

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, October 6, 2026

1. The meeting was called to order by Mayor Don Downs at 7:00 p.m.

2. Roll Call was taken:

Present: Mayor Don Downs
Commissioners Fred Butler, Tommy Justison, Patrick Ward and Kendra Wright

Absent: None.

Also Present: City Clerk David Jenkins
City Attorney Chris Sherer
Econ. Dev. & Community Planner Melissa Smith
Public Properties Supervisor Jim May
Police Chief Randy Leetham

3. The Pledge of Allegiance was recited.

4. **Public Comment:** Leah Grossman from Pattern Energy addressed the council and introduced themselves. She stated she and Alex Wilson will be the main points of contact for the wind turbine project north of Hillsboro. She extended an invitation to tour some of their facilities in the region.

5. Minutes of the September 15th, 2026 regular meeting were approved as presented.

6. **Mayor and Commissioners' Departmental Reports:**

Written reports from the streets and public properties departments were submitted. Commissioner Butler reported the street department has jetted a few sewer lines, and repaired a couple of the police vehicles. He reported Jim May has been working with CTI and Hillsboro Electric to make the downtown Wi-Fi more reliable. He also announced DeLaurent construction will make repairs to the trail within the next couple of weeks. Regarding the pool, Butler reported the building is 75 percent complete. He also stated he will bring a proposal to a future meeting about creating more parking at the sports complex.

Commissioner Justison reported there were 12 fire calls during the month of September, and one in October so far. He stated they are working to get the police and fire board together to review some of the applications that have been turned in for the police department.

Written reports from the water and sewer departments were submitted. Commissioner Wright reported Glenn Shoals Lake remains well below pool, but is above the level for shutting off the mine. She also reported the bulk water station is back up and running and now has a credit card reader. She stated the free chlorine burn and hydrant flushing are expected to be completed by Monday.

Mayor Downs asked for patience with many of the projects taking place around town, including the Broad Street road construction and the lead service line replacement. He encouraged motorists to slow down around the new bumpouts.

7. **Economic Development & Community Planner Report:** A written report from the economic development and community planner was submitted. Smith reported the Harvest Festival is this weekend, and eight electric vehicles have been registered for the EV car show that will take place during the event. She explained how the jack-o-lantern walk will work. She stated the community carving night will be held Thursday night, and thanked Anderson Pumpkin patch for donating 100 pumpkins for the event. She said the actual jack-o-lantern walk will be held Saturday. She stated the carved pumpkins will be stored in the building at Central Park, but can be taken home after the event. She also said pumpkins that are left will be put back in the building after the event.
8. **City Engineer Report:** Connor was absent, but Hurst-Rosche Vice President Mike Emken was in attendance to answer any questions. He reported the majority of the sidewalk and entrances have been completed on the Broad Street project. With regards to the Water Street water line project, he said the plans are expected to be submitted to the EPA by mid-October.
9. **Discussion / Action – Fiscal Year 2025-2026 Audit from Patton & Company:** Kyle Putnam from Patton & Company presented the audit report for Fiscal Year 2025-2026. She stated approximately \$6 million of the \$10 million balance is designated for pool construction. She reported the tax that shows the largest increase is the sales tax, most of which is due to the non-home rule municipal sales tax. She stated the interest income increased quite a bit as a result of investing in certificates of deposit. She reported police and fire remained pretty steady, with no major capital outlays in either. Regarding the water and sewer department, she said revenues increased, which coincided with the increase in rates. She stated the City will need to stay ahead on water and sewer revenues in order to pay the loans for the new sewer plant. **Motion by Ward and second by Butler to approve the Fiscal Year 2025-2026 Audit Report as presented from Patton & Company. Motion carried with a 5-0 vote in favor.**
10. **Discussion / Action – Street Closures for Imagine Hillsboro Harvest Market on Saturday, October 10, 2026:** Imagine Hillsboro requested Main, Water, Wood and Seward Streets be closed for the annual Harvest Market to be held on Saturday, October 10. The request includes closing Main, Wood, the Courthouse Square and Seward Streets from 8 a.m. to 4 p.m., and Wood from Main to Berry to remain closed until 10 p.m. This item was tabled from the previous meeting. Representatives from Imagine Hillsboro say they checked with the fire chief about leaving Water Street open as a fire route. Police

Chief Randy Leetham has expressed concern over closing Wood Street, and would prefer to keep that road open and close down Water. Imagine Hillsboro representative Trevor Hartman reported 40 vendors have signed up to attend the event. **Motion by Ward and second by Wright to approve the requested street closures from Imagine Hillsboro for their annual Harvest Market on Saturday, October 10, 2026. Motion carried with a 5-0 vote in favor.**

