



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**



**Date:** Monday, April 18, 2016

**Time:** 7:00 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 7:00 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:** Alderwoman Dawn Johnson, Aldermen Dave Rutledge, Alderwoman Susan Twomey, Aldermen Brian Daw, Bob Wells, Dennis Willhardt, Dan Heatherly and Jaime Godina **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Attorney Marcum Spears, City Clerk Susan Trevor, MFD Chief Casey Rexroat, MPD Chief Feithen, Woodard & Curran Public Works Director Andy Jackson and Building Inspector Wade Woodward. **Absent:** Director Paul Schuytema

**III. APPROVAL OF MINUTES**

**A. April 4, 2016 Council Meeting Minutes**

It was moved by Alderman Daw and seconded by Alderman Godina to approve the April 4, 2016 Council Meeting Minutes as presented. **AYE:** Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Willhardt, Heatherly and Godina **NAY:** none **MOTION CARRIED.**

**IV. PRESENTATION TO THE COUNCIL**

**A. Presentations or Citizen Inquiries**

There were none to be considered.

**B. Consent Agenda**

**1. Approval of Bills** (Items on Consent Agenda will not be discussed unless a request is made to remove an item for discussion).

It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve the bills as presented. **AYE:** Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Willhardt, Heatherly, Godina and Alderwoman Johnson **NAY:** none **MOTION CARRIED.**

**C. Committee of the Whole Discussion Items – possible action to follow**

**1. MFD March Report – Chief Rexroat**

Chief Rexroat highlighted the MFD March Report as follows:

- The department responded to 90 calls in March.
- Medical terminology was the focus of the Emergency Medical Training for the month.
- Chief Rexroat attended a table-top exercise hosted by Monmouth College that included a scenario for responding to an active shooter in one of the college classrooms.

- Several of the firefighters participated in the Merit Badge University held at Monmouth College to teach first aid to Boy Scouts who are working to earn merit badges.
- Hydrant flushing will begin towards the end of April or beginning of May. The purpose of the flow testing is to provide up-to-date information about the available water from each hydrant in the City. The firefighters will be repainting hydrants in the City as well. Painting hydrants improves their appearance, extends their life but also is color coded to indicate the approximate gallons per minutes that is available from each hydrant which can be very useful when fighting a fire.
- On Saturday, April 16<sup>th</sup>, the firefighters participated in propane tank training at M-R High School during which time they also had to respond to a kitchen fire at Monmouth College.
- Paid fire protection letters went out to all current subscribers at the end of March.

## **2. MPD March Report – Chief Feithen**

Chief Feithen highlighted the MPD March Report as follows:

- The monthly statistics are in the web packet.
- On Career Shadowing Day, April 6<sup>th</sup>, the department had six high school students for job shadowing.
- On March 28<sup>th</sup>, Chief Feithen also participated in a table-top exercise hosted by Monmouth College that included a number of other agencies to coordinate rolls in response to an active shooter in one of the college classrooms.
- Taser re-certification for officers was completed in March.
- Active shooter training was conducted at ICS in March.
- Chief Feithen attended a conference for Illinois Police Chiefs in Schaumburg, Illinois.
- The annual Fishing Derby hosted by the Department will be held on May 14<sup>th</sup>.

## **3. ZBA Variance Discussion**

Building Inspector, Wade Woodward reported that on April 11<sup>th</sup>, the Zoning Board of Appeals denied a variance to a resident at 831 South B Street for a travel trailer that he had hooked up to City water and provided himself electricity from a temporary electrical pole. He also had not applied for any permits for any of the work done at this address. The denial of the variance was a unanimous vote. City Attorney Spears explained that the Council had three options:

- 1) Take no action and the denial by the ZBA stands.
- 2) Vote to override the denial by the ZBA and issue a variance.
- 3) Vote to accept the recommendation by the ZBA to deny the variance.

The Council took no action on the denial of the variance for 831 South B Street by the Zoning Board of Appeals.

## V. ORDINANCES

### A. 1<sup>st</sup> Reading

#### 1. 16-005 – Adoption of the Amended Budget of the Fiscal Year Beginning May 1, 2015 and Ending April 30, 2016

It was moved by Alderman Heatherly and seconded by Alderwoman Twomey to approve the above-stated ordinance to amend the 2015-2016 Budget. **AYE:** Alderwoman Twomey, Aldermen Daw, Wells, Willhardt, Heatherly, Godina, Alderwoman Johnson and Alderman Rutledge **NAY:** none **MOTION CARRIED.**

#### 2. 16-006 – Adoption of Budget for Fiscal Year 2016-2017

It was moved by Alderman Godina and seconded by Alderman Wells to approve the above-stated ordinance to adopt the Budget for the Fiscal Year 2016-2017. **Aye:** Aldermen Daw, Wells, Willhardt, Heatherly, Godina, Alderwoman Johnson, Alderman Rutledge and Alderwoman Twomey. **NAY:** none **MOTION CARRIED.**

## VI. RESOLUTIONS

### A. 16-004 – MFT Maintenance of Streets for 2016

#### 1. MFT Engineering Service Agreement

Director Jackson explained that this resolution is required by IDOT to show that the City is appropriating \$660,000 of Motor Fuel Tax funds for the purpose of maintaining City streets. He further explained that \$570,000 of the MFT funds is to go for maintaining streets and \$90,000 is delegated for street lighting. In addition the Council is being asked to approve the MFT Engineering Agreement with Missman. This agreement is for the base fee to oversee the 2016 MFT Project.

Mayor Davies added that the number of streets that will be re-surfaced will depend on how the bids come in. If the bids are low enough, then the City may be able to put back on the list some of the streets that had to be removed due to the high cost of the bids last time.

Administrator Crow said that three asphalt companies had been contacted, but unfortunately their cost of asphalt came back the same as last year.

In response to Alderman Daw's question as to how long the City can continue to roll over the MFT funds if the bids come in too high, Director Jackson said that it becomes a Council decision as to how long the funds would continue to be rolled over. The City is not penalized if the funds are rolled over and the money stays in our MFT fund allotment.

It was moved by Alderman Daw and seconded by Alderman Wells to approve Resolution 16-004 for the appropriation of \$660,000 MFT funds for the 2016 Street Maintenance Program and the Maintenance Engineering Service Agreement with Missman with a base fee of \$1,250.00. **AYE:** Aldermen Willhardt, Heatherly, Godina, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Daw and Wells. **NAY:** none **MOTION CARRIED.**

**VII. OTHER BUSINESS**

**A. Administrator Crow**

**1. Updates**

**a. Citizens Lake**

IDNR is lowering the Lake level in order for the City to make emergency repairs on the dam overflow pipe that has collapsed and could break at any time. Advanced Plumbing will line the pipe as soon as they receive the parts necessary for the repair.

**b. Well 7**

Administrator Crow thanked Director Jackson and his department for the great job they did in getting Well 7 back on-line so quickly and efficiently. They put in three new check valves, new column pipe and new wiring. He also added that the City received \$2,500 back on the old wiring.

**VIII. ADJOURNMENT**

**It was moved by Alderman Daw and seconded by Alderman Wells to adjourn the meeting at 7:20 p.m. MOTION CARRIED by unanimous voice vote.**

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**Mayor Rod Davies**

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**City Clerk Susan S. Trevor**