

**Hillsboro City Council Meeting
March 22, 2022**

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

Roll call was taken and those present were Mayor Downs and Commissioners Duncan, Murphy, Wright and Butler.

The "Pledge of Allegiance" was recited.

Minutes of the previous meeting were approved.

Commissioners' reports:

Commissioner Butler read from his reports for the street department and public property department and they will be included in the minutes.

Commissioner Murphy submitted Chief Lethem's report as part of the record. Murphy then asked Mike Lee to give an update and Lee said he is working on the new ordinance for the property maintenance act and waiting on Attorney Hantla for the fence ordinance. Murphy asked everyone to keep the City Clean and do not throw out your trash.

Commissioner Duncan said she is still waiting on some budgets to get the budget completed.

Commissioner Wright read her report and it will be included in the minutes.

Mayor Downs said he went to the Madison County Mental Health Court with several others from Montgomery County. Downs said there was a new door installed on the Santa House and the cost was shared by the City and Imagine Hillsboro. Downs thanked Bob Schwander for doing work with Imagine Hillsboro and installing the door. Downs asked if the golf course controlled burn was called in and was it a requirement for those burning to notify the fire department, Chief Leetham didn't know. Downs said that is something the City needs to look into. Downs said it is grass mowing season and don't blow your grass into the streets. Downs said the Sherman Building is in contingency for the sale of the building.

Community Planner Jonathan Weyer gave his report and it will be included in the minutes.

City Engineer was not present.

There were no public comments.

Motion was made by Commissioner Butler and seconded by Commissioner Duncan to approve the annual aqua run to be held on Glenn Shoals Lake on July 30, 2022 and a stop at the North Marina. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Duncan to approve the MOCO Summer Classic Pickle Ball Tournament to be held at Central Park and possibly the sports complex July 22nd – July 24th. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Duncan to approve allowing Imagine Hillsboro to use the Lincoln Plaza to host the farmer's markets, starting May 7th and running every other weekend until September 17th and Shop Hillsboro Rock the Block Festival event. The Rock the Block Festival will also include closing the southwest corner of the square on July 16th. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Murphy to approve fees for one campground site with water, sewer and electrical hookups. Fees will include \$35 a night, \$150 a week, \$600 a month and \$50 a night on holidays. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve repairs to the South Marina at a cost NTE \$14,000. Repairs would include three broken anchor cables and concrete blocks. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve using business district money to buy cameras. The motion was tabled until the next meeting after little discussion.

Motion was made by Commissioner Butler and seconded by Commissioner Murphy to approve a wage increase to \$16.50 for part-time employees. Motion carried 5-0.

Motion was made by Commissioner Duncan and seconded by Commissioner Murphy to approve amending chapter 21 (liquor) or the city code. Changes would include adding definitions for brewery and distillery, Class J license – Brewery/Distillery, changes to 21-2-12, beer gardens, special Sunday events and hours of operations. Attorney Hantla will draft an ordinance with the changes. Motion carried 4-0 with Commissioner Wright abstaining.

Motion was made by Commissioner Duncan and seconded by Commissioner Wright to approve an \$11,000 TIF Grant reimbursement to John Hapner for work done at the Hillsboro Bowl. After discussion the motion was tabled until Mayor Downs could visit Hillsboro Bowl and review the upgrades to the facility.

Commissioner Butler started discussions on spring and fall cleanup dates for the City. Butler said he wasn't in favor of having the cleanup days because the money could be used somewhere else. Butler said he wanted everyone's opinion on the matter. Butler said it takes a lot of man hours to have the cleanup days but he is open to cutting it back to one time a year and limiting it to one truck load a person. Butler said maybe doing it for three days over the summer and only one time a year. The council was ok with what Butler was wanting to do and he will come back to the Council with recommended dates.

Commissioner Butler said the NRC has recommended not to proceed with Tree City USA status. The Council was in agreement to not have the NRC proceed with the status. Butler said it takes a lot of time to fill out the application and do the studies they need. Butler said the City will continue to buy trees and place around the City.

