



**CITY OF MONMOUTH**



**COUNCIL MEETING MINUTES**

**Date:** Monday, January 4, 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 Community Development Director Paul Schuytema.

**III. APPROVAL OF MINUTES**

**A. December 21, 2015 Council Meeting Minutes**

**It was moved by Alderman Daw and seconded by Alderman Wells to approve the December 21, 2015 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 Godina 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. Zoning/Community Development December Report – Director Schuytema**

**a. Zoning**

- ✓ More permits were issued in 2015 than 2014 even though there was less construction.
- ✓ Clean-ups from issued Junk and Debris notices was greatly increased from 68 completed in 2014 to 203 completed in 2015 due to extra diligence from the Zoning Department.

## **b. Community Development**

- ✚ Web statistics have continued to rise each year. Post impressions for example have risen from around 180,000 in 2014 to over 400,000 in 2015 as well as increases in unique visitors and likes on Facebook. All these statistics indicate that this continues to be a valuable tool for communicating with the public.
- ✚ The new Enterprise Zone is certified and active.
- ✚ Strategic Plan Overview for Downtown Monmouth:
  - The City will soon be posting on-line its five year Strategic Plan Approach for the development and revitalization of our downtown.
  - The process began with our becoming a part of America's Best Communities competition and then being selected as one of 50 quarterfinalist communities to be awarded \$50,000 to implement strategies towards revitalizing their communities and being able to reach the semi-finals.
  - Due to being a quarterfinalist community, Monmouth was able to begin the process of revitalization through hiring of the Retail Coach, which is a retail development company; hire streetscape design firm of Houseal Lavigne; produce upcoming promotional videos and engage State Farm Economic Development consultation. There will be a semifinalist announcement on January 13<sup>th</sup>.
  - As part of the process in being a semifinalist in America's Best Communities it was important to engage the community, which was done through numerous one-on-one interviews; online survey; event survey at BaconFest; setting up a key stakeholder's team and hosting a community engagement event.
  - The Strategic Plan is based on five pillars:
    - 1) Business Development
    - 2) Physical Restoration
    - 3) Arts and Culture
    - 4) Community
    - 5) Marketing
  - Some of the Key Concepts of the Plan are: focusing on the downtown (everybody's space); building on realistic Core Principles; realization that there are many stakeholders and thus forging a path forward based upon multiple projects from multiple stakeholders.
  - Some short-term project highlights are:
    - ✚ Existing business workshops
    - ✚ Second business competitions
    - ✚ Rotary Centennial gift
    - ✚ Patee Plaza
    - ✚ Anchor downtown restaurant
    - ✚ More market rate apartments
    - ✚ More green space areas

Mayor Davies added with the emphasis on more green space and permeable surfaces for downtown restoration and development it will tie in with the City's LTCP plan to help control our added run-off.

## **2. Woodard & Curran November Report – Director Jackson**

Director Jackson commented that Woodard & Curran will be working closely on the downtown development with the Strategic Plan group to solve runoff problems as at least 50% of the City's C.S.O. (combined sewer overflow) problem comes from downtown. Administrator Crow added that any further downtown development will have to include water runoff and retention.

Director Jackson informed the Council that during the City's one snow event and ice storm there were no problems with any of the City's facilities. He added that the financial impact from the storm was pretty minimal and he felt part of that fact was due to the early salting of the City streets. Administrator Crow remarked that there are still 29 homes without power, but it should be restored soon.

The other issue Director Jackson wanted the Council to be aware of is the need to update the pumps at the North Treatment Plant due to the increased production by Smithfield. This increased production has resulted in increased water usage at the North plant in the last several months. Based upon the lessons learned from the pump failures at the other pump station, Woodard & Curran is recommending to the City that a "jockey station" be installed at the North Plant. In other words, that would be installing an upsize pump to handle the peak flows and leave the other pump as is now. Currently the pumps are the same size and during the peak flows the City is running the risk of having an overflow event, which is an event that the City absolutely does not want to occur. In order to prevent this from happening, Director Jackson has put together a plan and sent it to Jennifer Anders, an engineer for Woodard & Curran, for review to determine if this is the correct way to proceed. The one current pump that would be replaced with a larger pump would be kept as a spare. Director Jackson expressed his opinion that this upgrade could be accomplished for less than \$40,000. Since Smithfield has increased their water usage, which they are paying for, the water revenues have increased about 6% over what was projected. The pump upgrade should be considered an investment based on the discussions that the City has had with Smithfield about their future plans. Even though there was an upgrade done to the North Plant about four years ago with all the increased production Smithfield has just outgrown the capacity of the present pumps. Jennifer Anders should have her review of the plan back in time for it to be presented for approval at the January 19<sup>th</sup> Council Meeting.

## **3. Engagement Letter for FY2016 Audit – WIPFLi CPAs & Consultants**

Mayor Davies explained that Blucker & Kneer can no longer conduct our audits; therefore, after researching several auditing firms, the City is recommending WIPFLi CPAs and Consultants from Sterling, Illinois to be selected to conduct its audits. **It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve the Letter of Engagement by WIPFLi CPAs and Consultants to serve as the independent auditors for the City of Monmouth for the FY2016 audit. AYE:** Alderwoman Twomey, Aldermen Daw, Wells, Willhardt, Heatherly, Godina, Alderwoman Johnson and Alderman Rutledge **NAY:** none **MOTION CARRIED.**

## **V. ORDINANCES**

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

#### **1. 16-001, Granting Change in Zoning from M1 to M2**

Director Schuytema explained that for some reason the property owned by Standard of Beaverdale was never zoned to M2. M2 zoning allows for all the business types that an M1 does but provides for businesses that need additional capabilities that are not allowed in M1.

#### **2. 16-002, Granting Request to Zone Property M2**

For this request to grant M2 zoning, it was discovered that the old railroad right-of-way next to the Standard of Beaverdale property had never received a zoning designation and for purposes of future development it would be prudent to include it in an M2 zone. Director Schuytema said that both of these requests were coming from the City to provide continuity for future economic development.

**It was moved by Alderman Heatherly and seconded by Alderman Godina to accept the recommendation of the ZBA and approve collectively Ordinances 16-001 and 16-002. AYE:** Aldermen Daw, Wells, Willhardt, Heatherly, Godina, Alderwoman Johnson, Alderman Rutledge and Alderwoman Twomey. **NAY:** none **MOTION CARRIED.**

## **VI. OTHER BUSINESS**

### **1. Administrator Crow**

**a.** Tree and debris pickup from the storm will continue until it has all been cleaned up.

**b.** Kudos to the police and fire dispatchers who handled the overwhelming calls during and after the ice storm. There were just two dispatchers, Kari and Kelly who did an amazing job handling and dispatching emergency personnel during the storm crisis. Chief Rexroat also did a great job of coordinating all the public safety departments responding during the storm.

## **VII. ADJOURNMENT**

**It was moved by Alderman Heatherly and seconded by Alderman Rutledge to adjourn the meeting at 7:55 p.m. MOTION CARRIED by unanimous voice vote.**

---

**Mayor Rod Davies**

---

**City Clerk Susan S. Trevor**