



# City of Galena, Illinois

## AGENDA

REGULAR CITY COUNCIL MEETING

MONDAY, DECEMBER 10, 2018

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

ITEM	DESCRIPTION
18C-0459.	Call to Order by Presiding Officer
18C-0460.	Roll Call
18C-0461.	Establishment of Quorum
18C-0462.	Pledge of Allegiance
18C-0463.	Reports of Standing Committees
18C-0464.	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> </ul>

### LIQUOR COMMISSION

None.

### PUBLIC HEARINGS

None.

### CONSENT AGENDA CA18-23

ITEM	DESCRIPTION	PAGE
18C-0465.	Approval of the Minutes of the Regular City Council Meeting of November 26, 2018	3-5
18C-0466.	Acceptance of October 2018 Financial Report	--
18C-0467.	Approval of Rate and Policy Changes for Turner Hall	6-9

**UNFINISHED BUSINESS**

ITEM	DESCRIPTION	PAGE
18C-0452.	Second Reading and Possible Approval of the 2018 Tax Levy Ordinance for Taxes to be Collected in 2019	10-17

**NEW BUSINESS**

ITEM	DESCRIPTION	PAGE
18C-0468.	Discussion and Possible Action on 2019 Goals for the Improvement of the Old City Cemetery	18-27
18C-0469.	Presentation of Year-end Swimming Pool Report	28-31
18C-0470.	Discussion and Possible Action on Water and Sewer Operations and Maintenance Contract Expiring July 31, 2019	32-36
18C-0471.	Warrants	37-44
18C-0472.	Alderspersons' Comments	
18C-0473.	City Administrator's Report	
18C-0474.	Mayor's Report	
18C-0475.	Motion for Executive Session Including: <ul style="list-style-type: none"> <li>• Section 2 (c) (1) – Employee hiring, firing, compensation, discipline and performance.</li> <li>• Section 2 (c) (21) Review of Executive Session Minutes</li> </ul>	
18C-0476.	Adjournment	

**CALENDAR INFORMATION**

BOARD/COMMITTEE	DATE	TIME	PLACE
Zoning Board of Appeals	Wed. Dec. 12	6:30 P.M.	City Hall, 101 Green Street
City Council	Wed. Dec. 26	6:30 P.M.	City Hall, 101 Green Street
Historic Preservation Comm.	Thurs. Jan. 3	6:30 P.M.	City Hall, 101 Green Street

Please view the full City of Galena Calendar at [www.cityofgalena.org](http://www.cityofgalena.org)

Posted: Thursday, December 6, 2018 at 4:00 p.m. Posted By:

**MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 26 NOVEMBER 2018**

**18C-0443 – 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 26 November 2018.

**18C-0444 – ROLL CALL**

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

**18C-0445 – ESTABLISHMENT OF QUORUM**

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

**18C-0446 – PLEDGE OF ALLEGIANCE**

The Pledge was recited.

**18C-0447 - REPORTS OF STANDING COMMITTEE**

None.

**18C-0448 – CITIZENS COMMENTS**

None.

**CONSENT AGENDA CA18-22**

**18C-0449 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 13, 2018**

**18C-0450 – APPOINTMENT OF MATT CALVERT TO THE ZONING BOARD OF APPEALS FOR A TERM EXTENDING TO AUGUST 31, 2020**

**Motion:** Bernstein moved, seconded by Allendorf, to approve Consent Agenda, CA18-22.

**Discussion:** Mayor Renner thanked Jim Holman for his service on the Zoning Board.

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

The motion carried.

**UNFINISHED BUSINESS**

**18C-0434 – SECOND READING AND POSSIBLE APPROVAL OF AN ORDINANCE AUTHORIZING THE CITY OF GALENA TO BORROW FUNDS FROM THE PUBLIC WATER SUPPLY LOAN PROGRAM**

**Motion:** Hahn moved, seconded by Kieffer, to approve the second reading of an ordinance authorizing the City of Galena to borrow funds from the Public Water Supply Loan Program.

**Discussion:** Moran advised the city will bid the project. Once those bids are received they will be submitted to the EPA. The EPA will review and advise if the City is eligible for the 75 percent

forgiveness. At that point an agreement would follow. The City can withdraw if it is determined we are not eligible for the 75 percent forgiveness.

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

The motion carried.

**18C-0435 – DISCUSSION AND POSSIBLE ACTION ON A CONTRACT FOR REPLACING THE FURNACE AND AIR CONDITIONER AT THE MARKET HOUSE RESTROOM BUILDING**

**Motion:** Kieffer moved, seconded by Hahn, to postpone item 18C-0435 until such time as the city has time to work out building arrangements with the State of Illinois.

**Discussion:** None.

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

The motion carried.

**NEW BUSINESS**

**18C-0451 – PRESENTATION OF THE FISCAL YEAR 2017-18 ANNUAL FINANCIAL REPORT BY O'CONNOR BROOKS & CO.**

Pat McCarthy made a presentation on the 2017-2018 Annual Financial Report.

Moran commended McCarthy on doing a great job. They are great accountants who understand the city's finances very well.

Allendorf questioned if the City has policies in place which require people to take time off. Moran advised there are no policies in place which require people to take time off but it happens in practice. He noted we have procedures in place at every level as best we can, given the small staff.

**18C-0452 – FIRST READING OF THE 2018 TAX LEVY ORDINANCE FOR TAXES TO BE COLLECTED IN 2019**

**Motion:** Hahn moved, seconded by Kieffer, to approve the first reading of the 2018 Tax Levy Ordinance for taxes to be collected in 2019.

**Discussion:** None.

**Roll Call:** AYES: Kieffer, Bernstein, Fach, Hahn, Renner  
NAYS: Westemeier, Allendorf

The motion carried.

**18C-0453 – WARRANTS**

**Motion:** Kieffer moved, seconded by Allendorf, to approve the Warrants as presented with the addition of a warrant to Dearborn National in the amount of \$488.71 for employee life insurance, 18C-0453.

**Discussion:** None.

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

The motion carried.

**18C-0454 – ALDERPERSONS’ COMMENTS**

**Thank you** – Bernstein thanked the Public Works Department for cleaning the Hill Street steps. It was very much appreciated.

**Sustainability Program** – Bernstein reminded all of the sustainability program to be held at the Galena Brewing Company. This is an opportunity to recognize those lodging and retailers who have embraced environmental practices. The event will take place on Thursday, November 29, 2018 from 5:30-6:30. She encouraged all to attend.

**Gear Street** – Fach gave a shout out to Fischer Excavating for wrapping up on Gear Street.

**18C-0455 – CITY ADMINISTRATOR’S REPORT**

**Water/Sewer Contract** – More advised he has prepared a report on bringing the water and wastewater contract back in house. He will present it at the next meeting.

**Watershed Plan** – Beth Baranski has distributed the Watershed Plan. She will make a presentation at the next meeting.

**18C-0456 – MAYOR’S REPORT**

Mayor Renner thanked the Downtown Business Association for the lights on the street light poles in the downtown. He also thanked the Galena High School Key Club for putting the lights on the wreaths and the Galena Fire Department for hanging them.

Mr. & Mrs. Clause arrived in town over the weekend!

**18C-0457 – MOTION FOR EXECUTIVE SESSION**

Mayor Renner advised Executive Session was no longer needed.

**18C-0458 - ADJOURNMENT**

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

**Discussion:** None.

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

The motion carried.

The meeting adjourned at 7:18 p.m.

Respectfully submitted,



Mary Beth Hyde  
City Clerk

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Terry Renner, City Administrator Mark Moran, and City Council Members  
 FROM: Janelle Keeffer, Facilities Manager  
 DATE: 6-December-2018  
 SUBJECT: Turner Hall Rates Analysis and Rental Policies

The Turner Hall Committee reviewed the following information at their December 6, 2018 meeting and made a motion recommending the proposed rate changes and policy updates be presented to City Council for approval and implementation.

I have put together the following for consideration as we review our current rate structure.

### ANALYSIS 1: Energy + Custodial Expenses

	Ave. per year	Ave. per day
Average energy consumption per day		
Average gas per year	\$7,271	\$19.92
Average electricity per year	<u>\$9,809</u>	<u>\$26.87</u>
<b>Subtotal</b>	<b>\$17,080</b>	<b>\$46.79</b>

*Based on data collected 2013-2018*

Custodial costs per event **\$75 per event**

*Cost is already paid as a flat monthly custodial fee.  
 Estimated 5-6 hours cleaning per event at \$15 / hour*

---

### ANALYSIS 2: Turner Hall Budget

	Ave. per year	Ave. per day
Average daily expense / Turner Hall Budget		
A. All line items, excluding depreciation	<b>\$77,900</b>	<b>\$213.42</b>
<i>Building improvements vary from year to year.            Factored in \$35,000 in this analysis.</i>		
B. All line items, excluding building improvements & depreciation	<b>\$42,900</b>	<b>\$117.50</b>
<i>Line items include: general maintenance, janitor,            advertising, electricity, gas, and institutional supplies</i>		

---

**RENTAL HISTORY**

Average # of rentals per year		<b>150 days</b>
2007/2008	147	
2008/2009	149	
2009/2010	164	
2010/2011	140	
2011/2012	183	
2012/2013	93	\$10,660
2013/2014	130	\$13,010
2014/2015	160	\$18,850
2015/2016	102	\$9,300
2016/2017	169	\$23,780
2017/2018	189	\$37,780
2018/2019 <i>booked to date</i>	172	\$34,350

**POLICIES TO CONSIDER FOR IMPLEMENTATION**

- A. First day of rental access beginning at 8 a.m. to allow our custodial team time to clean the hall between rentals.
- B. Pet Policy—No pets allowed unless the pet is a service animal.
- C. Weddings—Two-day minimum rental.
- D. Holiday Rates—We currently have a holiday rate of \$425 (same rate as Friday) for Labor Day, Memorial Day, and the Sunday that precedes those dates. New Year’s Eve is also a popular rental date and should be included in the holiday rate list.
- E. Remove current 21-Day Theater Rate of \$1,200. This would not apply to Galena High School Drama Club. If a theater or musical group would like to rent Turner Hall, they may put together a proposal and extended rental fees will be considered on a case-by-case basis.
- F. Short term reservation—Offer Friday and Saturday discounted rates to match weekday rate if the date has not been rented within one month prior.

