



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**

Date: Monday, August 7, 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 Bone, Alderwoman Susan Twomey, Aldermen Brian Daw (remote), Jim Conard, Juan Pinedo, Kevin Ferry and John VanVleet **Absent:** Alderman Justin Thomas **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 July 17, 2023 Council Meeting Minutes

It was moved by Alderman Ferry and seconded by Alderman Conard to approve the July 17, 2023 Council Meeting Minutes as presented. AYE: Alderman Bone, Alderwoman Twomey, Aldermen Daw (remote), Conard, Pinedo, Ferry and VanVleet **NAY:** none **ABSENT:** Aldermen Thomas **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

1. Swearing-in of MPD Public Safety Officer – Josh Strong

City Clerk Susan Trevor swore in Josh Strong as the new MPD Public Safety Officer to fill the vacancy due to the retirement of Robin Avery.

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. Presentation by RISE Planning Grant Consultant on Monmouth Economic Recovery Plan

Administrator Steinbrecher explained that last year the City applied to the State of Illinois for an economic recovery grant to assist with recovery from the downturn of the economy during Covid-19. The City did receive the grant, but it took some time to finalize and receive the funds. A consultant could not be hired before the actual reception of the funds. The City has obtained the services of Mark Rothert, who is an economic development specialist from Civic Solutions to draft an Economic Recovery Plan for the City.

Mr. Rothert outlined the process in developing an Economic Recovery Plan for the City. In the first phase, he will conduct an analysis to determine the community's assets, weaknesses and opportunities through meeting with key stakeholders, businesses, development partners and the public. He will also identify opportunities for partnerships to promote economic development with a focus on initiatives that will increase economic resiliency. Next, he will identify specific initiatives or capital investments that can accelerate recovery from the COVID-19 pandemic and that are eligible for ARPA funding. He will also develop strategies/recommendations to accelerate economic recovery with businesses and entrepreneurs. Once this information has been gathered and compiled, he will create an economic recovery plan for the City to implement the recommended strategies, with a focus on economic resiliency in light of the COVID-19 pandemic.

B. Building and Zoning July Report – Director Clark

- ✓ The department continues to issue Junk, Debris and Mowing notices and has started tracking the notices to report to Council. The numbers and follow-up results are contained in the report.
- ✓ **Open projects:** Monmouth College Stockdale Center, Community Child Care Center, 120 S. Sunnyslane and the new Dollar General Store on West Broadway.
- ✓ **Plan Commission:** An application was submitted for a zoning change but was withdrawn due to the inability to secure funding for a second hand retail store.

C. Woodard and Curran June Report – Director Jackson

Updates are as follows:

- The MFT Street Overlay program is completed.
- The replacement and installation of the pumps at the WWTP is complete.
- Repairs of Well #5 are completed.
- The last water softener at the Water Treatment Plant is repaired.
- The water main replacement and hook-ups for N. 6th Street between East Broadway and East Euclid is complete.
- This week the surface of East Euclid is being ground off in preparation for the new street overlay.
- The road construction for North 6th Street between East Broadway and East Euclid is being designed.
- The funding for West Harlem's water main replacement has been secured and construction should begin in several weeks.
- Downtown water main and sewer replacement should be going out for bid later this month.
- Construction on Well 11 should begin on August 31st.

D. West Harlem Watermain Phase 1 Construction Administration (Workorder 29)

Don Taul from Woodard and Curran explained that there are two funding sources for the West Harlem water main project and therefore it had to be split into two phases. The first phase was funded by a CDBG grant of \$500,000. **Work Order 29 for Phase 1** includes Construction Administration Services related to installation of a water main from North Main Street to North G Street with the total fee of \$67, 400.

E. West Harlem Watermain Phase 2 Construction Administration (Workorder 30)

Workorder 30 for Phase 2, which is on a smaller scale, includes Construction Administration Services related to the installation of a water main from North G Street to North Sunnyslane with a total fee of \$49,200. **It was moved by Alderman Conard and seconded by Alderwoman Twomey to approve Phase 1 and Phase 2 of the West Harlem Watermain Construction Administration Services agreement with Woodard and Curran. AYE:** Alderwoman Twomey, Aldermen Daw (remote), Conard, Pinedo, Ferry, VanVleet and Bone **NAY:** none **ABSENT:** Justin Thomas **MOTION CARRIED.**

F. Wastewater Treatment Plant Disinfection Construction Administration (Workorder 32)

Phase 1 – Includes the construction administration of the whole project.

Phase 2 – Includes construction observation – periodic.

