



CITY OF MONMOUTH COUNCIL MEETING MINUTES

Date: Monday, March 18, 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, Brad Bone, Alderwoman Susan Twomey, Aldermen Brian Daw, Jim Conard, Juan Pinedo, Kevin Ferry and Alderman 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, 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 4, 2024 Council Meeting Minutes

It was moved by Alderman Grant and seconded by Alderman Conard to approve the March 4, 2024 Council Meeting Minutes as presented. **AYE:** Aldermen Grant, Bone, Alderwoman Twomey, Aldermen Daw, Conard, Pinedo, Ferry and VanVleet **NAY:** none **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

B. Consent Agenda

1. Approval of Bills

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

V. COMMITTEE OF THE WHOLE

A. MFD February Report – Chief Rexroat

- ✚ On March 2nd the department responded to a Mutual Aid field fire.
- ✚ Last Tuesday, March 12th, the department responded to a mobile home fire in Cokel Court and was able to quickly knock it down.
- ✚ Last Thursday, March 14th, the department responded to a Mutual Aid structure fire on 180th Avenue.
- ✚ In February the department responded to 140 calls which brings the total responses in 2024 to 295.
- ✚ Assistant Chief Pat Spears attended a MABAS Conference that covered numerous topics such as Active Shooter responses, and OSHA laws updates.
- ✚ Department CPR Certifications are all complete.
- ✚ The Department has applied for a FEMA Assistance Firefighter Grant to purchase a new firetruck to replace our oldest unit, which is 27 years old. The City would have to pay 5% towards the purchase and the grant would pay the rest.

B. MPD February Report – Chief Switzer

- The Department made 39 arrests; had 1,244 MPD calls; had 2,769 dispatch calls and 14 MPD accident responses.
- As Chief, I attended the Fire and Police Commission Board Meeting.
- ALICE training was conducted at M-R High School.
- A talk was given to a Cub Scout group.
- An Annual Data Report was submitted to the Illinois Attorney General’s office as part of the reporting requirements set forth in the Way Forward Act.
- Officers completed ongoing staff training on various topics.
- Two squad cars were repaired for steering and suspension issues.

C. 2024 Heritage Festival Request – United Way

Administrator Steinbrecher explained that the United Way Heritage Festival Committee needed to find an alternate site for their festival partly due to the construction for the Downtown Streetscape Beautification project and the growth in attendance in the past. The committee is asking to use the 100 block and part of the 200 block of South 1st Street on Saturday, August 24, 2024. The street would be closed after 7:00 p.m. on Saturday and re-opened approximately 9:00 a.m. on Sunday. Letters were sent to the business owners in those blocks of South 1st and two responses were returned in favor of allowing the Heritage Festival to use that location.

Alderman Grant asked if it would be possible for the re-opening of the street to be earlier on Sunday as the Crossing Church in the 200 block of South 1st has a church service at 10:00 a.m. Administrator Steinbrecher said he would contact the Committee to see if they could arrange to have everything removed at an earlier time on Sunday. **It was moved by Alderman Bone and seconded by Alderman VanVleet to approve the location in the 100 and 200 block of South 1st for the 2024 Heritage Festival on August 24, 2024. AYE:** Alderwoman Twomey, Aldermen Daw, Conard, Pinedo, Ferry, VanVleet, Grant and Bone **NAY:** none **MOTION CARRIED.**

D. Alfano’s Pizza Building Rehabilitation Application for 204/206 South Main Street

Alberto Alfano, owner of Alfano’s Pizza is requesting financial assistance from the City under its Downtown TIF Commercial Building Rehabilitation Program to tuck point bricks on the backside of his building at 204/206 South Main Street. The cost would be \$14,000 with the TIF portion of 30% coming to \$4,200. Administrator Steinbrecher said this agreement is the same as the other TIF Commercial Building Rehabilitation agreements that the Council has approved. In the current Downtown TIF Program there has already been ½ million invested along with 2 million from private investments and the Administration is recommending approval of Alberto Alfano’s request. **It was moved by Alderman VanVleet and seconded by Alderwoman Twomey to approve the TIF Commercial Building Rehabilitation Agreement with Alberto Alfano for 204/206 South Main Street. AYE:** Aldermen Daw, Conard, Pinedo, Ferry, VanVleet, Grant, Bone and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

E. Source Water Protection Plan and (F) Fiscal Sustainability Plan Approval

Don Taul, Woodard and Curran Engineer, explained that the Source Water Protection Plan is required by the EPA. The Plan is to identify the wells that have been put in since 2001 and also identifying any source of contamination. The plan is due by May 31st and the Woodard and Curran fee is \$25,000.

