



City of Galena, Illinois

AGENDA

REGULAR CITY COUNCIL MEETING

6:30 P.M., MONDAY, JANUARY 22, 2024

CITY HALL - 101 GREEN STREET

The public may also view the meeting live (no public comment) on the City of Galena YouTube channel at:

<https://www.youtube.com/@cityofgalena1826>

| ITEM | DESCRIPTION |
|-----------|--|
| 24C-0020. | Call to Order by Presiding Officer |
| 24C-0021. | Roll Call |
| 24C-0022. | Establishment of Quorum |
| 24C-0023. | Pledge of Allegiance |
| 24C-0024. | Reports of Standing Committees |
| 24C-0025. | 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 CA24-2

| ITEM | DESCRIPTION | PAGE |
|-----------|--|-------|
| 24C-0026. | Approval of the Minutes of the Regular City Council Meeting of January 8, 2024 | 4-9 |
| 24C-0027. | Acceptance of December 2023 Financial Report | -- |
| 24C-0028. | Approval of Agreement For General Public Transportation Between the City of Galena and Jo Daviess County Transit | 10-16 |

UNFINISHED BUSINESS

None.

NEW BUSINESS

| ITEM | DESCRIPTION | PAGE |
|-----------|--|-------|
| 24C-0029. | Presentation by O'Connor Brooks & Co. of the Annual Financial Report for the Fiscal Year Ending April 30, 2023 | -- |
| 24C-0030. | Galena Country Tourism Quarterly Report | -- |
| 24C-0031. | Discussion and Possible Action on an Intergovernmental Agreement for General Public Transportation with Jo Daviess County Transit (2024 Downtown Shuttles) | 17-25 |
| 24C-0032. | Discussion and Possible Action on the Purchase of a New Truck for the Public Works Department | 26 |
| 24C-0033. | Discussion and Possible Action on Swimming Pool Wages, Rates, and Schedule for 2024 | 27-30 |
| 24C-0034. | Warrants | 31-36 |
| 24C-0035. | Alderspersons' Comments | |
| 24C-0036. | City Administrator's Report | |
| 24C-0037. | Mayor's Report | |
| 24C-0038. | Adjournment | |

CALENDAR INFORMATION

| BOARD/COMMITTEE | DATE | TIME | LOCATION |
|----------------------------------|------------------------|-----------|-----------------------------|
| Historic Preservation Commission | Thursday, February 1 | 6:30 P.M. | City Hall, 101 Green Street |
| City Council | Monday, February 12 | 6:30 P.M. | City Hall, 101 Green Street |
| Zoning Board of Appeals | Wednesday, February 14 | 6:30 P.M. | City Hall, 101 Green Street |

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Password = guestwifi!



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MINUTES OF THE REGULAR CITY COUNCIL MEETING OF 08 JANUARY 2024

24C-0001 – 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 08 January 2024.

24C-0002 – ROLL CALL

Upon roll call, the following members were present: Bernstein, Johnson, Kieffer, Tegtmeier, Westemeier, Wienen (present electronically via phone), Renner.

Motion: Westemeier moved, seconded by Kieffer, to approve allowing Alderperson Wienen to attend the meeting electronically via phone.

Discussion: None.

Roll Call: AYES: Johnson, Kieffer, Tegtmeier, Westemeier, Bernstein, Renner
NAYS: None

The motion carried.

24C-0003 – ESTABLISHMENT OF QUORUM

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

24C-0004 – PLEDGE OF ALLEGIANCE

The Pledge was recited.

24C-0005 - REPORTS OF STANDING COMMITTEES

No reports.

24C-0006 – CITIZENS COMMENTS

Andrew Stangl, 1818 Donegan Street – Stangl addressed the topic of open burns. Stangl has lived next to the landfill and has dealt with this issue for a long time. While he understands people do not like it due to allergies and smoke, he feels a reasonable open burn period would be beneficial.

Ben Petitgout, 708 N. Division Street – Petitgout was in favor of repealing the open burn ban. He feels open burn is still being done to a degree as fire pits are not a part of the ban. Petitgout feels a limited time in the spring and fall does not hurt anybody. He noted the ban has simply moved the open burn to the fringes of the city to be burned once or twice per year. This burn causes a huge smoldering process and lasts for days and/or weeks. Petitgout urged the council to repeal the ban and allow open burn on a limited nature.

CONSENT AGENDA CA24-01

24C-0007 – APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF DECEMBER 26, 2023

24C-0008 – APPROVAL OF PAY APPLICATION #1 FOR THE HILL STREET RECONSTRUCTION PROJECT

24C-0009 – APPROVAL OF PAY APPLICATION #2 FOR COMMERCE STREET PARKING LOT

24C-0010 – APPROVAL OF ILLINOIS EPA PUBLIC WATER SUPPLY LOAN #17-6109 LEAD SERVICE LINE REPLACEMENT PROJECT REQUEST #2 IN THE AMOUNT OF \$163,506.77, INCLUDING ORIGIN DESIGN AND CFPS, INC. INVOICES AND PAY APPLICATION #2 FROM FIVE STAR ENERGY SERVICES

Motion: Kieffer moved, seconded by Johnson, to approve Consent Agenda CA24-01.

Discussion: None.

Roll Call: AYES: Kieffer, Tegtmeyer, Westemeier, Wienen, Bernstein, Johnson, Renner
NAYS: None

The motion carried.

UNFINISHED BUSINESS

23C-0286 – DISCUSSION AND POSSIBLE ACTION ON A PLAN OF USE FOR THE CITY-OWNED PROPERTY AT 403 S. MAIN STREET

Motion: Bernstein moved, seconded by Tegtmeyer, to utilize the property at 403 S. Main Street for restrooms and tourist information partnering with Galena Country Tourism, 23C-0286.

Discussion: Bernstein was strongly in favor of restrooms and feels it is a reasonable idea. Restrooms are desperately needed on Main Street, and it will be advantageous to have visitor information there as well. Bernstein was concerned with having to choose a retailer and felt this would provide a solution to that.

Johnson agreed stating she would like to see restrooms on Main Street. She felt the money from the parking spaces would cover the maintenance and cleaning costs for the restrooms and make it self-sustaining.

Kieffer noted if there were other people in the building, the city would have to pay real estate taxes on the building. Bernstein stated she does not think Galena Country would staff the building. They would provide brochures and/or a video presentation. Kieffer was opposed to anything other than public restrooms.

Westemeier was opposed to spending money on putting in public restrooms a block away from another restroom. He recommended selling the building and parking area. Additional parking could be added to the Meeker Street Lot to more than make up for the spaces lost. Westemeier was opposed to spending \$400,000 on restrooms.

Tegtmeyer noted when the building was purchased by the previous council, the only thing mentioned was public parking and restrooms. Tegtmeyer feels that is what the building was purchased for, and the city needs to answer the needs of the city. The city can figure out where the funding is coming from. She is committed to figuring out what is the best use for the citizens and visitors of Galena.

Wienen stated she would be opposed to retail. She would be in favor of selling the building and investing in restrooms somewhere else.

Renner was in favor of restrooms and parking at this time.

Westemeier recommended tabling until such time as the city could get more information on what it would cost. Tegtmeier was opposed. She felt the city needs to decide as to what the building will be used for. She felt tabling it would just be kicking the plan down the street.

Roll Call: AYES: Tegtmeier, Bernstein, Johnson, Kieffer, Renner
NAYS: Westemeier, Wienen,

The motion carried.

23C-0503 – DISCUSSION AND POSSIBLE ACTION ON THE FISCAL YEARS 2025-29 CAPITAL IMPROVEMENT PLAN

Motion: Westemeier moved, seconded by Bernstein, to approve the Fiscal Year 2025-29 Capital Improvement Plan, 23C-0503.

