



CITY OF MONMOUTH COUNCIL MEETING MINUTES

Date: Monday, April 3, 2023

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:** Alderman Tony Cook, Alderwoman Susan Twomey, Aldermen Brian Daw, Jim Conard, Juan Pinedo and Alderwoman Kelly **Absent:** Aldermen Justin Thomas and John VanVleet **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 20, 2023 Public Hearing Minutes

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

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

1. Proclamations

Mayor Davies read and presented two proclamations to a representative from WIRC with the first proclamation declaring the month of April as National Child Abuse Prevention Month and the second proclamation declaring the month of April as National Sexual Assault Awareness Month.

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. Building and Zoning March Report – Director Clark

- ✓ Zoning department continues to issue building permits, notices for junk and debris, ordinance violations, rental inspections and follows up on all open projects.
- ✓ **Completed projects:** First United Methodist Church and Dollar General on South Main Street

- ✓ **Open projects:** MC Stockdale Student Center, Monmouth Town Homes LP, Monmouth Community Childcare, Wisdom Real-estate Investments and Lakeshore Recycling System
- ✓ **Grants:** The City has a list of additional houses for demolition and is awaiting the application for round two of Strong Communities Program grant funds.

B. Woodard and Curran February Report – Director Jackson

Updates on Projects:

- The City received the construction permit for the East Euclid Water Main Replacement project from 6th Street to 9th Street. The letting for this project will be in early May.
- The Downtown Water/Sewer replacement project will have the bid opening in July with construction starting sometime in September.
- The new production well design is almost completed with the next phase being to obtain a permit for construction with actual construction to begin in July, which is in line with the projected schedule.
- There is no update on the Harlem Water Main Replacement project. The City has been notified they have received funding, but there has been no agreement received to date.
- Brandt Construction will begin the MFT street program as soon as they have started producing asphalt.

C. Quality Roofing Event Request

A representative from Quality Roofing stated their request to block off the parking in front of their business at 208 and 216 South Main on May 19th from 1:00 p.m. – 2:00 p.m. for a grand opening with a ribbon cutting at 11:30 a.m. They will be serving lunch afterwards. The sidewalk will remain open for public use. **It was moved by Alderman Cook and seconded by Alderman Daw to approve Quality Roofing’s above-stated request. AYE:** Alderwoman Twomey, Aldermen Daw, Conard, Pinedo, Alderwoman Kelly and Alderman Cook **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

D. Monmouth Chamber Farmer’s Market Request

Chamber Director Kelli Kinzer presented a request from the Chamber to be able to hold their Farmer’s Market in the 100 block of South 1st Street. The Farmer’s Market is held from 5:00-8:00 p.m. on Friday nights through the months of June to October. In the past, the Farmer’s Market has been held in the parking lot next to the Dairy Queen, but the lot is very uneven and has presented safety concerns for the patrons of the Market. The Chamber would like to relocate to the 100 block of South 1st Street and is asking the City to close the street on Friday nights for the Farmer’s Market beginning at 3:30 p.m. to allow for the vendors to set-up. The Chamber has been in contact with the businesses that would be affected from the closure and all are on board with the exception of one that we are still in discussion with, but it does seem from the discussion that they will be in favor of the closure also. **It was moved by Alderman Cook and seconded by Alderman Conard to approve the Chamber’s above-stated request. AYE:** Aldermen Daw, Conard, Pinedo, Alderwoman Kelly, Alderman Cook and Alderwoman Twomey **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet

E. Sean Stevens Insurance Handicapped Parking Request

Mr. Stevens was unable to be present; therefore, his request was deferred until the next Council meeting.

F. 2023-2024 Budget Presentation – Administrator Steinbrecher

Administrator Steinbrecher gave the following Overview of the Fiscal Year 2023-2024 Budget:

1. **The 2023-2024 FY Budget is \$38,043,056.** An important point to note is that this is a 24% increase in one year and is predominantly due to the many grants the City has received along with all the capital improvement projects that gave a boost in overall spending. However, it is a moderately status-quo budget other than these projects. The budget does include the replacement of the City's lawn mowers and the new leaf machine. The sale of the transfer station provided \$2.25 million in revenues, which allowed the City to purchase the new Fire Department ladder truck. This increase in revenues also allowed the City to move forward to be able to borrow \$5 million dollars for capital improvement projects to be paid for with the decrease in operating expenses. The City has \$8 million in the bank ready to finance the upcoming capital improvement projects. Mayor Davies added that it is very important to note that with the source of matching funds, the City didn't have to raise taxes.

2. **The overview of the FY 2023-2024 \$38,043,056 Budget** showed the two main sources of revenue are the Water/Sewer Fund and the General Fund. The State and Local Motor Fuel Tax fund is the third largest source of revenue to be able to overlay our City streets. Administrator Steinbrecher also pointed out the 3 TIF Districts funds are available for economic development projects such as the Street Scape on the Square after the completion of the Water Main replacement project downtown.

