

**Hillsboro City Council Meeting  
Minutes  
February 6, 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 Street Department, Butler reported the sweeper has been used, in addition to a tree being removed on Marshall Street. He also stated they’ve been trimming limbs on Bus Line Road. In the Parks Department, he reported they’ve been working on the disc golf course, which is looking nice. He also reported work is continuing on the Central Park restrooms with the hope of them being ready by spring.

Commissioner Justison presented his report to the council. He stated there were 115 total fire calls in 2023, and a total of 2090 hours put in by volunteers. In zoning, he stated 26 letters have been sent out, and the Zoning Board will discuss changing 613 Park Street from Residential 2 to Business 2. In the Police Department, Justison reported they’ve been working on in-field training of new officer Nathan Smith.

Commissioner Wright presented her report to the council. She stated the water level at the Lake is back up due to the precipitation. She said the quality has been impacted a little. She also reported the City opened bids for the Helston Place sewer project, which will be addressed later in the meeting.

Commissioner Ward reported Treasurer Bonnie Hefley distributed budget worksheets, and the council will probably have a special meeting like last year to look at the budget, unless they have a regular meeting that contains a light agenda.

Economic Development and Community Planner Sarah McConnell presented her report to the council. She stated the City received a signed executed agreement for the Energy Grant, and they are on track to get the trail started quickly. She also said Phase I of this year’s grant is open and is due March 15<sup>th</sup>. McConnell also reported she has been working on getting Hillsboro to become a “Looking for Lincoln” community.

City Engineer Jeremy Connor reported he reviewed plans for the trail bridges, and he has no issues with them. Hurst-Rosche will be developing abutments for them. He also reported MFT is still at IDOT, along with the Broad Street project, while Fairground Avenue is making progress.

**Public Comment:** None.

**Design and Print Tourism Booklets:** McConnell reported this is in the budget and has been discussed for a long time. She the City will partner with The Journal-News to print the booklets, which will allow businesses to advertise. The total cost to print and design the booklets is \$2,801, and McConnell said the City will have final say on editing and aesthetics. **Motion by Justison and second by Wright to approve designing and printing tourism booklets for a cost of \$2,801. Motion carried with a 5-0 vote in favor.**

**Reimbursement to the Historic Red Rooster in accordance with the TIF Redevelopment Agreement:** Motion by Ward and second by Butler to approve the reimbursement to the Historic Red Rooster in the amount of \$418.28. Justison and Wright abstain. Motion carried with a 3-0 vote in favor.

**Squad Car Repairs from Victory Lane for Hillsboro Police Department:** Police Chief Randy Leetham stated this is for repairs to the same vehicle that was voted on during the previous meeting but the amount, \$9,138.18, is a total amount and not in addition to what was approved prior. He said he hates to spend money on an older vehicle but it only has 61,000 miles, so it can still be used for quite some time. **Motion by Wright and second by Ward to approve the squad car repairs from Victory Lane for a cost of \$9,138.18. Motion carried with a 5-0 vote in favor.**

**Upgrade/Replacement of Radio Repeater for Hillsboro Police Department:** Leetham reported the current repeater is still functioning, but it doesn't have the same adjustability the new models have. He stated the company is giving them a \$4,500 trade-in value on the old repeater. **Motion by Justison and second by Ward to approve the quote from GTSI for a radio repeater replacement for a cost of \$20,491.40. Motion carried with a 5-0 vote in favor.**

**Award Bid for Helston Place Sewer Project:** Wright reported this sewer project has been discussed for six to eight years, and bids were opened last week. She stated Hurst-Rosche's recommendation is to accept the bid from TEK Construction for a cost of \$549,835. **Motion by Justison and second by Wright to accept the bid from TEK Construction for the Helston Place Sewer Project for a cost of \$549,835. Motion carried with a 5-0 vote in favor.**

**Proposal from Hurst-Rosche, Inc. for Phase IV and Phase V of the Helston Place Sanitary Sewer, Force Main, and Storm Sewer Replacement:** Wright stated this proposal is for Hurst-Rosche's fees for the final steps in the sewer project. **Motion by Wright and second by Ward to approve the proposal from Hurst-Rosche Inc. for Phase IV and Phase V of the Helston Place Sanitary Sewer Force Main, and Storm Sewer Replacement Project for a lump sum fee of \$10,000 for Phase IV and an hourly not-to-exceed fee of \$15,000 for Phase V. Motion carried with a 5-0 vote in favor.**

**Purchase Generator from Mondin Electric Inc. for an amount not to exceed \$10,900:** Butler reported the price of this generator, which is for City Hall, does not include the gas piping; however, he said that cost should not be high. **Motion by Butler and second by Ward to approve purchasing a generator for City Hall from Mondin Electric Inc. for an amount not to exceed \$10,900. Motion carried with a 5-0 vote in favor.**

**Service Contract with Mondin Electric Inc. for City Hall Generator:** Motion by Butler and second by Justison to approve the yearly maintenance agreement with Mondin Electric Inc. for the City Hall Generator for an annual fee of \$150. Motion carried with a 5-0 vote in favor.

**Service Contract with Empirical Training Solutions to Train City Employees to become CDL Trainers:** Butler reported the Street and Parks Departments have employees who have to have a CDL, and utilizing this program would allow some City employees to become CDL trainers. He said it is a one-time cost of \$3,900. **Motion by Butler and second by Ward to approve the service agreement with Empirical Training Solutions LLC for an employer-based CDL Training program for a cost of \$3,900. Motion carried with a 5-0 vote in favor.**

**Final Pay Estimate from Stutz Excavating for Mechanic Street Pipe Project:** Conner stated this is more of a paperwork issue. **Motion by Butler and second by Wright to approve the final pay estimate for the Mechanic Street Pipe Project to Stutz Excavating in the amount of \$15,000. Motion carried with a 5-0 vote in favor.**

**Purchasing Pedestrian Bridges for Walking Trails:** Parks Department Supervisor Jim May stated they went through the proper bidding process and Bedford submitted the lowest bid with the best warranty. **Motion by Ward and second by Justison to approve purchasing pedestrian bridges for walking trails from Bedford Reinforced Plastics for a cost of \$79,130. Motion carried with a 5-0 vote in favor.**

**2024 Spring Cleanup Dates:** Butler reported the dates selected at May 16, 17 and 18. **Motion by Butler and second by Wright to approve the dates of May 16, 17 and 18 for the 2024 Spring Cleanup. Motion carried with a 5-0 vote in favor.**

**Vacating Alleyways between East Wood Street and Central Park:** Butler stated he thought the City had already vacated these alleyways, but they are going to take action on it next month.

**Motion to Adjourn was made at 7:33 p.m. by Commissioner Justison and seconded by Commissioner Wright. Motion carried with a 5-0 vote in favor.**

Respectfully Submitted,  
David Jenkins, City Clerk