



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, SEPTEMBER 24, 2018

6:30 P.M. – CITY HALL 101 GREEN STREET

ITEM	DESCRIPTION
18C-0355.	Call to Order by Presiding Officer
18C-0356.	Roll Call
18C-0357.	Establishment of Quorum
18C-0358.	Pledge of Allegiance
18C-0359.	Reports of Standing Committees
18C-0360.	Citizens Comments <ul style="list-style-type: none"> • Not to exceed 15 minutes as an agenda item • Not more than 3 minutes per speaker

LIQUOR COMMISSION

ITEM	DESCRIPTION	PAGE
18C-0361.	Discussion and Possible Action on an Application for a Class M Liquor License for Paul David Kolimas, DBA Cloran Mansion Inc., 1237 Franklin Street	3-7
18C-0362.	Discussion and Possible Action on an Application by Hartig Drug Company, 11002 Bartell Boulevard, for a Corporation Manager Liquor License for David L. McCabe	8-9

PUBLIC HEARINGS

None.

CONSENT AGENDA CA18-18

ITEM	DESCRIPTION	PAGE
18C-0363.	Approval of the Minutes of the Regular City Council Meeting of September 10, 2018	10-16
18C-0364.	Approval of Heroes for History Street Dance, September 7, 2019, in the Green Street Plaza and City Hall Parking Lot	17-18

UNFINISHED BUSINESS

ITEM	DESCRIPTION	PAGE
17C-0496.	Second Reading and Possible Approval of an Ordinance Adopting a Policy Prohibiting Sexual Harassment for the City of Galena	19-25
18C-0346.	Discussion and Possible Action on Deer Hunting Sites for 2018-19 Archery Deer Hunting Program	26-27

NEW BUSINESS

ITEM	DESCRIPTION	PAGE
18C-0365.	Quarterly Report by the Greater Galena Marketing Initiative (GGMI)	--
18C-0366.	Discussion and Possible Action on Renewal of Employee Health, Dental, Life, Disability, Vision Insurance Policies, and Health Savings Account Distributions	28-30
18C-0367.	Warrants	31-38
18C-0368.	Alderspersons' Comments	
18C-0369.	City Administrator's Report	
18C-0370.	Mayor's Report	
18C-0371.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Zoning Board of Appeals	Wed. Oct. 10	6:30 P.M.	City Hall, 101 Green Street
Historic Preservation Comm.	Thurs. Oct. 4	6:30 P.M.	City Hall, 101 Green Street
City Council	Tues. Oct. 9	6:30 P.M.	City Hall, 101 Green Street

Please view the full City of Galena Calendar at www.cityofgalena.org

Posted: Thursday, September 20, 2018 at 4:00 p.m. Posted By:



311 N. Bench Street, Galena, IL 61036-1809

Chief of Police
Lori Huntington

(815) 777-2131
FAX (815) 777-4736

DATE: September 18, 2018

TO: Honorable Mayor Terry Renner & City Alderpersons

FROM: Chief Lori Huntington *LH*

RE: Application for Corporation Liquor License - Paul David Kolimas, DBA Cloran Mansion, Inc., 1237 Franklin Street, Galena, and Corporation Manager's License - Paul David Kolimas.

A check of federal, state, and local criminal records reveals no information that would prohibit this applicant from holding the licenses for which he has applied.

CITY OF GALENA, ILLINOIS



1405

Liquor License Application

New Application Renewal Application

Applicant Information:

Applicant Name: Kolimas Paul D
Last First M.I.

Address: 1237 Franklin Street Galena IL 6056
City State Zip

Phone #: 815-777-0583 Email Address: innkeeper@claramansion.com

The undersigned applicant, being duly sworn on oath, makes application for a Class (check one):

- A B C D F G H I J K L M N O P Q

Liquor License in the City of Galena for the term beginning _____, and ending _____, and hereby certifies to the following facts:

Business/Premise Information:

Application is for: Corporation Limited Liability Corporation Individual Partnership

Corporation/Business Name: Claran Mansion, Inc.

Doing Business As: Claran Mansion Bed + Breakfast

Name as it should appear on license: Claran Mansion Inc
(Must match State License)

Exact Address of Business: 1237 Franklin St.

Phone #: 815-777-0583 Fax #: _____

The property is: Owned Leased Lease Expires: _____ (attach a copy of the lease)

The applicant has been in business since: July 2, 2018

The renewal applicant has applied for and been granted:

State Liquor License #: _____ Expiration Date: _____ (Attach Copy)

Illinois Sales Tax #: 4283-2411 Expiration Date: 7/1/2019 (Attach Copy)

Liquor revenues are from the sale of: Beer Beer & Wine Alcoholic Liquor Wine only

For consumption: On Premises Off Premises Both

State principle type of business (Tavern, Restaurant, etc.): Bed + Breakfast

All Employees **MUST** be BASSET Certified. Please note the BASSET Certification program goes into effect on July 1, 2018. **Documentation will be sent out at a later date with information on compliance.**

The general description, including approximate square footage, of the premises or place of business which is to be operated under the proposed license: The bed + breakfast consists of 5 sweet

rooms + a cottage + a dining room + small common room.

(Attach a scaled drawing of the premises showing all ingress and egress locations, windows, and location of bar.)

Do you hold any other current Liquor Licenses within the City of Galena? Yes No

If so, please specify: _____

If a corporation or partnership, please list all names of Owners, Officers, Directors, Stockholders, Members and/or Partners owning more than 5%.

Name	Address	City, State, Zip	Date of Birth	Phone #
<u>Paul Kalinas</u>	<u>1237 Franklin St.</u>	<u>Galena, IL</u> <u>61036</u>	<u>12/8/67</u>	<u>815-777-0583</u>

Manager Information (manager must complete manager application):

Name: _____
Last
First
M.I.

Address: _____
City
State
Zip

Date of Birth: 12/8/6 Phone: _____ E-Mail Address: _____

The applicant, by signing this application, agrees to or answers in the affirmative to the following statements:

- a. The applicant owns said place of business or has a lease on said place of business for the period for which the license is issued. (If leased, please attach a copy of the lease.)
- b. The applicant will not allow illegal gambling or other illegal activities on the premises.
- c. The applicant has neither been convicted of a felony nor is disqualified to receive a license by reason of any requirement contained in the Liquor Control and Liquor Licensing Ordinance for the City of Galena, Jo Daviess County, Illinois passed and approved in effect on the date of this application or by the laws of the State of Illinois, the United States of America, or any other ordinance of the City of Galena.
- d. Neither the applicant; a corporation of which the applicant is a shareholder, officer, or director; or a partnership of which the applicant belongs has had a liquor license revoked or suspended by any licensing body. If the license has either been revoked or suspended, the applicant shall explain on a separate sheet of paper the circumstances regarding dates and location of said suspension or revocation and attach it to the application as a part thereof.
- e. The applicant will not, during the term of the license, violate any of the laws of the State of Illinois, the United States of America, or any Ordinance of the City of Galena in the conduct of the place of business described above.
- f. The applicant hereby files with this application a Certificate of Insurance by a company authorized to do business in the State of Illinois. The Certificate of Insurance certifies that the applicant has in force and effect the dram shop and other insurance coverage required by the City of Galena and agrees to maintain said insurance for the duration of this licensing period.

The applicant (including the manager in the case of a corporation) states (strike through alternatives that not applicable) and agrees to the following:

- a. The applicant is a resident of the City of Galena.
- b. The applicant is a citizen of the United States. If naturalized: Time _____ Place _____
- c. With reference to a Partnership Application, all members of said Applicant Partnership are qualified to obtain a license.
- d. With reference to a Corporation Application; no officer, manager director, stock holder, or stockholders owning in the aggregate more than five (5) percent of the stock of the applicant's corporation is disqualified from obtaining a license for any reason other than citizenship and residence within the City of Galena.
- e. The applicant is of good character and reputation in the community.

