

**Hillsboro City Council Meeting
Minutes
December 19, 2023**

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

Roll call was taken and those present were Mayor Don Downs and Commissioners Kendra Wright, Fred Butler, Tommy Justison, and Patrick Ward.

The “Pledge of Allegiance” was recited.

Minutes of the previous meetings were approved.

Reports:

Commissioner Butler presented his report to the council. He reported a water main on East Tremont Street broke last week, but has since been repaired. He also reported the street department has been pouring the sidewalk on West Tremont and repaired the bridge on Seward Street. Regarding the parks department, Butler stated he and other officials met with representatives today from Capri Pools about the future of the Central Park Pool.

Commissioner Justison presented his report to the council. He reported the fire department responded to four calls since the last meeting. In addition, they hosted one group meeting and one training event. In the Police Department, he reported new hire Cody Collins will take over in January. He also stated they’ve received complaints of an individual throwing trash out the window of a vehicle. Justison also reported solar panel permits are currently occupying much of Zoning Officer Mike Lee’s time.

Commissioner Wright presented her report to the council. She stated the Water department has coordinated with Henson Robinson to install a compound water meter at the high school. She also stated the water quality is great, and the recent rains have not had an impact to the sewer. Wright also stated a fair number of lead water line surveys have been returned, and she encouraged residents to return those surveys even if they don’t know any of the information for which they’re asking.

Commissioner Ward stated his only item of business this meeting is approving the bills.

Mayor Downs acknowledged this is the final scheduled meeting for the year 2023, and he thanked each of the council members for their work as much has been accomplished thanks to their efforts. He stated it is hard to please everyone, but most of the town appreciates what they’ve done. He said he is hopeful good things will come in 2024 as well.

Economic Development and Community Planner Sarah McConnell presented her report to the council. She stated she received an email from the DCEO Grant Manager on Monday, which included an agreement. Once it is signed, the City will be able to move forward on the trail projects funded by the energy grant. Butler asked if she could explain what the money will be used for. McConnell stated the City has included walking trails as part of every development plan they've had dating back years. She also said these trails are not just paths to walk, but would connect sidewalks as well. Butler stated he would like to see the trails eventually extend to Bremer Sanctuary.

City Engineer Jeremy Conner was absent, but Commissioner Wright reported the Helston Place permits are in hand, and the finances have been hashed out. She stated they will put the project out for bid in January.

Public Comment: None.

Approve Paying Bills for the month of December: Commissioner Ward reported the bills for December totaled \$357,495.05. **Motion by Ward and second by Wright to approve paying bills for the month of December. Motion carried with a 5-0 vote in favor.**

Extension of Lease for 206 Lands End Road (Lakewood Estates, Lot 62) through April 9, 2099 and Transfer of Lease from Theresa Trader to Richard J. Dodge Jr. and Kathleen Dodge: Motion by Butler and second by Justison to approve the extension of the lease for 206 Lands End Road through April 9, 2099 and the transfer of the lease from Theresa Trader to Richard J. Dodge Jr. and Kathleen Dodge. Motion carried with a 5-0 vote in favor.

Ordinance No. 1781 Amending Chapter 22 of the Revised Code of Ordinances of Hillsboro, Illinois and Approving a Policy for Paid Leave: Downs stated part-time employees will be eligible for one hour of paid leave for every 40 hours worked after the state's new law takes effect January 1, 2024. Wright stated she did not understand why the City needs to pass an ordinance. City Attorney Chris Sherer said they City does not currently have a written policy declaring how much time off non-union employees are given. He said the ordinance channels what state law explains. Butler asked if the ordinance would give employees an additional 40 hours of paid leave on top of the agreed upon days they've already been given. Sherer said yes because the City does not currently have a written policy. Butler stated he believes they need to approve a written policy first. Sherer said they have until the first of the year to approve it because that's when the law takes effect. Wright stated she had worked with former City Clerk Cory Davidson on an employee policy and personnel manual. Downs asked what Sherer's recommendation for the council would be for tonight. Sherer said he recommends adopting the ordinance tonight and then amending it later. Butler said he thinks the council needs to hold a special meeting before the end of the year. Commissioners agreed they were each available during the day on December 29. **Motion by Butler and second by**

Justison to table this item until December 29, 2023 at 8 a.m. Motion carried with a 5-0 vote in favor.

