

City of Rock Falls

603 W. 10th Street
Rock Falls, IL 61071-2854

Mayor
William B. Wescott
815-380-5333

City Administrator
Robbin D. Blackert
815-564-1366



City Clerk
Eric Arduini
815-622-1104

City Treasurer
Kay Abner
815-622-1100

City Council Agenda Rock Falls Council Chambers January 3rd, 2017 6:30 p.m.

Call to Order @ 6:30 p.m.
Pledge of Allegiance
Roll Call

Audience Requests:

Community Affairs:

Bethany Bland, President /CEO, Rock Falls Chamber of Commerce.

Consent Agenda:

1. Approve the Minutes of the December 20th, 2016 Regular Council Meeting
2. Approval of bills as presented

City Administrator Robbin D. Blackert:

Information/Correspondence:

Eric Arduini, City Clerk
James Reese, City Attorney
Brian Frickenstein, City Engineer

1. Approval of the General Maintenance Bids Section 17-00000-00-GM

Department Heads:

Water Reclamation- Ed Cox
Electric- Mr. Simon
Police Chief- Chief Tammy Nelson
Fire Chief- Chief Gary Cook
Building Inspector- Mark Searing
Water - Ted Padilla
Utility Office - Diane Hatfield
Tourism - Janell Loos

Committee Items:

Personnel Committee Recommendations

1. Approval of the job descriptions for:
 - a. Police Services - General,
 - b. Police Services Coordinator,
 - c. Community Service/Code Enforcement Officer

Ward Reports:

Ward 1

Ald. Reitzel

Ald. Logan

Ward 2

Ald. Kuhlemier

Ald. Snow

Ward 3

Ald. Schuneman

Ald. Kleckler

Ward 4

Ald. Folsom

Mayor's Report:

1. Approval of Resolution 2017-754 Preliminary Approval for License to Utilize Real Estate.
2. Approval of Resolution 2017-755 Authorizing a Payment Agreement with Willett Hofmann & Associates.
3. Appointment of to the Board of Police and Fire Commissioners

Executive Session:

Any action taken from Executive Session:

Adjournment:

Next City Council Meeting 1-17-2017

Posted 12-30-2016

Eric Arduini / City Clerk

The City of Rock Falls is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with Disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in the meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Mark Searing, ADA Coordinator, at 1-815-622-1108; promptly to allow the City of Rock Falls to make reasonable accommodations within 48 hours of the scheduled meeting.

REGULAR MEETING MINUTES OF THE MAYOR AND
ALDERMEN OF THE CITY OF ROCK FALLS

December 20th, 2016

The regular meeting of the Mayor and City Council of Rock Falls, Illinois was called to order at 6:30 p.m. December 20th, 2016 in the Council Chambers of Rock Falls.

City Clerk Eric Arduini called the roll following the pledge of allegiance. A quorum was present including Aldermen Reitzel, Logan, Snow, Kuhlemier, Schuneman, Kleckler, and Folsom. In addition Attorney Tom Sanders was present. A motion was made by Alderman Reitzel, and second by Alderman Kuhlemier to nominate Alderman Kuhlemier as Chairman to preside over the meeting in the absence of Mayor Bill Wescott.

Viva Voce Vote, motion carried

Consent Agenda:

The Consent agenda was read aloud by Clerk Arduini. A motion to approve the consent agenda by omnibus designation was made by Alderman Snow, and second by Alderman Logan.

1. Approve the Minutes of the December 6th, 2016 Regular Council Meeting.
2. Approval of bills as presented.

Vote 7 aye, motion carried

Ordinance Second Reading/ Adoption:

A motion was made by Alderman Schuneman, and second by Alderman Snow for the adoption of **Ordinance 2016-2292** Amending Municipal Code Chapter 2, Article VII, Division 3 - Duties of the City Clerk.

Vote 7 aye, motion carried

A motion was made by Alderman Schuneman and second by Alderman Snow for the adoption of **Ordinance 2016-2293** Amending Municipal Code Chapter 2, Article VII, adding Division 5.5 creating the office of City Collector.

Vote 7 aye, motion carried

A motion was made by Alderman Reitzel, and second by Alderman Schuneman for the adoption of **Ordinance 2016-2295** adding Subsection 108 to Section 18-120- Stop Intersections Designated for the corner of Lindy Avenue and West 19th Street.

Vote 7 aye, motion carried

City Administrator Robbin Blackert:

City Administrator Robbin Blackert gave the Council an update on the revolving loan funds for the Limestone Building demolition. The intergovernmental agreement has been reviewed by the US EPA, and has been sent back to the Illinois EPA for some minor changes. The City is hoping to have it by March to begin demolition.

Two new squad cars have been delivered to the Police department from Kunes in Sterling. Two new plow truck have also been put into service in the Street Department.

Administrator Blackert informed the Council that she would be on vacation from December 23rd to January 3rd. A motion was made by Alderman Snow, and second by Alderman Reitzel to approve rolling over four vacation days for Administrator Blackert to 2017.

Vote 7 aye, motion carried

Information/Correspondence:

A motion was made by Alderman Reitzel, and second by Alderman Snow to approve the Lease Agreement with the Illinois Department of Natural Resources License No. 3091 for a 12" storm sewer outlet. Five year agreement in the amount of \$1100.00.

Vote 7 aye, motion carried

City Clerk Eric Arduini presented a schedule of Committee and Council meeting dates to the Council.

Department Heads:

Police Chief Tammy Nelson requested the Council approve an interagency agreement with the Blackhawk Area Task Force. This agreement would provide one officer from the Rock Falls Police Department to work with the task force to help fight illegal drugs in the area. The agreement is for one year, and it will provide the department use of equipment, great training, and proceeds will go back to the department. If for some reason the department becomes shorthanded, there are provisions in the agreement for the officer to come back to work in the department. A motion to approve the agreement was made by Alderman Kuhlemier, and second by Alderman Snow.

Vote 7 aye, motion carried

Tourism Director Janell Loos reported that the bald eagles have come back to Rock Falls, and there is a link on the Tourism page with information concerning "Eagle Watching Etiquette"

Committee member items:

Alderman Schuneman presented a trails map that was developed by the Hennepin Canal / Trails Committee and printed by Rock Falls Tourism. It contains the mission and vision statements for the Trails Committee. Administrator Blackert added that the committee was formed 18 months ago, and if the State of Illinois gets a budget made, this map will be useful in acquiring grants to develop the trail. Alderman Schuneman thanks the committee for all of their hard work. A motion was made by Alderman Snow and second by Alderman Reitzel to approve the Trails map as presented.