- f. The applicant has never been convicted of a felony under any Federal or State law.
- g. The applicant has never been convicted of being a keeper or is keeping a house of ill fame.
- h. The applicant has never been convicted of pandering, other crimes, or misdemeanors opposed to decency or morality.
- i. The applicant has never had a Liquor License revoked for any cause.
- j. The applicant (or manager in the case of a corporation) has never been refused a liquor license by any liquor control authority.
- k. The applicant has never been convicted of any Federal or State law concerning manufacture, possession, or sale of alcoholic liquor; nor has the applicant ever forfeited bond to appear in court to answer charges for a violation of such Federal or State law.
- l. The applicant is eligible for a State Retail Liquor Dealer's License.
- m. The applicant is neither a Galena law enforcing public official nor does the Mayor or any member of the City Council of the City of Galena have any interest either directly or indirectly in the applicant business. The applicant notes by his/her signature below that he/she has read and understands Chapter 111 (a copy can be obtained from the City Clerk or be viewed at www.cityofgalena.org). Further, it should be noted that there must be enough employees and supervision of personnel involved with the sale of liquor to satisfy the requirements within Chapter 111 of the Galena City Code of Ordinances. Also, the applicant must recognize that the regulations of Chapter 11 that apply to the Licensee and Establishment also apply to any agents of the business involved with the sale of liquor.

Please note: This applicant must be signed in the presence of a Notary.

Printed Name of Applicant: Paul Kolimas


 Applicant's Signature 7-17-18
 Date

Subscribed and sworn to before me this 17th day of July, A.D. 2018.


 Notary's Signature 7.17.18
 Date

*First time applicants must pay a \$75.00 fee for a background check. Fingerprints must be provided by going to the Jo Daviess County Sheriff's Department to be processed. Background checks are completed by the State of Illinois Police. This process can take up to eight (8) weeks to complete. Once the results of the background checks are received from the State of Illinois Police, the Liquor License Application will be placed on the next available City Council agenda for approval/denial. All fees must be paid prior to being placed on the agenda.



311 N. Bench Street, Galena, IL 61036-1809

Chief of Police
Lori Huntington

(815) 777-2131
FAX (815) 777-4736

DATE: September 18, 2018

TO: Honorable Mayor Terry Renner & City Alderpersons

FROM: Chief Lori Huntington *LH*

RE: Application for Liquor License Manager License -
David L. McCabe for Hartig Drug Company,
11002 Bartell Boulevard, Galena, IL.

A name check of local, state, and federal criminal records reveals no information that would prohibit this applicant from holding the license for which he has applied.

CITY OF GALENA, ILLINOIS



220

PAID

AUG 16 2018

Application for Manager Liquor License

Application Fee: \$50.00

CITY OF GALENA

Background Check Fee: \$75.00 per Background Check – All managers must be fingerprinted by the Jo Daviess County Sheriff's Department or the local Sheriff's Department in the area in which the officer or director resides.

Background checks are completed by the State of Illinois Police. This process can take up to eight (2) weeks to complete. Once the results of the background checks are received from the State of Illinois Police, the Liquor License Corporation manager Application is then placed on the next available City Council agenda for approval/denial. Payment can be made by check, cash, money order, or credit card. All background check fees must be paid at the time the application is returned to City Hall.

Please note: The manager must reside within a 30 mile radius of Galena in order to qualify for a license.

Name: DAVID L. MCCABE Date of Birth: 08/29/1955
 Address: 8 COPPERWOOD GAP GALENA IL 61036
City State Zip
 Driver License #: M210-1725-5246

List of places of residences in the past ten (10) years (use back if needed):

- 8 COPPERWOOD GAP GALENA, IL 61036
- 202 S. MAIN ST. ELIZABETH, IL 61028
- 230 COUNCIL FIRE CIRCLE GALENA, IL 61036

List all arrests and dispositions (use back if needed):

- _____
- _____
- _____

Class of liquor license you will be managing: CLASS B

Location of premises you will be managing: 11002 BARTEL BLVD GALENA, IL

Name of Establishment (as it appears on the liquor license): HARTIG DRUG CO

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 10 SEPTEMBER 2018

18C-0332 – CALL TO ORDER

Mayor Renner called the regular meeting to order at 6:30 p.m. in the Board Chambers at 101 Green Street on 10 September 2018.

18C-0333 – ROLL CALL

Upon roll call, the following members were present: Bernstein, Fach, Hahn, Kieffer, Westemeier, Renner

Chris Allendorf was sworn in and took his seat at 6:37 p.m.

18C-0334 – ESTABLISHMENT OF QUORUM

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

18C-0335– PLEDGE OF ALLEGIANCE

The Pledge was recited.

18C-0336 - REPORTS OF STANDING COMMITTEE

Turner Hall Committee – A meeting was held last Thursday morning. The tile work in the entry is complete and looks great. A wooden mop board will be added. There is still a problem with the floor buckling. The humidity is coming down in the hall. Worst case scenario will be that some of the floor will have to be torn up and the pieces narrowed before reinstalling. The next meeting will be held on November 1st at Turner Hall.

18C-0337 – CITIZENS COMMENTS

Peg Becker, Vice President of Operations, Veolia North America – Becker came here to meet city staff and local water/wastewater staff to introduce herself and become familiar with the staff we have. She is excited to be part of the community and looks forward to working with everyone. She provided council with a packet of qualifications of the company. Veolia has been in business for a long time and is the largest in the world. They have a great presence in Illinois. They currently have 7 municipalities in Illinois on water and wastewater contracts. She looks forward to continued visits and looks forward to future discussions.

PUBLIC HEARINGS

Motion: Hahn moved, seconded by Kieffer, to open the Public Hearing on a request by William Farrell, 1013 Franklin Street, to vacate 0.04 acres of Franklin Street right-of-way adjacent to his property.

Discussion: None.

Roll Call: AYES: Bernstein, Fach, Hahn, Kieffer, Westemeier, Renner
NAYS: None

The motion carried.

18C-0338 – PUBLIC HEARING ON A REQUEST BY WILLIAM FARRELL, 1013 FRANKLIN STREET TO VACATE 0.04 ACRES OF FRANKLIN STREET RIGHT-OF-WAY ADJACENT TO HIS PROPERTY

Testimony: None.

Motion: Hahn moved, seconded by Kieffer, to close the Public Hearing.

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

CONSENT AGENDA CA18-17

18C-0339 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF AUGUST 27, 2018

18C-0340 – APPROVAL OF THE APPOINTMENT OF KATIE WIENEN, JACK DENNERLEIN AND MATTHEW CARROLL TO THE HISTORIC PRESERVATION COMMISSION FOR TERMS BEGINNING SEPTEMBER 25, 2018 AND EXPIRING SEPTEMBER 24, 2020

18C-0341 – APPROVAL OF 2018 BACKFLOW PREVENTION DEVICE INSPECTION CONTRACT WITH GEOSTAR MECHANICAL FOR \$38.50 PER DEVICE INSPECTION

18C-0342 – APPROVAL OF A REQUEST BY THE GALENA AREA CHAMBER OF COMMERCE FOR THE GALENA BALLOON GLOW, OCTOBER 26 AND 27, 2018

Motion: Hahn moved, seconded by Fach, to approve Consent Agenda, CA18-17.

Discussion: None.

Roll Call: AYES: Hahn, Kieffer, Westemeier, Fach, Renner
NAYS: None
ABSTAIN: Bernstein

The motion carried.

NEW BUSINESS

18C-0343 – SWEARING IN OF CHRIS ALLENDORF AS WARD II ALDERPERSON FOR THE TERM OF SEPTEMBER 10, 2018-APRIL 30, 2019

City Clerk, Mary Beth Hyde, swore in Chris Allendorf as Alderperson for Ward II.

18C-0344 – FIRST READING OF AN ORDINANCE VACATING PART OF FRANKLIN STREET TO WILLIAM FARRELL, 1013 FRANKLIN STREET

Motion: Kieffer moved, seconded by Bernstein, to approve the first reading and waive the second reading of an ordinance vacating part of Franklin Street to William Farrell, 1013 Franklin Street.

Discussion: None.

Roll Call: AYES: Kieffer, Westemeier, Allendorf, Bernstein, Fach, Hahn Renner
NAYS: None

The motion carried.

