



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**



**Date:** Monday, May 16, 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 Bob Wells, Dennis Willhardt and Dan Heatherly **Absent:** Aldermen Brian Daw and Jaime Godina **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Clerk Susan Trevor, City Attorney Marcum Spears, MFD Chief Casey Rexroat, MPD Chief Feithen, Woodard & Curran Public Works Director Andy Jackson, Community Development Paul Schuytema and members of the Press.

**III. APPROVAL OF MINUTES**

**A. May 2, 2016 Council Meeting Minutes**

**It was moved by Alderwoman Johnson and seconded by Alderman Wells to approve the May 2, 2016 Council Meeting Minutes as presented. AYE:** Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Wells, Willhardt and Heatherly **NAY:** none **ABSENT:** Aldermen Daw and Godina **MOTION CARRIED.**

**IV. PRESENTATION TO THE COUNCIL**

**A. Presentations or Citizen Inquiries**

There were none to be heard.

**B. Memorial Day Proclamation**

Mayor Davies read a proclamation proclaiming Memorial Day 2016, on May 30, to be a time to honor those who have lost their lives in service to our country so we may maintain our freedom and the way of life we have been afforded through their sacrifices.

**C. 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)

**2. Approval of Mayoral Appointments**

The following committee appointments or re-appointments are up for approval:

**Affirmative Action Officer** – Brenda Boydston

**FOIA Officer** – Susan Trevor, City Clerk

**Cemetery Board** – Gary Trotter (3 year term)

**Board of Fire & Police** – Robert (Spud) Riley (3 year term)

**Police Pension Board** – Don Gladfelter (3 year term)

Mike Juergens (3 year term)

**Plan Commission** – Tim Narkiewicz, President (3 year term)  
Eddie Burton (3 year term)  
Tim Heatherly (3 year term)  
Joe Clark (3 year term)  
Buster Kellogg (3 year term)

**Zoning Board of Appeals** – David Noel, President (3 year term)  
Dennis Rhoades (1 year term)  
Brian Helms (3 year term)  
Doug Rankin (3 year term)  
Troy Merry (3 year term)

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

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

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

Chief Rexroat highlighted the MFD April report as follows:

- The fire department responded to two commercial fires including a kitchen fire at the Stockdale Center at Monmouth College and a second floor fire at Tooties West Bar on South Main Street.
- Gary Carson and Josh Woodward completed a Rope Operations training course that was hosted by the Rock Island Fire Department and taught by the Illinois Fire Service Institute.
- Chief Rexroat attended a tabletop exercise at Holy Family Medical Center. The exercise simulated an outbreak of the Zika virus in Illinois.
- Hydrant flushing and flow testing has been started.

**2. MPD April Report – Chief Feithen**

Chief Feithen highlighted the MPD April report as follows:

- Chief Feithen attended the Pi Phi House dedication at 924 E. Euclid.
- An Active Shooter training was conducted at Immaculate Conception School.
- Chief Feithen attended the Illinois Chief's Training Conference.
- Lieutenant Kinney attended the OSF exercise along with Chief Rexroat.
- Chief Feithen was present during the Monmouth College graduation ceremonies and felt that blocking off East Broadway worked well. He recommended doing that for all future graduation ceremonies as it certainly is more pedestrian friendly.
- This week is National Police Week and the department wives have decorated at the police station and are bringing in treats for the officers. They also collected and brought into the station letters written by local school children expressing their appreciation of our police officers.
- This coming Wednesday, May 18<sup>th</sup>, there will be a Police Appreciation Day at Central School.

### **3. WCPBF Figure 8 Derby Request – Danielle Simpson**

Danielle explained to the Council that the WCPBF Committee wants to hold a Figure 9 Derby on the existing track located next to the airport that is used during the Prime Beef Festival in September. The date selected is June 11<sup>th</sup> from 6:00 p.m. to 12:00 p.m. The purpose is to help raise money for the Prime Beef Festival. There will be no alcohol served at this event according to Danielle. Mayor Davies added that the fence project will not be constructed during this time; therefore, the IDOT Aviation has no objections to the event being held at this time as long as there is no change to the existing structures or size of track. Danielle assured the Council that there would not be any changes. Chief Feithen asked to have a list of those derby cars who are registering. City Clerk Trevor said that there is an ordinance requiring that each derby car entry fill out a form and have it on file with the MPD. Danielle stated that she would provide the list and the forms. A certificate of liability is already on file in the Clerk's office. **It was moved by Alderman Heatherly and seconded by Alderman Wells to approve the above-stated request to hold a Figure 8 Derby on the 11<sup>th</sup> of June from 6:00 p.m. to 12:00 p.m. at the existing track located next to the airport. AYE:** Alderwoman Twomey, Aldermen Wells, Willhardt, Heatherly, Alderwoman Johnson and Alderman Rutledge **ABSENT:** Aldermen Daw and Godina **NAY:** none **MOTION CARRIED.**

