

**Hillsboro City Council Meeting  
August 15, 2023**

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

Roll call was taken and those present were Mayor Downs and Commissioners Wright, Ward and Justison. Commissioner Butler was absent.

The "Pledge of Allegiance" was recited.

Minutes of the previous meetings were approved.

Commissioners' reports:

Commissioner Butler was absent and his reports will be included in the minutes.

Commissioner Justison thanked all the volunteers who worked the Old Settlers Celebration. Justison said the fire department had 9 calls for the month with 1 a structure fire and the new hose has come in. Justison said they are still waiting for the Police & Fire Board to test for a new hire and hydrant testing will begin around Labor Day. Justison said he has been attending the CDI conference with the Community Planner.

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

Commissioner Ward said bills were on the agenda to be paid and the auditors were at City Hall.

Mayor Downs expressed his gratitude for the Auxiliary Police during Old Settlers and everyone else that helped make the event successful.

Community Planner's report will be included in the minutes.

The City Engineer Jeremy Connor reported he will have the Old Courthouse sidewalk payment on the next agenda. Connor also stated the Seward St. bridge project is still moving forward along with other contracts that have been sent to IDOT for their approval.

Public Comments:

Mike Palliser addressed the Council on the upcoming shake the lake to be held on October 14<sup>th</sup>. Palliser said the event will be a 5K and start at the South Marina and there shouldn't be any need for police or traffic control. Palliser just wanted to invite everyone to attend. Mayor Downs told Palliser that he would put the approval on the next agenda.

**Motion was made by Commissioner Ward** and seconded by Commissioner Justison to approve paying bills for the month of August in the amount of \$589,647.96. Motion carried 4-0.

**Motion was made by Commissioner Ward** and seconded by Commissioner Wright to approve the purchase of a MPC Hybrid Console for the marina from Illinois Oil Marketing for a cost of \$3,364.00. Motion carried 4-0.

**Motion was made by Commissioner Wright** and seconded by Commissioner Justison to approve awarding the bid for the Mechanic St. storm sewer project section 22-00000-01-DR to Stutz Excavating for \$99,410.75. Motion carried 4-0.

**Motion was made by Commissioner Ward** and seconded by Commissioner Justison to adopt an IDOT resolution for authorization for MFT funding in the amount of \$107,000.00 for the Mechanic St. storm sewer project section 22-00000-01-DR. Motion carried 4-0.

**Motion was made by Commissioner Ward** and seconded by Commissioner Wright to approve the construction engineering contract with Hurst & Rosche for \$7,000.00 for the Mechanic St. storm sewer project section 22-00000-01-DR. Motion carried 4-0.

**Motion was made by Commissioner Wright** and seconded by Commissioner Ward to adopt Resolution No. 2023-08 authorizing the Mayor to seek bids and enter into an agreement for municipal aggregation and sign a contract. Motion carried 4-0.

**Motion was made by Commissioner Ward** and seconded by Commissioner Wright to approve a proposal from PLC Pavement Striping in the amount of \$2,200.00 for restriping parking spaces and crosswalks around the courthouse square. Motion carried 4-0.

**Motion to Adjourn was made at 7:25 pm by Commissioner Wright** and seconded by Commissioner Justison. Motion carried 4-0.

Respectfully Submitted,  
Cory M. Davidson, City Clerk

# Parks & Public Properties Dept. Work Summary

## Council Meeting Report-August 15, 2023

- Central Park Pool has closed for the 86th season. It was a bit of a “crash landing” into the end. A fair amount of expense and time for repairs will be required if it is decided to try to open the pool for the 2024 season.
- Old Settlers-hung and removed car show banners, delivered and picked up picnic tables, assisted with cleanup on Thursday night, redistributed downtown trash receptacles, etc.
- Assisted with laying sod at the historic courthouse lawn
- Met with Aaron Schultz about HHS Building Trades class building the pavilion at Central Park
- Office of the State Fire Marshall came and inspected the fuel system at the Marina
- Worked with the City Attorney on creation of a camper agreement and the proposed adjacent land sales/lease
- Parks department stuff: Mowing, continued weed eating, checking/cleaning restrooms, servicing dog park, boom mowing, emptying trash cans, picking up trash, mower repairs and maintenance, weed and brush spraying, continued sampling and testing of streams and lakes for watershed plan data collection, cut brush near hole #10, replaced the flag in front of Napa, cut up downed limbs in various locations, cleaned/repainted/painted downtown trash receptacles, installed lighting in the Harkey museum, multiple repairs to the pool, shut down pool/gathered keys/money/defibrillator, etc. and delivered to City Hall, etc.