18C-0345 – DISCUSSION AND POSSIBLE ACTION ON A PRESENTATION BY IIW ENGINEERS, ARCHITECTS, AND SURVEYORS ON THE FRANKLIN STREET WATER TOWER

John Wandsnider and Marie Amundson of IIW, Engineers gave a presentation on the existing Franklin Street Water Tower. They advised there appears to be sufficient capacity to remove the Franklin Street Water Tower. Their recommendation would be to proceed with a city-wide water system model and progressive evaluation. The study would include the following:

- Analysis of the existing infrastructure for its ability to deliver water from the wells to the storage facilities.
- Analysis of existing wells and pumps for their ability to meet the new demand
- Changes to the pressure zones to reduce the gaps in allowable pressure and minimize the need for upgrades to booster pump stations and PRV stations.

Fach questioned what the backup plan would be if something catastrophic were to happen to the standpipe in Industrial Park. Wandsnider advised the three wells would kick in. He advised the second study would help to better understand and have more confidence whether or not this is a good idea. The second study will compare repairing the existing tower as well as removing the tower. Mayor Renner asked that replacement of the tower be added as a third comparison.

Amundson advised the Phase II study would be useful for more than just the water tower elimination. It can be updated down the road to build and add on to.

Motion: Fach moved, seconded by Kieffer, to postpone item 18C-0345 to the next meeting.

18C-0346 – DISCUSSION AND POSSIBLE ACTION ON DEER HUNTING SITES FOR 2018-19 ARCHERY DEER HUNTING PROGRAM

Motion: Allendorf moved, seconded by Hahn, to approve the deer hunting sites for the 2018-19 Archery Deer Hunting Program amended to exclude the Spring Street and Prospect Street sites and postpone the Turney Street site.

Discussion: Moran advised a couple months ago 11 sites were approved. Of those sites, 7 of them were private sites each being 3 acres or more in area. Council discussed each site individually taking into account the state law of no hunting within 300 feet of occupied structures.

City owned sites:

- Site A – This site is Scenic Meadows and is a total of 35 acres. The recommendation is this would be a good area to hunt.
- Site B – This site is the old city landfill and is a total of 10 acres. It is an isolated site. The closest residence is not within 300 feet. The recommendation is this would be a good area to hunt.
- Site C – This site is the area below Rec Park and is a total of 10 acres located in the low lands and flood plain. It is not in the park itself. There is a little bit of conflict on the North edge; however, it still leaves 30 acres to hunt. The recommendation would be to allow hunting on this site.
- Site D – This site is the Wastewater Treatment Plant and is 44 acres. Most of the site would be able to be hunted. The recommendation would be to allow hunting on this site.

Private sites:

- **Fulton Street Hunting Site** – While there is some conflict, conceivably there is enough area left to be effectively hunted. Bernstein advised she has had some complaints raised on this site. School children walk home in this area. Westemeier advised the hunting would be in the ditch line. He feels this is one of the safest locations to hunt. The area may be larger based on landowner consent. The owner believes she can get more consent.
- **Donegan Street Hunting Site** – This site is the old city landfill. There is some conflict; however, there is still sufficient land to hunt.
- **Grady Hill Hunting Site** – This site is between Highway 20 and 4th Street. There is some conflict with nearby homes. It is a large site with a lot of wooded land.
- **Meadow View Hunting Site** – This is located on the Northwest side of the Indian Ridge Subdivision. It is 16 acres in total. Some area would be lost with the 300 foot perimeter; however, there would be plenty of area to hunt.
- **Prospect Street Hunting Site** – This site is known as the Linmar Gardens. Due to the density of housing, this site has been eliminated. The property owner is not willing to attempt to obtain consent from surrounding property owners.
- **Spring Street Hunting Site** – Due to the density of housing, this site has been eliminated.
- **Turney Street Hunting Site** – Some consent forms have been received. A recommendation was made to table this site until the next meeting.

Amended

Motion: Allendorf moved, seconded by Hahn, to amend the motion to exclude the Spring Street and Prospect Street sites and postpone the Turney Street site.

Amended

Motion

Roll Call:

AYES: Hahn, Kieffer, Allendorf, Westemeier

NAYS: Bernstein, Fach

The motion carried.

Main

Motion

Roll Call:

AYES: Allendorf, Hahn, Kieffer, Westemeier

NAYS: Bernstein, Fach

The motion carried.

18C-0347 – DISCUSSION AND POSSIBLE ACTION ON BUDGET AMENDMENT BA19-02 TO ESTABLISH THE GALENA POLICE DEPARTMENT K-9 PROGRAM AND RELATED REVENUE AND EXPENSE LINE ITEMS

Motion: Hahn moved, seconded by Westemeier, to approve Budget Amendment BA19-02 to establish the Galena Police Department K-9 Program and related revenue and expense line item on the condition of the \$36,000 in donations.

Discussion: Fach stated he would like to see a better spread of time for the population. While 4 days is better than nothing, he feels it would seem we should be able to arrange it so we have the dog in a wider time frame than just 4 days. He voiced concern with long wait times should the officer and dog have to be called in. Fach would prefer to see a 5 day dog to spread out the availability of the dog.

Westemeier advised if our dog isn't available a dog from the Sheriff's Department could be brought in to assist.

Fach suggested having the officer do 8 hour days. He was advised the officers currently work 12 hour days and are under a union contract. That can't be changed at this time.

Bernstein noted that the investment in training and purchasing the dog is considerable. She recommended the City or Police Department request a letter of commitment from the officer.

Roll Call: AYES: Fach, Hahn, Kieffer, Westemeier, Allendorf, Bernstein, Renner
NAYS: None

The motion carried.

18C-0348 – DISCUSSION AND POSSIBLE ACTION ON EMERALD ASH BORER ACTION PLAN

Motion: Kieffer moved, seconded by Bernstein, to approve the Emerald Ash Borer Action Plan, 18C-0348.

Discussion: There are approximately 159 trees to be removed. The Public Works Department will remove the smaller ones with the larger trees being put out for bid. Public Works should be able to remove approximately 86 of the trees.

Moran suggested the bid include language that the successful bidder will go on to private properties for tree removal. This could achieve a cost savings for the property owners.

Council agreed the worst trees should be removed immediately by the Public Works Department. The rest can be budgeted for in the new budget. Bernstein recommended the city consider replacing as many of the trees as possible as it is really going to be devastating to lose that many trees.

Jo Carroll is in the process of reviewing the inventory as well. They will remove any trees that are in their utility lines.

Roll Call: AYES: Hahn, Kieffer, Westemeier, Allendorf, Bernstein, Fach, Renner
NAYS: None

The motion carried.

18C-0349 – WARRANTS

Motion: Kieffer moved, seconded by Bernstein, to approve the Warrants as presented, 18C-0349.

Discussion: None.

Roll Call: AYES: Kieffer, Westemeier, Allendorf, Bernstein, Fach, Renner
NAYS: None
ABSTAIN: Hahn

The motion carried.

18C-0350 – ALDERPERSONS' COMMENTS

Bike Racks – Fach recommended the city look into adding bike racks at either Wasburne Park or the winery lot for people who come in on bikes and wish to walk Main Street.

Sidewalks – Bernstein stated she has received some complaints about the sidewalks. People are unhappy and suggest when replacing them that they not be piece mealed but a whole run done at one time.

Grass Mowing – Westemeier commended the grass mowers for keeping up with the grass. Everything is green and well maintained.

Allendorf stated he is happy to be here and looks forward to working with everyone.

18C-0351 – CITY ADMINISTRATOR’S REPORT

Sidewalks – We are still moving forward with the grant process with the former Revolving Loan Fund. Staff will be working on the project scope this winter. There is \$320,000 set aside to start replacement in the spring. Staff will present a plan of what can be accomplished with that money and what more would be needed to get it all done in one go.

Street Paving – Paving will be pushed in to October. The weather has put everything behind.

Meeting – Moran advised on Tuesday, September 18, 2018, he will be working with Visit Galena and the International City Managers Organization to meet with 18 Ukrainian local government officials here at City Hall to learn about local government management and economic development.

