodel of existing facility, rework of existing electrical fixtures inside of building only, repl				\$254,394.00	(\$866.00)
9/12/2016	B-16-066	Rich Lewis	315 W 2nd		
Re-wiring existing building. Reconstruction of 26' x 40' (1040 sq ft total) section of flat roof				\$10,000.00	(\$74.00)
9/20/2016	B-16-067	Blair Morey	229 Grier		
Construction of new 32' x 26' 4" addition to N side of existing house w/ full basement. Additi				\$78,000.00	\$137.50
9/22/2016	B-16-068	Roger Johnston	924 Rose		
Add handicapped accessible door and ramp to the SE corner of building. Ramp is L shaped an				\$4,800.00	(\$10.00)
9/28/2016	B-16-069	Jason Schwarz	215 S Chestnut		
Construction of wood handicapped ramp off of the NW corner of house. Ramp will be 128 sq				\$500.00	\$10.00

Date	Bldg. Permit#	Permit Issued To	Job Address	Est Cost	Permit Fee
Job Descrip					

<i>Value of improvements in Enterprise Zone</i>	\$269,194.00
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<i>Value of improvements outside the Enterprise Zone</i>	\$87,200.00
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<i>Total Value of Improvements</i>	\$356,394.00
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	(\$950.00)
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<i>Total Value of other Permit Fees</i>	\$236.50
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Prepared by: *Edgardo A. Kelley*



Health - Building - Zoning

Electrical Permits September 2016

Date	Elec Permit#	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
9/2/2016	E-16-065	Leticia Martinez	335 Elliott	Construction of new 24' x 30' (720 sq ft total) two car garage on slab foundation.	\$300.00	\$25.60
9/7/2016	E-16-066	JV Enterprises	449 Tenney	Remodel of existing facility, rework of existing electrical fixtures inside of building only, repl	\$32,551.00	(\$306.00)
9/8/2016	E-16-067	Brian Hays/Hays Electric	324 E South St	Install new exterior 100 amp service.	\$1,000.00	\$10.00
9/12/2016	E-16-068	Gutschlag Electric	216 N Vine	Electric service change from 60 amp to 100 amp.	\$700.00	(\$10.00)
9/12/2016	E-16-069	Rich Lewis	315 W 2nd	Re-wiring existing building. Reconstruction of 26' x 40' (1040 sq ft total) section of flat roof	\$10,000.00	(\$74.00)
9/20/2016	E-16-070	Blair Morey	229 Grier	Construction of new 32' x 26' 4" addition to N side of existing house w/ full basement. Additi	\$10,500.00	\$54.40
9/22/2016	E-16-071	Roger Johnston	924 Rose	Add handicapped accessible door and ramp to the SE corner of building. Ramp is L shaped an	\$200.00	(\$10.60)

Date	Elec Permit#	Permit Issued To	Job Address
Job Descrip			Est Cost Permit Fee

<i>Value of improvements in Enterprise Zone</i>	\$43,451.00
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<i>Value of improvements outside the Enterprise Zone</i>	\$11,800.00
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<i>Total Value of Improvements</i>	\$55,251.00
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	(\$400.60)
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<i>Total Value of other Permit Fees</i>	\$90.00
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Prepared by: *Edwain A. Kelley*



Health - Building - Zoning

Plumbing Permits September 2016

Date	Plumb Permit	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
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9/7/2016	P-16-074	JV Enterprises	449 Tenney	Remodel of existing facility, rework of existing electrical fixtures inside of building only, replac	\$6,600.00	(\$56.00)
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9/9/2016	P-16-075	Ed's Htg, AC, Plmbg & Elec., Inc.	841 Sunset	Install one new A.O. Smith 40 gallon natural gas water heater.	\$850.00	(\$16.30)
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9/20/2016	P-16-076	Blair Morey	229 Grier	Construction of new 32' x 26' 4" addition to N side of existing house w/ full basement. Additio	\$9,500.00	\$88.20
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9/21/2016	P-16-077	Ed's Htg, AC, Plmbg & Elec., Inc.	409 W Mill	Install one new A.O. Smith 40 gallon natural gas water heater.	\$842.12	\$16.30
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<i>Value of improvements in Enterprise Zone</i>	\$7,450.00
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<i>Value of improvements outside the Enterprise Zone</i>	\$10,342.12
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<i>Total Value of Improvements</i>	\$17,792.12
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	(\$72.30)
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<i>Total Value of other Permit Fees</i>	\$104.50
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Prepared by: Elizabeth A. Kelley



Health - Building - Zoning

Miscellaneous Permits September 2016

Date	Misc Permit#	Permit Issued To	Job Address	Job Descrip	Est Cost	Permit Fee
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9/7/2016	M-16-032	JV Enterprises	449 Tenney	Remodel of existing facility, rework of existing electrical fixtures inside of building only, replac	\$18,465.00	(\$128.00)
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9/20/2016	M-16-033	Blair Morey	229 Grier	Construction of new 32' x 26' 4" addition to N side of existing house w/ full basement. Additio	\$10,500.00	\$54.40
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<i>Value of improvements in Enterprise Zone</i>	\$18,465.00
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<i>Value of improvements outside the Enterprise Zone</i>	\$10,500.00
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<i>Total Value of Improvements</i>	\$28,965.00
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<i>Total Value of Permit Fees waived for Enterprise Zone</i>	(\$128.00)
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<i>Total Value of other Permit Fees</i>	\$54.40
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Prepared by: Robert A. Kelley



I l l i n o i s

FINANCE & ADMINISTRATIVE SERVICES

SEPTEMBER 2016

Water Bill Payments Processed

At counter	1061
By mail	418
By dropbox	574
At bank	<u>184</u>
Total Water Bill Payments	2237

Other Payments	230
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Total Payments Processed	2467
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Customer Contacts (non-payment)

By phone	1268
At counter	491
Work orders written	<u>272</u>
Total Customer Contacts	2031

Misc Requests/Employee Contacts

By phone or in-person	559
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City of Kewanee Health Care
Revenue and Expense History

2016	Providers	Rx	Life	Stop Loss	SL Aggregate	Admin Fees	Broker Fees	Wellness	Total Exps	Revenues	Gain/Loss
Jan-16	\$123,045.51	\$14,901.86	\$327.60	-\$8,531.84	\$0.00	\$7,512.83	\$6,300.00	\$189.18	\$143,745.14	\$108,902.54	-\$34,842.60
Feb-16	\$89,735.36	\$12,556.01	\$331.80	\$16,628.04	\$15,401.00	\$8,245.71	\$0.00	\$39.18	\$142,937.10	\$154,254.12	\$11,317.02
Mar-16	\$74,217.13	\$3,837.11	\$331.80	\$16,838.36	\$0.00	\$7,769.66	\$0.00	\$39.18	\$103,033.24	\$110,189.04	\$7,155.80
Apr-16	\$144,078.81	\$15,145.87	\$327.60	\$14,538.42	\$0.00	\$9,165.00	\$6,300.00	\$39.18	\$189,594.88	\$111,837.55	-\$77,757.33
May-16	\$153,422.42	\$17,415.39	\$323.40	\$1,484.69	\$0.00	\$9,349.79	\$0.00	\$146.31	\$182,142.00	\$115,496.64	-\$66,645.36
June-16	\$68,587.99	\$12,376.92	\$323.40	\$13,243.56	\$0.00	\$7,564.49	\$0.00	\$78.44	\$102,174.80	\$120,611.21	\$18,436.41
July-16	\$67,087.32	\$12,870.36	\$0.00	\$9,879.29	\$0.00	\$10,895.75	\$6,300.00	\$46.31	\$107,079.03	\$114,777.66	\$7,698.63
Aug-16	\$259,000.50	\$12,676.22	\$663.60	-\$20,007.51	\$0.00	\$12,217.00	\$0.00	\$46.31	\$264,596.12	\$116,476.70	-\$148,119.42
Sept-16	\$98,189.69	\$12,280.93	\$331.80	-\$7,415.87	\$0.00	\$8,312.50	\$0.00	\$47.36	\$111,746.41	\$118,935.84	\$7,189.43
Oct-16											
Nov-16											
Dec-16											
Total:	\$1,077,364.73	\$114,060.67	\$2,961.00	\$36,657.14	\$15,401.00	\$81,032.73	\$18,900.00	\$671.45	\$1,347,048.72	\$1,071,481.30	-\$275,567.42
Average:											
Jan - Dec	\$119,707.19	\$12,673.41	\$329.00	\$4,073.02	\$1,711.22	\$9,003.64	\$2,100.00	\$74.61	\$149,672.08	\$119,053.48	-\$30,618.60

**CITY OF KEWANEE
PAID CLAIMS ANALYSIS**

Paid Date Range:

9/1/16 - 9/30/16

DENTAL

Active	\$5,509.06
Retired	\$298.61
	<u>\$5,807.67</u>

VISION

Active	\$679.00
Retired	
	<u>\$679.00</u>

MEDICAL

Hospital/Facility

Active	\$51,444.97
Retired	\$619.51
	<u>\$52,064.48</u>

Doctor

Active	\$37,709.65
Retired	\$1,928.89
	<u>\$39,638.54</u>

DRUG

Active	\$12,020.53
Retired	\$1,099.28
RX Credit	(\$838.88)
	<u>\$12,280.93</u>

RUN-OUT CLAIMS

Medical

Dental Vision

	<u>\$0.00</u>
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TOTAL CLAIMS

\$110,470.62

ADMIN FEES

\$8,312.50

STOP LOSS FEES

(\$7,415.87)

BROKER FEES

WELLNESS PROGRAM

\$47.36

LIFE INSURANCE

\$331.80

TOTAL EXPENSES

\$111,746.41

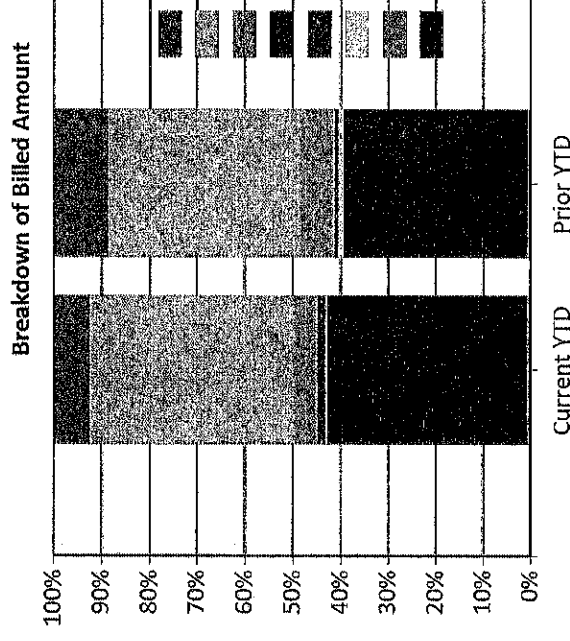
Financial Overview: Financial Summary



Report Description: Provides a breakdown of the medical order of reduction from billed to paid for the current month, current account year to date period, prior account year to date period and a percent change. This report may highlight key measures and their potential impact on paid expenses.

Medical Order of Reduction

Paid Month	Sep 2016	Jan 2015 - Sep 2015	Jan 2016 - Sep 2016	% Change
Billed	\$117,916	\$1,457,587	\$2,375,783	52.7%
Not Covered	\$9,970	\$165,560	\$171,183	3.4%
Covered	\$107,946	\$1,292,027	\$2,054,600	59.0%
Discount	\$53,304	\$586,909	\$951,051	62.0%
Allowed	\$54,642	\$705,118	\$1,103,549	56.5%
Out of Pocket	\$6,004	\$104,041	\$104,719	0.7%
COB	\$1,350	\$10,950	\$71,308	240.7%
COB Medicare	\$0	\$0	\$0	
Other Reductions	\$0	\$17,392	\$9,765	-43.9%
Other Adjustments	\$0	\$0	(\$300)	
Paid - Provider	\$47,289	\$572,735	\$952,051	66.2%
Other Payments	\$69	\$2,818	\$948	-66.3%
Medical Paid	\$47,357	\$575,553	\$953,005	65.6%



Group Liability Breakdown

Paid Month	Sep 2016	Jan 2015 - Sep 2015	Jan 2016 - Sep 2016	% Change
Medical Paid	\$47,357	\$575,563	\$953,005	65.6%
Pharmacy Paid	\$13,470	\$100,623	\$119,340	18.6%
Total Paid Claims	\$60,828	\$676,175	\$1,072,345	58.6%
Recoveries				
Total Paid Claims - Recoveries	\$60,828	\$676,175	\$1,072,345	58.6%
Fees & Credits	\$5,100	\$195,870	\$128,258	-34.5%
Group Liability	\$65,927	\$872,045	\$1,200,603	37.7%

Fees and Credits Breakdown

	Sep 2016	Jan 2015 - Sep 2015	Jan 2016 - Sep 2016	% Change
Access Fee	\$415	\$8,488	\$14,234	67.7%
Admin Fee	\$6,373	\$54,421	\$57,882	6.4%
ASO Adjustments	(\$17,524)	(\$3,625)	(\$103,091)	-2,748.8%
Rx Credit Fees	(\$830)	(\$5,119)	(\$7,541)	-47.3%
Aggregate Stop Loss		\$16,122	\$15,401	-4.5%
Specific Stop Loss	\$16,667	\$125,584	\$151,373	20.5%
Extra Fees				
Summary	\$5,100	\$195,870	\$128,258	-34.5%

Other reductions includes penalties, workers compensation savings, and subrogation savings.
Other payments includes Blue Card access fees and surcharges. Also displayed are other adjustments.