Ward Reports:

Ward 1:

Alderman Reitzel informed the council and residents that Moring disposal will continue waste hauling at their normal schedule with no interruptions through Christmas and New Year's.

Alderman Logan wishes the Mayor a speedy recovery and wishes Merry Christmas, and a Happy New Year to everyone.

Ward 2:

Alderman Kuhlemier thanked Tourism for the postcard illustrating the mural located at 1412 West Rock Falls Road in Rock Falls.

Alderman Snow wishes the Mayor a speedy recovery and wishes everyone a Merry Christmas, and Happy New Year.

Ward 3:

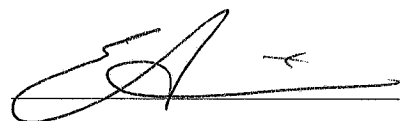
Alderman Schuneman reiterated that the eagles have been back to the upper dam.
Alderman Folsom wishes everyone a Merry Christmas and a Happy New Year.

Clerk Arduini gave a brief update about the sesquicentennial celebration being held July 29th through August 6th. He invited anyone watching on channel 5 and the Aldermen to the next meeting.

With nothing else for the good of the Council a motion was made by Alderman Folsom and second by Alderman Reitzel to adjourn the meeting at 6:51pm.

Viva Voce Vote, motion carried

Meeting is adjourned at 6:51pm



Eric Arduini, City Clerk

CITY OF ROCK FALLS

Rock Falls, Illinois January 3, 2017

To the Mayor and City Council of the City of Rock Falls, Your Committee on Finance would respectfully report that they have examined the following bills presented against the City, and have found the same correct and would recommend the payment of the various amounts to the several claimants as follows:

Sesquicentennial Fund		\$0.00
Tourism		\$128.78
General Fund		\$30,402.46
Tax Increment Financing		\$323,534.89
Industrial Development		\$0.00
Electric	Electric O & M	\$39,395.48
Broadband Fund		\$0.00
GIS/IT Fund		\$4,252.40
Sewer	Sewer Revenue/O & M	\$30,465.92
Water	Water Revenue/O & M	\$92,421.43
Garbage		\$789.50
Customer Service Center		\$1,991.53
D.U.I. Fund		\$0.00
Drug Fund		\$0.00
Tobacco Grant		\$0.00
Motor Fuel Tax		\$0.00
Customer Utility Deposits		\$266.27
		<hr/>
		\$523,648.66

Alderman Kuhlemier
Alderman Logan
Alderman Kleckler

DATE: 12/29/2016
TIME: 15:05:46
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CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 12/30/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
01	ADMINISTRATION		
4331	CIRCUIT CLERK OF LEE COUNTY	2,660.00	200.00
4861	CIRCUIT CLERK OF WHITESIDE CO	1,975.00	500.00
5148	RETAIL ATTRACTIONS LLC	38,720.00	3,600.00
	ADMINISTRATION		4,300.00
04	BUILDING		
795	SBM BUSINESS EQUIPMENT CENTER	5,299.37	9.39
	BUILDING		9.39
05	CITY CLERK'S OFFICE		
2688	STAPLES CREDIT PLAN	128.19	69.99
2985	WALMART COMMUNITY/GEMB	5,115.81	49.69
4664	STAPLES BUSINESS ADVANTAGE	1,394.13	144.27
	CITY CLERK'S OFFICE		263.95
06	POLICE		
1448	IL DEPT OF CENTRAL MGMT SERV	1,953.84	279.12
2268	SINNISSIPPI ROD AND GUN CLUB		2,500.00
2985	WALMART COMMUNITY/GEMB	5,115.81	24.02
350	GISI BROS. INC.	7,174.84	58.94
795	SBM BUSINESS EQUIPMENT CENTER	5,299.37	89.97
956	UNIFORM DEN INC	1,213.36	413.58
	POLICE		3,365.63
07	CODE HEARING DEPARTMENT		
4929	TIMOTHY J SLAVIN	4,550.00	650.00
	CODE HEARING DEPARTMENT		650.00
10	STREET		

DATE: 12/29/2016
TIME: 15:05:47
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 12/30/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
10	STREET		
1466	ALARM DETECTION SYSTEMS, INC.	3,554.29	464.22
194	GRUMMERT'S HARDWARE - R.F.	6,383.51	106.88
2611	FISCH MOTORS INC	933.00	170.00
2631	HOUSE'S TRUCK & AUTO REPAIR	26,175.34	3,602.71
2718	TOM ROWZEE	3,135.00	210.00
2771	PAETEC	2,206.97	76.70
364	GRUMMERTS HARDWARE - STERLING	1,064.51	23.39
4207	O'REILLY AUTOMOTIVE INC	6,097.76	219.76
529	LAWSON PRODUCTS, INC.	3,088.81	111.22
533	ELECTRONICS, INC.	6,623.17	79.72
55	ARAMARK UNIFORM SERVICES, INC.	16,718.37	249.20
	STREET		5,313.80
12	PUBLIC PROPERTY		
2985	WALMART COMMUNITY/GEMB	5,115.81	67.66
423	AT&T	15,146.51	233.06
67	B & D SUPPLY CO.	4,702.21	140.87
	PUBLIC PROPERTY		441.59
13	FIRE		
2985	WALMART COMMUNITY/GEMB	5,115.81	157.09
	FIRE		157.09
BUILDING CODE DEMOLITION FUND			
12	BUILDING CODE DEMOLITION FUND		
4027	WHITESIDE COUNTY RECORDER	3,061.25	93.00
	BUILDING CODE DEMOLITION FUND		93.00
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
156	E.J. CATTANI & SON INC.	11,570.00	5,445.00
1702	INTERSTATE ALL BATTERY CENTER	1,273.45	437.90

