



City Council Meeting Summary 11.16.2020

Next City Council Meeting – December 7th, 2020, at 6:00 PM

Official Minutes available at www.cityofmonmouth.com

1– Presentations Or Citizen Inquiries

No presentations were made to City Council tonight.

2- MFD Monthly Report – Chief Rexroat

- Fire Prevention Week occurs annually during the week of October 9th, which is the anniversary of the Great Chicago Fire and the lesser-known Peshtigo Fire, which happened at about the same time. The theme for this year's Fire Prevention Week was "Serve up fire safety in the kitchen." This year fire safety week was done a little differently due to schools not being in session. To get the word out, Assistant Chief Spears, Captain Cozadd, Firefighter Carson, and Firefighter Wenger worked with Ken Helms to develop an educational video about fire safety and provide a virtual tour of the trucks. The video was posted on Facebook and also sent to the local schools to be shown to the students working remotely. Along with the video, the firefighters were able to make it out to a few locations for in-person presentations, such as Monmouth Early Learning Center and ICS School.
- Chief Rexroat worked with Director Clark with an advisory inspection at the Monmouth Manor Apartments and also assisted with a few rental property complaints
- Engine 21 had a few minor issues repaired, and Ambulance 46 received the 6-month Department of Transportation inspection. The Ambulance also had a minor repair completed by the firefighters at the department.

3- MPD Monthly Report – Chief Switzer

- Capt. Kinney retired from MPD on 11-6-20 with over 30 years of service. We all wish Capt. Kinney well in his future endeavors.
- Towards the end of the month, we learned of 2 more dispatchers that will be leaving MPD in pursuit of different jobs. Both are leaving towards the end of November. This obviously will put MPD in a shortage and stretch the remaining dispatchers thin. Three trainees have been hired and are currently in training to fill those vacancies. Scheduling has been adjusted.
- The department continues to sanitize the building frequently and ensure that officers and dispatchers are cleaning their workspaces and following COVID protocols.

4- Sale of City-Owned Parcel – 1003 South B Street

This item was removed from tonight's agenda and will be brought back to City Council at a later date.

5- Option to Extend Purchase Of Real Estate Agreement

Last year the City engaged a real estate developer to begin land acquisition and development of multiple townhomes on a 7-acre parcel the City owns to the South of Kimberly Drive. Since that time, the project has proceeded with the required steps and due needed for design and funding acquisition. The developer would like to extend the option to purchase agreement from December 31st, 2020, to April 30th, 2021. This purchase extension will allow the developer (Monmouth

Townhomes Group, LLC) additional time to complete the remaining requirements needed for the project to continue.

A motion was made for approval and was **approved**.

6- N. WWTP Construction Change Order – Leander Construction

The City has currently been in the process of improving the North Wastewater Treatment Pre-treatment Plant. Its sole user, Smithfield Foods, is funding the improvements. A pre-treatment facility is required due to the organic waste stream that meat processing plants create. The treatment allows the waste stream to hit EPA acceptable levels before being treated by Monmouth’s primary wastewater facility.

As the pre-treatment facility construction proceeds, several small items have been found that required changes from the original bid and work scope. These various items may be improvements or additions that can be implemented easily at this point. Even with these change orders, the additional expenses do not use the cost contingency funds that are incorporated into this project. These savings are being realized through strict construction project cost management.

CR No.	Item	Initiated By	Cost
7	Slide Gate / Valve	Contractor	\$1,797.41
8	VFD Temp Install	Owner	\$2,253.36
10	Housekeeping Pad Credit	Engineer	-\$2,383.18
11	Temporary Aeration Piping	Contractor	\$11,183.16
14	Internal Aeration Piping	Owner	\$17,799.07
16	Repair and Dewater Cover	Contractor	\$5,297.30
18	WAS Piping	Owner	\$28,559.01
19	Dive Team Hazard Pay	Contractor	\$5,359.73
20	Aerobic Lagoon Slope	Owner	\$9,381.84
		Total	\$79,247.70

A motion was made to approve the change order and was **approved**.