Phase 3 – Includes the implementation of SCADA software.

The total engineering services fee for the project is \$290,000.

The design is complete and ready to go out for bid. The project is scheduled for completion at the end of 2024.

It was moved by Alderman VanVleet and seconded by Alderman Ferry to approve the Construction Administration Service Agreement with Woodard and Curran for the WTP Disinfection. AYE: Aldermen Daw (remote), Conard, Pinedo, Ferry, VanVleet, Bone and Alderwoman Twomey **NAY:** none **ABSENT:** Alderman Thomas **MOTION CARRIED.**

G. North 5th Street Sewer Interceptor Design Contract (Workorder 33)

In order to apply for a grant for this project, it is necessary to have the design phase completed for this project. Workorder 33 consists of four (4) phases as follows:

- 1) Phase 1 – Project Management
- 2) Phase 2 – Design
- 3) Phase 3 -- Final Design
- 4) Phase 4 – Grant Application Support

The total cost for the Design Contract is \$125,000.

It was moved by Alderman Ferry and seconded by Alderman VanVleet to approve the Interceptor Design Contract with Woodard and Curran. AYE: Aldermen Conard, Pinedo, Ferry, VanVleet, Bone, Alderwoman Twomey and Alderman Daw (remote) **NAY:** none **ABSENT:** Alderman Thomas **MOTION CARRIED.**

H. Public Square Streetscape Design Services Agreement – Hutchison Engineering

Administrator Steinbrecher explained that in 2019 the City selected Hutchison Engineering to design a streetscape for the City’s public square. In 2020, the City applied for a grant to construct the designed streetscape for the public square and did not receive it. In 2021, the City asked for public input to strengthen their application, which gave the City higher points, but it still did not receive the grant. In 2022, the City applied for a 3.1-million-dollar grant under the Rebuild Downtown Program and received the grant. The Engineering Design Services Agreement with Hutchison Engineering will include the final engineering of the design, conducting the bid award process and overseeing the construction of the streetscape project. The total fee is \$274,941. The scheduled start date is in February, late Spring or early Summer. **It was moved by Alderman Conard and seconded by Alderwoman Twomey to approve the Public Square Streetscape Design Services Agreement with Hutchison Engineering. AYE:** Aldermen Pinedo, Ferry, VanVleet, Bone, Alderwoman Twomey, Aldermen Daw (remote) and Alderman Conard. **NAY:** none **ABSENT:** Alderman Thomas **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. 23-022, Urban Hen Ordinance

Mayor Davies explained that in previous discussions regarding allowing for urban hens in the City that some of the concerns expressed were decreasing property values, noise, and disease. In order to have a discussion, Mayor Davies called for a motion to approve the proposed ordinance.

It was moved by Alderman VanVleet and seconded by Alderman Pinedo to approve Ordinance 23-022, Amending Section 91.12 to allow keeping Urban Chickens within City limits. Mayor Davies then called for discussion on the issue. During discussion, Alderman VanVleet felt that without the ordinance it was hindering law abiding citizens from being able to legally raise chickens on their property. He also pointed out that people thought that when the golf cart ordinance was passed that the City would be overrun with people driving golf carts and that hasn’t happened. He felt the same would be true with the number of chicken coops. Alderman Conard asked who would be responsible for enforcing the ordinance to which the Mayor responded that this fell under the responsibilities of the Zoning Department. Alderwoman Twomey pointed out that she had received many complaints against allowing chickens to be raised within the City. City Attorney Spears added that it was important to educate the public on what needs to be done if the ordinance passes. Alderman Bone said one of his biggest concerns was the fact that the City has inadequate staff to enforce the ordinance and asked what could be done to help the Zoning Department to enforce it. Mayor Davies responded that the City does not have money in the budget to add staff at this point. Alderman Bone also felt that it was contradictory to not allow solar panels in resident’s back yards, but it would be alright for them to have chicken coops. He also stated that he had received many calls from people who oppose having chicken coops within the City. Mayor Davies then called for a roll call vote. **AYE:** Aldermen Ferry, VanVleet, Daw (remote) and Pinedo **NAY:** Alderman Bone, Alderwoman Twomey and Alderman Conard **ABSENT:** Alderman Thomas **MOTION FAILED and WILL BE BROUGHT BACK FOR 2ND READING.**

VII. OTHER BUSINESS

There was none to consider.

VIII. ADJOURNMENT

It was moved by Alderman VanVleet and seconded by Alderwoman Twomey to adjourn the August 7, 2023, meeting at 6:46 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Thomas, who was absent.