Commissioner Butler started discussion on salaries for exempt employees. Butler said exempt employees have no one representing them for their pay raises and would like to change the way the City does salaries and time for exempt employees. Butler said he

would like to meet with Commissioner Duncan and discuss salaries with each exempt employee and meet with each employee to discuss their raises and time. Butler and Duncan will meet with each exempt employee.

Commissioner Wright started discussion on the municipal code updates. Wright asked what the status was with the updates and Clerk Davidson said he only had a response back from Commissioner Wright. Commissioner Duncan and Commissioner Murphy said they didn't have a book and Clerk Davidson said he would get them books.

Motion was made by Commissioner Duncan and seconded by Commissioner Butler to approve going into a closed session on 5 ILCS 120/2(C)(1) "personnel - the appointment, employment, compensation, discipline, performance, or dismissal of specific employees" at 8:01 pm. Motion carried 5-0.

Roll call to go back into regular session was taken at 8:46 pm with Mayor Downs and all Commissioners present.

There was no action taken on personnel.

Motion to Adjourn was made at 8:46 pm by Commissioner Duncan and seconded by Commissioner Wright. Motion carried 5-0.

Respectfully Submitted,
Cory M. Davidson, City Clerk

Parks & Public Properties Dept. Work Summary

Council Meeting Report-March 22, 2022

- Emptying trash cans, picking up trash, servicing the dog park, etc.
- Met with Montgomery County Soil & Water Conservation, USDA/NRCS, and potential partners about plans to mitigate silt and nutrient runoff into the lakes
- Retrieved and secured runaway dock on Glenn Shoals Lake
- Met Ameren at Harkey House for gas meter replacement
- Blew snow from uptown sidewalks (3/11) hopefully for the last time this season
- Put out four goose nesting structures
- Assisted filling cracks in Sports Complex tennis courts
- Cleaned up cut up tree at Challacombe
- Scraped and painted door frames and brickmould at 4th of July Point restrooms
- Replaced drop box and installed new receptacles at City Hall
- Received pool pump and prepping for reinstallation
- Bondurant started water heater installation at S. Marina parking lot restrooms

Campground

- Campground managers have moved in and are getting acclimated for April 1st opening
- Conducted the campground move and waiting list procedures and filled the vacant spots in the campground.
- Gathered and removed leaves in the campground
- Conducted controlled burns of valleys and hillsides in campground
- Installed new LED lights over the sinks in the campground shower house
- Turned on water to the campground and made a few minor repairs
- Performed multiple campsite electrical repairs
- Work continues on the campground electrical panel replacement. Mondin Electric is still waiting on a couple of parts.
- Trimmed limbs, replaced landscape timbers, added rock, tilled up areas and reseeded, emptied ash from fire pits, etc.
- Met with campers about changes to sites
- Repaired fire pits for weekend sites

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Subject: Report

From: street dept <streets@hillsboroillinois.net>

Date: Tue, Mar 22, 2022 1:20 pm

To: "cityhall@hillsboroillinois.net" <cityhall@hillsboroillinois.net>

1. FINISHED LOCATING WATER MAINS FOR HUBER DR PROJECT
2. BLADED AND PUT ROCK DOWN AT SPORTS COMPLEX
3. PATCHED POTHOLES
4. STARTED MILLING BUMPS ON MECHANIC ST
5. FOUND AND FIXED SEVERAL CURB STOPS REPORTED TO BE INOPERABLE BY THE WATER DEPT
6. REMOVED DEAD RACCOON FROM E BRAILLEY ST
7. TRANSPORTED A CAPTURED RACCOON FOR THE POLICE DEPT
8. HELPED PARKS DEPT FINISH UP LEAF REMOVAL AT THE CAMPGROUND

Sent from [Mail](#) for Windows

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Community Planner Report

March 22, 2022

City Council and The City of Hillsboro, Illinois

Dear Mr. Mayor, City Council and the City of Hillsboro,

I'm writing to officially inform you that I will be resigning my position as Community and Economic Planner, with my last day being March 31, 2022 to take a position as the Community and Public Relations Director for Atlas 46.