**Table 1: Proposed Rate Increase**

Summary of proposed increases: In the model proposed below (increases indicated in red type), standard events will absorb the majority of the increases, with no increases being charged to charity / not-for-profit. I am proposing a modest increase for the 4-day rental for GHS. The GHS one-day rental will remain the same. Based on our rental history, these rate increases will result in approximately \$44,165 in revenue annually, which would cover projected core annual expenses of \$42,900.

	STANDARD CURRENT 2018	STANDARD PROPOSED	NON-PROFIT CURRENT 2018	NON-PROFIT PROPOSED
<b>Friday &amp; Mid-Week Holiday—All Day</b>	\$425	<b>\$500</b>	\$275	<b>\$300</b>
<b>Saturday—All Day</b>	\$625	<b>\$700</b>	\$450	<b>\$450</b>
<b>Sunday—All Day</b>	\$150	<b>\$175</b>	\$100	<b>\$100</b>
Half Day Rental (6 hours)	NA	<b>\$100</b>	NA	<b>\$50</b>
<b>Monday – Thursday—All Day</b>	\$150	<b>\$175</b>	\$100	<b>\$100</b>
Half Day Rental (6 hours)	\$25 1 <sup>st</sup> hour / \$15 each additional	<b>\$100 (6 hours)</b>	\$15 1 <sup>st</sup> hour / \$10 each additional	<b>\$50</b>
<b>Alcohol Fee</b>	\$100	<b>\$150</b>	\$100	<b>\$100</b>
<b>4-Day Discounted Package</b> <i>*\$300 is paid from this rate to our custodian for cleaning services.</i>	\$1,500 Includes cleaning	<b>\$1,850 Includes cleaning</b>		
<b>Special Community Theater Rates</b>	\$1,250 21-day consecutive rental	Offer during off season only, eliminate, or case by case basis		
<b>Galena Public School</b>				
6-Hour Rental (Banquet)	\$50	<b>\$50</b>		
One-Day Rental	\$75	<b>\$75</b>		
Four-Day Rental	\$150	<b>\$250</b>		
22-Day Rental	\$450	<b>\$500</b>		

Turner Hall Rates Analysis Worksheet

	# of Events	# of Days Rented	Current	Current Total	Proposed 2	Proposed 2 Total
Boy Scout Weekend <i>(Not for profit)</i> —3 days	1	4	\$825	\$825	\$825	\$825
Bridal Show	1	4	\$0	\$0	\$0	\$0
City Use (Mayor's Luncheon—2 days, Police Dept Holiday Gift Distribution—2 days, GFD Recognition Dinner / Dance	3	8	\$0	\$0	\$0	\$0
Hunter Fuerste Concert— <i>(Not for profit)</i> —3 days	1	3	\$0	\$0	\$0	\$0
GFPFA Concert— <i>(Not for profit)</i>	1	1	\$100	\$100	\$100	\$100
GFPFA Concert— <i>(Not for profit)</i>	1	6	\$1,025	\$1,025	\$1,025	\$1,025
Concert— <i>(For profit)</i>	1	1	\$425	\$425	\$500	\$500
Dance—Sock Hop <i>(Not for profit)</i>	1	1	\$450	\$450	\$450	\$450
Dance—Galena Chamber Halloween <i>(Not for profit)</i>	1	1	\$275	\$275	\$300	\$300
Dance—Ballroom <i>(discounted)</i>	4	4	\$100	\$400	\$100	\$400
Dinner for Two	2	2	\$150	\$300	\$175	\$350
Election	2	2	\$20	\$40	\$20	\$40
Private Party—resident by the hour	2	2	\$55	\$110	\$100	\$200
Private Party—resident (Baptism, Christmas, Graduation, Birthday)	4	4	\$150	\$600	\$175	\$700
GHS Music Concert	2	2	\$75	\$150	\$75	\$150
GHS Drama Club Banquet—1 day	1	1	\$50	\$50	\$50	\$50
GHS Key Club Banquet—1 day	1	1	\$50	\$50	\$50	\$50
GHS Play—21 days	2	42	\$450	\$900	\$500	\$1,000
GHS Prom—4 days	1	4	\$150	\$150	\$250	\$250
Wedding Rehearsal 1-day (Thursday)	1	1	\$150	\$150	\$175	\$175
Wedding 1-day (Saturday)	2	2	\$625	\$1,250	\$700	\$1,400
Wedding 1-day (Sunday)	1	1	\$150	\$150	\$175	\$175
Wedding 2-day (Thursday + Friday)	2	4	\$575	\$1,150	\$675	\$1,350
Wedding 2-day (Friday + Saturday)	2	4	\$1,050	\$2,100	\$1,200	\$2,400
Wedding 3-day (Friday - Sunday)	1	3	\$1,200	\$1,200	\$1,375	\$1,375
Wedding—4-day package—resident	3	12	\$1,350	\$4,050	\$1,750	\$5,250
Wedding 4-day package—non-resident	11	44	\$1,500	\$16,500	\$1,850	\$20,350
Whiskey Weekend <i>(discounted off-season rate)</i>	1	4	\$600	\$600	\$700	\$700
Wine Lovers Weekend	1	4	\$1,350	\$1,350	\$1,600	\$1,600
	<b>57</b>	<b>172</b>		<b>\$34,350</b>		<b>\$41,165</b>
ADD Alcohol Fee	20		\$100	<b>\$2,000</b>	\$150	<b>\$3,000</b>
				<b>\$36,350</b>		<b>\$44,165</b>

# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: November 20, 2018

RE: Tax Levy Ordinance

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

On the agenda for Monday is the first reading of the tax levy ordinance. The ordinance has been prepared in accordance with the motion approved at the November 12 meeting to levy \$1,439,693, a 2.6% increase from this year. I am attaching the proposed ordinance. If the first reading is approved, the second reading with possible approval would be included on the December 10 agenda.

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

**ORDINANCE NO. 0-18-\_\_ 2018 TAX LEVY ORDINANCE  
FOR TAXES TO BE COLLECTED IN 2019**

An Ordinance levying taxes for all corporate purposes for the City of Galena, Jo Daviess County, Illinois, for the fiscal year beginning May 1, 2019, and ending April 30, 2020.

**BE IT ORDAINED BY** the Mayor and City Council of the City of Galena, Illinois:

**SECTION I:** That the amount hereinafter set forth, or so much thereof as may be authorized by law, and the same are hereby levied upon all property subject to taxation within the municipality as that property is assessed and equalized for the current year and for such purposes as: Parks & Recreation; General Corporate; Garbage Disposal; Flood Control; Fire Protection; Annual Audit; Illinois Municipal Retirement Fund; Social Security; Chlorination; Street Lighting; Water Treatment; Street & Bridge; Police Protection; Unemployment Insurance; Worker's Compensation; City Tort Judgment & Liability; Emergency Services and School Crossing Guards for the City of Galena, Jo Daviess County, Illinois for the fiscal year beginning May 1, 2019, and ending April 30, 2020.

<b>FUND</b>	<b>AMOUNT BUDGETED \$</b>	<b>FROM OTHER SOURCES \$</b>	<b>AMOUNT LEVIED \$</b>
<b>General Fund</b>			
<b>Administration</b>			
Personnel - Salaries	141,882	141,882	0
Personnel - Elected	17,500	500	17,000
Professional Services	592,500	592,500	0
Communications	4,450	4,450	0
Professional Development	2,600	2,600	0
Debt Service	675,623	675,623	0
Capital Outlays	0	0	0
Other Expenditures	35,450	35,450	0
Total	1,470,005	1,453,005	17,000

<b>FUND</b>	<b>AMOUNT BUDGETED \$</b>	<b>FROM OTHER SOURCES \$</b>	<b>AMOUNT LEVIED \$</b>
<b>General Fund</b>			
<b>Finance</b>			
Personnel - Salaries	95,055	95,055	0
Insurance Benefits	455,425	121,325	334,100
Maintenance Services	36,790	36,790	0
Professional Services	16,660	16,660	0
Communications	9,700	9,700	0
Professional Development	2,575	2,575	0
Service Charges	8,300	8,300	0
Other Contractual Services	4,500	4,500	0
Maintenance Supplies	7,000	7,000	0
Capital Outlays	0	0	0
Total	636,005	301,905	334,100

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>City Clerk</b>			
Personnel - Salaries	9,100	0	9,100
Maintenance Services	0	0	0
Professional Services	5,000	5,000	0
Communications	1,700	1,700	0
Professional Development	3,000	3,000	0
Service Charges	0	0	0
Other Contractual Services	0	0	0
Maintenance Supplies	0	0	0
Capital Outlays	0	0	0
Total	18,800	9,700	9,100

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>Zoning</b>			
Personnel - Salaries	62,854	37,204	25,650
Personnel - Elected	2,100	2,100	0
Professional Services	3,150	3,150	0
Communications	1,250	1,250	0
Professional Development	600	600	0
Maintenance Supplies	1,000	1,000	0
Capital Outlays	2,000	2,000	0
Other Expenditures	0	0	0
Total	72,954	47,304	25,650

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>Building</b>			
Personnel - Salaries	67,643	60,643	7,000
Other Benefits	0	0	0
Maintenance Services	0	0	0
Professional Services	1,000	1,000	0
Communications	400	300	0
Professional Development	4,800	4,800	0
Maintenance Supplies	0	0	0
General Supplies	0	0	0
Other Expenditures	3,500	1,500	0
Total	77,343	68,243	9,100

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>Engineering</b>			
Personnel - Salaries	8,258	8,258	0
Professional Services	6,500	3,500	3,000
Professional Development	1,900	1,900	0
Capital Outlays	1,100	1,100	0
Total	17,758	14,758	3,000