DATE: 12/29/2016
TIME: 15:05:47
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 12/30/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
2631	HOUSE'S TRUCK & AUTO REPAIR	26,175.34	680.88
2771	PAETEC	2,206.97	164.21
34	ALTORFER INC.	76,165.31	428.50
4148	BHMG ENGINEERS	8,750.00	1,250.00
4544	UPS	195.66	10.12
5036	HYTORC	312.16	1,124.78
5107	J F BRENNAN CO INC	15,060.00	5,020.00
5127	JM TEST SYSTEMS	1,424.72	3,978.50
533	ELECTRONICS, INC.	6,623.17	165.15
55	ARAMARK UNIFORM SERVICES, INC.	16,718.37	479.68
	OPERATION & MAINTENANCE		19,184.72
GIS/IT FUND			
22	GIS/IT FUND		
1493	WILLIAM & MARY COMPUTER CENTER	34,415.28	3,136.00
	GIS/IT FUND		3,136.00
SEWER FUND			
38	OPERATION & MAINTENANCE		
1165	COMPLETE ELECTRICAL CONTR. INC	10,972.63	758.25
1493	WILLIAM & MARY COMPUTER CENTER	34,415.28	7.00
194	GRUMMERT'S HARDWARE - R.F.	6,383.51	8.98
2301	STERLING NAPA	381.89	421.69
2655	MISSISSIPPI VALLEY PUMP, INC.	55,732.00	399.00
2985	WALMART COMMUNITY/GEMB	5,115.81	110.43
4014	IL DEPT OF NATURAL RESOURCES		1,100.00
	OPERATION & MAINTENANCE		2,805.35
WATER FUND			
40	WATER		
2718	TOM ROWZEE	3,135.00	5,590.00
530	LAYNE CHRISTENSEN COMPANY	6,557.25	22,768.50
	WATER		28,358.50

DATE: 12/29/2016
TIME: 15:05:47
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 12/30/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER FUND			
48	OPERATION & MAINTENANCE		
1023	WILLET, HOFMANN & ASSOCIATES	315,485.49	867.65
194	GRUMMERT'S HARDWARE - R.F.	6,383.51	20.21
2301	STERLING NAPA	381.89	15.19
2771	PAETEC	2,206.97	74.98
2985	WALMART COMMUNITY/GEMB	5,115.81	186.42
3107	CULVER'S	227.27	56.98
34	ALTORFER INC.	76,165.31	477.55
4207	O'REILLY AUTOMOTIVE INC	6,097.76	145.80
4361	FERGUSON WATERWORKS #2516	97,168.47	314.70
46	AMERICAN WATER WORKS ASSOC.		330.00
55	ARAMARK UNIFORM SERVICES, INC.	16,718.37	104.38
T0001272	CHARLESTON SALES & RENTALS		311.00
	OPERATION & MAINTENANCE		2,904.86
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
2985	WALMART COMMUNITY/GEMB	5,115.81	9.86
	CUSTOMER SERVICE CENTER		9.86
CUSTOMER UTILITY DEPOSITS			
75	CUSTOMER UTILITY DEPOSITS		
T0002783	ALTISOURCE SOLUTIONS CORP.	98.38	41.75
	CUSTOMER UTILITY DEPOSITS		41.75
	TOTAL ALL DEPARTMENTS		71,035.49

DATE: 12/21/2016
TIME: 11:08:08
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 12/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

TOURISM			
05	TOURISM		
172	CITY OF ROCK FALLS	3,569.91	7.82
200	COM ED	1,155.56	35.98
5015	CARD SERVICE CENTER	48,440.54	42.00
795	SBM BUSINESS EQUIPMENT CENTER	5,213.41	42.98
	TOURISM		128.78
GENERAL FUND			
01	ADMINISTRATION		
172	CITY OF ROCK FALLS	3,569.91	1.86
4331	CIRCUIT CLERK OF LEE COUNTY	2,620.00	40.00
5118	SIKICH, LLP	26,000.00	8,684.50
	ADMINISTRATION		8,726.36
02	CITY ADMINISTRATOR		
172	CITY OF ROCK FALLS	3,569.91	2.33
	CITY ADMINISTRATOR		2.33
04	BUILDING		
172	CITY OF ROCK FALLS	3,569.91	22.28
5015	CARD SERVICE CENTER	48,440.54	135.00
795	SBM BUSINESS EQUIPMENT CENTER	5,213.41	42.98
	BUILDING		200.26
05	CITY CLERK'S OFFICE		
1493	WILLIAM & MARY COMPUTER CENTER	34,141.78	125.00
172	CITY OF ROCK FALLS	3,569.91	203.47
5015	CARD SERVICE CENTER	48,440.54	31.86
	CITY CLERK'S OFFICE		360.33
06	POLICE		

DATE: 12/21/2016
TIME: 11:08:08
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 12/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
06	POLICE		
172	CITY OF ROCK FALLS	3,569.91	29.56
350	GISI BROS. INC.	7,059.01	115.83
4299	ILEAS	120.00	180.00
4692	PANTHER UNIFORMS, INC.	2,804.16	308.48
5015	CARD SERVICE CENTER	48,440.54	1,333.35
533	LECTRONICS, INC.	6,445.51	177.66
55	ARAMARK UNIFORM SERVICES, INC.	16,536.98	58.66
	POLICE		2,203.54
07	CODE HEARING DEPARTMENT		
172	CITY OF ROCK FALLS	3,569.91	67.17
	CODE HEARING DEPARTMENT		67.17
10	STREET		
110	BONNELL INDUSTRIES, INC.	10,658.85	316.44
111	BONNELL REPAIR & TOWING, INC.		1,258.00
194	GRUMMERT'S HARDWARE - R.F.	6,284.23	28.25
4207	O'REILLY AUTOMOTIVE INC	5,958.42	139.34
4796	VERIZON WIRELESS	11,149.74	62.62
55	ARAMARK UNIFORM SERVICES, INC.	16,536.98	122.73
825	ILLINOIS SECRETARY OF STATE	214.00	9.00
	STREET		1,936.38
12	PUBLIC PROPERTY		
4451	DAVIS COMPLETE	2,995.90	70.00
	PUBLIC PROPERTY		70.00
13	FIRE		
172	CITY OF ROCK FALLS	3,569.91	5.79
194	GRUMMERT'S HARDWARE - R.F.	6,284.23	20.67
3173	MUNICIPAL EMERGENCY SERVICES	5,066.13	52.61
5015	CARD SERVICE CENTER	48,440.54	257.92

