



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, May 15, 2017

Time: 7:00 p.m.

Location: 100 East Broadway
Monmouth, Illinois

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Rod Davies called the meeting to order in the Council Chambers at City Hall, 100 East Broadway at 7:00 p.m. and led the audience in the Pledge of Allegiance to the Flag.

II. ROLL CALL

City Clerk Susan S. Trevor called the roll and those answering **Present were:** Aldermen Justin Thomas, Dave Rutledge, Alderwoman Susan Twomey, Aldermen Brian Daw, Bob Wells, Juan Pinedo, Dan Heatherly and Joe Clark **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Attorney Marcum Spears, City Clerk Susan S. Trevor, MFD Chief Casey Rexroat, MPD Chief Bill Feithen, Building and Zoning Director Wade Woodward Community Development Director Paul Schuytema, Woodard & Curran Public Works Director Andy Jackson and Andy Bell-Baltaci from the Review Atlas.

III. APPROVAL OF MINUTES

A. May 1, 2017 Council Meeting Minutes

It was moved by Alderman Wells and seconded by Alderman Daw to approve the May 1, 2017 minutes as presented. AYE: Alderman Thomas, Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly and Clark **NAY:** none
MOTION CARRIED.

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries (All inquiries are limited to 3 minutes per City Ordinance)

1. Dominic Remmes of Millenium Waste, Inc. out of Milan, Illinois introduced himself to the Council and thanked them for the opportunity to serve the City of Monmouth with curbside garbage pick-up. He said that Millenium will have the same schedule for pick-up that Waste Management had and that the first week of service will be a day late due to the Memorial Day Holiday.

2. Proclamation – Mental Health Awareness Month was moved to later in the meeting.

B. Consent Agenda

1. Approval of Bills (Items on Consent Agenda will not be discussed unless a request is made to remove an item for discussion)

It was moved by Aldermen Heatherly and seconded by Alderwoman Twomey to approve the Consent Agenda as presented for the approval of the bills with that being the only item on the Consent Agenda. AYE: Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark and Alderman Thomas **NAY:** none
MOTION CARRIED.

V. COMMITTEE OF THE WHOLE

A. Building and Zoning April Report – Director Woodward

- ✓ Comcast is upgrading some general equipment.
- ✓ The ice machine at Family Video is in operation.
- ✓ Community National Bank is re-doing their parking lot.
- ✓ Monmouth Park District has started shelters in their new playground area.
- ✓ Burger King is going to extend their back driveway out to connect with Industrial Park Drive. It is a private drive and they will maintain it.
- ✓ Numerous mowing violation letters have been sent this past month.

B. Community Development April Report – Director Schuytema

- ✚ 112 Bistro, which is a new restaurant located in the old Olivia's building is preparing to open soon.
- ✚ Wicked Mike's high end laser tag has opened in the Freedom Roller Rink.
- ✚ Director Schuytema thanked the Administration and Council for the opportunity to serve the City of Monmouth.
- ✚ Mayor Davies thanked Director Schuytema for all of his accomplishments that he brought about for the City such as making it possible for the City to receive a new EZ.

C. Woodard & Curran March Report – Director Jackson

- BNSF will be closing 3rd, 6th and D Street crossings for repairs on May 17th through the 19th.
- IDOT informed the City that the removal of the tracks of the abandoned railroad crossing in the 1100 block of North Main is the responsibility of BNSF who owned the tracks when they were abandoned.
- The seasonal mowing crew has been hired with seven workers to take care of the cemetery, airport, Citizens Lake and downtown.
- The Public Works crews have been one time completely through the City filling potholes.
- The department is in the process of developing GIS on all City utilities, but it will take several years to complete.

1. Public Works Projects Update – Jennifer Anders – W & C Engineer

Mrs. Anders updated the three major projects the City is involved as follows:

a. C.S.O. Project

- Design is complete in Phase I of three Phases.
- A contract has been signed with a general contractor.
- The pump should be ordered in the next week or two.
- The final completion date is March 2018.

b. North Pre-Treatment Industrial Waste Water Plant

- There are three main components to this project which was started in March of this year. The highest priority was given to re-building the clarifier which is currently not operational. Currently we are ahead of schedule on the design for re-building the clarifier and should have the final design to present to the City for review by the middle of June.
- The second part was to produce a technical memorandum for biogas alternatives, which should be ready to present to the City by the end of May or early June and I would be back in early July to brief the Council on the memo.
- June 7th is the next scheduled meeting with Smithfield to go over the details of this project.

c. Upgrades Design

- The design for the specifications of the upgrades has not been started but will be ready for submittal by the middle of September.