The Fiscal Sustainability Plan is also required by Federal law and the IEPA. This plan is for the UV disinfection system and is financed through the Illinois Water Pollution Control Program. Basically, it is to identify critical assets and evaluate the condition of and performances of these assets as well as showing the maintenance, repair and replacement of them as necessary. Certification that the work has been completed must be included as well. This plan is for this year and is for the consolidated plant only. The Woodard and Curran fee is \$58,000. **It was moved by Alderman Daw and seconded by Alderman Grant to approve the two above-stated plans as presented. AYE:** Aldermen Conard, Pinedo, Ferry, VanVleet, Grant, Bone, Alderwoman Twomey and Alderman Daw **NAY:** none **MOTION CARRIED.**

G. Airport Engineering Agreement

Mayor Davies explained that our grant funded projects to build hangars, taxiways, tarmac, parking lot and new entrance roads are complete. The next phase is to construct an office building that will be funded with insurance dollars held in reserve for this purpose. The office building will contain a unisex bathroom, a small locked office and a conference room for the pilots to use as well as the Monmouth Flying Club. The office will have an access door from the parking lot and one from the hangar building. Hanson Engineering, who is our airport engineering consultant, designed the specifications for the office building and the engineering agreement fee was for \$15,000. This document will be used when the project is put out for bid. Administrator Steinbrecher added that this office will definitely improve the City's services at our airport.

H. 2024-2025 Budget Presentation – Administrator Steinbrecher

Administrator Steinbrecher reviewed the Fiscal Year 2024-2025 Budget for the Council as follows:

- It is a \$39,098,480 budget that includes all funds. It is a 2.7% increase over last year's budget.
- It should be noted that there continues to be an increase in capital improvement projects even while the City attempts to maintain all existing services.
- Projects for next year include the reconstruction of North 6th Street between East Broadway and East Euclid; the downtown Streetscape project; the beginning of the \$1,000,000 replacement of lead water lines and possibly the replacement of the water purification system at the Water Treatment Plant
- Completed projects for this year are the West Harlem water main; the replacement of the water main on North 6th Street between East Broadway and East Euclid; the water main replacement in the Public Square quadrants along with 3 manholes and the entrance road to the airport as well as the tarmacs at the airport.
- The pie chart detailing the percentage of each fund shows the two biggest funds are the General Fund at 28% and the Water and Sewer Fund at 40%.
- The overview of the General Fund Budget shows the largest percentages are for the Fire Department at 27% and the Police Department at 39% with most of the costs

associated with labor costs. Municipal Operations is the third biggest percentage at 25%.

- Solid Waste at 7% continues to have a significant cost associated with the closing of the City's landfill in 1992. The City still has to monitor wells for ground contamination until the numbers satisfy the EPA that the City no longer has to monitor these wells. There is a significant cost to continued monitoring of these wells.

Administrator Steinbrecher said that this is an overview of the 2024-2025 FY Budget and that copies are available on-line or in a printed copy in the City Clerk's office. An ordinance to approve the Budget will be voted on at the next meeting in April.

Mayor Davies thanked Administrator Steinbrecher and the Department Heads for their diligence and hard work in putting together the budget.

I. East Broadway Monmouth College Stop Sign Discussion

Mayor Davies reminded the Council that a group of Monmouth College students presented a petition at our last Council meeting asking for a stop sign to be placed at the intersection of East Broadway and South 8th Street where a large number of college students cross East Broadway to attend classes at the College. Chief Switzer said that there had not been any reports of a person being struck at this crossing. During discussion, it was felt that it would not be an appropriate place to put a stop sign.

J. Introduction of New Director of MCAP and Monmouth Chamber

Administrator Steinbrecher introduced Andrea Monroe as the new Director of the Maple City Area Partnership and the Monmouth Chamber of Commerce. The two organizations partnered to create a combined directorship for their organizations. Andrea will give an overview of the MCAP Organization at the next Council meeting in April.

VI. RESOLUTIONS

A. 24-002, Release of Executive Session Minutes

. It was moved by Alderman Bone and seconded by Alderman Ferry to approve Resolution 24-002 as presented. AYE: Aldermen Daw, Conard, Pinedo, Ferry, VanVleet, Grant, Bone and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

VII. EXECUTIVE SESSION

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

1. It was moved by Alderman VanVleet and seconded by Alderman Conard to go into Executive Session at 6:40 p.m. to consider Collective Bargaining. AYE: Aldermen VanVleet, Grant, Bone, Alderwoman Twomey, Aldermen Daw, Conard, Pinedo and Ferry **NAY:** none **MOTION CARRIED.**

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

VIII. OTHER BUSINESS

There was none to consider

IX. ADJOURNMENT

It was moved by Alderman Daw and seconded by Alderwoman Ferry to adjourn the March 4th meeting at 7:00 p.m. MOTION CARRIED by unanimous voice vote.

Mayor Rod Davies

City Clerk Susan S. Trevor