Three years ago, my former professor at Saint Louis University invited me to take a factory tour of Atlas 46 located in Hillsboro, Illinois. I'd never heard of Hillsboro, but my professor said it would be right up my alley, as I entered into the planning program at SLU because I had a passion for small towns. Intrigued, I agreed to go on the tour.

The moment I saw the courthouse rise out of the trees, I fell in love with the city. We passed Hubbard Wood, drove into downtown and the first building to capture my attention was the Orpheum Theater. Former Mayor Brian Sullivan gave us a tour of the town, introduced us around and I could feel the that special "vibe" we all talk about around here. I emailed Brian after our tour when he reached out to my professor looking for a possible interim economic planner and we agreed to do an informal interview at the first American Made Day.

After interviewing with the rest of the council, they agreed to give me a six month trial period, to see how it could all work. They didn't require me to be in Hillsboro, but I knew I needed to be here. I wanted to make Hillsboro my home, to put my whole skin the game. Everyone gives their lives to this town and I didn't feel I could do any less.

The almost three years I served Hillsboro as the Community and Economic Planner transformed by life. To be more accurate, the people and the community changed my life in beautiful and profound ways. They've given me so much and I hope in my time working for the city, I've repaid some of the debt I owe this town. I hope to continue repaying that debt as an ordinary citizen.

During that time, I've served three fantastic and dedicated mayors, each with their own strengths, each teaching me valuable lessons about government work and the city of Hillsboro. I want to thank Former Mayor Brian Sullivan for taking a chance on an "unknown kid," former Mayor/Current Commissioner Katie Duncan, the first female mayor In Hillsboro's history, who guided us through the height of the COVID crisis, and current Mayor Downs for giving me his trust and his patience.

Further, I've had the honor to work with dedicated elected commissioners and public servants such as former commissioner Daniel Robbins, current commissioners Kendra Wright, Fred Butler, and Michael Murphy. I've seen firsthand their dedication to Hillsboro, the working of long hours on something that is not their "day job." Every city should have this kind of council. Everyone needs to go out of their way

and thank them for their work in what is, many times, a thankless job that requires them to give up family and personal time to solve one crisis or another.

I cannot leave out my city hall co-workers, Bonnie Hefley, Cory Davidson, Angela Holcomb, Jen Weiss, and Jan Jett, and city employees such as Jim May and Justin Chappellear, our city attorney, Kit Hantla, Jeremy Connor (our city engineer) and others I've worked with over the past three years. And, of course, Kaitlyn Fath, the executive director of Hillsboro's Chamber of Commerce, who has been my partner in crime for so many adventures. I wish space allowed for me to thank every person in Hillsboro who has worked with me through various groups such as city committee members, Imagine Hillsboro, and city business owners.

We all worked together to write a city strategic plan, a city economic development plan, expansion of our small business community through Atlas 46 and Hardcore Hammers expansion, developed plan for Central Park that is now coming to fruition, seven new women owned businesses, founded our shared workspace/future incubator space The Coop, created a tourism website, jump started the conversation on mental health and landed in the annals of the Smithsonian Institution through traveling Main Street exhibit, Spark! Places of Innovation which will tell our story to the world for the next six years, welcomed our governor and hopefully, a slew of grants coming our way.

While I'm taking another job, Hillsboro is still my home. I'll be serving as the vice president of Imagine Hillsboro and will be involved in a variety of other projects in town. In other words, I get to join Hillsboro's legendary volunteer force. As we all work together, I know that we can keep pushing our city to fulfill our city vision statement to make, "Hillsboro a beautiful and sustainable community that encourages and develops an atmosphere of human flourishing for all our citizens. This will be accomplished through developing a locally based economy, building an equitable quality of life, and protecting the natural environment that surrounds our city."

Respectfully Submitted for the final time,

Jonathan Weyer

Public Utility Report March 21, 2022

Water:

Have been working on getting faulty meters changed out.

Spread some rock on the west loading dock area and drive around plant to address potholes.

Worked with the street department on the Huber Drive water main project. They were able to identify the two area where the Contractor will be abandoning the existing 2" main. This will now allow for H&R to tighten up the plans and give the contractors the ability to accurately bid.

