



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, November 7, 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, Brian Daw, Bob Wells, Dennis Willhardt and Dan Heatherly **Absent:** Alderwoman Susan Twomey **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Attorney Marcum Spears, City Clerk Susan Trevor, MFD Chief Casey Rexroat, MPD Chief Bill Feithen, Community Development Director Paul Schuytema and Director of Building and Zoning Wade Woodward

III. APPROVAL OF MINUTES

A. October 17, 2016 Council Meeting Minutes

It was moved by Alderwoman Johnson and seconded by Alderman Rutledge to approve the October 17, 2016 minutes as presented. AYE: Alderwoman Johnson, Aldermen Rutledge, Aldermen Daw, Wells, Willhardt and Heatherly **NAY:** none **ABSENT:** Alderwoman Twomey **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

1. Service Award – Firefighter Dan Chard

Mayor Davies presented Firefighter Dan Chard a Service Award recognizing his 15 years of service to the City and thanked him for his years of service.

B. Proclamation – November 11th as Veteran’s Day

Mayor Davies read a Proclamation recognizing November 11, 2016 as Veteran’s Day in Monmouth in observance of all the armed service members who have served, fought and died in defense of our country.

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)

It was moved by Alderman Heatherly and seconded by Alderman Daw to approve the Consent Agenda as presented with the approval of the bills being the only item to be considered. AYE: Aldermen Rutledge, Daw, Wells, Willhardt, Heatherly and Alderwoman Johnson **NAY:** none **ABSENT:** Alderwoman Twomey **MOTION CARRIED.**

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

1. Community Development October Report – Director Schuytema

- ✚ The Monmouth-Roseville Education Foundation signed the “chapter agreement” this past week and the program for Seniors at M-R and United High Schools is scheduled to begin in the fall of 2017. \$73,000 from “founding sponsors” has been raised so far to fund the program.
- ✚ A Co-Working experiment for local tele-commuters is set to begin after Thanksgiving. It will be held at the Warren County Library with two co-working days a month where home based workers can meet to share their experiences and network with other tele-commuters. At present there are around twenty-five home based workers in Monmouth.
- ✚ The Façade Program is considering five applications. The Board is reviewing each one very carefully to be sure all the guidelines are being met.
- ✚ An on-line survey for the downtown Streetscaping Plan has received 250 responses. Amy is compiling a report from all the responses that will be ready next month.

2. Zoning October Report – Director Woodward

- ✓ On October 3rd demo permits were taken out for two trailers that are being demolished by their owners.
- ✓ Farmland has taken out a demolition permit for the fire damaged area of their plant.
- ✓ There are court orders being sought for the demolitions of 622 South 8th Street and 309 North F Street.

3. Woodard and Curran September Report – Director Jackson

- Well #10 casing went in on Saturday and the liner is to go in later this week. The drilling is down to 830 feet. Drilling may be completed by Thanksgiving.
- SCADA compressors were installed last week at the Wastewater Treatment Plant.
- The City has received the Phase I CSO Project permit from the EPA.
- There has been one complete trip throughout the City for leaf pickup.

4. 1st Street Armoury Request for Christmas Parade – Nici Jones

Due to the inability of Ms. Jones to be present, Mayor Davies read the request from the 1st Street Armoury for permission to hold a Christmas parade from the 1st Street Armoury to the Public Square on December 3rd at 4:30 p.m. to light the annual Christmas tree. The parade route has been approved by the Police Chief and a Certificate of Liability is on file in the City Clerk’s office. **It was moved by Alderman Daw and seconded by Alderman Willhardt to approve the above-stated request by 1st Street Armoury. AYE:** Aldermen Daw, Wells, Willhardt, Heatherly, Alderwoman Johnson and Alderman Rutledge **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

5. Demolition Bid for Clark Station on North Main Street

Building and Zoning Director Woodward explained that he had received two bids for the demolition of the old Clark Station on North Main Street. The first bid received was from Bob Munson for \$10,000 and the second one was from Brown Excavating for \$6,490.00. Brown's bid did not include seeding the backfilled dirt, while Munson's bid did. Alderman Heatherly expressed concern about the time line as Browns took an excessively long time with their demolition of the old Ballard Auction House. Administrator Crow said that a time deadline can be specified in the bid contract. **It was moved by Alderman Wells and seconded by Alderman Rutledge. AYE:** Aldermen Daw, Wells, Willhardt, Heatherly, Alderwoman Johnson and Alderman Rutledge **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

