



# City of Galena, Illinois

## AGENDA

### REGULAR CITY COUNCIL MEETING

MONDAY, AUGUST 27, 2012

6:30 P.M. – CITY HALL 312 ½ NORTH MAIN STREET

ITEM	DESCRIPTION
12C-350.	Call to Order by Presiding Officer
12C-351.	Roll Call
12C-352.	Establishment of Quorum
12C-353.	Pledge of Allegiance
12C-354.	Reports of Standing Committees
12C-355.	Citizens Comments <ul style="list-style-type: none"> <li>• Not to exceed 15 minutes as an agenda item</li> <li>• Not more than 3 minutes per speaker</li> <li>• No testimony on zoning items where a public hearing has been conducted</li> </ul>

## CONSENT AGENDA CA-16

ITEM	DESCRIPTION	PAGE
12C-356.	Approval of the Minutes of the August 13, 2012 City Council Meeting	4-12
12C-357.	Approval of Budget Amendment BA13-02	13-14
12C-358.	Approval of a Request by the Illinois Special Olympics for a Street Closure Permit and a Parade Permit for the Open Ceremonies of the Illinois Special Winter Olympics, January 29, 2013	--
12C-359.	Approval of a Request by the City of Galena for a Street Closure Permit for Music on Main, September 1 (Rain Date September 2) at the Green Street Plaza	--
12C-360.	Approval of Request by Alicia McMillan for Secondary Employment	15-16
12C-361.	Approval of a Resolution Requesting a Permit from the Illinois Department of Transportation for a Permit to Install a Water Pipe Under U.S. Route 20	17-18

**UNFINISHED BUSINESS**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
12C-362.	Second Reading and Possible Approval of an Ordinance Providing for the Vacation of a Portion of an Unnamed Alley Between S. High Street and S. Dodge Street	19-21
12C-363.	Second Reading and Possible Approval of an Ordinance Establishing a Craft Distiller Liquor License	22-27
12C-364.	Second Reading and Possible Approval of an Ordinance Amending Chapter 114 of the Code of Ordinances to Require Tour Guide Businesses and Tour Service Businesses to State Whether the Information Provided in their Tours is Documented as Factual	28-30

**NEW BUSINESS**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PAGE</b>
12C-365.	Discussion and Possible Action on a Resolution Encouraging Tour Service Businesses to Provide Documented Tours	31-32
12C-366.	Discussion and Possible Action on a Contract for Downtown Pump Station Improvements	33
12C-367.	Discussion and Possible Action on a Contract for Extending a Water Main Under US Route 20 to the Right-of-Way in Front of the Ramada	34-35
12C-368.	Discussion and Possible Action on the Purchase of a Replacement Pump for the Pluym Subdivision Lift Station	36
12C-369.	Warrants	37-43
12C-370.	Alderspersons' Comments	
12C-371.	City Administrator's Report	
12C-372.	Mayor's Report	
12C-373.	Motion for Executive Session Including: <ul style="list-style-type: none"> <li>• Section 2 (c) (11) – Pending, probable or imminent litigation.</li> <li>• Section 2 (c) (21) Review of Executive Session Minutes</li> </ul>	
12C-374.	Adjournment	

**CALENDAR INFORMATION**

<b>BOARD/COMMITTEE</b>	<b>DATE</b>	<b>TIME</b>	<b>PLACE</b>
Historic Preservation Comm.	Thurs. September 6	6:30 P.M.	City Hall
City Council	Mon. September 10	6:30 P.M.	City Hall
Zoning Board of Appeals	Wed. September 12	6:30 P.M.	City Hall

Posted: Thursday, August 23 at 4:30 p.m. Posted By:

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 13 AUGUST 2012**

**12C-0321 – CALL TO ORDER**

Mayor Terry Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 312½ North Main Street on 13 August 2012.

**12C-0322 – ROLL CALL**

Upon roll call the following members were present: Cording, Fach, Greene, Lincoln, Murphy, Painter and Renner

**12C-0323 – ESTABLISHMENT OF QUORUM**

Mayor Terry Renner announced a quorum of Board members present to conduct city business.

**12C-0324 – PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**12C-0325 - REPORTS OF STANDING COMMITTEES**

None.

**12C-0326 – PUBLIC COMMENTS**

**Carol Sullivan, 7211 W. Buck Hill Road** – On behalf of the Vision 2020 Center for the Arts Committee, Sullivan expressed the importance of raising awareness of the beneficial impact of the arts. Sullivan invited all to a meeting on August 28, 2012, 7:00 p.m. at the DeSoto Hotel to share ideas on how the arts can impact the community.

**Rick Pariser, 113 S. High Street** – Pariser commended city staff for the work they do and complimented the Finance Director on a job well done.

**James Wirth 121 S. High Street** – Wirth gave some suggested changes to the Tour Operator Ordinance shown on page 41-58 of the packet.

**Steve Repp, 227 S. Dodge Street** – Repp talked about the importance of giving true and accurate information on tours. He suggested requiring operators give an outline of what their tour is going to encompass.

**Matthew Blaum** – Blaum advised they are requesting an amendment to the current liquor ordinance to add a Craft Distiller’s License. They are looking to open a Craft Distillery in Galena. They would manufacture up to 15,000 gallons of spirits annually. This would include on-site tours as well as tastings. He and his brother will both be relocating their families to Galena. They feel the distillery would complement the current vibe of Galena with tourism, the micro-brewery and various wineries. They will be looking for a building with a minimum 3000 square feet. They may be looking for a downtown facility with an off-site building for the aging barrels; however, they would prefer to have a building large enough to do everything in one place.

**Motion:** Greene moved, seconded by Fach, to open the public hearing on an application by Deborah Daly, 407 S. High Street, to vacate a portion of an unnamed alley on Warren Street and adjacent to 407 S. High Street.

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Lincoln, Murphy, Painter, Cording, Renner  
NAYS: None

The motion carried.

**PUBLIC HEARING**

**12C-0327 – PUBLIC HEARING ON AN APPLICATION BY DEBORAH DALY, 407 S. HIGH STREET, TO VACATE A PORTION OF AN UNNAMED ALLEY ON WARREN STREET AND ADJACENT TO 407 S. HIGH STREET**

**Testimony:** No testimony.

**Motion:** Greene moved, seconded by Fach, to close the public hearing on an application by Deborah Daly, 407 S. High Street, to vacate a portion of an unnamed alley on Warren Street and adjacent to 407 S. High Street, adjourn as the City Council and reconvene as the Liquor Commission.

**Discussion:** None.

**Roll Call:** AYES: Greene, Lincoln, Murphy, Painter, Cording, Fach, Renner  
NAYS: None

The motion carried.

**LIQUOR COMMISSION**

**12C-0328 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CORPORATION LIQUOR LICENSE MANAGER APPLICATION BY MARGARET J. SAAM FOR R & L GAS MART, 9927 U.S. ROUTE 20 WEST**

**Motion:** Cording moved, seconded by Painter, to approve an application for a Corporation Manager Liquor License for Margaret J. Saam for R & L Gas Mart, 9927 U.S. Route 20 West, 12C-0328.

**Discussion:** None.

**Roll Call:** AYES: Lincoln, Murphy, Painter, Cording, Fach, Greene, Renner  
NAYS: None

The motion carried.

**12C-0329 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CLASS A LIQUOR LICENSE APPLICATION BY ANGIE HAHN, 9351 POWDER HOUSE HILL ROAD, GALENA, ILLINOIS, FOR THE GOLD ROOM 249 N. MAIN STREET**

**Motion:** Murphy moved, seconded by Lincoln, to approve an application for a Class A Liquor License for Angie Hahn, 9351 Powder House Hill Road, Galena, Illinois, for the Gold Room 249 N. Main Street contingent upon the City Attorney receiving a proper lease agreement.

**Discussion:** None.

**Roll Call:** AYES: Murphy, Painter, Cording, Fach, Greene, Lincoln, Renner  
NAYS: None

The motion carried.

**Motion:** Greene moved, seconded by Murphy, to adjourn as the Liquor Commission and reconvene as the City Council.

**Discussion:** None.

**Roll Call:** AYES: Painter, Cording, Fach, Greene, Lincoln, Murphy, Renner  
NAYS: None

The motion carried.

**CONSENT AGENDA CA-15**

**12C-0330 – APPROVAL OF THE MINUTES OF THE JULY 23, 2012 CITY COUNCIL MEETING**

**12C-0331 – APPROVAL OF A REQUEST BY THE GALENA STUDIO TOUR NOT-FOR-PROFIT FOR THREE STUDIO TOUR EVENTS IN MAY, JULY AND AUGUST 2013**

**12C-0332 – ACCEPTANCE OF JUNE 2012 FINANCIAL REPORT**

**Motion:** Lincoln moved, seconded by Painter, to approve Consent Agenda CA-15.

**Discussion:** None.

**Roll Call:** AYES: Cording, Greene, Lincoln, Murphy, Painter, Renner  
NAYS: None  
ABSTAIN: Fach

The motion carried.

**UNFINISHED BUSINESS**

**12C-0311 – DISCUSSION AND POSSIBLE ACTION ON REQUEST BY THE GALENA AREA CHAMBER OF COMMERCE FOR HALLOWEEN PARADE PARKING RESTRICTIONS AND STREET CLOSURES FOR VENDING**

**Motion:** Fach moved, seconded by Cording, to open discussion on the request by the Galena Area Chamber of Commerce for Halloween Parade parking restrictions and street closures for vending.

