



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**

**Date:** Monday March 21, 2022

**Time:** 6:00 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 6:00 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, Tony Cook, Alderwoman Susan Twomey, Aldermen Jim Conard, Juan Pinedo, Alderwoman Mary Kelly and Alderman John VanVleet **Absent:** Alderman Daw **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Clerk Susan S. Trevor, City Attorney Marcum Spears, Building and Zoning Director Joe Clark, Communications Director Ken Helms, MFD Chief Casey Rexroat, MPD Chief Joe Switzer and Woodard & Curran Public Works Director Andy Jackson

**III. APPROVAL OF MINUTES**

**A. Approval of March 7, 2022 Council Meeting Minutes**

**It was moved by Alderman Cook and seconded by Alderman Pinedo to approve the March 7, 2022 Council Meeting Minutes as presented. AYE:** Aldermen Thomas, Cook, Alderwoman Twomey, Aldermen Conard, Pinedo, Alderwoman Kelly and Alderman VanVleet **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**IV. PRESENTATION TO THE COUNCIL**

**A. Presentations or Citizen Inquiries**

**1. Proclamation Recognizing Betty Brown's 100 Birthday**

Mayor Davies read a Proclamation extending Happy Birthday Wishes to Betty Brown on her 100<sup>th</sup> Birthday and recognizing her 22 years of service to the City as City Clerk.

**B. Consent Agenda**

**1. Approval of Bills**

**It was moved by Alderwoman Kelly and seconded by Alderman Conard to approve the bills as presented. AYE:** Alderman Cook, Alderwoman Twomey, Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet and Thomas **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**V. COMMITTEE OF THE WHOLE**

**A. MFD February Report – Chief Rexroat**

- 🔥 The Department responded to 132 calls in February.
- 🔥 Members of 5 area departments met to discuss ways to improve coordination on mutual aid responses.
- 🔥 As Chief, I assisted Joe Clark in issuing occupancy permits for the renovations at OSF Holy Family Hospital.
- 🔥 Staff training covered topics of firefighter survival and mayday situations.
- 🔥 Engine 23 had to have an alternator repaired.

- 🔥 Ladder truck 40 received two new headsets to enable firefighters to talk to each other within the truck while responding to a call. With the noise of the siren and the engines, it is difficult for the firefighters in front to communicate with those in the back of the truck and these new headsets will make communicating much easier.
- 🔥 The department received a \$3,750 donation from Country Financial to help establish a Grain Bin Safety Unit within the fire department and also help offset the purchase of equipment and future training for rescue operations.
- 🔥 New bay doors were installed at Station 2.

**B. MPD February Report – Chief Switzer**

- The department had 29 criminal arrests and 946 dispatch for service calls in February.
- 10 pounds of marijuana was seized by the department in February.
- Staff training on CPR was conducted.

**C. Feral Cat Regulations Discussion**

MPD Chief Switzer explained that there are no regulations in State Statutes. He does feel we have an issue in town, but we do not have any guidelines in our Code either. There is currently a *“trap, neuter and release program”* in place for roaming cats. The City pays \$10 of the cost and in the past year has serviced 112 cats in this program. According to IDNR, if you spay a cat and release him outside of his community it just encourages other cats to come in to fill this void, but if you neuter a cat and release him back into his community, it cuts down on the addition of more feral cats into this community. IDNR recommends using a *“trap, neuter and release program”* to mitigate the feral cat population. Chief Switzer researched other ordinances and provided copies to the Council to review and Mayor Davies asked that the Council to look over the sample ordinance and come back with suggestions for implementing an ordinance to address the problem of Monmouth’s feral cats.

**D. FY 2022-2023 Recommend Budget Presentation – Administrator Steinbrecher**

Administrator Steinbrecher presented an overview of FY 2022-2023 recommended budget as follows:

- The total 2022-2023 Budget is \$30,593,676 divided between 6 funds – General Fund (33%), Water and Sewer fund (49%), Homestead Fund, 3 TIF District Funds (1%), Debt Service (Bonds) Fund (10%), Health Fund (4%) and State and Local Motor Fuel Tax Fund (3%).
- The General Fund Budget is \$10,035,284 divided between 7 funds – Fire Department (26%), Police Department (36%), Boards and Commissions, Solid Waste (7%), Technology Support (1%), Zoning and Building (1%) and Municipal Operations (29%).
- The Fire Department Budget comes to \$2,628,924 divided into five categories – Pension Costs (35%), Health Insurance (12%), Other Operating Costs (6%), Overtime and Holiday/Vacation Buyouts (8%) and Firefighter Salaries (39%). Total labor costs constitute 94% of the total Fire Department budget.
- The Police Department Budget comes to \$3,589,566 divided into 7 categories – Health Insurance (15%), Other Operating Costs (3%), Dispatcher/other civilian salaries (14%), New Patrol Car (2%), Overtime Buyouts (5%), Police Officer Salaries (37%) and Pension Costs (24%).