Payoff – Moran advised one of the Warrants is a payoff on the first bit of debt from the .5 percent sales tax debt. The final payment has been made. Three more loans will be paid off in the next 2 years and another a couples years later.

Open House – The open house for the GGMI will be held on Wednesday, September 12, 2018 from 5-7 at the Old Train Depot. All are invited to attend.

18C-0352 – MAYOR’S REPORT

The Hero's for History Run went well with 140 participants. The Fire Department dance went well.

The sidewalks were all replaced when Main Street was remodeled and will be replaced again. Hence forth Mayor Renner believes the property owners should be responsible for the sidewalks.

18C-0353 – MOTION FOR EXECUTIVE SESSION

Motion: Hahn moved, seconded by Kieffer, to recess to Executive Session to discuss the following:

- Employee hiring, firing, compensation, discipline and performance, Section 2 (c) (1)
- Purchase or lease of real estate, Section 2 (c) (5)
- Review of Executive Session Minutes, Section 2 (c) (21)

Discussion: None.

Roll Call: AYES: Westemeier, Allendorf, Bernstein, Fach, Hahn, Kieffer, Renner
NAYS: None

The motion carried.

The meeting recessed at 7:35 p.m.

The meeting reconvened at 8:06 p.m.

18C-0354 - ADJOURNMENT

Motion: Hahn moved, seconded by Kieffer, to adjourn.

Discussion: None.

Roll Call: AYES: Fach, Hahn, Kieffer, Westemeier, Allendorf, Bernstein, Renner
NAYS: None

The motion carried.

The meeting adjourned at 8:06 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Mary Beth Hyde". The signature is written in a cursive, flowing style.

Mary Beth Hyde
City Clerk

CITY OF GALENA, ILLINOIS



Street Dance/Street Closure Permit

Street Dance: An event organized and sponsored by a nonprofit organization in which persons gather in a designated area of a street to listen to and dance to live or recorded music, provided that said gathering does not fall under licensing requirements found elsewhere in Chapter 110 of the Galena Code of Ordinances. Licensed lunch stands may be located within the area designated for a street dance and may provide food and/or liquid refreshment to be consumed in the area designated for the street dance. A street dance license shall be restricted to events conducted on Commerce Street between Perry Street and Hill Street and on Hill Street between Commerce Street and Main Street. In no event shall a street dance extend past 10:30 p.m..

Other Event Requiring Street Closure: In addition to street dances, all other events requiring the closure of a public street shall comply with the licensing requirements found in Chapter 110 of the Galena Code of Ordinances. Street closure licenses shall be restricted to events conducted on Commerce Street between Perry Street and Hill Street and on Hill Street between Commerce Street and Main Street. In no instance shall an event requiring street closure extend past 10:30 p.m..

Please Note:

1. A permit fee of fifty (50) dollars must be submitted with this application for a street dance or other event requiring street closure.
2. Application must be made in writing to the City Clerk at least 30 days prior to the event.

To be completed by not-for-profit organization sponsoring event:

Organization sponsoring event: GALENA FIRE DEPT.

Organization Address: 101 S. BENCH

Organization Phone #: 777 - 0025

Contact Person (name): MATT OLDENBURG

Date of Birth: 9-16-78 Driver's License #: 0435-5507-8264

Address of person in charge: 101 S. BENCH

Phone # of person in charge: 777-0025

Street(s) to be closed (please be specific): GREEN ST. BETWEEN WATER &

SOUTH COMMERCIAL

Date of Event: 9-7-18

Approximate # of persons to attend: 500 - 1000

Close street at: NOON Open street at: MIDNIGHT

Event begins at: 4:00 PM Event ends at: 10:00 PM

Name of Performer(s): SAM WOODEN, RIGHTEOUS BROS.

Type of Entertainment: LIVE MUSIC

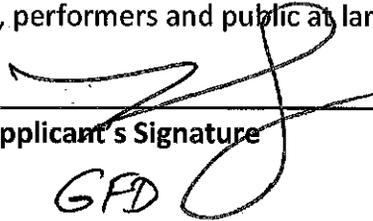
Will alcoholic beverages be served? Yes No

Number of security personnel to be present: 1

Please provide a sketch of the following (mandatory):

- 1. Street(s) requiring closure;
- 2. Location of all temporary fencing; BLOCKING @ WATER & S. COMMERCIAL
- 3. All entrances and exits; S. COMMERCIAL
- 4. Location of the Stage(s); PARKING LOT - NORTH
- 5. Location of Vendors; PARKING LOT - SOUTH
- 6. Number and Location of Restrooms; IN CITY HALL + PORTA PONY
- 7. Location of Refuse Collection Bins; SCATTERED THROUGHOUT
- 8. Location of First Aid Station; PARKING LOT - SOUTH
- 9. Location of All Supplemental Lighting; ON TRUCKS & STAGE
- 10. Location of Security Personnel; ROAMING.

By signing this application, the sponsoring organization further agrees to indemnify and save harmless City of Galena, its officers, agents and employees from any and all claims, causes of actions and suits accruing or resulting from any damage, injury or loss to any person or persons, caused by, arising out of, or in any way connected with the privileges herein granted the applicant, vendors, performers and public at large.

 9-11-18
 Applicant's Signature Date

Name of Sponsoring Organization

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: September 19, 2018

RE: Sexual Harassment Policy

A handwritten signature in black ink, appearing to read "Mark Moran", is positioned to the right of the "FROM:" line.

At the December 11, 2017 meeting, the council unanimously approved the first reading of an ordinance adopting a policy prohibiting sexual harassment. The ordinance was inadvertently not returned to the council agenda for a second reading and final approval.

I am attaching the memorandum of explanation that accompanied the policy when it was first presented. I am also attaching the ordinance with the policy. I recommend that you approve the ordinance.

Please let me know if you have any questions. Thank you.

MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: November 30, 2017

RE: Sexual Harassment Policy



I am writing to inform you of a new state law that requires our municipality to adopt a new sexual harassment policy. Public Act 100-0554 amends the State Officials and Employees Ethics Act, including Section 70-5, which pertains to government entities. The Act mandates all governmental units adopt, within 60 days after the effective date of November 16, 2017, which is January 15, 2018, an ordinance or resolution establishing a policy prohibiting sexual harassment.

The Illinois Municipal League (IML) has developed a Policy Prohibiting Sexual Harassment that complies with the mandates of the Act, along with a model ordinance adopting the Policy Prohibiting Sexual Harassment. The attached policy and ordinance created by IML meet the requirements of the Act and have also been reviewed by our City Attorney.

Pursuant to this new mandate, we must adopt the ordinance establishing a policy prohibiting sexual harassment prior to January 15, 2018. The new policy will replace our current policy.

Please let me know if you have any questions. Thank you.

ORDINANCE #17-
AN ORDINANCE ADOPTING A POLICY PROHIBITING SEXUAL HARASSMENT
FOR THE CITY OF GALENA

WHEREAS, the Illinois General Assembly has recently enacted Public Act 100-0554, an Act concerning government, which became effective immediately, dated November 16, 2017;

WHEREAS, pursuant to the Act, each governmental unit shall adopt an ordinance or resolution establishing a policy to prohibit sexual harassment;

WHEREAS, all prior existing sexual harassment policies of the City of Galena shall be superseded by the Policy Prohibiting Sexual Harassment adopted by this Ordinance; and

WHEREAS, should any section or provision of this Ordinance or the adopted Policy Prohibiting Sexual Harassment be declared to be invalid, that decision shall not affect the validity of this Ordinance or adopted Policy Prohibiting Sexual Harassment as a whole or any part thereof, other than the part so declared to be invalid;

NOW, THEREFORE, be it ordained by the corporate authorities of the City of Galena the following:

SECTION I. The Policy Prohibiting Sexual Harassment, included as Exhibit A to this Ordinance, is hereby adopted.

SECTION II. This ordinance shall be in full force and effect on the ____ day of December 2017.

Passed on this _____ day of _____, A.D., 2017, in open Council.