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Lincoln, Murphy, Painter, Cording, Renner  
NAYS: None

The motion carried.

**Discussion:** Katie Murphy was present on behalf of the Chamber of Commerce for any questions.

Murphy advised they propose to eliminate parking both the east and west side of the street. Their reasoning is that in places the street becomes very narrow which makes it difficult for floats. Murphy also stated they have a concern for safety because the people push all the way out to the edge of the cars. Moran has checked into the possibility of renting taller cones that would have a circular hole to run the ropes thru for the east side. Parking would be closed beginning at 4:00 p.m. until the end of the parade. They would like to designate one side of the street from Green to Wahington for elderly/handicapped parking. The Chamber would provide a pass for cars that wished to park there to allow them to watch the parade from their vehicle.

Murphy advised they are requesting to close Washington and Perry streets. It is their hopes to make this more of a day event with a festival atmosphere. Washington Street would be set up as a family friendly children's zone. Each street would have up to four vendors. The kid's area

might include Happy Joe's Pizza, Culver's Ice Cream, face painting and/or a bounce house. Perry Street would be more of an adult section that would include food and alcohol sales.

Painter questioned how the other downtown businesses felt. Murphy advised they have not put the idea out to the membership as of yet as they don't want to start selling something that hasn't passed. Painter voiced concern this might take away business from another business that might not have the resources to have a booth.

Council preferred to keep the sidewalk from Commerce Street to Main Street open on both streets.

Fach stated he was opposed to the idea of having the alcohol sales as this is more of a family affair.

Lincoln stated he wasn't opposed to the alcohol noting no one goes door to door to check if Oktoberfest should be allowed. He feels this is one more thing that would add to the event. Fach disagreed stating a parade is an entirely different event than Oktoberfest due to the mechanized entries.

Greene felt this would be much like the VFW corn boil. He wasn't concerned either way.

Painter recommended putting some limits on the time that alcohol could be served.

Murphy stated if people want alcohol they are going to have it. There is no way we are going cut alcohol out of it. Cording agreed and felt, since it is available in bars, it doesn't need to be outside on the street as well. She liked the idea of making it a family friendly festival. She advised she would be opposed if it includes alcohol outside.

Murphy advised they have eliminated the fees for walking groups. All motorized floats will pay an entry fee of \$25 and all politicians will pay an entry fee of \$100. This fee helps cover the cost of publicity and time and work that goes into the parade.

**Motion:** Murphy moved, seconded by Greene, to approve the request by the Galena Area Chamber of Commerce for Halloween Parade parking restrictions and street closures for vending as presented which was later amended to exclude the sale of alcohol from the vending area.

**Discussion:** Council liked the idea of leaving some parking for the handicapped and elderly.

Cording stated she would vote no with alcohol included.

**Amended**

**Motion:** Fach moved, seconded by Painter, to amend the motion to exclude the sale of alcohol from the vending area.

**Discussion:** None.

**Roll Call:** AYES: Painter, Cording, Fach, Renner  
NAYS: Murphy, Greene, Lincoln

The amended motion carried.

**Main**

**Motion**

**Roll Call:** AYES: Lincoln, Murphy, Painter, Cording, Fach, Greene, Renner  
NAYS: None

The motion carried.

**NEW BUSINESS**

**12C-0333 – MONTHLY REPORT FROM THE ENVIRONMENTAL MANAGEMENT CORPORATION (EMC)**

Saylor pointed out there was a definite increase in usage about the middle of the month. As he did the water loss calculations, they are in line with what is being billed.

Saylor advised the water system does work off of deep wells. While the water level is slightly down in the wells, it is nothing to be concerned about.

The solar project is continuing. All of the panels have been installed. The building has sheeting and is ready for roofing.

Mayor Renner commended Saylor on the excellent no accident/time loss record.

**12C-0334 – FIRST READING OF AN ORDINANCE PROVIDING FOR THE VACATION OF A PORTION OF AN UNNAMED ALLEY BETWEEN S. HIGH STREET AND S. DODGE STREET**

**Motion:** Fach moved, seconded by Painter, to approve the first reading of an ordinance providing for the vacation of a portion of an unnamed alley between S. High Street and S. Dodge Street, item 12C-0334.

**Discussion:** None.

**Roll Call:** AYES: Painter, Cording, Fach, Greene, Lincoln, Murphy, Renner  
NAYS: None

The motion carried.

**12C-0335 – FIRST READING OF AN ORDINANCE ESTABLISHING A CRAFT DISTILLER LIQUOR LICENSE**

**Motion:** Painter moved, seconded by Lincoln, to approve the first reading of an ordinance establishing a Craft Distiller Liquor License, item 12C-0335.

**Discussion:** Nack advised there was a typo in the ordinance. The request is to manufacture up to 15,000 gallons annually.

Fach advised he would like to take a look at the fee. He would like to see a list of fees charged from other areas for a Craft Distiller License to compare.

**Roll Call:** AYES: Cording, Fach, Greene, Lincoln, Murphy, Painter, Renner  
NAYS: None

The motion carried.

**12C-0336 – DISCUSSION AND POSSIBLE ACTION ON A REQUEST BY TRI-STATE SCREEN PRINTING AND EMBROIDERY FOR A BUSINESS LOAN FROM THE ECONOMIC DEVELOPMENT REVOLVING LOAN FUND**

**Motion:** Murphy moved, seconded by Greene, to approve the request by Tri-State Screen Printing and Embroidery for a business loan from the Economic Development Revolving Loan Fund subject to the proper paperwork being submitted.

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Lincoln, Murphy, Painter, Cording, Renner  
NAYS: None

The motion carried.

**12C-0337 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT WITH CIVIL CONTRACTORS FOR THE PAVING OF THE PROSPECT STREET ALLEY AND THE INTERSECTION OF FRANKLIN STREET AT HILL STREET**

**Motion:** Painter moved, seconded by Fach, to approve the contract with Civil Contractors in the amount of \$29,121 for the paving of the Prospect Street Alley and the intersection of Franklin Street at Hill Street.

**Discussion:** Lincoln advised he would vote no on this issue as there are two alleys that are in worse shape than the one being proposed to be fixed.

**Roll Call:** AYES: Greene, Painter, Cording, Fach  
NAYS: Lincoln, Murphy

The motion carried.

**12C-0338 – DISCUSSION AND POSSIBLE ACTION ON A REQUEST BY CHRIS AND COURTNEY TIMP TO POSTPONE FINAL STREET SURFACING IN PHASE 2 OF THE TIMP SUBDIVISION UNTIL SPRING 2013**

**Motion:** Greene moved, seconded by Fach, to approve the request by Chris and Courtney Timp to postpone final street surfacing in Phase 2 of the Timp Subdivision until spring 2013.

**Discussion:** None.

**Roll Call:** AYES: Lincoln, Murphy, Painter, Cording, Fach, Greene, Renner  
NAYS: None

The motion carried.

**12C-0339 – DISCUSSION AND POSSIBLE ACTION ON CONTRACT WITH IIW FOR FINAL ENGINEERING OF PHASE 23 OF THE GALENA RIVER TRAIL**

**Motion:** Cording moved, seconded by Painter, to approve a contract amendment with IIW Engineers to complete final design of the Phase 3 of the Galena River Trail for an amount of \$16,400 funded by the budget items detailed in the memo in the packet.

**Discussion:** City Engineer Lewis advised this would be the final design for engineering on the project.

**Roll Call:** AYES: Murphy, Painter, Cording, Fach, Greene, Lincoln, Renner  
NAYS: None

The motion carried.

**12C-0340 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT FOR PAINTING THE RAILINGS ON THE APPROACHES OF THE MEEKER STREET PEDESTRIAN BRIDGE**

The following bids were received:

Wienen Excavating and Landscaping	\$ 7,370
Petsche Painting	\$12,660

**Motion:** Lincoln moved, seconded by Painter, to approve the contract for painting the railings on the approaches of the Meeker Street Pedestrian Bridge to Wiene Excavating and Landscaping in the amount of \$7,370.

**Discussion:** Lewis advised the purpose of the project is to give the whole area a new look. The existing railings are currently looking shabby.

**Roll Call:** AYES: Painter, Cording, Fach, Greene, Lincoln, Renner  
NAYS: Murphy

The motion carried.

**12C-0341 – FIRST READING OF AN ORDINANCE AMENDING CHAPTER 114 OF THE CODE OF ORDINANCES TO REQUIRE TOUR GUIDE BUSINESSES AND TOUR SERVICE BUSINESSES TO STATE WHETHER THE INFORMATION PROVIDED IN THEIR TOURS IS DOCUMENTED AS FACTUAL**

**Motion:** Cording moved, seconded by Painter, to approve the first reading of an ordinance amending Chapter 114 of the code of ordinances to require tour guide businesses and tour service businesses to state whether the information provided in their tours is documented as factual with the consideration of some of the wording changes presented tonight.

**Discussion:** Council agreed to have the City Attorney review the recommended changes.

**Roll Call:** AYES: Cording, Fach, Greene, Painter, Renner  
NAYS: Lincoln, Murphy

The motion carried.

**12C-0342 – FIRST READING OF AN ORDINANCE AUTHORIZING THE SALE OF MUNICIPALLY OWNED SURPLUS PROPERTY**

**Motion:** Lincoln moved, seconded by Painter, to approve an ordinance authorizing the sale of municipally owned surplus property and waive the second reading.