DATE: 12/21/2016
TIME: 11:08:08
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 12/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
13	FIRE		
5032	COMCAST	139.30	19.90
T0003294	MOBILE ELECTRONICS, INC	75.00	93.75
	FIRE		450.64
BUILDING CODE DEMOLITION FUND			
12	BUILDING CODE DEMOLITION FUND		
4027	WHITESIDE COUNTY RECORDER	3,030.25	31.00
	BUILDING CODE DEMOLITION FUND		31.00
EMPLOYEE GROUP INSURANCE			
15	EMPLOYEE GROUP INS		
5015	CARD SERVICE CENTER	48,440.54	1,760.00
	EMPLOYEE GROUP INS		1,760.00
TAX INCREMENT FINANCING FUND			
16	TAX INCREMENT FINANCING		
5118	SIKICH, LLP	26,000.00	1,530.00
	TAX INCREMENT FINANCING		1,530.00
TIF - DOWNTOWN REDEVELOPMENT			
19	DOWNTOWN REDEVELOPMENT		
T0002039	OGLE COUNTY HIGHWAY DEPT	125.00	150.00
T0004041	GENSINI EXCAVATING, INC.	509,225.02	321,854.89
	DOWNTOWN REDEVELOPMENT		322,004.89
ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
1224	AIRGAS USA LLC	5,246.44	48.56
172	CITY OF ROCK FALLS	3,569.91	5.79

INVOICES DUE ON/BEFORE 12/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ELECTRIC FUND			
20	OPERATION & MAINTENANCE		
194	GRUMMERT'S HARDWARE - R.F.	6,284.23	50.36
2380	AUTOZONE	192.78	24.00
2557	ASPLUNDH TREE EXPERT CO.	7,594.50	8,590.50
423	AT&T	14,566.70	111.97
4447	FRANK'S SMALL ENGINE REPAIR	541.34	132.10
4796	VERIZON WIRELESS	11,149.74	490.21
5008	POWER SYSTEM ENGINEERING INC	81,377.04	6,981.25
5015	CARD SERVICE CENTER	48,440.54	18.84
5118	SIKICH, LLP	26,000.00	3,158.00
67	B & D SUPPLY CO.	4,677.52	24.69
			55.21
		100.00	135.91
		47.15	62.44
			50.00
			86.75
			17.26
			145.78
			21.14
	OPERATION & MAINTENANCE		20,210.76
GIS/IT FUND			
22	GIS/IT FUND		
4558	WHITESIDE COUNTY GIS		1,116.40
	GIS/IT FUND		1,116.40
SEWER FUND			
38	OPERATION & MAINTENANCE		
1493	WILLIAM & MARY COMPUTER CENTER	34,141.78	108.50
172	CITY OF ROCK FALLS	3,569.91	5.02
200	COM ED	1,155.56	162.24
423	AT&T	14,566.70	467.84
4383	GRAINGER	868.76	141.78
5118	SIKICH, LLP	26,000.00	1,579.00
5172	PIEDMONT TECHNICAL SERVICES		2,260.00
	OPERATION & MAINTENANCE		4,724.38

DATE: 12/21/2016
TIME: 11:08:08
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 12/22/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER FUND			
40	WATER		
1023	WILLETT, HOFMANN & ASSOCIATES	308,950.59	6,534.90
1165	COMPLETE ELECTRICAL CONTR. INC	7,532.63	3,440.00
4361	FERGUSON WATERWORKS #2516	92,942.16	543.59
4868	O'BRIEN CIVIL WORKS, INC.	222,213.56	44,985.15
	WATER		55,503.64
48	OPERATION & MAINTENANCE		
1493	WILLIAM & MARY COMPUTER CENTER	34,141.78	40.00
172	CITY OF ROCK FALLS	3,569.91	0.93
4361	FERGUSON WATERWORKS #2516	92,942.16	3,682.72
5015	CARD SERVICE CENTER	48,440.54	106.28
5118	SIKICH, LLP	26,000.00	1,579.00
5176	DIRECT IN SUPPLY		245.50
	OPERATION & MAINTENANCE		5,654.43
GARBAGE FUND			
50	GARBAGE		
5118	SIKICH, LLP	26,000.00	789.50
	GARBAGE		789.50
CUSTOMER SERVICE CENTER			
51	CUSTOMER SERVICE CENTER		
172	CITY OF ROCK FALLS	3,569.91	131.34
5015	CARD SERVICE CENTER	48,440.54	140.12
689	PITNEY BOWES GLOBAL	9,745.98	1,710.21
	CUSTOMER SERVICE CENTER		1,981.67
CUSTOMER UTILITY DEPOSITS			
75	CUSTOMER UTILITY DEPOSITS		
T0001175	████████████████████		224.52
	CUSTOMER UTILITY DEPOSITS		224.52
	TOTAL ALL DEPARTMENTS		429,676.98

DATE: 12/19/2016
TIME: 14:49:34
ID: AP443000.WOW

CITY OF ROCK FALLS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 12/19/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
SEWER FUND			
30	SEWER		
5122	LEANDER CONSTRUCTION, INC.	874,432.54	22,936.19
	SEWER		22,936.19
	TOTAL ALL DEPARTMENTS		22,936.19



WILLETT HOFMANN
& ASSOCIATES INC
ENGINEERING ARCHITECTURE LAND SURVEYING

December 21, 2016

Mayor and City Council
City of Rock Falls
603 W. 10th Street
Rock Falls, Illinois 61071

Re: Section 17-00000-00-GM
General Maintenance

Dear Mayor and City Council:

Material proposals were received and read today for 2017 MFT General Maintenance activities. All proposals were reviewed for accuracy and completeness and a copy of the bid tab is attached.


It is the recommendation of our office to accept all of the unit price proposals from all of the vendors. Instead of requiring the Street Department to utilize one vendor for each item, the department will have maximum flexibility to make use of all vendors, as conditions and situations dictate.

If you have any questions or concerns regarding the proposals or the recommendation, please do not hesitate to contact me.

Yours very truly,

WILLETT, HOFMANN & ASSOCIATES, INC.

By


Brian Frickenstein, P.E., S.E.

BDF: bf

Encl.