Discussion: Bernstein recommended the city do some research on the septic systems in town to determine how old they are. If they are old, she would like to see the priority moved up on them as they tend to leak when they are older. She would like to get everyone on the city sewer.

Kieffer feels anything relating to public safety should be a high priority.

Johnson feels the pool is a wonderful amenity and needs to be maintained to avoid bigger expenses down the road.

Tegtmeier stated he would like to add Dell Street to the street improvements. Dell Street has never been paved. Renner advised once the highway project is complete, there will only be a short section of Dell Street that needs to be done and it will be done at that time.

Westemeier stated he would like to see the sidewalks installed from Cobblestone to the highway. He also recommended the replacement of the wooden steps in the police department parking lot as well as the North High steps to Meeker Street.

Renner stated the Capital Improvement Plan deals with what the town needs. In the end it comes down to how much money is coming in and what takes priority. It serves as a good guideline for everyone who wants to look at it. Renner recommended approving it as presented.

Roll Call: AYES: Westemeier, Wienen, Bernstein, Johnson, Kieffer, Tegtmeier, Renner
NAYS: None

The motion carried.

NEW BUSINESS

24C-0011 – DISCUSSION AND POSSIBLE ACTION ON THE POLICY FOR OPEN BURNING

Motion: Westemeier moved, seconded by Kieffer, to approve a policy for open burning with 4 days in May and 4 days in November, 24C-0011.

Discussion: Westemeier was in favor of allowing open burns twice per year. People will burn leaves for a couple of hours and be done. It will provide for less at the landfill to be burned in December.

Kieffer stated he originally voted in favor of the ban but has since reconsidered. He has had many residents ask him to support open burns. He was in favor of allowing open burns in the spring and fall.

Tegtmeyer noted the reason for the ban was because it was unhealthy and unsafe. That has not changed. She feels it should be about health and safety and not convenience as the smoke contains dangerous chemicals and carcinogens. Tegtmeyer recommended looking at in on a case-by-case basis and allowing it in certain areas. Tegtmeyer stated she is opposed to opening up open burns but is not opposed to allowing it in certain circumstances.

Johnson was opposed to opening up open burn. She does not have a problem with people with large properties such as Stangl's being allowed to burn. They have a big enough property that they can burn far enough away. She was in favor of looking at exceptions as they come up.

Wienen stated she had a respectable number of people reach out to her on this issue. She feels there should not be exceptions to the rule. She was in favor of allowing open burns for four days in the spring and four days in the fall.

Bernstein stated she is opposed for health reasons. The city offers a simple alternative by picking up yard waste for one month in the spring and one month in the fall.

Renner stated he originally voted against it. At the time the vote was taken, there was not a full board present. While the city does have the pickup, and will continue to have the pickup, he feels there needs to be some days to burn in the spring and fall.

Roll Call: AYES: Wienen, Kieffer, Westemeier, Renner
NAYS: Bernstein, Johnson, Tegtmeyer

The motion carried.

24C-0012 – FIRST READING OF AN ORDINANCE ANNEXING 3.74 ACRES OF TERRITORY IN RAWLINS TOWNSHIP (TRACTOR SUPPLY COMPANY)

Motion: Kieffer moved, seconded by Westemeier, to approve the first reading, waive the second reading of an ordinance annexing 3.74 acres of territory in Rawlins Township, Tractor Supply Company, 24C-0012.

Discussion: None.

Roll Call: AYES: Bernstein, Johnson, Kieffer, Tegtmeyer, Westemeier, Wienen, Renner
NAYS: None

The motion carried.

24C-0013 – DISCUSSION AND POSSIBLE ACTION ON THE PURCHASE OF NEW BODY VIDEO CAMERAS AND IN-SQUAD VIDEO CAMERAS FOR THE POLICE DEPARTMENT

Motion: Tegtmeyer moved, seconded by Johnson, to approve the purchase of new body video cameras and in-squad video cameras for the police department, 24C-0013.

Discussion: None.

Roll Call: AYES: Johnson, Kieffer, Tegtmeyer, Westemeier, Wienen, Bernstein, Renner
NAYS: None

The motion carried.

24C-0014 – WARRANTS

Motion: Kieffer moved, seconded by Tegtmeyer, to approve the Warrants as presented, 24C-0013.

Discussion: None.

Roll Call: AYES: Kieffer, Tegtmeyer, Westemeier, Bernstein, Johnson, Renner
NAYS: None
ABSTAIN: Wiene

The motion carried.

24C-0015 – ALDERPERSONS’ COMMENTS

The council told everyone to stay safe during the upcoming snowstorm and thanked the Public Works crew in advance for the snow cleanup!

24C-0016 – CITY ADMINISTRATOR’S REPORT

Collective Bargaining Contract – Moran advised the Police Department Collective Bargaining Contract will expire on April 30, 2024. The city has received notice that they are ready to begin bargaining.

Cobblestone Sidewalks – Moran advised Matt Oldenburg has been working on the Cobblestone sidewalks. While it seems simple, there were some questionable right-of-way issues. A professional surveyor was hired. The city will need to obtain an easement between Dupaco and Culvers in order to get to the highway. The bids should go out by the end of the fiscal year.

24C-0017 – MAYOR’S REPORT

Oil up your shovels!

24C-0018 - MOTION FOR EXECUTIVE SESSION

Motion: Bernstein moved, seconded by Tegtmeyer, to recess to Executive Session to discuss the following:

- Section 2 (c) (1) – Employee hiring, firing, compensation, discipline and performance.
- Section 2 (c) (11) – Pending, probable or imminent litigation.
- Section 2 (c) (21) – Review of Executive Session Minutes.

Discussion: None.

Roll Call: AYES: Tegtmeyer, Westemeier, Wiene, Bernstein, Johnson, Kieffer, Renner
NAYS: None

The motion carried.

The meeting recessed at 7:08 p.m.

The meeting reconvened at 7:14 p.m.

24C-0019 – ADJOURNMENT

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


Discussion: None.

Roll Call: AYES: Bernstein, Johnson, Kieffer, Tegtmeyer, Westemeier, Wiene, Renner
NAYS: None

The motion carried.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

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

Mary Beth Hyde
City Clerk

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator

DATE: January 18, 2024

RE: Transit agreement

A handwritten signature in blue 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 annual agreement term expired at the end of November 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 many years and no change is proposed. We budgeted for the full cost of service.

The agency provides hundreds of rides in Galena per month with demand service. The service is the 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.

**Agreement For General Public Transportation
Between the City of Galena and Jo Daviess
County Transit**

****Subject to Approval of the County Board ****

The Agreement is made and entered into on this _____ day of _____ by and between the the City of Galena, a Municipal Corporation (hereinafter called "City"), and Jo Daviess County Transit (hereinafter called "County"), a County General Public Transportation System.

Recitals:

WHEREAS, County and the City of Galena support the access to, and availability of, public transportation in the City of Galena through grant funding allocated by the Illinois Department of Transportation; and

WHEREAS, County has certain assets which may be used to provide General Public Transportation Service; and

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

WHEREAS, County has been approved by the City to provide transportation service in the City of Galena; and

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 January 2024 through November 2024.

Section 2: Scope of Service

Jo Daviess County Transit agrees to provide general public transportation service for the City 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 limits.

The scheduled expanded service will start at 7 A.M. and end at 5:30P.M. on Mondays, Tuesdays, Wednesdays, Thursdays, and Fridays during the term of this agreement.

The service will not operate on any of the following holidays that may occur during the service period: New Year's Day, Martin Luther King, Jr. Day (Observed), Lincoln's Birthday (Observed), Washington's Birthday (Observed), Spring Holiday, Memorial Day, Juneteenth Independence Day, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day nor the day after, Christmas Eve (Observed), and Christmas Day.

