

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, November 19, 2024

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
Community Planner Sarah McConnell
Public Properties Supervisor Jim May
City Engineer Jeremy Connor

3. The Pledge of Allegiance was recited.
4. Minutes of the November 5th, 2024 regular meeting were approved as presented.
5. **Mayor and Commissioners' Departmental Reports:**

Commissioner Butler presented the reports for the Public Properties and Street Departments. He reported the public properties employees have been installing downtown winter decorations. He also stated the Natural Resources Meeting that was originally scheduled for tomorrow has been canceled due to another meeting of interest taking place downtown. He thanked everyone who attended the recent watershed meeting, adding it was well attended.

Commissioner Justison presented the reports for the Police and Fire Departments. He reported the Zoning Board of Appeals passed a solar amendment, and they will make a formal recommendation to the Council at a future meeting. He reported the zoning officer position has been advertised as current Zoning Administrator Mike Lee is retiring December 15.

Commissioner Wright presented the reports for the Water and Sewer Departments. She reported the rain has affected the water coming into the treatment plant. She also reported MB Construction will spend the rest of their time this year determining which lines are lead or not throughout the city. She said they will also be working on addressing a list of issues they've received from residents regarding the lead service line replacement. She reported the bid opening for the new Wastewater Treatment Plant is scheduled for

December 4th at 2 p.m., though two contractors have requested it be moved back another week. As of right now, it is still scheduled for December 4th.

6. Economic Development & Community Planner Report:

McConnell reported she has been working on both energy grants the City has received. She also stated Imagine Hillsboro's Small Town Christmas, which is their last event of the year, will be held Saturday, November 30. She said the organization is still looking for vendors as well as parade participants. She also reported she visited some of the downtown shops with Mary Herschelman about opening on one of the Sundays in December.

7. City Engineer Report:

Connor reported both the Broad Street and Fairground Street projects are currently being reviewed by IDOT, but they are in different stages of the environmental review. He stated he has other items on the agenda.

8. Public Comment: None.

- 9. Discussion / Action – Paying Bills for the Month of November 2024:** Ward reported bills were higher than usual, totaling \$745,378.87. He stated there was an invoice for more than \$148,000 for a lift station, as well as an invoice from Stutz Excavating for the Central Park Trail bridge abutments. He also said there was a \$1,000 bill for porta potties for the JFL program, which he wondered why the City was paying for when they have restrooms in the concession stands. Butler said he would have to look into that. Ward also asked about a \$700 bill for catering of a public meeting. Downs stated the meeting was well attended and was important to get the farmers on board with the watershed plan. Ward stated the mayor, like all of the commissioners, has spending authority. **Motion by Ward and second by Wright to approve paying bills for the month of November in the amount of \$745,378.87. Motion carried with a 5-0 vote in favor.**

- 10. Discussion / Action – Annual Property-Casualty Insurance Renewal for the City of Hillsboro:** Eric Braasch with Scheller Insurance Agency presented the property-casualty renewal figures to the council. The total premium increase, he said, was 6.15 percent. He stated he was pleased with that figure because other municipalities he works with were hit with higher increases. Ward said he was prepared for a higher increase than 6.15 percent. He also asked if the City's cybersecurity liability premium would decrease if they required multifactor authentication. Braasch said it would. **Motion by Ward and second by Wright to approve the annual property casualty insurance renewal for the City of Hillsboro. Motion carried with a 5-0 vote in favor.**

- 11. Discussion / Action – Resolution 2024-22 a Resolution Authorizing the Execution of a Redevelopment Agreement Between the City of Hillsboro, Illinois and John Reynolds, Utilizing Tax Increment Financing, and Other Actions Related Thereto:** Motion by Ward and second by Butler to adopt Resolution 2024-22. Justison and Wright abstain. Motion carried with a 3-0-1 vote in favor.