Group - 1825
Division - ALL
Coverage - ALL
RLOS - ALL

CITY OF KENANEE
- ALL DIVISIONS -
- GROUP SUMMARY -

Check dates 09/01/2016 - 09/30/2016

Claim Category	Charges	Ineligible	PPO Discount	Deductible Amounts	Coinsurance Out of Pocket	COB Savings	Cost Share OOP	Share OOP	Total Paid	Claim Count	Lines
DEN DENIAL	7,548.00	966.78	16.00	250.00	1,248.21	168.90	0.00	0.00	4,898.11	21	60
VIS VISION	584.00	183.00	0.00	0.00	0.00	0.00	0.00	0.00	411.00	4	6
- GROUP TOTAL -	8,142.00	1,149.78	16.00	250.00	1,248.21	168.90	0.00	0.00	5,309.11	25	66
Dependent Breakdown											
PARTICIPANT	5,443.00	944.69	5.00	100.00	1,058.68	0.00	0.00	0.00	3,354.63	11	32
SPOUSE	1,792.00	168.09	5.00	150.00	189.53	168.90	0.00	0.00	1,170.48	9	20
DEPENDENT	907.00	97.00	6.00	0.00	0.00	0.00	0.00	0.00	804.00	5	14
- GROUP TOTAL -	8,142.00	1,145.78	16.00	250.00	1,248.21	168.90	0.00	0.00	5,309.11	25	66

Group - 1825
Coverage - DIV
RIOS - ALL

CITY OF KENNESAW
- DIVISION SUMMARY -

Check dates 09/01/2016 - 09/30/2016

Claim Category	Charges	Ineligible	PRO Discount	Deductible Amounts	Coinsurance Out of Pocket	COB Savings	Cost Share OOP	COB Cost Share OOP	Total Paid	Claim Count	Lines
0001 DEN	7,039.00	796.04	16.00	250.00	1,180.56	168.90	0.00	0.00	4,627.50	20	58
0001 VFS	594.00	183.00	0.00	0.00	0.00	0.00	0.00	0.00	411.00	4	5
0002 DEX	509.00	170.74	0.00	0.00	67.65	0.00	0.00	0.00	270.61	1	2
- GROUP TOTAL -	8,142.00	1,149.78	16.00	250.00	1,248.21	168.90	0.00	0.00	5,309.11	25	65

SYS DATE:10/21/16

CITY OF KEWANEE
A / P W A R R A N T L I S T
REGISTER # 72

SYS TIME:16:15

[NW1]

DATE: 10/21/16

Friday October 21,2016

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 LEXISNEXIS RISK SOLUTIONS			85.00	
1381734-2016093	01-21-549	CONTRACT FEE		85.00
01 ADVANCED BUSINESS SYSTEMS INC			289.18	
INV34986	01-11-512	MAINT CONTRACT		91.30
INV35487	01-11-512	MAINT CONTRACT		197.88
01 AEP ENERGY			3572.42	
D0101716SR	62-45-571	RANGE/ELECTRIC		4.02
D1017166&M	01-11-571	6TH & MAIN TRAFFIC		28.66
D101716C&M	01-11-571	CENTRAL & MAIN TRAFFIC		7.28
D101716CH	62-45-571	CITY HALL ELECTRIC		1789.21
D101716D	52-93-571	LIFT ST ELECTRIC		40.94
D101716E&D	01-11-571	EMMONS & DWIGHT SIREN		.09
D101716F&ULS	52-93-571	FIRST & UNION LIFT ST		25.20
D101716FP	54-54-571	FRANCIS PARK ELECTRIC		134.58
D101716H&T	52-93-571	HIGH & THIRD ST LIFT ST		8.80
D101716KLS	52-93-571	KENTVILLE LIFT ST		.67
D101716LB	01-21-539	POUND ELECTRIC		28.89
D101716LS	52-93-571	SIXTH ST LIFT ST		67.39
D101716MLS	52-93-571	MIDLAND LIFT ST		21.44
D101716NE	01-11-571	SIGNALS N EAST ST		143.09
D101716PVC	58-36-571	PV CEM ELECTRIC		14.95
D101716QH	62-45-571	QUONSET HUT ELECTRIC		.94
D101716S&M	01-11-571	SECOND & MAIN TRAFFIC		7.41
D101716ST&C	01-11-571	SIREN TENNEY & COLLEGE		.20
D101716SWTP	51-93-571	SWTP ELECTRIC		1241.40
D101716W	51-93-571	WATER ELECTRIC		7.26
01 AG VIEW FS INC			368.75	
51000041	52-93-586	SOIL TESTING/REICKERS LAND		158.75
51000042	52-93-586	SOIL TESTING/REICKERS		210.00
01 AIRGAS MID AMERICA			127.25	
9939360562	01-22-612	OXYGEN		98.20
9939472702	51-93-512	PROPANE TANK RENTAL		29.05
01 AMEREN ILLINOIS			23822.93	
D101016	01-11-571	ST LIGHTS & SIGNALS		8692.87
D101016	01-52-571	PARKS POWER		37.87
D101016	51-93-571	WTPS POWER		7241.93
D101016	52-93-571	WWTP POWER		4903.06
D101016	54-54-571	FR PK POWER		214.33
D101016	58-36-571	CEM POWER		143.34
D101016	62-45-571	MUN BLDGS POWER		2519.12
D101016	01-21-539	POUND POWER		70.41
01 AUCA CHICAGO MC LOCKBOX			109.18	
1590634895	62-45-471	UNIFORM RENTAL		27.02
1590643852	62-45-471	UNIFORM RENTAL		27.02
1590652868	62-45-471	UNIFORM RENTAL		24.57
1590661750	62-45-471	UNIFORM RENTAL		30.57

SYS DATE:10/21/16

CITY OF KEWANEE
A / P W A R R A N T L I S T
REGISTER # 72

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[NW1]

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 ARROW INTERNATIONAL INC 94280248	01-22-612	MEDICAL SUPPLIES	560.03	560.03
01 ATLAS BUSINESS SOLUTIONS INC INV289128	01-21-537	MAINT AGREEMENT	150.00	150.00
01 AUTOMOTIVE ELECTRIC OF KEWANEE 65555	52-93-512	ADJ TRANSMISSION/SL TR	115.00	115.00
01 AUTO ZONE 2644853519	62-45-612	UNIVERSAL LIFT SUPPORTS	53.46	53.46
01 B & B PRINTING 19252	52-93-652	SHIPPING CHGS	3099.57	23.91
19252	38-71-611	LAMINATE SIGN		2.50
19254	01-11-541	SHIPPING CHGS		9.33
19264	01-11-553	NEWSLETTER		1045.46
19264	51-42-553	NEWSLETTER		285.12
19264	52-43-553	NEWSLETTER		285.13
19264	57-44-553	NEWSLETTER		285.12
19264	01-11-551	NEWSLETTER POSTAGE		541.75
19264	51-42-551	NEWSLETTER POSTAGE		147.75
19264	52-43-551	NEWSLETTER POSTAGE		147.75
19264	57-44-551	NEWSLETTER POSTAGE		147.75
19282	01-65-595	IMPENDING DEMO SIGNS		178.00
01 BIRKEYS W24462	52-43-512	REPR WACKER PACKER	358.05	358.05
01 BOCK INC 31	51-93-515	CONTRACT PAYMENT	52869.01	14134.91
31	52-93-515	CONTRACT PAYMENT		38734.10
01 BRADLEY, GARY 16-24E	01-11-562	REIMB TRAVEL EXP/SPRINGFIELD	154.71	154.71
01 BREEDLOVE'S SPORTING GOODS 28933	01-11-929	POLO SHIRT	18.95	18.95
01 CLIFTONLARSONALLEN LLP 1362119	11-13-531	AUDITING SERVICES	8000.00	8000.00
01 COLWELL, BRENT 991279	01-65-549	ELECTRICAL INSPECTN	350.00	25.00
991280	01-65-549	ELECTRICAL INSPECTN		50.00
991281	01-65-549	ELECTRICAL INSPCTN		50.00
991282	01-65-549	ELECTRICAL INSPECTION		50.00
991283	01-65-549	ELECTRICAL INSPECTN		50.00
991284	01-65-549	ELECTRICAL INSPECTN		50.00
991285	01-65-549	ELECTRICAL INSPCTN		25.00
991286	01-65-549	ELECTRICAL INSPCTN		50.00
01 COMCAST CABLE D101416	38-71-549	INTERNET/DEPOT	161.88	161.88
01 COMPLETE INTEGRATION AND SERVI 331919	51-93-512	WELL 1 PROGRAMMING	1020.00	660.00
331930	52-93-850	STEPSCREEN PROGRAMMING		360.00

DATE: 10/21/16

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 CULLIGAN OF KEWANEE D100916	52-93-652	WWTP WATER	96.16	96.16
01 CYLINDER PLUS LLC 4924	52-93-512	HYD UNIT/STEPSCREEN	2384.29	2384.29
01 D&D OF KEWANEE INC 111070	62-45-613	HANDLE, FLUID, FILTER	64.97	64.97
01 DOOLEY BROS PLUMBING 4.611	38-71-611	TOILET PARTS	1047.23	28.89
4.612	52-93-512	REPR LAB FAUCETS		302.84
4.623	38-71-549	REPLC RELIEF VALVES		715.50
01 EASTERN IOWA TIRE, INC 100018172	62-45-613	TIRES, CURB GUARD, SAN	596.15	596.15
01 ECONOMIC DEVELOPMENT RESOURCES D101216	01-00-159.7	PAYMENT 1/EZ APPLICATION	2500.00	2500.00
01 FACTORY TIRE OUTLET D101416	57-44-573	TIRE DISPOSAL	18.00	18.00
01 FARM KING OF KEWANEE 738395	52-93-619	STAPLE GUN, FLASHLIGHT	533.23	55.05
738396	01-21-651	GUN CLEANING PATCHES		7.98
739065	57-44-651	KEYS MADE		10.47
739464	52-93-619	HYDOIL, TORX BITS		46.07
739464	52-93-656	WEED CONTROL, SPRAYER		108.98
739668	01-41-652	HERBICIDE		24.99
739677	52-93-512	TRANS HYD OIL		43.98
739678	58-36-512	HERBICIDE		24.99
739910	52-93-512	TRANS HYD OIL		43.98
740446	52-93-619	DRILL BIT SET, LOCK NUT		101.38
740451	62-45-613	TUBING		15.47
740562	52-93-512	AIR HOSE & GORILLA GLUE		45.97
740564	52-93-619	NUTS & BOLTS		3.92
01 TRIZETTO PROVIDER SOLUTIONS 1XQ2101600	01-22-579	MONTHLY BILLING CHGS	44.91	44.91
01 GUERRERO, RITA D100716	01-41-617	SIDEWALK REPLACEMENT	360.80	360.80
01 GUSTAFSON FORD 3459	62-45-613	WIRE ASSY, SWITCH	131.73	25.06
3460	62-45-613	SENSOR		45.23
3461	62-45-613	HOSE		61.44
01 GUTSCHLAG, KENNY 09192016-01	52-93-512	REPR EXHAUST FANS/WWTP	1496.60	1496.60
01 THOMPSON TRUCK & TRAILER, INC X203014785:01	62-45-613	RETURN ITEMS	121.96	489.18-
X203015255:01	62-45-613	BATTERY & HOLD DOWN		358.34
X203015475:01	62-45-613	FLUID, CAP ASSY, CHROME		252.80
01 HD SUPPLY WATERWORKS LTD G150569	32-42-850	13TH ST WATER MAIN PARTS	6477.14	5088.16

DATE: 10/21/16

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
G170386	51-42-615	METERS		694.49
G170386	52-43-615	METERS		694.49
01 HENRY CO CLERK/RECORDER D100316	51-42-533	WATER LIEN RELEASED	54.00	54.00
01 HENRY SCHEIN, INC 34973656	01-22-612	MEDICAL SUPPLIES	64.44	64.44
01 IL FIRE & POLICE COMMISSIONERS D100116	01-11-541	2017 MEMBERSHIP	375.00	375.00
01 ILLINOIS SECTION AWWA 200025385	52-43-563	SEWER INSPCTN TRAINING	102.00	102.00
01 INTERSTATE BATTERY SYSTEMS OF 10114675	62-45-613	BATTERIES	679.70	227.90
10114741	62-45-613	BATTERIES		451.80
01 JACKSON, DWAIN 222	52-93-656	TRUCKING LIME	447.41	447.41
01 JOHN DEERE FINANCIAL 593592	58-36-512	YOKE	444.90	30.94
594813	54-54-830	BACKPAK BLOWER		413.96
01 KEWANEE CHAMBER OF COMMERCE 3998	01-65-518	DOWNTOWN CLEANUP	80.00	80.00
01 KEWANEE POOL & SPA 13363	51-42-652	CHLORINE	60.65	32.25
13465	52-93-656	CHLORINE		28.40
01 KNOX COUNTY LANDFILL D093016	57-44-573	GARBAGE DISPOSAL	49158.00	49158.00
01 LEMAN PRECAST 00044971	52-43-615	CONCRETE RISERS	5229.28	5229.28
01 MARTIN EQUIPMENT OF IA-IL, INC 228895	52-93-850	LOADER REPAIR	5612.87	5612.87
01 MARTIN BROS COMPANIES INC 4264	51-42-615	ROCK	7274.50	3637.25
4264	52-43-615	ROCK		3637.25
01 MCI MEGA PREFERRED D100116	01-21-552	LONG DISTANCE/PD	148.87	84.98
D100116	01-11-552	LONG DISTANCE/F&A		23.75
D100116	01-41-552	LONG DISTANCE/PW		33.22
D100116	01-22-552	LONG DISTANCE/FD		3.48
D100116	54-54-552	LONG DISTANCE/FR PK		.65
D100116	58-36-552	LONG DISTANCE/CEM		.99
D100116	52-93-552	LONG DISTANCE/WWTP		1.80
01 MENARD'S 72125	57-44-653	PUSH BROOMS, DUCT TAPE	533.76	67.96
72194	62-45-652	TOOL BOX		35.88
72354	58-36-652	BATTERIES		14.99
72467	58-36-512	REPLC DAMAGED TIE OUT		10.99
72484	38-71-611	CLEANING SUPPLIES/LIGHT BULB		27.34
72522	62-45-830	CLAMPS		44.67

DATE: 10/21/16

Friday October 21,2016

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
72848	62-45-652	GRINDING WHEELS		31.82
72883	58-36-830	METAL GAS CAN		39.99
72885	62-45-652	HEX BOLTS		8.67
72991	01-41-652	TOILET PAPER		5.77
73061	58-36-512	SPRAYER, CONCRETE MIX		13.95
73113	54-54-618	LUMBER		49.45
73183	51-42-652	CABLE TIES, BATTERIES		28.28
73198	62-45-830	CLEVIS HOOKS, CHAIN		59.93
73198	62-45-613	FOAM SEAL		5.97
73486	01-65-652	STAPLE GUN, STAKES, HAMMER		67.42
73551	62-45-613	PAINT, MAGNET, SOCKET		20.68
01 MICHIG ENERGY LTD			9869.31	
09/16-DS	01-41-655	DIESEL CHGS/STREET		1061.21
09/16-DS	51-42-655	DIESEL CHGS/WATER		116.17
09/16-DS	57-44-655	DIESEL CHGS/SAN		1000.06
09/16-DS	01-22-655	DIESEL CHGS/FD		329.66
09/16-GS	01-41-655	GASOLINE/STREET		514.41
09/16-GS	51-42-655	GASOLINE/WATER		683.59
09/16-GS	52-43-655	GASOLINE/SEWER		331.49
09/16-GS	52-93-655	GASOLINE/WWTP		86.98
09/16-GS	01-22-655	GASOLINE/FD		132.35
09/16-GS	01-21-655	GASOLINE/PD		3488.28
09/16-GS	52-43-655	GASOLINE/ENG		60.76
86868	58-36-655	CEM/GASOLINE		364.32
86908	52-93-655	WWTP/DIESEL		248.44
86976	01-52-655	FR PK/DIESEL		154.67
87013	58-36-655	CEM/GASOLINE		401.39
87096	58-36-655	CEM/DIESEL		219.85
87268	58-36-655	CEM/GASOLINE		316.78
87381	52-93-655	WWTP/DIESEL		111.04
87561	58-36-655	CEM/GASOLINE		247.86
01 MINX, MICHAEL			497.28	
16-25E	01-21-563	REIMB HOTEL CHARGES		497.28
01 MIROCHA'S AUTO SERVICE INC			78.00	
12820	62-45-513	AC SERVICE		78.00
01 MOTLEY'S ELECTRICAL SERVICE IN			59.90	
3359	52-93-512	FUSES/15A 600 V		59.90
01 NATIONWIDE RETIREMENT SOLUTION			53333.36	
D101816	01-22-462	POST EMP HEALTH BENEFIT		53333.36
01 O'REILLY AUTOMOTIVE STORES, IN			836.01	
1143162632	01-21-651	CARB CLEANER, PAPER TOWLS		38.88
1143163025	62-45-613	FAN ASSY		199.94
1143163943	62-45-613	RETURN FAN ASSY		199.94
1143164185	52-93-655	AIR & OIL FILTERS, OIL		135.40
1143164190	52-93-655	FUEL FILTER, ENG CLEANER		30.64
1143164372	52-93-653	FLOOR JACK		139.99
1143164405	62-45-613	HOLDOWN BOLT		4.99