C: Eric Arduini, City Clerk
Robbin Blackert
Larry Spinka, Street Supt.
Colby Ardis

ROCK FALLS, ILLINOIS
 VARIOUS STREETS
 SECTION 17-00000-00-GM
 MATERIAL PROPOSAL
 WHA No. 1489Z16

TABULATION OF BIDS

BID OPENING: December 21, 2016
 10:30 a.m.
 Rock Falls Council Chambers

ATTENDED BY: Brian Frickenstein, WHA
 Eric Arduini, City Clerk
 Colby Ardis, IDOT

CONTRACTOR	ITEM	QUANTITY	UNIT	CONMAT		Alliance Materials		Asphalt Sales Co.		Tri-State Asphalt	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
BID BOND		200	Ton	\$80.00	\$16,000.00			\$1,000	Cashier Check	\$1,000	Cashier Check
	1 Bituminous Patching Mixture (Group I)										
	Location				Palmyra Road						
	Miles / Adjusted Unit Cost				10 miles / \$81.70						
	2 Aggregate Surface Course, Type B (CA-6)	500	Ton	5.45	2,725.00	\$6.25	\$3,125.00				
	Location				Palmyra Road		Emerson				
	Miles / Adjusted Unit Cost				10 miles / \$7.15		6.6 Miles / \$7.61				
	3 Seal Coat Aggregate, Class C, 3/8" (CA-16)	450	Ton	10.95	4,927.50	\$9.50	\$4,275.00				
	Location				Palmyra Road		K's Corner				
	Miles / Adjusted Unit Cost				10 miles / \$12.65		4.2 Miles / \$10.62				
	4 HFE-150 Emulsion	10,000	Gal.					\$1.94	\$19,400.00	\$1.75	\$17,500.00
	Location								N/A		N/A
	Miles / Adjusted Unit Cost								N/A		N/A
TOTAL BID PROPOSAL											

Submitted Unit Cost of \$120.00
 per ton for UPM Bituminous
 Patching Mixture (Group II,
 Proprietary)

Price Includes Delivery Charge
 Minimum Load: 5,000 Gallons

Price Includes Delivery Charge
 Minimum Load: 5,000 Gallons

ROCK FALLS, ILLINOIS
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 MATERIAL PROPOSAL
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ATTENDED BY: Brian Frickenstein, WHA
 Eric Arduini, City Clerk
 Colby Ardis, IDOT

CONTRACTOR		Martin & Company Excavating							
BID BOND		\$1,000 Cashier Check							
ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	
1 Bituminous Patching Mixture (Group I)	200	Ton	\$48.00	\$9,600.00					
Location			Oregon, Illinois						
Miles / Adjusted Unit Cost			32 miles / \$51.90						
2 Aggregate Surface Course, Type B (CA-6)	500	Ton	5.00	2,500.00					
Location			Dixon, Illinois						
Miles / Adjusted Unit Cost			10.6 miles / \$6.76						
3 Seal Coat Aggregate, Class C, 3/8" (CA-16)	450	Ton							
Location									
Miles / Adjusted Unit Cost									
4 HFE-150 Emulsion	10,000	Gal.							
Location									
Miles / Adjusted Unit Cost									
TOTAL BID PROPOSAL									

Police Services – General

Reports to: Administrative Commander

Definition:

Employee is responsible and accountable for the creation, maintenance and disposition of records, including confidential records, and performs complex and varied office duties in all aspects of the position.

Position requires interaction with and providing assistance to citizens and Department Personnel in various capacities while fulfilling requests and gathering information for reporting purposes.

Position requires application of procedural knowledge and understanding of the policies of the City of Rock Falls and the Rock Falls Police Department.

Work is performed under general supervision. Employees are expected to perform duties with occasional instruction or assistance.

Examples of Duties:

- Assists the public with inquiries by identifying and resolving problems and/or referring to appropriate staff for resolution.
- Greets telephone callers and provides department related information with professionalism.
- Helps the public file police reports or FOIA's via telephone, in person and on-line.
- Contacts dispatch when an officer is needed.
- Reads, interprets, and processes police records, public information requests and court documents.
- Resolves problems and responds to non-routine inquiries relating to law enforcement records and office operations.
- Communicates frequently with law enforcement officers, the courts, command staff, and outside agencies both verbally and in writing on matters relating to official law enforcement records and office operations.
- Uses a computer to access county, state, and federal law enforcement files when researching data regarding citation and arrests and responding to officer inquiries; and, performs records searches on computer databases when needed.
- Performs typing, data processing, and retrieval duties and disseminates updated information to law enforcement and/or outside agencies upon request, in compliance with laws and policies regarding confidentiality.
- Files various types of documents, records and reports.
- Processes payments for city citations and traffic reports
- Operates standard office equipment
- Maintains confidentiality of data
- Any other duties which may be assigned from time to time.

Qualifications:

High school diploma or equivalency.

“Proud of Our Past-Confident of Our Future”

Must be 18 at time of application.

Must pass a criminal background investigation. Must be able to work with the general public under stressful situations.

Must be able to work in a team oriented environment, along with the ability to work independently.

Must obtain certification on the NCIC computer system and LEADS certification within the probationary period.

Knowledge and skills:

Ability to perform exceptional customer service in accordance with the mission and philosophy of the Rock Falls Police Department.

Modern office practices and procedures, data conception, numerical aptitude of basic arithmetic, English grammar in speaking and writing, and good organizational skills.

Knowledge of policies, procedures, and activities of the Rock Falls Police Department.

Ability to adapt to changing modern office methods and computer technologies.

Be familiar with computer software to include, but not limited to; Microsoft excel, word, outlook and have ability to learn records management and other departmental software.

Police Services – Coordinator

Reports to: Administrative Commander

Definition:

Employee will be responsible for the consolidation and filing of all LEADS paperwork generated by RFPD.

Employee will assist in audits performed by the State of Illinois reference LEAD procedures.

Employee will maintain the LMS training binder and ensure all employees are current on required certifications.

Employee will maintain sex offender files and attend additional training when needed.

Employee will be lead person involving updates and changes to CAD/Crimes computer system.

Employee is responsible and accountable for the creation, maintenance and disposition of records, including confidential records, and performs complex and varied office duties in all aspects of the position.

Position requires interaction with and providing assistance to citizens and Department Personnel in various capacities while fulfilling requests and gathering information for reporting purposes.

Position requires application of procedural knowledge and understanding of the policies of the City of Rock Falls and the Rock Falls Police Department.

Work is performed under general supervision. Employees are expected to perform duties with occasional instruction or assistance.