7 – Amendment to Engineering Service Agreement for N. WWTP

This item follows the previous change order request and covers the engineering and design needed to implement multiple changes to the system.

A motion was made to approve the change in the engineering service agreement for an additional \$18,000 and was **approved**.

8- Ordinances & Resolutions

A. Joint Animal Contract

The City currently maintains a joint animal control facility by the municipal landfill. This building is a cost-share between Warren County and the City Of Monmouth, where both entities may store dogs and cats that are awaiting pickup by their owners. The City and County have separate animal control employees but do use the same facility to reduce costs. This contract states that all costs associated with the building will be split between both entities.

A motion was made to approve the Joint Animal Control contact and was **approved**.

B. 2021-2022 Tax Levy

Every year, the City performs a property tax levy. The City's portion of the property tax is used to fund the police and fire pension funds, debt service, and general services to the community.

Since Monmouth has had a growth in commercial EAV, the tax levy is anticipated to stay level with last years rate and will not see an increase.

This year's Tax Levy is for \$2,416,500, which is estimated to be \$2.7887 for every \$100 assessed value.

- 16.5% (\$400,000) of the levy is for debt service is used to pay for a small amount of the City's general obligation debt. This debt has been accumulated primarily from federally mandated water and sewer infrastructure projects.
- 14.5% (\$350,000) of the levy is used for general services to the community. These services include Police, Fire, and City Hall employees and equipment-related expenses like vehicles, apparatus, technology, and infrastructure. The general fund encompasses a vast number of services and costs.
- 69% (\$1,666,500) of the levy is used to fund the City's portion of the public safety pensions. This levy amount does not include the employee's mandated contribution to their respective pension funds.

A copy of last week's presentation is attached to this report.

A motion was made to approve the 2021-2022 Tax Levy and was **approved**.

C. Establishing Date for Public Hearing for Proposed Monmouth Main Street TIF District

This item is part of a long-term strategic effort to increase economic development in downtown Monmouth through the use of restricted-use TIF revenues. TIF revenues are regulated by the State Of Illinois statutes and may only be used for economic development purposes.

Over the last year, the City has been working to create a TIF district that contains a large part of Main Street. If developed, this would be Monmouth's 3rd district. The creation of the Main Street TIF district would allow the City to expand its Commercial Building Rehabilitation grant to Main Street properties that reside within the TIF district. The new district would also allow for more significant infrastructure investment in main street.

The next phase of the process is to set a date for a public hearing on the district. The meeting's proposed date is **January 4th, 2021, at 5:00 PM** at City Hall.

A motion was made to approve the date of the public hearing and was **approved**.

D. Abating General Obligation Bonds

The majority of these bonds are paid by the water and sewer enterprise fund (the combined water and sewer bill is the funding mechanism), and as such, the City performs an annual abatement. Property tax funds are not used to pay these obligations.

- Series 2015 B (Ordinance 15-014) - \$4,065,000
- Series 2020 (Ordinance 20-013) - \$7,680,000
- Series 2014 (Ordinance 14-018) - \$8,335,000
- Partial abatement and refund of series 2010C (Ordinance 20-026) - \$4,200,000

A motion was made for approval and was **approved**.

E. Change Of Zoning – 329 North 11th Street – 2nd Reading

The Monmouth Park District is requesting a change of Zoning from B-2 Neighborhood Commercial to Public Service. The reason for this request is to allow them to construct an administrative office on the parcel. This request recently came before the Planning Commission and was forwarded to City Council with a recommendation for approval.

A motion was made for approval and was **approved**.

F. Change Of Zoning – 109 East 6th Avenue – 2nd Reading

Papa's Bar and Grill would like to change zoning from R-2 to B-2 to allow for the construction of a gravel parking lot. This parcel is located directly next to the business and will be an extension of their existing parking lot. This request recently came before the Planning Commission and was forwarded to City Council with a recommendation for approval.

A motion was made for approval and was **approved**.

8- Executive Session

No executive session was held.

9- Other business

No other business was discussed.

Report compiled by Ken Helms, City of Monmouth