



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**



**Date:** Monday, October 16, 2017

**Time:** 7:00 p.m.

**Location:** 100 East Broadway  
Monmouth, Illinois

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**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 Dave Rutledge, Alderwoman Susan Twomey, Aldermen Brian Daw, Bob Wells, Juan Pinedo and Dan Heatherly **Absent:** Aldermen Justin Thomas 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-Baltuci of the Review Atlas.

**III. APPROVAL OF MINUTES**

**A. October 2, 2017 Council Meeting Minutes**

**It was moved by Alderman Daw and seconded by Alderman Rutledge to approve the October 2, 2017 minutes as presented. AYE:** Alderman Rutledge, Alderwoman Twomey, Aldermen Daw, Pinedo and Heatherly **NAY:** none **PASS:** Alderman Wells **ABSENT:** 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. Years of Service Awards**

Mayor Davies presented service awards to the following:

5 years – Rebecca Livingston, Katherine Boone

10 years – Brandon Blackman and Bill Benson

15 years – Jessie Hall

20 years – Terry Hepner, Kelly Lant

30 years – Andy Jackson

Mayor Davies recognized the following who were not able to be present:

5 years – Alicia Ward

10 years – Gary Hull, Lucas Johnson and Taylor Peoples

30 years – Roger Blackman

Mayor Davies concluded with thanking all of them for their service to the City.

**2. Barb and Dave Clark Parking Request**

Bark Clark, who lives at 400 East Broadway on the corner of East Broadway and North 3<sup>rd</sup> Street, made a request to the City that parking be allowed only on the West side in the 100 block of North 3<sup>rd</sup> Street. She explained that there has been increased parking and traffic congestion in this block due to apartment residents at the Warfield Apartments parking in the street and not using the parking places on the apartment property. She listed several concerns as to safety vehicles access, trash pickup, leaf pickup and snow removal. Some cars park in front of steps leading to their house even though it's marked with yellow paint to indicate no parking. Mayor Davies said that the staff would take her request under advisement and let her know their findings.

## **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 and Heatherly **NAY:** none **ABSENT:** Alderman Thomas and Clark **MOTION CARRIED.**

## **V. COMMITTEE OF THE WHOLE**

### **A. MFD September Report – Chief Rexroat**

Chief Rexroat updated the Council to the following:

- 🔥 There were 133 calls during the past month with 2 fires and 101 medical calls.
- 🔥 The department conducted downtown “walk-arounds” or district familiarization in order to provide firefighters with more knowledge of the downtown area before an incident occurs.
- 🔥 Fire protection signs are being replaced at the rate of 10 to 15 per year as they are old and in bad shape.
- 🔥 Work on upgrading and repairing the restroom in the South Station will begin soon.
- 🔥 The department is still working with the Red Cross on providing free smoke alarms and is currently still giving out 1 or 2 per week.
- 🔥 MFD has been notified by FEMA that we did not get the Assistance to Fire Fighters Grant that we had applied for.
- 🔥 The Saturday night storm took off a large section of the North fire station’s roof and damaged two bay doors along with minor damage to the ambulance caused by the bay door striking the ambulance. Due to the pressure within the building caused by the winds a lot of the suspended ceiling tiles fell down.
- 🔥 The National Weather Service visited the station and surveyed the damage. Their determination was that the damage was not caused by a tornado, but rather was due to 80-90 mile per hour straight line winds.

### **B. MPD September Report – Chief Switzer**

- WCPBF went well with only a few minor incidents.
- The Downhill Derby held on September 23<sup>rd</sup> went well, but there is a need for more kids to participate.
- Active Shooter training with area schools was started.
- Sgt. Blackman attended supervisor’s training at Northwestern and Administrative Assistant Julie Richardson attended Illinois Law Enforcement Administrative Professionals annual conference.
- I spoke to Warren County Crime Stoppers Board and assured them that even though there had been some issues in the past between the department and their organization that they do provide important support to the MPD and the department wants to continue to work closely together with them.
- Downspouts were extended at the station to alleviate some interior water issues.
- In response to Alderman Well’s question as to problems occurring with motorized bicycles, Chief Switzer said that the State legalized them and since the City currently has no ordinance regulating them, perhaps that is something that should be studied.