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Lincoln, Murphy, Painter, Cording, Renner  
NAYS: None

The motion carried.

**12C-0343 – FIRST READING OF AN ORDINANCE FOR THE HIRING OF PART-TIME POLICE OFFICERS**

**Motion:** Fach moved, seconded by Cording, to approve the first reading and waive the second reading of an ordinance for the hiring of part-time police officers, item 12C-0343.

**Discussion:** Council questioned the number of hours a part-time officer could work per year.

**Roll Call:** AYES: Greene, Lincoln, Murphy, Painter, Cording, Fach, Renner  
NAYS: None

The motion carried.

**12C-0344 – WARRANTS**

**Motion:** Greene moved, seconded by Cording, to approve the warrants as presented with the addition of a warrant to KRT Productions, Inc. in the amount of \$1,500 for the City’s share of the Project Galena filming production.

**Discussion:** None.

**Roll Call:** AYES: Lincoln, Murphy, Painter, Cording, Fach, Greene, Renner  
NAYS: None

The motion carried.

**12C-0345 – ALDERPERSONS’ COMMENTS**

**Weeds** – Lincoln reported the weeds in front of Wal-Mart are out of hand and need to be cut.

**Economic Development** – Painter noted we heard about some nice economic development items this evening regarding the arts and she looks forward to welcoming a new business to town as well as the continuation of the successful business of Tri-State Screenprint.

**Water Main Break** – Cording reported she had a water main break close to her home over the weekend. She expressed her appreciation for the Public Works crew who moved very quickly to get it taken care of.

**Car Wash** – Greene reported it was good to see the old carwash was coming down. It will be a plus to the area when it is done.

**Welcome** – Fach welcomed the new business to town and the sustaining Tri-State Screenprint.

**Service Line Leak** – Fach reported the leak he reported at the last meeting was due to the power company nicking a coupling on the main.

**12C-0346 – CITY ADMINISTRATOR’S REPORT**

No report.

**12C-0347 – MAYOR’S REPORT**

Mayor Renner welcomed the new economic growth and thanked all for their hard work in keeping the town running.

**12C-0348 – MOTION FOR EXECUTIVE SESSION**

**Motion:** Cording moved, seconded by Painter, to recess to Executive Session to discuss the following:

- Pending, probable or imminent litigation, Section 2 (c) (11)
- Review of Executive Session Minutes, Section 2 (c) (21)

**Roll Call:** AYES: Cording, Fach, Greene, Lincoln, Murphy, Painter, Renner  
NAYS: None

The motion carried.

The meeting recessed at 7:40 p.m.

The meeting reconvened at 8:07 p.m.

**12C-0349 - ADJOURNMENT**

**Motion:** Painter moved, seconded by Lincoln, to adjourn.

**Discussion:** None.

**Roll Call:** AYES: Fach, Greene, Lincoln, Murphy, Painter, Cording, Renner  
NAYS: None

The motion carried.

The meeting adjourned at 8:07p.m.

Respectfully submitted,



Mary Beth Hyde  
City Clerk

City of Galena, Illinois

Budget Amendment No. 13-02  
Fiscal Year 2012-13



Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance
Meeker Street Bridge	01.41.890.04	\$ 350,000		\$ 133,980	\$ 216,020
Transfer to Parks Fund	01.99.999.05	\$ 89,926	\$ 27,000		\$ 116,926
Tri-State Screen Print Loan Principal	04.389.4	\$ 22,305		\$ 18,305	\$ 4,000
Tri-State Screen Print Loan Interest	04.389.7	\$ 135	\$ 415		\$ 550
Zoning Board Members	01.16.421.04	\$ 200	\$ 1,800		\$ 2,000
Transfer in to Parks Fund	17.399.0	\$ 89,926	\$ 27,000		\$ 116,926
Bike Trail Engineering-Phase 3	17.52.815.03	\$ 10,000	\$ 27,000		\$ 37,000
Bartell Sewer	52.43.850.11	\$ 64,000		\$ 5,000	\$ 59,000
Sewer Contingencies	52.43.929.00	\$ -	\$ 5,000		\$ 5,000

Justification:

This amendment would accomplish the following:

- \$350,000 is budgeted for the Meeker Street Bridge project. Actual project costs are expected to be \$323,000. \$106,978.50 of the bridge cost was paid at the very end of the last fiscal year so the budgeted expense is overstated. This amendment adjusts the bridge expense for the current budget year to the expected cost this year of \$216,020.
- The revenue budget for the Tri-State Screen Printing loan was based on the scheduled payoff of the loan this year. On August 13, the council approved the extension of the loan for another five year period. This amendment adjusts the expected revenue based on the new amortization schedule.
- A data entry error was discovered with the line item that pays the salaries of the Zoning Board members. Instead of \$2,000 for the year, the budget contains \$200. This budget amendment would increase the line item to \$2,000.
- There are two engineering contracts for Phase 3 of the Galena River Trail. The expense for the first contract was expected last fiscal year, but has not yet been invoiced. The second contract was not approved until August 13 so the expense was not included in the current budget. This amendment would at \$27,000 to the current trail engineering budget to cover the engineering expenses. The \$27,000 would be essentially transferred from the savings on the Meeker Street Bridge project.
- The unexpected replacement of the Plum Subdivision lift station pump creates an unexpected expense of approximately \$5,000. This amendment would transfer \$5,000 from the Bartell Sewer expense item to Contingencies for the purchase of the pump. The remaining funds in the Bartell Sewer line item would be sufficient to pay for the cost of the highway water main crossing near the Ramada. The council agreed at an earlier date to delay the Bartell sewer project in order to complete the Ramada water main project this year.

Effect of Budget Amendment on Budget:

Fund	Approved Budget	Budget After Previous Amendments	Budget After Previous Amendments
General Fund Revenues	\$ 3,868,750	\$ 3,868,750	\$ 3,868,750
General Fund Expenses	\$ 3,837,044	\$ 3,860,044	\$ 3,754,864
<b>General Fund Total</b>	<b>\$ 31,706</b>	<b>\$ 8,706</b>	<b>\$ 113,886</b>
Other Fund Revenues	\$ 6,104,375	\$ 6,117,375	\$ 6,126,485
Other Fund Expenses	\$ 6,617,330	\$ 6,630,330	\$ 6,657,330
<b>Other Fund Total</b>	<b>\$ (512,955)</b>	<b>\$ (512,955)</b>	<b>\$ (530,845)</b>
<b>Total Budget Surplus/(Deficit)</b>	<b>\$ (481,249)</b>	<b>\$ (504,249)</b>	<b>\$ (416,959)</b>

Approved by City Council on \_\_\_\_\_

Mark Moran  
Budget Officer



# CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: August 22, 2012

RE: McMillan Secondary Employment Request

Community Service Officer, Alicia McMillan submitted the attached request for secondary part-time employment at the retailer Carlotta's, 120 North Main Street. Chief Huntington and I have no objection to the request and recommend approval. Approval would be with the understanding that the secondary employment would in no way interfere with McMillan's primary employment responsibilities with the City of Galena.

TO: Honorable Mayor Renner, City Administrator Mark Moran  
FROM: Alicia McMillan  
DATE: August 17, 2012  
REF: Part Time Employment

I am seeking approval for a part time position. I have an opportunity to work at Carlotta's, located at 120 N. Main St. Galena. At this point & time I need to generate extra income for my household expenses.

I do not believe working part time at Carlotta's would create a problem with my hours as a full time employee for the City of Galena nor do I believe it will be an issue pertaining to conflicts of interest.

Thank you for your consideration.

---

Alicia McMillan  
Community Service Officer  
Galena Police Department

# CITY OF GALENA, ILLINOIS

312 1/2 North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer 

DATE: 21 August 2012

RE: Highway 20 Watermain Crossing #3  
IDOT Resolution for Pipe Bore

In June this year the city council approved a proposal to extend watermain to the Ramada Inn Hotel on Highway 20, as this was part of the original annexation agreement for the property. This project involves extending a watermain from near Guy's Trucking at Industrial Park and then under Highway 20 opposite the hotel.

The Illinois Department of Transportation (IDOT) requires that any utilities larger than 6 inches in diameter installed under the roadway are contained within a bored steel casing. The proposed watermain diameter is 10 inches with a casing diameter of 16 inches.

As part of the IDOT utility permit approval process the city needs to pass a resolution (see attached) stating the watermain will be installed in compliance with all IDOT regulations for this type of construction. The selected contractor will also be required to obtain a surety bond valid for 5 years.

I recommend the city council approves a resolution with IDOT as part of the utility permit requirement for the watermain extension to the Ramada Inn hotel.

RESOLUTION

WHEREAS, the CITY OF GALENA located in the County of JO DAVIESS, State of Illinois, wishes to install WATERMAIN CROSSING - BORING which by law comes under the jurisdiction and control of the Department of Transportation of the State of Illinois, and

WHEREAS, a permit from said Department is required before said work can be legally undertaken by said CONTRACTOR; now

THEREFORE, be it resolved by the CITY OF GALENA County of JO DAVIESS, State of Illinois.

First: That we do hereby request from the Department of Transportation, State of Illinois, a permit authorizing the CONTRACTOR to proceed with the work herein described.