**From:** streets hillsboroillinois.net  
**Sent:** Tuesday, August 15, 2023 10:17 AM  
**To:** cityhall hillsboroillinois.net  
**Subject:** Report

1. Repaired water line on Freeland
2. Laid sod at the old courthouse
3. Cleaned up after Old Settlers
4. Picked up a dead armadillo on Hamilton
5. Blacktopped
6. Street sweeping
7. Mowing

Justin Chappellear  
Street Superintendent



## 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**  
*Patrol*

**Gary Mellor**  
*Investigator*

**Adam Fath**  
*Patrol*

**Frank Kenny**  
*Patrol*

**Jacob Longwell**  
*Patrol*

**Cassidy Dunavan**  
*Patrol*

**Mike Lee**  
*Code Enforcement /  
Zoning*

August 15, 2023

Please see attached documents of statistical numbers Date Range 07/17/23 07:00 to 08/15/23 07:00.

Old Settlers Celebration held last week seemed to be a smooth flow for the police department. Wish to thank all the extra assistance we requested and received. Extra assistance was used from Montgomery County Sheriff's Office, Litchfield Police Department, Taylor Springs Police Department, Illinois Stated Police, Illinois Conservation Police, Dep. Coroner Chappelle and our Auxiliary Police Department. The Old Settlers Parade utilized 20 persons to block traffic and run the detour. There were still intersections that were police taped and blocked without having anyone there.

The Auxiliary Police began staging traffic cones and barricades Saturday afternoon. August 5<sup>th</sup> following the Imagine Hillsboro event. The auxiliary logged over 131 hours of volunteer work assisting the police department and City of Hillsboro over the several days for Old Settlers. Over 800 wooden stakes and no parking signs were places around the detour and celebration. Special Thanks to Mike Lee for the use of his UTV.

Though the celebration was successful Thursday night there was some events that drew police attention. There was a traffic crash at the end of W. Tremont St that involved two broke power poles and down power lines MCSO handled that situation. Later that evening there was a vehicle traveling South on Vandalia Rd. officer witnessed a vehicle traveling 73 mph in a 30 mph zone. The vehicle attempted to hide behind a residence on Old Bus Line Rd. after it had crashed through the ditch. That driver was arrested and taken to jail.



# 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	1	0.22
Panic / Burglary Alarm	5	1.10
Animal Problem	2	0.44
Assault	1	0.22
Assist Other Agency	3	0.66
Burglary	4	0.88
K9 Assist	10	2.20
Citizen Assist	1	0.22
Citizen Contact	18	3.96
Custody Issue	1	0.22
Diabetic Problem	3	0.66
Disorderly Conduct	1	0.22
Domestic Disturbance	9	1.98
Controlled Substance Problem	1	0.22
Unknown Emergency	1	0.22
Fight in Progress	4	0.88
Fireworks	1	0.22
Foot Patrol	3	0.66
Found Property	1	0.22
Fraud	2	0.44
Gunshots	1	0.22
Litter, Pollutn, Dumping	1	0.22
Side by Side Inspection	3	0.66
Investigation/Case Follow Up	7	1.54
Jail Incident	1	0.22
Lockout	1	0.22
Loitering	2	0.44
MISUSE OF 911	1	0.22
Motorist Assist	4	0.88
Traffic Accident No Injury	7	1.54
Traffic Accident with Injuries	2	0.44
Traffic Accident Unknown Injur	1	0.22
Public Order Disturbance	7	1.54
Nursing Home Incident	2	0.44
Open Line/Bad Signal	6	1.32
Phone Call	51	11.21
Police Other	46	10.11
Property Exchange Civil Standby	2	0.44
Property Check	50	10.99
Property Damage, Not Vandalism	4	0.88
Sex Assault, Rape, Abuse	1	0.22
Illness	1	0.22
Sex Offender Registration	4	0.88
Structure Fire	1	0.22

