

May 11, 2020 Galena City Council Meeting

Notice of Meeting by Teleconference

Due to the essential nature of public meetings in conducting official City business and in line with the prohibition of gatherings, the upcoming Monday, May 11, 2020 Galena City Council meeting will take place via teleconference utilizing Zoom Video Communications. The meeting will be conducted at Zoom meeting <https://us02web.zoom.us/j/96925628260> (ID: 969 2562 8260) or 312-626-6799, with the following changes, additional opportunities to participate, and reminders:

- **MEETING START TIME** – City Council meeting will start at 6:30 p.m.
- **PUBLIC COMMENT** – Public Comment will be conducted as usual near the beginning of the meeting. To ensure the public will be able to participate the city is providing three ways in which the public can submit their comments.
 1. TELECONFERENCED — Public is invited to participate via Zoom Video Communications, meeting <https://us02web.zoom.us/j/96925628260> (ID: 969 2562 8260). When the presiding officer calls for public comments during the meeting, an attendee wishing to speak by video and/or audio link will be asked to “raise hand”.
 - A. If using a PC or Mac:
 1. During a meeting, click on the icon labeled "Participants" at the bottom center of your PC or Mac screen.
 2. At the bottom of the window on the right side of the screen, click the button labeled "Raise Hand." Your digital hand is now raised. The meeting presiding officer will recognize you to speak for not more than three minutes.
 3. After speaking, lower you hand by clicking the same button, now labeled "Lower Hand."
 - B. If using a mobile device:
 1. Tap "Raise Hand" at the bottom left corner of the screen. The hand icon will turn blue and the text below it will switch to say "Lower Hand" while your hand is raised.
 2. The meeting presiding officer will recognize you to speak for not more than three minutes.
 3. After speaking, lower you hand by clicking the same button, now labeled "Lower Hand."

2. E-MAILED – Public comments can be submitted via email to mmoran.org with the subject "Public Comment – May 11, 2020". The City Clerk will read emails received out loud (up to 3 minutes) into the public record.
 3. MAILED – Public comments can be mailed to the Galena City Clerk, 101 Green Street, Galena, IL 61036. Please include "City Council Public Comment" on the outside of the envelope. Please know that postage delivery time could cause the mailing to arrive after the meeting time.
- **SOCIAL DISTANCING** – Public meetings will be conducted via teleconference/virtually utilizing Zoom Video Communications to insure recommended social distancing. Join the meeting at <https://us02web.zoom.us/j/96925628260> (ID: 969 2562 8260). The public may also participate by phone by calling 312-626-6799 and entering the meeting ID.
 - **AGENDA** — The meeting agenda follows this page and is posted at www.cityofgalena.org and on the exterior of City Hall, 101 Green Street, Galena, Illinois.
 - **NOTICE** – Members of the public participating in the meeting via Zoom will be muted unless recognized by the presiding officer to speak. Participants joining the meeting via Zoom agree that video and/or audio from their computer or device may be broadcast to other meeting participants and may be recorded. By joining the meeting, participants also agree that their video feed to the meeting may be disabled by the presiding officer and their audio feed may be muted. Members of the public participating via Zoom are encouraged to test their system prior to the meeting start time and become familiar with any changes to the Zoom operating environment that may have been made by Zoom.
 - **QUESTIONS** — Questions about the teleconference meeting may be directed to City Administrator, Mark Moran at mmoran@cityofgalena.org or 815-777-1050.



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

6:30 P.M., MONDAY, MAY 11, 2020

ZOOM TELECONFERENCE MEETING

<https://us02web.zoom.us/j/96925628260> (ID: 969 2562 8260)

ITEM	DESCRIPTION
20C-0177.	Call to Order by Presiding Officer
20C-0178.	Roll Call
20C-0179.	Establishment of Quorum
20C-0180.	Pledge of Allegiance
20C-0181.	Reports of Standing Committees
20C-0182.	Citizens Comments <ul style="list-style-type: none"> • Not to exceed 15 minutes as an agenda item • Not more than 3 minutes per speaker

PUBLIC HEARINGS

None.

LIQUOR COMMISSION

None.

CONSENT AGENDA CA20-09

ITEM	DESCRIPTION	PAGE
20C-0183.	Approval of the Minutes of the Regular City Council Meeting of April 27, 2020	5-13
20C-0184.	Approval to Conduct Zoning Board of Appeals and Historic Preservation Commission Meetings as Needed Using Zoom Teleconferencing	--
20C-0185.	Approval of Budget Amendment BA21-01 for Receipt of Rebuild Illinois Grant Funds	14-15
20C-0186.	Approval of Change Order #4 for the Downtown Sidewalk Reconstruction Project	16-17

ITEM	DESCRIPTION	PAGE
20C-0187.	Approval of Agreement for Transit Service with Jo Daviess County Transit for May 1, 2020 to April 30, 2021	18-23

UNFINISHED BUSINESS

None.

NEW BUSINESS

ITEM	DESCRIPTION	PAGE
20C-0188.	Discussion and Possible Action on an Independent Contractor Agreement with Karen White for Janitorial Services at the Police Department	24-32
20C-0189.	Discussion and Possible Action on the 2020 Swimming Pool Season	33-49
20C-0190.	Discussion and Possible Action on Pay Application #7 as a Special Account Warrant to Louie’s Trenching Service for the Downtown Sidewalk Reconstruction Project	50-52
20C-0191.	Warrants	53-58
20C-0192.	Alderspersons’ Comments	
20C-0193.	City Administrator’s Report	
20C-0194.	Mayor’s Report	
20C-0195.	Motion for Executive Session Including: <ul style="list-style-type: none"> • Section 2 (c) (1) – Employee hiring, firing, compensation, discipline and performance • Section 2 (c) (2) – Collective negotiating matters and deliberations concerning salary schedules • Section 2 (c) (21) Review of Executive Session Minutes 	
20C-0196.	Adjournment	

CALENDAR INFORMATION

BOARD/COMMITTEE	DATE	TIME	PLACE
Historic Preservation Commission	Cancelled Until Further Notice		
Zoning Board of Appeals	Wed. May 13	6:30 P.M.	Zoom Teleconference Meeting https://us02web.zoom.us/j/81967244391?pwd=YisvZUMyczJQMkYvZVRlU2lkZGVWdz09 (ID: 819 6724 4391) 1-312-626-6799 (audio only)
City Council	Tues. May 26	6:30 P.M.	Zoom Teleconference Meeting https://us02web.zoom.us/j/83039154147 (ID: 830 3915 4147) 1-312-626-6799 (audio only)

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 27 APRIL 2020

20C-0144 – 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 27 April 2020.

20C-0145 – ROLL CALL

Upon roll call, the following members were present: Renner
Present via Zoom teleconference: Allendorf, Bernstein, Hahn, Kieffer, McCoy, Westemeier.

20C-0146 – ESTABLISHMENT OF QUORUM

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

20C-0147 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

20C-0148 - REPORTS OF STANDING COMMITTEE

No reports.

20C-0149 – CITIZENS COMMENTS

No comments.

LIQUOR COMMISSION

Motion: Allendorf moved, seconded by Hahn, to adjourn as the City Council and reconvene as the Liquor Commission.

Discussion: None.

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

The motion carried.

20C-0150 – DISCUSSION AND POSSIBLE ACTION ON THE RENEWAL OF LIQUOR LICENSES FOR THE YEAR BEGINNING MAY 1, 2020

Motion: Westemeier moved, seconded by McCoy, to approve the renewal of liquor licenses for the year beginning May 1, 2020 as listed, 20C-0150.

Discussion: None.

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

The motion carried.

20C-0151 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CORPORATION MANAGER LIQUOR LICENSE BY GALENA ASSOCIATES, INC., DBA DESOTO HOUSE HOTEL, 230 S. MAIN STREET, FOR MICHAEL STEINHOFF

Motion: Westemeier moved, seconded by McCoy, to approve an application for a Corporation Manager Liquor License by Galena Associates, Inc., DBA DeSoto House Hotel, 230 S. Main Street, for Michael Steinhoff, 20C-0151.

Discussion: None.

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

The motion carried.

20C-0152 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CORPORATION MANAGER LIQUOR LICENSE BY WALMART INC., 10000 BARTELL BLVD., FOR JESSE SERTLE

Motion: Bernstein moved, seconded by Allendorf, to approve the application for a Corporation Manager Liquor License by Wal-Mart, Inc., 10000 Bartell Blvd., for Jesse Sertle.

Discussion: None.

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

The motion carried.

20C-0153 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CLASS D CORPORATION LIQUOR LICENSE BY GALENA TAJIN, INC., DBA GALENA'S TAJIN MEXICAN RESTAURANT AND CANTINA, 124 N. COMMERCE STREET

Motion: Allendorf moved, seconded by Kieffer, to approve the application for a Class D Corporation Liquor License by Galena Tajin, Inc., DBA Galena's Tajin Mexican Restaurant and Cantina, 124 N. Commerce Street, 20C-0153.

Discussion: None.

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

The motion carried.

20C-0154 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CORPORATION MANAGER LIQUOR LICENSE BY GALENA'S TAJIN MEXICAN RESTAURANT AND CANTINA, 124 N. COMMERCE STREET, FOR NOEL HERRERA PULIDO

Motion: Westemeier moved, seconded by Bernstein, to approve the application for a Corporation Manager Liquor License by Galena's Tajin Mexican Restaurant and Cantina, 124 N. Commerce Street, for Noel Herrera Pulido.

Discussion: None.

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

The motion carried.

20C-0155 – DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR A CLASS D CORPORATION LIQUOR LICENSE BY CANNOVA’S GALENA, IL LLC, DBA CANNOVA’S PIZZERIA, 247 N. COMMERCE STREET

Motion: Kieffer moved, seconded by Allendorf, to approve the application for a Class D Corporation Liquor License by Cannova’s Galena, IL LLC, DBA Canova’s Pizzeria, 247 N. Commerce Street, 20C-0155.

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

The motion carried.

Motion: McCoy moved, seconded by Allendorf, to adjourn as the Liquor Commission and reconvene as the City Council.

Discussion: None.

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

The motion carried.

CONSENT AGENDA CA20-08

20C-0156 – APPROVAL OF MINUTES OF THE REGULAR CITY COUNCIL MEETING OF APRIL 13, 2020

20C-0157 – APPROVAL OF TROLLEY SERVICE LICENSES, HORSE DRAWN CARRIAGE LICENSE, AND TOUR GUIDE BUSINESS LICENSE FOR THE YEAR BEGINNING MAY 1, 2020

20C-0158 – APPROVAL OF AN AGREEMENT WITH BRYCER, LLC FOR THE COMPLIANCE ENGINE FIRE INSPECTION, TESTING AND CODE COMPLIANCE REPORTING AGREEMENT

20C-0159 – APPROVAL OF EMPLOYEE APPOINTMENTS FOR THE PERIOD MAY 12, 2020 TO MAY 10, 2021

20C-0160 – APPROVAL OF UTILITY ACCOUNT WRITE-OFFS OF \$462.61 FOR THE FISCAL YEAR MAY 1, 2019 TO APRIL 30, 2020

20C-0161 – APPROVAL OF THE PURCHASE AND INSTALLATION OF NEW FLOW METERS FOR WELLS 6 AND 7 FOR \$7,900

20C-0162 – ACCEPTANCE OF MARCH 2020 FINANCIAL REPORT

20C-0163 – APPROVAL OF THE RENEWAL OF TAXICAB LICENSE FOR ECO-CAB, LLC FOR THE YEAR BEGINNING MAY 1, 2020

Motion: Allendorf moved, seconded by Westemeier, to approve Consent Agenda, CA20-08.

Discussion: None.

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

The motion carried.

NEW BUSINESS

20C-0164 – DISCUSSION AND POSSIBLE ACTION ON PROPOSAL TO DISPLAY BANNERS OF GALENA HIGH SCHOOL SENIORS ON DOWNTOWN LIGHT POSTS FROM MAY 1-MAY 30, 2020

Motion: McCoy moved, seconded by Allendorf, to approve the proposal to display banners of Galena High School seniors on downtown light posts from May 1-May 30, 2020.

