



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, April 6, 2020

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 Justin Thomas, Tony Cook, Brian Daw, Robert Wells, Juan Pinedo, Dan Heatherly and Alderwoman Mary Kelly **Present Remotely per Council approval that no one was to be denied permission to attend the meeting by video or audio conference:** Alderwoman Twomey **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Clerk Susan S. Trevor **Also Present in Adjacent Room:** City Attorney Marcum Spears, Communications Director Ken Helms, Building and Zoning Director Joe Clark and Woodard and Curran Public Works Director Andy Jackson

III. APPROVAL OF MINUTES

A. Approval of March 16, 2020 Council Meeting Minutes

It was moved by Alderman Cook and seconded by Alderman Wells to approve the March 16, 2020 Minutes as presented. **AYE:** Aldermen Thomas, Cook, Alderwoman Twomey (remotely), Aldermen Daw, Wells, Pinedo, Heatherly and Alderwoman Kelly **NAY:** none **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries (all inquiries are limited to 3 minutes per City Ordinance)

There were none to be heard.

B. Consent Agenda

1. Approval of Bills

It was moved by Alderman Heatherly and seconded by Alderman Daw to approve the payment of the bills as presented. **AYE:** Aldermen Cook, Alderwoman Twomey (remotely), Aldermen Daw, Wells, Heatherly, Pinedo, Alderwoman Kelly and Alderman Thomas **NAY:** none **MOTION CARRIED.**

2. Presentation via Remote by Steven Kline – Creation of new TIF District and Business District

Steven Kline, President/ CEO of The Economic Development Group, LTD., made a remote presentation on the services that his group could provide to the City of Monmouth regarding the establishment of a new TIF District and Business District. He explained the services that his group could provide such as negotiating agreements, providing legal opinions relating to TIF Districts as well as providing technical assistance and administrative support in establishing and administering TIF Districts. He reviewed the map of the proposed establishment of new redevelopment TIF project areas and explained that the present TIF Districts are not contiguous and therefore cannot share increments. The proposed Main Street

TIF District would be contiguous with the Downtown/Broadway TIF District and would make it possible to move increments. The creation of the new TIF District would also help to not keep creating additional TIF Districts. The services of Jacob & Klein and the Economic Development Group are all based on a flat fee. The Main Street TIF District Service Agreement is a three-year term agreement and the Business Development District No. 2 Service Agreement is a one-year term agreement. In response to several questions from Council, Mr. Kline added that his company would meet with the other taxing bodies to explore the impact of a new TIF District on each taxing body and if the plan of redevelopment negatively impacts these other taxing bodies, then it is not a good plan. 353 Court Group is aware of this proposal and will be included. Administrator Steinbrecher thanked Mr. Kline for his presentation.

V. COMMITTEE OF THE WHOLE

A. Building and Zoning March Report – Director Clark

- ✓ Due to COVID- 19 Pandemic only commercial site visits are being done as well as suspending all Board and Committee Meetings until further notice.
- ✓ Y.M.C.A. Bathhouse mechanical room has been completed for the pool with the only thing left to be completed are the water features. The pool is being prepped for a water test and minor adjustments prior to paint.
- ✓ Midwest Pet Foods continues to pour concrete around the new cold storage department.
- ✓ Arby's new location at 1125 North Main Street has completed the capping for the parapet wall along with the balance of ductwork, tile and painting.
- ✓ Patton Block Grill and Brewpub has completed electrical rough in, plumbing, drywall, painting and resurfacing of floors.
- ✓ Strom Center roof has been completed. Tuck pointing of the façade and repair of the parapet wall has been started.
- ✓ Love's Travel Stop pulled the necessary permits on March 16th and will be pouring footings for the main structure tomorrow.

B. Woodard and Curran February Report – Director Jackson

- Brandt Construction notified the City that on April 15th the 34/67 Bypass will be shut down for bridge repairs over the bypass that will take approximately 90 days to complete. Detours will be posted.
- CDBG Grant for East Euclid Water Main Project is still waiting for Grant Agreement
- Bid Opening for the water-sewer utility extension on West 11th for Love's Travel Stop will be on April 22nd.
- Cable and motor on Well #9 failed this past week. The motor should be under warranty.
- Most potholes in the City have been patched.
- The City was notified of another Federal grant program called BUILD 20/20, which could be another funding source for the West Harlem project.