- 12. Discussion / Action – Tax Increment Financing Redevelopment Agreement with John & Donna Reynolds for Work to be Completed at 304 S. Main St.:** Motion by Butler and second by Ward to approve the TIF Redevelopment Assistance Agreement with John & Donna Reynolds. Justison and Wright abstain. Motion carried with a 3-0-1 vote in favor.
- 13. Discussion / Action – Resolution 2024-23 a Resolution Authorizing the Execution of a Redevelopment Agreement Between the City of Hillsboro, Illinois and Chris and Terri Casey Utilizing Tax Increment Financing, and Other Actions Related Thereto:** Ward stated this was not a second application, but was a reapplication. Motion by Ward and second by Butler to adopt Resolution 2024-23. Justison and Wright abstain. Motion carried with a 3-0-1 vote in favor.
- 14. Discussion / Action – Tax Increment Financing Redevelopment Agreement with Chris & Terri Casey for Work to be Completed at 324 S. Main St.:** Motion by Butler and second by Ward to approve the TIF redevelopment assistance agreement with Chris and Terri Casey. Justison and Wright abstain. Motion carried with a 3-0-1 vote in favor.
- 15. Discussion / Action – Resolution 2024-24 a Resolution for Maintenance Under the Illinois Highway Code Regarding 2025 MFT Oil and Chip and the Estimate of Maintenance Costs for 2025:** Connor reported this resolution authorizes the City’s MFT funds for 2025. Ward stated it means the City cannot exceed more than the \$260,000 listed. Connor said the council would have to pass a supplemental resolution if they did, but they have not come close to that figure in the past. Motion by Butler and second by Ward to adopt Resolution 2024-24. Motion carried with a 5-0 vote in favor.
- 16. Discussion / Action – Façade Improvement Grant Reimbursement to Tim & Jill Ulrici for Work Completed at 106 W. Seward St. (The Annex):** Motion by Ward and second by Wright to approve the façade improvement grant reimbursement to Tim and Jill Ulrici in the amount of \$3,000. Motion carried with a 5-0 vote in favor.
- 17. Discussion / Action – Purchasing Vehicle for the City of Hillsboro Fire Department:** Justison reported he received quotes from Victory Lane and Steve Schmitt in Litchfield. Two of the Victory Lane quotes were diesel and two were gas, with none of them being used. He stated the vehicle from Roger Jennings that was considered at the last meeting sold, and he reached out to Roger Jennings three or four times to seek another bid, but they did not submit a proposal this time. He said fire chief Joe Lyerla believes the department needs a diesel for its towing ability, but he disagrees with that. He said the Chevy Silverado 2500 from Steve Schmitt has enough towing capability. He also said he has concerns with a diesel’s duration capabilities that is only driven 5,000 miles per year. The Silverado also has a price point of \$47,230, which is less than what was submitted by Roger Jennings previously. Downs stated he believes the council should consider purchasing from the lone dealership in town. He said the city used to have four dealerships when he was younger, and there is only one left. He recommended the council not move forward without a

recommendation from the fire department. **Motion by Wright and second by Justison to approve purchasing a 2023 Chevy Silverado 2500 from Steve Schmitt for a total cost of \$47,230.** Justison stated the Silverado 2500 has almost 16,000 pounds of towing capacity, which is enough to tow a small sailboat. He said this is more than enough towing capacity for the department. **Downs votes no. Motion carries with a 4-1 vote in favor.**

18. **Discussion / Action – Change Order #1 from MB Construction for Lead Service Line Replacement Project:** Wright reported this change order is not related to the price. She stated MB Construction ran into a line that is beyond 100 linear feet, which was more than what the proposal said. She said it also adds the words “tile repair.” **Motion by Wright and second by Ward to approve Change Order #1 from MB Construction for the Lead Service Line Replacement project. Motion carried with a 5-0 vote in favor.**
19. **Discussion / Action – Pay Applications #3 to MB Construction for Work Completed on Lead Service Line Replacement Project:** **Motion by Wright and second by Butler to approve pay application #3 in the amount of \$222,271.20 to MB Construction for work completed on the Lead Service Line Replacement project. Motion carried with a 5-0 vote in favor.**
20. **Discussion / Action – Pay Application to Stutz Excavating for Work Completed on Jefferson & Tremont Streets Sidewalk Project:** **Motion by Butler and second by Wright to approve the pay application to Stutz Excavating in the amount of \$299,998.50 for the Jefferson and Tremont Streets Sidewalk Project. Motion carried with a 5-0 vote in favor.**
21. **Discussion / Action – Waterline Proposal for Design Services from Hurst-Rosche for the Replacement of Broad Street and Seward Street Lines:** **Motion by Butler and second by Wright to approve the proposal from Hurst-Rosche for professional engineering for the Broad Street and Seward Street water main replacements for a cost of \$7,000. Motion carried with a 5-0 vote in favor.**
22. **Discussion / Action – Proposal from Hurst-Rosche for Engineering Services for Borings and Geotechnical Report for Future Construction of Possible Pool:** Butler reported there will be five borings. He also said they will have to use money from the reserves to pay for it. He said they asked to utilize some of the fundraiser money, but they were denied. **Motion by Wright and second by Justison to approve the proposal from Hurst-Rosche for professional engineering services for an amount not to exceed \$4,000 for the survey and an amount not to exceed \$8,000 for the soil investigation and geotech report for the future construction of a possible pool. Motion carried with a 5-0 vote in favor.**
23. **Discussion / Action – Paying Invoice from Stutz Excavating for Construction of Walking Path Bridge Abutments:** **Motion by Butler and second by Ward to approve paying Stutz Excavating \$59,710 for the construction of walking path bridge abutments. Motion carried with a 5-0 vote in favor.**

- 24. Discussion / Action – Upgrading Wastewater System for Scout House Camp Site for an amount not to exceed \$5,000:** Butler stated he believes this will cost around \$3,600, but he is setting a not-to-exceed amount to make sure they're covered. Downs said there was a group previously that was interested in putting condos in the same area, and they were denied the construction of a lift station. Butler said this is different because the City would still own the property and the leased property would help the City. **Motion by Justison and second by Butler to approve the wastewater system upgrades at the Scout House camp site for an amount not to exceed \$5,000. Motion carried with a 5-0 vote in favor.**
- 25. Discussion / Action – Adjourn:** Motion by Justison and second by Butler to adjourn the meeting. Motion carried with a 5-0 vote in favor. Meeting was adjourned at 7:55 p.m.

Respectfully submitted,
David Jenkins, City Clerk