---

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Attempted Suicide	1	0.22
Suspicious Person, Circumstnce	19	4.18
Theft	14	3.08
Harassment/Stalking/Threats	8	1.76
Traffic Hazard	5	1.10
Traffic Violation	5	1.10
Traffic Stop	93	20.44
Trespassing	3	0.66
Vandalism	2	0.44
Violation OP/Stalking No Con	1	0.22
Lobby Walk-in	22	4.84
Wanted Person	1	0.22
Welfare Check	3	0.66

---

Total reported: 455

---



---

**Report Includes:**

All dates between '07:00:01 07/17/23' and '07:00:00 08/15/23', 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	2	8	5	4	6	1	5	31
01:00-01:59	2	2	3	6	6	2	2	23
02:00-02:59	2	1	2	1	1	4	3	14
03:00-03:59	0	3	0	3	1	3	0	10
04:00-04:59	1	0	2	0	0	0	1	4
05:00-05:59	0	0	0	1	2	2	1	6
06:00-06:59	0	0	0	0	1	2	0	3
07:00-07:59	0	0	0	0	1	3	0	4
08:00-08:59	2	4	1	1	4	4	0	16
09:00-09:59	5	4	3	4	4	3	2	25
10:00-10:59	7	2	2	2	2	7	2	24
11:00-11:59	7	5	3	3	8	1	4	31
12:00-12:59	4	5	2	2	5	2	1	21
13:00-13:59	5	4	1	2	0	0	3	15
14:00-14:59	6	2	2	2	5	0	3	20
15:00-15:59	1	3	2	3	4	3	0	16
16:00-16:59	1	1	3	3	4	2	0	14
17:00-17:59	3	2	2	2	5	1	3	18
18:00-18:59	2	0	4	2	5	2	3	18
19:00-19:59	3	3	3	0	6	0	1	16
20:00-20:59	4	4	1	8	8	4	4	33
21:00-21:59	4	5	5	8	4	5	0	31
22:00-22:59	5	5	4	7	4	8	2	35
23:00-23:59	5	2	5	3	5	5	2	27
<b>Total by Day</b>	<b>71</b>	<b>65</b>	<b>55</b>	<b>67</b>	<b>91</b>	<b>64</b>	<b>42</b>	<b>455</b>

### Report Includes:

All reported dates between '07:00:01 07/17/23' and '07:00:00 08/15/23', 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

