



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**



Date: Monday, April 3, 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:** Alderwoman Dawn Johnson, Aldermen Dave Rutledge, Alderwoman Susan Twomey, Brian Daw, Dennis Willhardt, Dan Heatherly and Joe Clark **Absent:** Alderman Wells **Also Present:** Mayor Rod Davies, City Administrator Lowell Crow, City Attorney Marcum Spears, City Clerk Susan S. Trevor, MFD Chief Casey Rexroat, MPD Chief Bill Feithen, Woodard & Curran Public Works Director Andy Jackson, Community Development Director Paul Schuytema, Director of Building and Zoning Wade Woodward and Andy Bell-Baltaci from the Review Atlas.

III. APPROVAL OF MINUTES

A. March 20, 2017 Council Meeting Minutes

It was moved by Alderwoman Johnson and seconded by Alderman Rutledge to approve the March 20, 2017 minutes as presented. AYE: Alderwoman Johnson, Aldermen Rutledge, Daw, Willhardt and Heatherly **NAY:** none **PASS:** Alderwoman Twomey and Alderman Clark **ABSENT:** Alderman Wells **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

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

1. Citizen Comments

Mr. Hewy Stegall addressed the Council regarding some concerns that he had regarding some statements made on the radio by the Mayor to which the Mayor responded that Mr. Stegall had misunderstood the comments. The rest of his comments were directed towards his perception of information from the Community Development office.

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

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

1. Community Development March Report – Director Schuytema

- ✚ Director Schuytema invited the Council to stop by his office to look at the Impact Analysis Report that correctly reflects the economic impact of a potential development in the community. He would like feedback from the Council.
- ✚ Jason Robbins' application for a Façade Grant has been approved by the Façade Committee.
- ✚ Northern Illinois University is undertaking a statewide program with a special focus on new trends in downtown development in rural and urban cities. The program is designed to help cities to work collectively to apply for grants to assist with developing their downtowns.

2. Zoning and Building March Report – Director Woodward

- ✓ The work on the Bewley Hair Salon is going well.
- ✓ The Wells Pet Food training center project within the existing building is almost complete with the exception of the installation of the sprinklers.
- ✓ A meeting was held on Wednesday, March 29th between Smithfield and the insurance company adjustors to determine what the company will cover and not cover. Prior to this meeting none of the twelve engineers that were consulted for both sides would sign off on the re-use of the structural beams that were part of the rendering house fire. I was asked to excuse myself from that part of the meeting.

3. Woodard and Curran February Report – Director Jackson

- The seasonal grounds keepers started today.
- The City has received the construction permit from the EPA for the raw water line to the new well. Construction will start in the next couple weeks.
- A requisition for road salt for next winter was sent in. Due to the last two mild winters the City has been able to not significantly deplete its supply, which definitely helps keep the costs down.
- The contractor is going to repair the intersection at the intersection of North 6th Street and East Boston Avenue where he made the cut for the sewer line as part of the Bower Parking Lot construction. The City is going to lay asphalt on the intersection of North 5th Street and East Boston Avenue that also was disturbed for the re-configuration of the storm and sanitary sewers due to the construction of the Bower Parking Lot.

4. 2017-2018 Budget Presentation – City Administrator Crow

Administrator Crow gave a power point presentation on the highlights of the 2017-2018 Budget. He said that it is a balanced budget but wanted Council to note that there will be State reductions in personal property replacement tax as well as the telecommunications tax as many people are getting rid of their land lines.

- ❖ Revenue is higher than expenditures with the difference being the deposit of MFT funds again. Total Revenue is 20,530,228 with Expenses at 20,411,337.
- ❖ The Revenue is \$351 more than Expenses. Note that the Income Tax and the Sales and Local Use Tax Revenues are down. The Health Insurance has been

able to stay the same due to the cooperation from the Unions in switching to and Health Savings Account Plan.

