



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**

Date: Monday, June 5, 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:** Aldermen Brad Bone, Aldermen Brian Daw (remote), Jim Conard, Juan Pinedo, Kevin Ferry and John VanVleet **Absent:** Alderman Justin Thomas and Alderwoman Susan Twomey **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Clerk Susan S. Trevor, 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 May 15, 2023 Council Meeting Minutes

It was moved by Alderman Conard and seconded by Alderman Thomas to approve the May 15, 2023 Council Meeting Minutes as presented. AYE: Aldermen Bone, Aldermen Daw (remote), Conard, Pinedo and VanVleet **NAY:** none **PASS:** Alderman Ferry **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

1. Firefighter Special Awards

Chief Rexroat presented Captain Spears with a Meritorious Service Award for his quality of leadership in researching and implementing a new computer program that has improved the record keeping for scheduling and payroll. In addition, he provided the training for the program.

Next Chief Rexroat presented a Commendation Award to Captain Armstrong for implementing a computer program to keep track of equipment inventory and repairs. The program has significantly improved communication within the department as to issues with equipment.

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. Building and Zoning May Report – Director Clark

- ✓ The Department continues rental inspections as well as issuing junk and debris notices along with permits for building and solar panels.
- ✓ A list of homes to be demolished and one to be renovated has been established.
- ✓ Executive Administrative Assistant Annette St. Ledger is working on obtaining another Strong Communities Program Grant to be able to demolish homes that are uninhabitable.
- ✓ **Open Projects:** M.C. Stockdale Center, Monmouth Town homes, Monmouth Community Child Care and Dollar General, 1105 West Broadway

B. Woodard and Curran April Report – Director Jackson

- BNSF notified the City that they will be closing the crossings at 3rd Street, South Main Street, D Street and Sunny Lane all at the same time for repairs and they will be closed for around three weeks.
- The sewer project at East Clinton and West 3rd is complete.
- Brandt Construction will be here this coming Monday, June 12th to begin overlaying the 40 block MFT street program.
- Two starters at each plant or a total of four were finally installed for water distribution. It was a \$120,000 project of which Ameren will be reimbursing 50% of the cost. The installation of the starters should help on water main breaks as the pumps will operate at full speed rather than slowing down and then speeding up as they had done in the past prior to the installation of the new starters.
- The water main break on West Harlem is still leaking due to the fact that the City did not have a large enough repair clamp and had to order one. It should be here tomorrow.

C. Lead Service Inventory

Jennifer Birger from Woodard and Curran explained that Woodard and Curran is submitting a Lead Service Line Inventory Services Proposal to the City that is a requirement of the IEPA Lead Service Inventory Grant Program funds that the City received to have a consultant complete a lead service line inventory. This inventory has to be completed by April 15, 2024. Woodard and Curran is asking for approval of their proposal. **It was moved by Alderman VanVleet and seconded by Alderman Bone to approve the Lead Service Line Inventory Services Proposal with Woodard and Curran. AYE:** Aldermen Daw (remote), Conard, Pinedo, Ferry, VanVleet and Bone **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

D. Nutrient Assessment Reduction Plan

Jennifer Birger from Woodard and Curran informed the Council that the Nutrient Assessment Reduction Plan is another unfunded mandate from the IEPA and the purpose of the plan is to collaborate with the IEPA. There are two special conditions that are part of the City's Discharge Plan (NPDES) as follow:

- 1) The City is required to do a Nutrient Assessment Reduction Plan
- 2) If the City does not respond, the IEPA would give a .5 limit on phosphorus discharge and the City would not have any say on the limit, which could result in a large capital expense. By responding with a Nutrient Assessment Reduction Plan, the City is trying to minimize what would have to be spent at the WWTP. The Administration is recommending

approval of the NARP. **It was moved by Alderman Conard and seconded by Alderman VanVleet to approve the Nutrient Assessment Reduction Plan with Woodard and Curran.** **AYE:** Aldermen Daw (remote), Conard, Pinedo, Ferry, VanVleet and Bone **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