- A. Labor and Costs:** County will be responsible for all costs and expenses including insurance, equipment, and repairs during the term of this agreement. The City will be responsible for paying a sum of \$9,996.00.
- B. Equipment:** County will use a 14 passenger, handicapped accessible lift equipped vehicle to provide service. Other handicapped accessible vehicles may be used for service with agreement of the parties and approval by the Illinois Department of Transportation.
- C. 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.
- D. Drivers:** County shall use only trained employees. County shall further certify that each employee assigned to drive a vehicle, possesses a valid license or other such licenses as may be required by law or regulation.
- E. Employee Appearance:** County shall require employees to be courteous at all times, clothing shall be as neat and clean as practical.
- F. Fares:** During the term of this Agreement, County agrees to charge no separate fare for each passenger trip.

Section 3 Schedule of Performance

County 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 County. If County fails to materially perform under the Schedule of Performance, the City may exercise its rights as specified in Section 10.

Section 4: Funding

The County shall be compensated by the City a sum of \$9,996.00 for full performance of the terms of this Agreement. Said sum shall be payable per County billing invoice during the term of the Agreement in the full amount of each month of service.

Section 5: Jo Daviess County Transit

County shall perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of the City. County shall have exclusive right to control 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 County.

Section 6: Non-Assignment

County shall not assign, transfer or convey this Agreement or County's rights, duties or obligations hereunder or any part thereof without the previous written consent of the City. In the event County attempts to assign, transfer, convey or otherwise alter this Agreement or 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

County shall obtain and maintain throughout the term of this Agreement, at County's sole cost and expense, not less than a \$1,000,000.00 liability insurance policy with a \$1,000,000.00 umbrella insurance policy. Both parties shall list the other as additional insureds under each of their relevant insurance policies.

Section 8: Indemnification and Hold Harmless

County and City mutually agree to indemnify and hold harmless each other including their officers, employees, agents and servants (except for acts 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, performance under this Agreement.

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 County 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, obligations, 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 County 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

County: County Administrator, Scott Toot
Jo Daviess County
330 N. Bench Street, Galena IL. 61036

Transit Director/PCOM, Nicole Hermsen
Jo Daviess County Transit
710 S. West Street, 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.

Section 16: Choice of Law and Venue

This Agreement shall be subject to and construed under the laws of the State of Illinois. Venue for any action arising from this Agreement shall lie in the Circuit Court of Jo Daviess County, Illinois.

City of Galena, a Municipal Corporation

Mayor

Dated: _____

Attest to:

City Clerk

Dated: _____

Jo Daviess County Transit

County Board Chairperson

Dated: _____

Attest to:

Dated: _____


CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: January 18, 2024

RE: 2023 and 2024 Downtown Transit/Shuttle Service

I am writing to present the agreement with Jo Daviess County Transit for the “Ride Galena” downtown shuttle service for 2024. The shuttle is an important part of the Parking System Improvement Plan developed in 2019. We have gradually expanded the shuttle service over the past three years with the goal of offering an alternative to parking in the heart of downtown. 2023 was the first year of the lodging route which transported visitors from the hotels/motels and campground to downtown. In this report, I will present the three-year performance of the shuttle, the cost of operation, and a recommendation for service in 2024.

A summary of the shuttle season and hours of operation for the past three years is shown in Table 1 below.

Table 1. Shuttle Operations: 2021-23

| Year | Days | Route | Duration | Hours |
|------|-----------|----------|-------------------|---------------------|
| 2021 | Saturdays | Downtown | September-October | 11 a.m. - 7 p.m. |
| 2022 | Saturdays | Downtown | June-October | 11 a.m. - 7 p.m. |
| | Sundays | Downtown | June-October | 11 a.m. - 4:00 p.m. |
| 2023 | Saturdays | Downtown | June-October | 11 a.m. - 10 p.m. |
| | Saturdays | Lodging | June-October | 11 a.m. - 10 p.m. |
| | Sundays | Downtown | June-October | 11 a.m. - 4 p.m. |

A summary of the total shuttle riders for the past three years is shown in Table 2 below.

Table 2. Shuttle Ridership: 2021-23

| | 2021 | 2022 | 2023 |
|---------------------------|--------------|--------------|--------------|
| Saturdays | 1,225 | 2,144 | 3,446 |
| Saturdays (Lodging Route) | NA | NA | 1,083 |
| Sundays | NA | 686 | 1,543 |
| TOTAL | 1,225 | 2,830 | 6,072 |

A summary of the total cost of operation is shown in Table 3 below. Please note that Galena Country Tourism covered the cost of the Saturday evening hours for the downtown route. The cost of the evening hours (7 p.m. – 10 p.m.) totaled \$1,320.

Table 3. Shuttle Cost of Operation: 2021-23

| | 2021 | 2022 | 2023 |
|---------------------------|---------|---------|----------|
| Saturdays | \$1,120 | \$3,360 | \$5,060 |
| Saturdays (Lodging Route) | NA | NA | \$5,060 |
| Sundays | NA | \$2,000 | \$2,540 |
| TOTAL | \$1,120 | \$5,360 | \$12,650 |

A summary of the cost per rider is shown in Table 4 below.

Table 4. Shuttle Cost Per Rider: 2021-23

| | 2021 | 2022 | 2023 |
|---------------------------|--------|--------|--------|
| Saturdays | \$0.91 | \$1.57 | \$1.47 |
| Saturdays (Lodging Route) | NA | NA | \$4.66 |
| Sundays | NA | \$2.92 | \$1.65 |
| TOTAL | \$0.91 | \$1.89 | \$2.08 |

As shown in the statistics, ridership increased in 2023 and the cost per rider for the downtown routes on Saturdays and Sundays decreased—even with an increase in the hourly rate charged by JDC Transit. The first year of the lodging route proved more expensive per rider, but the more detailed statistics show that ridership increased each month. The cost per rider for the lodging route in September and October was \$2.80.

Recommendation for 2024 Service

I offer the following recommendations for service in 2024:

- Offer the same shuttle services and hours as in 2023, including the downtown route on Saturdays and Sundays and the lodging route on Saturdays.
- Galena Country Tourism to fund Saturday evening hours.
- Expand advertising for the lodging route with a brochure to be supplied by JDC Transit.
- Make the shuttle vehicles tastefully and easily identifiable with professional graphic wrapping. The cost of wrapping would be covered by Galena Country Tourism and/or JDC Transit.
- Continue with a double page advertisement in the Spring/Summer Galenian with the cost split equally between the City and Galena Country Tourism.

As described in the attached draft agreement, the proposed 2024 service from Jo Daviess County Transit is as follows:

For the downtown-only route:

- A single 14-passenger, ADA, transit bus would operate on a route with stops at the Depot parking lot, the loading zone on Green Street next to the public restrooms, and the parking lot on Meeker Street.
- The round trip is expected to be made every 20 minutes.
- Saturday service June 1 through October 27 from 11:00 a.m. to 10:00 p.m.
- Sunday service June 1 through October 27 from 11:00 a.m. to 4:00 p.m.
- No operation during Country Fair Weekend or the Saturday of the Halloween Parade.
- \$22.00 per hour, including vehicle and driver (same rate as 2023).
- \$11 per day per route vehicle inspection fee (same as in 2023).
- Service to be marketed as "Ride Galena".

For the lodging route:

- A single 14-passenger, ADA, transit bus would operate on a route with stops at the Ramada, Country Inn and Suites, Stoney Creek, Best Western, Irish Cottage, Grant Hills, the Palace Campground and the loading zone on Green Street next to the public restrooms.
- The round trip is expected to be made every approximately every 30 minutes.
- Service on Saturdays only and the same days and hours as the downtown-only route.
- \$22.00 per hour, including vehicle and driver (same rate as 2023).
- \$11 per day per route vehicle inspection fee (same as in 2023).
- Service to be marketed as "Ride Galena".