❖ **Changes to note in the 2017-2018 Budget are:**

- 1) Moved Salt to MFT
 - 2) Received commitment from College for fee for Public Safety services in lieu of taxes
 - 3) Budgeted for \$140,000 Administration fee from Water Sewer account.
 - 4) Separated Zoning Department from Community Development Department.
 - 5) Added HSA Disbursement
 - 6) Added for new Fire Truck Grant (if the City receives it).
- ❖ 70% of the General fund Expenses is from the Fire and Police Accounts.
- ❖ The Fire and Police Pensions are in their own specified account.
- ❖ In the Restricted Special Revenue Funds just note that the \$117,000 difference in the MFT fund is due to transferring that amount to General Fund Revenue.
- ❖ Total Water/Sewer Budget is \$8,296,456 in Revenue and \$8,295,566 in Expenses with a difference of \$890.
- ❖ **Summarization:**
- ✓ North Plant Engineering work
 - ✓ Long Range Control Plan Requirements
 - ✓ Ongoing Fire and Police Pension Liability
 - ✓ Growing cost of Public Safety
 - ✓ Possible reduction of State Funds
 - ✓ Completing the modifications to water treatment facility
 - ✓ Renegotiation of Garbage contract
 - ✓ Cost of Transfer station/Sustainability Department
 - ✓ Formal establishment of Zoning Department
 - ✓ Repairs to 200202 South Main Street
 - ✓ Rotary Fountain water main work

Mayor Davies indicated that it was a tight budget. Administrator Crow thanked all the department heads for all the work that they put in to keep costs contained and make cuts where they could in order to have a balanced budget.

V. ORDINANCES

A. 1st Reading

1. 17-006, Amendment to Ordinance 13-014, Section 126.011, Food Vendor License

Community Development Director Schuytema explained that our current Food Vendor License prohibits sales from food carts between the hours of 10:00 p.m. and 10:00 a.m. Cisco Maez, who is the owner of the new mobile food cart, Forage Cart, wants to be able to serve breakfast at 7:00 a.m. and would like to ask the Council to amend the hours to allow him to do so. After discussion, it was decided to amend the hours of operation to read from 6:00 a.m. to 11:00 p.m. Sunday through Thursday and 6:00 a.m. until 12:00 pm. Friday and Saturday. **It was moved by Alderman Daw and seconded by Alderman Clark to approve the above-stated hours of operation for Mobile Food Carts. AYE:** Alderwoman Twomey, Aldermen Daw, Willhardt, Heatherly, Clark, Alderwoman Johnson and Alderman Rutledge **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

VI. EXECUTIVE SESSION

A. Per Illinois Statute 5ILC 120/2 to consider Litigation

It was moved by Alderman Heatherly and seconded by Alderman Clark to go into Executive Session at 7:40 p.m. with no action to be taken upon return to Regular Session. AYE: Aldermen Daw, Willhardt, Heatherly, Clark, Alderwoman Johnson, Alderman Rutledge and Alderwoman Twomey **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

B. Return to Regular Session

It was moved by Alderman Heatherly and seconded by Alderman Rutledge to return to Regular Session at 8:15 p.m. AYE: Aldermen Willhardt, Heatherly, Clark, Alderwoman Johnson, Alderman Rutledge, Alderwoman Twomey and Alderman Daw **NAY:** none **ABSENT:** Alderman Wells **MOTION CARRIED.**

VII. OTHER BUSINESS

A. Administrator Crow Updates

- 1. Shred Day is April 22nd at the Transfer Station.**
- 2. Tomorrow the City is engaging Northern Illinois University to do a housing needs study for the City. Interns will be conducting this study free of charge to the City.**

VIII. ADJOURNMENT

It was moved by Alderman Heatherly and seconded by Alderman Rutledge to adjourn the meeting at 8:16 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Wells, who was absent.

Mayor Rod Davies

City Clerk Susan S. Trevor