Second: That we hereby pledge the good faith of the CITY OF GALENA and guarantee that all work shall be performed in accordance with the conditions of the permit to be granted by the Department of Transportation of the State of Illinois and to hold the State of Illinois, Department of Transportation, harmless on account of any damages that may occur to persons or property during the prosecution of such work and assume all liability for the damages to persons or property due to accidents or otherwise by reason of the work which is to be performed under the provisions of said permit.

Third: That we hereby state that the proposed work (is)(is not) to be performed by the employees of the CONTRACTOR.

Fourth: That the proper officers of the CITY COUNCIL are hereby instructed and authorized to sign said permit on behalf of the CITY OF GALENA.

I, CITY CLERK, MARY BETH HYDE, hereby certify the above to be a true copy of the resolution passed by the CITY COUNCIL, County of JO DAVIESS, State of Illinois.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2012

(Corporate Seal)

\_\_\_\_\_  
signature

Ordinance #0-12-

**AN ORDINANCE PROVIDING FOR THE VACATION  
OF A PORTION AN UNNAMED ALLEY BETWEEN  
S. HIGH AND S. DODGE STREET**

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**WHEREAS**, Deborah Daly, 407 S. High Street, Galena, Illinois 61036, is the owner of property abutting a 20 feet by 38.5 feet (770 square feet) portion of an unnamed alley adjacent to the westerly side of Lot 5 of Hempstead's Sub of Lots 15, 16, 17 and 18 Block 10 of the Original City of Galena, West Galena Township, Jo Daviess County, Illinois. This unopened section of alley lies between S. High Street and S. Dodge Street, and

**WHEREAS**, Deborah Daly petitioned the Galena City Council to vacate the aforementioned section of the alley; and

**WHEREAS**, the right-of-way subject to the vacation is fully described in Exhibit A, "Plat of Vacation", attached to and made a part hereof; and

**WHEREAS**, Deborah Daly desires to purchase the real property subject to the vacation; and

**WHEREAS**, surrounding property owners and the public at large were notified of the request to vacate and invited to a public hearing before the city council conducted on August 13, 2012; and

**WHEREAS**, the members of the City Council of the City of Galena deem it expedient for the public good to vacate said portion of the unnamed alley.

**WHEREAS**, the Galena City Council has established a fair market value of \$1.10 per square foot for the subject property; and

**WHEREAS**, the owners of property abutting the west side of the subject right-of-way (Lots 2, 3 and 4, of Hempstead's Sub of Lots 15, 16, 17 and 18 Block 10 of the Original City of Galena) are entitled to one-half of the right-of-way to be vacated and abutting their respective properties. These property owners shall be given written notice of the possibility of purchasing one-half of the right-of-way for a cost of \$1.10 per square foot. If full payment is not received by the City of Galena within 30 days of the written notice to purchase, Deborah Daly shall be entitled to purchase all of the right-of-way not purchased by one or more of the adjacent owners; and

**WHEREAS**, under no circumstances shall less than the entire 770 square feet in Exhibit A be vacated; and

**NOW THEREFORE BE IT ORDAINED** by the City Council of the City of Galena, Jo Daviess County, Illinois, as follows:

**SECTION I:** All of that certain portion of real property situated in the City of Galena and being more particularly depicted in Exhibit A, "Plat of Vacation", IS HEREBY VACATED and offered for sale to the adjoining property owners as follows:

1. 135 square feet for \$148.50 to the owner of Lot 2 and one-half of Lot 3 of Block 10 of the Original City of Galena
2. 250 square feet for \$275.00 to the owner of Lot 4 and one-half of Lot 3 of Block 10 of the Original City of Galena
3. 385 square feet for \$423.50 to Deborah Daly, the owner of Lot 5 of Hempstead's Sub of Lots 15, 16, 17 and 18 Block 10 of the Original City of Galena

**SECTION II:** The two owners of the property adjacent to the west side of the subject right-of-way shall be given written notice of the possibility of purchasing one-half of the width of the right-of-way adjoining their property for a cost of \$1.10 per square foot. If full payment is not received by the City of Galena within 30 days of the written notice to purchase, Deborah Daly shall be entitled to purchase for \$1.10 per square foot all of the right-of-way not purchased by the adjacent owners.

**SECTION III:** The property interest in the right-of-way shall endure to each purchaser's successors or assigns.

**SECTION IV:** It is further directed that the street right-of-way described in Exhibit A be stricken from the City street plat upon purchase by the adjoining land owner(s) and recording of this ordinance in the Office of the Jo Daviess County Recorder.

**SECTION V:** It is further provided that the vacation of said parcel is subject to the rights of all public utilities in said parcel, rights-of-way and easements necessary or desirable for installing or continuing public service in said right-of-way and the person or parties requesting such vacation shall be responsible to said public utilities for any vacating, rearrangement or relocating costs in the event the same are necessary without any costs to the City of Galena, its successors or assigns. A utility easement shall be maintained upon the entire right-of-way. The easement shall be to the benefit of the City of Galena, and assignable by the City of Galena to other providers of utilities, for the installation of utilities either above or below grade. No permanent structures shall be located by the purchaser(s), their successors or assigns, on the easement.

**SECTION VI:** All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby repealed.

**SECTION VII:** Passed on this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2012, in open Council.

**AYES:**

**NAYS:**

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**TERRY RENNER, MAYOR**

**ATTEST:**

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**MARY BETH HYDE, CITY CLERK**

Prepared by and Return to:  
Joseph Nack, City Attorney  
City of Galena Illinois  
312 ½ N. Main St.  
Galena, IL 61036

# CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: August 22, 2012

RE: Craft Distiller Liquor License

At the August 13 meeting, you approved the first reading of an ordinance to create a craft distiller liquor license. The second reading and possible approval of the license is on the agenda for Monday's meeting.

I am suggesting a couple of changes to the first draft of the craft distiller ordinance. First, instead of limiting by specific number the gallons of spirits to be produced annually by a craft distiller, I recommend referencing the standards set forth by the State Liquor Control Act. The limit set forth by the state is currently 15,000 gallons. Referencing the state law would keep our ordinance in synch with the state law and prevent us from having to amend our code of ordinances if the state changes their standards in the future.

Second, the first draft of the ordinance did not define how many craft distiller licenses would be available at any one time. I am suggesting in the revised draft ordinance that two licenses would be available.

Finally, Alderperson Fach prudently suggested during the first reading of the ordinance that we investigate the fees charged for craft distiller licenses in other Illinois communities. The following table compares fees for the proposed Galena license to all of the other craft distiller licenses that I was able to locate in Illinois. Craft distillers were not permitted to sell at retail in Illinois until 2010 so there do not appear to be many comparable communities.

**Table 1. Craft Distillery Liquor License Fee Comparison**

City	Application Fee	Initial Fee	Annual Fee
Riverside	\$300	NA	\$385
Carbondale	\$100	NA	Occupancy x \$13.50 (minimum \$750 – max. \$2,250)
Evanston	NA	NA	\$1,800
Plainfield	\$250		\$1,875
Galena	NA	5 x annual fee (\$875 x 5 = \$4,375)	\$875

The annual fee for the craft distiller license in the four sampled communities ranges from \$385 to \$2,250. It appears that none of the other communities charge an initial fee like the City of Galena. In consideration of our initial fee (\$4,375) and our current liquor license fee structure, I continue to recommend an \$875 annual fee with the initial fee of five times the annual fee. For your information, I am attaching a complete list of our liquor license classes including the initial fee and annual fee for each license.

I recommend you approve the second reading and adopt the craft distiller ordinance.

<b>Definition of Liquor License Classes Available - City of Galena</b>	<b># Avail.</b>	<b>ANNUAL FEE</b>	<b>INITIAL FEE</b>
<b>Class A</b> - Retail sale of alcoholic liquor for consumption on the premises, as well as consumption off premise	8	\$1,125.00	\$5,625.00
<b>Class B</b> - Retail sale of alcoholic liquor as well as beer and ale in the package form, but not for consumption on the premise, hours of sales can be from 6 AM - 12 midnight, except Xmas Eve, sales shall not be after 7 PM	8	\$1,125.00	\$5,625.00
<b>Class C</b> - Issued only to a club, such license shall authorize the sale of alcoholic liquor at retail to the members and guests of members of the licensed club for consumption on premises as well as consumption off premise	2	\$1,000.00	\$5,000.00
<b>Class D</b> - Retail sale of alcoholic liquor for consumption on the premises as well as for consumption off the premises by restaurants and hotels, whose principal business as defined in this chapters is not the retail sale of alcoholic beverages.	Un-Lmt	\$1,125.00	\$5,625.00
<b>Class E</b> - Retail beer and wine, special 1 day license.	Un-Lmt	\$50.00	\$0.00
<b>Class F</b> - Retail sale of beer and ale in package form, but not for consumption on the premises and only between the hours of 6 AM - 12 Midnight, except Xmas Eve with no sale after 7 PM	4	\$625.00	\$3,125.00
<b>Class H</b> - First Class Wine Maker's license, shall authorize the manufacture of less than 20,000 gallons of wine, and the storage and sale of such wine, per year to distributors in the state and persons out of state.	1	\$875.00	\$4,375.00
<b>Class I</b> - Microbrewery and brew pub license and shall authorize the manufacture by a micro-brewery or brewpub of less than 100,000 gallons of beer, and the storage and sale of such beer, per year to distributors, retailers and to non-licensees.	2	\$625.00	\$3,125.00
<b>Class J</b> - Beer, Wine and Ale license only, retail sale of beer, wine and ale for consumption on premises only at a restaurant whose principal business is not the retail sale of alcoholic beverages. It is unlawful for sales between 1 AM - 6 AM, except New Year's Day in which sales may be made until 2 AM	3	\$750.00	\$3,750.00