6. Liquor License Request for 83 Public Square – Ronita Berg

Community Development Director Paul Schuytema told the Council that the Bergs had submitted a Business Plan for their proposed Varsity Club to be located at 83 Public Square and he had reviewed it. It contained all the information that the City asked for in a business plan. The Bergs are taking the empty building and renovating it and have a clear idea of what they want to do. The Liquor License they are requesting is a Class I. Building and Zoning Director Wade Woodward added that they have gotten all the necessary permits; installed the required grease traps; put in new sidewalks and are going to have the required fire hood. **It was moved by Alderman Daw and seconded by Alderman Wells to amend the current section 115.25, Limitation on Number of Liquor Licenses to allow for the addition of one more Class I license, which will bring the total number of Class I Licenses to 14. AYE:** Aldermen Wells, Willhardt, Heatherly, Alderwoman Johnson, Aldermen Rutledge and Daw **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

V. RESOLUTIONS

A. 16-006, City of Monmouth/Warren County Joint Animal Control Contract

It was moved by Alderman Heatherly and seconded by Alderman Daw to approve the annual renewal of the City of Monmouth and Warren County Joint Animal Control Contract for 2017. AYE: Aldermen Willhardt, Heatherly, Alderwoman Johnson, Aldermen Rutledge, Daw and Wells **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

B. 16-007, IHDA Residential Property Municipality Relief Program

Mayor Davies explained that the Illinois Housing Development Authority has a program to assist communities with demolishing their abandoned properties. The City applied with a request in the amount of \$57,595 to be able to demolish 8 abandoned properties. There is no local match to this grant, but it does require a resolution to be passed by the requesting municipality. **It was moved by Alderman Willhardt and seconded by Alderman Rutledge to approve Resolution 16-007 requesting \$57,595 through the IHDA Residential Abandoned Property Municipality Relief Program. AYE:** Alderman Heatherly, Alderwoman Johnson, Aldermen Rutledge, Daw, Wells and Willhardt **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

C. 16-008, FEMA Assistance to Firefighters Grant

Mayor Davies explained that this this grant is a federally funded grant that occurs annually. Communities who receive grants are required to pay a match to the award which is based on a sliding scale according to its population. The City has applied for a grant of \$975,000 to be able to purchase a 100 foot ladder truck to replace the one we currently have due to its age and mechanical problems. In addition, the City is requesting \$39,000 to be able to purchase a generator for Station #2. The City's match for the total grant would be 5%. Alderman Willhardt was assured that this Resolution was only approving the requesting of funds and not where the truck will be purchased. **It was moved by Alderman Wells and seconded by Alderman Rutledge to approve Resolution 16-008 committing 5% matching funds of the total amount of \$1,014,000 requested by the City from FEMA Assistance to Firefighters Grant program. AYE:** Alderwoman Johnson, Aldermen Rutledge, Daw, Wells, Willhardt and Heatherly **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

D. 16-009, Commitment of City Funds to M.C. Sewer Project

Mayor Davies explained that Monmouth College has agreed to enlarge the sewer that will serve their new parking lot since they are required by IEPA guidelines to divert run off water away from the City of Monmouth's sanitary sewer system. W & C Public Works Director Jackson further explained that the College has agreed to allow the City an easement to tie into their sewer which will help the City with their storm sewer separation plan. The City has agreed to pay to Monmouth College a one-time fee of \$54,000 for an easement to connect with their sewer being constructed to serve the new parking lot between North 5th Street and North 6th Street along East Boston Avenue. Director Jackson stated that this project is not a City project, but is strictly a Monmouth College project. **It was moved by Alderman Daw and seconded by Alderman Heatherly to approve Resolution 16-009 authorizing the City Administrator to enter into an easement agreement with Monmouth College for the use of the above described storm sewer by the City and pay a one-time amount of \$54,000.00 to Monmouth College for said easement. AYE:** Aldermen Rutledge, Daw, Wells, Willhardt, Heatherly and Alderwoman Johnson **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

VI. OTHER BUSINESS

A. Appointment of and Swearing In of New 4th Ward Alderman Joe Clark

It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve the Mayoral appointment of Joe Clark as 4th Ward Alderman to fill out the remainder of the term of Jaime Godina. AYE: Aldermen Rutledge, Daw, Wells, Willhardt, Heatherly and Alderwoman Johnson **ABSENT:** Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

City Clerk Susan Trevor then swore in Mayoral appointee Joe Clark as 4th Ward Alderman to fill out the remainder of Jaime Godina's term.

B. Administrator Crow Updates

1. Brian Neal has been hired to perform janitorial services for the MPD and City Hall.
2. The annual City Christmas Party has been scheduled for December 19th at the VFW.
3. City Hall will be closed on Veteran's Day.

C. Flying Club Appreciation Dinner

Alderman Daw reminded the Council that the Flying Club Appreciation Dinner is to be held on November 15th at the American Legion beginning at 6:30 p.m. The Council and staff are invited and can respond to Alderman Daw.

VII. ADJOURNMENT

It was moved by Alderman Heatherly and seconded by Alderman Daw to adjourn the meeting at 7:40 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderwoman Twomey, who was absent.

Mayor Rod Davies

City Clerk Susan S. Trevor