AYES:

NAYS:

TERRY RENNER, MAYOR

ATTEST: MARY BETH HYDE, CITY CLERK

POLICY PROHIBITING SEXUAL HARASSMENTⁱ

I. PROHIBITION ON SEXUAL HARASSMENT

It is unlawful to harass a person because of that person's sex. The courts have determined that sexual harassment is a form of discrimination under Title VII of the U.S. Civil Rights Act of 1964, as amended in 1991. All persons have a right to work in an environment free from sexual harassment. Sexual harassment is unacceptable misconduct which affects individuals of all genders and sexual orientations. It is a policy of the City of Galena to prohibit harassment of any person by any municipal official, municipal agent, municipal employee or municipal agency or office on the basis of sex or gender. All municipal officials, municipal agents, municipal employees and municipal agencies or offices are prohibited from sexually harassing any person, regardless of any employment relationship or lack thereof.

II. DEFINITION OF SEXUAL HARASSMENT

This policy adopts the definition of sexual harassment as stated in the Illinois Human Rights Act, which currently defines sexual harassment as:

Any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when:

- (1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
- (2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or
- (3) Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Conduct which may constitute sexual harassment includes:

- Verbal: sexual innuendos, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for dates, or statements about other employees, even outside of their presence, of a sexual nature.
- Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, "catcalls", "smacking" or "kissing" noises.
- Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites.
- Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault.
- Textual/Electronic: "sexting" (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and threats via all forms of electronic communication (e-mail, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter).

The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is more subtle and depends, to some extent, on individual perception and interpretation. The courts will assess sexual harassment by a standard of what would offend a “reasonable person.”

III. *PROCEDURE FOR REPORTING AN ALLEGATION OF SEXUAL HARASSMENT*

An employee who either observes sexual harassment or believes herself/himself to be the object of sexual harassment should deal with the incident(s) as directly and firmly as possible by clearly communicating her/his position to the offending employee, and her/his immediate supervisor. It is not necessary for sexual harassment to be directed at the person making the report.

Any employee may report conduct which is believed to be sexual harassment, including the following:

- *Electronic/Direct Communication.* If there is sexual harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.
- *Contact with Supervisory Personnel.* At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor of the person making the report, a department head, a director of human resources, an ethics officer, the city administrator, or the mayor.

The employee experiencing what he or she believes to be sexual harassment must not assume that the employer is aware of the conduct. If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the municipality will not be presumed to have knowledge of the harassment.

- *Resolution Outside Municipality.* The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every report and incident so that problems can be identified and remedied by the municipality. However, all municipal employees have the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) for information regarding filing a formal complaint with those entities. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

Documentation of any incident may be submitted with any report (what was said or done, the date, the time and the place), including, but not limited to, written records such as letters, notes, memos and telephone messages.

All allegations, including anonymous reports, will be accepted and investigated regardless of how the matter comes to the attention of the municipality. However, because of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant’s willing cooperation is a vital component of an effective inquiry and an appropriate outcome.

IV. PROHIBITION ON RETALIATION FOR REPORTING SEXUAL HARASSMENT ALLEGATIONS

No municipal official, municipal agency, municipal employee or municipal agency or office shall take any retaliatory action against any municipal employee due to a municipal employee's:

1. Disclosure or threatened disclosure of any violation of this policy,
2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy, or
3. Assistance or participation in a proceeding to enforce the provisions of this policy.

For the purposes of this policy, retaliatory action means the reprimand, discharge, suspension, demotion, denial of promotion or transfer, or change in the terms or conditions of employment of any municipal employee that is taken in retaliation for a municipal employee's involvement in protected activity pursuant to this policy.

No individual making a report will be retaliated against even if a report made in good faith is not substantiated. In addition, any witness will be protected from retaliation.

Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:

1. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule, or regulation,
2. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
3. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.

Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).

According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.

An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.

V. CONSEQUENCES OF A VIOLATION OF THE PROHIBITION ON SEXUAL HARASSMENT

In addition to any and all other discipline that may be applicable pursuant to municipal policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreement, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the municipality and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the municipality shall be separate and distinct from any penalty imposed by an ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.

VI. CONSEQUENCES FOR KNOWINGLY MAKING A FALSE REPORT

A false report is a report of sexual harassment made by an accuser using the sexual harassment report to accomplish some end other than stopping sexual harassment or retaliation for reporting sexual harassment. A false report is not a report made in good faith which cannot be proven. Given the seriousness of the consequences for the accused, a false or frivolous report is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable municipal policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreements.

In addition, any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

ⁱ This policy was drafted using the Illinois Department of Human Rights Sexual Harassment Model Policy and has been modified to conform to Public Act 100-0554.

CITY OF GALENA, ILLINOIS

101 Green Street, PO Box 310, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: September 19, 2018

RE: Deer Hunting Sites

A handwritten signature in black ink, appearing to read "Mark Moran", is positioned to the right of the "FROM:" line.

At the September 10 meeting, you approved four city-owned and four privately owned sites for archery hunting as part of the 2018-19 Galena Archery Deer Hunting Program. A decision on one site, the Turney Street site, was postponed until the map could be updated. I am attaching the updated map showing the area within the site that could be legally hunted.

As you will recall, the state law prohibits archery hunting within 300 feet of an inhabited dwelling without first obtaining permission of the owner or tenant. Our program regulations are the same regarding distance, but also restrict hunting within 300 feet of *any occupied structure*, such as a business. The updated map removed the hunting perimeter from the several nearby property owners who provided consent to hunt within 300 feet of their property.

Letters and maps of the hunting sites were mailed this week to all property owners within 300 feet of the approved hunting sites. If the Turney Street hunting site is approved, a notification letter and map will be mailed to nearby property owners on September 25.

Please let me know if you have any questions. Thank you.



09 Suite 102
809 Suite 100
809 Suite 101

SOUTH HICKORY ST

22-101-181-00

22-101-130-00

22-101-130-00

SOUTH WEST STREET



TURNEY STREET HUNTING SITE

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: September 18, 2018

RE: Employee Insurance

Our employee health, dental, disability and life insurance policies are subject to renewal November 1. This report explains the cost changes, the costs relative to budget, and recommends renewing of the health, life, short-term disability, and vision policies. A cost-savings change is recommended for dental coverage.

Policy Renewal

The health insurance premium with Blue Cross/Blue Shield of Illinois (BCBS) is the largest component of the employee insurance package. We have 27 employees on a high-deductible, lower premium, Health Savings Account (HSA) policy and one employee on a more traditional deductible and co-pay policy. We are in the process of phasing out the old policy and all new employees are required to enroll in the HSA if they require health insurance. Based on our current employee census, the premium cost of our health-only policies would be \$422,805, or 0.7%¹ lower than last year.

Under the proposed renewal scenario, we would change our dental provider from Guardian to MetLife. The proposed policy equals or exceeds the current policy benefits in all areas. Switching to MetLife would result in a savings of 15.4%. Based on the current employee census, the annual dental premium would be \$16,507.

No changes are proposed for our short-term disability and life policies with Dearborn National. Last year, the company guaranteed our rates for 24-months, so the rates will not change this year. The costs of the policies would be \$1,188 and \$1,800, respectively.

The cost of all four policies and the percent increase from last year is shown in Table 1 on the next page.

¹ The actual *rate* reduction of the health policy is 1.4%. The actual *cost* reduction is 0.7% based on changes in coverages for individual employees. For example, a new employee enrolled in the costlier family plan, whereas his predecessor was enrolled in the less costly employee + spouse plan.

Table 1. Proposed Insurance Renewal Premiums

Policy	Renewal Cost	Percent Change
BCBS Health	\$422,805	-0.7%
MetLife Dental	\$16,507	-15.4%
Dearborn National Short-Term Disability	\$1,188	0.0%
Dearborn National Life	\$1,800	0.0%

Rate History

The year-to-year change for each of our four policies for the years 2015-2019 is shown in Table 2 below. The average annual change is also listed. The proposed premiums are shown in year 2018-19 and highlighted in yellow.