Discussion: Council agreed this was a wonderful gesture, a great idea, and the least we can do for our seniors who aren't going to have a graduation.

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

The motion carried.

Alderman Kieffer lost connection at this point in the meeting.

20C-0165 – FIRST READING OF AN ORDINANCE MODIFYING MONTHLY SERVICE FEES AND CHARGES FOR THE WATERWORKS SYSTEM OF THE GALENA CODE OF ORDINANCES

Motion: Allendorf moved, seconded by Westemeier to approve the first reading and waive the second reading of an ordinance modifying monthly service fees and charges for the Waterworks System of the Galena Code of Ordinances, 20C-0165.

Discussion: None.

Roll Call: AYES: Westemeier, Allendorf, Bernstein, Hahn, McCoy
NAYS: None
ABSENT: Kieffer

The motion carried.

20C-0166 – FIRST READING OF AN ORDINANCE ABATING CERTAIN TAXES HERETOFORE LEVIED BY THE CITY OF GALENA, ILLINOIS FOR THE PALACE CAMPGROUND

Motion: Hahn moved, seconded by Bernstein, to approve the first reading and waive the second reading of an ordinance abating certain taxes heretofore levied by the City of Galena, Illinois for the Palace Campground.

Discussion: None.

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

The motion carried.

20C-0167 – APPROVAL OF FUNDING AGREEMENT FOR MAY 1, 2020-APRIL 30, 2021 WITH THE GALENA-JO DAVIESS COUNTY HISTORICAL SOCIETY AND MUSEUM

Motion: McCoy moved, seconded by Bernstein, to approve a funding agreement for May 1, 2020-April 30, 2021 with the Galena-Jo Daviess County Historical Society and Museum amending the amount to \$3,500.

Discussion: McCoy stated the amended amount provides for a 30 percent reduction.

Westemeier recommended giving \$2,500 to non-profits receiving donations this year.

Bernstein felt reducing the amounts by 30 percent for non-profits was appropriate and accounted for the shortfall the city is anticipating.

McCoy stated he understands where Alderman Westemeier is coming from. He too is not quite sure what the City should be donating this year. However, he feels, in these times, it would be harsh to just plain cut the donations off. We currently owe the Historical Society for last year. They will have the whole year to fund utility bills. He stated he feels reducing the amount by 30 percent this year with no guarantees in the future is appropriate.

Roll Call:
AYES: Bernstein, Hahn, McCoy, Allendorf, Renner
NAYS: Westemeier
ABSENT: Kieffer

The motion carried.

20C-0168 – APPROVAL OF A FUNDING AGREEMENT FOR MAY 1, 2020-APRIL 30, 2021 WITH THE GALENA ART AND RECREATION CENTER

Motion: McCoy moved, seconded by Bernstein, to approve the funding agreement for May 1, 2020-April 30, 2021 with the Galena Art and Recreation Center reducing the amount to \$10,000.

Discussion: McCoy stated the amended amount provides for a 30 percent reduction. McCoy noted the ARC is always in need of funds. The City provides the parks and the ARC provides the activities for those parks.

Westemeier stated he would stand with his previous comments to reduce the amount for all non-profit donations to \$2,500.

Renner stated he would like to see the amount be a little bit less. He noted the ARC charges for everything anyway. He feels the \$10,000 is still quite a bit of money this year. He feels the City needs to tighten our belts and they should as well.

Bernstein stated she would be inclined to reduce the amount to \$7,500. Her motion to do so died for lack of a second.

Westemeier voiced concern with giving money away with the potential of having to furlough employees.

McCoy noted this is a contract for services provided.

Roll Call:
AYES: Hahn, Kieffer, McCoy, Allendorf, Bernstein, Renner
NAYS: Westemeier
ABSENT: Kieffer

The motion carried.

Kieffer rejoined the meeting at 7:02 p.m.

20C-0169 – DISCUSSION AND POSSIBLE ACTION ON THE MODIFICATION AND RENEWAL OF THE DESTINATION MARKETING MANAGEMENT AGREEMENT WITH JO DAVIESS COUNTY AND GALENA/JO DAVIESS OFFICE OF TOURISM

Motion: Hahn moved, seconded by Westemeier, to approve the modifications and renewal of the Destination Marketing Management Agreement with Jo Daviess County and the Galena/Jo Daviess Office of Tourism.

Discussion: Allendorf was in favor of reducing the amount held by the City to 4 percent. He stated he prefers to have the professionals keep the money to market Galena as a destination. They are in a much better position to spend it vs. the City using it to plug holes in the budget. He prefers to see more money stay with them.

Westemeier noted the money can only be used for tourism items. This money can be used for Police overtime and barricades for events. Renner agreed noting this money helps defray costs for events.

Roll Call: AYES: Westemeier, Bernstein, Hahn, McCoy, Renner
NAYS: Allendorf
ABSTAIN: Kieffer

The motion carried.

20C-0170 – DISCUSSION AND POSSIBLE ACTION ON NOTICE OF INTENT AWARD FOR THE EAST SIDE UTILITY IMPROVEMENT PROJECT

Motion: McCoy moved, seconded by Westemeier, to approve the notice of intent to award for the East Side Utility Improvement Project with Louie’s Trenching Service in the amount of \$1,383,717.

Discussion: None.

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

The motion carried.

20C-0171 – DISCUSSION AND POSSIBLE ACTION ON THE FISCAL YEAR 2020-21 OPERATING BUDGET

Motion: Hahn moved, seconded by McCoy, to approve the Fiscal Year 2020-21 Operating Budget amended to include reducing the donations to the following:

- Galena Chamber of Commerce/Halloween Parade \$2,500
- Kiwanis Club/4th of July Fireworks \$2,500
- Northwest Economic Development \$2,500.

Discussion: The budget contemplates a complete freeze on hiring.

Allendorf questioned if the donations discussed at the previous meeting were reduced by 30 percent as well. Hahn felt the donation to the Kiwanis for 4th of July shouldn’t be reduced.

Westemeier stated he would again recommend they get \$2,500. Renner noted if the events don’t take place, they wouldn’t get the money. He recommended Council look at the budget every two months and decide then if more cuts need to be made and what works. Kieffer and McCoy agreed.

Bernstein feels the \$3,000 to the economic development group will probably be well spent considering the situation the small businesses are currently in. She feels any money spent that can help small businesses is money well spent.

Amended

Motion: Westemeier moved, seconded by McCoy, to amend the motion to include reducing the donations to the following:

- | | |
|--|----------|
| • Galena Chamber of Commerce/Halloween Parade | \$2,500 |
| • Kiwanis Club/4 th of July Fireworks | \$2,500 |
| • Northwest Economic Development | \$2,500. |

Discussion: None.

Amended

Motion

Roll Call:

AYES: Bernstein, Kieffer, McCoy, Westemeier, Renner
NAYS: Hahn, Allendorf

The motion carried.

Main

Motion

Roll Call:

AYES: Bernstein, Kieffer, McCoy, Westemeier, Allendorf, Renner
NAYS: Hahn

The motion carried.

20C-0172 – WARRANTS

Motion: Kieffer moved, seconded by Bernstein, to approve the Warrants as presented, 20C-0172.

Discussion: None.

Roll Call:

AYES: Kieffer, McCoy, Westemeier, Allendorf, Bernstein, Hahn, Renner
NAYS: None

The motion carried.

20C-0173 – ALDERPERSONS' COMMENTS

State Reopening – Allendorf stated his observations have made him think that we should strongly urge the state to look at some kind of reasonable plan for reopening in the near future. There are alarming reports that rapid COVID-19 tests are available in Chicago and not being made available to rural areas. Those tests are the key to reopening. They have prioritized Chicago, Cook County and the collar counties with those tests. Allendorf stated it is sad that they are not treating other parts of the state in reasonable fashion. Hopefully things will change.

Air B and B's – Allendorf stated he has noticed lots of out of state plates on Main Street. He questioned if they are people staying at Air B and B's. He questioned if the City should be putting out a statement on whether to stay here or not. Allendorf feels, at this point, it is not a good idea.

Open Burn – McCoy stated he appreciates that the City has put the open burn on hold due to COVID-19. He would like to take a look at that sometime in the near future. He would be in favor of eliminating open burn permanently. Kieffer noted people are already abusing it and burning all over town. Bernstein agreed. She noted she has been against open burn for quite a long time. She feels it is especially important to prohibit in the current situation with COVID-19.

Letter – Kieffer commended Mayor Renner on the recent letter in the Galena Gazette with regard to Coronavirus and what the City has done and how we are dealing with it. Bernstein thanked Mayor Renner as well and felt it was well timed and extremely important.

Crosswalks – Kieffer stated the crosswalks look nice.

Thank you – Westemeier thanked the people of Galena along with the hospital and nursing home for doing such a good job containing the virus. The nursing home has done a fantastic job.

Donations – Westemeier stated he has nothing against any of the organizations. He feels the City needs to run like a business and try to watch spending. The City has to spend money wisely.

Events – Bernstein stated she would like to hear from Rose Noble in the near future to keep up to date on events that have been cancelled or rescheduled. Bernstein was impressed with her report about what they have done relative to the COVID-19 virus.

20C-0174 – CITY ADMINISTRATOR’S COMMENTS

Pool Season – Moran advised he and staff have still been thinking about pool season. We are preparing as if we are going to open and getting the facility ready. Reality is the COVID-19 virus may be an obstacle. An item will be placed on the agenda of May 11 for discussion. Staff will provide the facts and options.

Zoning Board Meetings – Moran advised an agenda item will be presented at the next meeting to reinstate Zoning Board meetings via teleconference. A project proposal for a mixed-use development with retail on the first floor, 4 units up and 1-unit underneath. It is a good development and they would like to get it through the zoning process.

Funding – Moran advised he has been working to identify funding to assist local government. At this time, there is nothing out there for cities under 500,000. There is a strong lobby out there to demonstrate the need for assistance to municipalities. Hopefully something will come down in the form of a federal relief package.

Economic Development Grant – The grant is designed for shovel ready projects that affect businesses affected by the pandemic. Completing the downtown sidewalks and crosswalks would make a competitive application. Moran advised he would provide more information in the near future.

20C-0175 – MAYOR’S REPORT

Mayor Renner stated one bright light would be getting grant funding. Things are never ending. He is happy to get the Zoning Board back up and working on projects. He urged all to stay healthy and stay safe.

20C-0176 – ADJOURNMENT

Motion: Kieffer moved, seconded Allendorf, to adjourn.

Discussion: None.

Roll Call: AYES: McCoy, Westemeier, Allendorf, Bernstein, Hahn, Kieffer, Renner

NAYS: None

The motion carried.

The meeting adjourned at 7:26 p.m.

Respectfully submitted,

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

Mary Beth Hyde
City Clerk



City of Galena, Illinois

Budget Amendment No. 21-01
Fiscal Year 2020-21

Item No.	Line Item Title	Line Item No.	Beginning Balance	Increase	Decrease	Ending Balance
1	Rebuild Illinois Grant	15.389.2	\$ -	\$ 75,330		\$ 75,330
2	Rebuild Illinois Projects	15.41.850.01	\$ -	\$ -		\$ -

Justification:

Item No.	Description
1-2	The Illinois Department of Transportation (IDOT) is implementing a \$1.5 billion grant program to provide local governments with funds for capital projects. Awards will be automatically deposited into each community's Motor Fuel Tax fund twice a year for three years. The first deposit will be made in May 2020. Galena will receive six deposits of \$37,664 or \$225,985 over three years. This budget amendment creates the line items to receive the funds and expend the funds. The expense line item is proposed as \$0 so we may build the fund balance before spending in a future fiscal year.