C. WIPFLI Letter of Engagement

This letter is for the annual engagement of auditors for the City. WIPFLI has done our past several audits and has done a very thorough and satisfactory job. The Administration is recommending approval of the Letter of Engagement with WIPFLI to conduct our audit of FY 2019-2020. **It was moved by Alderman Wells and seconded by Alderwoman Kelly to approve the Letter of Engagement with WIPFLI for the audit of the City's FY 2019-2020. AYE:** Alderwoman Twomey (remotely), Aldermen Daw, Wells, Pinedo, Heatherly, Alderwoman Kelly, Aldermen Thomas and Cook. **NAY:** none **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. 20-009, FY Budget 2020-2021

It was moved by Alderman Heatherly and seconded by Alderman Wells to approve Ordinance 20-009, Budget for FY 2020-2021 as presented. AYE: Aldermen Daw, Wells, Pinedo, Heatherly, Alderwoman Kelly, Aldermen Thomas, Cook and Alderwoman Twomey (remotely). **NAY:** none **MOTION CARRIED.**

2. 20-010, Utility Tax

Administrator Steinbrecher again explained that this was an increase of ½ % in our utility tax, but was necessary to help cover the City's expenses and create a balanced budget. **It was moved by Alderman Daw and seconded by Alderman Wells to approve Ordinance 20-010 creating a ½ % increase in the City's utility tax. AYE:** Aldermen Wells, Pinedo, Heatherly, Alderwoman Kelly, Aldermen Thomas, Cook, Alderwoman Twomey (remotely) and Alderman Daw. **NAY:** none **MOTION CARRIED.**

3. 20-011, Service Agreement for Main Street TIF District

4. 20-012, Service Agreement for Business District 2

Mayor Davies explained that this Jacob and Klein is a good firm that has done a lot of work with establishing TIF Districts and has also worked with the 353 Court group as well. Administrator Steinbrecher added that he thinks this firm has a broader vision for TIF Districts and is recommending approval of the two Service Agreements as presented. **It was moved by Alderman Cook and seconded by Alderwoman Kelly to approve the Main Street TIF District Service Agreement and the Service Agreement for Business District 2 collectively. AYE:** Aldermen Pinedo, Heatherly, Alderwoman Kelly, Aldermen Thomas, Cook, Alderwoman Twomey (remotely), Aldermen Daw and Wells. **NAY:** none **MOTION CARRIED.**

5. 20-013, An Ordinance providing for the issuance of not to exceed \$7,680,000 Taxable General Obligation Bonds of the City of Monmouth, Warren County, Illinois, for the purpose of financing improvements to the North Pre-Treatment Plant, providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof.

The Mayor explained that Ordinance 20-013 is for the issuance of general obligation bonds to be issued by the City pursuant to its home rule powers for the purpose of financing improvement to the North Pre-Treatment Plant and that all Aldermen had been provided a copy digitally prior to the Council Meeting.

It was moved by Alderman Heatherly and seconded by Alderman Wells to approve and adopt Bond Ordinance 20-013 as presented and that the requirement of a second reading be waived with respect to this Bond Ordinance.

A discussion of the matter followed. During said discussion, the Mayor gave a public recital of the nature of the matter, which included a reading of the title of the Ordinance and statements (1) that the ordinance provided for the issuance of Taxable General Obligation Bonds for the purpose of financing improvements to the North Pre-Treatment Plant, (2) that the bonds are issuable without referendum pursuant to the home rule powers of the City, (3) that the ordinance provides for the levy of taxes sufficient to pay debt service on the bonds, (4) that such taxes are expected to be abated annually and the bonds paid from funds received from Smithfield Fresh Meats Corp. pursuant to the servicing agreement between the City and Smithfield, or other lawfully available funds, (5) that the ordinance provides many details for the bonds including provisions for terms and form of the bonds and appropriations, and (6) that the ordinance authorizes the City to sell the bonds to the purchaser thereof.

