

**MINUTES  
CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
ALD. RON SILKAITIS, CHAIR  
MONDAY, JUNE 21, 2021**

**1. Call to Order**

The meeting was called to order by Chairman Silkaitis at 7:16 pm.

**2. Roll Call**

Present: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni,  
Ald. Wirball, Ald. Bessner, Ald. Webber

Absent: None

**3. Administrative**

- a. Video Gaming Statistics April, 2021 – Information Only
- b. Video Gaming Statistics May, 2021 – Information Only
- c. Fuel Tax Receipts April, 2021 – Information Only

**4. Omnibus Vote**

**Items with an asterisk (\*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.**

Motion by Ald. Weber, second by Ald. Wirball to approve the omnibus vote.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla , Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

**Motion Carried**

**5. Information Systems**

- a. **Recommendation to approve the purchase of Xerox multi-function devices at a cost of \$102,780 and enter into a five-year agreement with ProvenIT.**

Steve Weishaar, Network Manager, presented the results of an evaluation of copiers for replacement throughout the City. The project team's goals were to consolidate and simplify the City's copier management and standardize the copier manufacturer across all departments. A Request for Proposal was released and we received 6 responses. A hands-on demonstration was given, demo units were provided for 1-week, and evaluations were given from the project team. Proven-IT was ranked number 1.

Motion by Ald. Payleitner, second by Ald. Bancroft to Recommend the approval of the purchase

of Xerox multi-function devices at a cost of \$102,780 and enter into a five-year agreement with Proven-IT.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

**Motion Carried**

**6. Police Department**

**a. Recommendation to Approve a New Massage License Application for Growing Wellness located at 404 S. 2<sup>nd</sup> Street, St. Charles.**

This item was presented earlier in the evening at the Liquor Control Commission Meeting and advanced with a vote of 3 – 0 in favor.

Chief Keegan reminded the Committee Members that a massage license is for the location not the individual therapist. Kelly Dixon, a chiropractor practicing functional medicine and therapeutic massage applied, although she is exempt, based on her wanting to hire a massage therapist in the future. The location and Kelly's background were vetted, no issues were found.

Ald. Payleitner asked if the license will be held until a proper manager/massage therapist is put in place. Chief Keegan answered that according to the city code Kelly Dixon is exempt because she practices chiropractic medicine, but would like to have the license in place prior to her hiring a massage therapist.

Motion by Ald. Payleitner, second by Ald. Wirball to recommend the approval of a New Massage License Application for Growing Wellness Located at 404 S. 2<sup>nd</sup> Street, St. Charles.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

**Motion Carried**

**b. Recommendation to Approve a New Class F1 Liquor License Application for Magnolia Soap and Bath Co., located at 1 Illinois Street, Suite 110, St. Charles.**

*Ald. Lencioni recused himself from items 6b and 6c and stepped down from the dais.*

Chief Keegan indicated that the request being made was for an F-2 liquor license. A F-1 license is for a restaurant, a F-2 license is for a social/club interaction. This is a BYOB license.

This item was presented earlier in the evening at the Liquor Control Commission Meeting and advanced with a vote of 3 – 0 in favor.

Magnolia Soap and Bath Co., will be offering small soap making classes, similar to Board and Brush and paint and sip type locations. This is and F-2 request.

Motion by Ald. Pietryla, second by Ald. Wirball to Recommend the Approval of a New Class F2 Liquor License Application for Magnolia Soap and Bath Co., located at 1 Illinois Street, Suite 110, St. Charles.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

c. **Recommendation to Approve a Proposal for a New Class E-1 Temporary Liquor License for the “Hops for Hope 5K” to be held at Mt. Saint Mary’s Park on October 2, 2021.**

This item was presented earlier in the evening at the Liquor Control Commission Meeting and advanced with a vote of 3 – 0 in favor.

Katherine Reda, the applicant, was excused from attending the meeting due to a family emergency.

Chief Keegan presented the information for the annual event that is held by Project Mobility and the Bike Rack. They are expecting 1000 participants this year. Project Mobility focuses on adaptive cycling for people with disabilities. This event will be from Mount St. Mary’s Park to Wheeler Park in Geneva. Police will be on hand for credentialing and to assist with traffic crossing Rt. 31.

