

**Hillsboro City Council Meeting
Minutes
January 16, 2024**

The meeting was called to order at 7:00 pm.

Roll call was taken and those present were Mayor Don Downs and Commissioners Kendra Wright, Fred Butler, Tommy Justison, and Patrick Ward.

The “Pledge of Allegiance” was recited.

Minutes of the previous meetings were approved.

Reports:

Commissioner Butler presented his report to the council. In the Parks Department, he reported the Marina Manager position has been posted. In the Street Department, he reported they have been working on cleaning roads to make sure they are safe following the winter precipitation. He also stated they have been busy attending to water leaks; not breaks of water mains, but leaks at houses as a result of the cold temperatures.

Commissioner Justison reported the council will discuss hiring a new police officer later in the meeting. He also stated the coal mine endured a fairly large theft recently, and one person is currently in custody as a result. Regarding the Fire Department, Justison stated they responded to eight calls since his last report, and they have undergone training and a volunteer meeting.

Commissioner Wright presented her report to the council. She stated the cold weather caused all sorts of problems Sunday and Monday. She also stated the water tower had an overflow issue last Saturday. She thanked the Street Department for all the water and sewer work they have conducted recently.

Commissioner Ward reported the council will address paying bills later in the meeting.

Economic Development and Community Planner Sarah McConnell presented her report to the council. She stated she continues to work with DCEO on the Energy Grant, and she received additional supporting documentation from the Department of Natural Resources (IDNR). She also reported Emily Calderon from Moran Economic Development is in attendance to present the Capital Improvement Plan. Mayor Downs stated the Red Rooster will be receiving an award at a Great Rivers and Routes banquet in February, adding that if any of the Commissioners want to attend, they should let McConnell or Mayor Downs know.

City Engineer Jeremy Connor reported the 2024 MFT program was approved, and they will look at oiling and chipping streets in May. He also reported pre-bids for the Helston Place project will be addressed this Thursday.

Public Comment: None.

Capital Improvement Plan: Emily Calderon with Moran Economic Development presented the Capital Improvement Plan (CIP) to the council. She stated this is the city's first CIP, and it is designed for projects that will cost \$10,000 or more. Examples of projects include new vehicles and new infrastructure projects. Ward stated the plan looks great, and it will be the job of the council to make sure it stays up to date. **Motion by Ward and second by Wright to approve the Capital Improvement Plan as presented. Motion carried with a 5-0 vote in favor.**

Ordinance No. 1784 Amending Ordinance No. 1685 Regulating Mobile Food Trucks in the City of Hillsboro, Montgomery County, Illinois: Downs stated the amendments to the previous ordinance are outlined in Sections two and three of this ordinance. He said they include increasing the annual fee for food trucks to \$150, and requiring approval from the Chief of Police to park on public property. **Motion by Butler and second by Justison to adopt Ordinance No. 1784 Amending Ordinance No. 1685 Regulating Mobile Food Trucks in the City of Hillsboro, Montgomery County, Illinois. Motion carried with a 5-0 vote in favor.**

Hiring Officer for City of Hillsboro Police Department: Justison reported the Police and Fire Commission submitted a letter recommending Nathan Smith for the position. He stated he, Downs and Chief Randy Leetham met with Smith, and he believes the council should move forward with the commission's recommendation. **Motion by Justison and second by Butler to approve hiring Nathan Smith to the position of Officer with the City of Hillsboro Police Department. Motion carried with a 5-0 vote in favor.** Officer Smith was sworn in immediately following the conclusion of the vote.

Police Squad Car Repairs: Justison reported the police department received a quote for repairs to a squad car, which would cost a total of \$3,219.51. **Motion by Justison and second by Wright to approve paying for the police squad car repairs for an amount not to exceed \$3,219.51. Motion carried with a 5-0 vote in favor.**

Paying Bills for the month of January: Ward reported the total bills for the month amount to \$403,683.36. He said he did not see anything major that stood out, but said rip rap for the lake and new equipment for the fire department were included. **Motion by Ward and second by Butler to approve paying bills for the month of January. Motion carried with a 5-0 vote in favor.**

Proposed Policy Regarding Adjacent Land Sale: Butler stated they have worked on general guidelines for the sale of city-owned land to adjacent property owners. He said people are building homes on the lake, and he wants to make sure they keep the lake looking nice. The properties are currently zoned residential, and he stated he wants to leave it that way. **Motion by Butler and second by Wright to approve the general guidelines for the sale of city-owned land to adjacent property owners. Motion carried with a 5-0 vote in favor.**

Ordinance No. 1785 Amending Ordinance No. 1618 Establishing the Requirements for Operation of Non-Highway Vehicles on Streets within the Corporate City Limits of the City of Hillsboro, Montgomery County, Illinois: Butler reported they are proposing to raise the non-highway vehicle fee to \$100. He said the current fee is \$40. Ward stated he looked at other towns around, and they require an age restriction of either 18 or 21 and not 16, which would be allowed under the proposed ordinance. Downs stated some farmers have 16-year-olds travel down the North Road to McKay to pick up a part using these vehicles. Butler stated he could see both sides of the argument. When asked what his preference would be, Butler said he would prefer to pass the ordinance as written and then address it again in the future if it becomes an issue. **Motion by Butler and second by Wright to adopt Ordinance No. 1785 Amending Ordinance No. 1618 Establishing the Requirements for Operation of Non-Highway Vehicles on Streets within the Corporate City Limits of the City of Hillsboro, Montgomery County, Illinois. Motion carried with a 5-0 vote in favor.**

Payment #2 to Stutz Excavating for Old Lake Spillway for an amount not to exceed \$254,089.64: Motion by Butler and second by Wright to approve Payment number 2 to Stutz Excavating for the Old Lake Spillway for an amount not to exceed \$254,089.64. Motion carried with a 5-0 vote in favor.

Payment to JLS Marine for Kayak Launch/Fishing Dock at Old Lake for an amount not to exceed \$4,010.00: Parks and Public Properties Director Jim May reported this is for the fishing dock near the old lake launch. **Motion by Butler and second by Wright to approve the payment to JLS Marine for the Kayak Launch at the Old Lake for an amount not to exceed \$4,010.00. Motion carried with a 5-0 vote in favor.**

Hiring a Laborer/Operator for the City of Hillsboro Street Department: Butler reported they conducted interviews with candidates, and Street Department Director Justin Chappellear is recommending hiring Ridge Snoddy for the open position. **Motion by Butler and second by Justison to approve hiring Ridge Snoddy to the position of Laborer/Operator for the City of Hillsboro Street Department. Motion carried with a 5-0 vote in favor.**

Purchase Generator from Mondin Electric Inc. for an amount not to exceed \$10,900.00: Butler stated he is not sold on the need for a generator at City Hall, but he will go along with what everyone else says on this issue. Leetham stated they wouldn't

want the building to freeze if the power goes out, citing the need to preserve certain items in an evidence locker. Ward said he is hopeful the city would never have to use the generator, but it is still necessary to have one in case of an emergency. Wright stated she does not see a need either, and generators are forgotten about when they are not used. Butler said he believes there is still work to be done in finding out more information about the price of the generator and the layout of the maintenance agreement before a decision is reached. **Motion by Ward and second by Wright to table this item until the next meeting. Motion carried with a 5-0 vote in favor.**

Motion to Adjourn was made at 7:50 p.m. by Commissioner Justison and seconded by Commissioner Ward. Motion carried with a 5-0 vote in favor.

Respectfully Submitted,
David Jenkins, City Clerk