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>Police</b>			
Personnel - Salaries	693,032	667,948	25,084
Other Benefits	7,500	7,500	0
Maintenance Services	7,000	7,000	0
Professional Services	32,270	32,270	0
Communications	6,500	6,500	0
Professional Development	8,200	8,200	0
Service Charges	8,700	8,700	0
Maintenance Supplies	15,900	15,900	0
General Supplies	5,000	5,000	0
Capital Outlays	50,500	50,500	0
Other Expenditures	20,715	20,715	0
Total	855,317	830,233	25,084

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>General Fund</b>			
<b>Public Works</b>			
Personnel - Salaries	387,611	345,779	41,832
Other Benefits	600	600	0
Maintenance Services	45,100	45,100	0
Professional Services	7,400	7,400	0
Communications	1,650	1,650	0
Professional Development	500	500	0
Service Charges	43,600	43,600	0
Maintenance Supplies	58,500	58,500	0
General Supplies	28,850	28,850	0
Debt Service	0	0	0
Capital Outlays	340,100	340,100	0
Total	913,911	872,079	41,832
<b>General Fund Grand Total</b>	<b>4,062,093</b>	<b>3,597,227</b>	<b>464,866</b>

REF: General Corporate Tax (65ILCS 5/8-3.1)	439,762
REF: Police Protection Tax (65ILCS 5/11-1-3 & 5.1)	25,084
REF: School Cross Guards Tax (65ILCS 5/11-80-23)	10
REF: Street Lighting Tax (65ILCS 5/11-80-5)	10
REF: Street & Bridges (65ILCS 5/11-81-2)	0
<b>Total Corporate Levy</b>	<b>464,866</b>

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Annual Audit</b>			
Annual Audit	27,700	8,200	19,500
Book Reconciliation	0	0	0
Total	27,700	8,200	19,500

REF: Audit Tax (65ILCS 5/8-8-8) **19,500**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Emergency Services</b>			
Ambulance Service	0	0	0
Siren Maintenance	1,000	600	400
Communication	500	393	107
Electric	1,700	1,350	350
Capital Outlays	0	0	0
Total	3,200	2,343	857

REF: Emergency Services & Disaster Operations Tax (65ILCS 5/8-3-16) **857**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Garbage Collection</b>			
Personnel Services - Salaries	9,991	9,991	0
Insurance Benefits	0	0	0
Pension Benefits	0	0	0
Professional Services	229,040	229,030	10
Communications	4,000	4,000	0
Professional Development	0	0	0
General Supplies	0	0	0
Other Expenditures	4,500	4,500	0
Total	247,531	247,521	10

REF: Garbage Disposal Tax (65ILCS 5/11-19-4) **10**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Workers' Compensation</b>			
Workers' Compensation Insurance	95,200	0	156,500
Total	95,200	0	156,500

REF: Workers' Compensation and Occupational Disease (7451LCS 10/9-107) **156,500**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Liability Insurance</b>			
Insurance Benefit	0	0	0
City Building & Content	50,200	32,700	17,500
Public Official's Liability	350	350	0
Automobile Insurance	18,300	18,300	0
Tort Insurance	73,600	73,600	0
Inland Marine	3,700	3,700	0
Boiler & Machinery	3,500	3,500	0
Employee Crime	0	0	0
Employee's Bond	0	0	0
Treasurer's Bond	0	0	0
Total	149,650	132,150	17,500

REF: City Tort Judgment & Liability Insurance Fund (745 ILCS 10/9-107) **17,500**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Parks Fund</b>			
Personnel Services - Salaries	83,900	1,150	82,750
Maintenance Services	31,650	31,650	0
Professional Services	3,550	3,550	0
Professional Development	0	0	0
Service Charges	3,500	3,500	0
General Supplies	11,000	11,000	0
Debt Service	54,345	54,345	0
Capital Outlays	485,200	485,200	0
Other Expenditures	5,300	5,300	0
Total	678,445	595,695	82,750

REF: Parks Tax (651LCS 5/11-98-1) **82,750**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Social Security</b>			
Social Security Tax	149,700	0	137,000
Total	149,700	0	137,000

REF: Social Security Fund (40LCS 5/21-110 & 110.1) **137,000**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Flood Control Fund</b>			
Personnel Services - Salaries	44,727	0	44,000
Insurance Benefits	0	0	0
Pension Benefits	0	0	0
Maintenance Services	10,000	0	10,000
Professional Services	0	0	0
Communications	0	0	0
Professional Development	0	0	0
Service Charges	2,500	0	2,500
Maintenance Supplies	2,500	0	2,500
General Supplies	0	0	0
Capital Outlays	14,000	0	20,000
Other Expenditures	1,000	0	1,000
Total	74,727	0	80,000

REF: Levee Tax (65ILCS 5/11-112-1 & 2) **80,000**

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Fire Protection Fund</b>			
Personnel Services - Salaries	28,120	0	28,120
Insurance Benefits	2,200	0	2,200
Pension Benefits	0	0	0
Maintenance Services	3,800	0	3,800
Professional Services	3,060	0	3,060
Communications	1,850	0	1,850
Professional Development	11,500	0	11,500
Service Charges	17,200	0	17,200
Other Contractual Services	0	0	0
Maintenance Supplies	13,000	0	13,000
General Supplies	16,500	0	16,500
Capital Outlays	22,500	0	22,500
Other Expenditures	689,700	0	245,459
<b>Total</b>	<b>809,430</b>	<b>0</b>	<b>365,189</b>

REF: Fire Protection Tax (65ILCS 5/11-71 & 3) 365,189

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Water Fund</b>			
Personnel Services - Salaries	129,918	129,908	10
Insurance Benefits	0	0	0
Pension Benefits	0	0	0
Maintenance Services	0	0	0
Professional Services	0	0	0
Communications	2,400	2,400	0
Professional Development	0	0	0
Service Charges	8,000	8,000	0
Other Contractual Services	330,000	330,000	0
Maintenance Supplies	0	0	0
General Supplies	300	300	0
Debt Service	162,100	162,100	0
Capital Outlays	250,500	250,500	0
Other Expenditures	32,690	32,690	0
<b>Total</b>	<b>915,908</b>	<b>915,898</b>	<b>10</b>

REF: Waterworks System Tax (65ILCS 5/11-131-1) 10

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Sewer Fund</b>			
Personnel Services - Salaries	114,037	114,037	0
Insurance Benefits	0	0	0
Pension Benefits	0	0	0
Maintenance Services	1,300	1,300	0
Professional Services	16,390	16,380	10
Communications	1,300	1,300	0
Professional Development	0	0	0
Other Contractual Services	330,000	330,000	0
Maintenance Supplies	0	0	0
General Supplies	300	300	0
Debt Service	602,755	602,755	0
Capital Outlays	132,500	132,500	0
Other Expenditures	103,000	103,000	0
<b>Total</b>	<b>1,301,582</b>	<b>1,301,572</b>	<b>10</b>

REF: Chlorination of Sewage Tax (65ILCS 5/11-142-3) 10

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Illinois Municipal Retirement Fund</b>			
Pension Benefits	163,500	50,500	113,000
Personal Property Replacement Tax (Library)	8,000	8,000	0
Total	171,500	58,500	113,000
REF: Illinois Municipal Retirement Fund (40 ILCS 5/7-171)			<b>113,000</b>

FUND	AMOUNT BUDGETED \$	FROM OTHER SOURCES \$	AMOUNT LEVIED \$
<b>Unemployment Insurance</b>			
Unemployment Payments	8,300	5,800	2,500
Total	8,300	5,800	2,500
Unemployment Compensation Fund (745ILCS 10/9-1-7)			<b>2,500</b>

TAX LEVY SUMMARY			AMOUNT LEVIED \$
General Corporate Tax			439,762
Police Protection Tax			25,084
School Cross Guards			10
Street Lighting			10
Street & Bridges Tax			0
Annual Audit Tax			19,500
Emergency Services Tax			857
Garbage Disposal Tax			10
Worker's Compensation Tax			156,500
City Tort Judgment & Liability Insurance			17,500
Parks & Recreation Tax			82,750
Social Security Tax			137,000
Flood Control Tax			80,000
Fire Protection Tax			365,189
Water Treatment Tax			10
Chlorination Tax			10
Illinois Municipal Retirement Fund			113,000
Unemployment Insurance Tax			2,500
<b>TOTAL TAX LEVY</b>			<b>1,439,693</b>

**SECTION II:** That the amount levied for each object and purpose is placed in a separate column under the heading, "Amount Levied," which appears over same being as follows, to-wit:

**SECTION III:** That if any section, subdivision or sentence of this ordinance shall for any reason be held invalid or to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

**SECTION IV:** That this ordinance shall be in full force and effect after its adoption as provided by law.

Adopted this 26th day of November, 2018 pursuant to a roll call vote by the City Council of the City of Galena, Jo Daviess County, Illinois.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

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

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

# Four Year Restoration Proposal

(2017 thru 2020)

For “Old City Cemetary”

Dodge and High Streets

*Goals for Year 2019*

*Project Scope:* Goal – Restore “Old city Cemetery” to get a glimpse of how it looked as of May, 1857.

*Project Background:*

2018 saw the completion of a wooden fence with urns on corner posts at Scott burial plot, fabrication of 13 finials for top of iron fence around Russell S. Jones headstone (son of J.R. Jones who resided in Belvidere house), base construction and placement of seven marble headstones throughout cemetery. removal of 5 dead trees, placing of a marble memorial tablet for military veterans & one for African-Americans buried in cemetery, placement of 4 loads of dirt throughout cemetery at low spots, placed cross on Louesa Sackett headstone in “Catholic” part of cemetery, cleaning of remaining stones and painting of both wooden fences in the fall.

