



CITY OF MONMOUTH COUNCIL MEETING MINUTES

Date: Monday, April 1, 2024

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 Jay Grant, Alderwoman Susan Twomey, Aldermen Jim Conard, Juan Pinedo and Alderman VanVleet **Absent:** Aldermen Bone, Daw and 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, Andy Jackson, Woodard and Curran Public Works Director, Communications Director Ken Helms, MFD Chief Casey Rexroat, MPD Chief Joe Switzer

III. APPROVAL OF MINUTES

A. Approval of March 18, 2024 Council Meeting Minutes

It was moved by Alderman Grant and seconded by Alderman Conard to approve the March 18, 2024 Council Meeting Minutes as amended. **AYE:** Aldermen Grant, Alderwoman Twomey, Aldermen Conard, Pinedo and VanVleet **NAY:** none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

B. MCAP Updates – MCAP/MACC Director Andrea Monroe

- Andrea explained that she started with the Chamber and MCAP on February 1st. February was mostly familiarizing herself with the office and reviewing resumes to hire an assistant, which resulted in the hiring of Erin Lafary.
- In March, I attended the Illinois Regional DCEO 5-year workshop in Macomb with Mayor Davies and City Administrator Lew Steinbrecher. Major issues discussed were: lack of housing, infrastructure, the need for more energy and more grant writing. I was also given lots of contacts in the economic development field.
- As a result of attending the workshop, I am enrolled in an on-line grant writing course and will also participate in a 2-day professional development course that will include information on writing grants.
- I have also been meeting bi-weekly with Ken Springer, who is President of KCAP since 2005. He too has given me many contacts in the economic development field and helped set me up with the Intersect Illinois and Location 1 Project sites. These sites help economic developers get leads outside of their normal realm of leads and by my uploading these sites, I can help others who normally wouldn't have access to these leads to be able to get them.

- I attended the State Agricultural Round Table meeting in Springfield and was able to meet with our area legislators and discuss important issues for our area with them. This is an important aspect of my job with MCAP.
- I have been in contact with an area County Commercial Real Estate Agent trying to obtain lists of land that are for sale and available for economic development.
- Finally, last week I toured the Midwest Pet Foods plant with Mayor Davies, City Administrator Lew Steinbrecher and Sal Garza, DCEO West Central Manager. After the tour, the group discussed incentives for expansion of Midwest Pet Foods.

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. Building and Zoning March Report – Director Clark

Director Clark prefaced his report by explaining that it is difficult to give exact numbers of resolved issues sometimes. If the complaint is not resolved, it goes to court and the judge gives the person a specified amount of time to take care of the matter. However, if the issue is still not taken care of, the case goes back to court with another time frame given to rectify the matter, which requires another inspection, another ticket issued and the case is taken to court again. The resolution of the case may take weeks or months to be resolved.

Demolitions:

- Invitations to bid on demolition of 515 N. C Street and 108 W. 8th Avenue were sent out and the bid opening will be on April 5th at 10:00 a.m. at City Hall. The liens on the properties will be released once demolition is completed. Consideration of bid approval will be brought before Council on April 15th.
- The demolition of 122 W. 8th Avenue is 80% completed and the demolition of 414 South 4th Street is 50% completed.

Open Projects:

- ✓ The ICS Gym is making good progress.
- ✓ Dame Fine Coffee has completed their kiosk and storage bins and is just waiting on electrical work to be completed.

Completed Projects:

- ✓ The Brownfield Project Phase 2, which is the collection of geological samples from the Munson property, was completed on March 15th. The City is currently awaiting the results.

ZBA:

- ✓ The ZBA Board will be meeting on Wednesday, April 10th at 5:30 p.m. to consider Setback Variances for:
 - 1) 715 North 6th Street – garage
 - 2) 1203 Lincoln Road – replacing an old garage
 - 3) 122 South E Street – new construction garage

The ZBA Board will render a decision and present a recommendation to the Council at the April 15th meeting.

B. Woodard and Curan February Report – Director Jackson

- Yard Waste pick-up started today and will continue through the end of November.
- The downtown hook up of the water service and sewer line is just about done and should be completed next week. This project has been funded through the America Rescue Fund.
- Advanced Plumbing replaced a sewer line on North 6th Street just north of East Clinton.
- The West Harlem Street resurfacing bid document is ready to be sent to IDOT for review. IDOT has indicated that the resurfacing of West Harlem from North Main to North G Street is on track to go out for advertisement for bid in August or September. The next phase of the West Harlem road project from North G Street to the Highway Bypass will be funded in combination with our MFT funds and Capital Reserve funds.