Table 2. Insurance Premium Change per Year: 2015-2019

Policy	2014-15 Change	2015-16 Change	2016-17 Change	2017-18 Change	2018-19 Change	5-Year Average
BCBS Health	15.8%	12.9%	3.0%	0.58%	-0.7%	6.32%
Guardian Dental	6.2%	-17.3%	4.9%	-11.50%	-15.4%	-6.62%
Dearborn National Disability	0.0%	9.2%	0.0%	-2.90%	0.0%	1.26%
Dearborn National Life	0.0%	7.3%	6.8%	-23.5%	0.0%	-1.88%

Employee Share of Premium Costs

As a result of recent collective bargaining negotiations and contracts, each union employee will pay 20% of his/her combined premium for health, dental, disability and life. Each non-union employee will also pay 20% of his/her combined premium cost. With the proposed policies and premiums, our 28 covered employees would pay a total of \$88,960 toward premiums.

Cost Comparison with Budget

Table 3 on the next page shows the City’s share of the expected insurance premium costs for the insurance year, the current year budget for the expenses, and the projected budget surplus of \$15,812.

Table 3. Proposed Insurance Renewal Premiums (City Share) vs. Budget

Policies	Projected Annual Cost	Current Year Budget	Budget Surplus
Health	\$337,771	\$353,000	\$15,229
Dental	\$13,178	\$13,650	\$471
Short-term Disability and Life	\$2,388	\$2,500	\$112
TOTAL	\$353,338	\$369,150	\$15,812

Vision Insurance

Last year, at the request of employees, we obtained competitive quotes for vision insurance. After evaluating the options, we offered a Guardian Vision policy to the employees as a voluntary option. Monthly rates ranged from \$8.77 to \$18.85 depending on the level of coverage and are unchanged for 2018-19. Participating employees pay 100% of their premium costs.

Health Savings Account

When the City transitioned to the high deductible Health Savings Account in 2009, employee out-of-pocket costs increased while the City realized a significant savings in health insurance premiums. The City shared the premium savings with employees by distributing dollars to each participating employee’s Health Savings Account (to be spent on eligible healthcare costs). The distribution is made annually on January 1. The amount distributed to each employee is based on the cost of their health policy and whether they elect dental coverage. For the coming calendar year, HSA contributions to employees are again frozen at the 2017 level, unless the employee voluntarily elects a lower level of health coverage. In such a case, the HSA distribution to that employee would decrease. The total cost of the HSA distributions to employee accounts on January 1, 2019 would be \$84,772. This expense was anticipated as our budget contains \$84,775 for the program.

Recommendation

Lower than projected premium costs have resulted in a budget surplus of \$15,812 for the 2018-19 insurance program. I recommend you approve the proposed policies with BlueCross, MetLife and Dearborn National for health, dental, short-term disability and life, respectively. I also recommend that you approve the renewal of the voluntary vision program with Guardian. Finally, I recommend that you approve the distribution of HSA funds to employee accounts, effective January 1, 2019, in accordance with the Health Savings Account Policy.

Thank you for your consideration.

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
ADDOCO INC (971)							
00079126	1	Invoice	REC PARK PLAYGROUN	09/08/2018	360.00		17.52.517.02
Total ADDOCO INC (971):					360.00		
ALEXIS FIRE EQUIPMENT CO. (119768)							
0062868	1	Invoice	PUMP TESTING	08/30/2018	750.00		22.22.513.00
Total ALEXIS FIRE EQUIPMENT CO. (119768):					750.00		
AMERICAN LEGAL PUBLISHING (556)							
0124266	1	Invoice	ONLINE CODE OF ORDIN	09/12/2018	495.00		01.14.549.01
Total AMERICAN LEGAL PUBLISHING (556):					495.00		
AT & T (LOCAL) (103)							
091518	1	Invoice	POOL/PHONE	09/15/2018	42.70		59.55.552.00
091518	2	Invoice	PUBLIC WORKS/PHONE	09/15/2018	46.67		01.41.552.00
091518	3	Invoice	FIRE DEPARTMENT/PHO	09/15/2018	86.32		22.22.552.00
091518	4	Invoice	EMS/PHONE	09/15/2018	42.70		12.10.552.00
091518	5	Invoice	POLICE/PHONE	09/15/2018	227.18		01.21.552.00
091518	6	Invoice	ADMINISTRATION/PHON	09/15/2018	325.54		01.13.552.00
091518	7	Invoice	FLOOD CONTROL/PHON	09/15/2018	42.70		20.25.515.00
091518	8	Invoice	FINANCE/PHONE	09/15/2018	43.74		01.13.552.00
Total AT & T (LOCAL) (103):					857.55		
AT & T LONG DISTANCE (119065)							
091518	1	Invoice	POOL/LONG DISTANCE	09/15/2018	2.66		59.55.552.00
091518	2	Invoice	PUBLIC WORKS/LONG DI	09/15/2018	.16		01.41.552.00
091518	3	Invoice	FIRE DEPARTMENT/LON	09/15/2018	.24		22.22.552.00
091518	4	Invoice	POLICE/LONG DISTANCE	09/15/2018	20.84		01.21.552.00
091518	5	Invoice	ADMINISTRATION/LONG	09/15/2018	69.02		01.13.552.00
Total AT & T LONG DISTANCE (119065):					92.92		
B & S TURF TEAM (362)							
091218	1	Invoice	WEED SPRAY/TRAINING	09/12/2018	125.00		22.22.929.00
Total B & S TURF TEAM (362):					125.00		
BARD MATERIALS CENTRAL REGION (119788)							
331291	1	Invoice	SIDEWALK	08/31/2018	216.00		01.41.514.08
Total BARD MATERIALS CENTRAL REGION (119788):					216.00		
BLACKTOP DRIVEWAY SERVICE (71)							
5736	1	Invoice	IMPROVEMENTS	09/15/2018	500.00		17.52.820.06
Total BLACKTOP DRIVEWAY SERVICE (71):					500.00		
BUSS BOYZ CUSTOMS, INC. (119356)							
7326	1	Invoice	WORK ON VEHICLES	09/04/2018	865.50		01.21.513.06