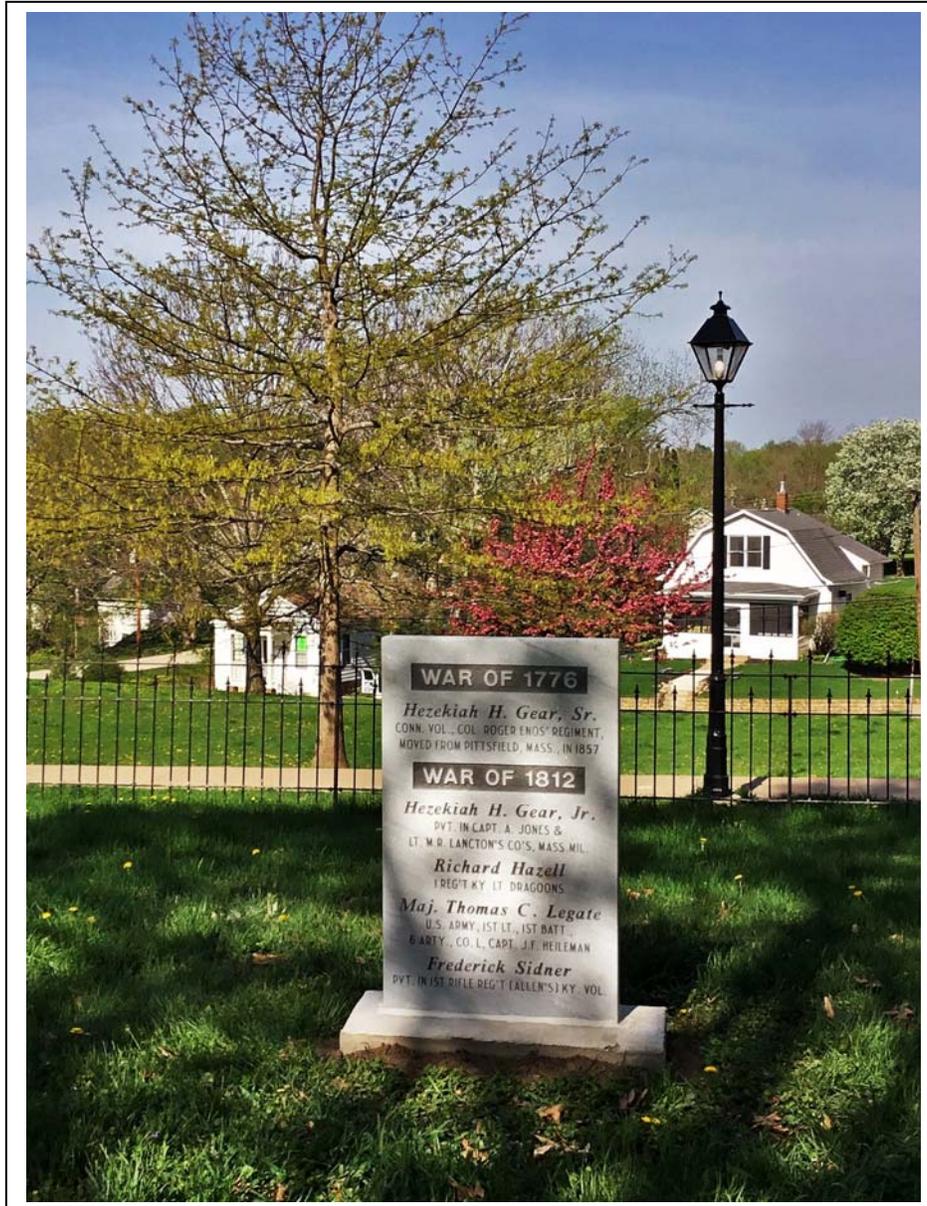
Stonemason's name at right corner on third stone



*Example 2017 – Fence with urns around Scott monument*



*Example 2017 – memorial to Veterans buried at Old City cemetery*



*Example 2017 – top finial from one original piece located in cemetery and fabricated by Lemfco foundry*

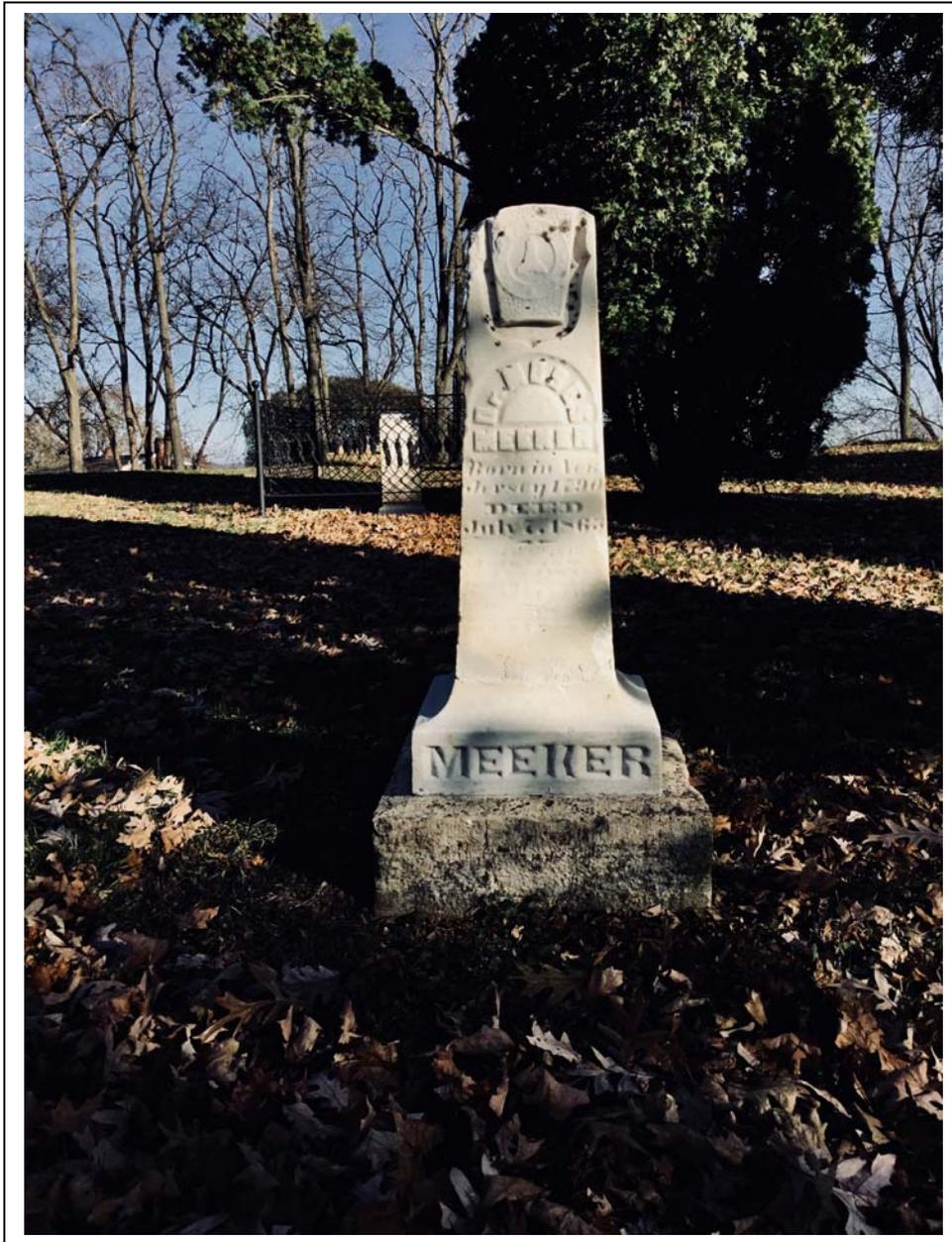


## Goals for 2019:

1. Design and get approval for up to three interpretive signs
2. Have a GPR survey (ground positioning radar) on a part of the cemetery
3. Erect an iron fence at Reverend Aratus Kent's original burial plot. (He was re-interred in 1929 at Greenwood along with his wife and children).
4. Place two stone benches (City has the donated benches and will place when weather permits)

The goals are listed roughly in the priority we hope to complete them. We will continue to raise funds by asking for donations from community organizations and interested persons.

Moses Meeker



**[2<sup>nd</sup> Draft] 2018-07-15 of text for Meeker historical sign**

*The Name of Galena's Meeker Street Honors A Man's Memory*

Moses Meeker – was not the first person to settle at Fevre river, but he was the first to bring a large group of men, women & children from Ohio by flatboat to the present city of Galena to stay.

Moses was born at Newark, Essex County, New Jersey on June 17, 1790. There he marries Mary “Rose” Henry in 1813. His family were settled in Ohio by 1817 where he was manufacturing white lead. “It became necessary for me to visit St. Louis to purchase pig lead. I learned that Col. James Johnson of Kentucky was fitting out an expedition to work the lead mines on Fevre river...On the first of October, 1822, Col. Cole and myself started from Cincinnati on horseback for the lead mines by way of St. Louis”.

They arrived November 12, 1822 and found Col. James Johnson's company of eight men (white & black), Thomas H. January with two or three men, John Burrel and Nehemiah Bates, Amos Farrar, David G. Bates and A. P. Vanmetre and Thomas Bouthilier here working to extract lead. He stayed eight days and returned home to plan his return.

April 5, 1823, they cut loose the keelboat “Col. Bumford” on the Ohio river with a crew of 19 men plus women, children & 3 dogs (43 persons in all). They floated downstream to St. Louis then had to pole their way up the Mississippi cross the Rapids at Rock Island and arrived after a trip of 89 days on June 1, 1823. Moses took a “census” in August 1823 - there were 74 men, women, children (white and black) and about 500 Indians.

Moses remained in Galena only a short time after 1832. In 1833 he moved on to Blue River, Iowa County, WI, mortgaging twenty-four lots in “Old Town” to William Hooper, Charles Peck and Samuel H. Scales for debts amounting to approx.. \$7000 and an advance of \$15,000 to be used in building a smelter at Blue River. He was conspicuous in the politics and history of the lead mining in that region. In 1854 he retired to his farm, “Meeker's Grove” near Benton, WI. He had moved to Shullsburg where he died July 7, 1865. His second wife (Elizabeth Pridden Shackleton) petitioned the Mayor and Aldermen of Galena “...asking the privilege of burying her late husband in the old City Cemetery beside his first wife..”, who had died March 23, 1829.