Effect of Budget Amendment on Budget:

Fund	Approved Budget	Budget After Previous Amendments	Budget After Proposed Amendment
General Fund Revenues	\$ 2,974,070	\$ 2,974,070	\$ 2,974,070
General Fund Expenses	\$ 3,408,030	\$ 3,408,030	\$ 3,408,030
General Surplus/(Deficit)	\$ (433,960)	\$ (433,960)	\$ (433,960)
Other Fund Revenues	\$ 5,837,135	\$ 5,837,135	\$ 5,912,465
Other Fund Expenses	\$ 6,078,170	\$ 6,078,170	\$ 6,078,170
Other Fund Surplus/(Deficit)	\$ (241,035)	\$ (241,035)	\$ (165,705)
Total Budget Surplus/(Deficit)	\$ (674,995)	\$ (674,995)	\$ (599,665)

Approved by City Council on _____

Mark Moran
Budget Officer

CHANGE ORDER

NUMBER: 4

PROJECT: Sidewalk Replacement Program

OWNER: City of Galena

ADDRESS: 101 Green Street, Galena IL 61036

CONTRACTOR: Louie's Trenching Service

ADDRESS: 9720 US RT 20 West, IL 61036

ENGINEER/ARCHITECT: City of Galena

DESCRIPTION OF CHANGE ORDER

You are directed to make the following changes to the contract documents:

Ref. #	Work Item	Justification	Quantity	Unit Cost	Amount \$
1	Additional cost for use of 3-day mix concrete to crosswalks	3-day mix concrete used to enable crosswalks to be opened earlier to minimise disruption to vehicles and downtown businesses. 57.8 cubic yards of concrete used	57.8	10.50	606.90
	TOTAL				606.90

ATTACHMENTS: (List items and dates below)

CHANGE IN CONTRACT PRICE:

Original contract price, including alternates	\$	345,250.00
Net change previous change orders	\$	28,155.00
Revised contract price with previous change orders	\$	373,405.00
Net change of this change order	\$	606.90
Adjustment item to remain within allocated budget of \$373,405	\$	(606.90)
Contract price with all approved change orders	\$	373,405.00

CHANGE IN CONTRACT TIME

Original contract substantial completion date	28-Jun-19
Contract completion date adjustment previous change order	12-Jul-19
Contract completion date adjustment this change order	29-May-20
Adjusted contract substantial completion date including change orders	29-May-20

Recommended by:


ENGINEER

5/5/20
Date

Approved by:

OWNER

Date

Approved by:

CONTRACTOR

Date

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: May 6, 2020

RE: Transit agreement

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

For many years, Jo Daviess County Transit has provided public transportation services in the City of Galena for a fixed fee. The agreement term expired April 30 and is ready for renewal. The attached agreement memorializes the obligations of the parties and the cost of service. The cost for service has remained fixed at \$833 per month for years and no change is proposed. We budgeted for the full cost of service.

The agency provides hundreds of rides in Galena per month on the mid-day route. This route is primary transportation for many residents to grocery shopping, employment, and medical appointments.

I recommend you approve the attached agreement. Please let me know if you have any questions.

**General Public Transportation Agreement
Between the City of Galena
&
Jo Daviess County Transit
Operated by The Workshop**

The Agreement is made and entered into on this _____ day of _____ by and between the City of Galena, a Municipal Corporation (hereinafter called "City") and Jo Daviess County Transit, a County General Public Transportation System, operated by The Workshop, Inc. a 501.3.C Non-For-Profit Agency (Hereinafter called "Jo Daviess County Transit")

Recitals:

WHEREAS, City desires to expand its General Public Transportation Service; and

WHEREAS, Jo Daviess County Transit has been approved by the City to provide general public transportation service in the City of Galena; and

WHEREAS, the City has provided a sum of \$9,996.00 to Jo Daviess county Transit to continue and expand general public transportation service in the City.

NOW, THEREFORE, in consideration of the premises and of the mutual agreements and covenants herein contained, City and Jo Daviess County Transit hereby agree as follows:

Section 1: Term of Agreement

The term of this agreement shall be from May 1, 2020 through April 30, 2021.

Section 2: Scope of Service

Jo Daviess County Transit agrees to provide general public transportation service for the City of Galena as follows:

- A. Demand/Response – Curb to Curb and Origin to Destination upon Request.
- B. Jo Daviess County Transit shall continue current service and expand service as needed to meet the general public's transportation needs within the City.

The scheduled expanded service will start at 9:00 A.M. and end at 2:00P.M. on Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays during the term of this agreement.

The service will not operate on New Year's Day, Martin Luther King Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, The Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day.

Jo Daviess County Transit will file with the City and accurate record of the number of one way trips provided to passengers, for each and every day of operation. The record will also indicate the reason for the trip, i.e. medical, shopping, work or social. The record will be submitted to the city Administrator at the end of each month on a form agreed to by both parties.

- C. Labor and Costs:** Jo Daviess County Transit will be responsible for all costs and expenses including payroll, insurance, equipment, and repairs during the term of this agreement.
- D. Equipment:** Jo Daviess County will use a 14 passenger, handicapped accessible lift equipped vehicle to provide service.
- E. Vehicles:** The vehicles will be licensed in the State of Illinois and shall operate in compliance with all applicable State and Federal regulations and requirements for licensing, inspections, and insurance for public transportation. All vehicles must be kept in proper repair and sanitary condition. Each vehicle shall bear the name and telephone number of the Jo Daviess County Transit System.
- F. Drivers:** Jo Daviess County Transit shall use only trained employees. Jo Daviess County Transit shall further certify that each employee assigned to drive a vehicle, possesses a valid Driver's License and/or other such licenses as may be required by law or regulation.
- G. Employee Appearance:** Jo Daviess County Transit shall require employees to be courteous at all times, clothing shall be as neat and clean as practical.
- H. Standard of Performance:** All of the Jo Daviess County Transit's responsibilities under this Agreement shall be performed to the satisfaction of the City. The City agrees to undertake its responsibilities under this Agreement to the satisfaction of the Jo Daviess County Transit.
- I. Fares:** During the term of this Agreement, Jo Daviess County Transit agrees to charge a fare of no more than fifty cents (.50) for each one way passenger trip or Jo Daviess County Transit may invoice other entities for the fare. All Fares received by Jo Daviess County Transit shall become the property of Jo Daviess county Transit.

Section 3 Schedule of Performance

Jo Daviess County Transit shall perform those services set forth in Section 2 entitled Scope of Service. The Schedule of Performance may be modified by mutual written agreement of the City and Jo Daviess County Transit. If Jo Daviess County Transit does not reasonably satisfy the Schedule of Performance, the City may exercise its rights as specified in Section 10.

Section 4: Funding

The Jo Daviess Workshop, Inc., operator of Jo Daviess County Transit shall be compensated by the City in the amount of Nine Thousand, Nine Hundred and Ninety Six and 00/100 dollars (\$9,996.00) in Local Matching Funds for full performance of the terms of this Agreement. Said Sum shall be payable pro rata during the term of the Agreement in 11 monthly installments of \$833.00. This is a fixed fee Agreement. Total compensation to be received by Jo Daviess County Transit from the City shall not exceed the sum Nine Thousand, Nine Hundred and Ninety Six and 00/100 dollars (\$9,996.00).

Section 5: Jo Daviess County Transit

Jo Daviess County Transit shall perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of the City. Jo Daviess County Transit shall have exclusive control of and the exclusive right to control the details of the services and work performed hereunder and all persons performing the same and shall be solely responsible for the acts and omissions of its officers, agents, employees, contractors, and subcontractors, if any. Nothing herein shall be construed as creating a partnership or joint venture between City and Jo Daviess County Transit.

Section 6: Non-Assignment

Jo Daviess County Transit shall not assign, transfer or convey this Agreement or Jo Daviess County Transit's rights, duties or obligations hereunder or any part thereof without the previous written consent of the City. In the event Jo Daviess County Transit attempts to assign, transfer, convey or otherwise alter this Agreement or Jo Daviess County's rights, duties or obligations hereunder or any part thereof without the prior written consent of the City, City may, at this option, terminate this Agreement immediately.

Section 7: Insurance

Jo Daviess County Transit shall, for the period of this Agreement, carry and maintain in full force and effect, insurance in such company or companies while it is performing hereunder, in the following types and amounts:

<u>Type of Insurance</u>	<u>Amount</u>
Personal Injury & Property	Combined Single Limit
Damage Liability Insurance	\$1,000,000.00 per Occurrence
Workman's Compensation	Full Statutory Limits
<i>(Jo Daviess County Transit Employees Only)</i>	

Section 8: Indemnification and Hold Harmless

Jo Daviess County Transit agrees to indemnify and hold harmless the City of Galena, it's officers, employees, agents and servants (except for the indemnitee's action of gross negligence or willful misconduct), from and against any and all liability, claims, demands, actions or suits of whatever character or kind, arising or resulting from, or in any way connected with, Jo Daviess County Transit's performance of this Agreement, the operations of Jo Daviess County Transit, it's agents, employees, or subcontractors, or the failure of Jo Daviess County Transit to comply with the provisions and requirements of all applicable.

Section 9: City's Obligations

During the duration of this Agreement, the City agrees to:

- a. Grant Jo Daviess County Transit vehicles access to any and all City streets for boarding and disembarking purposes.
- b. Pay Jo Daviess county Transit the full amount of invoices within 30 days of the invoice date.

Section 10: Terminations

- A. In the event either party to this Agreement defaults in the performance of any of the agreements or covenants to be kept, done or performed under the terms of this Agreement, the party alleged to be in default shall be notified in writing of the nature of such default. Within five (5) days following such notice, the party alleged to be in default shall:

Correct the fault; or in the case of a default not capable of being corrected within 5 days, commence correcting the default with due diligence on terms and conditions acceptable to both parties.

- B. In the event either party fails to correct the default as provided above, the non-defaulting party, without further notice, shall have all the following rights and remedies which the non-defaulting party may exercise singly or in combination;

The right to declare that this Agreement together with all rights granted hereunder are terminated, effective upon such date as the non-defaulting party shall designate.

The right to enter into an agreement with others, to perform the services otherwise to be performed by Jo Daviess County Transit hereunder or to perform such services itself.

Section 11: Notices

All notices required or contemplated by this Agreement shall be personally served or mailed, postage prepaid and return receipt requested, addressed to the parties as follows:

City:	City Administrator, Mark Moran 101 Green Street, Galena, IL. 61036
Jo Daviess County Transit:	Transit Director, Kathleen Gable Jo Daviess County Transit 710 S. West Street – PO Box 6087, Galena IL. 61036

Or such other address as the parties may designate in writing.

Section 12: Waiver

A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other breach of such provision or of any other provisions, nor shall any failure to enforce any provision hereof operate as a waiver of such provision of any other provision.

Section 13: Amendment

This Agreement may be modified or amended only by a written agreement duly executed by both parties hereto or their representatives.

Section 14: Termination

This Agreement may be terminated in whole or in part by either party following a 15 day written notice to the other party of such intent to terminate.

Section: 15 Entirety

This Agreement contains the entire Agreement between the parties as to the matters contained herein. Any oral representations or modifications concerning this Agreement shall be of no force and effect.

Dated: _____

City of Galena, a Municipal Corporation

By: _____
Mayor

Attest to:

City Clerk

Jo Daviess County Transit



Transit Director

Witness:



CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: May 5, 2020

RE: Police Department Janitorial Services

After nearly 29 years of dedicated service, Elaine White is retiring on May 31 as the custodian for the Police Department (and City Hall through 2015). Thank you for your service Elaine!

The Police Department is our only facility where janitorial services are provided by an employee of the City and not an independent contractor. With Elaine's departure, I recommend we shift to a contractor for standardization and cost savings.

Karen White has assisted her mother with the Police Department janitorial and is willing to continue as an independent contractor. The attached contract was developed with the assistance of Chief of Police, Lori Huntington, to reflect the current needs of the department. Karen has reviewed the contract and is agreeable with the terms.