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total BUSS BOYZ CUSTOMS, INC. (119356):					865.50		
CARD SERVICE CENTER (119840)							
092418	1	Invoice	RENTLY	09/24/2018	30.00		58.54.532.00
092418	2	Invoice	RENTLY	09/24/2018	30.00		01.13.511.03
092418	3	Invoice	CREATIVE CLOUD	09/24/2018	42.48		01.16.553.00
092418	4	Invoice	OFFICE SUPPLIES	09/24/2018	168.09		01.13.651.02
092418	5	Invoice	BATTERIES	09/24/2018	31.42		01.13.654.00
092418	6	Invoice	TRAINING/CONFERENCE	09/24/2018	450.00		01.14.563.00
092418	7	Invoice	TRAINING/CONFERENCE	09/24/2018	385.00		01.16.563.00
092418	8	Invoice	BIKE TRAIL SIGNS	09/24/2018	195.89		17.52.815.03
092418	9	Invoice	HUMIDITY GUAGES	09/24/2018	65.98		58.54.654.01
Total CARD SERVICE CENTER (119840):					1,398.86		
CIVIL MATERIALS (120397)							
113336	1	Invoice	COLD PATCH	08/31/2018	572.00		15.41.614.00
113337	1	Invoice	MISC. MATERIALS	08/31/2018	61.08		01.41.614.04
Total CIVIL MATERIALS (120397):					633.08		
DECKER SUPPLY CO., INC. (867)							
902507	1	Invoice	ST. SIGNS	08/31/2018	67.85		01.41.652.04
Total DECKER SUPPLY CO., INC. (867):					67.85		
DINGES FIRE COMPANY (120340)							
50150	1	Invoice	HELMETS	09/10/2018	2,000.00		22.22.844.04
50150	2	Invoice	HELMETS	09/10/2018	6,776.10		22.22.840.00
Total DINGES FIRE COMPANY (120340):					8,776.10		
DUBUQUE MULCH CO. (120600)							
6454	1	Invoice	COMPOST GRANT PARK	09/14/2018	371.00		17.52.870.04
8436	1	Invoice	COMPOST GRANT PARK	09/07/2018	344.25		17.52.870.04
Total DUBUQUE MULCH CO. (120600):					715.25		
FISCHER EXCAVATING, INC. (25638)							
091418	1	Invoice	CONSTRUCTION	09/14/2018	280,136.49		15.41.850.00
Total FISCHER EXCAVATING, INC. (25638):					280,136.49		
FRANK, DAVE (153)							
071518	1	Invoice	RETIREMENT HEALTH B	07/15/2018	349.44		78.32.464.02
092418	1	Invoice	RETIREMENT HEALTH B	09/24/2018	349.44		78.32.464.02
Total FRANK, DAVE (153):					698.88		
GALENA ARC (850)							
091418	1	Invoice	HAHN COUNCIL SALARY	09/14/2018	100.00		01.11.432.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total GALENA ARC (850):					100.00		
GALENA CHRYSLER (82)							
71178	1	Invoice	SQUAD 2 MAINTENANCE	08/06/2018	44.76		01.21.513.06
71215	1	Invoice	SQUAD 3 MAINTENANCE	08/10/2018	269.87		01.21.513.06
71233	1	Invoice	SQUAD 4 MAINTENANCE	08/14/2018	44.76		01.21.513.06
71363	1	Invoice	SQUAD 5 MAINTENANCE	08/30/2018	244.02		01.21.513.06
Total GALENA CHRYSLER (82):					603.41		
GALENA GAZETTE (34)							
00063108	1	Invoice	PUBLIC NOTICE	09/07/2018	19.00		01.14.553.00
Total GALENA GAZETTE (34):					19.00		
GLOBAL REACH INTERNET PROD. (119792)							
94273	1	Invoice	WEBSITE HOSTING FEE	07/01/2018	115.00		01.13.512.05
94835	1	Invoice	EXCHANGE ON LINE	09/06/2018	204.00		51.42.929.00
Total GLOBAL REACH INTERNET PROD. (119792):					319.00		
GUARDIAN (120502)							
091418	1	Invoice	DENTAL/VISION INSURA	09/14/2018	1,767.19		01.13.451.01
Total GUARDIAN (120502):					1,767.19		
GUY'S TRUCK & TRACTOR SERVICE (119033)							
GW1011471	1	Invoice	2011 INTERNATIONAL D	07/06/2018	39.90		01.41.613.06
GW1011630	1	Invoice	PARK EQUIPMENT	07/27/2018	316.52		17.52.514.00
Total GUY'S TRUCK & TRACTOR SERVICE (119033):					356.42		
HALSTEAD, MARY L. (119966)							
092418	1	Invoice	CITY HALL JANITOR	09/24/2018	290.00		01.13.511.07
092418	2	Invoice	PUBLIC RESTROOMS AT	09/24/2018	270.00		01.13.511.08
092418	3	Invoice	PARKS RESTROOMS	09/24/2018	765.00		17.52.422.00
092418	4	Invoice	MARKET HOUSE RESTR	09/24/2018	258.50		01.13.511.06
Total HALSTEAD, MARY L. (119966):					1,583.50		
HEALTHCARE SERVICE CORPORATION (118931)							
090718	1	Invoice	HSA/FAMILY/EMPLOYEE	09/07/2018	6,963.73		01.218.0
090718	2	Invoice	PPO/BLUE CROSS BLUE	09/07/2018	132.42		01.218.0
090718	3	Invoice	HEALTH INSURANCE	09/07/2018	28,384.60		01.13.451.00
090718	4	Invoice	COBRA INSURANCE	09/07/2018	1,790.52		01.13.451.04
Total HEALTHCARE SERVICE CORPORATION (118931):					37,271.27		
HEAVY EQUIPMENT SERVICES, INC. (120503)							
083118	1	Invoice	TRUCK SAFETY TESTS	08/31/2018	128.00		01.41.613.12
Total HEAVY EQUIPMENT SERVICES, INC. (120503):					128.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
HOLLAND HEATING, AIR COND (99)							
45002	1	Invoice	REPLACE HEATER	09/11/2018	2,850.00		22.22.844.04
Total HOLLAND HEATING, AIR COND (99):					2,850.00		
HYDE, MARY BETH (101)							
091818	1	Invoice	TRAINING/TRAVEL	09/18/2018	250.90		01.14.562.00
Total HYDE, MARY BETH (101):					250.90		
JDWI (235)							
43690	1	Invoice	FIRE/RUG SERVICE	08/31/2018	100.00		22.22.538.01
43690	2	Invoice	POLICE/RUG SERVICE	08/31/2018	90.00		01.21.651.00
43690	3	Invoice	TURNER HALL/RUG SER	08/31/2018	54.00		58.54.654.01
43763	1	Invoice	SR CIT TRANSPORT	08/31/2018	833.00		01.13.542.00
Total JDWI (235):					1,077.00		
JO CARROLL ENERGY, INC. (397)							
091518	1	Invoice	CITY HALL/ELECTRIC	09/15/2018	202.76		01.13.571.01
091518	2	Invoice	PUBLIC WORKS/ELECTRI	09/15/2018	383.91		01.41.571.01
091518	3	Invoice	EMS/ELECTRIC	09/15/2018	80.51		12.10.571.01
091518	4	Invoice	PARKS/ELECTRIC	09/15/2018	226.20		17.52.571.01
091518	5	Invoice	FIRE/ELECTRIC	09/15/2018	74.13		22.22.576.01
091518	6	Invoice	POOL/ELECTRIC	09/15/2018	2,367.25		59.55.571.01
091518	7	Invoice	STREET LIGHTS	09/15/2018	822.49		15.41.572.00
Total JO CARROLL ENERGY, INC. (397):					4,157.25		
JO DAVIESS CTY HEALTH DEPT (121)							
091318	1	Invoice	VACATION RENTAL INSP	09/13/2018	100.00		01.16.546.00
Total JO DAVIESS CTY HEALTH DEPT (121):					100.00		
KUHN, BRIAN (236)							
090118	1	Invoice	CLOTHING	09/01/2018	208.86		01.41.579.02
Total KUHN, BRIAN (236):					208.86		
LAWSON PRODUCTS, INC. (627)							
9306111331	1	Invoice	SUPPLIES	09/11/2018	239.44		20.25.652.02
Total LAWSON PRODUCTS, INC. (627):					239.44		
LEXISNEXIS RISK SOLUTIONS (376)							
1343164-201	1	Invoice	INVESTIGATION PROGR	08/31/2018	32.00		01.21.652.03
Total LEXISNEXIS RISK SOLUTIONS (376):					32.00		
LOUIE'S TRENCHING SERVICE (127)							
4149	1	Invoice	FRONT TILE ENTRY	09/10/2018	2,160.00		58.54.820.04
Total LOUIE'S TRENCHING SERVICE (127):					2,160.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
MAILFINANCE (119741)							
N7316795	1	Invoice	POSTAGE METER LEASE	09/10/2018	338.85		01.13.579.02
Total MAILFINANCE (119741):					338.85		
MARTIN EQUIPMENT-DUBUQUE (281)							
362828	1	Invoice	BACKHOE	09/10/2018	434.75		01.41.613.07