Meeker Article in Rockford Morning Star, January 10, 1937, pg 6

[Source – article in Wisconsin State Historical Society written by Moses Meeker, “History of Lead region of Wisconsin”, Volume VI, 271-96]

Copy of letter from his second wife to City of Galena, located at Historical Room, Galena Public Library

African-American memorial tablet in Southeast part of cemetery



Location of donated stone bench (between two oaks)



# CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



## MEMORANDUM

TO: Honorable Mayor Renner and City Council  
FROM: Janelle Keeffer, Facilities Manager *Janelle*  
DATE: December 6, 2018  
RE: Swimming Pool Year-End Report, Summer 2018

2018 marked the thirty-first year of operation for the Alice T. Virtue Memorial Pool. We have a pool that is celebrated in the community and draws patrons from throughout the tri-state area. We are respected for our lessons program and this year hosted 421 students, teaching them water safety, fulfilling the mission of our core donor, Ms. Alice T. Virtue.

We are known for our large, family friendly facility including a kiddie pool that is not uncomfortably crowded; and for our full-menu concessions stand that provides tasty treats other than just pre-packaged novelties. We have expanded our marketing to encourage locals to enjoy Rec Park over their lunch hour by calling ahead for lunch orders and also offering "dinner to go" as swimmers leave for the day.

We received compliments from several families with special needs on how our staff and facility were especially friendly to them and their use. One patron confined to a wheel chair expressed his joy in being able to be in the water with his family because of our zero-depth entry.

Season pass pricing and lessons are the lowest in the region.

We employ approximately 40 staff members, most of whom are area students.

Every year, we challenge ourselves to better serve our community and grow to meet the changing needs of our patrons. Following are areas our team has identified and are proposing improvements for the future.

- **EARLY REGISTRATION**  
Researching online registration and / or multiple work stations capable of real-time registration.
- **RESURFACING**  
Researching options for resurfacing the kiddie pool and zero-depth area that provide less annual maintenance and more durability.
- **ADULT STAFFING**  
It is a challenge to find adults to take on leadership positions during the short season over summer months. New county health codes also require a certified food manager to be present on site during all hours of concession operation, which is different from past years. More adult supervision is needed and will be a benefit for safe and efficient operation. I am putting together a proposal for added compensation and training to aid in retention of a quality on-site adult management team.
- **FACILITIES UPDATES**  
Our pump room is dated and should be improved. New technologies greatly increase safety, ease of use, and efficiency, which should also result in a cost savings for operations.

# GALENA SWIMMING POOL

Chart A: Financial Performance and Operational Statistics: 2014-2018

YEAR	2014	2015	2016	2017	2018	Five-Year Average	
<b>REVENUE</b>							
Admissions	21,268	25,842	29,798	31,465	33,532	\$ 28,381	2018 Open 7 days longer than 2017
Season Passes	16,055	14,875	14,946	15,667	18,675	\$ 16,044	Increase in sales; no increase in pricing
Concessions	24,561	26,158	25,435	26,164	23,252	\$ 25,114	Decrease; management changes, f'real mixers down for a week+
Lessons	10,980	12,610	14,355	17,235	16,930	\$ 14,422	Stable--difference from 2017 is 10 lessons
Misc. (Pool Rental + Other)	4,227	3,130	5,710	4,297	3,958	\$ 4,264	Stable--difference 2 parties; at least 2 cancellations due to weather + 1 vomit incident   Cut back from 2016 to manage staffing hours
<b>Total Revenue</b>	<b>\$ 77,091</b>	<b>\$ 82,615</b>	<b>\$ 90,244</b>	<b>\$ 94,827</b>	<b>\$ 96,347</b>	<b>\$ 88,225</b>	
<b>EXPENSES</b>						<b>Average</b>	
<b>Labor</b>							
Operation Manager	7,518	7,752	6,714	7,687	160	\$ 5,966	Did not have an operations manager in 2018; recruiting for 2019 40 hrs per week x 14 weeks and took on some roles of manager; 2016 + prior 8 week term and 20-30
Lesson Coordinator	3,999	4,176	4,310	6,843	7,296	\$ 5,325	hours per week
Pool Area Supervisor	0	0	0	0	0	\$ -	No supervisor
Supervisor of Concessions	1,113	1,372	0	0	2,498	\$ 997	Turnover in staff; recruiting for 2019
Lifeguards	42,997	42,517	34,509	47,438	48,761	\$ 43,244	Open 7 days longer than 2017
Instructors	6,693	8,915	8,989	7,680	12,105	\$ 8,876	This is an area I will be watching closely in 2019; added diving class
Concessions/Admissions	16,578	15,816	16,084	21,770	25,956	\$ 19,241	Overstaffed. Will be working on scheduling changes for 2019.
Overtime	96	398	181	979	224	\$ 376	Staff was very cognicent of managing overtime
<b>Total Labor Expense</b>	<b>78,994</b>	<b>80,946</b>	<b>70,787</b>	<b>92,397</b>	<b>96,999</b>	<b>\$ 84,025</b>	
<b>Chemicals, Maintenance and Supplies</b>	<b>68,629</b>	<b>58,543</b>	<b>65,256</b>	<b>96,984</b>	<b>63,085</b>	<b>\$ 70,499</b>	\$4,000 savings in chemicals; also include staff certifications & reimbursements.
<b>Debt Service</b>	<b>16,595</b>	<b>18,575</b>	<b>18,271</b>	<b>18,900</b>	<b>18,715</b>	<b>\$ 18,211</b>	
<b>Total Expenses</b>	<b>164,218</b>	<b>158,064</b>	<b>154,314</b>	<b>208,281</b>	<b>178,799</b>	<b>\$ 172,735</b>	
<b>PROFIT/(LOSS)</b>	<b>(87,127)</b>	<b>(75,449)</b>	<b>(64,070)</b>	<b>(113,454)</b>	<b>(82,452)</b>	<b>\$ (84,510)</b>	
<b>SUPPLEMENTAL</b>						<b>Average</b>	
Days Open	70	69	75	73	80	73.4	7 days longer in 2018
Days Closed	2	4	4	3	3	3.2	Focused on staying open to serve public / 2 days maintenance, 1 weather
Days Half Closed	0	1	1	0	0	0.4	Focused on staying open to serve public
Attendance	13,303	15,152	15,652	14,939	16,304	15070	Open 7 days longer in 2018, inc Memorial Day Weekend & 2 days after area pools closed
Average Daily Attendance	190	220	209	205	204	205	Consistent; although open more days, same daily attendance
Cost to Operate Per Day When Open (INCLUDES Debt Service)	\$2,346	\$2,291	\$2,058	\$2,853	\$2,235	\$2,356	
Revenue Per Day When Open	\$944	\$1,015	\$1,012	\$1,063	\$993	\$ 1,005	

Further explanation of our operations, referencing Chart A:

### **ADMISSIONS**

There were no rate increases implemented in 2018.

2018 Open 80 days | 16,304 guests | average # of guests per day 204

2017 Open 73 days | 14,939 guests | average # of guests per day 205

### **SEASON PASSES**

No increase in price to season passes in 2018.

Total Season Passes sold in 2018: 854 | 2017: 794

\$3,040 in our total season pass revenue was generated through Galena ARC | 2017: \$2,580

### **CONCESSIONS**

We had new managers and turnover in the concession stand this year as well as downtime with some of our core equipment (f' Real Shake Machine). Our goal was to maintain solid offerings.

Our staffing hours were also high in concessions and will be refined in 2019. I look forward to better efficiencies next season.

Average expenditure per guest: \$1.42 in 2018 versus \$1.77 in 2017

### **LESSONS**

Total number of students in 2018: 421 students, many took multiple classes.

Number does not include parent child class enrollment.

2017: 474 (16 families in Parent / Child Class + 5 in Diving)

2018 \$2,450 in our total lessons revenue was generated through Galena ARC | 2017 \$2,010

### **MISC REVENUE—POOL RENTAL & OTHER**

2018 \$3,958 | 2017 \$4,297

For our pool season 2017, we capped the number of extra events (such as parties, in-service training, etc.) to three per week to balance staff hours. This year we did have weather cancellations that would have kept us consistent with our 2017 revenue.

### **LABOR**

- We did not have a pool manager this season.
- Our lesson coordinator took on some of the responsibilities of the pool manager, including scheduling, in-service training, and care of the pool. She works 40 hours per week for the entire season. In past years, our lessons coordinator worked 20 hours per week for 8-9 weeks.
- Supervisors of Concessions—we had two different supervisors this year who worked part time, and an interim period with a student supervisor. Next year we will need to have an adult manager during all open hours and will see an increase in this line item.
- Lifeguards—our supervisors also covered some responsibilities of the pool manager, so were working consistent 40-hour weeks. We also were open seven days longer this year than in past years. Our numbers in terms of staff seemed balanced this year.
- Instructors—we seem high on our instructor wages. I will be reviewing our enrollment closely for the next season to see if we were overstaffed. We did add a diving class with multiple teachers, but that should not have made for this difference in wages.
- Overtime was watched closely, and we did well to keep to a minimum.

**CHEMICALS, MAINTENANCE AND SUPPLIES**

Our chemical purchases decreased this year by about \$4,000, which I believe was a result of rebuilding the Strand Control unit in the pump room. Upgrading our pump room equipment should help us continue to reduce costs in the future. Our 2017 amount included a new boiler which cost approximately \$31,000. This line item is in line with previous years.

**COST OF OPERATION**

This year we focused on remaining open regardless of census. We opened as planned over Memorial Day weekend and extended our season by two days in August.

Daily cost to operate when open:	\$2,235	{\$2,853 in 2017}
Revenue per day when open:	\$993	{\$1,063 in 2017}
Average loss / profit per day:	-\$1,242	{\$1,554 in 2017}

**FACILITY IMPROVEMENTS**

Our pool was built in 1987, and several updates are needed. One of the most critical is the replacement of six (6) drain covers as our current covers expire this year. In monitoring our current budget and planning for 2019, I will be researching and presenting more information on the following to City Council:

Table 1. 2019-20 Repairs & Enhancements to Present to City Council

PROJECT	COST
Install six (6) new drain covers	\$13,000
New iPad Register System for Admissions / Concessions	Estimate to come
New Website with online course registration	\$4,000
Resurface Kiddie Pool <i>Evaluating best option—epoxy paint or foam non-slip coating</i>	\$10,000- \$20,000
Resurface Zero Depth and / or epoxy paint main pool <i>Evaluating best option—epoxy paint or foam non-slip coating</i>	\$30,000- \$60,000
Replace Flowmeters	\$10,000
New Becs / Chemtroller	\$6,500
New Enzyme Feeder	\$2,000

I would like to extend my thanks to our 2018 Public Works Team for their work in maintaining our pool. Thanks also to our 2018 pool team—a mix of returning and new team members who stepped up to accept responsibility quickly and professionally. Together, they provided a safe and fun experience for our community. We look forward to our 2019 season and are busy planning already!