Examples of Duties:

- Assists the public with inquiries by identifying and resolving problems and/or referring to appropriate staff for resolution.
- Greets telephone callers and provides department related information with professionalism.
- Helps the public file police reports or FOIA's via telephone, in person and on-line.
- Contacts dispatch when an officer is needed.
- Reads, interprets, and processes police records, public information requests and court documents.
- Resolves problems and responds to non-routine inquiries relating to law enforcement records and office operations.
- Communicates frequently with law enforcement officers, the courts, command staff, and outside agencies both verbally and in writing on matters relating to official law enforcement records and office operations.
- Uses a computer to access county, state, and federal law enforcement files when researching data regarding citation and arrests and responding to officer inquiries; and, performs records searches on computer databases when needed.
- Performs typing, data processing, and retrieval duties and disseminates updated information to law enforcement and/or outside agencies upon request, in compliance with laws and policies regarding confidentiality.

“Proud of Our Past-Confident of Our Future”

- Files various types of documents, records and reports.
- Processes payments for city citations and traffic reports
- Operates standard office equipment
- Maintains confidentiality of data
- Any other duties which may be assigned from time to time.

Qualifications:

High school diploma or equivalency.

Must be 18 at time of application.

Must pass a criminal background investigation. Must be able to work with the general public under stressful situations.

Must be able to work in a team oriented environment, along with the ability to work independently.

Must obtain certification on the NCIC computer system and LEADS certification within the probationary period.

Knowledge and skills:

Ability to perform exceptional customer service in accordance with the mission and philosophy of the Rock Falls Police Department.

Modern office practices and procedures, data conception, numerical aptitude of basic arithmetic, English grammar in speaking and writing, and good organizational skills.

Knowledge of policies, procedures, and activities of the Rock Falls Police Department.

Ability to adapt to changing modern office methods and computer technologies.

Be familiar with computer software to include, but not limited to; Microsoft excel, word, outlook and have ability to learn records management and other departmental software.

Community Service/Code Enforcement Officer

Reports to: Administrative Commander & Building Inspector

Definition:

Employee is responsible and accountable for performing a variety of duties related to the enforcement of city ordinances and building codes.

Position requires interaction with and providing assistance to citizens and Department Personnel in various capacities while fulfilling requests and gathering information for reporting purposes.

Position requires application of procedural knowledge and understanding of the policies of the City of Rock Falls and the Rock Falls Police Department.

Work is performed under general supervision. Employees are expected to perform duties with occasional instruction or assistance.

Examples of Duties:

- Assists the public with inquiries by identifying and resolving problems and/or referring to appropriate staff for resolution.
- Shall enforce all parking regulations by patrolling the business and school districts.
- Shall enforce all city ordinances
- Shall provide information to all interested citizens regarding ordinances and building codes of this city.
- Shall assist in maintaining an effective relationship between the departments and the community.
- Shall create and maintain file records of work completed and current enforcement actions.
- Shall execute complaints and citations along with testifying in court as needed.
- Shall work with Building Inspector to coordinate checks for violations of building codes.
- Any other duties which may be assigned from time to time

Qualifications:

High school diploma or equivalency.

Must be 18 at time of application.

Possess a valid Illinois drivers license.

Must pass a criminal background investigation. Must be able to work with the general public under stressful situations.

Must be able to work in a team oriented environment, along with the ability to work independently.

Must obtain certification on the NCIC computer system and LEADS certification within the probationary period.

“Proud of Our Past-Confident of Our Future”

Knowledge and skills:

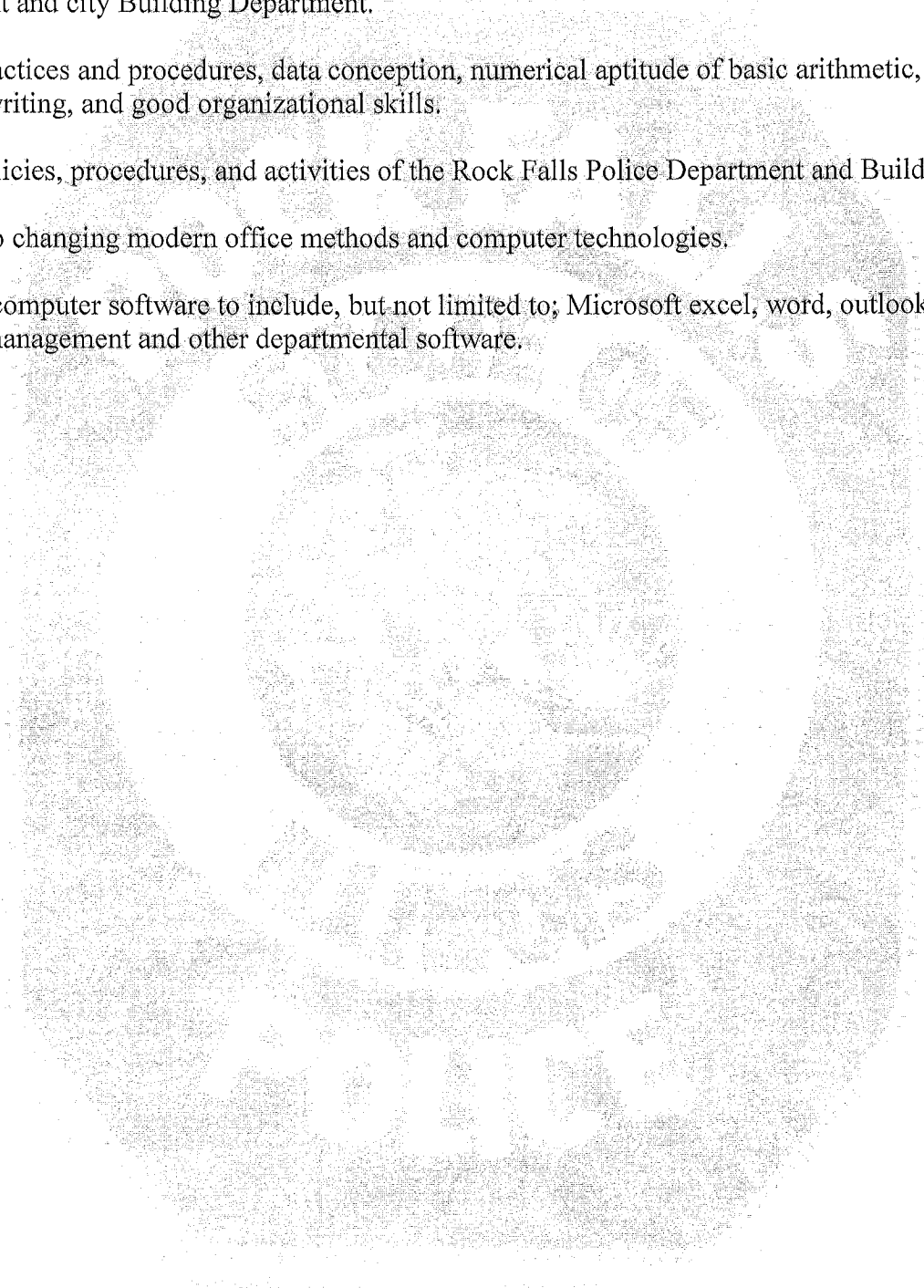
Ability to perform exceptional customer service in accordance with the mission and philosophy of the Rock Falls Police Department and city Building Department.