The proposed contract would run from June 1, 2020 to April 30, 2021. Thereafter, I would expect the contract to be renewed for a term of May through April, consistent with our fiscal year and our other janitorial contracts.

A summary of the current and proposed contract costs is presented in Table 1.

Table 1. Janitorial Contract Amounts

Facility	Contractor	Current Monthly Cost	Proposed Monthly Cost
Police Department	Karen White	\$980	\$550
City Hall	Mary Halstead	\$650	
City Hall Public Restrooms	Mary Halstead	\$605	
Rec Park North Public Restroom	Mary Halstead	\$575	
Rec Park South Public Restroom	Mary Halstead	\$575	
Grant Park Public Restroom	Mary Halstead	\$575	
Market House Public Restrooms	Mary Halstead	\$580	
Turner Hall Building	Jeremy White	\$350	
Public Works Building	Jeremy White	\$110	

I recommend you approve the Independent Contractor Agreement for Janitorial Services between the City of Galena and Karen White. Thank you.

INDEPENDENT CONTRACTOR AGREEMENT FOR JANITORIAL SERVICES

BETWEEN THE CITY OF GALENA AND KAREN WHITE

This agreement, made and entered into this ____ day of _____, 2020, by and between Mary Halstead, an independent contractor, hereinafter referred to as (“Contractor”), and the City of Galena, an Illinois Municipal Corporation, hereinafter referred to as (“City”).

The parties have entered into an independent contractor agreement in writing where Contractor agrees to provide janitorial services to City in the maintenance of certain property, facilities and equipment, reference to which this agreement is made and by reference made a part of this agreement.

In consideration of premises and the promises contained and the payments as provided to be made, the parties agree as follows:

1. Contractor shall provide janitorial services for the City. Said services shall involve the cleaning of the following City facility:
 - a. Police Department, 311 N Bench Street
2. City agrees to engage the services of Contractor and agrees to pay Contractor for services at the rates listed below for each individual facility:
 - a. Police Department, 311 N Bench Street (\$550 per month)
3. The above-stated rates are to continue in force and effect for the periods commencing and concluding as follows:
 - a. Police Department, 311 N Bench Street (June 1, 2020-April 30, 2021)
4. Contractor shall clean the facility in accordance with the schedule attached hereto and made part hereof as Exhibit A.
5. Cleaning shall include shall include, but is not limited to dusting, sweeping, mopping, scrubbing, polishing, vacuuming and collecting and depositing refuse and recyclables in all areas of the buildings, including restrooms, rooms, kitchen, and hallways. It is understood that there may be special occasions when cleaning outside of the schedule is required and that extra time may be required to complete the cleaning. **Any such extraordinary hours, and the compensation for same, have been accounted for by the parties in the compensation terms described in paragraph one hereof.** There shall be no adjustments to the compensation during the term of the contract.
6. An inventory of fixtures to be cleaned is provided as Exhibit B, attached hereto and made part hereof. The specific cleaning requirements for the facility are described in Exhibit C, attached hereto and made part hereof.
7. The City shall provide all cleaning agents, equipment, materials, and tools required. The City shall provide all paper products such as hand towels, toilet paper and trash can liners. Contractor shall inform the City when such supplies need to be replenished. Contractor shall also inform City of

any equipment malfunctions or problems or damages relating to the buildings, facilities, utility systems, fixtures, tables, chairs, etc.

8. Contractor must be physically and mentally capable of performing all duties and tasks necessary to satisfactorily render janitorial maintenance services.
9. Contractor agrees to indemnify, hold harmless and defend the City, its officers, employees, agents and servants, from and against any and all liability, claims, demands, actions or suits of whatsoever character or kind, arising or resulting or in any way connected with Contractor's performance of this Agreement, the operations of the Contractor or the failure of the Contractor to comply with the provisions and requirements of all applicable permits, licenses, laws or regulations.
10. In the event the Contractor hires any employees, agents or servants to assist the Contractor in the performance of this Agreement, then the Contractor shall be required to provide worker's compensation insurance coverage on behalf of said party or parties and agrees to name the City as an additional insured on said policy. Said worker's compensation insurance shall be for the purpose of insuring both the Contractor and the City against any worker's compensation liability or similar claim that may be made pursuant to acts arising out of the performance of this Agreement. A copy of said worker's compensation insurance coverage shall be provided to the City in such event.
11. Contractor shall at all times be an independent contractor under this agreement, rather than a covenantor, agent, employee, or representative of the City, and no act, action, or omission to act by the Contractor, or any of her principals, officers, directors, employees, or agents, shall in any way obligate or be binding upon the City or its officials. Contractor covenants and agrees that he shall not represent to any third party that she or any of her principals, officers, directors, employees, or agents are officials, agents, employees, or representatives of the City.

Accordingly, Contractor's status as independent contractor shall require that:

- a. City controls only the result to be achieved by the work of the Contractor but not the means by which such work is accomplished;
 - b. Contractor's only compensation shall be "profit" (or contract payments) and not "wages", and from which such payments no withholding will be made;
 - c. Contractor shall not work exclusively (within any twelve (12) month period) for City;
 - d. Contractor shall not be entitled to vacation, health, sick leave, pension, or any other "employee" type benefits.
11. Contractor affirmatively states that he/she is a sole proprietor or a business that shall remain an equal opportunity employer which does not discriminate in its employment practices or in the award of contracts and as such does not discriminate based on race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran, or marital status, in accordance with applicable federal, state and local laws.
 12. Contractor agrees and promises to comply with all applicable ordinances, statutes and regulations, including but not limited to the equal employment and affirmative action provisions pertaining to public contracts by Section 2-105 of the Illinois Human Rights Act (Codified as paragraph 2-105 of Chapter 775 of the Illinois Compiled Statutes as amended), attached as Exhibit D.

- 13. This agreement may be terminated with 30 days written notice by either party.
- 14. It is further agreed that this agreement may be renewed upon the same terms and conditions, subject to mutual agreement by the parties.
- 15. This agreement shall be binding and inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties.
- 16. This document shall contain the entirety of the agreement between the parties concerning the subject matter thereof, and shall not be modified except in a writing signed by both parties.

In the use of the agreement the term "he" shall mean male, female, neutral gender and plural or singular as the context may require.

CITY OF GALENA, ILLINOIS,
A municipal corporation,

BY: _____
TERRY RENNER, MAYOR

ATTESTED BY: _____
MARY BETH HYDE, CITY CLERK

CONTRACTOR

ATTESTED BY: _____

Exhibit A: City of Galena Public Buildings Cleaning Schedule

Facility	Address/Location	Season	Days Per Week	Weekly Schedule	Approximate Sq. Feet
City Hall	101 Green Street	Annual	2	Every Tuesday and Friday (or instead of Friday, Sat/Sun)	7,000
Public Restrooms	101 Green Street	Annual	7	Daily	360
Police Department	311 N Bench Street	Annual	2	Every Monday and Thursday	5,000 upstairs 1,000 downstairs
South Recreation Park Restrooms	Field Street	Mid-April-Mid-October	7	Daily	300
North Recreation Park Restrooms	Field Street	Mid-April-Mid-October	7	Daily	430
Grant Park Restrooms	Park Avenue	Mid-April-Mid-October	7	Daily	504

Exhibit B: City of Galena Public Buildings Inventory of Fixtures

Fixtures	City Hall	101 Green Street Pubic Restrooms	Police Department	North Rec Park	South Rec Park	Grant Park
Sinks	3	4	3	4	3	4
Toilets	2	4	2	4	4	5
Urinals	0	2	0	3	2	2
Mirrors	2	4	2	4	4	4

Exhibit C: City of Galena Police Department Cleaning Requirements

POLICE DEPT	Task	311 N Bench Street
Daily (Second Floor Only)	Dust to remove all cobwebs.	X
	Dust all desks, table tops, and other horizontal surfaces.	X
	Damp mop all tile floors with a disinfectant solution.	X
	Vacuum all carpet floors and rugs. Clean spots prior to vacuuming.	X
	Spot clean doorknobs, doorjambs, and walls.	X
	Damp wipe vinyl chairs.	X
	Wash clean and dry mirrors. Dust frame of mirrors.	X
	Wash and dry all sinks inside and out and polish the metal fixtures.	X
	Clean all restroom toilets with disinfectant solution.	X
	Refill all dispensers, including soap, hand sanitation, toilet paper, and paper towel.	X
	Other general cleaning as may be required to maintain a clean and orderly interior.	X
	Clean interior side of windows.	X
	Bi-monthly	Vacuum rugs on the lower level.
Sweep and mop lockerooms, main room, hallway, and foyer at base of steps.		X
Vacuum steps from lower level to second floor.		X
Empty garbage receptacles.		X
Bi-annually	Clean exterior of all lower level windows and doors at lease once in spring and once in summer.	X

Exhibit D

HUMAN RIGHTS (775 ILCS 5/) Illinois Human Rights Act.

(775 ILCS 5/2-105) (from Ch. 68, par. 2-105)

Sec. 2-105. Equal Employment Opportunities; Affirmative Action.

(A) Public Contracts. Every party to a public contract and every eligible bidder shall:

(1) Refrain from unlawful discrimination and discrimination based on citizenship status in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;

(2) Comply with the procedures and requirements of the Department's regulations concerning equal employment opportunities and affirmative action;

(3) Provide such information, with respect to its employees and applicants for employment, and assistance as the Department may reasonably request;

(4) Have written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the vendor's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. A copy of the policies shall be provided to the Department upon request.

(B) State Agencies. Every State executive department, State agency, board, commission, and instrumentality shall:

(1) Comply with the procedures and requirements of the Department's regulations concerning equal employment opportunities and affirmative action;

(2) Provide such information and assistance as the Department may request.

(3) Establish, maintain, and carry out a continuing affirmative action plan consistent with this Act and the regulations of the Department designed to promote equal opportunity for all State residents in every aspect of agency personnel policy and practice. For purposes of these affirmative action plans, the race and national origin categories to be included in the plans are: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander. This plan shall include a current detailed status report:

(a) indicating, by each position in State service, the number, percentage, and average salary of individuals employed by race, national origin, sex and disability, and any other category that the Department may require by rule;

(b) identifying all positions in which the percentage of the people employed by race, national origin, sex and disability, and any other category that the Department may require by rule, is less than four-fifths of the percentage of each of those components in the State work force;

(c) specifying the goals and methods for increasing the percentage by race, national origin, sex and disability, and any other category that the Department may require by rule, in State positions;

(d) indicating progress and problems toward meeting equal employment opportunity goals, including, if applicable, but not limited to, Department of Central Management Services recruitment efforts, publicity, promotions, and use of options designating positions by linguistic abilities;

(e) establishing a numerical hiring goal for the employment of qualified persons with disabilities in the agency as a whole, to be based on the proportion of people with work disabilities in the Illinois labor force as reflected in the most recent decennial Census.

(4) If the agency has 1000 or more employees, appoint a full-time Equal Employment Opportunity officer, subject to the Department's approval, whose duties shall include:

(a) Advising the head of the particular State agency with respect to the preparation of equal employment opportunity programs, procedures, regulations, reports, and the agency's affirmative action plan.

(b) Evaluating in writing each fiscal year the sufficiency of the total agency program for equal employment opportunity and reporting thereon to the head of the agency with recommendations as to any improvement or correction in recruiting, hiring or promotion needed, including remedial or disciplinary action with respect to managerial or supervisory employees who have failed to cooperate fully or who are in violation of the program.

(c) Making changes in recruitment, training and promotion programs and in hiring and promotion procedures designed to eliminate discriminatory practices when authorized.

(d) Evaluating tests, employment policies, practices and qualifications and reporting to the head of the agency and to the Department any policies, practices and qualifications that have unequal impact by race, national origin as required by Department rule, sex or disability or any other category that the Department may require by rule, and to assist in the recruitment of people in underrepresented classifications. This function shall be performed in cooperation with the State Department of Central Management Services.

