



**CITY OF MONMOUTH  
COUNCIL MEETING MINUTES**



**Date:** Monday, February 5, 2018

**Time:** 6:00 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 6:00 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, and Dan Heatherly **Absent:** Alderman Clark **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Clerk Susan S. Trevor, City Attorney Marcum Spears, MPD Chief Joe Switzer, Woodard & Curran Public Works Director Andy Jackson, Building and Zoning Director Wade Woodward, IT Director Ken Helms and Andy Bell-Baltuci of the Review Atlas. **Also Absent:** MFD Chief Casey Rexroat

**III. APPROVAL OF MINUTES**

**A. Approval of the January 16, 2018 Council Meeting Minutes**

**It was moved by Alderwoman Twomey and seconded by Alderman Rutledge to approve the January 16, 2018 Council Meeting Minutes as presented. AYE:** Aldermen Thomas, Rutledge, Alderwoman Twomey, Aldermen Wells, and Pinedo **NAY:** none **PASS:** Aldermen Daw and Heatherly **ABSENT:** Alderman Clark **MOTION CARRIED.**

**IV. PRESENTATIONS TO THE COUNCIL**

**A. Presentations or Citizen Inquiries** (All inquiries are limited to 3 minutes per City Ordinance)  
There were none to be considered.

**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 Bills as presented. AYE:** Aldermen Thomas, Rutledge, Alderwoman Twomey, Aldermen Daw, Wells, Pinedo and Heatherly **NAY:** none **ABSENT:** Alderman Clark **MOTION CARRIED.**

**C. COMMITTEE OF THE WHOLE**

**1. Building and Zoning January Report – Director Woodward**

- ✓ Smithfield has started on new Rendering Building and is pouring 100 caissons. The goal is to have the building ready for trade in May.
- ✓ Monmouth College has begun their complete renovation of James Harper Grier Hall. It will be totally ADA compliant when finished.
- ✓ There were 14 electrical inspections this month with 9 of them at Cokel Trailer Court where there were problems with plumbing and electrical hookups for the new trailers that were being brought in. Corrections were made and all the hookups are now compliant with Code.

## 2. **Community Engagement January Report – IT Director Helms**

- ✚ A group of Cub Scouts came in to City Hall on a Saturday and met with the Mayor and myself to take a tour and see how City government works.
- ✚ During the month of February there will be high school students shadowing different staff jobs at City Hall.
- ✚ I have been working on a tour package to enable any citizen that is interested in learning more about the City's infrastructure and how it works to take a tour.
- ✚ Alderwoman Twomey complimented Director Helms on the excellent job that he is doing in providing transparency to City government and its services.

## 3. **Woodard and Curran December Report – Director Jackson**

- There were two plow events in December with a total of 8 inches of snow.
- There were five water main breaks due to the extremely cold weather.
- Ameren is going to replace an aging power pole next to ICS. There are street lights on that pole, which will not be allowed on the new pole. The City will be putting in a new pole for the lights.
- A new Cloud based GIS system is being integrated into the City's infrastructure maintenance system. It costs about 85 dollars per month and will be a great tool for maintenance as it is being developed. This will be a long term project and will take a number of years to fully implement.

## 4. **City Infrastructure Project Updates – Jennifer Anders, W & C Engineer**

- 1) Well #10 had some issues but finished \$42,000 under budget.
- 2) Screw Pump Project is wrapping up now and the pumps are operational with a slated completion date of March 2<sup>nd</sup>. This project too is coming in under budget.
- 3) The North Plant Clarifier received its permit on the 16<sup>th</sup> of January to proceed with the replacement of the non- functional second clarifier; however the equipment won't be on site until May. The scheduled completion date is September.
- 4) The forced main underground pipe project from Smithfield to the Treatment plant just received bids and as soon as the Mayor signs the notice to proceed, the project will get started. It is a 120 day contract and will wrap up in the middle of the summer
- 5) The next funded project is the electrical upgrade to replace the North plant blowers that are working on their last legs.

## 5. **Approval of Amendment to W & C Engineering**

Administrator Steinbrecher explained that in March of 2017 the City entered into a contract of 1.56 million dollars with Woodard and Curran for engineering design and construction services for improvements at the Smithfield pre-treatment plant. Several months ago Administrator Steinbrecher noticed that the City did not have sufficient funds to fulfill the contract. Woodard and Curran was very cooperative in assisting the City in scaling back the engineering services on those improvements that we have not secured funding for as of yet. The contract would still be for 1.56 million dollars, but with this amendment it would limit expenditures to \$874,000.00 with no additional engineering design work done until after the City has secured funding to finish the rest of the improvements needed at the Smithfield pre-treatment plant. Mayor Davies added that the Bio-Gas assessment was included in this contract. **It was moved by Alderman Daw and seconded by Alderman Wells to approve Amendment #1 to the Woodard and Curran Engineering Services Contract for the North Plant WWTF Upgrades as presented.** **AYE:** Alderwoman Twomey, Aldermen Daw, Wells, Pinedo, Heatherly, Thomas and Rutledge **NAY:** none **ABSENT:** Alderman Clark **MOTION CARRIED.**

**6. Approval of Engagement Letters with WIPFLI Auditors for City Financial Statements and Fire and Police Pension Funds.**

**7. Approval of Actuarial Agreements with Lauterbach and Amen**

**It was moved by Alderman Wells and seconded by Alderwoman Twomey to approve collectively the Engagement Letters with WIPFLI for City Financial Statements as well as the Fire and Police Pension Funds along with the approval of the Actuarial Agreements with Lauterbach and Amen. AYE:** Aldermen Daw, Wells, Pinedo, Heatherly, Rutledge and Alderwoman Twomey **NAY:** none **PASS:** Alderman Thomas **ABSENT:** Alderman Clark **MOTION CARRIED.**

**V. OTHER BUSINESS**

**1. TIF North 6<sup>th</sup> Street Redevelopment Project**

Mayor Davies said that he and Administrator Steinbrecher met with TIF Board and TIF Consultant concerning the TIF North 6<sup>th</sup> Street Redevelopment Project and they are going to take it back to their respective boards for their approvals.

**2 Monmouth College request to close the 700-800 blocks of East Broadway for Graduation Ceremonies on May 14<sup>th</sup>.**

Administrator Steinbrecher said that the above-stated request had been received through the Clerk's office and had been forwarded to Chief Switzer to review. It is exactly the same request as the one in 2017 with only the date changed. Administrator Steinbrecher wanted to have Council's direction as to whether they wished to consider this request or have it processed through the Clerk's office like all other annual requests. Council's consensus was to have it handled like the other annual requests.

**VI. ADJOURNMENT**

**It was moved by Alderman Heatherly and seconded by Alderman Rutledge to adjourn the meeting at 6:30 p.m. MOTION CARRIED by unanimous voice vote with the exception of Alderman Clark, who was absent.**

---

**Mayor Rod Davies**

---

**City Clerk Susan S. Trevor**