Motion by Ald. Bessner, second by Ald. Weber to Recommend the approval of a Proposal for a New Class E-1 Temporary Liquor License for the “Hops for Hope 5K” to be held at Mt. Saint Mary’s Park on October 2, 2021.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

**7. Finance Department**

a. **Recommendation to Approve the Issuance of a \$20 Utility Rebate to Dwellings and Buildings Receiving City Utility Services.**

Colleen Lavery, Assistant Finance Director explained that dwellings and buildings receiving City utility services. Dwellings is noted because we have utility boxes for ATT and Comcast and wouldn’t be included. It requires that the dwelling or building be occupied. The purpose is to negate the total increase in the 2020/2021 property tax levy which was approximately \$300,000. This is another means by which City Council has determined they can assist residents and business owners with the financial impact of the Covid-19 pandemic. In FY 2021 Council

directed staff to stop assessing late payment penalties, cease disconnection of utility services for non-payment, and to stop requiring a utility deposit if a resident or business owner makes 4 late payments in a 12-month period. The rebate will apply to residents and business owners who occupy a building or dwelling and receive electric, water, sewer or refuse service. The estimated cost of the rebate program is \$330,000. This was discussed during the budget, however was not budgeted for and will require a budget adjustment. The rebate will appear on the second, third, and fourth billing cycles of July, and the first billing cycle of August.

Information will be given to the recipients of the rebate informing them of how they may donate their credit to the Neighbors in Need program, if they choose.

Ald. Pietryla thanked everyone for making this happen for the residents.

Ald. Wirball asked what the process to donate the rebate. Colleen answered that instructions will be included in the July issue of *The Den*. People who want to donate the \$20 should contact the City directly.

Ald. Payleitner asked if payment plans are offered outside the pandemic? Colleen answered that normally a two-month extension is given, but during the pandemic it was extended for a longer period of time.

Motion by Ald. Payleitner, second by Ald. Pietryla to Recommend the Approval of the Issuance of a \$20 Utility Rebate to Dwellings and Buildings Receiving City Utility Services.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

**Motion Carried**

**\*b. Recommendation to Approve Funds Transfer Resolutions Authorizing Budgeted Transfers in the Aggregate Amount of \$3,934,373.84 for Miscellaneous Transfers.**

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman.

**Motion Carried**

**c. Recommendation to Approve the Visitors Cultural Commission Funding Allocations Schedule FY21-22 and the Related Funding Agreements**

*Ald. Lencioni recused himself from item 7c and stepped down from the dais.*

Chris Minick introduced Dr. Anne Becker, Chair of the Visitor's Cultural Commission who explained the funding allocations of the \$90,000 obtained from the Hotel/Motel Tax. Dr. Becker thanked Chris Minick and Carylie Forte for their assistance, and the City Council for helping to keep the arts alive in St. Charles.

Ald. Payleitner thanked Dr. Becker and the Commission Members for their work.

Motion by Ald. Payleitner, second by Ald. Bongard to Recommend the approval of the Visitors Cultural Commission Funding Allocations Schedule FY21-22 and the Related Funding Agreements.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Wirball, Ald. Bessner, Ald. Weber; Recuse: Ald. Lencioni; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

**d. Recommendation to Approve the Funding Allocation Requests of the St Charles 708 Mental Health Board for FY 2021-2022.**

Colleen Lavery introduced Brian Travilla, Chairman of the Mental Health Board who explained the funding of agencies receiving over \$25,000. The total amount of funds being awarded is \$611,615.00. Mr. Travilla credited the agency leaders for their creativity offering services during a pandemic and thanked them for their flexibility. He introduced the agency leaders who were in attendance.

Motion by Ald. Pietryla, second by Ald. Lencioni to recommend the approval of the Funding Allocation Requests of the St Charles 708 Mental Health Board for FY 2021-2022.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

**8. Additional Items from Mayor, Council, Staff, or Citizens.**

**9. Executive Session**

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

**10. Adjournment**

Motion by Ald. Lencioni, second by Ald. Wirball to adjourn the meeting at 7:50 pm.

**Roll Call Vote:** Ayes: Ald. Payleitner, Ald. Bongard, Ald. Bancroft, Ald. Pietryla, Ald. Lencioni, Ald. Wirball, Ald. Bessner, Ald. Weber; Nays: None. Chairman Silkaitis did not vote as Chairman. **Motion Carried**

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