(e) Making any aggrieved employee or applicant for employment aware of his or her remedies under this Act.

In any meeting, investigation, negotiation, conference, or other proceeding between a State employee and an Equal Employment Opportunity officer, a State employee (1) who is not covered by a collective bargaining agreement and (2) who is the complaining party or the subject of such proceeding may be accompanied, advised and represented by (1) an attorney licensed to practice law in the State of Illinois or (2) a representative of an employee organization whose membership is composed of employees of the State and of which the employee is a member. A representative of an employee, other than an attorney, may observe but may not actively participate, or advise the State employee during the course of such meeting, investigation, negotiation, conference or other proceeding. Nothing in this Section shall be construed to permit any person who is not licensed to practice law in Illinois to deliver any legal services or otherwise engage in any activities that would constitute the unauthorized practice of law. Any representative of an employee who is present with the consent of the employee, shall not, during or after termination of the relationship permitted by this Section with the State employee, use or reveal any information obtained during the course of the meeting, investigation, negotiation, conference or other proceeding without the consent of the complaining party and any State employee who is the subject of the proceeding and pursuant to rules and regulations governing confidentiality of such information as promulgated by the appropriate State agency. Intentional or reckless disclosure of information in violation of these confidentiality requirements shall constitute a Class B misdemeanor.

(5) Establish, maintain and carry out a continuing sexual harassment program that shall include the following:

(a) Develop a written sexual harassment policy that includes at a minimum the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the agency's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department and the Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of this Act. The policy shall be reviewed annually.

(b) Post in a prominent and accessible location and distribute in a manner to assure notice to all agency employees without exception the agency's sexual harassment policy. Such documents may meet, but shall not exceed, the 6th grade literacy level. Distribution shall be effectuated within 90 days of the effective date of this amendatory Act of 1992 and shall occur annually thereafter.

(c) Provide training on sexual harassment prevention and the agency's sexual harassment policy as a component of all ongoing or new employee training programs.

(6) Notify the Department 30 days before effecting any layoff. Once notice is given, the following shall occur:

(a) No layoff may be effective earlier than 10 working days after notice to the Department, unless an emergency layoff situation exists.

(b) The State executive department, State agency, board, commission, or instrumentality in which the layoffs are to occur must notify each employee targeted for layoff, the employee's union representative (if applicable), and the State Dislocated Worker Unit at the Department of Commerce and Economic Opportunity.

(c) The State executive department, State agency, board, commission, or instrumentality in which the layoffs are to occur must conform to applicable collective bargaining agreements.

(d) The State executive department, State agency, board, commission, or instrumentality in which the layoffs are to occur should notify each employee targeted for layoff that transitional assistance may be available to him or her under the Economic Dislocation and Worker Adjustment Assistance Act administered by the Department of Commerce and Economic Opportunity. Failure to give such notice shall not invalidate the layoff or postpone its effective date.

As used in this subsection (B), "disability" shall be defined in rules promulgated under the Illinois Administrative Procedure Act.

(C) Civil Rights Violations. It is a civil rights violation for any public contractor or eligible bidder to:

(1) fail to comply with the public contractor's or eligible bidder's duty to refrain from unlawful discrimination and discrimination based on citizenship status in employment under subsection (A)(1) of this Section; or

(2) fail to comply with the public contractor's or eligible bidder's duties of affirmative action under subsection (A) of this Section, provided however, that the Department has notified the public contractor or eligible bidder in writing by certified mail that the public contractor or eligible bidder may not be in compliance with affirmative action requirements of subsection (A). A minimum of 60 days to comply with the requirements shall be afforded to the public contractor or eligible bidder before the Department may issue formal notice of non-compliance.

(D) As used in this Section:

(1) "American Indian or Alaska Native" means a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment.

(2) "Asian" means a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, but not limited to, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

(3) "Black or African American" means a person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American".

(4) "Hispanic or Latino" means a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

(5) "Native Hawaiian or Other Pacific Islander" means a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

(Source: P.A. 97-396, eff. 1-1-12.)

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: May 7, 2020
RE: 2020 Pool Season | Coronavirus Impact

As we prepare for the 2020 pool season during the coronavirus pandemic, I would like to share an update of our current progress, projects yet to be completed, and questions and concerns to consider as we move forward.

PRE-SEASON FACILITY UPDATES

We have been proceeding business-as-usual with pre-season preparation as allowed by the shelter-in-place orders. About 85% of our planned updates are complete.

- a. New pumps and strainers have been installed. Pumps will need to be primed by the installer when pool is filled with water.
- b. Water slide resurfacing is in progress and expected to be complete by May 12.
- c. Admissions area reconstruction following a water heater leak last summer is in progress. The work is expected to be completed by mid-May.
- d. Conversion to liquid bleach water conditioning is on hold. This upgrade is not necessary for pool opening and may be completed mid-season with no interruption to operations. Due to shelter-in-place orders, there has been a delay in plan review and receiving the permit from Illinois Department of Public Health (IDPH). Work may not begin until the permit has been received. Our current tablet feeder is still operational and would be fine to start the new season.
- e. Installation of new diving board is delayed. the diving board supplier closed due to shelter-in-place order (Utah). Anticipated delivery by early June.

START UP

We are now at the point of making final preparations to fill the pool. We are paused as we monitor the coronavirus situation and wait for rulemaking and guidance from the Governor's Office and Illinois Department of Public Health.

The process of filling and readying the pool is estimated to cost \$10,000-\$13,000 and takes about 3-4 weeks, pending availability of our vendors who assist with the process. Startup also involves training staff, and this year would certainly need to include new training and extra precautions to safely operate during a pandemic.

In a normal season, startup is contingent upon each system working as we fill the pool and activate each part—pumps, valves, chemical distribution, boiler, etc. Delays can always occur along the way. Our pre-opening checklist:

- a. Pump out the current debris in the pool and drain rainwater.
- b. Flush antifreeze and reactivate winterized water supply.
- c. Hot water wash pool surfaces prior to pool fill.
- d. Order concessions supplies, deep clean kitchen and stock.
- e. Deep clean the facility and all outdoor chairs, tables, and decks.
- f. Order any personal protective equipment that may be required or recommended.
- g. Train staff.

RESTORE ILLINOIS PLAN

On May 5, Governor Pritzker announced the next phases for reopening—the “Restore Illinois” plan. A full copy of the plan is included as Attachment 1 to this memo. In summary, and specifically how the new plan and guidelines affect pool season:

1. The new plan splits the state of Illinois into four regions, based on previously established regions identified by the Illinois Department of Public Health. The regions take into account availability of emergency medical care and resources. Galena is in Region 1, also known as the North Central Region. Our region also includes larger metropolitan areas such as Rockford, Rock Island (Quad Cities), and Peoria.
2. Each region will be closely monitored and allowed to either move forward—or backward—in the reopening phases based on key metrics. The metrics seek to identify trends in the stabilization or growth in virus cases, hospitalizations, and utilization of key hospitalization equipment.
3. We are currently in Phase 2—Flattening. IF case positivity rates and hospital capacity benchmarks are met, as well as IF expanded testing and tracing are available, our region could move to Phase 3—Recovery—by May 29.
 - ✓ *In Phase 3, public gatherings are limited to 10 non-essential people, and face masks and social distancing are the norm.*
4. Every 28 days, the region may move forward or backward based on the metrics. The next opportunity for moving to the next phase, (assuming we move to Phase 3 at the end of May) Phase 4—Revitalization—would be at the end of June.
 - ✓ *In Phase 4, public gatherings are limited to 50 people, face masks, and social distancing are the norm. Phase 4 will be the highest phase until a vaccine or highly effective treatment or elimination of new cases over a sustained period takes place.*

BEST-CASE SCENARIO

Based on what we know today, the Galena region could potentially move to Phase 4 no earlier than the last days of June. At that point, if we began filling the pool with water and factored an aggressive two weeks for training, pool fill, and chemical balancing, our pool season would potentially be July 16 through August 16 and be limited to 50 people, including staff. Weather, chemical balance, and mechanical issues are factors that could affect or effectively reduce the number of operational pool days in any given “normal” year.

COVID-19 RESPONSE AND OPERATIONS

The following is additional information I have obtained that should be considered when evaluating the pool season:

Illinois Department of Public Health (IDPH) Response

On May 6, our state inspector with IDPH replied to an email inquiry, “With the announcement just being made, our Department will be working on guidance over the coming weeks regarding when reopening may occur and procedures to follow.” She agreed that referring to the Restore Illinois plan would be a good way to approach decision making at this time.

Governor J.B. Pritzker’s Daily COVID-19 Updates

During Illinois Governor J.B. Pritzker’s daily press updates, the topic of pool openings has been addressed during question-and-answer sessions on the following dates by Illinois Department of Public Health Director Dr. Ngozki Ezike:

On April 23, Dr. Ezike noted that using swimming pools during the coronavirus pandemic is not a good idea and cited fecal shedding of the coronavirus, locker rooms where people need to change, and people congregating in the same setting as reasons for concern.

<https://chicago.cbslocal.com/2020/04/23/dr-ezike-swimming-pools-are-not-safe-to-use-during-coronavirus-pandemic-because-of-fecal-shedding/>

On April 28, Dr. Ezike was again questioned regarding public pools and responded:

“Well, I think, again, swimming and pools are a summer pastime that everyone would like to feel that they’re back to normal and being able to enjoy the normal things of the summer. Again, we are still learning a lot about this virus. But in terms of pools in general, we know that the settings of pools, whether it’s public pools or private pools, usually involves mass gatherings almost like that. Lots of people congregating together, whether in the water or poolside. So there for many reasons that we probably need to get to a certain point in our epidemiologic curve before we could probably consider that.

<https://capitolfax.com/2020/04/28/pritzker-goes-off-on-bailey-this-ruling-only-applies-to-one-person-because-it-was-only-ever-about-one-person/>

Additional Articles

In Attachment 2 of this memo, I have provided a number of additional articles I have found related to the topic of pool opening or closing, which is not just a concern in our small community, but nationwide. This portion also includes information from the Illinois Municipal League (IML).

COVID-19 PLANNING

If the pool opens this year, we would have many issues to consider and our operations would need to be different from in the past. At the time of this memo, I am not able to find clear direction specifically for public pools from any of the governing bodies as to how this would look, but will base my assumptions off other current business models and Restore Illinois mandates.

- **Testing**
 - a. Taking temperatures prior to entrance may need to be a protocol to allow staff and patrons admission to the pool.

- **Social distancing**
 - a. **Limiting the number of admissions each day.** If we can reach Phase 4, we may be allowed 50 people, including staff, inside the facility. Normal admissions at our pool vary from less than 100 on a colder or rainy day, to 250 on an average day, to 500 on a hot day or holiday. The Galena ARC last year brought 100 of their summer camp kids to the pool three days a week and bat camp every day. They anticipate 106-126 for summer 2020.
 - b. **Maintaining social distancing in a pool.** Monitoring social distancing would be a challenge and extra effort for staff that could be a distraction from watching for life-threatening situations.
 - c. **Wearing masks.** Masks are a requirement under the current Restore Illinois reopening in Phase 3 and 4. This would be difficult for staff to implement and enforce.

- **Lifeguards as first responders**
 - a. Our lifeguards are hired to save lives. We need to provide safeguards for them in the event of having to perform CPR, rescues, choking, and tend to first aid under these circumstances.
 - b. The pool also has a number of other incidents the lifeguards and managers respond to, including dealing with fecal incidents, vomit, and blood in the pool or surrounding area.

- **Disinfecting**
 - a. **Vigilance.** Like any business that is open, additional practices will need to be implemented in all public areas—pool deck, picnic tables, lounge chairs, and especially locker rooms, admissions and concessions counters, and doors.
 - b. **Will supplies and disinfectants be available?** Significant supplies would be needed to properly disinfect with the frequency that should be expected in common areas and locker rooms. Many disinfectant products and personal protective equipment are backordered.