For the 21 weeks of planned service, the total cost would be \$12,694. Subtracting the cost of \$1,320 for Saturday evening service to be paid by Galena Country Tourism, the total cost of service to the City would be \$11,374. Including the City's share of \$1,860 for the Galenian ad, the total cost to the City for the season would be \$12,694. This expense would need to be included in the budget for the fiscal year beginning May 1. The Parking and Shuttle Fund has a fund balance sufficient to cover the cost of service. The Parking and Shuttle Fund is supported entirely by parking lot revenue from the City's pay lots. The annual cost of operating the shuttle is equivalent to approximately 10% of the annual revenues from the city parking lots.

On a final note, I am excited to report that JDC Transit was recently awarded a grant to purchase two electric 14-passenger buses for the shuttle service. When shuttle service was restarted in 2021, Galena Country Tourism and the City suggested a goal of operating the service with environmentally sustainable, no emission vehicles. Thank you to JDC Transit for working to achieve the goal. The new EV buses may not be ready for the start of the 2024 season but will be deployed when they are received and wrapped.

Thank you for your consideration. Please feel free to contact me with any questions.

**Intergovernmental Agreement
for General Public Transportation
Between the City of Galena
and Jo Daviess County Transit**

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 (hereinafter called “County”), a County General Public Transportation System.

Recitals:

WHEREAS, County and the City support the access to, and availability of, public transportation in the City of Galena through grant funding allocated by the Illinois Department of Transportation; and

WHEREAS, County and City understand the advantages of governmental cooperation to promote improved access to and availability of public transportation; and

WHEREAS, County has certain assets which may be used to provide General Public Transportation Service; and

WHEREAS, City desires to expand its General Public Transportation Service by providing demand response transportation to the public, including employees and employers, within the City of Galena; (hereinafter called “service”); and

WHEREAS, County and City are empowered to enter into intergovernmental agreements pursuant to the provisions of Article VII, Section 10 or the 1970 Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1, et. seq.; and

WHEREAS, County been approved by the City to provide service in the City of Galena; and

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 June 1, 2024 through October 20, 2024.

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.** County shall expand current service and expand service as needed to meet the general public’s transportation needs within the City.
- C.** County shall expand current weekend service to include 6 area hotels: Stoney Creek Inn, Country Inn, Wyndham, Best Western, Irish Cottage, Palace Campground and Grant Hills.

Beginning on June 1, 2024 and ending on October 26, 2024, the scheduled service will start at 11:00 A.M. and end at 10:00 P.M. on Saturdays during the term of this agreement. Expanded service to Hotels will only be on Saturdays during the term of this agreement, unless demand dictates expansion to other days/times.

Beginning on June 2, 2024 and ending on October 27, 2024, the scheduled service will start at 11:00 A.M. and end at 4:00 P.M. on Sundays during the term of this agreement.

County will file with the City an accurate record of the number trips provided to passengers, for each and every day of operation. The record will be submitted to the City Administrator at the end of each week on a form agreed to by both parties.

The service will not operate on any of the following holidays that may occur during the service period: New Year's Day, Martin Luther King, Jr. Day (Observed), Lincoln's Birthday (Observed), Washington's Birthday (Observed), Spring Holiday, Memorial Day, Juneteenth Independence Day, Independence Day, Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day nor the day after, Christmas Eve (Observed), and Christmas Day.

- D. Labor and Costs:** County will be responsible for all costs and expenses including insurance, equipment, and repairs during the term of this agreement. The City will be responsible for paying \$22.00 per hour, per driver, for driver time. In addition to the hourly rate, the City will pay an \$11.00 vehicle inspection charge per vehicle each day the vehicle operates.
- E. Equipment:** County will use a 14 passenger, handicapped accessible lift equipped vehicle to provide service, and a 14 passenger, handicapped accessible lift equipped vehicle to provide hotel service. Other handicapped accessible vehicles may be used for service with agreement of the parties and approval by the Illinois Department of Transportation.
- F. 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. Subject to design approval of the County, temporary signs communicating the name of the transit system may be affixed to the vehicles if determined they can be safely affixed without damaging the vehicles.
- G. Drivers:** County shall use only trained employees. County shall further certify that each employee assigned to drive a vehicle, possesses a valid license or other such licenses as may be required by law or regulation.
- H. Employee Appearance:** County shall require employees to be courteous at all times, clothing shall be as neat and clean as practical.
- I. Fares:** During the term of this Agreement, County agrees to charge no fare for each passenger trip.

Section 3: Schedule of Performance

County 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 County. If County does not reasonably satisfy the Schedule of Performance, the City may exercise its rights as specified in Section 10.

Section 4: Funding

The County shall be compensated by the City in the amount of \$22 per hour, per driver, for full performance of the terms of this Agreement. Said sum shall be payable per County billing invoice during the term of the Agreement in the full amount of each month of service.

Section 5: Jo Daviess County Transit

County shall perform all work and services described herein as an independent contractor and not as an officer, agent, servant or employee of the City. County 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 County.

Section 6: Non-Assignment

County shall not assign, transfer or convey this Agreement or County's rights, duties or obligations hereunder or any part thereof without the previous written consent of the City. In the event County attempts to assign, transfer, convey or otherwise alter this Agreement or 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

County shall obtain and maintain throughout the term of this Agreement, at County's sole cost and expense, not less than a \$1,000,000.00 liability insurance policy with a \$1,000,000.00 umbrella insurance policy. The city of Galena shall be named as an additional insured on said policy and County agrees to provide a copy of said policy to the City.

Section 8: Indemnification and Hold Harmless

County 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, County's performance of this Agreement, the operations of County, it's agents, employees, or subcontractors, or the failure of 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 County vehicles access to any and all City streets for boarding and disembarking purposes.
- B. Provide Transit 24 hours advance notice for scheduling rides for Saturday and Sunday service.
- C. Provide advertising for the demand response service specific to Saturday and Sunday service.
- D. Pay County 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 County 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 |
| County: | County Administrator, Scott Toot 330 N. Bench Street, Galena, IL 61036 Transit Director/PCOM, Nicole Hermsen Jo Daviess County Transit 710 S. West Street, 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.

Section 16: Choice of Law and Venue

This Agreement shall be subject to and construed under the laws of the State of Illinois. Venue for any action arising from this Agreement shall lie in the Circuit Court of Jo Daviess County, Illinois.

City of Galena, a Municipal Corporation

Mayor

Dated: _____

Attest to:

City Clerk

Dated: _____

Jo Daviess County

County Board Chairperson

Dated: _____

Attest to:

County Clerk

Dated: _____


CITY OF GALENA, ILLINOIS

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



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Mark Moran, City Administrator 

DATE: January 16, 2024

RE: New Public Works Truck and Equipment

Looking ahead to our next fiscal year beginning May 1, 2024, Public Works Director, Jason Bingham proposes to purchase a new 2024 one-ton truck and equipment for daily use. The purchase is included in the proposed Capital Improvement Plan. With delivery expected to take months, he requests authorization to order now and receive the truck in the new fiscal year.

Bid requests were distributed to numerous dealerships and equipment suppliers. Five bids were received for the truck and two bids were received for the equipment. I am writing to present the bid results and recommend the purchase of a truck with equipment.

