



## **CITY OF MONMOUTH COUNCIL MEETING MINUTES**

**Date:** Monday, September 18, 2023

**Time:** 6:00 p.m.

**Location:** 100 East Broadway  
Monmouth, Illinois

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### **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:** Alderman Brad Bone, Alderwoman Susan Twomey, Aldermen Brian Daw (remote after roll call), Jim Conard, Juan Pinedo and John VanVleet **Absent:** Aldermen Justin Thomas and Kevin Ferry **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, Woodard and Curran Public Works Director Andy Jackson, MFD Chief Casey Rexroat, MPD Chief Joe Switzer

### **III. APPROVAL OF MINUTES**

#### **A. Approval of September 5, 2023 Council Meeting Minutes**

**It was moved by Alderman Conard and seconded by Alderman Pinedo to approve the September 5, 2023 Council Meeting Minutes as presented. AYE:** Alderman Bone, Alderwoman Twomey, Aldermen Daw (remote), Conard and Pinedo **NAY:** none **PASS:** Alderman VanVleet **ABSENT:** Aldermen Thomas and Ferry **MOTION CARRIED.**

### **IV. PRESENTATION TO THE COUNCIL**

#### **A. Presentations or Citizen Inquiries**

MPD Chief Switzer presented Certificates of Commendation to Sergeant Luke Johnson and Officer Bill Benson for their outstanding assistance to the Warren County Sheriff's department during a very volatile incident on July 31, 2023 involving a stolen vehicle and a woman armed with a knife. The MPD officers were able to bring the vehicle to a stop and disarm the woman with the knife.

#### **B. Consent Agenda**

##### **1. Approval of Bills**

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

## V. COMMITTEE OF THE WHOLE

### A. MFD August Report – Chief Rexroat

- ✚ On September 1<sup>st</sup> the department responded to a structure fire in the 1200 block of South Main Street. It was a complete loss.
- ✚ The department hosted a Grain Rescue Operations Class taught by the Fire Institute on several weekends. 28 firefighters attended with seven from our department and 21 others from area fire departments. The class trained the firefighters how to safely rescue someone trapped in a grain bin.
- ✚ Firefighter Osborn headed up a rope-rescue initiative and found grant funding, which was used to convert a long-time unused trailer into a Rescue Vehicle.
- ✚ The department was on stand-by for Cruise night with no incidents occurring.
- ✚ Fire extinguisher training was given by the department to Courtyard Estates personnel. The department also assisted with fire drills held at M-R High School.
- ✚ The ladder truck had an issue with a piece of steel that cracked. It has been repaired and the truck is back in service.
- ✚ Chief Rexroat attend meetings with the Public Risk Fund, the Illinois Fire Chief's Association and the Warren County 911 Board.

### B. MPD August Report – Chief Switzer

- During the month of August, the department had 53 arrests; 63 ordinance violations; 1,457 MPD calls; 2,801 dispatch calls; 20 MPD accident responses and 36 grant hours worked.
- Officers attended 8 different court criminal cases.
- Chief Switzer met with Monmouth College Resident Assistants and staff to go over reporting requirements and procedures for reporting crimes and complaints to MPD.
- Officer Myers and Cox were on the radio promoting recruitment for the Monmouth Police Department.
- There are 10 candidates that will be testing for hiring for the department in October.
- Officers completed mandatory training classes via ILETSB in August.

### C. Replacement of 2<sup>nd</sup> Floor Windows in the Vaughn Building

Administrator Steinbrecher explained that since 2017, the City has invested over \$400,00 in preserving and renovating the Vaughn's Building to protect it from structural deterioration and possible demolition. To continue this renovation work to preserve this historic building for repurposing and reoccupation, it is necessary to install new windows on the 2<sup>nd</sup> floor of the building. The total cost of replacing all these windows is \$63,076, which will contribute toward the future renovation of the 2<sup>nd</sup> floor for residential occupation. The curved turret windows are very unique and require special skills to make and install and is thus fairly expensive (\$42,000). In the past the City the City has solicited qualified local contractors for all the previous renovations on this building and did so for the window replacement project as well. There are sufficient funds available in the TIF District Fund to undertake this project. The Administration is recommending approval of this project. **It was moved by Alderwoman Twomey and seconded by Alderman Conard to approve the bids totaling \$63,076 for the replacement of the windows on the 2<sup>nd</sup> floor of the Vaughn Building.** AYE: Alderwoman Twomey, Aldermen Daw (remote), Conard, Pinedo, VanVleet and Bone NAY: none ABSENT: Aldermen Thomas and Ferry **MOTION CARRIED.**

## **VI. RESOLUTIONS**

### **A. Resolution 23-005, Supplemental Resolution for MFT Improvements**

Director Jackson explained that IDOT requires a supplemental MFT Resolution for the final amount spent for the City's 2023 MFT Street Overlay Program. The City did exceed the original estimated amount by \$300,000 mostly due to the unexpected sewer project in the 400-block area of East Clinton. **It was moved by Alderman Bone and seconded by Alderwoman Twomey to approve the supplemental MFT Resolution 23-005 to be submitted to IDOT. AYE:** Aldermen Daw (remote), Conard, Pinedo, VanVleet, Bone and Alderwoman Twomey **NAY: none ABSENT: Aldermen Thomas and Ferry MOTION CARRIED.**

## **VII. ORDINANCES**

### **A. 1<sup>st</sup> Reading**

#### **1. 23-024, Vacation of the North-South Alley in 700 block of N.9-1/2 and N. 10<sup>th</sup> Street**

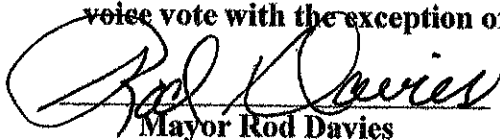
Director Clark explained that the neighbors in the 700 block of North 9-1/2 and North 10<sup>th</sup> Street had requested the vacation of the North-South alley bordering their properties. This was approved at the last Council meeting and the City Attorney was directed to draft an ordinance providing for this alley vacation. **It was moved by Alderman Conard and seconded by Alderman Pinedo to approve Ordinance 23-024 providing for the vacation of the North-South Alley in the 700 block of North 9-1/2 and North 10<sup>th</sup> Street. AYE:** Aldermen Conard, Pinedo, VanVleet, Bone, Alderwoman Twomey and Alderman Daw (remote). **NAY: none ABSENT: Aldermen Thomas and Ferry MOTION CARRIED.**

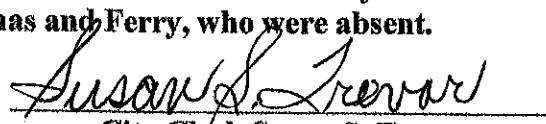
## **VIII. OTHER BUSINESS**

Alderman Bone commented that he would like to have the City explore areas that are just complaint driven and perhaps establish committees or utilize department heads to develop a plan to be more pro-active rather than always having complaint driven responses. He also wondered if the City had a single incident action plan in place at least two weeks prior to an event. Mayor Davies responded that events have to go before Council to submit their event plan to be approved with proper notification to any departments that would be involved. If it is an annual request without any changes other than date and times, then the request is submitted to the Clerk's office and placed on file with notification being made to the proper departments.

## **IX. ADJOURNMENT**

**It was moved by Alderman Daw (remote) and seconded by Alderwoman Twomey to adjourn the September 18<sup>th</sup>, meeting at 6:30 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Thomas and Ferry, who were absent.**

  
Mayor Rod Davies

  
City Clerk Susan S. Trevor