Sewer:

We are still seeing a great deal of infiltration from the creek just south of the School street bridge. This is starting to cause problems with the treatment plant and the excess flow basins. This should be a top priority for the City once the flow in the creek subsides.

Project description was sent out to various contractors regarding the sewer in the alley west of Main Street. So far, interest in the job seems to be lacking. To date, one contractor the City requested pricing from was unable to complete in a timely manner and declined, another submitted a price that was extremely high. All others have not responded.

Installed a rebuilt EQ Pump at the WWTP. We are now back operating with all 5 pumps now.

Over the last few days, we have had several power glitches at the WWTP, kicking out a couple of the pumps. Not sure of the reason, but if it continues, we will reach out to Ameren to see if we can get it addressed. The power surges have been wreaking havoc on the operation and the lift stations as of late.

A pump at the Lakewood #1 Lift Station was pulled and replaced with a spare we have on site. The pump shorted out and burned up.

Pulled pumps at Hickory Street Lift Station due to more socks being sent into the sewer system.

A pump at Brown Street Lift Station has failed. These pumps are 2 HP Single Phase and are not very robust. When they fail, it is cheaper to replace than to rebuild. We have several of these units at the plant sitting by since they are installed at several of the stations in town. Also, the Street Department was able to bring the hydro excavator to the site and clean the wet well. This was greatly appreciated and we will be looking to have them assist in cleaning several others over the course of the spring.

Reminder: It is near the end of the month. Water bills not paid by April 4 at 4:00 will be shut off April 5 and there will be \$80 in additional fees accessed. If you don't want to pay the extra fees pay your bills on time. There are no refunds or credits for these fees.



HILLSBORO POLICE DEPARTMENT

447 SOUTH MAIN STREET, SUITE 5

HILLSBORO, IL 62049

PHONE: 217-532-6120

FAX: 217-532-5599

RANDY LEETHAM
Chief of Police

TIM HOPPER
DEPUTY CHIEF

TIM SHELDON
Patrolman

Gary Mellor
Investigator

Adam Fath
Patrolman

Clay Murzynski
Patrolman

Frank Kenny
Patrolman

Mike Lee
Code Enforcement /
Zoning

Kelly Brewer
Part-Time Patrol

THOMAS O'BRIEN
PART-TIME PATROL

Caleb Reynolds
Part-Time Patrol

March 22, 2022

Council Meeting Report

Both 2021 Dodge Durango Police vehicles have been equipped and placed into service.

The retired 2010 Dodge Ram was equipped and striped for the Auxiliary Police

2015 Ford Police SUV having mechanical issues and once repaired will be department utility vehicle to use when others are down.

Recent burglary at Beckemeyer School's out build was solved and charges were filed to the adult suspect, the male juvenile was released to his current guardian.

Departmental squad meeting with Mayor Downs was held Friday March 11, 2022

2017 Ford Explorer battery was replaced, a new set of tires were ordered and replaced the stock issued one getting over 60,000 miles out of the original set.

The 2001 Dodge Intrepid was decommissioned from service along with the 2004 Dodge Ram pickup. The two will be available soon to be placed as surplus property.

Chief Leetham attended a Law Enforcement Round Table meeting with U.S. Congressman Rodney Davis in Decatur, IL attending was several other Law Enforcement executives.

Chief Leetham also attended a meeting with all Montgomery County Law Enforcement command discussing several issues and prospective projects.

Assisted with a high speed chase the was initiated in Mt. Olive, IL which ended successfully outside our community.

Met with staff regarding their wishes to convert to outside carrier uniform and began researching cost associated.