# 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: December 5, 2018

RE: Water and Wastewater Operations and Maintenance

At the June 25, 2018 council meeting, the council discussed the proposed assignment of the operations and maintenance contract for the water and sewer systems from American Water to Veolia. While the assignment was approved, the council suggested examining the possibility of the City taking the operations and maintenance responsibilities back “in-house” at the expiration of the current contract on July 31, 2019. I am writing to present a brief analysis of the in-house vs. contract operations options.

### History

In 1998, the City issued a request for proposals seeking private companies interested in a contract to operate and maintain our water and sewer systems. The City was facing challenges from an outdated sewer treatment plant, increasingly stringent Environmental Protection Agency (EPA) regulations, and the unfortunate passing of our longtime employee who operated the system.

Four proposals were submitted, and the City selected the Environmental Management Corporation (EMC) as the first contract operator of the system. A three-year contract was signed with EMC in August 1998. At the time, the following benefits were cited as reason to shift operations and maintenance from the City to a private operator.

1. Reduce costs for wastewater and water utility operations (the initial contract cost was less than the City’s annual operating cost).
2. Provide cost control and accountability over a three-year period.
3. Insure compliance with all EPA regulations and protect the City from the associated liability.
4. Insure compliance with all Occupation Safety and Health Administration (OSHA) regulations.
5. Facilitate upgrades and improvements to the system to improve operations and customer service.
6. Guarantee effluent water quality and finished water quality.
7. Improve data collection and records systems.
8. Provide trained staff and access to a network of resources and experience.

The contract has been renewed four times since the initial agreement was executed in 1998. The first renewal was for three years, each of the next three were for five years. Assignments of the contract have occurred as the contracting firm was purchased by another firm on several occasions. Generally, the contract terms have been consistent over the years. Changes have been made to the contract scope to account for the new treatment plant, new well and tower, new lift stations, and other additions to our water and sewer systems, such as subdivisions. Annual increases of the contract cost have always been the same as the Consumer Price Index (CPI), except in some renewal years when reductions or discounts to CPI were negotiated.

The current contract costs and cost structure are shown in Table 1 below. Please note that maintenance and repair (M&R), chemicals, and electricity are considered contract costs, but are costs the City could be expected to incur if it operated the systems. The only exceptions are if M&R or chemical costs exceed the contract sum. In either case, the contractor would pay the amount above the contract sum. The base contract cost is the figure that represents staffing and operations—the cost of operations.

Table 1. 2018-19 Water and Sewer Operations and Maintenance Contract Costs

Item	Cost	Explanation
Base Contract (Personnel and Operations)	\$415,587	Guaranteed amount for personnel, operations and profit
Maintenance and Repair	\$79,749	Contractor pays all maintenance and repair (M&R) costs \$3,000 or less. If the total M&R for the year is less than \$79,749, the difference is refunded to the City. If the total M&R exceeds \$79,749, the <i>contractor</i> pays the difference.
Chemicals	\$17,926	Contractor pays all chemical costs. If the total chemical cost for the year is less than \$17,926, the difference is refunded to the City. If the total chemical cost exceeds \$17,926, the <i>contractor</i> pays the difference.
Electricity	\$126,000	Contractor pays all electricity costs. If the total electricity cost for the year is less than \$126,000, the difference is refunded to the City. If the total electricity cost exceeds \$126,000, the <i>City</i> pays the difference.
<b>TOTAL</b>	<b>\$639,261</b>	Total annual contract cost, including base contract and base allotments for M&R, chemicals and electricity.

The “In-House” Option

The purpose of this report is to provide the council with the information needed to decide whether to take back full operation of the water and wastewater systems at the expiration of the current contract or sometime thereafter. The cost of operating the systems in comparison to the contract cost should be one of the main factors used to evaluate the issue.

I estimated the cost of the City taking operations and maintenance back in-house and compared it to the cost of the current contract with Veolia. This comparison is shown in Table 2 below. As explained earlier, maintenance and repair, chemicals, and electricity should be the same with either option.

Table 2. Cost Comparison: In-House vs. Contract Operations and Maintenance

Item	In-House	Contract	Difference
Base Contract (Personnel and Operations)	\$439,082	\$415,587	\$23,495
Maintenance and Repair	\$79,749	\$79,749	\$0
Chemicals	\$17,926	\$17,926	\$0
Electricity	\$126,000	\$126,000	\$0
<b>TOTAL</b>	<b>\$662,757</b>	<b>\$639,261</b>	<b>\$23,495</b>

For the in-house option, the base contract cost for personnel and operations is expected to be \$439,082 or \$23,495 higher than the contract cost. In addition to personnel costs, the base contract cost estimate includes the cost of vehicles, fuel, utilities, laboratory services, supplies, and computers/software. Please refer to Appendix A for the calculations used to arrive at the base contract cost estimate for the in-house option. Personnel cost estimates, especially for the operator positions, could be low given the shortage of qualified operators in the industry. Wages for operator positions may be driven higher because of the shortage.

While I believe the City could effectively operate and maintain the systems, I think there are compelling reasons to continue with the private contractor option. The benefits of private contracting that we identified in 1998 and as listed on page 1 are still very relevant today. In addition to being more cost-effective, the contract option offers the City considerable peace of mind of guaranteed regulatory compliance, effluent water quality, and finished water quality. Contractor operators like Veolia also offer considerable expertise and resources from within their vast organization.

Options

With the current contract expiring in six months, we have the following options for the operations and maintenance of the water and sewer systems:

1. Attempt to negotiate a contract renewal with Veolia. With this option, the entire contract could be open for negotiation. If the negotiations are not successful, the City could move to one of the other options. If this is the selected option, negotiations should begin immediately.

2. Prepare a detailed request for qualifications to solicit proposals from qualified contractors. This option would give Veolia and other contractors the opportunity to compete for the contract based on qualifications. This would be a very involved process that if selected should be initiated immediately.
3. Move the operations and maintenance in-house. We may need to consider a contract extension to provide the time needed to complete this transition, including the hiring of new employees. An important consideration with this option would be the challenge of hiring water and sewer operators with the required licenses given the noted industry-wide shortage of qualified operators. Also, non-compete contracts could prevent current Veolia employees in Galena from transitioning to employment with the City.

I hope this report assists you with making informed decisions about the water and sewer systems. Please let me know if you have any questions or require any other information.

Water and Wastewater Operations and Maintenance: Estimated Personnel Costs

Position	Annual Wage	Hourly Rate				Straight Time Hourly Wage	Dental	Health	Benefit Value Per Hour	Straight Time Wage with Benefits	Annual Compensation w Benefits	Annual Compensation w Benefits & OT <sup>1</sup>
		Before Benefits	SS (4.20%)	Medicare (1.45%)	IMRF (10.01%)							
Sewer Operator (Class 1 License)	\$80,000	\$38.46	\$3,360	\$1,160	\$8,008	\$44.50	\$876	\$10,838	\$5.63	\$50.14	\$104,281	\$104,281
Water Operator (Class C License)	\$65,000	\$31.25	\$2,730	\$943	\$6,507	\$36.16	\$876	\$10,838	\$5.63	\$41.79	\$86,925	\$90,179
Lab Technician	\$55,000	\$26.44	\$2,310	\$798	\$5,506	\$30.60	\$876	\$10,838	\$5.63	\$36.23	\$75,354	\$78,107
Laborer 2	\$38,000	\$18.27	\$1,596	\$551	\$3,804	\$21.14	\$876	\$15,383	\$7.82	\$28.96	\$60,228	\$62,131
Laborer 2	\$35,000	\$16.83	\$1,470	\$508	\$3,504	\$19.47	\$876	\$10,838	\$5.63	\$25.10	\$52,212	\$53,965
Seasonal Laborer	\$12,500	\$6.01	\$525	\$181	\$0	\$6.35	\$0	\$0	\$0.00	\$6.35	\$13,212	\$13,784
<b>TOTAL</b>	<b>\$285,500</b>	<b>\$137</b>	<b>\$11,991</b>	<b>\$4,140</b>	<b>\$27,327</b>	<b>\$158</b>	<b>\$4,380</b>	<b>\$58,737</b>	<b>\$30</b>	<b>\$189</b>	<b>\$392,212</b>	<b>\$402,446</b>

Note: <sup>1</sup>Assuming five hours overtime per month per hourly rated employee

Water and Wastewater Operations and Maintenance:  
Estimated Cost of Workers' Compensation Insurance

Position	Annual Wage	Workers' Comp Insurance Cost <sup>2</sup>
Sewer Operator	\$80,000	\$1,072
Water Operator	\$65,000	\$871
Lab Technician	\$55,000	\$737
Laborer 2	\$38,000	\$509
Laborer 2	\$35,000	\$469
Seasonal Laborer	\$12,500	\$168
<b>TOTAL</b>	<b>\$285,500</b>	<b>\$3,826</b>

Water and Wastewater Operations and Maintenance:  
Estimated Operating Expenses

Item	Cost
Fuel	\$4,800
Natural Gas	\$1,800
Laboratory Services	\$10,000
Phone	\$960
Supplies	\$4,000
Vehicles	\$3,750
Computers/Software	\$7,500
<b>TOTAL</b>	<b>\$32,810</b>

Water and Wastewater Operations and Maintenance:  
Total Personnel and Operations Cost

Item	Cost
Annual Compensation and Benefits	\$402,446
Worker's Compensation Insurance	\$3,826
Operating Expenses	\$32,810
<b>TOTAL</b>	<b>\$439,082</b>