---

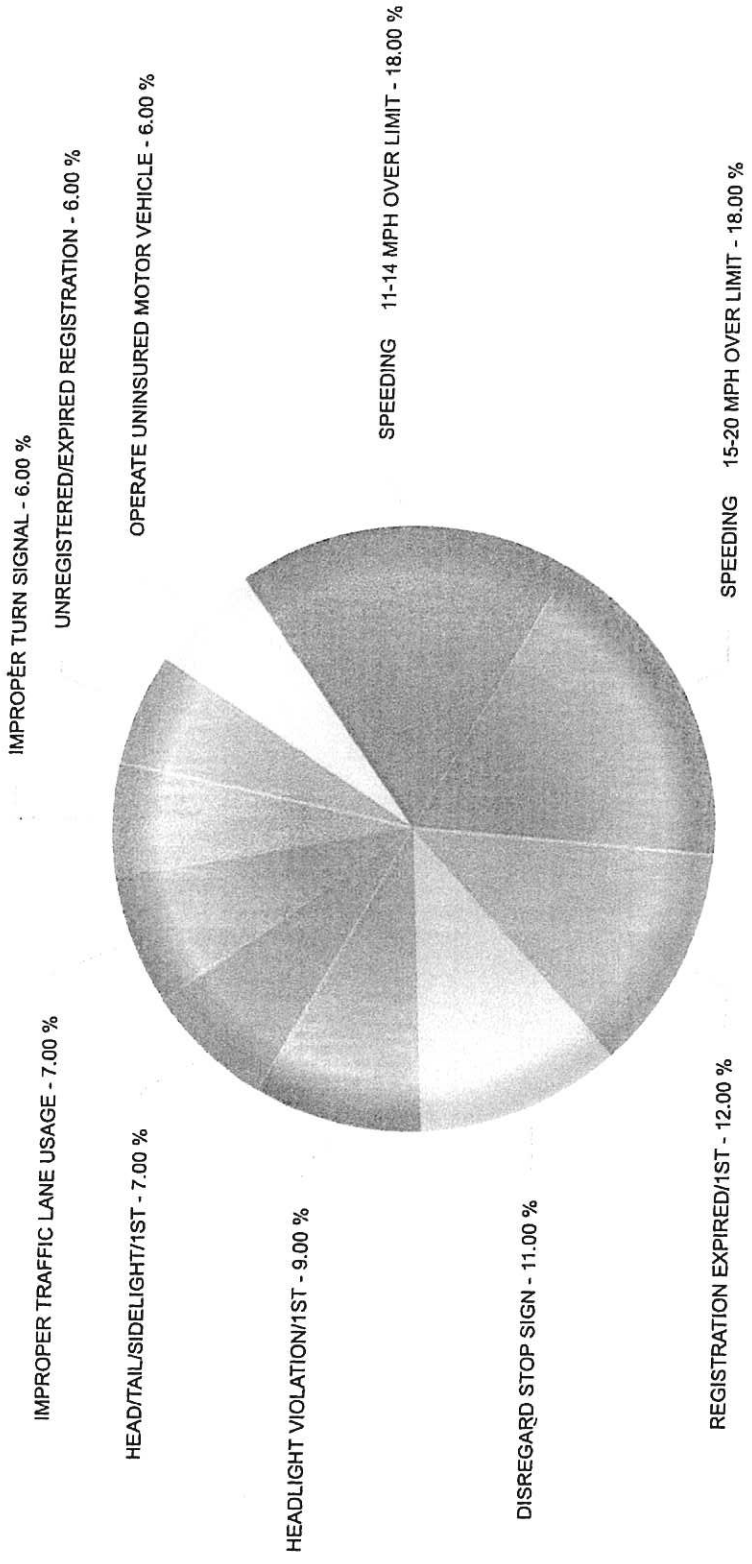
<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
	[No Description For ()]	12
651	Telecommunicator	2
H-1	Chief of Police	214
H-11	Patrol Officer	9
H-12	Hillsboro Ordinance Officer	72
H-13	Patrol Officer	2
H-2	Deputy Chief	201
H-3	Patrol Officer	345
H-4	Patrol Officer	246
H-5	Patrol Officer	432
H-6	Patrol Officer	121
H-7	Patrol Officer	368
H-8	Patrol Officer	349
H-9	Patrol Officer	3
H501	Telecommunicator	3
H650	Telecommunicator	2
H651	Telecommunicator	1
H652	Telecommunicator	8
H653	Patrol Officer	2
HPD	Hillsboro Police Dept	7
	<b>Total Radio Logs:</b>	<b>2399</b>