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
1143164499	62-45-613	O2 SENSOR		40.49
1143164521	62-45-613	PLUG CHASE		9.99
1143164524	62-45-830	THRD CHASER		7.49
1143165036	62-45-613	RETURN PLUG CHASE		9.99-
1143165286	62-45-613	OIL FILTERS, ANTIFREEZE		61.64
1143165348	62-45-613	SPARK PLUG		7.96
1143165357	58-36-512	ANTIFREEZE		83.94
1143165448	62-45-612	QUICK LINKS		5.39
1143165646	62-45-612	GRINDER WHEEL		2.49
1143166347	58-36-512	BATTERY		92.93
1143166495	51-42-652	GASKET		7.49
1143166748	62-45-613	LAMPS, SOCKET, ANTISEIZE		31.12
1143166750	62-45-612	WASHERS		2.49
1143166764	62-45-830	AIR CHUCK		4.36
1143166766	62-45-613	MICRO VBELT		46.15
1143166904	51-42-652	ULTRA BLACK		7.49
1143166987	52-93-619	MOTOR TREATMENT		15.98
1143167828	62-45-613	WIPER BLADES		28.48
1143167830	62-45-830	PRESS GAUGE		19.46
1143168940	52-93-619	SPARK PLUGS		20.76
01 OFFICE SPECIALISTS INC			1399.67	
952894-0	51-42-652	PAPER TOWELS		14.50
952894-0	52-43-652	PAPER TOWELS		14.50
952894-0	57-44-652	PAPER TOWELS		14.49
953007-0	01-22-537	REBLD COMPUTR/VIRUS		404.98
953563-0	01-11-651	OFFICE SUPPLIES		156.08
953563-0	51-42-651	OFFICE SUPPLIES		156.08
953563-0	52-43-651	OFFICE SUPPLIES		156.07
953563-0	57-44-651	OFFICE SUPPLIES		156.07
953617-0	51-42-652	TOILET PAPER		108.97
953617-0	52-43-652	TOILET PAPER		108.97
953617-0	57-44-652	TOILET PAPER		108.96
01 OSF SAINT LUKE MEDICAL CENTER			356.02	
203075832.1	01-22-455	RANDOM DRUG SCREEN		46.00
203079347	01-22-455	RANDOM DRUG SCREEN		46.00
203083469	01-21-455	RANDOM DRUG SCREEN		46.00
203083470	01-21-455	RANDOM DRUG SCREEN		46.00
3086809	14-11-591	ACCIDENT/DRUG TEST		86.01
3102755	14-11-591	ACCIDENT DRUG TEST		86.01
01 PANTHER UNIFORMS INC			91.95	
18511	01-22-471	SHOOK/UNIFORM ALLOW		29.61
18511	01-22-159.7	SHOOK/UNIFORM OVERAGE		62.34
01 PDC LABORATORIES INC			379.50	
844868S	51-93-542	WATER TESTING		379.50
01 PEST DOCTOR			110.00	
23399	38-71-549	MUN BLDG/PEST CONTRL		60.00
23534	57-44-580	XFER ST PEST CONTRL		50.00

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 THOMAS E PICKERING 4995	01-11-537	EMAIL HOSTING	50.00	50.00
01 QUALITY CHEMICAL COMPANY INC M 17123	52-93-656	ICE MELT	252.10	252.10
01 RAILROAD MANAGEMENT COMPANY II 334851	51-42-532	ANNL PERMIT	194.55	194.55
01 RATLIFF BROS & CO 14084	31-71-890	MADISON AVE SEWER IMP	31731.13	15350.00
14104	52-43-515	REPR SEWER LATRL/E 1ST		2853.13
14105	52-93-512	CRANE RENTAL		660.00
14140	31-71-890	MADISON AVE SEWER IMP		12868.00
01 S. DANA CONSTRUCTION D092816	57-44-820	REPR XFER ST CHUTE	725.00	725.00
01 SES 20129	52-93-512	SOLENOID VALVE	364.98	364.98
01 SNAP-ON TOOLS 10101624265	62-45-830	BATT PULLER, MULTIMETER	518.46	518.46
01 SNS TREE SERVICE INC 385625	01-41-581	TREES REMOVED ROW	7645.00	1375.00
735611	01-52-581	TREES REMOVED/WEST PARK		5500.00
735611	01-41-581	TREES REMOVED/ROW		770.00
01 STAR-COURIER 00031616	01-11-541	PLAN COMM PUBLICATION	206.70	59.00
00031617	01-11-541	PLAN COMM PUBLICATION		65.30
00031712	01-65-595	DEMOLITION BID		82.40
01 SULLIVAN DOOR COMPANY 53798	38-71-549	DOOR REPR/QUONSET HUT	152.00	152.00
01 SUPREME RADIO COMMUNICATIONS I 37358	39-73-890	TORNADO SIREN	2568.42	2030.21
37468	39-73-840	RADIO NEW SWEEPER		538.21
01 TRANE US INC 37134944A	38-71-549	A/C REPR	2521.50	2521.50
01 TRIANGLE CONCRETE INC 8771	51-42-615	FLOW FILL/HY EARLY	2797.35	1781.25
8771	52-43-615	FLOW FILL/HY EARLY		621.00
8771	32-42-850	SAND/13TH ST WATER MAIN		395.10
01 UNIFORM DEN INC 90968	01-22-471	HORRIE UNIFORM ALLOW	49.95	49.95
01 UNIVERSITY OF ILLINOIS UFINV562	01-22-563	FIRE INSPECTN CLASS	650.00	350.00
UFINV662	01-22-563	INSTRUCTOR 1 CLASS		300.00
01 VERIZON WIRELESS 9773050236	01-22-552	FD/CELLULAR SVC	778.96	6.62
9773633642	01-21-552	PD CELLULAR SVC		772.34
01 VISA D100216	01-21-562	TRAINING TRAVEL EXPENSES	4303.53	127.52

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
D100216	01-21-537	GR LEVEL PROG/ESDA		79.95
D100216DJ	01-11-563	IMTA CONFERENCE REG		235.00
D100216DN	31-71-813	ADA TRUNCATED DOMES		458.00
D100216KES	01-22-830	VENT SAW PARTS		80.51
D100216KES	01-22-562	TRAINING TRAVEL EXPENSES		777.08
D100216KES	01-22-563	EMS LICENSE FEES		31.00
D100216KS	01-11-537	ADOBE SUBSCRIPTION		15.93
D100216ME	01-11-537	ADOBE SUBSCRIPTION		47.11
D100216WR	01-21-562	TRAINING TRAVEL EXP		759.77
D100216WR	01-21-652	QUALIFICATION TARGETS		1675.51
D100916GB	01-11-562	TRAINING TRAVEL EXPENSE		16.15
01 WC MEDIA 38883G8	02-61-913	BILLBOARD RENTAL	450.00	450.00
01 ACUITY SPECIALTY PRODUCTS INC 9002485628	62-45-652	CLEANING SUPPLIES	429.89	300.00
9002485628	58-36-652	CLEANING SUPPLIES		129.89
01 ZIMMERMAN, CAROL D091316	01-22-563	PALS CARDS	90.00	90.00
** TOTAL CHECKS TO BE ISSUED			304914.44	

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
GENERAL FUND			89877.37	
ECONOMIC DEVELOPMENT			450.00	
AUDIT FUND			8000.00	
INSURANCE FUND			172.02	
NHR SALES TAX INFRASTRUCTURE IMP			28676.00	
WATER IMPROVEMENT			5483.26	
CAPITAL MAINTENANCE/MUN. BLDG.			3669.61	
ACQUISITION FUND			2568.42	
WATER FUND			31643.28	
SEWER FUND			72215.04	
FRANCIS PARK			812.97	
SANITATION			51741.88	
CEMETERY FUND			2152.09	
CENTRAL MAINTENANCE			7452.50	
*** GRAND TOTAL ***			304914.44	
TOTAL FOR REGULAR CHECKS:			304,914.44	

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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 HENRY COUNTY HEALTH DEPT	10/20/16	1238	1792.63	
224 KH0916	01-22-579	BILING CHARGES		1792.63
01 PAYROLL ACCOUNT	10/17/16	50996	191732.87	
224 PR101916	01-00-243	PAYROLL/F&A		144417.65
224 PR101916	51-00-243	PAYROLL/WATER		20154.31
224 PR101916	52-00-243	PAYROLL/SEWER		4929.50
224 PR101916	54-00-243	PAYROLL/FR PK		198.00
224 PR101916	57-00-243	PAYROLL/SANIT		11809.64
224 PR101916	58-00-243	PAYROLL/CEMET		7754.04
224 PR101916	62-00-243	PAYROLL/FLEET		2469.73
01 PAYROLL ACCOUNT	10/17/16	50997	16315.06	
224 PRD101916	01-11-929	PAYROLL/ACH FEES		10.00
224 PRD101916	16-00-243	PAYROLL/IMRF		8494.51
224 PRD101916	19-00-243	PAYROLL/SOC SEC		7810.55
34 REBUILDING TOGETHER HENRY COUN	10/12/16	597	10000.00	
224 D101216	34-62-913	MATCH DONATIONS		10000.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	102016DT	1100.00	
224 DT100316	44-84E-549	DOWNTOWN TIF 3RD QTR		1100.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	102016K	400.00	
224 K100316	44-84-549	KENTVILLE 3RD QTR BILLING		400.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	102016L	400.00	
224 L100316	44-84A-549	LININGER 3RD QTR BILLING		400.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	102016TC	400.00	
224 TOC100316	44-84D-549	EAST & 11TH 3RD QTR		400.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	102016W	400.00	
224 W100316	44-84B-549	44-84B-549		400.00
44 THE ECONOMIC DEVELOPMENT GROUP	10/20/16	108	400.00	
224 MC100316	44-84C-549	MILL CREEK 3RD QTR		400.00
44 JACOB & KLEIN LTD	10/20/16	109	100.00	
224 MC100316	44-84C-549	MILL CREEK 3RD QTR		100.00
44 JACOB & KLEIN LTD	10/20/16	DT102016	275.00	
224 DOWN100316	44-84E-549	DOWNTOWN TIF 3RD QTR		275.00

A/P MANUAL CHECK POSTING LIST

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

FUND 44	REG# INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
44 JACOB & KLEIN LTD	224 K100316	44-84-549	10/20/16 K102016 KENTVILLE 3RD QTR	100.00	100.00
44 JACOB & KLEIN LTD	224 L100316	44-84A-549	10/20/16 L102016 LININGER 3RD QTR	100.00	100.00
44 JACOB & KLEIN LTD	224 TOC100316	44-84D-549	10/20/16 TC102016 EAST & 11TH 3RD QTR	100.00	100.00
44 JACOB & KLEIN LTD	224 W100316	44-84B-549	10/20/16 W102016 WALWORTH 3RD QTR	100.00	100.00
74 HEALTH CARE SERVICE CORPORATION	224 SD 09/16	74-14-451	10/03/16 1065 HEALTH INSURANCE CLAIMS	65927.26	67310.25
	224 SD 09/16	74-14-452	STOP LOSS ADJUSTMENT		1382.99-
74 KEWANEE CHAMBER OF COMMERCE	224 D100716	74-14-451	10/07/16 1066 I'M 4 FITNESS CERTIFICATE	125.00	125.00
74 SISCO	224 D101216	74-14-451	10/12/16 1067 DENTAL-VISION CLAIMS	811.58	811.58
74 SISCO	224 D101416	74-14-451	10/14/16 1068 DENTAL-VISION CLAIMS	1972.36	1972.36
74 SISCO	224 D102116	74-14-451	10/21/16 110 DENTAL-VISION CLAIMS	680.47	680.47
74 YMCA	224 D101816	74-14-451	10/18/16 1069 FITNESS/MBRSHIP %	47.36	47.36
** TOTAL MANUAL CHECKS REGISTERED				293279.59	

A/P MANUAL CHECK POSTING LIST


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

PAYABLE TO REG#	INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
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REPORT SUMMARY

CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	304914.44	209840.56	514755.00
34	.00	10000.00	10000.00
44	.00	3875.00	3875.00
74	.00	69564.03	69564.03
TOTAL CASH	304914.44	293279.59	598194.03

DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	89877.37	146220.28	236097.65
02	450.00	.00	450.00
11	8000.00	.00	8000.00
14	172.02	.00	172.02
16	.00	8494.51	8494.51
19	.00	7810.55	7810.55
31	28676.00	.00	28676.00
32	5483.26	.00	5483.26
34	.00	10000.00	10000.00
38	3669.61	.00	3669.61
39	2568.42	.00	2568.42
44	.00	3875.00	3875.00
51	31643.28	20154.31	51797.59
52	72215.04	4929.50	77144.54
54	812.97	198.00	1010.97
57	51741.88	11809.64	63551.52
58	2152.09	7754.04	9906.13
62	7452.50	2469.73	9922.23
74	.00	69564.03	69564.03
TOTAL DISTR	304914.44	293279.59	598194.03

		CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE	October 24, 2016		
RESOLUTION OR ORDINANCE NUMBER	Resolution #5006		
AGENDA TITLE	Consideration of an Ordinance granting a continuance of non-conforming use to Gaming Goat at 249 W. Division St.		
REQUESTING DEPARTMENT	Community Development		
PRESENTER	Keith Edwards, Director of Community Development		
FISCAL INFORMATION	Cost as recommended:	N/A	
	Budget Line Item:	N/A	
	Balance Available	N/A	
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
PURPOSE	Allows for the continuation of the nonconforming use of B-3 zoning at 249 W. Division Street.		
BACKGROUND	<p>The building under consideration for this Request For Continuance was originally constructed in 1919 according to the Henry County Assessment Office. The building is located in an R-2 residential district and has sheltered a legal nonconforming use of B-3 which was verified by documentation located in the Street File at City Hall. The building is nonconforming to current zoning setback requirements. It is my opinion that the building was either originally constructed OR has been modified for nonresidential use. The most recent nonconforming use that occupied this building was ZOOM Photo/Grafix LLC., which ceased operations on February 2014 according to City water billing records. The applicants have entered into an agreement to purchase the building, according to their attorney Thomas Montgomery.</p>		

SPECIAL NOTES	N/A
ANALYSIS	<p>The application to continue the nonconforming use was sent to representatives from both parties involved in the real estate transaction. Both parties are requesting the continuation of the nonconforming use as a B-3 business to operate The Gaming Goat store from this location. The application reflects that there are not any substantial changes to the building planned. By granting this continuance of nonconforming use to the Gaming Goat (Ca D'Zan Media, LLC, John Taylor & Jeff Bergren) the City will be welcoming another new small business into a building that has been vacant since February 2014. The continuance of nonconforming use would then be allowed to continue until such time as the building was vacant for a period of 12 months.</p>
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Staff recommends adoption.
REFERENCE DOCUMENTS ATTACHED	<p>Copy of a letter dated May 23, 1995 from the Street File.</p> <p>Request For Continuance Of Nonconforming Use.</p> <p>Photos are available of the property in question for Council review.</p>

RESOLUTION NO. 5006

A RESOLUTION AUTHORIZING THE CONTINUATION OF THE NONCONFORMING USE OF 249 W DIVISION STREET AS A B-3 BUSINESS ZONING AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City Council believes that it is important to remain business friendly and be able to consider the possibility of allowing a nonconforming use to continue if the nonconforming use is not detrimental to the surrounding properties and zoning district in which the nonconforming use is located; and,

WHEREAS, the City Council passed Ordinance #3849 establishing an exception allowing the City Council to grant the re-establishment of a nonconforming use that may be considered discontinued or abandoned; and

WHEREAS, the property at 249 West Division Street has been a nonconforming use business, which is currently considered discontinued or abandoned; and

WHEREAS, the property owner and prospective buyers have requested a continuance of the nonconforming use to operate the Gaming Goat store from this location; and

WHEREAS, the building on the property appears to be purpose built or modified for commercial use; and

WHEREAS, the City Council finds it in the best interest of the community to re-establish the nonconforming use of the property at 249 West Division Street.