- **Concessions**
 - a. Our concessions area is not large, and we would need to consider cutting staff if we were to maintain social distancing. We would likely need to reduce offerings. Closing concessions could be an option. Typically, the concessions revenues help subsidize the operating budget of the pool.

- **Staffing**
 - a. We have received understandable concern from our staff regarding their summer employment. Some have already applied for different jobs. Others have expressed concern that they would like to know what is happening with the pool so they can plan rather than continue to wait. There may be state and/or federal unemployment benefit options available to staff as a last resort.

CONCLUSION

In this unprecedented time, we are all looking for some sense of normalcy. The pool is a symbol of summer fun, friendships and community pride. The prospect of not opening the pool is very disappointing for all of us—staff and community. I have been in contact with 18 of my colleagues across the region, and they are all feeling the same and facing the same questions and uncertainties. At this moment, the reality is that if the pool could open, the preparation logistics would be difficult at best and the season would be very short. While I cannot say with certainty, my expectation is that future rules or guidance from the State of Illinois may eliminate possibility of opening in 2020. Those rules would be based on the safety of staff, the patrons and the community at large—the foremost concern for all of us.

Thank you for your support of the Galena Water Park / Alice T. Virtue Memorial Pool and its dedicated team of employees. I am proud of our team and look forward to the day when we can open safely.

RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

Office of the Governor
JB Pritzker

May 5, 2020

RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>



An Introduction



From the beginning of the new coronavirus pandemic, Illinois' response has been guided by data, science, and public health experts. As community spread rapidly increased, Governor Pritzker moved quickly to issue a Disaster Proclamation on March 9, restrict visitors to nursing homes on March 11, close bars and restaurants for on-site consumption on March 16, move schools to remote learning on March 17, and issue a Stay at Home order on March 21. This virus has caused painful, cascading consequences for everyone in Illinois, but the science has been clear: in the face of a new coronavirus with unknown characteristics and in the absence of widespread testing availability and contact tracing, mitigation and maintaining a 6-foot social distance have been the only options to reduce the spread and save as many lives as possible.

Millions of Illinoisans working together by staying at home and following experts' recommendations have proven these mitigation and social distancing measures effective so far. The result has been a lower infection rate, fewer hospitalizations, and lower number of fatalities than projected without these measures. Our curve has begun to flatten. Nevertheless, the risk of spread remains, and modeling and data point to a rapid surge in new cases if all mitigation measures were to be immediately lifted.

Now that Illinois is bending the curve, it is vitally important that we follow a safe and deliberate path forward to get our Illinois economy moving. That path forward is not what everyone wants or hopes for, but it will keep Illinoisans as safe as possible from this virus as our economy is reopening.

Restore Illinois is about saving lives and livelihoods. This five-phased plan will reopen our state, guided by health metrics and with distinct business, education, and recreation activities characterizing each phase. This is an initial framework that will likely be updated as research and science develop and as the potential for treatments or vaccines is realized. The plan is based upon regional healthcare availability, and it recognizes the distinct impact COVID-19 has had on different regions of our state as well as regional variations in hospital capacity. The Illinois Department of Public Health (IDPH) has 11 Emergency Medical Services Regions that have traditionally guided its statewide public health work and will continue to inform this reopening plan. For the purposes of this plan, from those 11, four health regions are established, each with the ability to independently move through a phased approach: Northeast Illinois; North-Central Illinois; Central Illinois; and Southern Illinois.

The five phases for each health region are as follows:

Phase 1 - Rapid Spread: The rate of infection among those tested and the number of patients admitted to the hospital is high or rapidly increasing. Strict stay at home and social distancing guidelines are put in place and only essential businesses remain open. Every region has experienced this phase once already, and could return to it if mitigation efforts are unsuccessful.

Phase 2 - Flattening: The rate of infection among those tested and the number of patients admitted to the hospital beds and ICU beds increases at an ever slower rate, moving toward a flat and even a downward trajectory. Non-essential retail stores reopen for curbside pickup and delivery. Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating and fishing while practicing social distancing. To varying degrees, every region is experiencing flattening as of early May.

Phase 3 - Recovery: The rate of infection among those surveillance tested, the number of patients admitted to the hospital, and the number of patients needing ICU beds is stable or declining. Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions. Gatherings limited to 10 people or fewer are allowed. Face coverings and social distancing are the norm.

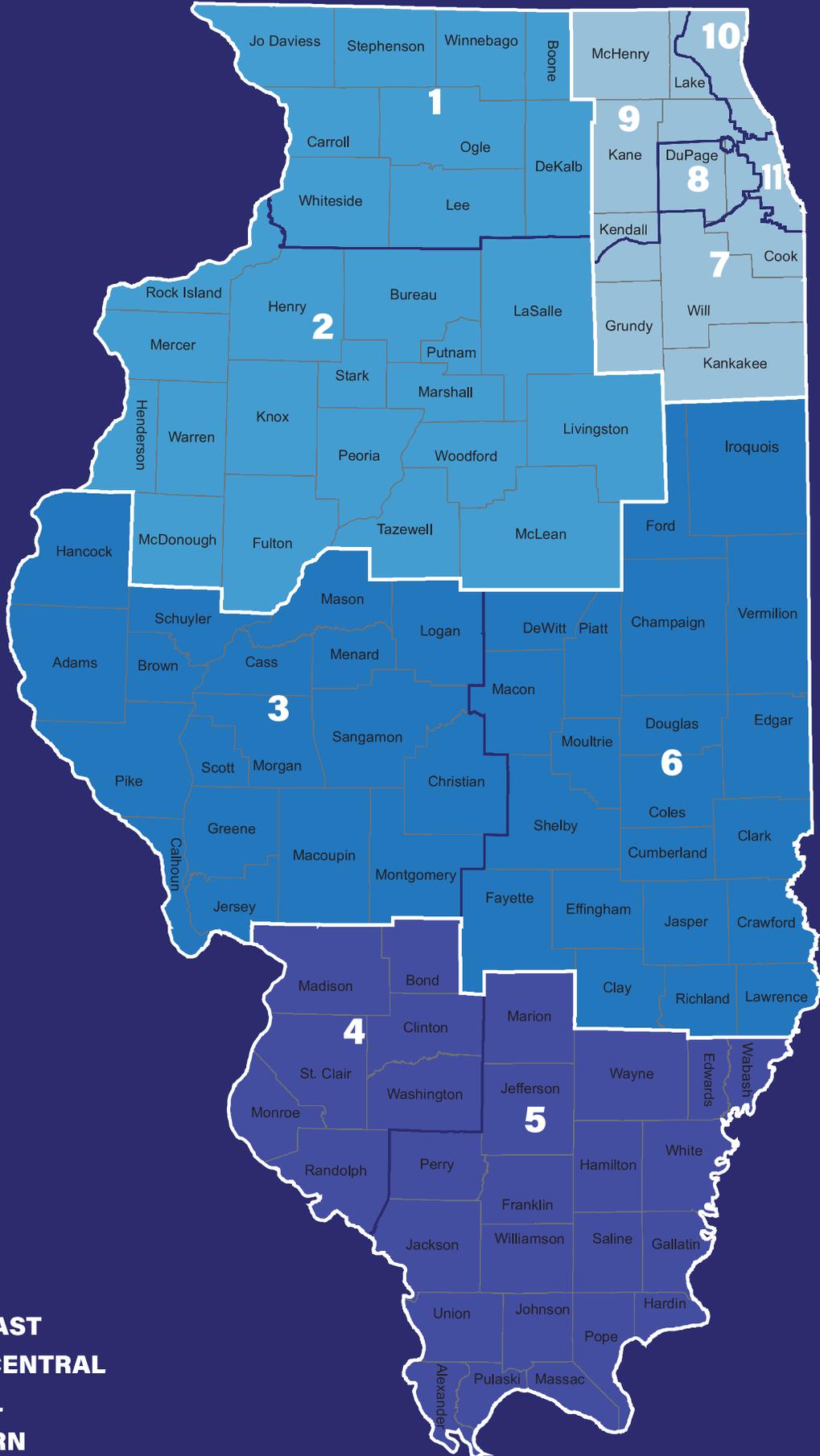
Phase 4 - Revitalization: The rate of infection among those surveillance tested and the number of patients admitted to the hospital continues to decline. Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health. Face coverings and social distancing are the norm.

Phase 5 - Illinois Restored: With a vaccine or highly effective treatment widely available or the elimination of any new cases over a sustained period, the economy fully reopens with safety precautions continuing. Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures in place reflecting the lessons learned during the COVID-19 pandemic.

Until COVID-19 is defeated, this plan also recognizes that just as health metrics will tell us it is safe to move forward, health metrics may also tell us to return to a prior phase. With a vaccine or highly effective treatment not yet available, IDPH will be closely monitoring key metrics to immediately identify trends in cases and hospitalizations to determine whether a return to a prior phase may become necessary.

All public health criteria included in this document are subject to change. As research and data on this novel coronavirus continue to develop, this plan can and will be updated to reflect the latest science and data.

RESTORE ILLINOIS HEALTH REGIONS



- NORTHEAST**
- NORTH-CENTRAL**
- CENTRAL**
- SOUTHERN**

Phase 1: Rapid Spread

WHAT THIS PHASE LOOKS LIKE

COVID-19 is rapidly spreading. The number of COVID-19 positive patients in the hospital, in ICU beds, and on ventilators is increasing. The public health response relies on dramatic mitigation measures, like stay at home orders and social distancing, to slow the spread of the virus and prevent a surge that overwhelms the health care system. With a Stay at Home order in place, only essential businesses are in operation and activities outside of the home are limited to essentials, like grocery shopping.

WHAT'S OPEN?

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings of any size

Travel: Non-essential travel discouraged

Health care: Emergency procedures and COVID-19 care only

Education and child care: Remote learning in P-12 schools and higher education; Child care in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking and biking permitted; State parks closed

Businesses:

- **Manufacturing:** Essential manufacturing only
- **"Non-essential" businesses:** Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- **Bars and restaurants:** Open for delivery, pickup and drive-through only
- **Entertainment:** Closed
- **Personal care services and health clubs:** Closed
- **Retail:** Essential stores are open with strict restrictions; Non-essential stores are closed

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity:

- Slowing of new case growth
- Availability of surge capacity in adult medical and surgical beds, ICU beds, and ventilators

Testing:

- Ability to perform 10,000 tests per day statewide
- Testing available in region for any symptomatic health care workers and first responders

Phase 2: Flattening

WHAT THIS PHASE LOOKS LIKE

The rise in the rate of infection is beginning to slow and stabilize. Hospitalizations and ICU bed usage continue to increase but are flattening, and hospital capacity remains stable. Face coverings must always be worn when social distancing is not possible. Testing capacity increases and tracing programs are put in place to contain outbreaks and limit the spread.

WHAT'S OPEN

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings

Travel: Non-essential travel discouraged

Health care: Emergency and COVID-19 care continue; Elective procedures allowed once IDPH criteria met

Education and child care: Remote learning in P-12 schools and higher education; Child care in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking, and biking permitted; Select state parks open; Boating and fishing permitted; Golf courses open; All with IDPH approved safety guidance

Businesses:

- **Manufacturing:** Essential manufacturing only
- **"Non-essential" businesses:** Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- **Bars and restaurants:** Open for delivery, pickup, and drive through only
- **Personal care services and health clubs:** Closed
- **Retail:** Essential stores are open with restrictions; Non-essential stores open for delivery and curbside pickup

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity: The determination of moving from Phase 2 to Phase 3 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 2, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period, AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19-like illness for 28 days, AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available for all patients, health care workers, first responders, people with underlying conditions, and residents and staff in congregate living facilities

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 3: Recovery

WHAT THIS PHASE LOOKS LIKE

The rate of infection among those surveillance tested is stable or declining. COVID-19-related hospitalizations and ICU capacity remains stable or is decreasing. Face coverings in public continue to be required. Gatherings of 10 people or fewer for any reason can resume. Select industries can begin returning to workplaces with social distancing and sanitization practices in place. Retail establishments reopen with limited capacity, and select categories of personal care establishments can also begin to reopen with social distancing guidelines and personal protective equipment. Robust testing is available along with contact tracing to limit spread and closely monitor the trend of new cases.

