



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, April 17, 2023

Time: 6:00 p.m.

Location: 100 East Broadway
Monmouth, Illinois

I. APPOINTMENT OF MAYOR PRO-TEM

It was moved by Alderwoman Kelly and seconded by Alderman Conard to appoint Alderman Brian Daw as Mayor Pro-Tem in the absence of Mayor Davies. AYE: Alderwoman Twomey, Aldermen Daw, Conard, Alderwoman Kelly, Aldermen VanVleet, Thomas and Cook **NAY:** none **ABSENT:** Alderman Pinedo **MOTION CARRIED.**

II. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Daw 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.

III. ROLL CALL

City Clerk Susan S. Trevor called the roll and those answering **Present were:** Aldermen Justin Thomas, Tony Cook, Alderwoman Susan Twomey, Alderman Jim Conard, Alderwoman Kelly and Alderman VanVleet **Absent:** Alderman Pinedo **Also Present:** Mayor Pro-Tem Brian Daw, 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.

IV. APPROVAL OF MINUTES

A. Approval of March 20, 2023 Council Meeting Minutes

It was moved by Alderman Cook and seconded by Alderwoman Twomey to approve the March 20, 2023 Council Meeting Minutes as presented. AYE: Alderman Cook, Alderwoman Twomey, Aldermen Daw, Conard, Alderwoman Kelly and Alderman VanVleet **NAY:** none **PASS:** Alderman Thomas **ABSENT:** Alderman Pinedo **MOTION CARRIED.**

B. Approval of April 3, 2023 Council Meeting Minutes

It was moved by Alderman Cook and seconded by Alderman Conard to approve the April 3, 2023 Council Meeting Minutes as presented. AYE: Aldermen Daw, Conard, Alderwoman Kelly, Alderman Cook and Alderwoman Twomey **NAY:** none **PASS:** Aldermen Thomas and VanVleet **ABSENT:** Alderman Pinedo **MOTION CARRIED.**

V. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

There were none to be heard or considered.

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. Sean Stevens Insurance Handicapped Parking Request

Sean Stevens from Stevens Insurance explained that in front of his business on North Main Street there are only three parking spaces with one for his business, one for H and R Block and one for the Chinese Restaurant Business. He stated that he had a number of elderly clients who found it difficult to walk a significant distance or to step over the curb in front of his business. There is an drive way right next to the South of his business where he parks his truck. If the parking space immediately in front of his business were a designated handicapped parking space, then his clients could park there and walk behind to the driveway that would not have a curb. This would not only be helpful to his clients, but safer as well. **It was moved by Alderwoman Kelly and seconded by Alderwoman Twomey to approve a designated handicapped parking space directly in front of Stevens Insurance at 211 N. Main Street.**

AYE: Alderman Conard, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey and Alderman Daw **NAY:** none **ABSENT:** Alderman Pinedo
MOTION CARRIED.

B. MFD March Report – Chief Rexroat

- ✚ The department responded to 121 calls in the month of March, which brings the calls responded to for the year to date to 398 calls.
- ✚ The Fire Investigative Class the department has been hosting was completed last weekend. The Class consisted of 120 hours that were conducted over 6 weekends. The class had a total of 29 firefighters from across the state in attendance, 9 of which were from Warren County and several others from neighboring counties.
- ✚ Assistant Chief Hinton attended a Leadership Development and Decision-Making Class. There are three different classes with one class being for Firefighters, one for Fire Officers and one for Chief Officers. The classes provide instruction on how to develop leadership skills.
- ✚ The department toured Monmouth Townhomes to familiarize themselves with the townhomes layout and determine where the utilities are located in the case of an emergency.
- ✚ As Chief, I attended firefighter Devon Bemowski's graduation ceremony from the Fire Academy in Champaign.
- ✚ The department assisted with the Boy Scout Merit Badge University with hosting a group to tour the North Station and presenting a program on fire safety.
- ✚ Testing for the department will be held in June. Applications go out this week.
- ✚ Next month hydrant flushing will begin.

C. MPD March Report – Chief Switzer

- The department in the month of March made 56 arrests, issued 61 ordinance violations, had 1,283 calls and responded to 19 accidents.
- ALICE training was held for Midwest Bank and M-R High School staffs.
- Testing was held for four candidates, but for various reasons none were able to be hired; however, this week the department received a request for a lateral transfer from an officer in another local community. We are currently processing this request.
- Two new dispatchers have been hired and are in training.
- Investigator Kramer participated in the Boy Scout Merit Badge Academy by hosting a group of scouts and presenting a program on fingerprinting.

D. Heritage Festival Request

Jeannie Weber, Executive Director of United Way, requested the use of the Northeast quadrant of the square in addition to the parking lot North of City Hall that was used last year for the Heritage Festival. This year's Festival is on September 16th from 6:00 p.m. to Midnight. With the additional space in the NE quadrant, the Festival is not asking to have the 100 block of East Archer blocked off this year. There were around 1100 attendees last year and a larger crowd is anticipated this year. **It was moved by Alderman Cook and seconded by Alderwoman Twomey to approve the blocking off of the Northeast Quadrant of the Square and the use of the parking lot to the North of City Hall for the Heritage Festival on September 16th.** AYE: Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey, Aldermen Daw and Conard NAY: none ABSENT: Alderman Pinedo **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. Ordinance 23-007, Adding Chapter 157 Solar System Regulations

Administrator Steinbrecher explained that this is the final revised version of the Solar Ordinance. The Principal Use clause has been eliminated. Ground mounted solar systems are not allowed in residential areas and there will not be variances for this allowed. **It was moved by Alderman Conard and seconded by Alderwoman Kelly to approve Ordinance 23-007, Adding Chapter 157 Solar System Regulations as presented.** AYE: Alderwoman Kelly, Alderman Thomas, Alderwoman Twomey, and Alderman Conard NAY: Aldermen VanVleet and Cook PASS: Alderman Daw ABSENT: Alderman Pinedo **MOTION FAILED and will be brought back for a 1st Reading at the next Council meeting on May 1st.**

2. Ordinance 23-011, FY 2023-2024 Budget

It was moved by Alderman Thomas and seconded by Alderwoman Twomey to approve the FY 2023-2024 Budget as presented. AYE: Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey, Aldermen Daw, Conard and Alderwoman Kelly NAY: none ABSENT: Alderman Pinedo **MOTION CARRIED.**

3. Ordinance 23-012, Parking Space Variance from 60 spaces to 35 for 1105 West Broadway Dollar General

Director Clark explained this variance request went before the ZBA on April 12th at 5:30 p.m. in City Hall. The request was to reduce the number of parking spaces required for that type of business to be reduced from 60 to 35 spaces. In the research that was conducted, it was determined that for the stores located in Monmouth that 35 parking spaces was more than adequate. The 5 board members present voted unanimously to recommend approval to the Council for the number of parking spaces to be reduced from 60 to 35 for 1105 West Broadway. AYE: Aldermen Thomas, Cook, Daw, Conard and Alderwoman Kelly NAY: Alderman VanVleet PASS: Alderwoman Twomey ABSENT: Alderman Pinedo **MOTION CARRIED.**

VII. OTHER BUSINESS

There was none to consider

VIII. ADJOURNMENT

It was moved by Alderman Twomey and seconded by Alderman VanVleet to adjourn the April 17, 2023 meeting at 6:30p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Pinedo, who was absent.

Mayor Rod Davies

City Clerk Susan S. Trevor