Attended a presentation regarding License Plate Reading cameras "LPR's"



Hillsboro Police Department

Total CAD Calls Received, by Nature of Call

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
911 Hang Up Call	2	0.81
Abandoned Vehicle	1	0.40
Panic / Burglary Alarm	2	0.81
Animal Bite / Attack	1	0.40
Animal Problem	3	1.21
Assault	1	0.40
Assist Other Agency	6	2.43
Attempt to Locate	1	0.40
Building Search	1	0.40
Citizen Contact	7	2.83
Disorderly Conduct	6	2.43
Domestic Disturbance	10	4.05
Fire Other	1	0.40
Foot Patrol	1	0.40
Found Property	1	0.40
Litter, Pollutn, Dumping	4	1.62
Side by Side Inspection	3	1.21
Investigation/Case Follow Up	11	4.45
Jail Incident	2	0.81
Juvenile Problem	1	0.40
Medical Alarm / No Contact	2	0.81
Motorist Assist	2	0.81
Traffic Accident No Injury	3	1.21
Traffic Accident Unknown Injur	1	0.40
Open Line/Bad Signal	1	0.40
Phone Call	25	10.12
Police Other	9	3.64
Property Exchange	1	0.40
Property Check	62	25.10
Property Damage, Not Vandalism	1	0.40
Psychological / Behavioral	1	0.40
Recovered Stolen Property	1	0.40
School Resource Officer	1	0.40
Sex Assault, Rape, Abuse	1	0.40
Sex Offense	1	0.40
Suspicious Person, Circumstnce	16	6.48
Theft	1	0.40
Traffic Hazard	2	0.81
Traffic Violation	5	2.02
Traffic Stop	34	13.77
Trespassing	2	0.81
Lobby Walk-in	6	2.43
Welfare Check	4	1.62

Total reported: 247

Report Includes:

All dates between `07:00:00 03/08/22` and `14:39:23 03/22/22`, All nature of incidents, All cities, All types, All priorities,
All agencies matching `HPD`



Hillsboro Police Department

CAD Calls by Day and Time

<u>Hour</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	<u>Total</u>
00:00-00:59	0	0	2	1	0	1	0	4
01:00-01:59	1	1	1	6	2	0	3	14
02:00-02:59	2	1	1	1	0	3	0	8
03:00-03:59	0	0	0	1	1	0	0	2
04:00-04:59	2	2	1	0	0	2	0	7
05:00-05:59	0	1	1	0	0	0	2	4
06:00-06:59	0	0	1	0	0	0	0	1
07:00-07:59	0	2	0	0	2	0	0	4
08:00-08:59	1	2	1	0	0	0	0	4
09:00-09:59	1	3	3	2	0	1	0	10
10:00-10:59	0	2	1	5	0	1	1	10
11:00-11:59	3	4	2	5	1	0	0	15
12:00-12:59	3	6	1	2	0	2	0	14
13:00-13:59	1	2	4	1	1	5	0	14
14:00-14:59	1	2	4	2	1	1	0	11
15:00-15:59	1	2	1	4	3	1	5	17
16:00-16:59	4	1	1	0	2	0	1	9
17:00-17:59	1	1	3	1	1	1	2	10
18:00-18:59	3	2	1	1	3	1	1	12
19:00-19:59	3	1	4	5	1	0	1	15
20:00-20:59	1	1	2	5	1	2	3	15
21:00-21:59	6	1	4	3	4	0	2	20
22:00-22:59	0	5	3	0	1	2	3	14
23:00-23:59	0	2	2	1	2	2	4	13
Total by Day	34	44	44	46	26	25	28	247

Report Includes:

All reported dates between '07:00:00 03/08/22' and '14:42:35 03/22/22', All nature of incidents, All respond to addresses, All respond to cities, All agencies matching 'HPD'



Hillsboro Police Department

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
	[No Description For ()]	8
481	Telecommunicator	1
H-1	Chief of Police	147
H-12	Hillsboro Ordinance Officer	37
H-2	Deputy Chief	111
H-3	Patrol Officer	146
H-4	Patrol Officer	143
H-5	Patrol Officer	188
H-6	Patrol Officer	154
H-7	Patrol Officer	12
H-8	Patrol Officer	120
H651	Telecommunicator	2
H653	Patrol Officer	8
H654	Telecommunicator	1
HPD	Hillsboro Police Dept	9
Total Radio Logs:		1087

Report Includes:

All dates between '07:00:00 03/08/22' and '14:44:46 03/22/22', All agencies matching 'HPD', All zones, All units, All tencodes, All shifts