WHAT'S OPEN

Gatherings: All gatherings of 10 people or fewer are allowed with this limit subject to change based on latest data & guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health Care: All health care providers are open with DPH approved safety guidance

Education and child care: Remote learning in P-12 schools and higher education; Limited child care and summer programs open with IDPH approved safety guidance

Outdoor recreation: State parks open; Activities permitted in groups of 10 or fewer with social distancing

Businesses:

- **Manufacturing:** Non-essential manufacturing that can safely operate with social distancing can reopen with IDPH approved safety guidance
- **"Non-essential" businesses:** Employees of "non-essential" businesses are allowed to return to work with IDPH approved safety guidance depending upon risk level, tele-work strongly encouraged wherever possible; Employers are encouraged to provide accommodations for COVID-19-vulnerable employees
- **Bars and restaurants:** Open for delivery, pickup, and drive through only
- **Personal care services and health clubs:** Barbershops and salons open with IDPH approved safety guidance; Health and fitness clubs can provide outdoor classes and one-on-one personal training with IDPH approved safety guidance
- **Retail:** Open with capacity limits and IDPH approved safety guidance, including face coverings

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity: The determination of moving from Phase 3 to Phase 4 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 3, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period, AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19-like illness for 28 days, AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available in region regardless of symptoms or risk factors

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis for more than 90% of cases in region

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 4: Revitalization

WHAT THIS PHASE LOOKS LIKE

There is a continued decline in the rate of infection in new COVID-19 cases. Hospitals have capacity and can quickly adapt for a surge of new cases in their communities. Additional measures can be carefully lifted allowing for schools and child care programs to reopen with social distancing policies in place. Restaurants can open with limited capacity and following strict public health procedures, including personal protective equipment for employees. Gatherings with 50 people or fewer will be permitted. Testing is widely available, and tracing is commonplace.

WHAT'S OPEN

Gatherings: Gatherings of 50 people or fewer are allowed with this limit subject to change based on latest data and guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health care: All health care providers are open

Education and child care: P-12 schools, higher education, all summer programs, and child care open with IDPH approved safety guidance

Outdoor Recreation: All outdoor recreation allowed

Businesses:

- **Manufacturing:** All manufacturing open with IDPH approved safety guidance
- **"Non-essential" businesses:** All employees return to work with IDPH approved safety guidance; Employers are encouraged to provide accommodations for COVID-19-vulnerable employees
- **Bars and restaurants:** Open with capacity limits and IDPH approved safety guidance
- **Personal care services and health clubs:** All barbershops, salons, spas and health and fitness clubs open with capacity limits and IDPH approved safety guidance
- **Entertainment:** Cinema and theaters open with capacity limits and IDPH approved safety guidance
- **Retail:** Open with capacity limits and IDPH approved safety guidance

HOW WE MOVE TO THE NEXT PHASE

Post-pandemic: Vaccine, effective and widely available treatment, or the elimination of new cases over a sustained period of time through herd immunity or other factors.

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 5: Illinois Restored

WHAT THIS PHASE LOOKS LIKE

Testing, tracing and treatment are widely available throughout the state. Either a vaccine is developed to prevent additional spread of COVID-19, a treatment option is readily available that ensures health care capacity is no longer a concern, or there are no new cases over a sustained period. All sectors of the economy reopen with new health and hygiene practices permanently in place. Large gatherings of all sizes can resume. Public health experts focus on lessons learned and building out the public health infrastructure needed to meet and overcome future challenges. Health care equity is made a priority to improve health outcomes and ensure vulnerable communities receive the quality care they deserve.

WHAT'S OPEN

- All sectors of the economy reopen with businesses, schools, and recreation resuming normal operations with new safety guidance and procedures.
- Conventions, festivals, and large events can take place.

ATTACHMENT 2

Additional Articles of Interest

4/28/20

<https://capitolfax.com/2020/04/28/pritzker-goes-off-on-bailey-this-ruling-only-applies-to-one-person-because-it-was-only-ever-about-one-person/>

* There's another question about clarifying the pools and whether or not, why those are not open during the pandemic?...

Dr. Ezike: Well, I think, again, swimming and pools are a summer pastime that everyone would like to feel that they're back to normal and being able to enjoy the normal things of the summer. Again, we are still learning a lot about this virus. But in terms of pools in general, we know that the settings of pools, whether it's public pools or private pools, usually involves mass gatherings almost like that. Lots of people congregating together, whether in the water or poolside. So there for many reasons that we probably need to get to a certain point in our epidemiologic curve before we could probably consider that.

4/23/20

<https://chicago.cbslocal.com/2020/04/23/dr-ezike-swimming-pools-are-not-safe-to-use-during-coronavirus-pandemic-because-of-fecal-shedding/>

Illinois Municipal League

Excerpt from an email update on May 5, 2020, following Governor J.B. Pritzker's announcement of the "Restore Illinois" Plan:

"As we have previously noted, it is our suggestion that municipalities consider postponing or cancelling community events and large gatherings through early summer to help continue fighting the spread of COVID-19. Additionally, municipalities may wish to avoid signing any legal contracts committing to community events until more guidance is provided by the state or federal governments regarding when those events should resume."

BRAD COLE | Executive Director
ILLINOIS MUNICIPAL LEAGUE

Pools closed for summer

Mattoon, IL

<https://www.wcia.com/health/pool-stays-closed-to-prevent-spread-of-covid-19/>

Hilliard, OH (Near Columbus)

<https://www.dispatch.com/news/20200428/hilliard-not-opening-public-pools-this-season-due-to-coronavirus-columbus-and-others-still-deciding>

LaCrosse, WI & Kenosha, WI

https://lacrossetribune.com/news/local/la-crosse-closes-all-three-city-pools-for-summer-2020/article_4703c65a-da78-5ad3-9c45-749b8702a7a9.html

https://www.kenoshanews.com/news/local/kenosha-swimming-pools-will-not-open-this-summer/article_3b082325-cb51-5405-8299-665c5c56caae.html

<https://fox6now.com/2020/04/24/kenosha-public-pools-to-remain-closed-for-2020-season/>

El Paso, TX

<https://www.ktsm.com/local/el-paso-news/el-paso-county-pools-closed-for-summer-new-city-water-parks-eye-a-2021-opening/>

<https://www.swimmingworldmagazine.com/news/swimming-during-covid-19-closure-of-summer-pools-a-real-possibility/>

Pool Operators in a Bind while Planning for Opening Day

https://www.news-gazette.com/coronavirus/coronavirus-response-public-pool-operators-in-a-bind-while-preparing-for-opening-day/article_090eea1d-34c7-5326-8b99-a37b06b339b4.html

PAY APPLICATION

NUMBER: 7
PROJECT: Sidewalk Replacement Program
OWNER: City of Galena
ADDRESS: 101 Green Street, Galena IL 61036
CONTRACTOR: Louie's Trenching Service
ADDRESS: 9720 Rt 20 W
ENGINEER/ARCHITECT: City of Galena
FOR WORK COMPLETED THROUGH DATE OF: 1-May-20

Check here if separate schedule with similar format is attached in lieu of this schedule: X

GROSS AMOUNT DUE	373,405.00
LESS RETAINAGE @ 1%	3,734.05
AMOUNT DUE TO DATE	369,670.95
LESS PREVIOUS PAYMENTS	275,809.14
AMOUNT DUE THIS APPLICATION	93,861.81

SEE ATTACHED SUMMARY FOR DETAIL See attached

ACCOMPANYING DOCUMENTATION NA

Department: Capital Projects
Account Name: RLF Funds
Account Code: 41.61. 860.09
Project: Construction
Dept. Head Signature: CJeevis

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
ACCESS SYSTEMS LEASING (120766)							
26903029	1	Invoice	COPIES MADE	04/20/2020	298.27		01.13.579.00
26903029	2	Invoice	KIP	04/20/2020	244.26		52.43.549.00
Total ACCESS SYSTEMS LEASING (120766):					542.53		
ACKEUMAN, JENNI (120815)							
050620	1	Invoice	FLOODGATE BANNER RE	05/06/2020	25.00		01.11.912.00
Total ACKEUMAN, JENNI (120815):					25.00		
AMERICAN PLANNING ASSOC. (255)							
308609-2045	1	Invoice	APA DUES	04/21/2020	371.00		01.16.561.00
Total AMERICAN PLANNING ASSOC. (255):					371.00		
ARGUS DENTAL & VISION INC. (120754)							
042120	1	Invoice	VISION INSURANCE	04/21/2020	260.56		01.13.451.01
Total ARGUS DENTAL & VISION INC. (120754):					260.56		
BARANSKI, BETH (120814)							
050620	1	Invoice	BANNER REFUND	05/06/2020	25.00		01.11.912.00
Total BARANSKI, BETH (120814):					25.00		
BLAIN'S FARM & FLEET (120547)							
2072	1	Invoice	DOG FOOD/HEKTOR	04/28/2020	28.99		01.21.814.06
Total BLAIN'S FARM & FLEET (120547):					28.99		
COMMUNITY FUNDING & PLANNING SERV. (119937)							
04-051120	1	Invoice	DOWNTOWN SIDEWALK	05/11/2020	2,375.00		41.61.860.09
Total COMMUNITY FUNDING & PLANNING SERV. (119937):					2,375.00		
DEVERE, ANGELA (120347)							
042320	1	Invoice	REFUND/CANCELLATION	04/23/2020	50.00		17.52.929.00
042320	2	Invoice	REFUND/CANCELLATION	04/23/2020	50.00		17.52.929.00
Total DEVERE, ANGELA (120347):					100.00		
EXACT PEST SOLUTIONS, INC. (120708)							
20301	1	Invoice	PEST CONTROL	04/15/2020	80.00		58.54.511.00
Total EXACT PEST SOLUTIONS, INC. (120708):					80.00		
FEDERAL SIGNAL CORPORATION (120816)							
7473753	1	Invoice	SIREN REPLACEMENT	04/28/2020	16,231.00		12.10.890.00
Total FEDERAL SIGNAL CORPORATION (120816):					16,231.00		
FOLEY'S TIRE & AUTO SERVICE, INC. (119917)							
14002	1	Invoice	EQUIPMENT	04/28/2020	152.00		17.52.514.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total FOLEY'S TIRE & AUTO SERVICE, INC. (119917):					152.00		
GALENA ARC (850)							
050820	1	Invoice	HAHN COUNCIL SALARY	05/08/2020	100.00		01.11.432.00
Total GALENA ARC (850):					100.00		
GALENA CHRYSLER (82)							
75700	1	Invoice	SQUAD MAINTENANCE K	04/29/2020	36.21		01.21.814.06
Total GALENA CHRYSLER (82):					36.21		
GALENA GAZETTE (34)							
3859	1	Invoice	PUBLIC HEARING NOTIC	04/29/2020	67.38		01.16.553.00
Total GALENA GAZETTE (34):					67.38		
GALENA HIGH SCHOOL (32)							
050720	1	Invoice	PROM CANCELLATION/C	05/07/2020	250.00		58.54.929.00
Total GALENA HIGH SCHOOL (32):					250.00		
GUY'S TRUCK & TRACTOR SERVICE (119033)							
GWIO15893	1	Invoice	BACKHOE	04/06/2020	154.33		01.41.613.07
GWIO16015	1	Invoice	2011 INTERNATIONAL DU	04/28/2020	287.88		01.41.613.06
Total GUY'S TRUCK & TRACTOR SERVICE (119033):					442.21		
HALSTEAD, MARY L. (119966)							
051120	1	Invoice	CITY HALL JANITOR	05/11/2020	325.00		01.13.511.07
051120	2	Invoice	PUBLIC RESTROOMS AT	05/11/2020	302.50		01.13.511.08
051120	3	Invoice	PARKS RESTROOMS	05/11/2020	862.50		17.52.511.00
051120	4	Invoice	MARKET HOUSE RESTR	05/11/2020	290.00		01.13.511.09
Total HALSTEAD, MARY L. (119966):					1,780.00		
HAUNTED GALENA (120818)							
050720	1	Invoice	CANCELLATION/COVID-1	05/07/2020	425.00		58.54.929.00
Total HAUNTED GALENA (120818):					425.00		
HOLLAND HEATING, AIR COND (99)							
47646	1	Invoice	WWTP HEATER	05/01/2020	2,800.00		52.43.929.00
Total HOLLAND HEATING, AIR COND (99):					2,800.00		
IIW ENGINEERS & SURVEYORS, PC (260)							
73958	1	Invoice	IIW STUDY	04/27/2020	1,036.25		51.42.831.05
Total IIW ENGINEERS & SURVEYORS, PC (260):					1,036.25		
JL TECH, LLC (120693)							
2413	1	Invoice	TELEWORK SETUP	04/27/2020	600.00		01.13.512.04

