



**CITY OF MONMOUTH
COUNCIL MEETING MINUTES**

Date: Monday March 7, 2022

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, Tony Cook, Alderwoman Susan Twomey, Aldermen Brian Daw (remotely), Jim Conard, Juan Pinedo, Alderwoman Mary Kelly and Alderman John VanVleet **Also Present:** Mayor Rod Davies, City Administrator Lew Steinbrecher, City Clerk Susan S. Trevor, City Attorney Marcum Spears, Building and Zoning Director Joe Clark, Communications Director Ken Helms, MFD Chief Casey Rexroat, MPD Chief Joe Switzer and Woodard & Curran Public Works Director Andy Jackson

III. APPROVAL OF MINUTES

A. Approval of February 22, 2022 Council Meeting Minutes

It was moved by Alderwoman Twomey and seconded by Alderman Conard to approve the February 22, 2022 Council Meeting Minutes as presented. AYE: Alderman Thomas, Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly and Alderman VanVleet **NAY:** none **PASS:** Alderman Cook **MOTION CARRIED.**

IV. PRESENTATION TO THE COUNCIL

A. Presentations or Citizen Inquiries

1. Recognition of Bryan Epley's Retirement

Mayor Davies read a Certificate of Appreciation for Bryan Epley's 43 years of service for the City in the Water Department. Dispatcher Jayme Horner as a representative from AFSCME presented a plaque to Bryan recognizing him for his 43 years of service to the City and also as a member of AFSCME for these 43 years.

B. Consent Agenda

1. Approval of Bills

It was moved by Alderman Daw (remotely) and seconded by Alderman Cook to approve the bills as presented. AYE: Aldermen Thomas, Cook, Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly and Aldermen VanVleet **NAY:** none **MOTION CARRIED.**

V. COMMITTEE OF THE WHOLE

A. Lakeshore Recycling Curbside Garbage Collection Service – May Startup Date

Chuck Duncan, Municipal Services Manager for LRS and Chuck Petty, Local Operations Manager for LRS gave brief presentations to explain when and how the transition process of curbside garbage collection from Millenium Waste to Lakeshore Recycling will occur. Mr. Duncan handed out a mailer that will be sent to all residents of Monmouth. He said that the new service with LRS will start on May 2, 2022. The mailer gives information on waste collection guidelines; excess garbage requirements; bulky item pick-up to be accepted on the 3rd week of the month; collection of white goods; how to obtain additional carts along with a list of the six holidays observed by LRS and an explanation of roll-off services. Mr. Duncan also noted that there will be a local number listed for customers to call, but it has not been set up as of yet. There will also be an email that customers can use to contact the company. Mr. Petty explained as Operations Manager that he sometimes might not be available as he may have to cover for an absent driver or deal with a broken-down truck. Mr. Duncan said that the company has divided the City into four quadrants and is looking to perhaps go to 4 days of collection instead of the current 5. Administrator Steinbrecher commented that he believes it will be a smooth transition.

B. Lease Agreement – 200 South Main Street – Axel Borja

Administrator Steinbrecher explained that Axel Borja, who owns El MerKadito, wants to lease the space at 200 South Main Street in order to move his restaurant from down the street to this location. The lease is for a term of twelve (12) months beginning April 1, 2022 with a monthly rent of \$700.00. The lease is renewable on a yearly basis. The Administration is recommending approval of the lease. **It was moved by Alderman Conard and seconded by Alderwoman Kelly to approve the above-stated lease. AYE:** Alderwoman Twomey, Alderman Daw (remotely), Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas and Cook **NAY:** none **MOTION CARRIED.**

C. Request for Class I Liquor License for El MerKadito – Axel Borja

Mayor Davies explained that currently there are no open Class I liquor licenses available. Mr. Borja is requesting that the Council allow the creation of an additional Class I liquor license for his restaurant. If the Council allows another Class I liquor license, City Attorney Spears will draft an ordinance and it will be brought back for a vote at the next Council Meeting. **It was moved by Alderman Cook and seconded by Alderman Thomas to grant an additional Class I Liquor License. AYE:** Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