Table 1. New 2024 Truck and Chassis

| Dealership | Business Location | Year | Make | Cost |
|------------------|-------------------|------|-------|----------|
| Runde Auto Group | East Dubuque, IL | 2024 | Dodge | \$58,225 |
| Runde Auto Group | East Dubuque, IL | 2024 | Chevy | \$60,310 |
| Runde Auto Group | East Dubuque, IL | 2024 | Ford | \$60,425 |
| Pioneer Ford | Platteville, WI | 2024 | Ford | \$62,765 |
| Galena Chrysler | Galena, IL | 2024 | Dodge | \$65,839 |

Equipment for the new truck includes an aluminum platform bed, snowplow, and salt spreader. The bid results for the equipment are as follows:

Table 2. Equipment Costs for New Truck

| Company | Business Location | Cost |
|------------------------|-------------------|----------|
| Monroe Truck Equipment | Monroe, WI | \$20,475 |
| Grant County Truck | Cuba City, WI | \$28,646 |

Bingham has reviewed the truck and equipment specifications and bids. He recommends purchasing the 2024 Dodge truck from Runde Auto Group for \$58,225. He recommends the equipment package and build-up from Monroe Truck and Equipment for \$20,475. The total package cost for the truck and equipment would be \$78,700. This amount will need to be included in the fiscal year 2024-25 budget. I recommend approval of the purchases.

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



MEMORANDUM

TO: Honorable Mayor Renner and City Council

FROM: Hillary Dickerson, Facilities Manager *HD*

DATE: January 10, 2024

RE: 2024 pool opening with pool hours, rates, and wages

We have lots of great things planned for the 2024 season at Alice T. Virtue Memorial Pool. We are looking forward to another fun and safe summer.

Since Cassie Folks will no longer be one of our managers, I met with Sophie Hefel, who served as a manager the past two years and brings lots of great experience as a lifeguard, to discuss how we can restructure the management team. We look forward to welcoming Sydney Einsweiler, who worked the past two summers as a lifeguard supervisor and as a lifeguard before that, to the new assistant manager position. Sydney will complete her lifeguard trainer certification this spring as well so that she will be able to train new guards and recertify returning guards. Paula Schonhoff will return as lessons coordinator; this is her 52nd year at the pool. I am certain that Sophie, Sydney and Paula will work well together to motivate, mentor, and encourage our staff.

After a few years of struggling through a lifeguard shortage, I am so pleased to report we have a solid group of returning guards and potential new guards. We also have several returning staff members for lessons, concessions, admissions, and safety guarding. I plan to send out offer letters soon and then begin advertising for open positions for the upcoming season.

The pool's tentative opening day is Saturday, May 25. We will train and certify in the days leading up to opening and possibly the week following. The tentative closing day is Sunday, Aug. 11.

Looking ahead to the 2024 season

- Staffing—We will have some adjustments with management changes, but we feel confident that staff will work together to provide a great experience for our patrons.
- Minimum wage increase—The five-year stepped timeline to reach a \$15 minimum wage has now reached \$14, effective Jan. 1. As a result, our staffing costs have increased substantially over the past few years.
- Planned improvements—There are always maintenance projects to complete. Prior to opening day, we plan to have the admissions/concessions and office floors epoxied to match the portion of the building done last year. After the roof replacement this past fall, we need to have the air conditioning/furnace replaced on the west side of the pool house. We also have

smaller painting and repair projects to complete indoors and out. Replacement of the gutter grates at the pool edge will be a larger expense. We are currently seeking estimates for that project. Most of that work will be finished well in advance of opening day.

2024 season and hours

Last day of attendance for Galena Schools (without emergency days) is Thursday, May 23. Other local districts follow a similar schedule. The tentative opening day for the pool is Saturday, May 25. We will use late afternoon and evening hours Monday-Friday, May 20-24, for staff training and lifeguard certification. Training may possibly run into the following week as well. Closing day, to be determined by staff availability and school schedules, is tentatively Sunday, Aug. 11.

We will operate with traditional pool hours:

- Saturday-Sunday – Adult lap swim, 11-11:50 a.m.; Public swim, noon-7 p.m.
- Monday-Friday – Adult lap swim, noon-12:50 p.m.; Public swim, 1-7 p.m.

Pool admission

No increases are planned for the daily rate structure:

- Infants, 0-1 – Free
- Children, 5 and younger - \$3
- Students, 6-18 - \$4
- Adults, 19+ - \$5

Individual season passes

I recommend continuing our individual season pass (age 1-adult) rate at \$40. Passes will be available for purchase online through SignUp Genius beginning Tuesday, May 1 and after that at city hall and the pool (on and after opening day).

Swimming lessons

As in the past, we will offer eight weeks of American Red Cross swimming lessons – four sessions, Monday-Friday, 10 days each (except for Session 3; no lessons July 4). The Galena ARC will schedule lessons for Session 2. Lessons will begin Monday, June 3 and conclude Friday, July 26. Lesson sign up will be online beginning Tuesday, May 1 at 10 a.m. After that, those interested will be able to sign up at city hall and at the pool (on and after opening day).

I recommend maintaining the same fee schedule as last year for swimming lessons:

- Children 4-18 \$40
- Junior Lifeguarding \$55
- Parent-child aquatics \$25
- Adult \$25

It worked well last season to offer a parent-child aquatics class for children three and under. The class was held in the evening and taught by two veteran lifeguards and lessons instructors. We plan to follow the same model this coming summer.

Depending on interest, an adult swimming lessons class will be offered, dates to be determined.

Pool parties

Although our intent was to offer private pool parties last year, we did not feel our staffing levels allowed us to do so. This year we feel more confident. We have taken many inquiries the past couple years from those interested in booking parties, so we know there is interest.

We plan to offer five pre-selected Thursday dates for parties: June 13, June 20, June 27, July 11 and July 18. Rain dates will be the Tuesdays immediately following those dates. Pool parties take place after the pool has closed to the public, running from 7-9 p.m. To cover our costs, the rate will be \$500 per party.

Concessions

The past three years, the concession stand has offered a wide variety of pre-packaged food items. We plan to continue with a similar pre-packaged menu again this year.

My goal this year is to improve efficiency in the concession stand. I believe we can reduce staff and better utilize our Square system for inventory controls. We also plan to add a digital menu board that staff will be able to easily change and update. I look forward to working with managers and supervisors to make these improvements reality.

Wages

Table 1: Proposed Hourly Rates + Increases

| <i>Position</i> | <i>2024 hourly rate / starting wage</i> <i>(Includes adjustment for 2024 Illinois minimum wage increase)</i> | <i>Increase for returning staff</i> |
|---|---|-------------------------------------|
| <i>Pool manager</i> | \$17.70 / hour | \$1.00 / hour |
| <i>Assistant manager</i> | \$17.50 / hour | Open |
| <i>Concessions / Admissions supervisors</i> | \$16 / hour | \$.40 / hour |
| <i>Lessons coordinator</i> | \$17 / hour | \$.40 / hour |
| <i>Assistant lessons coordinator</i> | \$17 / hour | \$.40 / hour |

| | | |
|--|----------------|---|
| <i>Lifeguard supervisor</i> | \$16 / hour | \$.40 / hour + \$1 minimum wage |
| <i>Certified lifeguard</i> | \$15 / hour | \$.40 / hour + \$1 minimum wage |
| <i>Non-certified swim lesson instructor</i> | \$15 / hour | \$.40 / hour + \$1 minimum wage increase |
| <i>Concessions staff</i> | \$14.25 / hour | \$.25 / hour + \$1 / hour minimum wage |

Benefits

The pool has offered employees several benefits in the past. I recommend we continue with these offerings.

- Pool managers / assistant manager / lessons coordinator – one season pass for each member of the employee’s immediate family.
- All pool staff – one season pass for each employee.
- Concessions / admissions – two staff t-shirts.
- All staff are eligible for reimbursement for any required certification if the employee works the entire summer at the pool.

I also suggest we add an additional benefit this year, changing the uniform allowance for lifeguards, instructors and water-focused leadership to two uniforms (men’s trunks or women’s one piece or tankini) from the one offered in years past. When guards and instructors work several days in a row, as many of them do, one suit is not enough. Those staff members will also receive one whistle, one visor and one staff t-shirt or hat.