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

Section 1 The City Council grants the request for re-establishment of the nonconforming B-3 zoning for the property at 249 West Division Street.

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 October, 2016.

ATTEST:

Melinda Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Deann Schweitzer				
Council Member Andrew Koehler				
Council Member Kellie Wallace-McKenna				
Council Member Michael Yaklich				

City of Kewanee

HEALTH, BUILDING & ZONING

415 N. MAIN STREET

KEWANEE, ILLINOIS 61443

PHONE (309) 852-2371

FAX (309) 856-6001

May 23, 1995

Mr. Gary N. McIntire
P.O. Box 634
Kewanee, Illinois 61443


RE: 249 W. Division Street.

Dear Mr. McIntire,


The building at 249 W. Division Street shelters a legal nonconforming use at this time. Nonconforming in that the building is in a R-2 residential zoning district and the use to which the building has been put over the years has been nonresidential. The current use being the storage of materials and equipment used in your home improvement business. This use is listed as being permitted in a B-3 District. Thus, any other similar B-3 type use, or a use listed in one of the more restricted zoning districts can be carried on at the building.

John Patch and yourself have inquired about using the building for a glass shop. I told you the building could be used as a glass shop under the nonconforming status, since such use is permitted in a B-2 or B-3 district. Last Thursday, Mr. Patch came in to apply for a building permit to remove the existing rear entrance on the building and replace it with a new overhead garage door. He was told that a building housing a nonconforming use could not be structurally altered as proposed. Please refer to 155.085-(B) and 155.089 of the Zoning Regulations, copy enclosed, which details the limits placed on buildings containing nonconforming uses.

From this point there are several options if you still desire to try to obtain approval for the structural alterations proposed. First, you could try to have the site rezoned to B-2 or a less restricted district. Second, you could apply to the Zoning Board of Appeals petitioning for a variance to allow the proposed work. Third, you could file an appeal with the Zoning Board of Appeals asking them if my interpretation of the nonconforming use regulations is correct. Fourth, you could file a petition asking to amend the Zoning Regulations on nonconforming uses to allow the type of work proposed. All these options require filing fees and can be started by picking up the appropriate forms in this office. I have included some information on the Zoning Board of Appeals from the City Code for your information.

Kip Spear 
Health, Building & Zoning Officer

cc: J. Patch

 CITY OF KEWANEE CITY COUNCIL AGENDA ITEM		
MEETING DATE	October 24, 2016	
RESOLUTION OR ORDINANCE NUMBER	Resolution #5007	
AGENDA TITLE	Resolution authorizing the City Manager to enter into agreements with Crawford, Murphy & Tilly, Inc, and Missman, Inc, and Chamlin & Associates, Inc. for on-call engineering services.	
REQUESTING DEPARTMENT	Engineering	
PRESENTER	Dale R. Nobel, P.E., City Engineer	
FISCAL INFORMATION	Cost as recommended:	N/A
	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 enter into agreements with Crawford, Murphy & Tilly, Missman, and Chamlin & Associates for on-call engineering services.	
BACKGROUND	It is the goal to have a proactive and planned approach to infrastructure maintenance to meet the needs of customers and potential customers. Having on-call engineers lined up to augment staff facilitates the process, while providing the ability to be timely in the process without having to issue a request for qualifications for each individual project. Also, having an agreement with outside engineering firms, results in further cost savings, as the city does not need to employ someone with a particular expertise.	
SPECIAL NOTES	The selection methodology conforms to the City's Procurement Policy for attainment of Professional Services.	

ANALYSIS	In accordance with the adopted Procurement Policy, a Request for Qualifications was sent out by the City to all firms who have worked for the City in the recent past, or expressed an interest in working for the City. 15 Statements of Qualifications (SOQ) were received from Consulting firms, all with offices within 50 miles of Kewanee. A selection committee consisting of myself, the City Manager and the Fire Chief reviewed and scored each of the SOQ independently and determined the top 5 firms for future consideration. An interview was then conducted with each of the five selected firms before the selection committee. Following the interviews it was agreed upon by the selection committee to proceed with “on-call” agreements with the three firms referenced in the Resolution.
PUBLIC INFORMATION PROCESS	The firms that have worked for the City in the recent past or have contacted the City over the last couple of years were all directly contacted by the City with a Request for Qualifications. A total of 15 firms near Kewanee were contacted and all 15 responded with a SOQ. The RFQ was also placed on the City’s web site for those firms which may have an interest in working for the City and visited our website.
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Proceed with the execution of the agreements.
REFERENCE DOCUMENTS ATTACHED	A copy of the Request for Qualifications

RESOLUTION NO. 5007

A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE STANDARD AGREEMENTS FOR PROFESSIONAL SERVICES WITH CRAWFORD, MURPHY & TILLY, INC., MISSMAN, INC. AND CHAMLIN AND ASSOCIATES, INC FOR CONSULTING ENGINEERING SERVICES, AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City of Kewanee has the need, from time to time, for Professional Engineering Services as they relate to various capital projects as well as general consultation concerning issues related to water and wastewater treatment processes; and,

WHEREAS, Pursuant to the City's Procurement Policy, Statement of Qualifications were received from numerous consulting firms, reviewed by a selection committee, and interviews conducted, resulting in the selection of three consulting firms who best suit the anticipated needs of the City; and,

WHEREAS, The City Council finds it to be in the best interest of the citizens to enter into Standard Agreements with the selected consulting firms to meet the needs of the City.

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

Section 1 The text of the preamble to this resolution is hereby made part thereof.

Section 2 The City Manager is hereby authorized to execute Standard Agreements for Professional Services with Crawford, Murphy & Tilly, Inc.(CMT); Missman, Inc.; and Chamlin & Associates, Inc.

Section 3 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 October, 2016.

ATTEST:

Steve Looney, Mayor

Melinda K. Edwards, City Clerk

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Andrew Koehler
Council Member Deann Schweitzer
Council Member Kellie Wallace-McKenna
Council Member Mike Yaklich

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between City of Kewanee, whose address is 401 E. Third Street, Kewanee, IL 61443 hereinafter called the **CLIENT** and CHAMLIN & ASSOCIATES, INC., Consulting Engineers, 3017 Fifth Street, Peru, Illinois 61354, hereinafter called the **ENGINEER**.

WITNESSETH, that whereas the **CLIENT** desires the following described professional engineering, land surveying and related services:

The **ENGINEER** shall provide services as requested to address infrastructure repairs, improvements, and evaluations for specified projects. The **ENGINEER** shall establish a scope of services, budget and schedule for capital improvement projects, professional opinions, and/or reviews of specific public works facilities. An *Engineering Services Work Order* (template is attached hereto) shall be signed by authorized representatives of both parties.

NOW THEREFORE, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in one of two ways. One of the following compensation methods shall be identified in the *Work Order*.

☒ On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.

☐ At the lump sum amount of \$_____.

IT IS MUTUALLY AGREED THAT, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

IT IS FURTHER MUTUALLY AGREED:

ENGINEER shall notify the **CLIENT** when the engineering fee is approaching the estimate. **ENGINEER** shall not invoice costs that exceed the estimate without additional authorization from **CLIENT**. If **ENGINEER** recognizes a change in the project scope or is directed by the **CLIENT** to modify the scope of services, the **ENGINEER** shall prepare an amendment to the *Engineering Services Work Order* for approval by **CLIENT**.

ENGINEER shall proceed with the work assignment once authorized by **CLIENT**. Each *Work Order* will be tracked with a unique project number and an itemized invoice will be submitted for each *Work Order*.

Should **CLIENT** request General Engineering services not connected to a specific project, **ENGINEER** shall submit an itemized breakdown of general engineering services rendered to the **CLIENT** with each monthly invoice.

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this 19TH day of October, 2016.

CLIENT:

(Client Name)

(Signature)

(Name and Title)

ENGINEER:

CHAMLIN & ASSOCIATES, INC.

Michael W. Perry, P.E.
(Signature)

MICHAEL W. PERRY, PRINCIPAL
(Name and Title)

Engineer Job No. _____

**STANDARD GENERAL CONDITIONS
CHAMLIN & ASSOCIATES, INC.**

1. Standard of Care

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **ENGINEER** in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **ENGINEER** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **ENGINEER**, **CLIENT** will indemnify and hold harmless **ENGINEER** from and against liability to **CLIENT** or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of **ENGINEER** arising from services performed by **ENGINEER** shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of \$50,000, whichever is greater.

CHAMLIN & ASSOCIATES, INC.
STANDARD SCHEDULE OF HOURLY CHARGES
EFFECTIVE MARCH 28, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
Principal	\$136.00	\$136.00
Structural Engineer	\$136.00	\$136.00
Professional Land Surveyor	\$108.00	\$108.00
Project Engineer	\$124.00	\$124.00
Engineer	\$100.00	\$100.00
Sr. Project Manager	\$118.00	\$118.00
Project Manager	\$104.00	\$104.00
Instrumentman	\$100.00	\$100.00
EIT (Engineer in Training)	\$98.00	\$98.00
Designer	\$90.00	\$90.00
Chief Engineering Aide	\$104.00	\$104.00
Sr. Engineering Aide	\$86.00	\$86.00
Engineering Aide	\$76.00	\$76.00
Draftsman	\$72.00	\$72.00
Sr. Party Chief	\$92.00	\$92.00
Party Chief	\$80.00	\$80.00
Inspector	\$82.00	\$82.00
Rodman	\$44.00	\$44.00
Admin Support Staff	\$40.00	\$40.00

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about March 28, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the **ENGINEER** by another company shall be invoiced at actual cost plus ten percent.

**City of Kewanee
Engineering Services Work Order**

WORK ORDER 16-

Project Description

Services to be Provided

Schedule

Work will begin upon receipt of this executed Engineering Services Work Order and will be completed within _____ calendar days and submitted for appropriate review and approval.

Compensation

Compensation for the services provided under this Engineering Services Work Order will be in accordance with the manner selected below.

- ☐ On a time and expense basis in accordance with the current year's Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent. It is estimated that the compensation for the above services, including reimbursable expenses, will not exceed \$_____.
- ☐ At the lump sum amount of \$_____.

The compensation for the above services, including reimbursable expenses, will be invoiced as the work is performed. (See Exhibit A for additional information.)

Approval & Notice to Proceed

Issued By: City of Kewanee

Accepted By: CHAMLIN & ASSOCIATES, INC.

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between City of Kewanee, whose address is 401 E. Third Street, Kewanee, IL 61443 hereinafter called the **CLIENT** and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 203 Harrison Street, Peoria, Illinois 61602, hereinafter called the **ENGINEER**.

WITNESSETH, that whereas the **CLIENT** desires the following described professional engineering, land surveying and related services:

The **ENGINEER** shall provide services as requested to address infrastructure repairs, improvements, and evaluations for specified projects. The **ENGINEER** shall establish a scope of services, budget and schedule for capital improvement projects, professional opinions, and/or reviews of specific public works facilities. An *Engineering Services Work Order* (template is attached hereto) shall be signed by authorized representatives of both parties.

NOW THEREFORE, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in one of two ways. One of the following compensation methods shall be identified in the *Work Order*.

- ☐ On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.
- ☐ At the lump sum amount of \$ ____.

IT IS MUTUALLY AGREED THAT, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

IT IS FURTHER MUTUALLY AGREED:

ENGINEER shall notify the **CLIENT** when the engineering fee is approaching the estimate. **ENGINEER** shall not invoice costs that exceed the estimate without additional authorization from **CLIENT**. If **ENGINEER** recognizes a change in the project scope or is directed by the **CLIENT** to modify the scope of services, the **ENGINEER** shall prepare an amendment to the *Engineering Services Work Order* for approval by **CLIENT**.

ENGINEER shall proceed with the work assignment once authorized by **CLIENT**. Each *Work Order* will be tracked with a unique project number and an itemized invoice will be submitted for each *Work Order*.

Should **CLIENT** request General Engineering services not connected to a specific project, **ENGINEER** shall submit an itemized breakdown of general engineering services rendered to the **CLIENT** with each monthly invoice.

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this ____ day of October, 2016.

CLIENT:

(Client Name)

(Signature)

(Name and Title)

ENGINEER:

CRAWFORD, MURPHY & TILLY, INC.

(Signature)

Eric J. Hansen, PE - Vice President
(Name and Title)

CMT Job No. _____

STANDARD GENERAL CONDITIONS
Crawford, Murphy & Tilly, Inc.

1. Standard of Care

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **ENGINEER** in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **ENGINEER** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **ENGINEER**, **CLIENT** will indemnify and hold harmless **ENGINEER** from and against liability to **CLIENT** or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of **ENGINEER** arising from services performed by **ENGINEER** shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation – Check box ☐ if this provision does not apply.

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of \$50,000, whichever is greater.

CRAWFORD, MURPHY & TILLY, INC.
STANDARD SCHEDULE OF HOURLY CHARGES
EFFECTIVE JANUARY 1, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
Principal	\$ 195	\$ 195
Senior Project Engineer/Manager	\$ 185	\$ 185
Project Engineer/Manager/Architect	\$ 155	\$ 155
Senior Engineer/Architect	\$ 130	\$ 145
Senior Technical Manager	\$ 120	\$ 140
Senior Planner/GIS Specialist	\$ 110	\$ 130
Engineer/Architect	\$ 110	\$ 130
Planner/Technical Manager	\$ 80	\$ 95
Land Surveyor	\$ 130	\$ 145
Senior Technician	\$ 115	\$ 135
Technician II	\$ 95	\$ 110
Technician I	\$ 75	\$ 90
Administrative Assistant/Accountant	\$ 50	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about January 1, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the Crawford, Murphy & Tilly, Inc. by another company shall be invoiced at actual cost plus ten percent.

**City of Kewanee
Engineering Services Work Order**

WORK ORDER 16-

Project Description

Services to be Provided

Schedule

Work will begin upon receipt of this executed Engineering Services Work Order and will be completed within _____ calendar days and submitted for appropriate review and approval.

Compensation

Compensation for the services provided under this Engineering Services Work Order will be in accordance with the manner selected below.

- ☐ On a time and expense basis in accordance with the current year's Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent. It is estimated that the compensation for the above services, including reimbursable expenses, will not exceed \$_____.
- ☐ At the lump sum amount of \$_____.

The compensation for the above services, including reimbursable expenses, will be invoiced as the work is performed. (See Exhibit A for additional information.)

Approval & Notice to Proceed

Issued By: City of Kewanee

Accepted By: Crawford, Murphy & Tilly, Inc.

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between City of Kewanee, whose address is 401 E. Third Street, Kewanee, IL 61443 hereinafter called the **CLIENT** and Missman, Inc., Consulting Engineers, 4500 Black Hawk Commons Drive, Rock Island, Illinois 61201, hereinafter called the **ENGINEER**.

WITNESSETH, that whereas the **CLIENT** desires the following described professional engineering, land surveying and related services:

The **ENGINEER** shall provide services as requested to address infrastructure repairs, improvements, and evaluations for specified projects. The **ENGINEER** shall establish a scope of services, budget and schedule for capital improvement projects, professional opinions, and/or reviews of specific public works facilities. An *Engineering Services Work Order* (template is attached hereto) shall be signed by authorized representatives of both parties.

NOW THEREFORE, the **ENGINEER** agrees to provide the above described services and the **CLIENT** agrees to compensate the **ENGINEER** for these services in one of two ways. One of the following compensation methods shall be identified in the *Work Order*.

☐ On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.

☐ At the lump sum amount of \$_____.

IT IS MUTUALLY AGREED THAT, payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**.