Definition of Liquor License Classes Available - City of Galena	# Avail.	ANNUAL FEE	INITIAL FEE
<b>Class K</b> - Retail sale or delivery of alcoholic liquor for consumption (but not for resale in any form) only on the premises specified in the license. Sales of alcoholic liquor pursuant to this license shall be limited to the sale or provision of alcoholic liquor as an incidental part of the services provided by a convention center.	Un-Lmt	\$1,125.00	\$5,625.00
<b>Class L</b> - (Caterer's License) - Retail sale of alcoholic liquors for consumption, either on-site or off-site, as an incidental part of food service. Prepared meals and alcoholic liquors shall be sold at a package price agreed upon under contract.	Un-Lmt	\$1,125.00	\$5,625.00
<b>Class M</b> - (Bed and Breakfast and Small Inn License) - Retail sale of wine for consumption on the premises only and by guests of the lodging establishment only.	Un-Lmt	\$100.00	\$500.00
<b>Class N</b> - (Hotel Wine Package License) - Retail sale of wine by hotels as part of a hotel room nightly rental package. The wine shall be for consumption off the premises or on the premises only in the room of the guest. Wine sales shall be limited to 1.5 liters bottled per room per rental night.	Un-Lmt	\$450.00	\$2,250.00
<b>Class O</b> – (Craft Distiller) – Manufacture and storage of spirits as well as the retail sale of spirits for off-premises consumption. Number of gallons manufactured and sold annually are subject to the limitations of the Liquor Control Act of the State of Illinois for Craft Distilleries. On premises tastings limited Tastings are permitted, not to exceed ¼ of one ounce per tasting. Tastings are limited to not more than three per person per day.	2	\$875.00	\$4,375.00
<b>All first time applications are subject to an upfront fee of 5 times the annual license fee.</b>			

Ordinance #-12-\_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 111 “ALCOHOLIC BEVERAGES” OF THE CODE OF ORDINANCES OF THE CITY OF GALENA TO ESTABLISH A CRAFT DISTILLER LICENSE**

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**WHEREAS**, the City of Galena is a municipal corporation operating under the laws of the State of Illinois; and

**WHEREAS**, Chapter 111 of the Galena Code of Ordinances regulates the sale and consumption of alcoholic beverages in the City of Galena, and

**WHEREAS**, Chapter 111.20 of the Galena Code of Ordinances establishes the classifications of liquor licenses and sets the fees for each classification of license; and

**WHEREAS**, the City Council of the City of Galena finds it in the best interest of the City of Galena to amend the Alcoholic Beverages code to add a license classification to permit the manufacture, sampling and retail sales of alcoholic spirits and to set the fee for said license,

**NOW THEREFORE BE IT ORDAINED** by the City Council of the City of Galena, Jo Daviess County, Illinois, as follows:

**SECTION I:** Chapter 111.01 of the Code of Ordinances, “Definitions”, shall be amended by adding the following paragraph:

**DISTILLER. A distiller is a person who distills, ferments, brews, makes, mixes, concocts, processes, blends, bottles or fills an original package with any alcoholic liquor. A distiller may make sales and deliveries of alcoholic liquor to distillers, rectifiers, importing distributors, distributors, and non-beverage users and to no other licensees.**

**SECTION II:** Chapter 111.20 of the Code of Ordinances shall be amended by adding the following paragraph:

**N. Class “O” license shall be known as the craft distiller license. It shall authorize a distiller the manufacture of spirits by distillation in quantities not to exceed the number of gallons authorized for production each year by a Craft Distillery in the Liquor Control Act of 1934 (235 ILCS 5/1-1 et seq.) and the storage of such spirits. A craft distiller license shall allow the licensee to sell to distributors, retailers and to non-licensees in accordance with the Liquor Control Act (or similar act) of the State of Illinois and offer spirits for sale at**

**retail in the premises specified in such license for the use or consumption off the premises, but not for consumption on the premises except for tasting of spirits for which no remuneration shall be received. A single tasting of distilled spirits shall not exceed one-fourth of one ounce. No more than three tastings of distilled spirits shall be provided to any person on any day. It shall be unlawful for such licensee to offer tastings or sell alcoholic liquor for consumption off the premises between the hours of 1:00 a.m. and 6:00 a.m., except New Year's Day, in which case such tastings and sales shall not be made between the hours of 2:00 a.m. and 6:00 a.m. The annual license fee shall be set by the City Council from time to time.**

**SECTION II:** Chapter 111.22 of the Code of Ordinances shall be amended by adding the following highlighted:

**§ 111.22 LIMITATION ON NUMBER.**

There shall be no more than eight Class "A" licenses issued. There shall be no more than eight Class "B" licenses issued. There shall be no more than two Class "C" licenses issued. There shall be no more than four Class "F" licenses issued. There shall be no more than one Class "H" license issued. There shall be no more than two Class "I" licenses issued. There shall be no limitation on the number of Class "D" licenses or the number of Class "E" licenses issued. There shall be no more than three Class "J" licenses issued. **There shall be no more than two Class "N" licenses issued.**

**SECTION IV:** In accordance with Chapter 111.20 (N), the fee for the Class "O" license shall be \$875 annually.

**SECTION V:** All ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby repealed.

**SECTION VI:** Passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, in open Council.

**AYES:**

**NAYS:**

\_\_\_\_\_  
**TERRY RENNER, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**MARY BETH HYDE, CITY CLERK**

# CITY OF GALENA, ILLINOIS

312 ½ North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: August 23, 2012

RE: Documented Tour Ordinance and Resolution

At the August 13 meeting you completed the first reading of an ordinance that would require tour operators to declare whether the information provided during their tours is documented as authentic by legitimate sources. I have updated the ordinance to include the changes submitted to the council by James Wirth.

With concerns about the statutory authority for the ordinance as well as the enforceability, City Attorney, Joe Nack, has suggested the council consider a resolution instead of the ordinance. I have prepared a resolution that would encourage tour companies to use documented information and encourage them to declare whether their tours are documented or undocumented. The resolution is presented as a new business item.

Ordinance # \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 114 OF THE CODE OF ORDINANCES OF THE CITY OF GALENA, ILLINOIS**

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**WHEREAS**, the City of Galena offers a tour service license which recognizes the educational and entertainment value of tour businesses as well as the positive impact such tours have on the local economy. Through the licensing and accompanying regulations the City attempts facilitate business activity while protecting the health, safety and welfare of the citizens and neighborhoods of the City of Galena from potentially detrimental aspects of tour service businesses, and

**WHEREAS**, the City of Galena recognizes that tours offered may be educational and entertaining, or may be purely for entertainment purposes, and

**WHEREAS**, in an attempt to encourage tour service businesses to incorporate documented information from legitimate sources outside of themselves and/or factual information into their narrated tours, the City of Galena intends to require tour service businesses to declare whether their tours are documented or undocumented.

**BE IT ORDAINED** by the City Council of the City of Galena, Jo Daviess County, Illinois, as follows:

**SECTION I:** Section 114.02, of the Galena Code of Ordinances entitled **DEFINITIONS** is hereby amended by adding the following definition:

***DOCUMENTED TOUR.*** *A licensed tour where all information presented to the patron, whether verbally, in writing, or electronically, has been substantiated as documented from legitimate sources outside of themselves and/or factual by authoritative sources.*

**SECTION II:** Section 114.08, of the Galena Code of Ordinances entitled **GENERAL TOUR SERVICE BUSINESS REGULATIONS** is hereby amended by adding the following:

- (1) *Designation of Tour Type. All tour guide businesses and tour service businesses shall declare on the license application whether or not they provide a documented tour(s). Each tour guide license and tour service license issued by the City shall clearly state whether the business provides a documented tour(s). Each license issued by the City shall be conspicuously posted at each place of business of the licensee. All advertising for each licensed tour shall declare for the patron whether or*

*not the tour is documented. All documented tour providers shall provide the sources of their tour information upon request by the City of Galena.*

**SECTION III:** All other provisions of Chapter 114 shall remain in full force and effect.

**SECTION IV:** All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**SECTION V:** This ordinance shall be in full force and effect 90 days from its passage.

**SECTION VI:** Passed on this \_\_\_\_ day of \_\_\_\_\_, A.D. 2012, in open Council.

**AYES:**

**NAYS:**

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TERRY RENNER, MAYOR

**ATTEST:**

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Mary Beth Hyde, City Clerk

**RESOLUTION NO. R-\_\_\_\_\_**

**A RESOLUTION ENCOURAGING TOUR SERVICE BUSINESSES  
TO PROVIDE DOCUMENTED TOURS**

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**WHEREAS**, the City of Galena offers a tour service license which recognizes the educational and entertainment value of tour businesses as well as the positive impact such tours have on the local economy; and

**WHEREAS**, through the licensing and accompanying regulations the City attempts to facilitate business activity while protecting the health, safety and welfare of the citizens and neighborhoods of the City of Galena from potentially detrimental aspects of tour service businesses; and

**WHEREAS**, the City of Galena recognizes that tours may be educational and entertaining, or may be purely for entertainment purposes; and

**WHEREAS**, the City of Galena encourages tour service businesses to incorporate information that is documented by written, photographic, or otherwise authoritative recorded sources, into their narrated tours; and

**WHEREAS**, the City of Galena encourages tour service businesses to clearly declare and advertise whether their tours are documented, purely entertainment, or a combination of both.