---

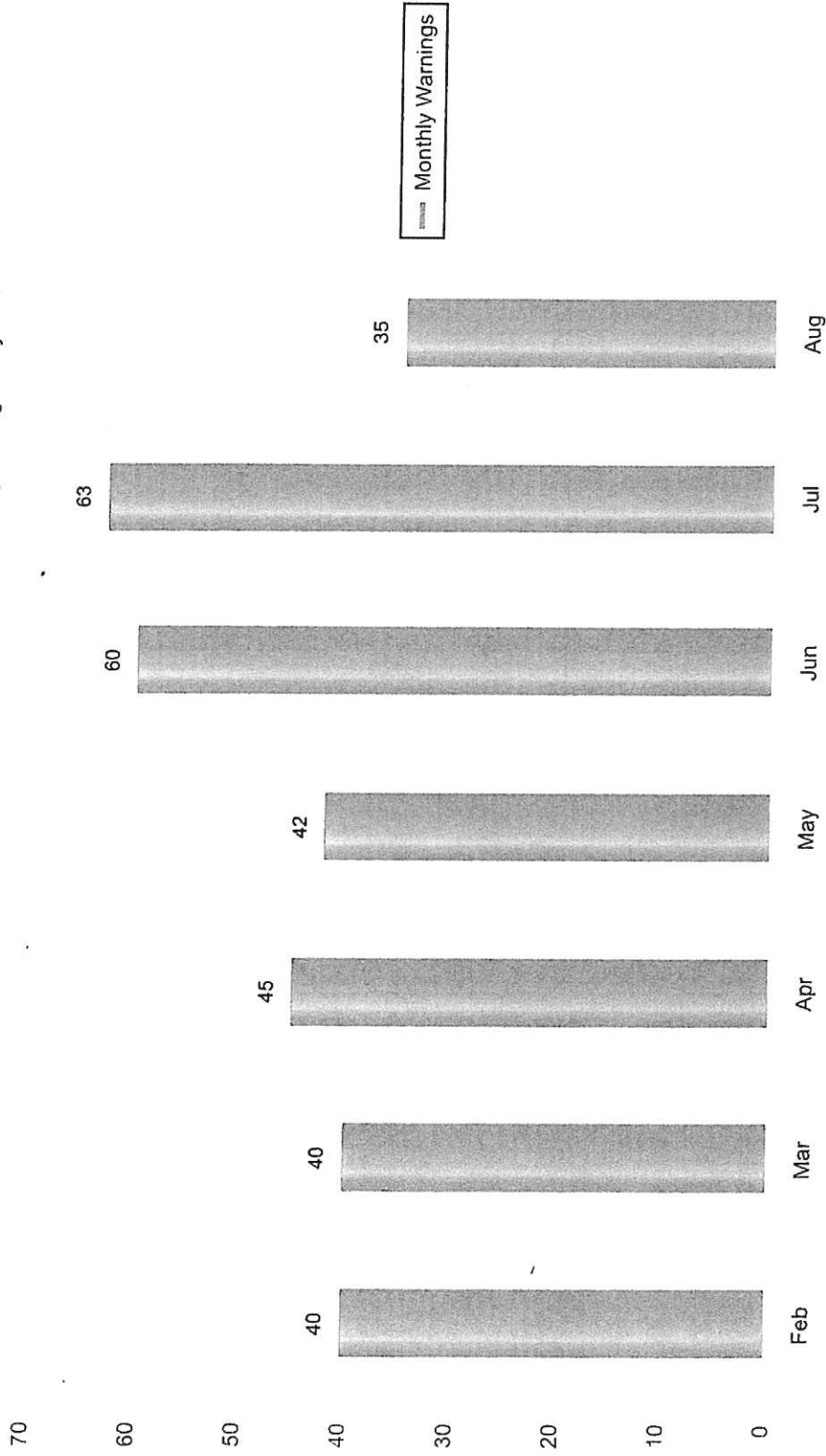
**Report Includes:**

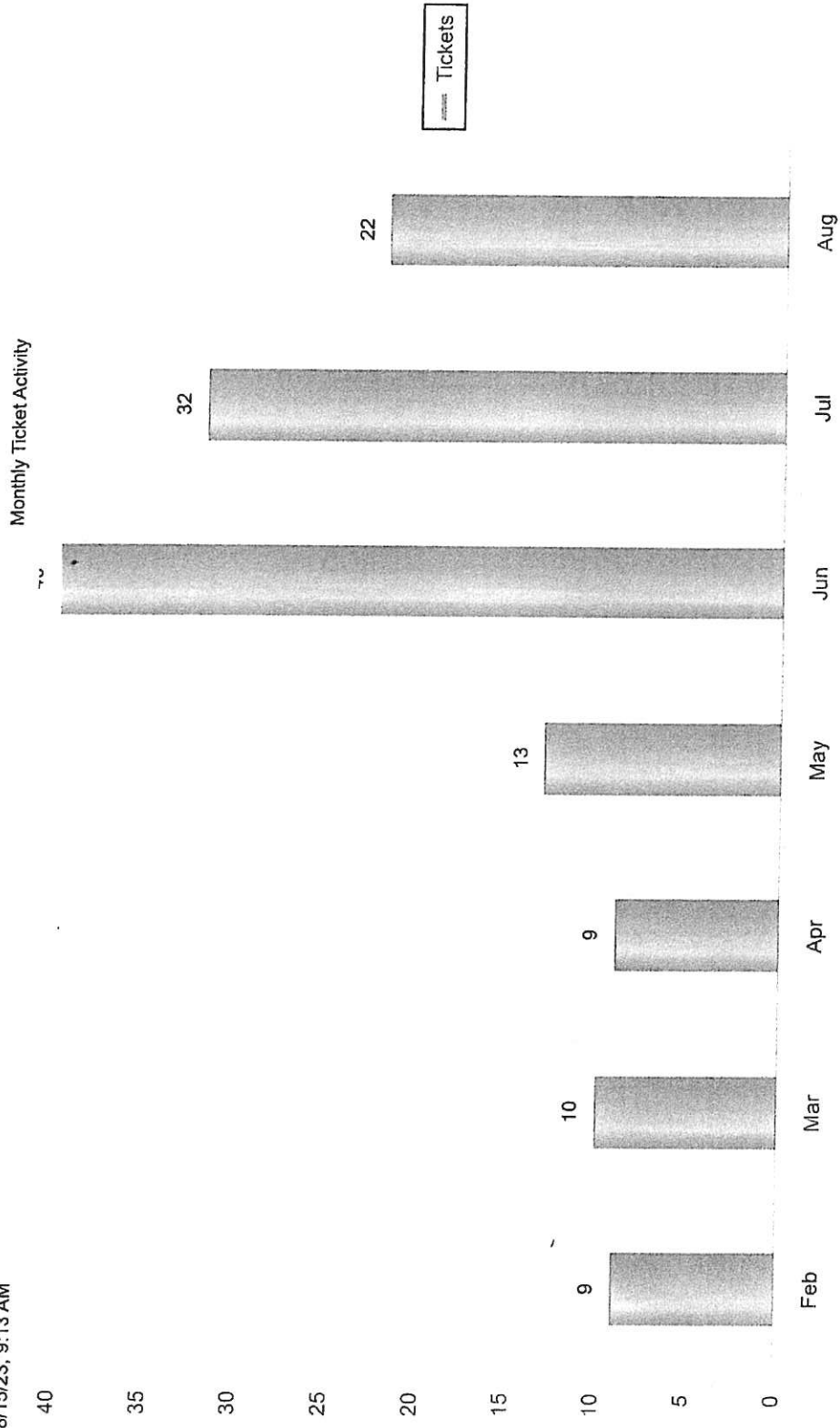
All dates between '07:00:01 07/17/23' and '07:00:00 08/15/23', All agencies matching 'HPD', All zones, All units, All tencodes, All shifts