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
2416	1	Invoice	TELEWORK SETUP	04/27/2020	80.00		01.13.512.04
2421	1	Invoice	TELEWORK SETUP	03/30/2020	80.00		01.21.512.00
Total JL TECH, LLC (120693):					760.00		
JO CARROLL ENERGY, INC. (397)							
050120	1	Invoice	ELECTRIC	05/01/2020	5,289.05		15.41.572.00
050120	2	Invoice	LIFT STATION	05/01/2020	127.66		52.43.850.09
050120	3	Invoice	POLICE DEPARTMENT/E	05/01/2020	472.93		01.21.571.01
050120	4	Invoice	EMS/ELECTRIC	05/01/2020	133.83		12.10.571.01
050120	5	Invoice	PARKS/ELECTRIC	05/01/2020	89.16		17.52.571.01
050120	6	Invoice	FLOOD/ELECTRIC	05/01/2020	396.36		20.25.576.01
050120	7	Invoice	FIRE/ELECTRIC	05/01/2020	307.71		22.22.576.01
050120	8	Invoice	TURNER HALL/ELECTRIC	05/01/2020	338.49		58.54.571.01
050120	9	Invoice	WELCOME SIGNS	05/01/2020	36.23		01.41.571.01
Total JO CARROLL ENERGY, INC. (397):					7,191.42		
JO DAVIESS COUNTY EMA (120400)							
102-041520	1	Invoice	CODE RED ANNUAL FEE	04/15/2020	2,263.14		22.22.929.00
Total JO DAVIESS COUNTY EMA (120400):					2,263.14		
JO DAVIESS CTY COLLECTOR (563)							
050620	1	Invoice	TOWER PROPERTY TAX	05/06/2020	2,464.72		51.42.579.01
050620	2	Invoice	TOWER PROPERTY TAX	05/06/2020	2,395.16		51.42.579.01
050620	3	Invoice	TAXES ON PROPERTY D	05/06/2020	24.28		17.52.820.06
Total JO DAVIESS CTY COLLECTOR (563):					4,884.16		
JO DAVIESS CTY GIS DEPT (330)							
006480	1	Invoice	STREET VACATION	04/29/2020	18.75		01.16.553.00
Total JO DAVIESS CTY GIS DEPT (330):					18.75		
JO DAVIESS CTY SHERIFF (116)							
050620	1	Invoice	RADIO SERVICE	05/06/2020	100.00		22.22.538.00
050620	2	Invoice	CITY SHARE OF OFFICE	05/06/2020	200.12		01.21.538.00
GPD20	1	Invoice	ANNUAL COSTS FOR SPI	03/06/2020	1,751.00		01.21.532.00
Total JO DAVIESS CTY SHERIFF (116):					2,051.12		
LAWSON PRODUCTS, INC. (627)							
9307551988	1	Invoice	TOOLS	04/28/2020	114.21		01.41.653.00
Total LAWSON PRODUCTS, INC. (627):					114.21		
LEXISNEXIS RISK SOLUTIONS (376)							
1343164-202	1	Invoice	INVESTIGATION PROGR	04/30/2020	35.50		01.21.652.03
Total LEXISNEXIS RISK SOLUTIONS (376):					35.50		
LISKE, JEFF (120812)							
042320	1	Invoice	REFUND/CANCELLATION	04/23/2020	75.00		17.52.929.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total LISKE, JEFF (120812):					75.00		
LOUIE'S AGGREGATE COMPANY (1218)							
5866	1	Invoice	CHIPS	04/17/2020	538.88		15.41.614.01
5866	2	Invoice	MISC. MATERIALS	04/17/2020	252.29		01.41.614.04
Total LOUIE'S AGGREGATE COMPANY (1218):					791.17		
LOUIE'S TRENCHING SERVICE (127)							
050120	1	Invoice	DOWNTOWN STREET RE	05/01/2020	2,910.30		01.41.614.05
Total LOUIE'S TRENCHING SERVICE (127):					2,910.30		
MACKAY METERS, INC. (120302)							
1056396	1	Invoice	PAY & DISPLAY ANNUAL	04/13/2020	1,440.00		53.48.579.00
Total MACKAY METERS, INC. (120302):					1,440.00		
MONTGOMERY TRUCKING (133)							
050120	1	Invoice	REFUSE HANDLING CON	05/01/2020	14,501.73		13.44.540.04
050120	2	Invoice	RECYCLING CONTRACT	05/01/2020	5,000.61		13.44.540.00
050120	3	Invoice	DUMPSTER RENT	05/01/2020	60.00		13.44.544.03
050120	4	Invoice	DUMPSTER DISPOSAL F	05/01/2020	181.50		01.41.573.00
050120	5	Invoice	EMPTY GLASS DUMPSTE	05/01/2020	450.00		13.44.540.06
050120	6	Invoice	MISC. CONTINGENCY	05/01/2020	30.00		13.44.929.00
Total MONTGOMERY TRUCKING (133):					20,223.84		
MOTOROLA SOLUTIONS (120677)							
42450	1	Invoice	ANNUAL MAINTENANCE -	04/01/2020	3,402.72		01.21.532.00
Total MOTOROLA SOLUTIONS (120677):					3,402.72		
NAPA AUTO PARTS (79)							
318857	1	Invoice	EQUIPMENT	04/28/2020	32.02		17.52.514.00
Total NAPA AUTO PARTS (79):					32.02		
NICOR (151)							
050720	1	Invoice	TURNER HALL/GAS	05/07/2020	414.39		58.54.571.05
050720	2	Invoice	POOL-GAS	05/07/2020	176.53		59.55.571.02
Total NICOR (151):					590.92		
REDFEARN TREE SERVICE & NURS. (118895)							
6210	1	Invoice	TREES	04/28/2020	511.50		01.41.517.02
Total REDFEARN TREE SERVICE & NURS. (118895):					511.50		
SECURITY PRODUCTS OF DUBUQUE (119890)							
247-15001	1	Invoice	PHONE/ALARM MONITO	04/28/2020	27.00		01.13.552.00

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total SECURITY PRODUCTS OF DUBUQUE (119890):					27.00		
SIRCHIE FINGER PRINT LABS (659)							
0443708	1	Invoice	SAFETY GLOVES	04/29/2020	333.14		01.21.652.03
Total SIRCHIE FINGER PRINT LABS (659):					333.14		
SKINNER, HEATHER (120817)							
050620	1	Invoice	REFUND	05/06/2020	25.00		17.52.929.00
Total SKINNER, HEATHER (120817):					25.00		
SPEAR CORPORATION (120532)							
307000	1	Invoice	NEW PUMP	04/27/2020	4,208.36		59.55.511.01
307027	1	Invoice	PUMPS/STRAINERS	04/22/2020	19,373.28		59.55.511.01
Total SPEAR CORPORATION (120532):					23,581.64		
STEINKE, SAM (120450)							
042420	1	Invoice	FLOODGATES	04/24/2020	796.49		20.25.511.03
042420	2	Invoice	SIDEWALK	04/24/2020	433.26		01.41.514.08
Total STEINKE, SAM (120450):					1,229.75		
TECHNOLOGY MANAGEMENT REV FUND (120601)							
T2025466	1	Invoice	MONTHLY CHARGE FOR	04/13/2020	265.62		01.21.542.00
Total TECHNOLOGY MANAGEMENT REV FUND (120601):					265.62		
TRAFFIC SAFETY SYSTEM LLC (120813)							
2072	1	Invoice	REPAIR LIGHT 113	04/23/2020	157.46		22.22.613.00
Total TRAFFIC SAFETY SYSTEM LLC (120813):					157.46		
TRI-STATE PORTA POTTY, INC. (908)							
8478	1	Invoice	PORTA POTTY RENTAL	04/15/2020	460.00		17.52.579.01
Total TRI-STATE PORTA POTTY, INC. (908):					460.00		
US CELLULAR (92)							
041820	1	Invoice	PUBLIC WORKS/CELL PH	04/18/2020	37.44		01.41.552.00
041820	2	Invoice	ADMIN/CELL PHONE	04/18/2020	37.44		01.11.552.00
041820	3	Invoice	POLICE/CELL PHONES	04/18/2020	74.88		01.21.552.01
041820	4	Invoice	POOL PHONE	04/18/2020	2.60		59.55.552.00
041820	5	Invoice	HUNTINGTON/CELL PHO	04/18/2020	36.95		01.216.0
041820	6	Invoice	WUEBBEN/CELL PHONE	04/18/2020	43.59		01.261.0
Total US CELLULAR (92):					232.90		
VINCENT & SONS, J. P. (507)							
050420	1	Invoice	CIVIL WAR MONUMENT E	05/04/2020	255.00		17.52.820.06

Invoice	Seq	Type	Description	Invoice Date	Total Cost	PO Number	GL Account
Total VINCENT & SONS, J. P. (507):					255.00		
WEBER PAPER COMPANY (40)							
D088336A	1	Invoice	TOILET PAPER & GLOVE	03/27/2020	37.31		01.13.654.00
D088338B	1	Invoice	SOAP	04/24/2020	40.10		01.13.654.01
D088340	1	Invoice	SUPPLIES	03/27/2020	149.24		17.52.652.00
D088577	1	Invoice	RECYCLING BAGS	03/27/2020	28.52		01.13.654.00
D090021	1	Invoice	CLEANING SUPPLIES	04/24/2020	123.20		01.13.654.00
Total WEBER PAPER COMPANY (40):					378.37		
WEX BANK (119104)							
050120	1	Invoice	PUBLIC WORKS-GAS	05/01/2020	318.76		01.41.655.00
050120	2	Invoice	PARKS-GAS	05/01/2020	104.22		17.52.655.03
050120	3	Invoice	POLICE-GAS	05/01/2020	550.94		01.21.655.00
050120	4	Invoice	FIRE-GAS	05/01/2020	149.09		22.22.655.00
Total WEX BANK (119104):					1,123.01		
WHITE CONSTRUCTION CO., INC. (119359)							
050120	1	Invoice	PUBLIC WORKS JANITOR	05/01/2020	110.00		01.41.511.01
Total WHITE CONSTRUCTION CO., INC. (119359):					110.00		
WHITE'S LAWN CARE (119092)							
12788	1	Invoice	TREES/BRUSH	05/01/2020	3,380.00		01.41.517.02
Total WHITE'S LAWN CARE (119092):					3,380.00		
ZYBKO, AMANDA (120819)							
050720	1	Invoice	CANCELLATION/COVID-1	05/07/2020	200.00		58.54.929.00
Total ZYBKO, AMANDA (120819):					200.00		
Grand Totals:					106,182.79		

Report GL Period Summary

Vendor number hash: 3977656
 Vendor number hash - split: 5063341
 Total number of invoices: 61
 Total number of transactions: 93

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	106,182.79	106,182.79
Grand Totals:	106,182.79	106,182.79