**NOW, THEREFORE, THE CITY COUNCIL AND MAYOR OF THE CITY OF GALENA, ILLINOIS RESOLVE AS FOLLOWS:**

The City of Galena encourages all tour service businesses to incorporate into their tours documented information, where all information presented to the patron, whether verbally, in writing, or electronically, has been substantiated by written, photographic, or otherwise authoritative recorded sources.

**BE IT FURTHER RESOLVED:**

The City of Galena will ask all tour service businesses to declare on their tour license application whether each tour they provide is a documented tour.

**BE IT FURTHER RESOLVED:**

Each tour service license issued by the City will clearly state whether the business provides a documented tour(s). Each licensee is encouraged to conspicuously post the license at each place of business. Each licensee is encouraged to declare in their advertising for each licensed tour whether or not the information provided during the tour is documented.

**BE IT FURTHER RESOLVED:**

Each tour service business is encouraged to keep on file the written, photographic, or otherwise authoritative recorded sources for all authentic information presented during their tours.

**RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALENA, ILLINOIS** this 27<sup>TH</sup> day of August, 2012.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Terry Renner, Mayor

\_\_\_\_\_  
Mary Beth Hyde, City Clerk

(CITY SEAL)

# CITY OF GALENA, ILLINOIS

312 1/2 North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *AL*

DATE: 22 August 2012

RE: Storm Water Pump Station Upgrade – Water Street  
Approval of Bid

Bids for this project were requested by four contractors and two were returned, these are summarized as follows:

- Civil Constructors \$749,559
- Engineering and Construction Innovations \$1,127,500

This project involves the upgrade of the 60 year old storm water pump station on Water Street and includes the installation of a single 70 hp propeller pump in the wet well of the pump station. This will discharge directly into a re-lined 60 inch storm sewer main via a new pipe system and valve work that can be isolated from the gravity sewer. A standby generator, automated sluice gate closure and control system are also included. Only minor upgrade of the existing pumps is proposed. All of this work is the first major upgrade to the pump station since it was commissioned in 1952.

The budgeted amount for this project of \$540,000 including engineering was based on an estimate from Strand Associates. However, additional components were added to the project prior to bidding, including the automated gate closure, upgraded generator and additional controls. Even with these additions the submitted bids were higher than expected. In discussing the costs with Strand Associates we concluded the relining of the gravity storm sewer was a major cost difference of about \$75,000. This is due to the specialized nature of this installation, where high density polyethylene (HDPE) liner is placed in the wet well, welded in place and inserted into the existing sewer pipe.

We have discussed the relining of the sewer pipe with the lowest bidder Civil Constructors and believe that a cost saving of about \$46,000 could be realized by using a different pipe product, with pressure rated push-fit joints. Additional savings of \$16,000 on pipe fittings and \$7,000 on electrical items are also under consideration. These would lower the base bid cost by \$69,000 to approximately \$680,559. At present the engineering cost with Strand Associates is \$39,500.

Based on the above we recommend the city council approve the base bid contract of \$749,559 with Civil Constructors to upgrade the storm water pump station. We would then issue a change order to reduce the bid by approximately \$69,000. This project is funded by the infrastructure sales tax fund. A budget amendment will be required to allocate approximately \$180,000 beyond the budgeted amount of \$540,000. Adequate funds are available to complete the work. The additional costs will necessitate a review and possible restructuring of the 5-year Capital Improvement Plan for the infrastructure sales tax fund.

# CITY OF GALENA, ILLINOIS

312 1/2 North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *AL*

DATE: 23 August 2012

RE: Highway 20 Watermain Crossing #3  
Approval of Bids

Bids for this project were sent to six contractors, of these four responded and are detailed as follows:

Ref #	Company	Base Bid \$
1	Fischer Excavating	69,510.74
2	Mike and Nick Sproule Construction (MNS)	54,992.00
3	Windy Hill	66,779.61
4	Louie's Trenching Service	58,240.00

Earlier this year the city council approved a proposal to extend watermain to the Ramada Inn Hotel on Highway 20, as this was part of the original annexation agreement for the property. This project involves extending watermain from near Guy's Trucking at Industrial Park and then under Highway 20 opposite the hotel.

The bid from Mike and Nick Sproule Construction was the lowest of the four bids at \$54,992. An arithmetic check confirmed all bid calculations were correct, with the exception of Windy Hill which was \$118 too high. A bid tabulation summarizing the unit costs for each contractor is attached.

If the city council wishes to approve the lowest bid with Mike and Nick Sproule Construction they may want to consider a pre-construction meeting is held prior to signing the contracts to confirm the contractor is aware of the scope of the project.

BID TABLE – HIGHWAY 20 WATERMAIN CROSSING #3

#	ITEM	UNIT	QUANTITY	MIKE & NICK SPROULE CONST		LOUIE'S TRENCHING SRV		WINDY HILL		FISCHERS	
				UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT	UNIT COST	AMOUNT
1	8 inch live tap connection to existing 8 inch watermain, including saddle and valve	SUM	1	\$7,400.00	\$7,400.00	\$3,825.00	\$3,825.00	\$3,760.14	\$3,760.14	\$5,295.47	\$5,295.47
2	8 inch C900 PVC watermain including clean stone bedding, surround and backfill	LF	430	\$28.00	\$12,040.00	\$34.00	\$14,620.00	\$58.93	\$25,339.90	\$38.14	\$16,400.20
3	10 inch C900 PVC watermain including clean stone bedding, surround and backfill	LF	120	\$30.00	\$3,600.00	\$50.00	\$6,000.00	\$21.13	\$2,535.60	\$35.75	\$4,290.00
4	16 inch steel casing and boring for watermain	LF	90	\$168.00	\$15,120.00	\$180.00	\$16,200.00	\$207.19	\$18,647.10	\$262.95	\$23,665.50
5	8x8x6 inch tee	EACH	1	\$330.00	\$330.00	\$550.00	\$550.00	\$400.54	\$400.54	\$508.69	\$508.69
6	8x8x8 inch tee	EACH	2	\$400.00	\$800.00	\$500.00	\$1,000.00	\$528.65	\$1,057.30	\$795.44	\$1,590.88
7	10x10x8 inch tee	EACH	1	\$520.00	\$520.00	\$695.00	\$695.00	\$573.48	\$573.48	\$737.75	\$737.75
8	10x10x6 inch tee	EACH	1	\$520.00	\$520.00	\$800.00	\$800.00	\$742.55	\$742.55	\$737.75	\$737.75
9	10 inch valve and box	EACH	1	\$1,800.00	\$1,800.00	\$1,931.00	\$1,931.00	\$2,309.05	\$2,309.05	\$2,097.17	\$2,097.17
10	8 inch valve and box	EACH	2	\$1,300.00	\$2,600.00	\$1,376.00	\$2,752.00	\$1,538.10	\$3,076.20	\$1,425.46	\$2,850.92
11	6 inch hydrant valve, box and lead	EACH	2	\$1,400.00	\$2,800.00	\$1,400.00	\$2,800.00	\$1,102.64	\$2,205.28	\$1,388.30	\$2,776.60
12	10 – 8 inch reducer	EACH	1	\$240.00	\$240.00	\$250.00	\$250.00	\$394.14	\$394.14	\$385.14	\$385.14
13	8 inch plug	EACH	2	\$220.00	\$440.00	\$105.00	\$210.00	\$152.24	\$304.48	\$301.49	\$602.98
14	10 inch plug	EACH	1	\$240.00	\$240.00	\$127.00	\$127.00	\$216.08	\$216.08	\$279.49	\$279.49
15	Hydrant - install only (supplied by City)	EACH	2	\$1,000.00	\$2,000.00	\$800.00	\$1,600.00	\$257.57	\$515.14	\$351.31	\$702.62
16	Remove/replace 4 inch HMA including 10 inch granular base and saw cutting of existing street	SY	30	\$42.00	\$1,260.00	\$60.00	\$1,800.00	\$60.55	\$1,816.50	\$101.34	\$3,040.20
17	Erosion control - 100 LF of manufactured ditch check or equal at locations approved by engineer	SUM	1	\$300.00	\$300.00	\$500.00	\$500.00	\$358.29	\$358.29	\$627.92	\$627.92
18	Turf restoration, including topsoil, seed and straw mulch	TONS	30	\$85.00	\$2,550.00	\$70.00	\$2,100.00	\$61.38	\$1,841.40	\$80.09	\$2,402.70
19	Remove/replace curb and gutter for watermain crossing of A Street	LF	12	\$36.00	\$432.00	\$40.00	\$480.00	\$47.37	\$568.44	\$43.23	\$518.76
<b>TOTAL BASE BID</b>					\$54,992.00		\$58,240.00		\$66,661.61		\$69,510.74

# CITY OF GALENA, ILLINOIS

312 1/2 North Main Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Andy Lewis, City Engineer *AL*

DATE: 21 August 2012

RE: Pumping Station at Pluym Sub-Division  
Pump Replacement

In recent months there have been problems with one of the pumps at the Pluym Sub-division lift station. EMC inspected this unit and concluded it had failed. After being removed and sent for inspection to Janda Electric, they confirmed it was not worthwhile repairing, as the cost for replacement was similar to that for repair.