D. Request Class I Liquor License for new Restaurant – Gilberto Vasquez

Mayor Davies explained that Mr. Vasquez has purchased the old Hardee's building and is opening a new restaurant. He is also requesting the Council to allow another Class I Liquor License. **It was moved by Alderman Daw (remotely) and seconded by Alderman VanVleet to approve an additional Class I Liquor License, which will bring the total number of Class I Liquor Licenses to sixteen (16). AYE:** Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Alderwoman Twomey and Alderman Daw (remotely) **NAY:** none **PASS:** Alderman Cook **MOTION CARRIED.**

E. Building and Zoning February Report – Director Clark

- ✓ It was a slow month for issuing permits.
- ✓ The department is still in the process of acquiring unsafe demolition properties.
- ✓ **Open projects**, First United Methodist Church, OSF Holy Medical Center; Lakeshore Recycling Systems; Monmouth Town Homes; Courtyard Estates Memory Care Wing; Maple City Warehouse Distribution, Monmouth Park District Office; Airport T-Hangar and Eagle View Teen Center, continue in various stages of construction.
- ✓ **TIF projects**, LMP has completed all work on new addition as well as original part of the office and Robbins Resource MGT, INC's project is close to completion but due to the weather is currently at a standstill.

F. Woodard and Curran January Report – Director Jackson

- It is going to be a busy year with a number of projects either being completed or initiating new projects once grants are made available.
- The MFT street overlay project will have to do fewer blocks due to the higher price of raw materials and fuel impacting the project.

G. Actuarial Services for Police and Fire Pension Funds

Administrator Steinbrecher explained the firm of Lauterbach and Amen that has provided actuarial services for the police and fire pension funds in the last several years and has not been punctual with their reports. This lack of timeliness has created problems for the City with the requirements that they have to fulfill; therefore, the City solicited proposals from other firms. After reviewing the proposals, the Administration is recommending accepting the services of Foster and Foster, Actuaries and Consultants from Naperville, Illinois. This firm has vast experience working with Illinois pension plans and has worked with the Governor's office to review potential changes to all of the State Plans. **It was moved by Alderwoman Kelly and seconded by Alderwoman Twomey to approve entering into an agreement with Foster and Foster to provide actuarial services for the City's Police and Fire Pension Funds. AYE:** Alderman Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey, Aldermen Daw (remotely) and Conard **NAY:** none **MOTION CARRIED.**

H. Employment Contract for Communications/Technology Director

Administrator Steinbrecher said that the Administration is recommending approval of a new contract beginning May 1, 2022 through April 30, 2026 with Communications/Technology Director Ken Helms. **It was moved by Alderwoman Twomey and seconded by Alderman Conard to approve the four (4) year contract with Communications/Technology Director Ken Helms. AYE:** Alderwoman Twomey, Aldermen Daw (remotely), Conard and Pinedo **NAY:** Alderwoman Kelly, Aldermen VanVleet and Thomas **PASS:** Alderman Cook **MOTION CARRIED.**

I. Employment Contract for MFD Fire Chief

Administrator Steinbrecher said that the Administration is recommending approval of the renewal of MFD Fire Chief Rexroat's contract beginning May 1, 2022 through April 30, 2025. **It was moved by Alderman VanVleet and seconded by Alderman Conard to approve the three (3) year contract with MFD Fire Chief Casey Rexroat. AYE:** Alderman VanVleet, Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo and Alderwoman Kelly **NAY:** none **PASS:** Aldermen Thomas and Cook **MOTION CARRIED.**

J. Citizens Lake Campground Fee Increases

City Clerk Susan Trevor explained that a request from our current campground manager and research of other campgrounds in the area indicated that an increase in fees was due for our campground. Our former Campgrounds manager also felt that since we do not have all the same amenities as some of the surrounding campgrounds that modest increases would be in order. The increases are as follows:

The rate for an RV one-night stay would increase by \$6 from \$19 to \$25

The rate for an RV one-week stay would increase by \$11 from \$114 to \$125

The rate for an RV one-month stay would increase by \$20 from \$330 to \$350

The rate for a Tent one-night stay would increase by \$5 from \$10 to \$15

(Tent renters pay a daily rate and not weekly or monthly)

The bathroom key deposit (refundable on departure) remains the same at \$5

The dump station fee (for campers not staying on site) increases by \$4 from \$6 to \$10

There is not an extra charge for utilities as they are included in the camping permit fees.