### **4. Façade Application Approval**

Community Development Director Schuytema explained to the Council that the Façade Program is a matching grant process with money set aside in the Budget for this program. If an owner of a building wants to do an historical renovation of his or her building then the first step is to fill out an application. Next, the applicant is required to give a presentation to the Façade Program Committee. The Committee discusses the application and if approves it, having already contracted with Artisan Construction for any renovations in this program, sits down with the building owner and Artisan Construction to be sure they are all in agreement on each facet of the restoration process. The final step is to receive approval from the Council. The application that is being presented tonight is for 207 N. Main Street, which is the former Buff Hottle Photography Studio. Tiffany Cole is the owner and the initial application was presented to the Committee on March 16<sup>th</sup> with a 6-0 vote of approval after her presentation. Artisan Construction is recommending approval and stating that all the historical renovations listed can be done within the \$15,000 budget. Once the completed project has been inspected by Mr. Woodward, City Zoning Inspector, and the receipts are reviewed, then a check for \$7,500 will be issued to Ms. Cole. This amount is for one-half of the project cost and is like the City's sidewalk replacement program. **It was moved by Alderwoman Twomey and seconded by Alderman Wells to approve the above-stated request for the Façade Grant for 207 N. Main Street. AYE:** Aldermen Wells, Willhardt, Heatherly, Alderwoman Johnson, Alderman Rutledge and Alderwoman Twomey **ABSENT:** Aldermen Daw and Godina **NAY:** none **MOTION CARRIED.**

## **5. 2016 MFT Bid Approval**

Director Jackson explained that the bids for the 2016 MFT Road Program were opened last Tuesday, May 10<sup>th</sup>. Three bids were received with Brandt Construction Co. of Moline, IL. submitting the lowest bid of \$511,188.50 which was within the Engineer's estimate for the bid work. Our engineer from Missman, Inc. recommends acceptance of the bid from Brandt Construction for our 2016 MFT Road Program. **It was moved by Alderman Heatherly and seconded by Alderman Willhardt to accept the recommendation of Missman, Inc. to accept the low bid of \$511,188.50 from Brandt Construction for the City's 2016 MFT Road Program.** **AYE:** Alderman Heatherly, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Wells and Willhardt **ABSENT:** Aldermen Daw and Godina **NAY:** none **MOTION CARRIED.**

## **V. ORDINANCES**

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

#### **1. 16-009 – Prevailing Wage**

**It was moved by Alderman Wells and seconded by Alderwoman Twomey to approve the Prevailing Wage for 2016 as presented.** **AYE:** Aldermen Willhardt, Heatherly, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey and Alderman Wells **ABSENT:** Aldermen Daw and Godina **NAY:** none **MOTION CARRIED.**

#### **2. 16-010 – Granting Variance, 702 N. Main Street**

Wade Woodward, Zoning Director, explained that Carol Shaw, owner of American Family Insurance appeared before the Zoning Board of Appeals on April 13<sup>th</sup> to request a variance to allow an insurance company to operate at 702 N. Main Street. One of the main concerns was the parking for the business. Mrs. Shaw has addressed this by planning to provide slanted parking on the South side of the business, which is shown in the drawing presented to Council. The ZBA approved Mrs. Shaw's request with the added parking provisions. **It was moved by Alderman Heatherly and seconded by Alderwoman Twomey to accept the recommendation of the ZBA to grant a variance to allow an insurance company to operate at 702 N. Main Street.** **AYE:** Alderman Heatherly, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey, Aldermen Wells and Willhardt **ABSENT:** Aldermen Daw and Godina **NAY:** none **MOTION CARRIED.**

## **VI. OTHER BUSINESS**

### **A. Administrator Crow**

#### **1. Updates**

**a.** Administrator Crow congratulated Zoning Inspector Wade Woodward on his achieving his International certification as a Residential Zoning and Building Inspector.

**b.** Administrator Crow also informed the Council that Chad Braatz has returned to work after an illness.

## **VII. ADJOURNMENT**

**It was moved by Alderman Heatherly and seconded by Alderwoman Twomey to adjourn the meeting at 7:30 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Daw and Godina, who were absent.**

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**Mayor Rod Davies**

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**City Clerk Susan S. Trevor**