Modern office practices and procedures, data conception, numerical aptitude of basic arithmetic, English grammar in speaking and writing, and good organizational skills.

Knowledge of policies, procedures, and activities of the Rock Falls Police Department and Building Department.

Ability to adapt to changing modern office methods and computer technologies.

Be familiar with computer software to include, but not limited to; Microsoft excel, word, outlook and have ability to learn records management and other departmental software.



**RESOLUTION OF PRELIMINARY APPROVAL
FOR LICENSE TO UTILIZE REAL ESTATE**

WHEREAS, the Rock Falls Veterans Memorial Park Committee of the Rock Falls Community Development Corporation, a 501(c)(3) organization (herein the "Committee") has requested of the City Council of the City of Rock Falls the ability to utilize and occupy a portion of Reliant Subdivision No. 2 (The RB&W District) for construction and placement of a memorial to Veterans, police, fire and EMS personnel, and in memory of Prisoners of War and members of the armed forces who are missing in action; and

WHEREAS, the request is for use of an area to the extreme western end of that portion of Reliant Subdivision No. 2 designated as Tract A and which would be generally located to the west of a utility easement or right-of-way occupied by Commonwealth Edison Company; and,

WHEREAS, the request by the Committee has been made in order that the organization can promise, with a reasonable degree of certainty, that a location for the memorial facilities exists in order that persons wishing to make contributions for the construction of the memorial will have confidence that funds donated will be used for that purpose; and,

WHEREAS, the City Council has considered the request of the Committee for use of a portion of Reliant Subdivision No. 2 for that memorial, and has determined that construction of a memorial can serve as an enhancement to the appearance of the other facilities proposed for construction within the RB&W District, and that preliminary approval for the granting of a license to the Committee for purposes of placement and construction of the memorial should be granted,

NOW THEREFORE, BE IT RESOLVED of the City Council of the City of Rock Falls that:

1. The statements contained in the preamble paragraphs to this resolution are found to be true and accurate and are incorporated herein.

2. The city hereby grants preliminary approval for the issuance of a license to the Committee in order to permit the construction by the Committee of a memorial upon the area subject to the license in memory of veterans, police, fire and EMS personnel and in memory of Prisoners of War and members of the armed forces who are missing in action.

3. The area subject to the license shall comprise generally that portion of Reliant Subdivision No. 2 (RB&W district) lying westerly of the area utilized by Commonwealth Edison Company for a high voltage electrical transmission line running in a northerly to southerly direction over and across a portion of Reliant Subdivision No. 2 designated as Tract A.

4. The exact terms and conditions of the grant of the license shall be as may be further presented and agreed between the parties, and this preliminary approval is subject to the terms and conditions of a license agreement to be negotiated by and between the city and the Committee.

Passed this _____ day of _____, 2016.

ATTEST:

Mayor William B. Wescott

City Clerk

Alderman Voting Aye

Alderman Voting Nay

RESOLUTION NO. 2017 - 755

RESOLUTION AUTHORIZING MAYOR TO EXECUTE
PAYMENT AGREEMENT AND RELEASE WITH
WILLETT HOFMANN & ASSOCIATES, INC. FOR PAYMENT OF NEW CLAIM

WHEREAS, the City of Rock Falls (“City”) and Willett Hofmann & Associates, Inc. (“WHA”) previously entered into a settlement agreement dated April 8, 2015 by which WHA paid a sum certain to the City in exchange for the City’s full release of WHA and its insurer for any and all claims arising from WHA’s certain engineering services in connection with, but not limited to, designing a waste water plant main lift station; and

WHEREAS, in 2016, a problem arose with gate valves which had been installed at the lift station, which required replacement of said gate valves with plug valves, at a cost of \$42,543.79 to the City; and

WHEREAS, as a consequence of the longstanding business relationship between WHA and the City, WHA has agreed to reimburse the City for the amount paid to replace the gate valves with plug valves at the lift station, notwithstanding execution of the Release and Settlement Agreement dated April 8, 2015; and

WHEREAS, the City Council has determined that it would be in the best interests of the City to authorize the Mayor to execute the proposed Payment Agreement and Release attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Rock Falls, Illinois, that the Mayor be authorized to execute, on behalf of the City, the Payment Agreement and Release in the form attached hereto as Exhibit A, in exchange for payment in the amount of \$42,543.79 from WHA as described above;

BE IT FURTHER RESOLVED that the City hereby finds that all of the recitals contained in the preambles to this Resolution are full, true, and correct and does incorporate them into this Resolution by this reference;

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized to provide a certified copy of this Resolution to any party so requesting;

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed;

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect from and after its passage and approval, and publication as required by law.

This Resolution read and approved this ____ day of _____, 2017.

Mayor

ATTEST:

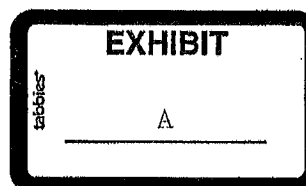
City Clerk

PAYMENT AGREEMENT AND RELEASE

This Payment Agreement and Release ("this Agreement") is entered into by and between the City of Rock Falls, Illinois ("the City") and Willett Hofmann & Associates, Inc. ("WHA"), this ___ day of _____, 201__.