IT IS FURTHER MUTUALLY AGREED:

ENGINEER shall notify the **CLIENT** when the engineering fee is approaching the estimate. **ENGINEER** shall not invoice costs that exceed the estimate without additional authorization from **CLIENT**. If **ENGINEER** recognizes a change in the project scope or is directed by the **CLIENT** to modify the scope of services, the **ENGINEER** shall prepare an amendment to the *Engineering Services Work Order* for approval by **CLIENT**.

ENGINEER shall proceed with the work assignment once authorized by **CLIENT**. Each *Work Order* will be tracked with a unique project number and an itemized invoice will be submitted for each *Work Order*.

Should **CLIENT** request General Engineering services not connected to a specific project, **ENGINEER** shall submit an itemized breakdown of general engineering services rendered to the **CLIENT** with each monthly invoice.

The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer any part of his interest in this **AGREEMENT** without the written consent of the other party hereto. This **AGREEMENT**, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This **AGREEMENT** is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this _____ day of October, 2016.

CLIENT:

ENGINEER:

(Client Name)

MISSMAN, INC.

(Signature)

(Signature)

(Name and Title)

(Name and Title)

Engineer Job No. _____

STANDARD GENERAL CONDITIONS
Missman, Inc.

1. Standard of Care

In performing its professional services hereunder, the **ENGINEER** will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the **ENGINEER'S** undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by **ENGINEER** pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by **CLIENT** or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by **ENGINEER** for the specific purpose intended will be at **CLIENT'S** sole risk and without liability or legal exposure to **ENGINEER**; and **CLIENT** shall indemnify and hold harmless **ENGINEER** from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the **ENGINEER** shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the **ENGINEER'S** files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the **ENGINEER** under this Agreement are intended solely for the benefit of the **CLIENT**. Nothing contained herein shall confer any rights upon or create any duties on the part of the **ENGINEER** toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The **ENGINEER** shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the **ENGINEER** be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the **ENGINEER**. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1-1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. **CLIENT** will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by **ENGINEER** in collecting payment, including interest, for services rendered.

7. Indemnification for Release of Pollutants

If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.

If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, **CLIENT** agrees that in the event of one or more suits or judgments against **ENGINEER** in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by **ENGINEER**, **CLIENT** will indemnify and hold harmless **ENGINEER** from and against liability to **CLIENT** or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of **ENGINEER** arising from services performed by **ENGINEER** shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation

The total liability, in the aggregate, of the **ENGINEER** and **ENGINEER'S** officers, directors, employees, agents and consultants, and any of them, to **CLIENT** and anyone claiming by, through or under **CLIENT**, for any and all injuries, claims, losses, expenses or damages arising out of the **ENGINEER'S** services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of **ENGINEER** or **ENGINEER'S** officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by **ENGINEER** under this agreement, or the total amount of \$50,000, whichever is greater.

STANDARD SCHEDULE OF HOURLY CHARGES
EFFECTIVE JANUARY 1, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
SEE ATTACHED SCHEDULE – EXHIBIT A		

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about January 1, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the **ENGINEER** by another company shall be invoiced at actual cost plus ten percent.

ATTACHMENT
EXHIBIT A – HOURLY RATES FOR ADDITIONAL SERVICES

ADDITIONAL SERVICES: Additional Services will be charged at the standard hourly rates shown below. Work on items considered Additional Services would not be undertaken until the Client provides written authorization.

Classification	Rate
Principal	\$185.00
Senior Project Manager	\$151.00
Project Manager	\$134.00
Project Engineer	\$118.00
Senior Design Engineer	\$90.00
Design Engineer	\$82.00
Land Survey Manager	\$142.00
Land Surveyor	\$122.00
Survey Party Chief	\$80.00
Survey Technician	\$51.00
Senior Engineering Technician	\$103.00
Engineering Technician	\$73.00
CAD Operator	\$57.00
Construction Services Manager	\$120.00
Construction Services Senior Technician	\$98.00
Construction Services Technician	\$77.00
Project Coordinator II	\$82.00
Project Coordinator I	\$62.00
Environmental Scientist	\$72.00
Clerical & Administration	\$52.00
Engineering Intern	\$31.00
Survey – Robotic	\$95.00
Survey – RTK	\$110.00

January 1, 2016
Missman, Inc.

The above standard hourly rates include overhead, profit, insurance, and normal costs for readiness to serve. Reasonable travel costs are also included. Lodging and per diem in excess of 50 miles from the office servicing the project will result in additional charges.

**City of Kewanee
Engineering Services Work Order**

WORK ORDER 16-

Project Description

Services to be Provided

Schedule

Work will begin upon receipt of this executed Engineering Services Work Order and will be completed within _____ calendar days and submitted for appropriate review and approval.

Compensation

Compensation for the services provided under this Engineering Services Work Order will be in accordance with the manner selected below.

- ☐ On a time and expense basis in accordance with the current year's Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent. It is estimated that the compensation for the above services, including reimbursable expenses, will not exceed \$_____.
- ☐ At the lump sum amount of \$_____.

The compensation for the above services, including reimbursable expenses, will be invoiced as the work is performed. (See Exhibit A for additional information.)

Approval & Notice to Proceed

Issued By: City of Kewanee

Accepted By: Missman Inc.

Signed: _____

Signed: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____



Dale R. Nobel, P. E.
City Engineer
401 E Third St
Kewanee IL 61443
309-852-2611, Ext. 231
dnobel@cityofkewanee.net
(Fax) 309-856-6001

I l l i n o i s

REQUEST FOR STATEMENT OF QUALIFICATIONS

CONSULTING ENGINEERS – MUNICIPAL PROJECTS

SEPTEMBER 9, 2016

The City of Kewanee, Illinois is inviting Consulting Engineers with Municipal Infrastructure Engineering experience to submit a Statement of Qualifications for a variety of infrastructure projects anticipated to take place over the next few years. It is the intent of the City to retain one or more Consulting Engineers on an “as-call” basis to prepare the planning, preliminary, and final construction documents for bidding purposes as well as provide on-site observation as requested during construction.

Consulting Engineers should prepare their Statement of Qualifications (SOQ) in the manner as prescribed herewith and submit them to the City no later than the end of business(5pm), on Friday, October 7, 2016. One unbound original and three copies should be submitted in a single envelope or mailing package clearly marked on the outside as “STATEMENT OF QUALIFICATIONS” for Consulting Engineering Services, due 10/07/16. Attention: Dale R. Nobel, P.E., City Engineer, 401 E. 3rd Street, Kewanee, Illinois.

Any questions concerning this RFQ should be sent via e-mail to the City Engineer, dnobel@cityofkewanee.net. All questions and answers will be made available to all consultants prior to submission of the SOQ.

Copies of this RFQ may be obtained by contacting the City Engineer at the above e-mail address.

PART I: GENERAL DESCRIPTION OF ANTICIPATED PROJECTS AND SERVICES

1. Introduction / Description of Projects

The City is seeking to place one or more consulting engineering firms on a stand-by or “on-call” contract to provide consulting engineering services on a variety of infrastructure projects.

Some of the anticipated projects include:

- Water Main Replacement
- Sanitary Sewer Mains, CIPP
- Storm Drainage Improvements
- Street Repairs and Sidewalks
- FAU Street Project
- WWTP Improvements
- NPDES Permit Assistance
- Sludge Dewatering Improvements
- R/O Water Treatment System Improvements
- Steel Water Tower Rehabilitation. Painting
- General Consultation on Infrastructure Needs

2. Anticipated Scope of Services

Services are anticipated to include:

- Planning
- Studies
- Surveying
- Preliminary Design
- Final Design and Bid Documents
- Bid assistance
- Construction Phase Services

3. Timeline for RFQ Process

- SOQ's due on October 7, 2016
- Selection for Interviews October 14, 2016
- Consulting Firm Interviews October 17 – 21, 2016
- Firm(s) selected, contract(s) to City Council October 24, 2016

PART II: INSTRUCTIONS TO RESPONDENTS

1. Selection Process

The proposals will be evaluated by a Selection Committee comprised of selected City personnel. The overall process will consist of three steps: the first being a review and evaluation of SOQ by City staff, followed by interviews with the top selected firms.

Evaluation of SOQ and interviews by the selection committee will be based on the following criteria:

- Experience, credentials, and time commitment of the Firm, Project Manager and other key personnel assigned to a City project.
- Experience of the Design Team in completing projects of a similar nature.

After staff review and evaluation of the proposals and interviews, a recommendation will be made to the City Council for the selection of a Consulting Firm and “on-call” contract.

2. Respondent Cost to Prepare SOQ

All costs for preparing and submitting SOQ in response to this RFQ are to be the responsibility of the respondent and will not be chargeable in any manner to the City.

3. Instructions for Responding to this RFQ

Proposals must be completed as instructed, with one (1) original and three (3) copies returned in response to this RFQ.

The SOQ shall be organized using the following format:

3.1 Table of Contents

3.2 Narrative/Project Approach

3.3 Experience and Project Management (Form 2 and Form 3)

a. Identify key personnel that will be assigned to the City’s projects. List the person's name, title, project assignments, years of experience and any other qualifications relevant to the Respondent’s proposal.

a. References and Experience -- List those projects the Respondent has completed within the past ten (10) years that are similar to those anticipated by the City.

a. Include client name, address, person(s) to contact, telephone number, a brief description of the projects completed, and date completed.

4. SOQ Ranking Sheet

The following is a sample SOQ ranking sheet that will be used to evaluate the Qualifications submitted by Respondents.

PROPOSAL RANKING SHEET

EVALUATION CRITERIA

Evaluation Criteria		Maximum Points	Score
1	Project Approach: Evaluate the Respondent's approach for working with identified staff, assembling information, and providing deliverables that will enable the City to make strategic decisions regarding potential projects.	10	_____
2.	Firm Experience: Evaluate the Respondent's credentials and experience in performing similar work for other municipalities.	50	_____
3.	Project Management/Personnel: Consider comparable experience and background of specific personnel that shall be assigned to the project as outlined on Form 2 of the RFQ.	25	_____
4.	Project Schedule: Consider the ability to meet the needs of the City in providing services for projects anticipated by the City.	15	_____

Ranked By: _____

TOTAL
POINTS

100

City of Kewanee, Illinois
Request for Statement of Qualifications
Consulting Engineers

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PART III: FORMS AND SUBMITTALS

PART III

FORMS AND SUBMITTALS

The following table sets forth the specific items to be addressed in the SOQ. Respondents must return this page with their SOQ and with the corresponding page numbers indicated on the information submitted within their SOQ:

Page Number

A.	TABLE OF CONTENTS: Submit this page with page numbers provided.	Page 1
B.	PROJECT MANAGEMENT: Form 1 provided (include a listing of all firms / organizations involved in overseeing City Projects)	Page ____ - ____
C.	LIST OF KEY PERSONNEL PROPOSED TO BE INVOLVED IN CITY PROJECTS: Form 2 provided (may be reproduced and attached in sequence if more space is required).	Page ____ - ____
D.	EXPERIENCE: Form 3 provided (may be reproduced and attached in sequence if more space is required).	Page ____ - ____
E.	TERMS AND CONDITIONS: (provided)	Page ____ - ____

F.	STATEMENT OF SUBMITTAL (provided)	Page ____ - ____
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City of Kewanee, Illinois
Request for Statement of Qualifications
Consulting Engineers

PAGE 6

FORM NO. 1: PROJECT MANAGEMENT

1. Firm / Provider / Organization (or Joint Venture) Name and Address:
 - 1a. Firm / Provider / Organization is: ☐ National ☐ Regional ☐ Local
 - 1b. Year Firm / Provider / Organization Established:
 - 1c. Licensed to do business in the State of Illinois: ☐ Yes ☐ No
 - 1d. Name, title, and telephone number of Principal to contact:
 - 1e. Address of office to perform work, if different from Item No. 1:
2. Please list the number of persons by discipline that your Firm/Joint Venture can commit to City projects:

3. If submittal is by Joint Venture, list participating firms / providers and outline specific areas of responsibility for each firm:

3a. Has this Joint Venture previously worked together? ☐ Yes ☐ No

City of Kewanee, Illinois

Request for Statement of Qualifications

PAGE 7

Consulting Engineers

FORM NO. 2:

KEY PERSONNEL (limit to two pages per person)

Brief resume of key persons, specialists, and individual consultants that shall be assigned to City projects:

a. Name and Title:

b. Project Assignment:

c. Name of Firm / Provider with which associated:

d. Years Experience:
With this firm _____ Other firms

e. Education: Degree(s)/Year/Specialization:

f. Active Registration: Year First Registered/Discipline

g. Other Experience & Qualifications relevant to the proposed project:

City of Kewanee, Illinois
Request for Statement of Qualifications
Consulting Engineers

PAGE 8

FORM NO. 3: EXPERIENCE & REFERENCES (limit to one page per project)

List work by Respondent which best illustrates current qualifications relevant to the City's projects that has been/is being accomplished by personnel that shall be assigned to the City's project. List no more than eight (8) projects:

Project Name & Location:

Completion Date (Actual or Estimated):

Project Owners Name & Address:

Project Owner's Contact Person, Title & Telephone Number:

Estimated Cost (in Thousands) for Entire Project: \$

Estimated Cost (in Thousands) for Work Which Firm was/is Responsible: \$

Scope of Entire Project: (Please give quantitative indications wherever possible).

Nature of Respondent's responsibility in project: (Please give quantitative indications wherever possible).

Respondent's Personnel (Name/Project Assignment) who worked on the stated project that shall be assigned to the City's project:


**PART III
GENERAL CONDITIONS
GOVERNING RESPONSES AND SUBSEQUENT CONTRACTS
City of KEWANEE, IL**

1. SCOPE: The following terms and conditions, unless otherwise modified by the City of Kewanee within this document, shall govern the submission of SOQ and subsequent contracts. The City of Kewanee reserves the right to reject any proposal that takes exception to these conditions.
2. DEFINITIONS AS USED HEREIN:
 - a. The term "request for qualification" means a solicitation of formal, sealed qualifications.
 - b. The term "respondent" means the person, firm or corporation who submits formal sealed qualifications.
 - c. The term "City" means City of Kewanee, IL.
 - d. The term "City Council" means the governing body of the City of Kewanee, IL.
 - e. The term "consultant" means the respondent awarded a contract under this request for qualifications.
3. COMPLETING SUBMITTAL: All information must be legible. Any and all corrections and/or erasures must be initialed. Each submittal must be signed in ink by an authorized representative of the respondent and required information must be provided. The contents of the submittal by the successful respondent of this RFQ will become a part of any contract award as a result of this solicitation.
4. REQUEST FOR INFORMATION: Any requests for clarification of additional information deemed necessary by any respondent to present a proper SOQ shall be submitted by e-mail to the City Engineer, 401 E. Third Street, KEWANEE, IL 61443-2365, referencing this RFQ, a minimum of five (5) calendar days prior to the proposal submission date. Any request received after the above stated deadline will not be considered. All requests received prior to the above stated deadline will be responded to via e-mail by the City in the form of an addendum addressed to all prospective respondents.
5. CONFIDENTIALITY OF PROPOSAL INFORMATION: Each proposal must be submitted in or under cover of a sealed envelope to provide confidentiality of the information enclosed. The envelope should be sealed and clearly marked with RFQ/SOQ Consulting Engineering Services.

All SOQ and supporting documents will remain confidential until a final contract has been executed. Information that discloses proprietary or financial information submitted in response to qualification statements will not become public information. This is in accordance with the Illinois Sunshine Law.
6. SUBMISSION OF SOQ: SOQ are to be sealed and submitted to the City Engineer, 401 E. Third Street, P.O. Box 1629, KEWANEE, IL 61443-2365, prior to the date and time indicated on the cover sheet. At such time, all proposals received will be formally opened. The opening will consist of only the name and address recording of respondents.
7. ADDENDA: All changes, additions and/or clarifications in connection with this proposal will be issued by the City Engineer office in the form of a WRITTEN ADDENDUM. SUBMIT EQUAL NUMBER OF SIGNED ADDENDUM WITH THE NUMBER OF SOQ REQUIRED. Verbal responses and/or representations shall not be binding on the City.
8. LATE SOQ AND MODIFICATION OR WITHDRAWALS: SOQ received after the date and time indicated on the cover sheet shall not be considered.