E. Approval of Professional Services Agreement for DCEO Economic Recovery Grant

Administrator Steinbrecher explained to the Council that in the summer of last year the City was notified that they were to receive a \$68,000 Planning Grant to assist local businesses in recovering from loss of business due to COVID. However, it was not until just recently that the City actually received the money; therefore, the City can now employ an independent contractor to write and implement this Economic Recovery Plan. The City has been in contact with Civic Solutions from Pekin and the Administration is recommending the City approve a contract with Civic Solutions beginning June 6, 2023 and ending October 31, 2023 for the amount of \$62,200. Civic Solutions will come several times to Monmouth to work with the Maple City Area Partnership, which is a public/private organization that the Mayor and I have been working with to create a professional economic development position to provide staff for economic development services to the community. **It was moved by Alderman Conard and seconded by Alderman Pinedo to approve the contract for Professional Services with Civic Solutions to write and implement an Economic Recovery Plan through the DCEO Economic Recovery Grant.** **AYE:** Aldermen Conard, Pinedo, Ferry, VanVleet, Bone and Daw (remote). **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

F. Approval of Bid for Airport Tarmac -- Jeff Olson, Hanson Engineering

Jeff Olson explained to the Council that there are two projects for the airport. The first one is a State let project and the second is a local let project. The local let project is for the tarmacs or aprons on the West and North side of the airport hangars. Brandt Construction was the low bidder with a bid of \$228,641.00 for the asphalt option. 90% of the project will be from the FAA and 10% will be the local share. Hanson Engineering is recommending acceptance of the low bid from Brandt Construction. **It was moved by Alderman Daw (remote) and seconded by Alderman Conard to accept the low bid of \$228,641 from Brandt Construction subject to State approval.** **AYE:** Aldermen Pinedo, Ferry, VanVleet, Bone, Daw (remote) and Conard **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

The next project is the State let project for the rehabilitation of the entrance frontage road to the airport. There is no low bid to accept as the State will oversee this project. The base bid from Gunther Construction for the rehabilitation of the frontage road was \$234,487.58. There was a bid of \$97,545.32 for the alternate for the fire hydrant. The local share for this project is 10% with the State reimbursement of 90%. Hanson Engineering is recommending acceptance of this agreement with the State of Illinois. **It was moved by Alderman VanVleet and seconded by Alderman Bone to accept the above-state agreement with the State of Illinois for the rehabilitation of the entrance frontage road to the airport and the addition of a fire hydrant.** **AYE:** Aldermen Ferry, VanVleet, Bone, Daw (remote), Conard and Pinedo **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

The next line item is the Professional Service Agreement with Hanson Engineering to oversee and give full time inspection to the two above-stated airport projects. The fee for the Tarmac project is \$59,010 and the fee for the road rehabilitation and hydrant project is \$59,850.

It was moved by Alderman Bone and seconded by Alderman Pinedo to approve the Professional Service Agreement with Hanson Engineering for the two airport projects.

AYE: Aldermen VanVleet, Bone, Daw (remote), Conard, Pinedo and Ferry **NAY:** none

ABSENT: Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

VI. ORDINANCES

A. 1st Reading

1. 23-016, An Ordinance Approving Updated Mutual Aid Agreement

MFD Chief Rexroat explained that in 1988 the original MABAS (Mutual Aid Box Alarm System) agreement was developed. The idea was to create an agreement to coordinate interstate mutual aid between departments. Monmouth became a member in 2004. The original agreement has been recently updated with a number of adjustments which are mainly regarding certifications and policies. All members of MABAS are being required to adopt the new agreement. **It was moved by Alderman Bone and seconded by Alderman Conard to approve the updated MABAS agreement.** **AYE:** Aldermen Bone, Daw (remote), Conard, Pinedo, Ferry and VanVleet **NAY:** none **ABSENT:** Alderman Thomas and Alderwoman Twomey **MOTION CARRIED.**

VII. OTHER BUSINESS

There was none to consider.

VIII. ADJOURNMENT

It was moved by Alderman Daw (remote) and seconded by Alderman Conard to adjourn the June 5, 2023, meeting at 6:45 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Thomas and Alderwoman Twomey, who were absent.

Mayor Rod Davies

City Clerk Susan S. Trevor