EMC have obtained costs to replace the pump which are summarized as follows:

Supplier	Pump Brand/Model	Price
Zimmer & Francescon	Myers 4VHX75M4 7.5 hp	\$4670.00
Zimmer & Francescon	Myers 4RHX100M2 10hp	\$4850.00
Metropolitan Industries	Hydromatic S4HVX1000DD 10hp	\$7015.00
Electric Pump Co.	Keen K4RXB75M2.23 7.5 hp	\$7927.14
Janda Electric	Hydromatic S4HVX1000DD 10hp	\$8900.55

All of these pumps have a one year warranty with a 4-5 week delivery period. After discussing the various options with Jeff Saylor we believe the Myers 7.5 HP pump for \$4,670 from Zimmer and Francescon will be adequate. This will be paid for from budget item 52.43.850.11 Bartell Sewer which contains \$65,000. This project was postponed so this funding could be allocated to the watermain extension for the Ramada Inn which will cost in the region of \$55,000.

I recommend the City Council approves the quote to purchase a Myers 7.5 HP pump for \$4,670 from Zimmer and Francescon.

Invoice No	Vendor Name Seq Type	Vendor No	Description	Inv Date	Total Cost	PO No	GL Acct
<b>ADVANCED BUSINESS SYTEMS, INC.</b>							
ADVANCED BUSINESS SYTEMS, INC. 118913							
76248	1 Inv		METER TAPES	08/10/2012	30.95		01.13.551.00
Total ADVANCED BUSINESS SYTEMS, INC.					30.95		
<b>ALVIN'S POOL &amp; SPA</b>							
ALVIN'S POOL & SPA 104							
024650	1 Inv		CHEMICALS	08/07/2012	525.00		59.55.656.00
024661	1 Inv		CHEMICALS	08/08/2012	498.60		59.55.656.00
Total ALVIN'S POOL & SPA					1,023.60		
<b>AMERICAN RED CROSS</b>							
AMERICAN RED CROSS 913							
10126424	1 Inv		LIFEGUARD TRAINING	07/25/2012	242.00		59.55.563.00
10133324	1 Inv		LIFEGUARD TRAINING	08/08/2012	28.00		59.55.563.00
Total AMERICAN RED CROSS					270.00		
<b>AT &amp; T (LOCAL)</b>							
AT & T (LOCAL) 103							
082712	1 Inv		POOL/PHONE	08/27/2012	52.60		59.55.552.00
082712	2 Inv		PUBLIC WORKS/PHONE	08/27/2012	37.87		01.41.552.00
082712	3 Inv		EMS/PHONE	08/27/2012	24.85		12.10.552.00
082712	4 Inv		POLICE/PHONE	08/27/2012	352.62		01.21.552.00
082712	5 Inv		ADMINISTRATION/PHONE	08/27/2012	370.70		01.13.552.00
082712	6 Inv		FLOOD CONTROL/PHONE	08/27/2012	24.40		20.25.515.00
Total AT & T (LOCAL)					863.04		
<b>AT &amp; T LONG DISTANCE</b>							
AT & T LONG DISTANCE 119065							
081512	1 Inv		POOL/LONG DISTANCE	08/15/2012	36.79		59.55.552.00
081512	2 Inv		PUBLIC WORKS/LONG D	08/15/2012	5.41		01.41.552.00
081512	3 Inv		FIRE DEPARTMENT/LON	08/15/2012	1.14		22.22.552.00
081512	4 Inv		POLICE/LONG DISTANCE	08/15/2012	51.93		01.21.552.00
081512	5 Inv		ADMINISTRATION/LONG	08/15/2012	250.44		01.13.552.00
Total AT & T LONG DISTANCE					345.71		
<b>BARD MATERIALS CENTRAL REGION</b>							
BARD MATERIALS CENTRAL REGION 119788							
53872	1 Inv		SIDEWALK REPAIRS	08/04/2012	353.00		01.41.514.08
54276	1 Inv		STORM SEWER DITCHLII	08/11/2012	304.63		01.41.514.06
Total BARD MATERIALS CENTRAL REGION					657.63		
<b>BOOKLESS, JOHN</b>							
BOOKLESS, JOHN 250							
469463	1 Inv		CANNON FIRING	05/13/2012	120.00		01.11.549.00
Total BOOKLESS, JOHN					120.00		
<b>CARTRIDGE CONNECTION, INC.</b>							
CARTRIDGE CONNECTION, INC. 119539							

Invoice No	Vendor Name Seq Type	Vendor No	Description	Inv Date	Total Cost	PO No	GL Acct
45158	1 Inv		INK CARTRIDGES	08/14/2012	31.92		01.16.651.00
Total CARTRIDGE CONNECTION, INC.					31.92		
<b>DIAMOND VOGEL PAINTS</b>							
DIAMOND VOGEL PAINTS		119461					
227049822	1 Inv		PAINT STRIPE	08/07/2012	391.40		01.41.514.01
227049945	1 Inv		PAINT STRIPE	08/16/2012	41.50		01.41.514.01
Total DIAMOND VOGEL PAINTS					432.90		
<b>DIXON, R. K. CO.</b>							
DIXON, R. K. CO.		1					
730352	1 Inv		COPIES MADE	08/10/2012	140.30		01.13.579.00
Total DIXON, R. K. CO.					140.30		
<b>DOIG, KATHLEEN</b>							
DOIG, KATHLEEN		119339					
326108	1 Inv		MARKET HOUSE RESTRC	08/21/2012	335.00		01.13.511.06
Total DOIG, KATHLEEN					335.00		
<b>EAGLE POINT SOLAR</b>							
EAGLE POINT SOLAR		119784					
081712	1 Inv		SOLAR PROJECT	08/17/2012	27,245.00		52.43.850.10
Total EAGLE POINT SOLAR					27,245.00		
<b>ELLIOTT EQUIPMENT COMPANY</b>							
ELLIOTT EQUIPMENT COMPANY		119332					
117450	1 Inv		SWEEPER	08/13/2012	131.33		01.41.613.11
Total ELLIOTT EQUIPMENT COMPANY					131.33		
<b>G &amp; K SERVICES</b>							
G & K SERVICES		532					
081512	1 Inv		UNIFORM SERVICES	08/15/2012	561.48		01.41.579.02
Total G & K SERVICES					561.48		
<b>GALENA GAZETTE</b>							
GALENA GAZETTE		34					
00024516	1 Inv		AD FOR NEW HIRE	08/01/2012	126.00		01.21.549.00
00024662	1 Inv		BID AD	08/03/2012	53.20		01.41.553.00
Total GALENA GAZETTE					179.20		
<b>GALENA STATE BANK</b>							
GALENA STATE BANK		820					
081512	1 Inv		WINERY LOT LOAN PAYM	08/15/2012	3,129.14		60.01.710.08
081512	2 Inv		PHASE 7 LOAN	08/15/2012	3,944.69		60.01.710.09
Total GALENA STATE BANK					7,073.83		

**GALL'S, INC.**

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Invoice No	Vendor Name Seq Type	Vendor No	Description	Inv Date	Total Cost	PO No	GL Acct
<b>GALL'S, INC.</b>							
512362576	1 Inv	712	UNIFORMS/ERIC	08/10/2012	38.66		01.21.471.15
Total GALL'S, INC.					38.66		
<b>GLOBAL REACH INTERNET PROD.</b>							
35857	1 Inv	119792	MONTHLY HOSTING FEE	04/01/2012	60.00		01.13.512.05
Total GLOBAL REACH INTERNET PROD.					60.00		
<b>HEALTHCARE SERVICE CORPORATION</b>							
HEALTHCARE SERVICE CORPORATIK 118931							
081512	1 Inv		HSA/FAMILY/EMPLOYEE	08/15/2012	2,319.00		01.218.0
081512	2 Inv		PPO/BLUE CROSS BLUE	08/15/2012	388.00		01.218.0
081512	3 Inv		HEALTH INSURANCE	08/15/2012	19,853.41		01.13.451.00
081512	4 Inv		W/BLUE CROSS/BLUE SF	08/15/2012	692.36		78.32.464.02
Total HEALTHCARE SERVICE CORPORATION					23,252.77		
<b>HOELSCHER, KAREN</b>							
HOELSCHER, KAREN 119822							
081512	1 Inv		ITINERANT MERCHANT F	08/15/2012	25.00		01.11.912.00
Total HOELSCHER, KAREN					25.00		
<b>IIW ENGINEERS &amp; SURVEYORS, PC</b>							
IIW ENGINEERS & SURVEYORS, PC 260							
54971	1 Inv		BRIDGE DESIGN	08/08/2012	4,800.00		01.41.890.04
Total IIW ENGINEERS & SURVEYORS, PC					4,800.00		
<b>ILLINOIS STATE POLICE</b>							
ILLINOIS STATE POLICE 1152							
070112	1 Inv		LIQUOR LICENSE BACKG	07/01/2012	31.50		01.21.549.00
Total ILLINOIS STATE POLICE					31.50		
<b>J &amp; J POOL CO.</b>							
J & J POOL CO. 122							
029078	1 Inv		CHEMICALS	08/12/2012	179.40		59.55.656.00
029110	1 Inv		CHEMICALS	08/14/2012	179.40		59.55.656.00
Total J & J POOL CO.					358.80		
<b>JO CARROLL ENERGY, INC.</b>							
JO CARROLL ENERGY, INC. 397							
082712	1 Inv		PUBLIC WORKS/ELECTR	08/27/2012	320.54		01.41.571.01
082712	2 Inv		PARKS/ELECTRIC	08/27/2012	284.33		17.52.571.01
082712	3 Inv		POOL/ELECTRIC	08/27/2012	2,947.75		59.55.571.01
082712	4 Inv		ELECTRIC	08/27/2012	460.15		15.41.572.00
Total JO CARROLL ENERGY, INC.					4,012.77		
<b>JO DAVIESS CTY CLERK/COLLECTOR</b>							
JO DAVIESS CTY CLERK/COLLECTOF 393							