d. Well #10

- The drilling was completed in December right before Christmas.
- After the completion of the drilling, the next step was to determine the sufficiency of water and the quality of the water by analyzing samples.
- A C-2 Permit Application was then submitted to the State in February, but the State's comments were just received last week. We have submitted the response to their comments and hope to have the permit approval within the next two weeks. This permit will allow the City to finish the actual construction of the pump house.
- After construction of the pump house and installation of the pump, a pipe will be put in the ground to connect the well with the water treatment plant.
- The raw water line permit for the location of the raw water line was submitted to the State in October 2016. The State felt that the location of the line was too close to the storm sewer as a water line has to be placed at least ten feet away from a sewer. Even though this is not a sanitary sewer running along North Sixth, the State is refusing to differentiate between a sanitary or storm sewer and won't allow the original location of the raw water line. The fact that moving it to the East would run it too close to the cemetery and therefore is concern from all parties involved that since the Cemetery is old and the location of graves in that area might not be exact, there is a possibility of disturbing or unearthing some graves. As a result, the best solution was determined to not do an open trench, but bore down the middle of North Sixth Street between East Jackson and East Harlem. The boring will require three excavations or holes in the middle of the street and there will have to be pavement restoration when the project is complete. This is the lowest risk solution. The timeline has a two week turn-a-round and the contractor will take care of traffic control during the boring. The total time of the raw water line hook-up and getting on-line is around three to four weeks once construction begins.

e. Installation of Tonka Water Softener

- The area left for the installation of a fifth water softener did not have a thick enough concrete foundation to support the Tonka Water Softener, but when the concrete was cut out it was discovered electrical conduit running under the pad. It was not diagrammed and therefore, no one knew it was there. Fortunately no one was injured, but the wire was severed that provides electricity to the high service pumps which pumps the water to the treatment plant. Without this electricity for the pumps there would be not water service. A temporary splice was done in order to keep the pumps running, but this is not a permanent solution. The rest of the foundations and flooring were scanned to determine if there was additional conduit buried under the softeners. The rest of the softeners are sitting on 12 inches of concrete, but the area where the fifth softener was to be placed only had 6 inches of concrete in place. Two structural options were considered. The first option was to place piers under the four legs of the softener. The

second option was to pour a thickened slab of concrete and leave the conduit where it is. The thickened slab would be 24 inches to add extra strength. This option is the lowest cost from a design point. Re-routing the wiring is cost prohibitive. Two re-wiring options were considered as well. Pulling and re-running the wire about 132 feet would be one option and the other option would be re-running the wire a short distance and installing a junction box, which would run around \$11,492.00. The total cost for the thickened concrete slab comes in at \$8,000. These options all meet code.

- Jennifer summarized that the net cost on the COR's for the Well #10 Project as just under \$5,000 with the inclusion of the credit for not laying the fiber optic cable. COR's 7 and 8 could total \$11,492 in the worst case scenario.

It was moved by Alderman Rutledge and seconded by Alderman Wells to approve COR's 5 and 6 for the pipe re-location in the middle of North 6th Street and the Credit for Removal of Fiber Optic Cable. AYE: Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark, Thomas and Rutledge **NAY:** none **MOTION CARRIED.**

It was moved by Alderman Heatherly and seconded by Alderman Daw to approve COR's 7 and 8 which provide for authorizing Mayor Davies to negotiate up to \$11,492.93 for the most cost effective solution for the re-wiring of the electrical wiring and the thickening of the concrete slab to be placed under the new Tonka Water Softener at the Water Treatment Plant. AYE: Aldermen Daw, Wells, Pinedo, Heatherly, Clark, Thomas, Rutledge and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

It was moved by Alderman Rutledge and seconded by Alderwoman Twomey to authorize Mayor Davies to approve a cost not to exceed \$12,500 for the structural modifications for the softener vessel to be installed in the Water Treatment Plant. AYE: Aldermen Wells, Pinedo, Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey and Alderman Daw. **NAY:** none **MOTION CARRIED.**

D. Proclamation

Mayor Davies read and presented a Proclamation to Jessica Donaldson proclaiming the month of May as National Mental Health Awareness Month.

E. Approval of TIF Board Recommendations

Director Schuytema said that the TIF Board met on May 4th to consider the following four projects:

1. 112 Bistro – Josh Smith

Josh Smith is the new owner of the building at 112 S. 1st that was formerly Olivia's Restaurant. He applied for TIF funds to be used to replace the roofing on his building. He submitted an estimate from Riddell Roofing in the amount of \$14,765.00. The TIF Board unanimously approved a matching 50% forgivable loan which would be for \$7,382 with a four year pro-rated claw back like was done for the Building Grant Fund.

2. 126 South 1st Street – Shyvel Piper

Shyvel Piper applied for TIF funds to be able to tuck point the North wall of her building that was exposed when the auction house was demolished. North West Restoration submitted a bid of \$4,200 for the tuck pointing and stabilization of the North wall of 126 South 1st Street. The TIF Board voted unanimously to recommend approval of the giving \$4,200 TIF funds for this project.

