



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, November 6, 2017

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:** Aldermen Justin Thomas, Dave Rutledge, Alderwoman Susan Twomey, Aldermen Brian Daw, Bob Wells, Juan Pinedo, Dan Heatherly and Joe Clark **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Attorney Marcum Spears, City Clerk Susan S. Trevor, MFD Chief Casey Rexroat, MPD Chief Joe Switzer, Building and Zoning Director Wade Woodward, Woodard & Curran Public Works Director Andy Jackson, IT Director Ken Helms and Andy Bell-Baltucci of the Review Atlas.

III. APPROVAL OF MINUTES

A. October 16, 2017 Council Meeting Minutes

It was moved by Alderman Wells and seconded by Alderwoman Twomey to approve the October 16, 2017 minutes as presented. AYE: Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo and Heatherly **NAY:** none **PASS:** Aldermen Thomas and Clark **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries (All inquiries are limited to 3 minutes per City Ordinance)

1. Justin McKee

Mr. McKee wanted to explain to the Council prior to the vote being taken later in the meeting on Ordinance 17-032 for his property located at 720 N. E Street. He is asking for a Special Use Variance to allow him to build a new 900 square foot garage that he would customize automobiles with accessories such as mud flaps, grilles running boards, etc. He would not make excessive noise and would not do any oil changes at this location. He would do all work by appointment only and would not have any extra vehicles parked outside his location. He thanked the Council for their consideration.

2. Veteran's Day Proclamation

Mayor Davies read a Proclamation declaring November 11, 2017 as Veterans Day in the City of Monmouth and calling on Monmouth's citizens to honor those service members who fought and died in defense of our country and for those who have chosen to serve in the Armed Forces and remain committed to sustaining this legacy of unyielding patriotism.

3. Illinois Chief's Association Presentation to MPD Chief Switzer

Chief Ed Wojcicki on behalf of the Illinois Police Chief's Association presented an award recognizing MPD Chief Joe Switzer as a member of the Illinois Police Chief's Association and as having met the highest standards for administration and knowledge of law through passing the certification test to become a member.

4. Proclamation Recognizing 2017 M-R High School Soccer Team

Mayor Davies read a Proclamation recognizing the M-R High School Soccer Team and their coaches, Aaron Sikorski and Barry McNamara, for their 21 consecutive wins, scoring a season 111 goals and their 2nd place win in the Class 1A State Tournament.

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 Alderwoman Twomey to approve the Consent Agenda as presented with the bills being the only item on the Consent Agenda. AYE: Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark and Thomas **NAY:** none **MOTION CARRIED.**

V. COMMITTEE OF THE WHOLE

A. Building and Zoning October Report – Director Woodward

- ✓ The old Wells Fargo Office located on North Main Street has been sold and will be turned into offices.
- ✓ Shop-Ko has installed a new HVAC system.
- ✓ WIAR new shelter has begun installing their electrical system.
- ✓ A permit was granted to Frye Builders who are constructing the new pier at the Citizens Lake Recreation Area provided through the OSLAD grant that the City received from the State.

B. Woodard and Curran September Report – Director Jackson

- Well 10 received all the required permits and went on-line October 11th.
- The South Sunny Lane road project from Big River Resources to East 11th Avenue was completed and opened to traffic on September 14th or 15th.
- The water main project along East 9th Avenue and South 5th Street through a Community Block Grant has been submitted to the EPA for permits and should receive them back by mid-December.
- Administrator Steinbrecher and Executive Administrative Assistant Jan Helms are working on an ITAP Grant for the downtown revitalization project. The City should receive an answer as to whether they will be awarded the grant by Spring.
- The trans-site water main located at the site of the new Casey's being built at the intersection of Route 67 and Route 34 has been retired with the installation of two new valves onto the existing 12 inch water main.
- I have met with the firm that wants to construct a Bio-Gas plant north of the Lagoon to utilize the methane gas for fertilizer. It is the same man that approached the City before, but he has secured new investors for the project and is eager to move forward with the project.

C. Community Engagement Report – Director Helms

- ✚ Thanked everyone who stopped out to help at the North Fire Station on Halloween. One hundred pounds of donated candy was given out.
- ✚ A ribbon cutting ceremony for the new Hedge Ball business located on the By-Pass was held this past week.
- ✚ Attended another ribbon cutting ceremony for the opening of Granny's Dinner Bell restaurant located on North 6th Street Extended across from Smithfield.
- ✚ After the 1st of the year I hope to have a new web site design on-line. In December, I will be inviting public comments for requests or suggestions for inclusion in the site design.

D. Approval of Clarifier Bid

Director Jackson explained that the City received three (3) bids for the new Clarifier with **Leander Construction** submitting the low bid of \$519,000. With Council's approval the project can begin immediately. It is being funded through Smithfield. **It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve the bid of \$519,000 by Leander Construction for the installation of the new Clarifier at the North Plant. AYE:** Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Clark, Thomas and Rutledge **NAY:** none **MOTION CARRIED.**

E. Lease Agreement for City Vehicles

Administrator Steinbrecher informed the Council that there is a serious problem with 15 vehicles in the City's fleet. These vehicles are old and the maintenance costs and reliability will soon become uncontrollable. Leasing vehicles from Enterprise will absolutely and significantly reduce these maintenance costs immediately. According to Administrator Steinbrecher the City can financially afford this leasing option now. This is a five year lease and at the end of the lease the City will have three (3) options:

- 1) Purchase each vehicle at the end of the lease.
- 2) Re-lease the vehicles.
- 3) Have Enterprise sell the vehicles and the City receives the equity.