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
072312	1 Inv	LIEN RELEASE	07/23/2012	51.00		01.45.532.01
Total JO DAVIESS CTY CLERK/COLLECTOR				51.00		
<b>JO DAVIESS CTY GIS DEPT</b>						
082112	1 Inv	SEWER PLAN	08/21/2012	26.00		01.45.532.01
Total JO DAVIESS CTY GIS DEPT				26.00		
<b>JOHNSTON, SARAH</b>						
081512	1 Inv	DEPOSIT REFUND	08/15/2012	200.00		58.54.929.00
Total JOHNSTON, SARAH				200.00		
<b>LAWSON PRODUCTS, INC.</b>						
9301018616	1 Inv	SUPPLIES	08/08/2012	358.24		01.41.652.00
Total LAWSON PRODUCTS, INC.				358.24		
<b>LOUIE'S AGGREGATE COMPANY</b>						
2411	1 Inv	BANK STABILIZER	08/15/2012	74.34		20.25.515.00
Total LOUIE'S AGGREGATE COMPANY				74.34		
<b>MCCOY INSURANCE SERVICE</b>						
13974	1 Inv	RENEWAL-NOTARY BON	08/13/2012	50.00		01.21.651.00
Total MCCOY INSURANCE SERVICE				50.00		
<b>MILLER ELECTRIC SUPPLY</b>						
1100715.001	1 Inv	SIGN BRACKETS	08/02/2012	39.32		01.41.652.04
Total MILLER ELECTRIC SUPPLY				39.32		
<b>MUNICIPAL CLERKS OF IL</b>						
081512	1 Inv	DUES	08/15/2012	55.00		01.14.561.00
Total MUNICIPAL CLERKS OF IL				55.00		
<b>MURRAY, B. L. CO. INC.</b>						
76396	1 Inv	SUPPLIES	08/07/2012	40.60		17.52.652.00
Total MURRAY, B. L. CO. INC.				40.60		
<b>NICC BUSINESS &amp; COMMUNITY SOL.</b>						
2589	1 Inv	HEALTHCARE PROVIDER	08/03/2012	126.00		59.55.563.00

Invoice No	Vendor Name Seq Type	Vendor No Description	Inv Date	Total Cost	PO No	GL Acct
Total NICC BUSINESS & COMMUNITY SOL.				126.00		
<b>NICOR</b>						
NICOR			151			
082712	1 Inv	MARKETHOUSE RESTRC	08/27/2012	47.80		01.13.511.06
082712	2 Inv	POOL-GAS	08/27/2012	599.64		59.55.571.02
Total NICOR				647.44		
<b>NICOR (F)</b>						
NICOR (F)			118924			
082712	1 Inv	POLICE-GAS	08/27/2012	28.77		01.21.571.05
082712	2 Inv	FIRE DEPARTMENT-GAS	08/27/2012	79.03		22.22.571.05
Total NICOR (F)				107.80		
<b>SENSUS METERING USA</b>						
SENSUS METERING USA			287			
ZA13007013	1 Inv	REPAIR OF HANDHELD R	08/21/2012	370.00		51.42.532.00
Total SENSUS METERING USA				370.00		
<b>SLOAN IMPLEMENT</b>						
SLOAN IMPLEMENT			119196			
5013544	1 Inv	EQUIPMENT	08/16/2012	7.84		17.52.514.00
Total SLOAN IMPLEMENT				7.84		
<b>STEPHENSON SERVICE CO.</b>						
STEPHENSON SERVICE CO.			119230			
081512	1 Inv	FUEL	08/15/2012	157.94		01.41.655.00
Total STEPHENSON SERVICE CO.				157.94		
<b>STRAND ASSOCIATES, INC.</b>						
STRAND ASSOCIATES, INC.			954			
0093157	1 Inv	DESIGN SOLAR	08/10/2012	210.44		52.43.850.10
0093244	1 Inv	STORM PUMP DESIGN	08/13/2012	1,000.00		41.61.860.06
Total STRAND ASSOCIATES, INC.				1,210.44		
<b>SUPERIOR WELDING SUPPLY</b>						
SUPERIOR WELDING SUPPLY			181			
L3899844	2 Adj	WELDING SUPPLIES	08/21/2012	42.70 -		01.41.652.02
Total SUPERIOR WELDING SUPPLY				42.70 -		
<b>TEAM REIL</b>						
TEAM REIL			118952			
10936	1 Inv	PLAYGROUND EQUIPME	08/20/2012	2,499.00		01.11.929.01
Total TEAM REIL				2,499.00		
<b>TOTALFUNDS BY HASLER</b>						
TOTALFUNDS BY HASLER			119730			

Invoice No	Vendor Name Seq Type	Vendor No	Description	Inv Date	Total Cost	PO No	GL Acct
081512	1 Inv		POSTAGE	08/15/2012	44.91		01.13.551.00
TOTALFUNDS BY HASLER					44.91		
<b>TRI-STATE SCREEN PRINTING</b>							
TRI-STATE SCREEN PRINTING		119187					
9071	1 Inv		CLOTHING	07/27/2012	48.40		01.41.471.09
9211	1 Inv		SIGNS	08/15/2012	95.01		01.41.652.04
Total TRI-STATE SCREEN PRINTING					143.41		
<b>UPS STORE GALENA, THE</b>							
UPS STORE GALENA, THE		1260					
080312	1 Inv		POSTAGE/HANDHELD RE	08/03/2012	58.46		51.42.532.00
Total UPS STORE GALENA, THE					58.46		
<b>WAL-MART COMMUNITY (CC)</b>							
WAL-MART COMMUNITY (CC)		1258					
081512	1 Inv		MISC. SUPPLIES	08/15/2012	59.70		01.13.651.02
081512	2 Inv		MISC. SUPPLIES	08/15/2012	113.96		01.21.651.00
081512	3 Inv		MISC. SUPPLIES	08/15/2012	21.34		01.41.652.00
081512	4 Inv		MISC. SUPPLIES	08/15/2012	31.97		01.45.651.01
081512	5 Inv		MISC. SUPPLIES	08/15/2012	19.05		59.55.652.04
081512	6 Inv		CONCESSION SUPPLIES	08/15/2012	153.75		59.55.652.05
081512	7 Inv		MISC. SUPPLIES	08/15/2012	47.91		01.41.651.00
Total WAL-MART COMMUNITY (CC)					447.68		
<b>WEBER PAPER COMPANY</b>							
WEBER PAPER COMPANY		40					
161320	1 Inv		JANITOR SUPPLIES	08/09/2012	127.16		17.52.652.00
161321	1 Inv		CLEANING SUPPLIES	08/09/2001	110.63		01.21.654.00
161322	1 Inv		JANITOR SUPPLIES	08/09/2012	47.05		01.13.654.00
16136	1 Inv		MARKET HOUSE RESTRC	08/09/2012	458.12		01.13.511.06
Total WEBER PAPER COMPANY					742.96		
<b>WHITE, JUDY</b>							
WHITE, JUDY		1204					
081512	1 Inv		CLEANING OF TURNER H	08/15/2012	350.00		58.54.536.00
Total WHITE, JUDY					350.00		
<b>WRIGHT EXPRESS (CONNOCO)</b>							
WRIGHT EXPRESS (CONNOCO)		119657					
073112	1 Inv		BUILDING	07/31/2012	39.33		01.46.655.00
073112	2 Inv		FIRE/GAS	07/31/2012	111.80		22.22.655.00
073112	3 Inv		PUBLIC WORKS/GAS	07/31/2012	688.99		01.41.655.00
073112	4 Inv		POLICE	07/31/2012	2,042.46		01.21.655.00
073112	5 Inv		PARKS/GAS	07/31/2012	537.03		17.52.655.03
Total WRIGHT EXPRESS (CONNOCO)					3,419.61		
<b>WRIGHT EXPRESS FSC</b>							
WRIGHT EXPRESS FSC		119102					

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080612	1 Inv	FIRE DEPARTMENT/GAS	08/06/2012	485.79		22.22.655.00
080612	2 Inv	PUBLIC WORKS/GAS	08/06/2012	1,158.54		01.41.655.00
Total WRIGHT EXPRESS FSC				1,644.33		
<b>ZIER'S TEST LANE</b>						
ZIER'S TEST LANE		119286				
081512	1 Inv	SAFETY INSPECTIONS	08/15/2012	128.50		01.41.652.05
Total ZIER'S TEST LANE				128.50		
Grand Total:				84,979.51		

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 Vendor Number Hash - Split: 4560406  
 Total Number of Invoices: 62  
 Total Number of Transactions: 91

Terms Description	Invoice Amt	Net Inv Amt
Open Terms	84,979.51	84,979.51
	84,979.51	84,979.51