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
<b>AT &amp; T LONG DISTANCE (119065)</b>							
120118	1	Invoice	ADMINISTRATION/LONG	12/01/2018	17.97		01.13.552.00
120118	2	Invoice	PUBLIC WORKS/LONG DI	12/01/2018	.26		01.41.552.00
120118	3	Invoice	FIRE DEPARTMENT/LON	12/01/2018	.22		22.22.552.00
120118	4	Invoice	POLICE/LONG DISTANCE	12/01/2018	17.60		01.21.552.00
120118	5	Invoice	ADMINISTRATION/LONG	12/01/2018	65.06		01.13.552.00
Total AT & T LONG DISTANCE (119065):					101.11		
<b>CARGILL, INC. (119097)</b>							
2904447014	1	Invoice	SALT	11/26/2018	3,487.58		01.41.614.07
Total CARGILL, INC. (119097):					3,487.58		
<b>COLE (JIM) CUSTOM PAINT (119417)</b>							
102818	1	Invoice	ST. LIGHT MAINTENANC	10/28/2018	480.00		01.41.514.11
Total COLE (JIM) CUSTOM PAINT (119417):					480.00		
<b>COMELEC SERVICES INC. (244)</b>							
0467020	1	Invoice	RADIO ANTENAS	11/20/2018	75.00		22.22.652.00
Total COMELEC SERVICES INC. (244):					75.00		
<b>COMMUNITY FUNDING &amp; PLANNING SERV. (119937)</b>							
112618	1	Invoice	PARK AVENUE PROJECT	11/26/2018	6,750.00		51.42.831.04
Total COMMUNITY FUNDING & PLANNING SERV. (119937):					6,750.00		
<b>DIFCO, INC. (120633)</b>							
2018-MW-20	1	Invoice	TOWER CLEANING	11/27/2018	6,000.00		51.42.929.00
2018-MW-20	1	Invoice	TOWER CLEANING	11/27/2018	525.00		51.42.929.00
Total DIFCO, INC. (120633):					6,525.00		
<b>DINGES FIRE COMPANY (120340)</b>							
51658	1	Invoice	HELMET FRONTS FOR N	11/06/2018	1,900.00		22.22.840.00
52233	1	Invoice	REPAIR BUNKER GEAR	12/03/2018	365.50		22.22.652.00
Total DINGES FIRE COMPANY (120340):					2,265.50		
<b>DUBUQUE FIRE EQUIPMENT, INC. (631)</b>							
132825	1	Invoice	SCBA BOTTLE TESTING	08/01/2018	980.00		22.22.652.00
Total DUBUQUE FIRE EQUIPMENT, INC. (631):					980.00		
<b>FIRE SERVICE INC. (119472)</b>							
16219	1	Invoice	AIR VALVE/TOGGLE SWI	11/21/2018	271.92		22.22.613.00
Total FIRE SERVICE INC. (119472):					271.92		
<b>GALENA ARC (850)</b>							
121018	1	Invoice	HAHN COUNCIL SALARY	12/10/2018	100.00		01.11.432.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total GALENA ARC (850):					100.00		
<b>GALENA GAZETTE (34)</b>							
00064352	1	Invoice	PUBLIC HEARING NOTIC	11/21/2018	121.60		01.16.553.00
Total GALENA GAZETTE (34):					121.60		
<b>GALENA PUBLIC LIBRARY (93)</b>							
120618	1	Invoice	PERS.PROP.REPLACE.T	12/06/2018	962.90		16.14.913.00
Total GALENA PUBLIC LIBRARY (93):					962.90		
<b>GALL'S, INC. (712)</b>							
011204611	1	Invoice	UNIFORMS/DEVIN	11/08/2018	139.99		01.21.471.15
011335523	1	Invoice	UNIFORMS/Keith	11/26/2018	148.75		01.21.471.15
Total GALL'S, INC. (712):					288.74		
<b>GASSER @ GALENA (24)</b>							
120118	1	Invoice	MISC. SUPPLIES	12/01/2018	8.38		01.41.514.06
120118	2	Invoice	MISC. SUPPLIES	12/01/2018	110.96		01.41.613.12
120118	3	Invoice	MISC. SUPPLIES	12/01/2018	67.53		01.41.613.15
120118	4	Invoice	MISC. SUPPLIES	12/01/2018	119.89		01.41.652.00
120118	5	Invoice	MISC. SUPPLIES	12/01/2018	164.70		17.52.514.00
120118	6	Invoice	MISC. SUPPLIES	12/01/2018	80.91		17.52.652.00
120118	7	Invoice	MISC. SUPPLIES	12/01/2018	31.45		22.22.611.00
120118	8	Invoice	MISC. SUPPLIES	12/01/2018	43.51		22.22.652.00
120118	9	Invoice	MISC. SUPPLIES	12/01/2018	7.78		58.54.511.00
Total GASSER @ GALENA (24):					635.11		
<b>GUY'S TRUCK &amp; TRACTOR SERVICE (119033)</b>							
GWIO12276	2	Adjustmen	TOWER CLEANING	11/06/2018	525.00-		51.42.549.00
GWIO12381	1	Invoice	2011 INTERNATIONAL D	11/21/2018	257.16		01.41.613.06
GWIO12414	1	Invoice	TOWER CLEANING	11/29/2018	520.00		51.42.549.00
GWIO12417	1	Invoice	2015 1-TON FORD	11/30/2018	44.92		01.41.613.15
GWO013812	2	Adjustmen	TOWER CLEANING	11/12/2018	520.00-		51.42.549.00
Total GUY'S TRUCK & TRACTOR SERVICE (119033):					222.92-		
<b>HALSTEAD, MARY L. (119966)</b>							
121018	1	Invoice	CITY HALL JANITOR	12/10/2018	290.00		01.13.511.07
121018	2	Invoice	PUBLIC RESTROOMS AT	12/10/2018	270.00		01.13.511.08
121018	3	Invoice	MARKET HOUSE RESTR	12/10/2018	258.50		01.13.511.09
Total HALSTEAD, MARY L. (119966):					818.50		
<b>HEXAGON GEOSPATIAL (120333)</b>							
HG2018-112	1	Invoice	GEOMEDIA	12/06/2018	612.00		01.45.532.01
Total HEXAGON GEOSPATIAL (120333):					612.00		

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
<b>HOLLAND HEATING, AIR COND (99)</b>							
45471	1	Invoice	BOILER INSPECTION & R	11/12/2018	60.00		22.22.611.00
45474	1	Invoice	SLUDGE BARN	11/12/2018	642.85		01.41.863.09
Total HOLLAND HEATING, AIR COND (99):					702.85		
<b>J &amp; R SUPPLY INCORPORATED (951)</b>							
1811523	1	Invoice	STORM SEWER	11/06/2018	883.50		01.41.514.06
1812041	1	Invoice	CREDIT	11/29/2018	1,680.00-		15.41.850.00
1812042	1	Invoice	STORM SEWER BEHIND	11/29/2018	425.00		01.41.514.06
7811522	1	Invoice	GEAR ST.	11/08/2018	1,100.00		15.41.850.00
Total J & R SUPPLY INCORPORATED (951):					728.50		
<b>JO CARROLL ENERGY, INC. (397)</b>							
120118	1	Invoice	LIFT STATION	12/01/2018	129.69		52.43.850.09
120118	2	Invoice	POLICE/ELECTRIC	12/01/2018	512.49		01.21.571.01
120118	3	Invoice	EMS/ELECTRIC	12/01/2018	46.92		12.10.571.01
120118	4	Invoice	PARKS/ELECTRIC	12/01/2018	57.33		17.52.571.01
120118	5	Invoice	FLOOD/ELECTRIC	12/01/2018	294.47		20.25.576.01
120118	6	Invoice	FIRE/ELECTRIC	12/01/2018	384.81		22.22.576.01
120118	7	Invoice	WELCOME SIGNS	12/01/2018	34.08		01.41.571.01
120118	8	Invoice	STREET LIGHTS/ELECTR	12/01/2018	5,031.86		15.41.572.00
Total JO CARROLL ENERGY, INC. (397):					6,491.65		
<b>JO DAVIESS CTY GIS DEPT (330)</b>							
112618	1	Invoice	18S-16 & 18V-02	11/26/2018	18.75		01.16.553.00
Total JO DAVIESS CTY GIS DEPT (330):					18.75		
<b>JO DAVIESS CTY HEALTH DEPT (121)</b>							
111518	1	Invoice	B&B INSPECTIONS	11/15/2018	50.00		01.16.546.00
Total JO DAVIESS CTY HEALTH DEPT (121):					50.00		
<b>JO DAVIESS CTY SHERIFF (116)</b>							
121018	1	Invoice	RADIO SERVICE	12/10/2018	100.00		22.22.538.00
121018	2	Invoice	CITY SHARE OF OFFICE	12/10/2018	200.12		01.21.538.00
Total JO DAVIESS CTY SHERIFF (116):					300.12		
<b>LAWSON PRODUCTS, INC. (627)</b>							
9306290003	1	Invoice	TOOLS	11/20/2018	135.77		01.41.653.00
Total LAWSON PRODUCTS, INC. (627):					135.77		
<b>LEXISNEXIS RISK SOLUTIONS (376)</b>							
1343164-201	1	Invoice	INVESTIGATION PROGR	11/30/2018	31.50		01.21.652.03
Total LEXISNEXIS RISK SOLUTIONS (376):					31.50		
<b>MARTIN EQUIPMENT-DUBUQUE (281)</b>							
377596	1	Invoice	END LOADER TRADE BA	11/21/2018	8,500.00		01.41.830.05