- FY 2022-2023 Municipal Operations budget at \$2,908,042 is over the 2021-2022 budget by \$1,258,863 due to a shift in Woodard and Curran costs from 10% to 20%, an increase in Hazard insurance premium, new debt service of \$5 million bond issue and Economic Development support. There was also a huge increase in allocation of funds for capital repairs to municipal properties and public infrastructure improvements.
- The City did realize additional revenue through the sale of the Transfer Station and is anticipating a significant savings with the finalization of the closure of the landfill well monitoring by the IEPA.

**E. Lease Renewal – 202 South S. Main Street – Ice Cream Parlor – El-Dulce-Helado**

Administrator Steinbrecher explained that this is a 13-month lease renewal beginning April 1, 2022 to April 30, 2023 with Andrew and Sonia Woolsey, owners of the ice cream parlor known as El-Dulce-Helado. **It was moved by Alderwoman Twomey and seconded by Alderwoman Kelly to approve the renewal of the lease with the Woolsey’s for 202 South Main Street. AYE:** Alderwoman Twomey, Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas and Cook **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**VI. RESOLUTIONS**

**A. 22-001, Campground Fee Increases**

**It was moved by Alderman Cook and seconded by Alderman Conard to approve Resolution 22-001 to increase the Campground site rental fees at Citizens Lake. AYE:** Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook and Alderwoman Twomey **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**B. 22-002, American Rescue Plan Act Lost Revenue**

Administrator Steinbrecher explained that the American Rescue Plan Act provides for lost revenue during the COVID-19 pandemic period for State and Local governments up to \$10,000,000. In January of 2022, the U.S. Treasury made significant changes to the process for determining recipient Lost Revenue; therefore, the City of Monmouth elects the Standard Allowance method of calculating Lost Revenue for the City of Monmouth and henceforth shall regard \$1,209,248.21 as recovered Lost Revenue according to the U.S. Treasury Final Rule. The City intends to use the money awarded from ARPA for the replacement of the downtown sewer main. This resolution is to state the intent of the City of Monmouth to utilize the Standard Allowance method of calculating its Lost Revenue of \$1,209,248.21 according to the U.S. Treasury Final Rule. **It was moved by Alderwoman Kelly and seconded by Alderman VanVleet to approve the above-stated Resolution 22-002. AYE:** Alderman Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey and Alderman Conard **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**VII. ORDINANCES**

**A. 1<sup>ST</sup> Reading**

**1. 22-010, Amending Chapter 115.25, Class I Liquor License Classifications**

**It was moved by Alderman Conard and seconded by Alderman Thomas to approve amending Chapter 115.25 to allow two additional liquor licenses in Class I. AYE:** Alderman Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Alderwoman Twomey and Alderman Conard **NAY:** none **PASS:** Alderman Cook **ABSENT:** Alderman Daw **MOTION CARRIED.**

**VIII. EXECUTIVE SESSION**

**A. Per Illinois Statute 5ILCS 120/2 to Consider Collective Bargaining**

**1. It was moved by Alderman Cook to go into Executive Session at 6:45 p.m. to consider Collective Bargaining. AYE:** Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey, Aldermen Conard and Pinedo **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**2. It was moved by Alderman Cook and seconded by Alderman Pinedo to return to Regular Session at 6:50 p.m. AYE:** Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey, Aldermen Conard, Pinedo and Alderwoman Kelly **NAY:** none **ABSENT:** Alderman Daw **MOTION CARRIED.**

**IX. OTHER BUSINESS**

There was none to consider

**X. ADJOURNMENT**

**It was moved by Alderwoman Twomey and seconded by Alderman VanVleet to adjourn the March 21, 2022 meeting at 6:50 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Daw, who was absent.**

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**Mayor Rod Davies**

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**City Clerk Susan S. Trevor**