I request your approval of the 2024 pool opening plan. Please let me know if you have any questions. Thank you for your consideration.

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|--|-----|---------|-------------------------|--------------|------------|-----------|--------------|
| AT & T (LOCAL) (103) | | | | | | | |
| 011524 | 1 | Invoice | PUBLIC WORKS/PHONE | 01/15/2024 | 59.51 | | 01.41.552.00 |
| 011524 | 2 | Invoice | FIRE DEPARTMENT/PHO | 01/15/2024 | 55.68 | | 22.22.552.00 |
| 011524 | 3 | Invoice | ADMINISTRATION/PHON | 01/15/2024 | 399.98 | | 01.13.552.00 |
| 011524 | 4 | Invoice | FLOOD CONTROL/PHON | 01/15/2024 | 55.54 | | 20.25.515.00 |
| Total AT & T (LOCAL) (103): | | | | | 570.71 | | |
| AT & T LONG DISTANCE (119065) | | | | | | | |
| 011524 | 1 | Invoice | ADMINISTRATION/LONG | 01/15/2024 | 30.26 | | 01.13.552.00 |
| Total AT & T LONG DISTANCE (119065): | | | | | 30.26 | | |
| AT&T MOBILITY (121036) | | | | | | | |
| 28731195315 | 1 | Invoice | HOT SPOTS FOR SQUAD | 12/25/2023 | 300.98 | | 01.21.552.00 |
| Total AT&T MOBILITY (121036): | | | | | 300.98 | | |
| BERNING, DENNIS (120790) | | | | | | | |
| 012224 | 1 | Invoice | PERMIT REIMBURSEMEN | 01/22/2024 | 15.50 | | 01.11.549.02 |
| Total BERNING, DENNIS (120790): | | | | | 15.50 | | |
| CARD SERVICE CENTER (119840) | | | | | | | |
| ACH 010824 | 1 | Invoice | CREATIVE CLOUD | 01/08/2024 | 22.30 | | 01.13.532.00 |
| ACH 010824 | 2 | Invoice | RENTLY | 01/08/2024 | 108.00 | | 58.54.654.01 |
| ACH 010824 | 3 | Invoice | ADOBE/BUILDING | 01/08/2024 | 21.24 | | 01.13.512.04 |
| ACH 010824 | 4 | Invoice | IPAD MONTHLY MAINTEN | 01/08/2024 | 132.00 | | 01.13.512.04 |
| ACH 010824 | 5 | Invoice | MICROSOFT OFFICE 365 | 01/08/2024 | 165.11 | | 51.42.532.00 |
| ACH 010824 | 6 | Invoice | MICROSOFT OFFICE 365 | 01/08/2024 | 165.11 | | 52.43.532.00 |
| ACH 010824 | 7 | Invoice | MICROSOFT EXCHANGE | 01/08/2024 | 139.00 | | 01.13.532.00 |
| ACH 010824 | 8 | Invoice | MICROSOFT NETWORK | 01/08/2024 | 32.48 | | 01.13.532.00 |
| ACH 010824 | 9 | Invoice | LIGHTS | 01/08/2024 | 74.98 | | 01.13.511.01 |
| ACH 010824 | 10 | Invoice | OFFICE SUPPLIES | 01/08/2024 | 520.39 | | 01.13.651.02 |
| ACH 010824 | 11 | Invoice | MISC. UNIFORMS/ G8, G9 | 01/08/2024 | 358.94 | | 01.21.471.15 |
| ACH 010824 | 12 | Invoice | OFFICE SUPPLIES | 01/08/2024 | 38.21 | | 01.21.651.00 |
| ACH 010824 | 13 | Invoice | INVESTIGATION MATERI | 01/08/2024 | 30.57 | | 01.21.652.03 |
| ACH 010824 | 14 | Invoice | SUPPLIES | 01/08/2024 | 12.39 | | 01.41.613.06 |
| ACH 010824 | 15 | Invoice | TOOLS | 01/08/2024 | 119.96 | | 01.41.653.00 |
| ACH 010824 | 16 | Invoice | COMPRESSION MACHIN | 01/08/2024 | 23.48 | | 01.45.651.01 |
| ACH 010824 | 17 | Invoice | LIGHTS FOR MOWERS | 01/08/2024 | 111.98 | | 17.52.514.00 |
| ACH 010824 | 18 | Invoice | PLAQUE | 01/08/2024 | 135.74 | | 17.52.870.01 |
| ACH 010824 | 19 | Invoice | SUPPLIES | 01/08/2024 | 459.34 | | 58.54.553.00 |
| ACH 010824 | 20 | Invoice | SUPPLIES | 01/08/2024 | 26.99 | | 58.54.654.01 |
| ACH 010824 | 21 | Invoice | POOL AD/PUBLICATION | 01/08/2024 | 1,000.00 | | 59.55.553.00 |
| ACH 010824 | 22 | Invoice | TRAINING/SUPPLIES | 01/08/2024 | 359.41 | | 59.55.563.00 |
| ACH 010824 | 23 | Invoice | JANITORIAL SUPPLIES | 01/08/2024 | 38.77 | | 59.55.654.00 |
| Total CARD SERVICE CENTER (119840): | | | | | 4,096.39 | | |
| COMPASS MINERALS AMERICA (120335) | | | | | | | |
| 1272661 | 1 | Invoice | SALT - MFT 23-00000-00- | 12/29/2023 | 6,900.86 | | 15.41.614.04 |

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|---|-----|---------|---------------------|--------------|------------|-----------|--------------|
| Total COMPASS MINERALS AMERICA (120335): | | | | | 6,900.86 | | |
| DECKER SUPPLY CO., INC. (867) | | | | | | | |
| 926698 | 1 | Invoice | SIGNS | 01/09/2024 | 192.67 | | 01.41.652.04 |
| Total DECKER SUPPLY CO., INC. (867): | | | | | 192.67 | | |
| DMASWA (120782) | | | | | | | |
| 1073449 | 1 | Invoice | GLASS RECYCLING | 01/16/2024 | 176.70 | | 13.44.540.06 |
| Total DMASWA (120782): | | | | | 176.70 | | |
| EMERGENCY MEDICAL PRODUCTS, INC. (120393) | | | | | | | |
| 2611034 | 1 | Invoice | EMS SUPPLIES | 01/17/2024 | 39.29 | | 22.22.840.00 |
| Total EMERGENCY MEDICAL PRODUCTS, INC. (120393): | | | | | 39.29 | | |
| EXACT PEST SOLUTIONS, INC. (120708) | | | | | | | |
| 46955 | 1 | Invoice | PEST CONTROL | 01/10/2024 | 55.00 | | 01.13.511.01 |
| 47037 | 1 | Invoice | PUBLIC WORKS PEST C | 01/03/2024 | 50.00 | | 01.41.511.00 |
| 47083 | 1 | Invoice | PEST CONTROL | 01/03/2024 | 65.00 | | 58.54.511.00 |
| Total EXACT PEST SOLUTIONS, INC. (120708): | | | | | 170.00 | | |
| FUNSTON, JOE (120785) | | | | | | | |
| 012224 | 1 | Invoice | PERMIT REIMBURSEMEN | 01/22/2024 | 93.00 | | 01.11.549.02 |
| Total FUNSTON, JOE (120785): | | | | | 93.00 | | |
| GALENA ARC (850) | | | | | | | |
| 010124 | 1 | Invoice | JACKSON/WHITE HPC D | 01/01/2024 | 50.00 | | 01.46.429.01 |
| Total GALENA ARC (850): | | | | | 50.00 | | |
| GARCIA, MARITZA (121253) | | | | | | | |
| 011424 | 1 | Invoice | DAMAGE DEPOSIT REFU | 01/14/2024 | 350.00 | | 58.54.929.00 |
| Total GARCIA, MARITZA (121253): | | | | | 350.00 | | |
| GLOBAL REACH INTERNET PROD. (119792) | | | | | | | |
| 136471 | 1 | Invoice | HOSTING FEES | 01/01/2024 | 264.58 | | 01.13.512.05 |
| Total GLOBAL REACH INTERNET PROD. (119792): | | | | | 264.58 | | |
| GUY'S TRUCK & TRACTOR SERVICE (119033) | | | | | | | |
| G-47341 | 1 | Invoice | GARAGE HOSE | 01/08/2024 | 29.83 | | 01.41.652.00 |
| Total GUY'S TRUCK & TRACTOR SERVICE (119033): | | | | | 29.83 | | |
| HALSTEAD, MARY L. (119966) | | | | | | | |
| 012224 | 1 | Invoice | CITY HALL JANITOR | 01/22/2024 | 410.00 | | 01.13.511.07 |
| 012224 | 2 | Invoice | PUBLIC RESTROOMS AT | 01/22/2024 | 382.50 | | 01.13.511.08 |
| 012224 | 3 | Invoice | MARKET HOUSE RESTR | 01/22/2024 | 382.50 | | 01.13.511.09 |