C. Approval of Bid for North 6th Street Project – Director Jackson

Bids for the North 6th Street Project were opened last Wednesday, March 27th at 10:30 a.m. here in City Hall. Three bids were submitted and Laverdiere Construction, Inc. from Macomb was the low bidder for the 6th Street Road Project from East Broadway to East Euclid with a bid of \$714,848.00. The bid was reviewed by IMEG and they are recommending approval of the bid. The bricks under the current street will stay in place as it was found to be too expensive and complicated to remove them. **It was moved by Alderman VanVleet and seconded by Alderwoman Twomey to approve accepting the above-stated bid from Laverdiere Construction for the 6th Street Road Project.** **AYE:** Aldermen Conard, Pinedo, VanVleet, Grant and Alderwoman Twomey

NAY: none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION CARRIED.**

D. Freedom Ride Animal Rescue 5K Walk and Wag Fun Run Request

Mayor Davies explained that Mr. Cooper representing the Freedom Ride Animal Rescue is ill and unable to be present this evening. Their organization is requesting permission to hold a 5K/1 mile walk and wag fun run on June 22, 2024 from 9:00-11:00 a.m. utilizing City streets. They have submitted a route map and received approval from Chief Switzer for the route. **It was moved by Alderman Grant and seconded by Alderman Conard to approve the above-stated request.** **AYE:** Alderman Conard, Pinedo, VanVleet, Grant and Alderwoman Twomey **NAY:** none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION CARRIED.**

E. Midwest Pet Foods Request for Street Closure

Administrator Steinbrecher explained that Midwest Pet Foods will be tearing off and replacing their West end roof from their processing side. In order to accomplish this, a large crane will be used and will extend into the street. For safety purposes, the company is requesting that the 600 block of South D Street be closed from 7:00 a.m. through 5:30 p.m. beginning Friday, May 15th through Friday May 31st. Stewart Riske, Midwest Pet Foods Plant Manager, addressed the Council and thanked the Administration for their help with this project. He also stated that the safety of the workers and the public is a number one concern for the Company. Alderman Grant asked to be sure notification is published in order for the public to know they will be unable to cross the railroad tracks on South D Street during this time. **It was moved by Alderman Conard and seconded by Alderwoman Twomey to approve the above-stated request.** **AYE:** Aldermen Pinedo, VanVleet, Grant, Alderwoman Twomey and Alderman Conard **NAY:** none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION CARRIED.**

F. Professional Services Agreement with Hutchison Engineering – Auction House Parking Lot

Mayor Davies explained that Hutchison Engineering was requested to develop a parking lot on the old Auction House site on South 1st Street. They submitted a lump sum engineering agreement not to exceed \$25,000 with \$16,000 for the design and \$9,000 for construction oversight and inspection. Administrator Steinbrecher further explained that the City has been working for several years with local businesses along Market Alley and South 1st Street to develop a solution for more parking. Just recently the City received a \$50,000 gift from a private foundation that has made this project possible. This parking lot will provide 20 additional parking spaces. There is a need to move quickly in order not to have the Downtown Streetscape project in the Southeast Quadrant going on at the same time. A private business along the exit alley has committed a \$6,600 lumpsum for parking spaces next to their business. This business will qualify for the Downtown TIF Rehabilitation Program, which will allow for 30% match of private dollars. **It was moved by Alderwoman Twomey and seconded by Alderman Grant to approve the Professional Services Agreement with Hutchison Engineering as presented. AYE:** Aldermen VanVleet, Grant, Alderwoman Twomey, Aldermen Conard and Pinedo **NAY:** none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. 24-004, FY 2024-2025 Budget

It was moved by Alderman Grant and seconded by Alderman VanVleet to approve the FY 2024-2025 Budget Ordinance as presented. AYE: Aldermen VanVleet, Grant, Alderwoman Twomey, Alderman Conard and Pinedo **NAY:** none **ABSENT:** Aldermen Bone, Daw and Ferry **MOTION WILL BE PRESENTED for 2nd READING DUE TO LACK OF MAJORITY.**

VII. EXECUTIVE SESSION

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

1. It was moved by Alderman Pinedo and seconded by Alderwoman Twomey to go into Executive Session at 6:38 p.m. to consider Collective Bargaining. AYE: Aldermen Grant, Alderwoman Twomey, Aldermen Conard, Pinedo and VanVleet **ABSENT:** Aldermen Bone, Daw and Ferry **NAY:** none **MOTION CARRIED.**

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

VIII. OTHER BUSINESS

There was none to consider

IX. ADJOURNMENT

It was moved by Alderwoman Twomey and seconded by Alderman VanVleet to adjourn the April 1st meeting at 6:50 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Bone, Daw and Ferry, who were absent.