Most Common Violations



Monthly Warning Activity





**From:** Tim Ferguson  
**Sent:** Tuesday, August 15, 2023 2:31 PM  
**To:** Kendra Wright  
**Cc:** cityhall hillsboroillinois.net  
**Subject:** Water and Sewer Report

**Water:**

We took the 3rd of PFAS samples last week and sent to the contract lab for analysis. There will be one more round this year which will be collected in November. After that, we will see what the US EPA wants to do going forward. This new monitoring is funded directly by them and I look for that burden to be passed onto the water supplies in the upcoming years.

All of the satellite supplies have been contacted about collecting about starting the Chlorine "Free Burn" the end of this month. This is done leading up to hydrant flushing to help clean the system. The water department will start the flushing program either later in the week of the 4<sup>th</sup> or the week of September 11<sup>th</sup>. More communication to follow on that for the general public.

Illinois Electric Works will be onsite 8-23-23 to install the new rotating assembly on High Service Pump #2.

**Sewer:**

The Annual DMR QA testing has been completed and results sent off for grading. We will know the results in the next few weeks.

A dead tree fell on the Main Pump Station last week. The damage is minor we think, only an exhaust fan being destroyed. We will get up on a ladder and inspect it further for damage to the shingled roof.

**Tim Ferguson**

Project Manager | Principal



Woodard & Curran

📞 [207.558.3733](tel:207.558.3733) 📱 [217.622.9479](tel:217.622.9479) 🌐 [woodardcurran.com](http://woodardcurran.com)

✉️ [tferguson@woodardcurran.com](mailto:tferguson@woodardcurran.com)

📍 [118 Smith Road, Hillsboro, IL 62049](https://www.google.com/maps/place/118+Smith+Road,+Hillsboro,+IL+62049)



Economic Development and Community Planner Report 08/15/2023

Attending the Midwest CDI conference this week 8/14-8/17

Moran's office on the Capital Improvement Plan and Redevelopment Agreements – Commissioners have a copy of Emily's draft for the CIP as well as dept heads and they have been sending me notes and corrections. Need to meet with commissioners to get feedback.

I continue to work with businesses on redevelopment agreements and façade grants. I encourage the building and business owners in the TIF and business district to reach out if they are interested in these programs.

MCEDC board is meeting on Thursday the 17<sup>th</sup> to discuss the executive director applicants and hear our recommendations.

Continue to attend the county committee meetings and full board meetings.

I have yet to hear more on the energy grant. I have emailed the state but have not heard back. I have been staying in contact with Montgomery County as well and they are also still waiting to hear about final approvals etc.