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
377596	2	Invoice	END LOADER TRADE BA	11/21/2018	10,000.00		20.25.832.00
Total MARTIN EQUIPMENT-DUBUQUE (281):					18,500.00		
<b>MCINTYRE, BRIAN (120630)</b>							
112818	1	Invoice	INSURANCE CLAIM SETT	11/28/2018	150.00		59.55.929.00
Total MCINTYRE, BRIAN (120630):					150.00		
<b>MERCYHEALTHY HOSPITAL - ROCKTON AVE. (120632)</b>							
120618	1	Invoice	EMR TRAINING/TONY	12/06/2018	150.00		01.21.563.00
Total MERCYHEALTHY HOSPITAL - ROCKTON AVE. (120632):					150.00		
<b>MIDWEST BUSINESS PRODUCTS (38)</b>							
23746776	1	Invoice	COPIES MADE	11/19/2018	549.75		01.13.579.00
23746776	2	Invoice	KIP	11/19/2018	244.26		52.43.549.00
Total MIDWEST BUSINESS PRODUCTS (38):					794.01		
<b>MIDWEST MEDICAL CENTER (119435)</b>							
110318	1	Invoice	PHYSICAL	11/03/2018	70.00		22.22.652.00
Total MIDWEST MEDICAL CENTER (119435):					70.00		
<b>MUNICIPAL CLERKS OF IL (143)</b>							
120418	1	Invoice	DUES	12/04/2018	55.00		01.14.561.00
Total MUNICIPAL CLERKS OF IL (143):					55.00		
<b>NAPA AUTO PARTS (79)</b>							
113018	1	Invoice	SUPPLIES	11/30/2018	2.97		01.41.652.00
Total NAPA AUTO PARTS (79):					2.97		
<b>NICOR (151)</b>							
120118	1	Invoice	MARKETHOUSE RESTRO	12/01/2018	86.96		01.13.511.06
120118	2	Invoice	POOL-GAS	12/01/2018	179.84		59.55.571.02
Total NICOR (151):					266.80		
<b>NICOR (F) (118924)</b>							
120118	1	Invoice	CITY HALL-GAS	12/01/2018	184.10		01.13.571.05
120118	2	Invoice	POLICE-GAS	12/01/2018	244.24		01.21.571.05
120118	3	Invoice	PUBLIC WORKS-GAS	12/01/2018	445.36		01.41.571.05
120118	4	Invoice	FIRE DEPARTMENT-GAS	12/01/2018	303.74		22.22.571.05
120118	5	Invoice	TURNER HALL-GAS	12/01/2018	622.79		58.54.571.05
Total NICOR (F) (118924):					1,800.23		
<b>ORKIN PEST CONTROL (574)</b>							
173744590	1	Invoice	PEST CONTROL SERVIC	11/16/2018	99.58		01.13.511.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total ORKIN PEST CONTROL (574):					99.58		
<b>PALMER, JOHN E. (120634)</b>							
120518	1	Invoice	CR BALANCE REFUND	12/05/2018	56.02		98.115.0
Total PALMER, JOHN E. (120634):					56.02		
<b>PEPPLE, CINDY (106)</b>							
120418	1	Invoice	TRAINING	12/04/2018	170.00		01.13.562.00
120418	2	Invoice	TRAVEL EXPENSE	12/04/2018	794.30		01.13.563.00
Total PEPPLE, CINDY (106):					964.30		
<b>PETTY CASH/CITY HALL (161)</b>							
120618	1	Invoice	NIMCA MEETING BREAK	12/06/2018	66.50		01.11.929.01
120618	2	Invoice	CAR WASH/OVERSPRAY	12/06/2018	22.00		01.11.929.01
120618	3	Invoice	OFFICE SUPPLIES	12/06/2018	29.22		01.13.651.02
120618	4	Invoice	SUBSCRIPTION RENEWA	12/06/2018	33.00		01.11.553.01
Total PETTY CASH/CITY HALL (161):					150.72		
<b>PRECISION ELECTRIC (120432)</b>							
759	1	Invoice	POWER AT PUMP STATI	11/30/2018	335.00		01.45.532.00
Total PRECISION ELECTRIC (120432):					335.00		
<b>PROTECH HEATING &amp; COOLING, INC. (120531)</b>							
2435	1	Invoice	ANNUAL FURNACE INSP	11/20/2018	90.00		58.54.511.00
Total PROTECH HEATING & COOLING, INC. (120531):					90.00		
<b>R T &amp; T REPAIRS (119911)</b>							
22842	1	Invoice	STERLING DUMP	11/30/2018	144.86		01.41.613.05
Total R T & T REPAIRS (119911):					144.86		
<b>REDFEARN TREE SERVICE &amp; NURS. (118895)</b>							
6080	1	Invoice	TREE PLANTING	11/25/2018	1,835.00		01.41.511.00
Total REDFEARN TREE SERVICE & NURS. (118895):					1,835.00		
<b>RIGDON, JIM (805)</b>							
120418	1	Invoice	CLOTHING	12/04/2018	109.98		01.41.579.02
Total RIGDON, JIM (805):					109.98		
<b>ROCK RIVER ARMS, INC. (119294)</b>							
821849	1	Invoice	RIFLE FOR K-9 SQUAD	12/05/2018	600.00		01.21.914.06
Total ROCK RIVER ARMS, INC. (119294):					600.00		
<b>RUNDE AUTO GROUP (120009)</b>							
100218	1	Invoice	NEW TRUCK	10/02/2018	17,701.00		01.41.840.01

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total RUNDE AUTO GROUP (120009):					17,701.00		
<b>SECRETARY OF STATE (515)</b>							
120418	1	Invoice	LICENSE PLATES/REGIS	12/04/2018	103.00		01.41.840.01
Total SECRETARY OF STATE (515):					103.00		
<b>SECURITY PRODUCTS OF DUBUQUE (119890)</b>							
0467261	1	Invoice	ALARM MONITORING	11/29/2018	27.00		01.13.552.00
Total SECURITY PRODUCTS OF DUBUQUE (119890):					27.00		
<b>SPROULE CONSTRUCTION (120631)</b>							
7118	1	Invoice	GATEWAY TRAILS	11/19/2018	68.82		17.52.517.01
7118	2	Invoice	STOCKPILE	11/19/2018	1,205.54		01.41.614.04
7118	3	Invoice	STORM SEWER	11/19/2018	1,348.00		01.41.514.06
7118	4	Invoice	FLOOD	11/19/2018	128.32		01.41.514.06
Total SPROULE CONSTRUCTION (120631):					2,750.68		
<b>T &amp; T ELECTRONICS (120055)</b>							
2337	1	Invoice	TV RECYCLING	11/20/2018	600.00		13.44.929.00
Total T & T ELECTRONICS (120055):					600.00		
<b>TECHNOLOGY MANAGEMENT REV FUND (120601)</b>							
T1912286	1	Invoice	MONTHLY CHARGE FOR	11/13/2018	221.35		01.21.542.00
Total TECHNOLOGY MANAGEMENT REV FUND (120601):					221.35		
<b>THOMPSON, EARL (118756)</b>							
111818	1	Invoice	LIGHT TIMER	11/18/2018	131.50		01.13.511.03
Total THOMPSON, EARL (118756):					131.50		
<b>TOP NOTCH PLUMBING, HEATING (625)</b>							
I20442	1	Invoice	ANNUAL FURNACE INSP	11/27/2018	210.00		01.13.511.01
Total TOP NOTCH PLUMBING, HEATING (625):					210.00		
<b>US CELLULAR (92)</b>							
120118	1	Invoice	PUBLIC WORKS/CELL PH	12/01/2018	51.68		01.41.552.00
120118	2	Invoice	ADMIN/CELL PHONE	12/01/2018	46.07		01.11.552.00
120118	3	Invoice	MORAN/CELL PHONE	12/01/2018	19.00		01.261.0
120118	4	Invoice	POLICE/CELL PHONES	12/01/2018	86.51		01.21.552.01
120118	5	Invoice	TONY/CELL PHONE	12/01/2018	43.59		01.261.0
Total US CELLULAR (92):					246.85		
<b>VALLEY PERENNIALS (118994)</b>							
112018	1	Invoice	HOLIDAY DECORATIONS	11/20/2018	2,997.65		01.11.929.07

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total VALLEY PERENNIALS (118994):					2,997.65		
<b>WEBER PAPER COMPANY (40)</b>							
D061982	1	Invoice	CREDIT	11/20/2018	40.49-		01.13.654.01
D062052	1	Invoice	SUPPLIES	11/20/2018	107.70		01.41.652.00
Total WEBER PAPER COMPANY (40):					67.21		
<b>WEX BANK (119104)</b>							
113018	1	Invoice	PUBLIC WORKS-GAS	11/30/2018	994.75		01.41.655.00
113018	2	Invoice	PARKS-GAS	11/30/2018	224.51		17.52.655.03
113018	3	Invoice	POLICE-GAS	11/30/2018	1,389.36		01.21.655.00
113018	4	Invoice	BUILDING-GAS	11/30/2018	54.15		01.46.655.00
113018	5	Invoice	FIRE-GAS	11/30/2018	479.27		22.22.655.00
Total WEX BANK (119104):					3,142.04		
<b>WHITE CONSTRUCTION CO., INC. (119359)</b>							
121018	1	Invoice	PUBLIC WORKS JANITO	12/10/2018	110.00		01.41.511.01
Total WHITE CONSTRUCTION CO., INC. (119359):					110.00		
<b>WIENEN, MATT (120514)</b>							
120418	1	Invoice	CLOTHING	12/04/2018	125.00		01.41.579.02
Total WIENEN, MATT (120514):					125.00		
<b>WINDY HILL CONSTRUCTION (119449)</b>							
5797	1	Invoice	SW REPAIRS	01/13/2018	900.00		51.42.929.00
Total WINDY HILL CONSTRUCTION (119449):					900.00		
<b>ZARNOTH BRUSH WORKS INC. (212)</b>							
0172828	1	Invoice	SWEEPER	11/14/2018	376.00		01.41.613.11
Total ZARNOTH BRUSH WORKS INC. (212):					376.00		
Grand Totals:					88,594.93		

Report GL Period Summary

Vendor number hash: 4444209  
 Vendor number hash - split: 6478920  
 Total number of invoices: 72  
 Total number of transactions: 116

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	88,594.93	88,594.93

---

Terms Description	Invoice Amount	Net Invoice Amount
Grand Totals:	88,594.93	88,594.93

---