### **C. Amendment to 2014 Cemetery Rules and Regulations**

The Cemetery Board is recommending an amendment to the 2014 Rules and Regulations for the Monmouth Cemetery in the **Decoration of Plots Section, page 18, Prohibited Decorations as follows:**

- 1) If no one is interred in deeded or non-deeded lots, then no decorations may be placed on said lot.*
- 2) No lightweight (those that can be blown off or easily knocked off by maintenance equipment) decorations may be placed on foundation of monuments.*
- 3) No glass or breakable receptacles may be placed on foundation of monuments.*
- 4) Any bench must be affixed to a concrete foundation. The type of bench and location of the bench must be approved by the Cemetery Sexton prior to installation.*

**It was moved by Alderman Heatherly and seconded by Alderman Rutledge to approve the recommended amendment to the 2014 Monmouth Cemetery Rules and Regulations as stated above. AYE:** Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly and Rutledge **NAY:** none **ABSENT:** Aldermen Thomas and Clark **MOTION CARRIED.**

### **D. Purchase of Squad Car for MPD**

Chief Switzer explained that the purchase of a new squad car is through the State replacement program and would be purchased from Morrow Brothers Ford in Greenfield, Illinois with a total cost of \$22,134. The total cost includes the installation of equipment and electrical items. It is an AWD vehicle and it is not an SUV. Administrator Steinbrecher added that it is a budgeted item and there are sufficient funds available. **It was moved by Alderman Daw and seconded by Alderwoman Twomey to approve the purchase of a new squad car from Morrow Brothers Ford for the total cost of \$22,134. AYE:** Aldermen Daw, Wells, Pinedo, Heatherly, Rutledge and Alderwoman Twomey **NAY:** none **ABSENT:** Aldermen Thomas and Clark **MOTION CARRIED.**

### **E. Extend the Term of the Downtown TIF District**

Mayor Davies explained that there are four and a half (4 ½) years left on the original Downtown TIF District. It has been used to bring old buildings up to code and for infrastructure improvements. We still have an old interceptor brick sewer that runs around four to five hundred feet through a significant part of the downtown. It is felt that if it is lined it will greatly prolong the life of that section of sewer.

Administrator Steinbrecher added that the City would like to extend the Downtown TIF District another twelve (12) years, which would bring it from 22 years to 35 years. It will take the other taxing body's agreement along with legislative approval. It is a complicated issue and therefore the City would like to use a consulting firm (PGAV Planners, Inc.) to assist us with the process. Tonight the Administration is just seeking a consensus to move forward and if that is the case, a resolution would be presented at the next Council meeting to move forward with extending the Downtown TIF District.

Mayor Davies further explained that it would be an 80/20% local match and without other funding sources this provides a way to address our downtown issues. After further discussion, Administrator Steinbrecher said that there seemed to be a general consensus to move forward.

## VI. ORDINANCES

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

#### 1. 17-030 – Variance – 613 E. Broadway

Building and Zoning Director Wade Woodward explained that this request was for a variance to allow for a storage shed to be positioned outside of the setback requirements.

#### 2. 17-031 – Variance, 209 N. C Street

Director Woodward said that this request was for a variance to construct a family room addition to the back of the house between the house and garage.

#### 3. 17-032 – Special Use Variance, 720 N. E Street

Director Woodward explained that this request was for a special use variance to build a new 900 square foot garage to do by appointment only automotive customization accessories such as mud flaps, grilles, running boards, etc. Special restrictions were added to this ordinance to prevent any excessive loud noise, no outside storage and no major engine work, overhauls or oil changes.

**It was moved by Alderman Heatherly and seconded by Alderman Wells to consider the three above-stated ordinances collectively. A request was made to consider them individually and Alderman Heatherly amended his motion to consider each ordinance individually beginning with:**

#### 1. Ordinance 17-030 --Variance, 613 E. Broadway

**It was moved by Alderman Heatherly and seconded by Alderman Wells to accept the recommendation of the Plan Commission and approve the Variance at 613 E. Broadway. AYE:** Alderman Pinedo, Heatherly, Rutledge, Daw and Wells **NAY:** Alderwoman Twomey **ABSENT:** Aldermen Thomas and Clark **MOTION FAILED FOR LACK OF MAJORITY**

#### 2. Ordinance 17-031 – Variance, 209 N. C Street

**It moved by Alderman Heatherly and seconded by Alderman Wells to accept the recommendation of the Plan Commission and approve the Variance at 209 N. C Street. AYE:** Aldermen Heatherly, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells and Pinedo **NAY:** none **ABSENT:** Aldermen Thomas and Clark **MOTION CARRIED.**

#### 3. Ordinance 17-032 – Special Use Variance, 720 N. E Street

**It was moved by Alderman Heatherly and seconded by Alderman Wells to accept the recommendation of the Plan Commission and approve the Special Use Variance at 720 N. E Street. AYE:** Aldermen Rutledge, Daw, Wells, Pinedo and Heatherly **NAY:** Alderwoman Twomey **ABSENT:** Aldermen Thomas and Clark **MOTION FAILED FOR LACK OF MAJORITY.**

**Due to failure of the Motions for Ordinances 17-030 and 17-032 they will be brought back for a 2<sup>nd</sup> Reading at the November 6, 2017 Council Meeting.**

## VII. OTHER BUSINESS

There was none to be considered.

## VIII. ADJOURNMENT

**It was moved by Alderman Heatherly and seconded by Alderman Rutledge to adjourn the meeting at 7:45 p.m. MOTION CARRIED by unanimous voice vote with the exception of Aldermen Thomas and Clark, who were absent.**