The administration is requesting the approval of the lease with Enterprise. **It was moved by Alderman Wells and seconded by Alderman Pinedo to approve Administrator Steinbrecher negotiating entering into a five year lease with Enterprise for the leasing of 13 new vehicles with a price not to exceed \$93,565 AYE:** Aldermen Daw, Wells, Pinedo, Heatherly, Clark, Thomas, Rutledge and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

F. Memo of Understanding – City of Monmouth/Fareway Stores, Inc.

Administrator Steinbrecher explained that the Memorandum of Understanding between the City and Fareway, Stores, Inc. is for Fareway Stores to reimburse the City for costs incurred by the City upon their entering into an agreement to engage PGAV Planners, LLC to undertake an eligibility study to determine if a particular site qualifies for the establishment of a TIF Redevelopment Project Area. If the site qualifies, then the City shall retain and pay for PGAV Planners, LLC to prepare a Redevelopment Plan to create a new TIF District for which associated costs shall be reimbursed to the City by Fareway, Stores, Inc. There will be no out-of-pocket costs for the City. **It was moved by Alderman Wells and seconded by Alderman Pinedo to have the Mayor execute and sign along with the City Clerk the Memo of Understanding with Fareway, Stores, Inc. AYE:** Aldermen Wells, Pinedo, Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey and Alderman Daw **NAY:** none **MOTION CARRIED.**

G. Contract Agreement with PGAV to Assist City in Establishing the 6th Street Tax Increment Finance (TIF) Redevelopment Project Area – North 6th Street

Administrator Steinbrecher explained that this is the contract to retain PGAV Planners, LLC to assist the City in exploring the feasibility of establishing a TIF redevelopment project area that is identified as the North 6th Street Redevelopment Project Area as well as establishing a new TIF District that will encompass the North 6th Street Redevelopment Project Area. This will require a resolution, which will be passed under Resolutions, to be passed to provide for the feasibility study.

H. Contract Agreement with PGAV to Assist City in Extending the term of the Downtown/Broadway Corridor TIF District

Administrator Steinbrecher continued with explaining that the current Downtown/Broadway TIF District is due to expire in 2022 and that the City still has many capital improvement projects involving infrastructure and restoration of buildings in the current TIF District. Therefore, the Administration is desiring to enter into a contract agreement for professional services as needed with PGAV Planners, LLC to extend the term of the existing Downtown/Broadway Corridor TIF District for another twelve (12) years. This also will require a resolution to be passed under Resolution.

It was moved by Alderman Wells and seconded by Alderman Daw to authorize City Administrator Steinbrecher to enter into a contract with PGAV Planner, LLC to provide the afore-stated assistance to conduct a feasibility study for the establishment of TIF North 6th Street Redevelopment Project Area as well as entering into a contract with PGAV Planners, LLC for professional services as needed to extend the current Downtown/Broadway Corridor TIF District for another twelve (12) years beyond the current expiration date of 2020. AYE: Aldermen Pinedo, Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw and Wells NAY: none MOTION CARRIED.

VI. RESOLUTIONS

A. 17-003, Providing for a Feasibility Study on the Designation of a portion of the City of Monmouth As a Redevelopment Project Area to be known as the 6th Street Redevelopment Project Area

B. 17-004, Agreement to engage the services of PGAV Planners, LLC to assist the City with obtaining Legislative approval to extend the current TIF District an additional twelve (12) years

It was moved by Alderman Heatherly and seconded by Alderwoman Twomey to approve Resolutions 17-003 and 17-004 collectively. AYE: Aldermen Heatherly, Clark, Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells and Pinedo NAY: none MOTION CARRIED.

VII. ORDINANCES

A. 1st Reading

1. 17-033, Declaration of Surplus Property

It was moved by Alderman Daw and seconded by Alderman Wells to approve declaring properties listed in Exhibit A and Exhibit B as surplus property. AYE: Aldermen Clark, Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo and Heatherly NAY: none MOTION CARRIED.

B. 2nd Reading

1. 17-030, Variance – 613 East Broadway

Building and Zoning Director Woodward explained that due to lack of enough votes at the last meeting, this variance to build a storage shed is being brought back for a 2nd Reading. It comes to Council with the recommendation of approval by the ZBA. **It was moved by Alderman Heatherly and seconded by Alderman Rutledge to follow the recommendation of the ZBA and approve granting a Variance for 613 East Broadway. AYE: Aldermen Thomas, Rutledge, Daw, Wells, Pinedo, Heatherly and Clark NAY: Alderwoman Twomey MOTION CARRIED.**

2. 17-032, Special Use Variance – 720 North E Street

Director Woodward said that this ordinance that allows for the construction of a 900 square foot garage to conduct customization of cars inside only and by appointment only is being brought back for a 2nd Reading due to the lack of enough votes for passage at the last meeting. It comes to Council as well with the recommendation of approval by the ZBA. **It was moved by Alderman Heatherly and seconded by Alderman Pinedo to follow the recommendation of the ZBA and approve granting a Special Use Variance for 720 North E Street. AYE:** Aldermen Rutledge, Daw, Wells, Pinedo, Heatherly, Clark and Thomas **NAY:** Alderwoman Twomey **MOTION CARRIED.**

VIII. OTHER BUSINESS

1. Parking Request for 100 Block of N. 3rd Street by Barb and Dave Clark

Administrator Steinbrecher said that the request had been reviewed with staff and the MPD and MFD Chiefs and they felt that restricting parking on the West side of the entire 100 block of North 3rd was not warranted, but perhaps prohibiting parking for the first 20 feet on each side of the street would help the situation. If the Council desires, the issue could be re-visited. After discussion, no action was taken.

IX. ADJOURNMENT

It was moved by Alderman Heatherly and seconded by Alderman Rutledge to adjourn the meeting at 7:48 p.m. MOTION CARRIED by unanimous voice vote.

Mayor Rod Davies

City Clerk Susan S. Trevor