11. **Discussion / Action – Main Street Closure for Halloween Parade on Friday, October 30, 2026:** The Hillsboro Rotary Club requested closing Main Street again this year for the annual Halloween parade. The parade will be held at 3:00 p.m. on Friday, October 30th on Main Street between the library and the Courthouse Square. **Motion by Ward and second by Wright to approve closing Main Street at 3:00 p.m. on Friday, October 30th for the annual Halloween Parade. Motion carried with a 5-0 vote in favor.**
12. **Discussion / Action – Ordinance No. 1876 an Ordinance Annexing Certain Land to the City of Hillsboro, Illinois (P.I.N. 16-14-226-025):** Patty Whitworth owns a parcel of land along Old Oaks Drive that she wishes to voluntarily annex into the Hillsboro city limits. **Motion by Butler and second by Ward to adopt Ordinance No. 1876 an Ordinance Annexing Certain Land to the City of Hillsboro, Illinois (P.I.N. 16-14-226-025). Motion carried with a 5-0 vote in favor.**
13. **Discussion / Action – Resolution No. 2026-35 a Resolution Approving a Façade Improvement Grant Application from the Historic Red Rooster for Work to be Completed at 123 East Seward Street:** The Historic Red Rooster submitted a façade grant application to help fund painting their building at 123 East Seward Street. Work will include painting the cornice soffit all around the building and doing touch-ups around the exterior. The total project cost is \$17,836, and the City’s reimbursement amount will be \$5,000. The Historic Preservation Committee recommended approving the request. **Motion by Ward and second by Butler to adopt Resolution No. 2026-35 a Resolution Approving a Façade Improvement Grant Application from the Historic Red Rooster for Work to be completed at 123 East Seward Street. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**
14. **Discussion / Action – Resolution No. 2026-36 a Resolution Accepting and Awarding a Bid for the Main Street East Enhancement Project:** On September 24, the City opened two bids for the Main Street East Enhancement project, which will be funded mostly by a grant received from the Illinois Department of Commerce and Economic Opportunity. Bids were submitted by Kinney Contracting in the amount of \$1,191,605, and by Stutz Excavating in the amount of \$1,223,791.50. The engineering estimate from Hurst-Rosche was \$1.2 million. **Motion by Wright and second by Justison to adopt Resolution No. 2026-36 a Resolution Accepting and Awarding a Bid to Kinney Contracting in the amount of \$1,191,605 for the Main Street East Enhancement Project. Motion carried with a 5-0 vote in favor.**

15. **Discussion / Action – Resolution No. 2026-37 a Resolution Accepting a Proposal from Hurst-Rosche for Design Engineering Services for the Regional Site Readiness Capital Ready Project on Industrial Park Drive:** Hurst-Rosche submitted a proposal for design engineering services for the infrastructure project on Industrial Park Drive. The City received a grant from the Illinois DCEO to build infrastructure at the old Eagle Zinc site, which would include constructing a road. The total cost of the proposal is \$138,802, with half being paid in Phase 1 and the other half in Phase 2. The engineering services will be reimbursed using funds received from the grant. **Motion by Butler and second by Ward to adopt Resolution No. 2026-37 a Resolution Accepting a Proposal from Hurst-Rosche for Design Engineering Services for the Regional Site Readiness Capital Ready Project on Industrial Park Drive. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**
16. **Discussion / Action – Resolution No. 2026-38 a Resolution Approving a Joint Funding Agreement with the Illinois Department of Transportation for the Seward Street Bridge Project:** The council must approve a Joint Funding Agreement with IDOT for the Seward Street Bridge Replacement before the project is put out for letting. The total project cost is \$1,105,000, with \$221,000 being paid for locally with Surface Transportation Program – Urban (STU) funds. **Motion by Butler and second by Wright to adopt Resolution No. 2026-38 a Resolution Approving a Joint Funding Agreement with the Illinois Department of Transportation for the Seward Street Bridge Project. Motion carried with a 5-0 vote in favor.**
17. **Discussion / Action – Resolution No. 2026-39 a Resolution for Improvement Under the Illinois Highway Code Regarding the Seward Street Bridge Project:** The City must secure a temporary easement for the Seward Street Bridge project. Butler and Engineer Jeremy Connor have been in communication with the property owner about securing an easement; however, the City must hire a federally-approved firm to formally negotiate the easement. This resolution allocates \$5,000 of MFT funds for securing the easement. **Motion by Butler and second by Wright to adopt Resolution No. 2026-39 a Resolution for Improvement under the Illinois Highway Code Regarding the Seward Street Bridge Project. Motion carried with a 5-0 vote in favor.**
18. **Discussion / Action – Façade Improvement Grant Extension for the Journal Printing Company, Inc. for Work to be Completed at 419 S. Main St.:** In March, the council awarded a façade improvement grant to the Journal Printing to assist with funding the repair of exterior walls, doors and a deck at their building at 419 South Main Street. The contractor hired for this project is not ready to proceed yet, so building owner John Galer asked for an extension of 120 days to get the work completed. Downs asked for one motion for this item and the item immediately following. **Motion by Ward and second by Wright to approve 120-day façade improvement grant extensions to the Journal Printing Company, Inc. and Hillsboro Journal Inc. for work to be completed at 419 and 425 South Main Street. Motion carried with a 5-0 vote in favor.**