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|--|-----|---------|-------------------------|--------------|------------|-----------|--------------|
| Total HALSTEAD, MARY L. (119966): | | | | | 1,175.00 | | |
| HEALTHCARE SERVICE CORPORATION (118931) | | | | | | | |
| 010124 | 1 | Invoice | HEALTH INSURANCE | 01/01/2024 | 29,540.55 | | 01.13.451.00 |
| 010124 | 2 | Invoice | HSA/FAMILY/EMPLOYEE | 01/01/2024 | 7,385.14 | | 01.218.0 |
| 010124 | 3 | Invoice | COBRA INSURANCE | 01/01/2024 | 3,323.58 | | 01.13.451.04 |
| Total HEALTHCARE SERVICE CORPORATION (118931): | | | | | 40,249.27 | | |
| HOUY, GERALD (120784) | | | | | | | |
| 012224 | 1 | Invoice | PERMIT REIMBURSEMEN | 01/22/2024 | 15.50 | | 01.11.549.02 |
| Total HOUY, GERALD (120784): | | | | | 15.50 | | |
| IL FIREFIGHTER'S ASSOC., INC. (461) | | | | | | | |
| 4093 | 1 | Invoice | IFA DUES | 12/17/2023 | 125.00 | | 22.22.651.00 |
| Total IL FIREFIGHTER'S ASSOC., INC. (461): | | | | | 125.00 | | |
| JCE CO-OP (397) | | | | | | | |
| ACH 010124 | 1 | Invoice | PHONES/POLICE | 01/01/2024 | 265.00 | | 01.21.552.00 |
| ACH 011524 | 1 | Invoice | PUBLIC WORKS WIFI | 01/15/2024 | 150.00 | | 53.48.541.01 |
| ACH 011524 | 2 | Invoice | STREET LIGHTS - MFT 23 | 01/15/2024 | 5,720.82 | | 15.41.572.00 |
| ACH 011624 | 1 | Invoice | LIFT STATION ELECTRIC | 01/16/2024 | 109.67 | | 52.43.850.09 |
| ACH 011624 | 2 | Invoice | CITY HALL/ELECTRIC | 01/16/2024 | 521.17 | | 01.13.571.01 |
| ACH 011624 | 3 | Invoice | 403 S. MAIN ST./ELECTRI | 01/16/2024 | 58.40 | | 01.13.571.06 |
| ACH 011624 | 4 | Invoice | POLICE/ELECTRIC | 01/16/2024 | 833.26 | | 01.21.571.01 |
| ACH 011624 | 5 | Invoice | EMS/ELECTRIC | 01/16/2024 | 159.58 | | 12.10.571.01 |
| ACH 011624 | 6 | Invoice | PARKS/ELECTRIC | 01/16/2024 | 100.32 | | 17.52.571.01 |
| ACH 011624 | 7 | Invoice | FLOOD CONTROL/ELECT | 01/16/2024 | 461.91 | | 20.25.576.01 |
| ACH 011624 | 8 | Invoice | FIRE/ELECTRIC | 01/16/2024 | 408.91 | | 22.22.576.01 |
| ACH 011624 | 9 | Invoice | TURNER HALL/ELECTRIC | 01/16/2024 | 310.64 | | 58.54.571.01 |
| ACH 011624 | 10 | Invoice | WELCOME SIGNS/ELECT | 01/16/2024 | 38.20 | | 01.41.571.01 |
| ACH 011624 | 11 | Invoice | SURVEILLANCE CAMERA | 01/16/2024 | 46.32 | | 01.21.815.09 |
| Total JCE CO-OP (397): | | | | | 9,184.20 | | |
| JO DAVIESS COUNTY TRANSIT (235) | | | | | | | |
| 2976 | 1 | Invoice | SENIOR TRANSPORTATI | 01/01/2024 | 833.00 | | 01.13.542.00 |
| Total JO DAVIESS COUNTY TRANSIT (235): | | | | | 833.00 | | |
| JO DAVIESS CTY CLERK/RECORDER (393) | | | | | | | |
| 010224 | 1 | Invoice | RECORDING FEE | 01/02/2024 | 248.00 | | 01.14.553.00 |
| Total JO DAVIESS CTY CLERK/RECORDER (393): | | | | | 248.00 | | |
| JO DAVIESS CTY HEALTH DEPT (121) | | | | | | | |
| 010324 | 1 | Invoice | VACATION RENTAL INSP | 01/03/2024 | 50.00 | | 01.16.546.00 |
| Total JO DAVIESS CTY HEALTH DEPT (121): | | | | | 50.00 | | |

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|---|-----|---------|----------------------|--------------|------------|-----------|--------------|
| JULIE, INC. (788) | | | | | | | |
| 2024-0661 | 1 | Invoice | JULIE LOCATES | 01/08/2024 | 1,666.80 | | 01.41.549.00 |
| Total JULIE, INC. (788): | | | | | 1,666.80 | | |
| LEXISNEXIS RISK SOLUTIONS (376) | | | | | | | |
| 123123 | 1 | Invoice | E-CRASH REPORTS | 12/31/2023 | 63.00 | | 01.21.652.03 |
| Total LEXISNEXIS RISK SOLUTIONS (376): | | | | | 63.00 | | |
| MENARDS (280) | | | | | | | |
| 21595 | 1 | Invoice | ADDRESS NUMBERS | 01/06/2024 | 45.40 | | 01.13.511.02 |
| Total MENARDS (280): | | | | | 45.40 | | |
| MIDWEST MEDICAL CENTER (119435) | | | | | | | |
| 17004101 | 1 | Invoice | PHYSICAL/FARREY | 01/03/2024 | 70.00 | | 22.22.929.00 |
| Total MIDWEST MEDICAL CENTER (119435): | | | | | 70.00 | | |
| MILLER, SAM (120786) | | | | | | | |
| 012224 | 1 | Invoice | PERMIT REIMBURSEMEN | 01/22/2024 | 15.50 | | 01.11.549.02 |
| Total MILLER, SAM (120786): | | | | | 15.50 | | |
| MONROE TRUCK EQUIPMENT, INC. (119653) | | | | | | | |
| R1553484 | 1 | Invoice | SPREADER CONTROL & | 01/05/2024 | 2,545.37 | | 01.41.613.06 |
| Total MONROE TRUCK EQUIPMENT, INC. (119653): | | | | | 2,545.37 | | |
| MONTGOMERY, RUSTY (118987) | | | | | | | |
| 010824 | 1 | Invoice | CLOTHING/R. MONTGOM | 01/08/2024 | 53.61 | | 01.41.579.02 |
| Total MONTGOMERY, RUSTY (118987): | | | | | 53.61 | | |
| MOTOROLA SOLUTIONS - STARCOM (119812) | | | | | | | |
| 8104820231 | 1 | Invoice | MONTHLY BILL | 01/01/2024 | 10.00 | | 01.21.549.00 |
| Total MOTOROLA SOLUTIONS - STARCOM (119812): | | | | | 10.00 | | |
| NW ILLINOIS ECONOMIC DEVELOPMENT (120672) | | | | | | | |
| 455 | 1 | Invoice | NW IL ECONOMIC DEVEL | 01/16/2024 | 150.00 | | 01.11.563.00 |
| Total NW ILLINOIS ECONOMIC DEVELOPMENT (120672): | | | | | 150.00 | | |
| O'HERRON CO.INC., RAY (548) | | | | | | | |
| 2317413 | 1 | Invoice | UNIFORMS/K. HATFIELD | 01/09/2024 | 71.98 | | 01.21.471.15 |
| Total O'HERRON CO.INC., RAY (548): | | | | | 71.98 | | |
| PROTECH HEATING & COOLING, INC. (120531) | | | | | | | |
| 16594 | 1 | Invoice | REPLACE BOILER | 01/15/2024 | 10,350.00 | | 22.22.844.04 |
| 16721 | 1 | Invoice | BOILER REPAIR | 01/15/2024 | 170.00 | | 58.54.820.00 |