1. Background and Definitions.

- a. The First Settlement. On September 2, 2008, the City and WHA entered into a written contract through which WHA agreed to provide to the City certain engineering services in connection with the construction of water pollution control improvements (collectively, "the Services") that included providing designs for a Waste Water Treatment Plant Main Lift Station ("the Lift Station"). Beginning on December 26, 2013, after the Lift Station was fully constructed and placed into operation, a series of electrical and mechanical failures occurred at the Lift Station, concluding with a complete shutdown of the Lift Station on February 13, 2014 (collectively, "the Failures"). After the Failures occurred, a dispute arose between the City and WHA regarding the extent to which, if at all, the Failures resulted from WHA's provision of the Services. Through a Release and Settlement Agreement dated April 8, 2015 ("the Settlement Agreement"), WHA paid \$815,379.15 to the City in exchange for the City's full release of WHA and its insurer for any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses, and compensation whatsoever that the City had or that might accrue on account of or in any way growing out of any and all known and unknown foreseen property damage resulting or to result from the Services ("the Release"). WHA thereafter fulfilled all of its obligations under the Settlement Agreement.
- b. The New Claim. In 2016, the City became aware of a problem with gate valves that had been installed at the Lift Station. As a result of this problem, the City paid \$42,543.79 ("the Payment") to Leander Construction Inc. to replace the gate valves with plug valves ("the Replacement"). The City believes the Replacement was necessary because, as part of providing the Services, WHA incorrectly called for the installation of gate valves within the Lift Station. The City has requested that WHA reimburse the City the amount of the Payment. Under the Release, WHA is not legally obligated to reimburse the City any amount relating to the Replacement. WHA, however, in light of its longstanding business relationship with the City, is willing to reimburse the City the amount of the Payment, as long as the reimbursement does not void, invalidate, waive, or otherwise affect the continuing, binding effect of the Release. Through this Agreement, WHA and the City set forth their agreements and understandings regarding the requested reimbursement of the Payment, the Settlement Agreement, and the Release.



2. Reimbursement to the City. Within 14 days of the date of this Agreement, WHA shall pay to the City the amount of \$42,543.79 ("the Reimbursement").

3. Continuing Effect of the Settlement Agreement and the Release. The City agrees that WHA's payment of the Reimbursement is voluntary and that, under the Settlement Agreement and the Release, the City previously waived any and all claims against WHA relating to the Services and the Lift Station. The City acknowledges that WHA is paying the Reimbursement solely because WHA values its longstanding business relationship with the City and that WHA's payment of the Release does not in any way obligate WHA to pay any future claim to the City related to the Services or the Lift Station. The City agrees that the Settlement Agreement and the Release remain in full force and effect and that WHA's payment of the Reimbursement shall not in any way void, invalidate, waive, or otherwise affect the continuing, binding effect of the Release or expose WHA to any liability relating to the Services or the Lift Station.

4. Restated Release. Notwithstanding any of the foregoing, in exchange for the Reimbursement, the City and its employees, agents, and representatives hereby again release, acquit, and forever discharge WHA and its successors, assigns, and all other persons, firms, corporations, associations, or partnerships of and from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses, and compensation whatsoever that the City now has or that might hereafter accrue on or account or in any way growing out of any and all known and unknown foreseen property damage and the consequences thereof resulting or to result from the Services in connection with the Lift Station. The City hereby again settles, releases, and forever discharges WHA from any and all claims, causes of action, demands, damages, costs, or expenses of any nature whatsoever, whether arising under statute or based on theories of tort or contract law and whether known or unknown, arising out of the utilization of the Services relating to the design and construction of the Lift Station. To further effectuate this Agreement, the parties, their assigns, personal representatives, attorneys, and agents promise and covenant not to sue or to threaten to sue the parties to this Agreement, assigns, personal representatives, attorneys, and agents on account of any claim of the type that is the subject of the restated release set forth in this paragraph.

5. No Admission of Liability. This Agreement is being executed solely in recognition of the parties' longstanding business relationship. Nothing in this Agreement shall be deemed to constitute an admission of liability by WHA, which liability WHA specifically denies.

6. Entire Agreement. With the Settlement Agreement, this Agreement contains the entire agreement between the parties, and there are no other representations or warranties, promises, covenants, or undertakings as to the subject matter hereof other than those expressed herein.

7. Construction of Agreement. This Agreement has been subject to negotiations and discussions among the parties and their counsel. It has been, and shall be, construed to have been drafted by both parties to it, so that any rule construing ambiguities against the drafter shall have no force or effect.

8. Execution by Counterpart or Electronic Mail Transmission. This Agreement may be executed by signatures on one or more counterparts. If so executed, the various counterparts shall be considered as one instrument. For convenience, the various signatures will be collective and annexed to one or more documents to form complete counterparts and such signatures may be transferred by facsimile or electronic mail as if they were originals.

CITY OF ROCK FALLS, ILLINOIS

WILLETT HOFMANN & ASSOCIATES, INC.

By _____
William B. Wescott, Mayor

By _____
Ronald J. Steenken, President

Office of the Mayor

William B. Wescott, Mayor
City of Rock Falls
603 W. 10th Street
(O): 515-380-5333
E-mail: rfmayor@rockfalls61071.com

Date: December 29, 2016
TO: City Administrator and Alderman
FROM: Mayor Wescott
SUBJECT: **Appointment to the Police and Fire Commission**

On December 8th I received a letter of resignation from the Chairman of the Rock Falls Police & Fire Commission Darla Schryver. The effective date of her resignation was December 15th following the last scheduled Police & Fire Commission meeting of the year.

In accordance with 65 ILCS 5/10-2.1-1 Section 10-2.1-1 Appointment-Terms of Office I would like to ask the Council to approve my recommendation for appointment of Mr. Tim Cain to the 3 member Board. Mr. Cain lives within the city limits of the City of Rock Falls and has no disqualifying factors per state statute, which would prohibit his appointment. He is a retired Police Officer having served with the Whiteside County Sheriff's Department for 29 years. He started out in probation and moved through the ranks as, Patrol officer, Patrol Sergeant, Lieutenant and served as Chief Deputy for the last 5 years of his career. He will bring a high degree of knowledge to the Board which shall serve the City well.

Upon approval of his appointment, the Commission will schedule Mr. Cain for the mandatory training he will be required to complete. If you should have any questions, please feel free to contact me prior to the Council Meeting.

Mayor Bill Wescott