It was moved by Alderman Daw (remotely) and seconded by Alderman Cook to approve the above-proposed campground fees as presented. AYE: Aldermen Thomas, Cook, Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly and Alderman VanVleet **NAY:** none **MOTION CARRIED.**

VI. ORDINANCES

A. 1ST Reading

1. 22-006, Debt Volume Cap – Western Illinois Economic Development

Mayor Davies explained that each Home Rule community receives a direct allocation equal to their population times \$110. The 2022 State of Illinois allocation to the City is a total Volume Cap Allocation of \$968,110.00. Each Home Rule community must obligate their allocation by May 1st of each calendar year or it goes back to the State for allocation outside the region. The City has transferred its allocation in the past to WIEDA to be used for economic development and affordable housing projects in our region. If for any reason, the City has a need for funds, it can receive funds from WIEDA through this allocation. **It was moved by Alderman Thomas and seconded by Alderwoman Kelly to transfer the City's 2022 Volume Cap Allocation of \$968,110.00 to WIEDA. AYE:** Alderman Cook, Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet and Thomas **NAY:** none **MOTION CARRIED.**

2. 22-007, Change of Zoning for 5.7 Acre Lot

Zoning Director Clark explained that the Plan Commission met on Monday, February 28th to consider 5 requests for changes in zoning. This ordinance addresses the first request to change the zoning of a 5.7- acre lot directly West of McDonald's from M-1 Limited Manufacturing to P-S Public and Semi-Public Service to establish the Warren County Law Enforcement Center. The Plan Commission approved and recommended approval to the Council. This change in zoning is contingent upon the purchase of this lot. **It was moved by Alderman Conard and seconded by Alderman VanVleet to accept recommendation of the Plan Commission and approve the above-stated change in zoning contingent upon the purchase of this lot by Warren County. AYE:** Alderwoman Twomey, Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas and Cook **NAY:** none **MOTION CARRIED.**

3. 22-008, Change of Zoning for 509 N. Main Street

Zoning Director Clark stated that the Plan Commission considered a second request at their February 28th meeting for 509 North Main Street to change the zoning from B-2 Neighborhood Commercial to B-3 Service Commercial. This is the old Family Video store and the owners wanted to make the property all the same zoning. The request came to Council with the Plan Commission recommendation for approval. **It was moved by Alderman Cook and seconded by Alderman Thomas to accept the recommendation for approval to change the zoning for 509 North Main Street. AYE:** Aldermen Daw (remotely), Conard, Pinedo, Alderwoman Kelly, Alderman VanVleet, Thomas, Cook and Alderwoman Twomey **NAY:** none **MOTION CARRIED.**

4. 22-009, Change of Zoning for 907 West 4th Avenue, 503 South H Street and lot East of 503 South H Street

Zoning Director Clark explained that the 3rd, 4th and 5th requests brought before the Plan Commission at their February 28th meeting were to change the zoning from a M-1 Limited Manufacturing to R-2 Medium-Density Residential for the three properties listed above. The Plan Commission voted unanimously to recommend approval of the above-stated requests. **It was moved by Alderwoman Kelly and seconded by Alderman Conard to approve the zoning change recommended by the Plan Commission for the above-stated properties. AYE:** Aldermen Conard, Pinedo, Alderwoman Kelly, Aldermen VanVleet, Thomas, Cook, Alderwoman Twomey and Alderman Daw (remotely) **NAY:** none **MOTION CARRIED.**

VII. OTHER BUSINESS

There was none to consider

VIII. ADJOURNMENT

It was moved by Alderman Cook and seconded by Alderman VanVleet to adjourn the March 7, 2022 meeting at 6:57 p.m. MOTION CARRIED by unanimous voice vote.

Mayor Rod Davies

City Clerk Susan S. Trevor