3. There is no significant change in the **General Fund Budget of \$11,003,002.** The three biggest components of the General Fund are the Fire Department, the Police Department and the Municipal Operations. The City still has a carry-over from the closure of its Landfill, but the Administration is hopeful that in the next year that can be completed.

4. Total labor costs constitute 94% of the **total Fire Department budget of \$2,791,520.** For every \$1.00 the City spends on payroll for active Firefighters, it spends another 86 cents on pension benefits for retired Firefighters.

5. 96% of the **total Police Department budget of \$3,755,073** is for labor costs. For every \$1.00 the City spends on payroll for active Police Officers, it spends another 69 cents on pension benefits for retired Police Officers.

Administrator Steinbrecher added that he believes the pension costs of the police and fire departments are the single most detriment to the City's financial stability in the future.

6. Comparison of FY 21-22, FY22-23 and FY 23-024 showed a 337% increase in capital expenditures from the previous year (FY 21-22 to FY 22-23).

G. Pit Stop Shop TIF Redevelopment Agreement

Administrator Steinbrecher explained that this is TIF Redevelopment Agreement with Dan and Nicolette Toops for 110 West 6th Street. It includes the former Tatman property and two metal buildings to the West of that property. It is their intent to operate testing lanes for semi tractors, do work on salvage and provide storage units. The City would reimburse the Developer a sum not to exceed Three Hundred Thirty-Eight Thousand Two Hundred and 00/100 Dollars (\$338,200.00) from the Monmouth Main Street TIF District Special Tax Allocation Fund for the Developer's TIF eligible costs. There will be no public tax dollars involved. **It was moved by Alderwoman Kelly and seconded by Alderman Conard to approve the TIF Redevelopment Agreement with Dan and Nicolette Toops for 110 West 6th Street. AYE:** Aldermen Conard, Pinedo, Alderwoman Kelly, Alderman Cook, Alderwoman Twomey and Alderman Daw **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

VI. RESOLUTIONS

A. Resolution 23-004, Adoption of 2023 Warren County Multi-Jurisdictional Natural Hazards Mitigation Plan

MFD Chief Rexroat explained that this project was initiated by the County and was funded through grant funds from FEMA. The intent of the plan was to try to reduce the effects a natural disaster would have on our community. By adopting Resolution 23-004, it will put into place the Multi-Jurisdictional Natural Hazards Mitigation Plan and would allow the City to have access to grant funds in the case of a natural disaster in our community. The plan is good for five years and then would have to be reviewed and adopted again. **It was moved by Alderman Conard and seconded by Alderman Pinedo to approve Resolution 23-004 for the adoption of the 2023 Warren County Multi-Jurisdictional Natural Hazards Mitigation Plan. AYE:** Alderman Pinedo, Alderwoman Kelly, Alderman Cook, Alderwoman Twomey, Aldermen Daw and Conard **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

VII. ORDINANCES

A. 1st Reading

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

Administrator Steinbrecher pointed on several changes on the revised ordinance. He also asked if it was the Council's intent to allow solar farms within the City as the Administration did not believe solar farms should be allowed within City limits. After discussion, the Council asked for the ordinance to be reviewed again and eliminate 157.030 Principal Uses. It will be brought back for a 1st reading at the next Council meeting.

2. Ordinance 23-010, Amending the Mobile Food Vendor License

City Clerk Trevor explained that currently the Mobile Food Vendor License expires on December 31st of each year. All other licenses the City requires expire on April 30th of each year. It would simplify the renewal of all the licenses to have them all renew on the same date; therefore, the only change to the original Mobile Food Vendor License would be the change to the expiration date. **It was moved by Alderwoman Twomey and seconded by Alderwoman Kelly to approve Ordinance 23-010 to amend the expiration date of the license from December 31st of each year to April 30th of each year. AYE:** Alderman Pinedo, Alderwoman Kelly, Alderman Cook, Alderwoman Twomey, Aldermen Daw and Conard **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

VIII. EXECUTIVE SESSION

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

1. It was moved by Alderman Cook and seconded by Alderwoman Twomey to go into Executive Session to consider Collective Bargaining at 6:55 p.m. AYE: Alderman Cook, Alderwoman Twomey, Aldermen Daw, Conard, Pinedo, and Alderwoman Kelly **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

2. It was moved by Alderman Cook and seconded by Alderwoman Twomey to return to Regular Session at 7:00 p.m. AYE: Alderman Cook, Alderwoman Twomey, Aldermen Daw, Conard, Pinedo and Alderwoman Kelly **NAY:** none **ABSENT:** Aldermen Thomas and VanVleet **MOTION CARRIED.**

IX. OTHER BUSINESS

There was none to consider

X. ADJOURNMENT

It was moved by Alderman Daw and seconded by Alderwoman Twomey to adjourn the April 3, 2023 meeting at 7:00 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Thomas and VanVleet, who were absent.

Mayor Rod Davies

City Clerk Susan S. Trevor