19. **Discussion / Action – Façade Improvement Grant Extension for Hillsboro Journal, Inc. for Work to be Completed at 425 S. Main St.:** Like the previous item, Hillsboro Journal, Inc. was awarded a façade improvement grant in March to assist with funding the repair of the exterior garage door at 425 South Main Street. The contractor is also not able to complete this project yet, so Mr. Galer asked for a 120-day extension on this one as well. **This item was approved during the previous motion.**
20. **Discussion / Action – Woodard and Curran Budget Review with Greg Frieden:** Woodard and Curran Area Manager Greg Frieden presented the annual water and wastewater treatment plant budget to the council. He reported this year was particularly difficult, due to the loss of longtime plant operator Tim Ferguson. Butler asked what the fixed fee is for the year, which Frieden replied it is eight percent of the costs. Butler and Justison also expressed a desire to implement guardrails to prevent from going over budget. **No action was taken on this item.**
21. **Discussion / Action – Purchase of Water Line Locator for City of Hillsboro:** The City received an invoice from Ditch Witch for the purchase of a water line locator at a cost of \$10,778.73. Wright reported she authorized this purchase, as the Street Department has been overwhelmed with locate requests. Wright reported this will be paid for out of the water or sewer budget. **Motion by Wright and second by Butler to approve purchasing a water line locator for the City of Hillsboro from Ditch Witch in the amount of \$10,778.73. Motion carried with a 5-0 vote in favor.**
22. **Discussion / Action – Purchasing 2026 Chevrolet Silverado for City of Hillsboro Wastewater Department:** Wastewater Plant Manager Nick Sabol submitted a quote for a 2026 Chevrolet Silverado from Steve Schmitt of Litchfield for the wastewater treatment plant at a cost of \$47,237. This will be paid for using sewer funds. Sewer Plant Manager Nick Sabol stated the vehicle they are supposed to be replacing needed numerous repairs that are well beyond their worth. He stated this vehicle will be the commuter vehicle that will drive to Collinsville. Justison stated he doesn't necessarily have a problem with it, but does have an issue with it being a new vehicle. He stated **Motion by Wright and second by Butler to approve purchasing a 2026 Chevrolet Silverado from Steve Schmitt of Litchfield in the amount of \$47,237 for the Wastewater Treatment Plant. Justison voted no. Motion carried with a 4-1 vote in favor.**
23. **Discussion / Action – Pay Application #14 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:** The total amount due during this payment application is \$1,528,929. This brings the total amount paid to \$18,698,785 to date. The remaining balance on the project is \$16,885,215. **Motion by Ward and second by Wright to approve Pay Application #14 to Plocher Construction in the amount of \$1,528,929 for work completed on the Wastewater Treatment Facility Upgrade Project. Motion carried with a 5-0 vote in favor.**
24. **Discussion / Action – Pay Application #1 to MB Construction for Work Completed on Phase 3 of the Lead Service Line Replacement Project:** MB Construction submitted the first payment application for the latest phase of the lead service line

replacement project. This payment is in the amount of \$360,457.83. **Motion by Ward and second by Wright to approve Pay Application #1 to MB Construction in the amount of \$360,457.83 for Work Completed on Phase 3 of the Lead Service Line Replacement Project. Motion carried with a 5-0 vote in favor.**