SOQ may be withdrawn or modified in writing prior to the proposal submission deadline. Proposals that are resubmitted or modified must be sealed and submitted to the City Engineer prior to the SOQ submission deadline. Each respondent may submit only one (1) response to this proposal.

9. **BONDS: NON-REQUIRED**
When a Bond is required it shall be executed with the proper sureties, through a company licensed to operate in the State of Illinois, and hold a current Certificate of Authority as an acceptable surety under 31 CFR Part 223 (and be listed on the current U.S. Department of the Treasury Circular 570 and have at least A Best's rating and a FPR9 or better financial performance rating per the current A.M. Best Company ratings.)
10. **NEGOTIATION:** The City reserves the right to negotiate any and all elements of this SOQ.
11. **TAX EXEMPT:** The City and its Agencies are exempt from State and local sales taxes. Sites of all transactions derived from this proposal shall be deemed to have been accomplished within the State of Illinois.
12. **RIGHTS RESERVED:** The City reserves the right to reject any or all SOQ, to waive any minor informality or irregularity in any SOQ, and to make a selection to the response deemed to be most advantageous to the City.
13. **RESPONDENT PROHIBITED:** Respondents are prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this proposal or any resultant agreement or its rights, title, or interest therein or its power to execute such agreement to any other person, company or corporation without the previous written approval of the City.
14. **DISCLAIMER OF LIABILITY:** The City, or any of its agencies, will not hold harmless or indemnify any respondent for any liability whatsoever.
15. **HOLD HARMLESS:** The consultant shall agree to protect defend, indemnify, and hold the City Council, City of KEWANEE, IL, its officers, commissions, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character resulting from the error, omission or negligent act of the consultant, its agents, employees or representatives, in the performance of the contractor's duties under any agreement resulting from award of this proposal.
16. **LAW GOVERNING:** All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Illinois.
17. **ANTI-DISCRIMINATION CLAUSE:** No respondent on this request shall in any way, directly or indirectly discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.
18. **CONFLICTS:** No salaried officer or employee of the City, and no member of the City Council shall have a financial interest, direct or indirect, in this contract. A violation of this provision renders the contract void. Federal conflict of interest regulations and applicable provisions of Sections 105.450 – 105.496 shall not be violated. Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services to be performed under this contract. The Contractor further covenants that in the performance of this contract no person having such interest shall be employed.

		CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE	October 24, 2016		
RESOLUTION OR ORDINANCE NUMBER	Ordinance #3851		
AGENDA TITLE	Consideration of an Ordinance repealing Section 37.03 Depository of Funds of the Kewanee City Code		
REQUESTING DEPARTMENT	Administration		
PRESENTER	Gary Bradley, City Manager		
FISCAL INFORMATION	Cost as recommended:	N/A	
	Budget Line Item:	N/A	
	Balance Available	N/A	
	New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
PURPOSE	Repeals Section 37.03 Depository of Funds from the City Code		
BACKGROUND	Section 37.03 Depository of Funds specifically names banks that are allowed to be depositories for City funds. Those banks are Peoples National Bank and Kewanee National Bank of Kewanee. This Section was last considered in 1955.		
SPECIAL NOTES	N/A		

ANALYSIS	<p>The City of Kewanee has maintained banking relationships with Peoples National Bank, State Bank of Toulon (formerly Kewanee National Bank), as well as Union Federal, First Federal, and Community State Bank. The Government Finance Officers of America best practice recommends the periodic process of competitive procurement for major banking services. The process should include contracts with the banks for banking services. The City does not have any formal contracts for the banking relationships. Specifically naming banks as depository of funds is not in keeping with the best practices of the GFOA in periodically requesting proposals for banking services.</p>
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Staff recommends adoption.
REFERENCE DOCUMENTS ATTACHED	GFOA Procurement of Banking Services Best Practice

ORDINANCE NO. 3851

AN ORDINANCE REPEALING SECTION 37.03 OF THE CITY CODE IN RELATION TO DEPOSITORY OF FUNDS, IN ITS ENTIRETY, AND DECLARING THAT THIS ORDINANCE SHALL BE IN FULL FORCE UPON PUBLICATION AS REQUIRED BY LAW.

WHEREAS, Government Finance Officers of America recommend the periodic process of competitive procurement of banking services; and

WHEREAS, Having specific banks named as allowable depositories impedes the process of competitive procurement of banking services; and

WHEREAS, The City Council has found that the current ordinance is not in keeping with the GFOA's best practices.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEWANEE, ILLINOIS, IN COUNCIL ASSEMBLED, AS FOLLOWS:

Section 1 The City Council hereby repeals Section 37.03 Depository of Funds in its entirety.

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

Passed by the Council of the City of Kewanee, Illinois this 24th day of October, 2016.

ATTEST:

Melinda K. Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Andy Koehler				
Council Member Deann Schweitzer				
Council Member Kellie Wallace-McKenna				
Council Member Michael Yaklich				

37.03 DEPOSITORY OF FUNDS.

(A) The Peoples National Bank of Kewanee, Illinois, and the Kewanee National Bank of Kewanee, Illinois, or either of them, shall be the depository for the funds of the city. Said banks herein designated as depository of such funds or moneys shall furnish the City Council with a copy of all bank statements which it is required to furnish to the Auditor of Public Accounts or the Comptroller of the currency, while acting as depository.

(B) If such funds or moneys are deposited in the banks herein designated as depository, the amount of such deposits shall not exceed 75% of the capital and surplus of such banks and such City Treasurer shall not be discharged from responsibility for any such funds or money deposited in any bank in excess of such limitations.

('71 Code, § 1-11-6) (Ord. 1346, passed 6-13-55)



Government Finance Officers Association

BEST PRACTICE

Procurement of Banking Services

BACKGROUND:

State and local governments use a wide variety of banking services for the deposits, disbursement, and safekeeping of public funds. Prudent procurement practices require the reevaluation of banking services on a periodic basis. In addition, continual changes in technology, treasury management practices, and banking industry structure offer public funds managers opportunities to reevaluate banking services and costs.

RECOMMENDATION:

GFOA recommends that state and local governments establish a procurement process and assure periodic reviews of banking services. Adhering to a defined due diligence in selecting banking services and establishing proper controls will help a government achieve its objectives of appropriate and cost-effective banking services while protecting its funds and reducing risk to its reputation. Governments should consider including the following practices in their procurement of banking services:

1. Periodically initiate a process of competitive procurement in accordance with the state and local laws and regulations, for major banking services. The process should use a request for proposals (RFP) that should include services, fees, earnings credit rates, and availability schedules for deposited funds. In addition, it is important to utilize independent bank evaluation services to verify creditworthiness of the financial institution prior to award of a contract and throughout the contract period.
2. Have contracts for banking services that specify services, fees, and other components of compensation. If applicable, this should include tri-party depository contracts that require that the custodian complies with collateral requirements.
3. Identify a primary relationship manager who will serve as a central point of contact, understand the needs of the entity and be able to offer recommendations for service improvements.
4. Evaluate the relative benefits and costs of paying for services through direct fees, compensating balances, or a combination of the two (blended). Factors to consider in this evaluation are the earnings credit rate, reserve requirements and insurance fees on deposits.
5. Evaluate the governments needs in comparison to the costs and benefits of specific banking services, including:
 - Electronic
 - balance and transaction-reporting services (image access and usage)
 - stop payments
 - payment capabilities
 - deposit capabilities


- transmitted analysis and statements
- digitized storage of paid checks and statements
- stale date check management
- access to safekeeping/custodial information
- access to investment performance reporting
- Accounts
 - controlled disbursement
 - collection account
 - zero-balance
 - interest-bearing
 - investment sweep account
- Security features
 - positive pay services including payee positive pay service (which is payee matching)
 - reconciliation services
 - Automated Clearing House (ACH) blocking/filtering services
 - check to ACH conversion
 - Non-sufficient funds (NSF)/ACH conversion for representation of NSF check (Represented Check Entries, RCK)
 - collateral requirements (reporting by the custodian required)
- Treasury management services
 - lock-box services
 - credit card receipt merchant services
 - safekeeping or custody arrangements (delivery versus payment, DVP)
 - procurement cards
 - stored value (payroll) cards
 - Web links for Internet payment for services

6. A treasury management review and comprehensive evaluation should be performed prior to the issuance of an RFP to ensure that the treasury manager asked for all required and optional banking services. Consider using a Request for Information (RFI) or meeting with several banks in advance of the RFP process to determine if there are any products/services available that your jurisdiction would be interested in adding. This preliminary work is necessary periodically to take advantage of changes in banking services and technology as new services become available. In the event that these services are procured through the use of a request for proposal, the request for proposal and the vendor response should be included as part of the contract.

References:

- *An Introduction to Treasury Agreements*, Linda Sheimo, GFOA, 1993.
- *An Introduction to Treasury Management Practices*, GFOA, 1998.
- *Banking Relations: A Guide for Governments*, Nicholas Greifer, GFOA, 2004.
- GFOA Best Practice, Collateralization of Public Deposits, 2007.

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		CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE		October 24, 2016	
RESOLUTION OR ORDINANCE NUMBER		Resolution #5008	
AGENDA TITLE		Consideration of a Resolution authorizing the City Manager to execute documents for the renewal of the self funded insurance plan with Blue Cross Blue Shield of Illinois	
REQUESTING DEPARTMENT		Administration	
PRESENTER		Deborah Johnson Director of Finance & Administrative Services	
FISCAL INFORMATION		Cost as recommended:	\$339,902
		Budget Line Item:	74-14-451 & 74-14-452
		Balance Available	N/A
		New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE		Authorizes the City Manager to execute documents for the renewal of the self-funded insurance plan with Blue Cross Blue Shield of Illinois.	
BACKGROUND		In the 3 year period from 2010 to 2013, City of Kewanee health insurance costs rose by 78%. In an effort to save costs and ensure that the City was getting the best possible services, the City switched from Mutual Medical to Blue Cross Blue Shield of Illinois. Due to increased claims in Calendar Year 2016, fixed costs for the City of Kewanee employee's health care plan are expected to increase by 20% in 2017 from \$282,402 annually to \$339,902 annually, which is still lower than the typical increases in the industry.	
SPECIAL NOTES		N/A	

ANALYSIS	Blue Cross Blue Shield continues to provide a substantial savings in the amount of paid claims due to the discount offered within the Blue Cross Blue Shield PPO Network. 2016 has been a particularly bad year for the health plan with five (5) high cost claims increasing the claims for 2016 by 30% over the same period last year. Even with the increased claims during the first nine (9) months of 2016, the City has saved approximately \$950,000 or 47% in discounts by utilizing the Blue Cross Blue Shield PPO Network. In keeping with the City's Mission and the City Council's adopted goal of ensuring the stewardship of public funds, staff recommends renewing the agreement with Blue Cross Blue Shield.
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Staff recommends approval.
REFERENCE DOCUMENTS ATTACHED	Resolution #5008

RESOLUTION NO. 5008

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS FOR THE RENEWAL OF A SELF-FUNDED INSURANCE PLAN WITH BLUE CROSS BLUE SHIELD OF ILLINOIS FOR THE PLAN YEAR 2017, AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, The City of Kewanee provides health insurance benefits as a means of remaining competitive in the marketplace in its efforts to attract and retain a qualified workforce to provide services to our customers; and,

WHEREAS, In order to contain costs and to assist City staff with the increasing volume of federal and state regulatory requirements in the health care field, the City of Kewanee engaged the services of Cottingham & Butler as health care consultants charged with reviewing coverage options and ensuring compliance with the various laws and regulations; and,

WHEREAS, When compared to the previous City health plans, Blue Cross Blue Shield continues to provide a substantial savings in the amount of paid claims due to the discount offered within the Blue Cross Blue Shield PPO Network. For the first nine (9) months of 2016, the City has saved approximately \$950,000 or 47% in discounts; and,

WHEREAS, The City Council finds it to be in the best interests of the organization to accept the recommendation of staff and Cottingham & Butler to enter into renewal agreements with Blue Cross Blue Shield of Illinois for the recommended health care plan.

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

Section 1 The City Manager is hereby authorized to execute any and all documents necessary to renew the City of Kewanee self-funded employee health care plan with Blue Cross Blue Shield of Illinois.

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 October, 2016.

ATTEST:

Melinda Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Deann Schweitzer				
Council Member Andrew Koehler				
Council Member Kellie Wallace-McKenna				
Council Member Michael Yaklich				

		CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE		October 24, 2016	
RESOLUTION OR ORDINANCE NUMBER		Ordinance #3852	
AGENDA TITLE		Amendment of Sections 153.06, 153.22 of the City Code.	
REQUESTING DEPARTMENT		Community Development	
PRESENTER		Keith Edwards, Director of Community Development	
FISCAL INFORMATION		Cost as recommended:	N/A
		Budget Line Item:	N/A
		Balance Available	N/A
		New Appropriation Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE		<p>To establish a more comprehensive definition of Portable Signs in Section 153.06.</p> <p>To provide a more business friendly solution for the permitting and use of Portable Signs which still keeps compliance with the International Building Code IBC.</p> <p>Change in wording in the existing fee schedule to correspond with the proposed amendment to Section 153.22</p>	

BACKGROUND	<p>Portable signs have caused some concerns in the past by blowing over and causing a public health hazard. They were also being used as permanent signs in areas of our community which is not permitted by the IBC since these signs are not properly constructed to withstand wind loads. It was also found that some of these signs were left with no message or missing letters for extended periods of time.</p> <p>Staff realizes that these signs do have a purpose and there must be a reasonable solution available that allows the use of portable signs while keeping the appearance of our community and safety of our residents a priority.</p>
SPECIAL NOTES	N/A
ANALYSIS	<p>The Director of Community Development and the City Manager discussed this topic and arrived at this proposed amendment as a viable solution. The Director of Community Development researched neighboring communities and visited some during the month of July. The information found during these visits as well as online research of ordinances was considered when writing this proposed amendment.</p>
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	Staff recommends passing the amendment.
REFERENCE DOCUMENTS ATTACHED	N/A

ORDINANCE NO. 3852

AN ORDINANCE AMENDING SECTIONS 153.06, 153.22, AND 150.016(C)(5) OF THE CITY CODE IN RELATION TO PORTABLE SIGNS, AND DECLARING THAT THIS ORDINANCE SHALL BE IN FULL FORCE UPON PUBLICATION AS REQUIRED BY LAW.

WHEREAS, The City Council has previously passed the newly re-written Chapter 153 of the City Code. Chapter 153 establishes regulations for signs in the City of Kewanee; and

WHEREAS, The City Council has found that the current ordinance fails to properly define a Portable Sign; and,

WHEREAS, The City Council has found that the current ordinance fails to provide a reasonable and business friendly approach for the use of a Portable Sign; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEWANEE, ILLINOIS, IN COUNCIL ASSEMBLED, AS FOLLOWS:

Section 1 The City Council hereby amends Section 153.06 and Section 153.22 of the City Code by inserting text shown as underline and deleting text shown as ~~striketrough~~ as follows:

§ 153.06 DEFINITIONS.

PORTABLE SIGN. Any temporary ground sign or any other ground sign that does not conform to the regulations for sign construction and erection. Portable Signs include but are not limited to those on trailers or other framed base not attached to the ground in conformance with the adopted building code and may be illuminated or non-illuminated and may have changeable copy characteristics.