3. and 4. 200-202 South Main Street – City of Monmouth

Director Schuytema said that these two buildings that are owned by the City need to have the masonry work on the Northeast and West elevation walls done before a new roof can be put on. All the paint will be removed, which would eliminate the mural on the North wall, to take it back to the original brick. The bid from North West Restoration was for \$32,400. The roof repair for both buildings with a surface of around 6,000 square feet to be covered came in at a cost of \$62,279 from Dowers Roofing. The TIF Board voted unanimously to recommend approval of the use of TIF funds for these two projects.

Administrator Crow said that \$125,000 of TIF funds was in this year's budget. The total funds to be used for these four projects came to \$109,000. Mayor Davies reminded the Council that the TIF funds can only be used within the TIF District for these type of projects and cannot be used for anything else.

It was moved by Alderman Heatherly and seconded by Alderman Wells to accept the recommendations of the TIF Board and approve the use of \$109,000 of TIF funds for these four projects. AYE: Aldermen Pinedo, Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw and Wells **NAY:** none **MOTION CARRIED.**

E. Approval of Façade Grant Recommendation

1. 208 E. Broadway – Jason Robbins

Director Schuytema said that the owner, Jason Robbins wants to do the work on the front of his building himself; therefore, prevailing wages are not relevant and thus the language of the agreement is still being worked on. Mayor Davies asked that the issue then be tabled until the next meeting.

F. Approval of City Building Energy Contract Negotiations

Administrator Crow explained that the City's three year Energy Contract expires in December of this year. Negotiations have been started and the best opening bid has come in from AEP Energy. He is seeking permission for the City to continue negotiating with AEP for the final price and bring it back to Council for approval. **It was moved by Alderwoman Twomey and seconded by Alderman Wells to authorize the City Administration to continue negotiating with AEP Energy for a best energy delivery final rate to then bring to Council for a vote. AYE:** Aldermen Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells and Pinedo **NAY:** none **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. 17-015, Variance U.S. Cellular – Monmouth College

17-014, Variance U. S. Cellular – 621 S. 2nd Street

Building and Zoning Director Wade Woodward explained Monmouth College is seeking a variance to place a U.S. Cellular tower that would look like a pine tree near the College football field. U.S. Cellular is seeking a variance to place a regular cellular tower on the old recycling property located at 621 S. 2nd Street. **It was moved by Alderman Daw and seconded by Alderman Rutledge to approve granting both Variances.**

AYE: Aldermen Clark, Thomas, Rutledge, Alderwoman Twomey, Daw, Wells, Pinedo and Heatherly **NAY:** none **MOTION CARRIED.**

2. 17-012, Rezoning – Jamieson Center

17-013, Rezoning Five Lots – M-R High School

Building and Zoning Director Wade Woodward informed the Council that Jamieson Center has demolished a house north of their property on South 2nd in order to build a shed that will be connected by a breezeway to their main building. The zoning was residential and needed to be made the same as their Public Service zoning for their property.

M-R High School is going to be building a soccer field and has purchased a house on West 4th Avenue and is in the process of purchasing another home in order to accommodate two parking lots and a retention pond to take care of water runoff. If they fail to purchase the second home they will have to come back to the Planning Commission for further approval. **It was moved by Alderman Heatherly and seconded by Alderman Rutledge to accept the recommendation of the Planning Commission and approve the rezoning requests by Jamieson Center and M-R High School. AYE:** Aldermen Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly and Clark **NAY:** none **MOTION CARRIED.**

VII. EXECUTIVE SESSION

A. Per Illinois Statute TILCS 120/2 to consider contract negotiations with possible action upon return to Regular Session.

1. Executive Session

It was moved by Alderman Heatherly and seconded by Alderwoman Twomey to go into Executive Session at 8:27 p.m. AYE: Aldermen Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark and Thomas **NAY:** none **MOTION CARRIED.**

2. Return to Regular Session

It was moved by Alderman Heatherly and seconded by Alderman Wells to return to Regular Session at 8:36 p.m. AYE: Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark, Thomas and Rutledge **NAY:** none **MOTION CARRIED.**

VIII. OTHER BUSINESS

A. It was moved by Alderman Heatherly and seconded by Alderman Wells to approve hiring Lew Steinbrecher as Interim City Administrator during the search for a new City Administrator. AYE: Aldermen Daw, Wells, Pinedo, Heatherly, Clark and Alderwoman Twomey **NAY:** none **ABSTAIN:** Alderman Thomas **PASS:** Alderman Rutledge **MOTION CARRIED.**

IX. ADJOURNMENT

It was moved by Alderman Heatherly and seconded by Alderman Wells to adjourn the meeting at 8:37 p.m. MOTION CARRIED by unanimous voice vote.

Mayor Rod Davies

City Clerk Susan S. Trevor