Total MARTIN EQUIPMENT-DUBUQUE (281):					434.75		
MEDICAL ASSOCIATES CLINIC (1120)							
84135	1	Invoice	PHYSICAL	09/01/2018	22.50		22.22.652.00
Total MEDICAL ASSOCIATES CLINIC (1120):					22.50		
MENARDS (280)							
74813-2	1	Invoice	SIGNAGE FOR TUNNEL	09/04/2018	39.98		17.52.517.01
Total MENARDS (280):					39.98		
MIDWEST BUSINESS PRODUCTS (38)							
394207	1	Invoice	COPIER MAINTENANCE	08/09/2018	80.48		22.22.512.00
Total MIDWEST BUSINESS PRODUCTS (38):					80.48		
MIDWEST GROUNDCOVERS, LLC (120599)							
1575884	1	Invoice	GRANT PARK FLOWERS-	09/12/2018	2,530.28		17.52.870.04
1575885	1	Invoice	GRANT PARK FLOWERS-	09/12/2018	584.81		17.52.870.04
Total MIDWEST GROUNDCOVERS, LLC (120599):					3,115.09		
MONTGOMERY TRUCKING (133)							
178019	1	Invoice	REFUSE HANDLING CON	09/01/2018	14,276.98		13.44.540.04
178019	2	Invoice	RECYCLING CONTRACT	09/01/2018	4,929.86		13.44.540.00
178019	3	Invoice	DUMPSTER RENT	09/01/2018	60.00		13.44.544.03
178019	4	Invoice	DUMPSTER DISPOSAL F	09/01/2018	164.00		01.41.573.00
Total MONTGOMERY TRUCKING (133):					19,430.84		
MONTGOMERY, RUSTY (118987)							
091518	1	Invoice	SUPPLIES	09/15/2018	8.49		01.41.652.00
Total MONTGOMERY, RUSTY (118987):					8.49		
MOST DEPENDABLE FOUNTAINS, INC. (120588)							
52488	1	Invoice	GATEWAY FOUNTAIN	08/31/2018	5,285.00		17.52.870.01
Total MOST DEPENDABLE FOUNTAINS, INC. (120588):					5,285.00		
MOTOROLA SOLUTIONS - STARCOM (119812)							
3790273120	1	Invoice	MONTHLY RATE FOR ST	09/01/2018	10.00		01.21.549.00
Total MOTOROLA SOLUTIONS - STARCOM (119812):					10.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
MURRAY, B. L. CO. INC. (135)							
98765	1	Invoice	SUPPLIES	09/13/2018	331.81		17.52.652.00
Total MURRAY, B. L. CO. INC. (135):					331.81		
PARKREATION (118859)							
6040	1	Invoice	DONATED PARK BENCH	09/11/2018	1,533.00		17.52.870.01
Total PARKREATION (118859):					1,533.00		
PETTY CASH/CITY HALL (161)							
091518	1	Invoice	OFFICE SUPPLIES	09/15/2018	13.74		01.13.651.02
091518	2	Invoice	COPIES	09/15/2018	19.08		01.14.554.00
091518	3	Invoice	BASSETT TRAINING	09/15/2018	10.00		01.14.563.00
091518	4	Invoice	TRAVEL REIMBURSEME	09/15/2018	11.06		01.41.563.00
091518	5	Invoice	PRESERVATION PLAQUE	09/15/2018	20.33		01.46.554.00
091518	6	Invoice	PARK RESTROOM SUPP	09/15/2018	6.42		17.52.511.00
091518	7	Invoice	REFUND	09/15/2018	7.00		59.55.691.04
091518	8	Invoice	OFFICE SUPPLIES	09/15/2018	12.25		01.13.651.02
Total PETTY CASH/CITY HALL (161):					99.88		
RIVER CITY PAVING (56)							
4300015967	1	Invoice	ST. PAVING HOT MIX	08/31/2018	1,337.02		15.41.614.03
Total RIVER CITY PAVING (56):					1,337.02		
SECURITY PRODUCTS OF DUBUQUE (119890)							
0465241	1	Invoice	REPLACE CAMERA	09/07/2018	300.40		01.13.511.01
Total SECURITY PRODUCTS OF DUBUQUE (119890):					300.40		
SENSUS USA INC. (287)							
ZA18012565	1	Invoice	SOFTWARE SUPPORT	09/07/2018	1,949.94		51.42.532.00
Total SENSUS USA INC. (287):					1,949.94		
STEPHENSON SERVICE CO. (119230)							
083118	1	Invoice	FUEL	08/31/2018	1,058.80		01.41.655.00
083118	2	Invoice	FUEL	08/31/2018	500.00		20.25.655.00
Total STEPHENSON SERVICE CO. (119230):					1,558.80		
SUPERIOR WELDING SUPPLY (181)							
D175511	1	Invoice	WELDING SUPPLIES	09/12/2018	117.52		01.41.652.02
Total SUPERIOR WELDING SUPPLY (181):					117.52		
T & T ELECTRONICS (120055)							
2330	1	Invoice	TV RECYCLING/MONTHL	09/04/2018	424.24		13.44.929.00
Total T & T ELECTRONICS (120055):					424.24		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
TECHNOLOGY MANAGEMENT REV FUND (120601)							
T1902936	1	Invoice	MONTHLY CHARGE FOR	09/04/2018	221.35		01.21.542.00
Total TECHNOLOGY MANAGEMENT REV FUND (120601):					221.35		
TOTALFUNDS BY HASLER (119730)							
090218	1	Invoice	POSTAGE	09/02/2018	500.00		01.13.551.00
TOTALFUNDS BY HASLER (119730):					500.00		
VEOLIA (120598)							
90162198	1	Invoice	WATER CONTRACT	09/04/2018	27,299.39		51.42.515.00
90162198	2	Invoice	SEWER CONTRACT	09/04/2018	27,299.39		52.43.515.01
Total VEOLIA (120598):					54,598.78		
VERIZON WIRELESS (316)							
091518	1	Invoice	VERIZON JET PACK FOR	09/15/2018	38.05		01.21.652.03
092318	1	Invoice	FIRE DEPARTMENT/VERI	09/23/2018	76.02		22.22.652.00
9813646119	1	Invoice	PAY & DISPLAY	09/20/2018	75.26		53.48.555.00
Total VERIZON WIRELESS (316):					189.33		
WAL-MART COMMUNITY (CC) (1258)							
091518	1	Invoice	USB DRIVE/PHOTO DOW	09/15/2018	4.97		01.13.511.03
091518	2	Invoice	OFFICE SUPPLIES	09/15/2018	77.45		01.21.651.00
091518	3	Invoice	OFFICE SUPPLIES	09/15/2018	6.44		01.21.651.00
091518	4	Invoice	SUPPLIES	09/15/2018	23.04		01.41.652.00
091518	5	Invoice	CONCESSION SUPPLIES	09/15/2018	12.95		59.55.652.05
Total WAL-MART COMMUNITY (CC) (1258):					124.85		
WEBER PAPER COMPANY (40)							
D056349	1	Invoice	JANITORIAL SUPPLIES	08/16/2018	120.30		01.13.654.01
D056349	2	Invoice	CITY HALL/PUBLIC REST	08/16/2018	120.30		01.13.654.00
D056349	3	Invoice	INSTITUTIONAL SUPPLIE	08/16/2018	160.40		58.54.654.01
D057595	1	Invoice	COPY PAPER	09/06/2018	281.60		01.13.651.02
D057644	1	Invoice	COPIER PAPER	09/07/2018	211.20		01.21.651.00
D057909	1	Invoice	SUPPLIES	09/12/2018	121.38		01.41.652.00
Total WEBER PAPER COMPANY (40):					1,015.18		
WHITE CONSTRUCTION CO., INC. (119359)							
091518	1	Invoice	TURNER HALL JANITORI	09/15/2018	350.00		58.54.536.00
Total WHITE CONSTRUCTION CO., INC. (119359):					350.00		
WHITE'S LAWN CARE (119092)							
10718	1	Invoice	TREE REMOVAL	09/01/2018	1,600.00		01.41.517.02
Total WHITE'S LAWN CARE (119092):					1,600.00		
WILLS FEED & FARM SUPPLY (209)							
09719	1	Invoice	SUPPLIES	09/07/2018	92.00		17.52.652.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total WILLS FEED & FARM SUPPLY (209):					92.00		
WIZARD COMPUTERS INC (666)							
13964	1	Invoice	COMPUTER MAINTENAN	09/17/2018	120.00		01.13.512.04
Total WIZARD COMPUTERS INC (666):					120.00		
ZARNOTH BRUSH WORKS INC. (212)							
0171826	1	Invoice	SWEEPER	09/06/2018	274.00		01.41.613.11
Total ZARNOTH BRUSH WORKS INC. (212):					274.00		
Grand Totals:					445,415.80		

Report GL Period Summary

Vendor number hash: 3994208
 Vendor number hash - split: 6516258
 Total number of invoices: 79
 Total number of transactions: 131

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	445,415.80	445,415.80
Grand Totals:	445,415.80	445,415.80