§ 153.22 REGULATIONS FOR PORTABLE SIGNS.

PORTABLE SIGNS are prohibited within the city without an approved permit. Special permits for portable signs in the city may be granted ~~with the consent of the City Council by the Director of Community Development. Portable signs with consent from the City Council will be displayed for no longer than 14 days and no more than three times per year per location.~~ The fee for portable signs will be \$25 ~~per display period~~ annually.

A. Permit required. For all temporary signs, the owner or tenant must contact the Director of Community Development and apply for a Portable Sign permit by providing the name and address of the applicant, and the description and location of the sign to be erected on a sign permit application prior to actual installation.

B. Number. Only one temporary sign may be displayed on a property at any one time.

C. Term of use. Any one lot is permitted to display a temporary sign, with an approved permit, for a maximum of 90 days within any 12-month period. Signs may be displayed for a maximum of 15 consecutive days, and must be removed for a minimum of 15 consecutive days. Temporary signs in use for more than 90 days of any 12-month period will no longer be defined as temporary under this article and will be required to conform to the regulations for signs other than temporary in this article.

Section 2 The City Council hereby amends Section 153.06 and Section 153.22 of the City Code by inserting text shown as underline and deleting text shown as ~~striketrough~~ as follows:

§ 150.016 PERMITS AND PERMIT FEES ESTABLISHED.

(C) Permit fees for alterations, additions, changes, modifications and repairs performed on existing buildings.

(5) Sign permit fees.

Nonilluminated signs. All nonilluminated wall, pole-mounted, marquee, projecting, billboard, ground, legal nonconforming, swinging freestanding and rooftop signs, but specifically excluding public interest signs. The square footage for double faced signs shall be calculated using only the larger of the sign faces. Each sign on a structure shall be calculated separately.

50 square feet of area or less \$25

51 to 100 square feet of area \$50

101 to 200 square feet of area \$100

201 or more square feet of area \$200

Illuminated signs. All illuminated wall, pole-mounted, marquee, projecting, billboard, ground, legal nonconforming, swinging freestanding and rooftop signs, but specifically excluding public interest signs, shall be as follows. The square footage for double faced signs shall be calculated using only the larger of the sign faces. Each sign on a structure shall be calculated separately.

25 square feet of area or less \$50

26 to 50 square feet of area \$75

51 to 150 square feet of area \$150

151 to 300 square feet of area \$200

The permit fee to alter a sign \$50

The Annual permit fee for ~~City Council approved~~ a portable sign \$25

Section 3 This ordinance shall be in full force and effect immediately upon its passage, approval and publication as provided by law.


Passed by the Council of the City of Kewanee, Illinois this 24th day of October, 2016.

ATTEST:

Melinda K. Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Andy Koehler				
Council Member Deann Schweitzer				
Council Member Kellie Wallace-McKenna				
Council Member Michael Yaklich				

 CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE	October 24, 2016
RESOLUTION OR ORDINANCE NUMBER	Resolution #5009
AGENDA TITLE	A RESOLUTION AMENDING GUIDELINES FOR THE USE OF INCENTIVES FOR COMMUNITY AND ECONOMIC DEVELOPMENT AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.
REQUESTING DEPARTMENT	Administration
PRESENTER	Gary Bradley, City Manager
FISCAL INFORMATION	Cost as recommended: TBD
	Budget Line Item: Varied
	Balance Available N/A
	New Appropriation Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	Establish Additional Incentive Policies and Guidelines
BACKGROUND	Both the Economic Development and Community Development Plans contain a recommendation to establish incentives for Economic and/or Community Development. The Incentive Guidelines were passed at the meeting held on September 12, 2016. The attached guidelines were presented at the October 11, 2016 meeting with direction to place them on the agenda for this meeting.
SPECIAL NOTES	N/A
ANALYSIS	N/A
PUBLIC INFORMATION PROCESS	These programs were discussed publicly at the City Council meeting on October 11, 2016.

Item F

BOARD OR COMMISSION RECOMMENDATION	N/A
STAFF RECOMMENDATION	N/A
REFERENCE DOCUMENTS ATTACHED	Incentive Documents

RESOLUTION NO. 5009

A RESOLUTION AMENDING GUIDELINES FOR THE USE OF INCENTIVES FOR COMMUNITY AND ECONOMIC DEVELOPMENT AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

WHEREAS, “Develop and implement Economic Development and Community Development plans, policies, and programs to strengthen the local economic climate, diversify the tax base, and enhance the viability and sustainability of the community’s residential neighborhoods and commercial areas” was among the City Council’s goals adopted on October 26, 2015; and

WHEREAS, a portion of the City’s mission is to provide professional municipal management in the areas of community and economic development as well as the stewardship of public funds; and

WHEREAS, both community and economic development were identified as priorities by respondents to the City’s residential survey in 2016; and

WHEREAS, both the community and economic development plans contain recommendations to establish incentive programs that work to meet the goals identified therein; and

WHEREAS, having clearly defined guidelines for the use of incentives helps to provide potential beneficiaries with an understanding of what incentives might be available early in the development or redevelopment process, thereby helping to stimulate both activities; and

WHEREAS, having clearly defined guidelines helps to remove confusion regarding eligibility, authorization, sources of funding, application and approval processes, reporting requirements, and other information about incentive programs; and

WHEREAS, the City Council has previously adopted Incentive Guidelines at its meeting on September 12, 2016; and

WHEREAS, the City Council has determined that the previously adopted Incentive Guidelines should be amended to include the attached incentive guidelines.

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

Section 1 The Economic and Community Development Incentive Guidelines are hereby amended to include the attached Incentive Guidelines.

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 October, 2016.

ATTEST:

Melinda Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Deann Schweitzer				
Council Member Andrew Koehler				
Council Member Kellie Wallace-McKenna				
Council Member Michael Yaklich				

Redevelopment Projects

FAÇADE IMPROVEMENT PROGRAM

PURPOSE

The purpose of the Façade Improvement Program is to assist building owners within the Downtown area with improvements to street facing storefronts or areas with a high degree of public visibility. Projects that assist with the restoration of a building's character and streetscape compatibility are encouraged. Such aesthetic improvements are designed to promote, stimulate and develop the general and economic welfare of the historic heart of the community and serving as a catalyst for other enhancements to the area.

AUTHORIZATION

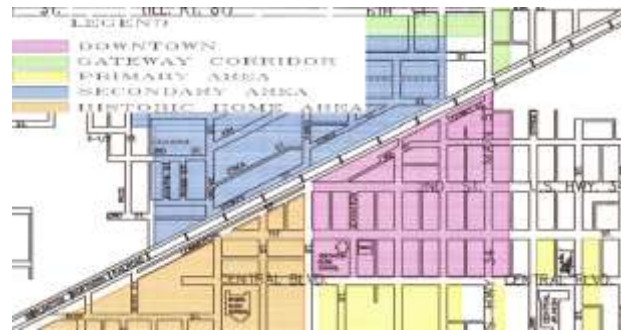
The City of Kewanee is the administrator of this program and where applicable will facilitate implementation of the program through identification of properties and structures eligible for the program. Budgetary approval for the program rests with the authority of the City Council, while authorization for program implementation is the responsibility of the City Manager and assigned staff.

ELIGIBLE AREAS

Eligible projects must take place within the area generally bounded on the north by the southern boundary to the BNSF railroad right of way, on the east by the alley ½ block east of Main street, on the west by Park Street, and on the south by Central Boulevard.

ELIGIBLE APPLICANTS

The applicant must be the owner of property located within the downtown area. The property must be up to date on all real estate taxes and be unencumbered by liens, and must be in need of improvements or maintenance, the completion of which would serve the goals of the program.



PROGRAM BENEFITS/ELIGIBLE USES

The program encourages enhancement to the appearance of one of the City's key commercial areas. Eligible use of program funds include but are not limited to:

- Awnings, canopies, and shutters
- Lighting (exterior)
- Painting and Specialty Painting
- Restoration of original architectural features
- Tuckpointing
- Windows
- Doorways and entrances

Qualified Applicants may serve as their own contractor/labor force, but in such cases program funds will only be used for the costs of materials.

FUNDING INFORMATION

The program operates year round, with applications accepted on a continual basis and funded on a first come, first served basis until budgeted resources are exhausted. The program will reimburse for 50% of eligible project costs up to \$10,000 per project.

APPLICATION/APPROVAL PROCEDURE

Applications are available at City Hall and online through the City's website. The City will evaluate applications based on the information submitted (Plans, renderings, etc.)

and the project's conformance with adopted plans and design guidelines adopted by the City, if applicable.

A completed application form and required submittals shall be submitted to the City, including a detailed description of the work to be completed, appropriate drawings, budget estimates, proposed project schedule, and proof of ownership.

Projects should adhere to the following principles as closely as possible:

- Paint will only be used on surfaces that have previously been painted (i.e. no painting of brick buildings that have not been painted in the past)
- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
- Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

Approval of applications, though dependent upon available funding as budgeted by the City

Council, is conducted at the staff level based on project eligibility and applicability, and requires no action from the governing body.

Applicants shall apply for and receive a building permit prior to undertaking any work requiring a permit under the Building Code. Construction shall proceed according to the approved plans and subject to periodic inspections. Construction must be completed within 180 days of execution of award, unless a written extension is granted by the City.

The Property Owner shall agree and consent to the City recording a lien on the property in the amount of the grant. Said lien will remain in the property until the end of the third year following the payment of the grant when it will then be released by the City. If the property is sold prior to the end of the third year, the lien shall be repaid to the City on a prorated annual basis. (i.e. if the property is sold during the first year following a grant award, 100% of the grant must be repaid. If it is sold during the third year following a grant award, 33% of the grant shall be repaid).

CONTACT

City of Kewanee

Gary Bradley, City Manager

401 E. Third Street,

Kewanee, IL 61443

Phone: (309)853-4200

Email: gbradley@Cityofkewanee.net

Website: www.Cityofkewanee.com

Keith Edwards, Director of Community Development

401 E. Third Street

Kewanee, IL 61443

Phone: (309)853-2611 Ext. 267

Fax: (309)856-6001

Email: kedwards@Cityofkewanee.net

Website: www.Cityofkewanee.com

RESOLUTION NO. 5010
A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE AN ADDENDUM TO
THE EMPLOYMENT AGREEMENT FOR GARY W. BRADLEY'S EMPLOYMENT AS
CITY MANAGER

WHEREAS, the mayor and the City Council feel it is the best interest of the city to modify the terms of the original employment agreement executed between Gary W. Bradley and the City of Kewanee executed on September 14, 2015 in light of his employment review after one year of service, and

WHEREAS, the City of Kewanee feels it is the best interest to increase the amount of severance and the procedures and mechanism to attribute severance in the event of the termination of Gary W. Bradley.

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

Section 1. The Mayor of the City of Kewanee and the City Clerk are hereby authorized to execute the Addendum to the Employment Agreement on behalf of the City of Kewanee attached hereto as Exhibit A.

Section 2. Said addendum, as well as a 3% increase in salary will be effective as of the one year anniversary of his employment on September 14, 2016.

Section 3. This resolution shall be of 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 October 2016.

ATTEST:

Melinda K. Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Kellie Wallace-McKenna				
Council Member Andrew Koehler				
Council Member Michael Yaklich				
Council Member Deann Schweitzer				

ADDENDUM

1.00. PARTIES.

1. Gary W. Bradley,
2. City of Kewanee by Steve Looney, its mayor

2.00. BACKGROUND.

1. On September 14, 2015, the City of Kewanee and Gary W. Bradley entered into an employment agreement wherein he was appointed the City Manager for the City of Kewanee.
2. At that time, Section 10 set forth the severance package in the event that Gary W. Bradley was terminated pursuant to Section 9 of the agreement.
3. On the one year anniversary of the employment of Gary W. Bradley, the City Council did meet to evaluate his performance and found his performance acceptable.
4. In light of his performance and in reviewing all factors the City has determined that it is in the best interest of the City of Kewanee to amend the original employment agreement to set forth a greater amount of severance and a procedure for the calculation of severance in the future.

3.00. TERMS MODIFIED.

1. Section 10 is removed in its entirety and replaced with the following language:

Section 10: Severance

- A. Severance shall be paid to the employee when employment is terminated as defined in Section 9, upon termination the employer shall provide a minimum severance payment as follows:
 1. A payment equal to seven (7) months salary at the current rate of pay at the time of his termination.
 2. This severance shall be paid in a lump sum unless otherwise agreed to by the employer and employee.
 3. In addition to the lump sum payment of severance, employer shall pay the costs to continue health insurance for the employee and all dependents as provided for in Section 4A of the employment agreement, during the severance period.

4. In addition to the seven (7) months as set forth in Section 1 above, for every year Gary W. Bradley remains in the employment of the City of Kewanee, he shall receive an additional one month of severance, up to a maximum of 12 months, in the event of termination. For the purposes of evaluating this, a year is celebrated on the date of the employment anniversary which is September 14. For the purposes of illustration, on September 14, 2017 this agreement shall provide for eight (8) months of severance in the event of termination.
- B. The employee shall also be compensated for accrued vacation time, personal leave, and accrued sick leave per Section 5 of the employment agreement.
- C. If the employee is terminated because of a conviction of a felony or any illegal act involving theft or personal gain then the employer is not obligated to pay severance under this section.

4.00 OTHER TERMS.

1. Except as herein modified all remaining terms as set forth in the original employment agreement remain in full force and effect.
2. In the event that any terms in the original agreement are contrary to the terms as set forth herein, this addendum shall control for the purpose of interpretation.

5.00 SEVERABILITY.


1. The invalidity or partial invalidity of any portion of this addendum will not affect the invalidity of any other provision of this addendum as set forth and reincorporated by Section 19(D) of the original employment agreement.

Gary W. Bradley

Steve Looney

ATTEST:

Melinda K. Edwards, City Clerk

 CITY OF KEWANEE CITY COUNCIL AGENDA ITEM	
MEETING DATE	October 24 th , 2016
RESOLUTION OR ORDINANCE NUMBER	Resolution #5011
AGENDA TITLE	Consideration of a Resolution authorizing the purchase of 3 Lifepak 15 monitor/defibrillators
REQUESTING DEPARTMENT	Fire Department
PRESENTER	Kevin Shook, Fire Chief
FISCAL INFORMATION	Cost as recommended: \$115,530.96
	Budget Line Item: 01-22-830
	Balance Available \$126,409.03
	New Appropriation Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
PURPOSE	Authorizes the purchase of the 3 Lifepak 15 monitor/defibrillators.
BACKGROUND	Single source purchase item. New cardiac monitor/defibrillators are needed to replace the refurbished units currently in service.
SPECIAL NOTES	Single source vendor because of the special nature of the equipment and the distributorship model established by the manufacturer.
ANALYSIS	Extended warranty and mounting bracket have increased the total cost of the 3 units by \$1,500 over original estimate.
PUBLIC INFORMATION PROCESS	N/A
BOARD OR COMMISSION RECOMMENDATION	N/A

Item H

STAFF RECOMMENDATION	Staff recommends approval.
REFERENCE DOCUMENTS ATTACHED	Proposal for purchase, Lifepak quote, Request changes to Quote, Lifepak 15 Brochure, Ferno Quote

RESOLUTION NO. 5011

A RESOLUTION TO AUTHORIZE THE PURCHASE OF THREE LIFEPAK 15 MONITOR/DEFIBRILLATORS AND DECLARING THAT THIS RESOLUTION SHALL BE IN FULL FORCE IMMEDIATELY.