Approve Selling Challacombe Mineral Rights: Downs stated nothing has changed and the amount being offered is similar to the accumulation of 150 years' worth of revenue. He stated he spoke with members of the Hillsboro Area Hospital board, and he sees no reason the council should not proceed with selling the rights. Justison stated he spoke with library board members, who said they were hesitant to sell the rights. Justison said he does not have the acumen to value oil rights and will vote no, but will likely be outvoted. **Motion by Butler and second by Ward to approve selling the Challacombe Mineral Rights to Terre Verte Inc. Roll Call Vote, Voting YES: Butler, Downs, Ward and Wright. Voting NO: Justison. Motion carries with a 4-1 vote in favor.**

Addendum Between the City of Hillsboro and Labors International Union of North America Local 773 Regarding Residency Requirements for City Employees: Downs reported Local 773 rep Torry Woods met with employees, and they've submitted a proposed addendum. He said there are two different addendums: one requires employees to live within 15 miles of the City of Hillsboro, while the other requires them to live within 15 miles of the city limits by a straight-line GPS, which would be applicable to road miles. Wright stated the straight line GPS addendum mentions new employees must live within 15 miles of City Hall while current employees must live within 15 miles of the City limits. Downs said he believes that is a typo. **Motion by Butler and second by Ward to table this item. Motion carried with a 5-0 vote in favor.**

Approve Partnership with Montgomery County for Fiber Redundancy Loop Project: Justison reported the council had questions following the last time this item was discussed. He said the City would be paying \$100 to Montgomery County for the service instead of paying both the County and CTI. He stated he met with representatives from the police and fire departments, and the \$100 charge would replace the \$120 bill they are currently paying. **Motion by Justison and second by Butler to approve the partnership with Montgomery County for the Fiber Redundancy Loop Project. Motion carried with a 5-0 vote in favor.**

Approve Proposal from Woodard and Curran for Field Verification and Design Services for Year 2024 Lead Service Line Replacements: Wright reported the City has a grant that will cover the cost of this agreement. She stated the \$59,000 will cover Woodard and Curran's cost to administer the first year of the line replacements. Woodard and Curran Senior Project Manager Don Taul stated they would like the council to approve a Resolution giving the Mayor the authority to sign loan documents on behalf of the City. Downs said this could be added to the special meeting agenda. **Motion by Wright and second by Butler to approve the proposal from Woodard and Curran for Field Verification and Design Services for Year 2024 Lead Service Line Replacements. Motion carried with a 5-0 vote in favor.**

Resolution Approving the MFT Maintenance Costs: Butler reported this resolution is finalizing the maintenance costs that were approved last month. **Motion by Butler and second by Ward to approve the Resolution Approving the MFT Maintenance Costs. Motion carried with a 5-0 vote in favor.**

Approve Reimbursement to Subway as part of TIF Redevelopment Agreement: Butler reported the amount is \$71,500. **Motion by Ward and second by Butler to approve the reimbursement to Subway as part of the TIF Redevelopment Agreement. Justison and Wright abstain. Motion carried with a 3-0-2 vote in favor.**

Approve Proposal from Seward Masonry for Repair of Old Hillsboro Lake Inlet/Outlet Valve House: Butler reported the proposal came in a little higher than he originally thought, but it will basically all come out of Commissioner' Wright's funds. Wright stated she has money budgeted in miscellaneous water and lake restoration funds. Butler said this will be for an amount not to exceed \$37,475. **Motion by Butler and second by Ward to approve the proposal from Seward Masonry for the repair of the Old Hillsboro Lake Inlet/Outlet Valve House for an amount not to exceed \$37,475. Motion carried with a 5-0 vote in favor.**

Approve a "Closed Session" in accordance with 5 ILCS 120 Section 2(C)(21) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06: Motion by Ward and second by Justison to Approve a "Closed Session" in accordance with 5 ILCS 120 Section 2(C)(21) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Motion carried with a 5-0 vote in favor. Council entered into closed session at 8:05 p.m.

Committee returned to open session at 8:12 p.m. with Mayor Downs, Commissioners Butler, Justison, Ward and Wright present. No action was taken.

Motion to Adjourn was made at 8:12 p.m. by Commissioner Justison and seconded by Commissioner Wright. Motion carried with a 5-0 vote in favor.

Respectfully Submitted,
David Jenkins, City Clerk