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|---|-----|---------|----------------------|--------------|------------|-----------|--------------|
| Total PROTECH HEATING & COOLING, INC. (120531): | | | | | 10,520.00 | | |
| QUADIENT LEASING USA, INC. (120800) | | | | | | | |
| ACH Q11433 | 1 | Invoice | POSTAGE METER LEASE | 01/08/2024 | 342.09 | | 01.13.579.02 |
| Total QUADIENT LEASING USA, INC. (120800): | | | | | 342.09 | | |
| RRD HOLDING COMPANY (133) | | | | | | | |
| ACH 011524 | 1 | Invoice | REFUSE HANDLING CON | 01/15/2024 | 21,398.13 | | 13.44.540.04 |
| ACH 011524 | 2 | Invoice | EXTRA TOTER | 01/15/2024 | 65.00 | | 13.44.540.04 |
| ACH 011524 | 3 | Invoice | RECYCLING CONTRACT | 01/15/2024 | 7,374.03 | | 13.44.540.00 |
| ACH 011524 | 4 | Invoice | DUMPSTER RENT | 01/15/2024 | 25.00 | | 13.44.544.03 |
| ACH 011524 | 5 | Invoice | DUMPSTER DISPOSAL F | 01/15/2024 | 451.40 | | 01.41.573.00 |
| ACH 011524 | 6 | Invoice | GLASS RECYCLING | 01/15/2024 | 505.00 | | 13.44.540.06 |
| ACH 011524 | 7 | Invoice | FIRE DEPT/DUMPSTER R | 01/15/2024 | 26.00 | | 22.22.840.05 |
| ACH 011524 | 8 | Invoice | DUMPSTER RENT | 01/15/2024 | 25.00 | | 13.44.544.03 |
| Total RRD HOLDING COMPANY (133): | | | | | 29,869.56 | | |
| SISTER CITIES INTERNATIONAL (120638) | | | | | | | |
| 12334 | 1 | Invoice | MEMBERSHIP DUES | 12/29/2023 | 190.00 | | 01.11.561.00 |
| Total SISTER CITIES INTERNATIONAL (120638): | | | | | 190.00 | | |
| STEPHENSON SERVICE CO. (119230) | | | | | | | |
| 123123 | 1 | Invoice | DIESEL | 12/31/2023 | 2,975.72 | | 01.41.655.00 |
| Total STEPHENSON SERVICE CO. (119230): | | | | | 2,975.72 | | |
| SWANI FIRE/RESCUE ASOC. (119942) | | | | | | | |
| 010124 | 1 | Invoice | DEATH BENEFIT | 01/01/2024 | 2,940.00 | | 22.22.452.01 |
| Total SWANI FIRE/RESCUE ASOC. (119942): | | | | | 2,940.00 | | |
| T & T IRON AND METALS, INC. (120055) | | | | | | | |
| 122166 | 1 | Invoice | TV RECYCLING | 01/05/2024 | 350.00 | | 13.44.540.05 |
| Total T & T IRON AND METALS, INC. (120055): | | | | | 350.00 | | |
| TECHNOLOGY MANAGEMENT REV FUND (120601) | | | | | | | |
| T2413069 | 1 | Invoice | IN-SQUAD COMPUTERS | 12/18/2023 | 221.35 | | 01.21.542.00 |
| Total TECHNOLOGY MANAGEMENT REV FUND (120601): | | | | | 221.35 | | |
| TRI-STATE PORTA POTTY, INC. (908) | | | | | | | |
| 20224 | 1 | Invoice | PORTA POTTY/PARKS | 01/05/2024 | 940.00 | | 17.52.579.01 |
| Total TRI-STATE PORTA POTTY, INC. (908): | | | | | 940.00 | | |
| US WATER (120719) | | | | | | | |
| ACH-S18710 | 1 | Invoice | WATER CONTRACT | 01/01/2024 | 34,226.66 | | 51.42.515.00 |
| ACH-S18710 | 2 | Invoice | SEWER CONTRACT | 01/01/2024 | 34,226.66 | | 52.43.515.01 |

| Invoice | Seq | Type | Description | Invoice Date | Total Cost | PO Number | GL Account |
|---|-----|---------|------------------------|--------------|------------|-----------|--------------|
| Total US WATER (120719): | | | | | 68,453.32 | | |
| VOLKENING, AVA (121254) | | | | | | | |
| 010124 | 1 | Invoice | DAMAGE DEPOSIT REFU | 01/01/2024 | 350.00 | | 58.54.929.00 |
| Total VOLKENING, AVA (121254): | | | | | 350.00 | | |
| WHITE CONSTRUCTION CO., INC. (119359) | | | | | | | |
| 012224 | 1 | Invoice | TURNER HALL JANITORI | 01/22/2024 | 445.00 | | 58.54.536.00 |
| Total WHITE CONSTRUCTION CO., INC. (119359): | | | | | 445.00 | | |
| WHITE, KAREN (120266) | | | | | | | |
| 012224 | 1 | Invoice | POLICE DEPARTMENT JA | 01/22/2024 | 415.00 | | 01.21.511.01 |
| Total WHITE, KAREN (120266): | | | | | 415.00 | | |
| WORKSHOP, THE (120647) | | | | | | | |
| 52944 | 1 | Invoice | FIRE/RUG SERVICE | 12/31/2023 | 69.58 | | 22.22.538.01 |
| 52944 | 2 | Invoice | POLICE/RUG SERVICE | 12/31/2023 | 41.74 | | 01.21.651.00 |
| Total WORKSHOP, THE (120647): | | | | | 111.32 | | |
| ZIMMER & FRANCESCON, INC. (119136) | | | | | | | |
| 0173349 | 1 | Invoice | NORRIS LANE LIFT STATI | 01/08/2024 | 14,150.00 | | 52.43.929.00 |
| Total ZIMMER & FRANCESCON, INC. (119136): | | | | | 14,150.00 | | |
| Grand Totals: | | | | | 202,125.76 | | |

Report GL Period Summary

Vendor number hash: 4455217
 Vendor number hash - split: 7816464
 Total number of invoices: 53
 Total number of transactions: 102

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms | 202,125.76 | 202,125.76 |
| Grand Totals: | 202,125.76 | 202,125.76 |