The Mayor directed that the roll be called for a vote upon the motion of the above-stated ordinance. Upon the roll being called, the following Aldermen voted **AYE**: Aldermen Heatherly, Alderwoman Kelly, Aldermen Thomas, Cook, Alderwoman Twomey (remotely), Aldermen Daw, Wells and Pinedo **NAY**: none **WHEREUPON**, the Mayor declared the **MOTION CARRIED** and Bond Ordinance 20-013 adopted, and did direct the City Clerk to record the same in full in the records of the City Council of the City of Monmouth, Warren County, Illinois.

6. Ordinance 20-014, Sign Height Variance, 1125 North Main Street

Building and Zoning Director Clark explained that Arby's at 1125 N. Main Street requested a variance to install a sign with a height of 40' OAH High-rise Sign for the new store. The request comes to Council with a recommendation for approval from the ZBA, which passed the request unanimously. **It was moved by Alderman Heatherly and seconded by Alderman Cook to follow the recommendation of the ZBA and approve Ordinance 20-014 as presented.** **AYE**: Alderwoman Kelly, Aldermen Thomas, Cook, Wells, Pinedo and Heatherly **NAY**: Alderwoman Twomey (remotely) and Alderman Daw **MOTION CARRIED.**

7. Ordinance 20-015, Set Back Variance, 209 South H Street

Building and Zoning Director Clark explained that this was a request for a variance to build a garage within 3' feet of the South property line located at 209 South H Street and comes to Council with a recommendation for approval from the ZBA, which passed the request unanimously. **It was moved by Alderman Cook and seconded by Alderman Wells to follow the recommendation of the ZBA and approve Ordinance 20-015 as presented.** **AYE**: Aldermen Thomas, Cook, Alderwoman Twomey (remotely), Aldermen Daw, Wells, Pinedo, Heatherly and Alderwoman Kelly **NAY**: none **MOTION CARRIED.**

8. Ordinance 20-016, Amending the 2019-2020 FY Budget

Administrator Steinbrecher explained to the Council that the FY 2019-2020 Budget needs to be amended due to the unexpected costly infrastructure repairs and is not due to revenue issues. It was necessary to transfer \$578,000 from the Water/Sewer Reserve Fund in order to cover these repairs. **It was moved by Alderwoman Kelly and seconded by Alderman Wells to amend the 2019-2020 FY Budget in Ordinance 20-016 as presented.** **AYE**: Alderman Cook, Alderwoman Twomey (remotely), Aldermen Daw, Wells, Pinedo, Heatherly, Alderwoman Kelly and Alderman Thomas **NAY**: none **MOTION CARRIED.**

B. 2nd Reading

1. Ordinance 20-006, Special Use Variance, 303 East Broadway

Mayor Davies explained that due to the lack of quorum at the March 16th Council Meeting, this ordinance is being presented for a Second Reading. **It was moved by Alderman Heatherly and seconded by Alderman Daw to approve a Special Use Variance for 303 East Broadway. AYE:** Aldermen Daw, Wells, Pinedo, Heatherly, Thomas and Cook **NAY:** Alderwoman Twomey (remotely) **ABSTAIN:** Alderwoman Kelly **MOTION CARRIED.**

2. Ordinance 20-007, Special Use Variance, 808 North A Street

This ordinance is also being presented for a Second Reading due to the lack of quorum at the March 16th Council Meeting according to Mayor Davies. **It was moved by Alderman Heatherly and seconded by Alderman Cook to approve a Special Use Variance for 808 N. A Street. AYE:** Aldermen Daw, Wells, Pinedo, Heatherly, Thomas and Cook **NAY:** Alderwomen Kelly and Twomey (remotely) **MOTION CARRIED.**

VII. OTHER BUSINESS

There was none to be considered.

VIII. ADJOURNMENT

It was moved by Alderman Heatherly and seconded by Alderman Cook to adjourn the April 6, 2020 meeting at 7:05 p.m. MOTION CARRIED by unanimous voice vote.

Mayor Rod Davies

City Clerk Susan S. Trevor