25. **Discussion / Action – Proposal to Install Solar Panels at 722 City Lake Road (Street Department):** The City received three proposals from ARF Solar LLC to install solar panels at City-owned facilities in order to improve the cost of energy bills. The first proposal involves installing panels at the Street Shed, with the purchase price of the system coming in at \$28,088.48. That's after accounting for the tax credit of \$20,787.20, an inverter rebate of \$6,720, and half of the solar renewable energy certificate (SREC) credit of \$13,189.18 over a six-year period. The estimated net savings from energy bills at the facility over the next approximately 25 years is \$101,594. Payback on the system is estimated to take eight years and three months. This item was tabled during the previous meeting. Wright stated she believes it is worth it to proceed. **Motion by Wright and second by Ward to approve the proposal from ARF Solar LLC to install solar panels at the Street Shed at 722 City Lake Road for a cost of \$28,088.48. Motion carried with a 5-0 vote in favor.**
26. **Discussion / Action – Proposal to Install Solar Panels at 506 Corporate Drive (Parks Department):** The second proposal from ARF Solar involves installing panels at the new public properties facility at 506 corporate drive. The purchase price is \$67,504.58 after all credits and rebates. Estimated net energy bill savings over the next 25 years is \$195,649. Payback on the system is estimated to take nine years and seven months. This item was tabled during the previous meeting. The City will receive \$27,354 back from the State of Illinois. Ward stated he has concerns about spending the \$67,000 up front, even though it will be paid back. **Motion by Butler and second by Justison to table this item. Motion carried with a 5-0 vote in favor.**
27. **Discussion / Action – Proposal to Install Solar Panels at 101 South Broad Street (Fire Department):** The final proposal from ARF Solar involves installing solar at the Fire Department at 101 South Broad Street. The total system price is \$251,900, but the total amount received in credits, rebates and incentives equals \$251,989.08, meaning the cost to install is free for the City. Estimated net energy bill savings after 25 years is approximately \$324,996. This item was tabled during the previous meeting. Justison stated the fire chief does not want holes in the roof from the panels. He also stated the fire chief said the building is not designed for the weight of the panels. Butler asked about decommissioning the panels. Ward stated there is a place in the St. Louis area where the panels may be recycled. **Motion by Wright and second by Justison to approve the proposal from ARF Solar LLC to install solar panels at the Fire Department at 101 South Broad Street. Motion carried with a 5-0 vote in favor.**
28. **Discussion / Action – Selling City-owned Real Estate West of the Glenn Shoals Lake South Marina:** The City has received interest from three homeowners who wish to purchase city-owned property between their homes and the parking lot of the Glenn Shoals Lake south marina. The motion to sell this land is symbolic as the act of

formalizing the sale would have to be completed with an ordinance or resolution. Surveys and appraisals would also have to be done prior to the sales in keeping with the standards set in the other Glenn Shoals Lake adjacent land sales. This item was tabled during the previous meeting. **No action was taken on this item.**

- 29. Discussion / Action – Purchasing Skid Steer Brush Mower Attachment for City of Hillsboro Public Properties Department:** The City received a proposal from Luby Equipment to purchase a 72-inch open front brush mower attachment for the public properties department's skid steer. The price of the attachment is \$7,365. **Motion by Butler and second by Ward to approve purchasing a skid steer brush mower attachment from Luby Equipment for the City of Hillsboro Public Properties Department in the amount of \$7,365. Motion carried with a 5-0 vote in favor.**
- 30. Discussion / Action – Purchasing Decorations for the City of Hillsboro Downtown Christmas Tree:** The City has a couple proposals for new decorations for the Christmas Tree that is erected on downtown Main Street every year. One proposal from Holiday Outdoor Décor, which is the same company from which the City purchased the tree, is for 460 total ornaments at a cost of \$4,522. The other proposal came from Mosca Design for 288 total ornaments of varying shapes and colors for a cost of \$3,678.23, which includes shipping. Butler stated this item would be paid for using business district funds. **Motion by Ward and second by Butler to approve purchasing decorations for the downtown Christmas Tree for an amount not to exceed \$4,522. Motion carried with a 5-0 vote in favor.**
- 31. Discussion / Action – Trick-or-Treat Dates and Times for the City of Hillsboro:** **Motion by Butler and second by Wright to approve setting the trick-or-treat dates and times as October 30th and 31st from 5 to 8 p.m. each day. Motion carried with a 5-0 vote in favor.**
- At this time Downs asked for a motion to approve a closed session for the purpose of discussing personnel. **Motion by Butler and second by Ward to approve a closed session in accordance with 5 ILCS 120(C)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Motion carried with a 5-0 vote in favor. The council entered into closed session at 8:43 p.m. The council returned to open session at 9:11 p.m. with all members present. No action was taken as a result of the closed session.**
- 32. Discussion / Action – Adjourn:** **Motion by Justison and second by Wright to adjourn the meeting. Motion carried with a 5-0 vote in favor. The meeting was adjourned at 9:11 p.m.**

Respectfully submitted,
David Jenkins, City Clerk