

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, December 3, 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 and Patrick Ward

Absent: Commissioner Kendra Wright

Also Present: City Clerk David Jenkins
City Attorney Chris Sherer
Community Planner Sarah McConnell
Zoning and Code Enforcement Officer Mike Lee

3. The Pledge of Allegiance was recited.

4. Minutes of the November 19th, 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 JLS Marine has begun assembling the new boat docks. He also reported the Street Department was working on repairing a water main break on Fairmont Place at the time of the meeting, and that there would be a boil order after it is fixed. Later in the meeting, he reported it had been fixed and a boil order is in effect.

Commissioner Justison presented the reports for the Police and Fire Departments. He reported the police department responded to 339 calls in the month of November. He thanked Mike Lee for his consistent service as Zoning Officer, noting that tonight's meeting would be his last. Justison reported the fire department responded to four calls in November, and also held a training event. He said he plans on meeting with Street Department Supervisor Justin Chappellear, Water Plant Manager Tim Ferguson and Commissioner Kendra Wright regarding the procedure for the flushing of fire hydrants. He also addressed the tension that occurred during the previous meeting over the purchase of a new vehicle for the fire department. He stated, as Commissioner of Public Health and Safety, he has certain authority over the Police and Fire Departments granted by the City Code, and he has a responsibility to be a good steward of the taxpayers' money. He also said he believes each of the council members works in the best interest of the City. He said he had a productive meeting with Fire Chief Joe Lyerla and City Attorney Chris Sherer prior to tonight's meeting, and the fire department will be getting their new vehicle outfitted.

Commissioner Wright was absent. Downs stated the written water and sewer department reports would be included as part of the minutes:

“Water: New batteries were installed in the Generator at the Raw Water Pump Station last week. The old ones were several years old and no longer would hold charge.

A large order of water meters was placed in November. We ordered 288 and hope to have them before the first of the year so staff can get them installed this winter.

Sewer: Bid opening for the WWTP has been rescheduled on December 18th at 2pm. This was done at the request of several of the General Contractors.

USDA has requested, and approved, a change in the number of installations required for the Oxidation Ditch Equipment for the new plant. Originally, 10 similar installations nationwide were required, but after a concern from an equipment vendor wanting the City to consider their brand, USDA asked to lower that threshold. After a back-and-forth exchange with USDA and the design team, it was determined 5 locations nationwide would be acceptable. The vendor only has 1 installation in the U.S. that is “close” to the treatment process designed, but not similar. This should not affect the outcome of the bids.”

6. Economic Development & Community Planner Report:

McConnell reported there were positive reviews from the events held at the library during Imagine Hillsboro’s Small Town Christmas. She said both floors were packed, proving it is a good event space. She also reported the Lodge proved to be a good venue for vendors. She stated there will be a Shop Hillsboro event held on Sunday, December 15th.

7. City Engineer Report:

City Engineer Jeremy Connor was absent and no report was given.

8. Public Comment: None.

9. Discussion / Action – Ordinance No. 1808 an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of Hillsboro, Illinois: Justison reported this ordinance would declare the fire department’s 1997 Chevrolet Suburban as surplus. Downs stated the department would dispose of the Suburban after the new vehicle has been outfitted. **Motion by Butler and second by Ward to adopt Ordinance No. 1808. Motion carried with a 4-0 vote in favor.**

- 10. Discussion – Nancy Slepicka to Address Council Regarding the Re-installation of a Pedestrian Crosswalk and Flashing Yellow Light at the Intersection of South Hamilton and West Wood St.:** Nancy Slepicka addressed the council about the possibility of installing a pedestrian crosswalk sign with flashing yellow lights at the intersection of South Hamilton and West Wood Streets. She said Faye Edwards was hit by a vehicle and fatally injured in April of 1985. After that event, a flashing light was installed, though it has since been removed. She said he did not know the reason for its removal, and Downs said the only reason he could remember was whenever the highway was redone. Slepicka stated she has given up driving because of her vision, and there are no sidewalks in her neighborhood, causing her to have to walk in the street. She said one fatality is one too many, and pedestrians should have the right of way in more areas than they do. Downs said the council could look into this matter further, and it would likely be a collaborative effort between Justison and Butler. He also stated they would have to get in touch with the Illinois Department of Transportation (IDOT). He stated the council will have to consider pricing with purchasing and installing the desired signage.
- 11. Discussion / Action – Hiring Zoning Administrator for the City of Hillsboro:** Justison reported he and City Clerk Jenkins met with two applicants for the position and conducted interviews. He stated his recommendation is to hire Matthew Lentz. **Motion by Justison and second by Butler to approve hiring Matthew Lentz to the position of Zoning Administrator for the City of Hillsboro. Motion carried with a 4-0 vote in favor.**
- 12. Discussion / Action – Proposal from Hurst-Rosche for Engineering Services for Bridge Inspections:** Motion by Butler and second by Ward to approve the proposal from Hurst-Rosche for Engineering Services for Bridge Inspections for a cost of \$1,000. Motion carried with a 4-0 vote in favor.
- 13. Discussion – Air Conditioning Units on Downtown Main Street:** Ward stated there are several air conditioning units located inside apartments that hang over the sidewalks along downtown Main Street, and these units drip constantly during the summertime. He said he would like to see the City create or enforce an ordinance requiring some sort of drainage system for these units so they don't drip on people who are walking by, or cause damage to the sidewalks, especially since the City will be constructing new sidewalks in the near future. Mike Lee stated there may be something in the Code that already addresses this issue. Ward said if that's the case, it would be a matter of enforcing what is already there. He said he did not want to restrict the ability to have these window AC units since these buildings are old and it would be cost prohibitive to force everyone to install central air.
- 14. Discussion / Action – Ordinance No. 1809 an Ordinance Approving Amendments to Portions of the Zoning Code Regarding Commercial Solar Energy Facility Siting:** Lee reported the zoning board recommended the council approve this change to the zoning code. He said, even with this change, they will be working on another change to the code that only amends a few words. When asked what the difference is, Lee responded one says "permitted use" while the other says "special use permit." **Motion by Ward and second**

by Butler to adopt Ordinance No. 1809. Justison abstains. Motion carried with a 3-0-1 vote in favor.

15. Discussion / Action – Ordinance No. 1810 an Ordinance Approving Amendments to the City of Hillsboro Zoning Map for Certain Property Located Outside the City Limits: Lee reported this ordinance would change a couple of properties from R-1/R-2 to Ag-2 on the zoning map. He also stated the City will need to redo the zoning map by March of 2025. **Motion by Butler and second by Ward to adopt Ordinance No. 1810. Justison abstains. Motion carried with a 3-0-1 vote in favor.**

16. Discussion / Action – Adjourn: Motion by Justison and second by Butler to adjourn the meeting. Motion carried with a 4-0 vote in favor. Meeting was adjourned at 7:35 p.m.

Respectfully submitted,
David Jenkins, City Clerk