- WHEREAS, defibrillators can be lifesaving equipment and are an essential part of emergency medical equipment; and
- WHEREAS, it is important for the City of Kewanee to provide its emergency medical staff with the equipment that is necessary and proper for them to provide services to our customers at a high level; and
- WHEREAS, there is a limited number of vendors able to provide the equipment because of the manufacturer's distribution channel; and
- WHEREAS, the Fire Chief recommends the purchase as a sole source procurement in accordance with the City's adopted purchasing policy.

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

- Section 1** The City Council hereby authorizes the City Manager, or his designee, to purchase the proposed AEDs as set out in the quotation provided to the City for three Lifepak 15 Monitors/Defibrillators.
- 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 October 2016.

ATTEST:

Melinda Edwards, City Clerk

Steve Looney, Mayor

RECORD OF THE VOTE	Yes	No	Abstain	Absent
Mayor Steve Looney				
Council Member Deann Schweitzer				
Council Member Andrew Koehler				
Council Member Mike Yaklich				
Council Member Kellie Wallace-McKenna				



Kewanee Fire Department

Kevin Shook, Fire Chief

401 East 3rd St.

Kewanee, IL 61443

Phone 309-852-2115, Cell 309-363-2630

Kshook@cityofkewanee.net

To Kewanee City Council members,

October 20, 2016

This informational packet is to request purchase of 3 new Lifepak 15 monitor/defibrillators that would replace the 3 Zoll M series monitors currently used by the fire department. Please see product brochures and quotes located within the packet. The current Zolls would be traded in to reduce cost and this credit is noted in the Quote. The price we would be getting for trade in is \$2000 per unit for a total of \$6000. Only one bid is able to be acquired for this purchase due to the manufactures "single source" contract on new units.

Thank you for your time,

Kevin Shook, Fire Chief
Kewanee Fire Department



Physio-Control, Inc
11811 Willows Road NE
P.O. Box 97006
Redmond, WA 98073-9706 U.S.A.
www.physio-control.com
tel 800.442.1142
fax 800.732.0956

To

~~David Zorn~~
KEWANEE FIRE DEPARTMENT
301 NORTH TREMONT STREET
KEWANEE, IL 61443
(309) 397-5237
davidzorn@live.com

Quote Number	00057109
Revision #	1
Created Date	10/21/2016
Sales Consultant	Ryan From
FOB	Redmond, WA
Terms	All quotes subject to credit approval and the following terms and conditions
NET Terms	NET 30
Expiration Date	12/30/2016

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
99577-001957	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Carbon Monoxide, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and SHIP KIT (RC Cable) 41577-000288 INCLUDED. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	3.00	34,960.00	-6,292.80	28,667.20	86,001.60
21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	9.00	453.60	-81.65	371.95	3,347.57
Trade-in product	Trade in of Zoll M-Series Biphasic towards the purchase of Lifepak 15	3.00	0.00	0.00	-2,000.00	-6,000.00
11140-000015	AC power cord	3.00	77.70	-13.99	63.71	191.14
11140-000072	LP15 AC Power Adapter (power cord not included)	3.00	1,630.70	-293.53	1,337.17	4,011.52
11140-000080	Extension Cable (5ft 3 in)	3.00	293.00	-52.74	240.26	720.78
11160-000011	NIBP CUFF BAYONET-REUSEABLE,INFANT	3.00	21.00	-3.78	17.22	51.66
11160-000013	NIBP CUFF BAYONET-REUSEABLE,CHILD	3.00	24.00	-4.32	19.68	59.04
11160-000017	NIBP CUFF BAYONET-REUSEABLE,LARGE ADULT	3.00	33.00	-5.94	27.06	81.18
11171-000049	Rainbow DCI Adt Reusable Sensor, 1/box	3.00	637.00	-114.66	522.34	1,567.02
11171-000042	M-LNCS Neo, Neonatal/Adult Adhesive Sensor, 18-inch, 20/box	1.00	441.00	-79.38	361.62	361.62
11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	3.00	54.60	-9.83	44.77	134.32
11240-000016	Strip chart recorder paper, 100mm 2rolls/bx (1-23)	3.00	19.40	-3.49	15.91	47.72
11260-000039	LIFEPAK 15 Carry case back pouch	3.00	79.20	-14.26	64.94	194.83
11577-000002	LIFEPAK 15 Basic carry case w/ right & left pouches. INCLUDED AT NO CHARGE WHEN ORDERED WITH DEVICE: 11577-000001 Shoulder Strap	3.00	309.20	-55.66	253.54	760.63
11996-000081	FilterLine Set Adult/Pediatric (box of 25)	1.00	285.60	-51.41	234.19	234.19
11996-000093	Electrode EDGE QUIK-COMBO pediatric RTS	3.00	45.90	-8.26	37.64	112.91
11996-000162	SmartCapnoLine Plus - Adult/Intermediate patients >44lbs (box of 25)	1.00	321.30	-57.83	263.47	263.47
11996-000311	QUIK-COMBO 12-lead Patient Simulator	1.00	885.40	-159.37	726.03	726.03
21996-000086	3G Modem (Verizon, customer needs data plan)	3.00	1,164.00	-261.18	902.82	2,708.46
99428-000305	Data plan for 3G Modem (Verizon) - 1 year	3.00	209.00	0.00	209.00	627.00
11577-000004	Station Battery Charger - For the LP15	3.00	1,799.70	-323.95	1,475.75	4,427.26

Subtotal

USD 100,629.96

Estimated Tax

USD 0.00

Estimated Shipping & Handling

USD 185.00

Grand Total

USD 100,814.96

Pricing Summary Totals

List Price Total

USD 130,087.91

Total Contract Discounts Amount	USD -189.00
Total Discount	USD -23,268.95
Trade In Discounts	USD -6,000.00
Tax + S&H	USD 185.00

GRAND TOTAL FOR THIS QUOTE

USD 100,814.96

PHYSIO-CONTROL, INC. REQUIRES WRITTEN VERIFICATION OF THIS ORDER. A PURCHASE ORDER IS REQUIRED ON ALL ORDERS \$5,000 OR GREATER BEFORE APPLICABLE FREIGHT AND TAXES. THE UNDERSIGNED IS AUTHORIZED TO ACCEPT THIS ORDER IN ACCORDANCE WITH THE TERMS AND PRICES DENOTED HEREIN.

CUSTOMER APPROVAL (AUTHORIZED SIGNATURE)

NAME

TITLE

DATE

Reference Number BV/12014701/87949

General Terms for all Products, Services and Subscriptions.

Physio-Control, Inc. ("Physio") accepts Buyer's order expressly conditioned on Buyer's assent to the terms set forth in this document. Buyer's order and acceptance of any portion of the goods, services or subscriptions shall confirm Buyer's acceptance of these terms. Unless specified otherwise herein, these terms constitute the complete agreement between the parties. Amendments to this document shall be in writing and no prior or subsequent acceptance by Seller of any purchase order, acknowledgment, or other document from Buyer specifying different and/or additional terms shall be effective unless signed by both parties.

Pricing. Prices do not include freight insurance, freight forwarding fees, taxes, duties, import or export permit fees, or any other similar charge of any kind applicable to the goods and services. Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services unless Physio receives a copy of a valid exemption certificate prior to delivery. Discounts may not be combined with other special terms, discounts, and/or promotions.

Payment. Payment for goods and services shall be subject to approval of credit by Physio. Unless otherwise specified by Physio in writing, the entire payment of an invoice is due thirty (30) days after the invoice date for deliveries in the USA, and sight draft or acceptable (confirmed) irrevocable letter of credit is required for sales outside the USA.

Minimum Order Quantity. Physio reserves the right to charge a service fee for any order less than \$200.00.

Patent Indemnity. Physio shall indemnify Buyer and hold it harmless from and against all demands, claims, damages, losses, and expenses, arising out of or resulting, from any action by a third party against Buyer that is based on any claim that the services infringe a United States patent, copyright, or trademark, or violate a trade secret or any other proprietary right of any person or entity. ~~Physio's~~ indemnification obligations hereunder will be subject to (i) receiving prompt written notice of the existence of any claim; (ii) being able to, at its option, control the defense and settlement of such claim (provided that, without obtaining the prior written consent of Buyer, Physio will enter into no settlement involving the admission of wrongdoing); and (iii) receiving full cooperation of Buyer in the defense of any claim.

Limitation of Interest. Through the purchase of Physio products, services, or subscriptions, Buyer does not acquire any interest in any tooling, drawings, design information, computer programming, patents or copyrighted or confidential information related to said products or services, and Buyer expressly agrees not to reverse engineer or decompile such products or related software and information.

Delays. Physio will not be liable for any loss or damage of any kind due to its failure to perform or delays in its performance resulting from an event beyond its reasonable control, including but not limited to, acts of God, labor disputes, the requirements of any governmental authority, war, civil unrest, terrorist acts, delays in manufacture, obtaining any required license or permit, and Physio inability to obtain goods from its usual sources.

Limited Warranty. Physio warrants its products and services in accordance with the terms of the limited warranties located at <http://www.physio-control.com/Documents/>. The remedies provided under such warranties shall be Buyer's sole and exclusive remedies. Physio makes no other warranties, express or implied, including, without limitation, **NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND IN NO EVENT SHALL PHYSIO BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL OR OTHER DAMAGES.**

Compliance with Confidentiality Laws. Both parties acknowledge their respective obligations to maintain the security and confidentiality of individually identifiable health information and agree to comply with applicable federal and state health information confidentiality laws.

Compliance with Law. The parties agree to comply with any and all laws, rules, regulations, licensing requirements or standards that are now or hereafter promulgated by any local, state, and federal governmental authority/agency or accrediting/administrative body that governs or applies to their respective duties and obligations hereunder.

Regulatory Requirement for Access to Information. In the event 42 USC § 1395x(v)(1)(I) is applicable, Physio shall make available to the Secretary of the United States Department of Health and Human Services, the Comptroller General of the United States General Accounting Office, or any of their duly authorized representatives, a copy of these terms, such books, documents and records as are necessary to certify the nature and extent of the costs of the products and services provided by Physio.

No Debarment. Physio represents and warrants that it and its directors, officers, and employees (i) are not excluded, debarred, or otherwise ineligible to participate in the Federal health care programs as defined in 42 USC § 1320a-7b(f); (ii) have not been convicted of a criminal offense related to the provision of healthcare items or services; and (iii) are not under investigation which may result in Physio being excluded from participation in such programs.

Choice of Law. The rights and obligations of Physio and Buyer related to the purchase and sale of products and services described in this document shall be governed by the laws of the state where Buyer is located. All costs and expenses incurred by the prevailing party related to enforcement of its rights under this document, including reasonable attorney's fees, shall be reimbursed by the other party.

Additional Terms for Purchase and Sale of Products.

In addition to the General Terms above, the following terms apply to all purchases of products from Physio:

Delivery. Unless otherwise specified by Physio in writing, delivery shall be FOB Physio point of shipment and title and risk of loss shall pass to Buyer at that point. Partial deliveries may be made and partial invoices shall be permitted and shall become due in accordance with the payment terms. In the absence of shipping instructions from Buyer, Physio will obtain transportation on Buyer's behalf and for Buyer's account. Delivery dates are approximate. Freight is pre-paid and added to Buyer's invoice. Products are subject to availability.

Inspections and Returns. Within 30 days of receipt of a shipment, Buyer shall notify Physio of any claim for product damage or nonconformity. Physio, at its sole option and discretion, may repair or replace a product to bring it into conformity. Return of any product shall be governed by the Returned Product Policy located at <http://www.physio-control.com/Documents/>. Payment of Physio's invoice is not contingent on immediate correction of nonconformities.

No Resale. Buyer agrees that products purchased hereunder will not be resold to third parties and will not be reshipped to any persons or places prohibited by the laws of the United States of America.

Quote Number: 00057109

Requested Changes to Quote.

I would recommend that we change the total battery purchase to 12 instead of the quoted 9. This would allow for 2 extra batteries per unit instead of 1 to be kept charged at all times. Charge/use duration for each battery is expected to be 3 hours of constant use monitoring. Each unit holds two batteries but only uses one at a time and retains the second for a safety back up. This gives a projected use of 6 hours between charges. All three units will also have an AC adapter and cord to be able to be charged while in the ambulance and could be used on AC power in case of battery difficulties in the field. To offset this additional cost we can reduce the 2 slot battery station chargers from three down to two. This will reduce redundancy and would still allow one charger at each fire station. New batteries have an expectancy according to the manufacturer of maintaining 95% charge if left off the charger for 30 days without use. I have highlighted the proposed line changes on the quote.

Cost difference of proposed changes:

Initial quote	\$100,814.96
Removal of one charger from purchase order	- \$1475.75
Adding 3 batteries at \$371.95 each	<u>+ \$1115.85</u>
Total	\$100,455.06

There are two additional items that should be considered for purchase to go with the three units. I would like to purchase 3 ambulance mounting brackets with quick release so that the monitor/defibrillators will be secured in a bracket when in transit so that they cannot fall off of the shelf and be damaged or strike a patient/staff member. I have talked to the Physio Control rep that sells the defibrillators and he recommended the Ferno bracket over his own company's brand due to cost and ease of use. Please see separate quote labeled Ferno included in this packet. The cost of these mounting brackets is \$537.30 each totaling \$1611.90 delivered.

The second item that I believe would be wise to purchase is a service plan for all three units. The plans are for a 4 year period and start after the first year warranty expires which would give the units 5 years of coverage. These plans cost an additional \$4488 per unit totaling \$13,464.00 if purchased within the first 45 days following sale. The plans can be added later within the first year but at a 15% increase in price.

Total expenditure if these changes were made and would be **\$115,530.96**

M200 Defibrillator Mount for Physio Lifepak

An unsecured defibrillator can become a dangerous projectile in an ambulance compartment, resulting in severe injury or death to those inside. Increase the safety of your crews and patients during patient transport with the Ferno M-200 Defibrillator Mount Kit, which secures the Medtronic - Physio Control Life Pak 12 and 15, with or without a bag.



Features

- A quick release mechanism allows easy locking and unlocking of a defibrillator for grab-and-go convenience on scene
- Each Ferno Defibrillator Mount features a swivel base for easy positioning and viewing of the monitor screen during patient care

Benefits

- Each Ferno Defibrillator Mount is easily installed onto a countertop or bench
- Ferno Defibrillator Mounts accommodate the defibrillator and soft storage accessories

**Mayoral Proclamation
for Mental Illness Awareness Week 2016**

Whereas mental health is part of overall health; and

Whereas one in five adults experiences a mental health problem in any given year; and

Whereas approximately one-half of chronic mental illness begins by the age of 14 and three-quarters by age 24; and

Whereas suicide is the 10th leading cause of death in the United States and the 2nd leading cause among young adults, and 90% of people who die by suicide have an underlying mental illness; and

Whereas long delays—sometimes decades—often occur between the time symptoms first appear and when individuals get help; and

Whereas early identification and treatment can make a difference in successful management of mental illness and recovery; and

Whereas it is important to maintain mental health and learn the symptoms of mental illness in order to get help when it is needed; and

Whereas, every citizen and community can make a difference in helping end the silence and stigma that for too long has surrounded mental illness and discouraged people from getting help; and

Whereas public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness.

NOW, THEREFORE BE IT RESOLVED, I Steve Looney, Mayor of Kewanee do hereby proclaim October 23rd through October 30th, 2016 as Mental Illness Awareness Week in Kewanee, IL. to shine a light on mental illness and fight stigma, provide support, educate the public and advocate for equal care.

AND BE IT FURTHER RESOLVED that all citizens, businesses, schools and community organizations are encouraged to acknowledge it is Time to bring awareness in efforts to Break the STIGMA surrounding Mental Illness.

Steve Looney, Mayor of Kewanee, IL.

Date