

**CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS**  
**HILLSBORO CITY HALL**  
**Minutes of the Regular Meeting – Tuesday, February 18, 2025**

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  
Youth Sports Administrator Bill Christian  
Water & Sewer Plant Manager Tim Ferguson

3. The Pledge of Allegiance was recited.

4. **Public Comment:** None.

5. Minutes of the February 4<sup>th</sup>, 2025 regular meeting were approved as presented.

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

Commissioner Butler thanked the Glenn Shoals Lake Club for agreeing to pay for the new dock. He also reported Weiss Construction has been working on repairs at the Challacombe House. He reported the Street Department has been removing snow from downtown after today's weather. He also said he will be presenting a drug and alcohol policy for departments to each of the commissioners for consideration at a future meeting.

Commissioner Justison reported the fire department responded to two calls for the month thus far. He also reported the new truck has been striped and is in full service.

Commissioner Wright reported the water plant staff has been busy performing in-house cleanup of the facility. She stated they are continuing to work with the USDA and Plocher Construction on funding for the new Wastewater Treatment Plant, adding there is still about \$6 million not covered by USDA funds.

7. **Economic Development & Community Planner Report:**

McConnell reported most of what she has to report on will be considered as part of the agenda later in the meeting. She stated she took a representative from Great Rivers and Routes on a tour of the town recently.

**8. City Engineer Report:**

City Engineer Jeremy Connor was absent. Butler reported the environmental review of the Fairground Avenue project is almost complete. He said he did receive information from the borings at the Sports Complex, and everything came back positive. He stated they will begin having weekly pool design meetings at 10 a.m. every Wednesday until the design is completed.

**9. Discussion / Action – Design-Build Base Contract Between the City of Hillsboro and Contegra Construction Company, LLC for the Hillsboro Municipal Pool Project:** Butler reported this item needs to be tabled for another month. **Motion by Ward and second by Butler to table this item. Motion carried with a 5-0 vote in favor.**

**10. Discussion / Action – Paying Bills for the Month of February 2025:** Ward reported bills for the month totaled \$400,580.57 with nothing out of the ordinary. **Motion by Ward and second by Butler to approve paying bills for the month of February in the amount of \$400,580.57. Motion carried with a 5-0 vote in favor.**

**11. Discussion / Action – Ordinance No. 1815 an Ordinance Amending Section 38-2-6(A) of the Revised Code of Ordinances of the City of Hillsboro, Illinois Regarding Deposits for Water Service:** Wright reported this ordinance would increase water deposit amounts for non-owner occupants from \$150 to \$200. **Motion by Justison and second by Wright to adopt Ordinance No. 1815. Motion carried with a 5-0 vote in favor.**

**12. Discussion / Action – Ordinance No. 1816 an Ordinance Authorizing and Providing for the Issuance of Not to Exceed \$12,000,000 Aggregate Principal Amount General Obligation Bonds (Alternate Revenue Source), of the City of Hillsboro, Montgomery County, Illinois, and for the Levy of a Direct Annual Tax Sufficient to Pay the Principal of and Interest on Said Bonds:** Ward reported this is the next step in the process to issue bonds. **Motion by Wright and second by Butler to adopt Ordinance No. 1816. Motion carried with a 5-0 vote in favor.**

**13. Discussion / Action – Ordinance No. 1817 an Ordinance Amending Various Provisions of Chapter 31 of the Revised Code of Ordinances of the City of Hillsboro, Illinois pertaining to Regulations for Lake Glenn Shoals and Lake Hillsboro:** May stated this ordinance would bring the code into alignment with the new lake lot licenses that are up for consideration. **Motion by Butler and second by Wright to adopt Ordinance No. 1817. Motion carried with a 5-0 vote in favor.**

**14. Discussion / Action – Seasonal & Adjoining Land Owner Lake Lot License Agreements for Recreational Use of City Land:** May reported this process began several years ago. He stated some lake lots currently have generations of items that have been

brought and never removed. Butler said they received a lot of input from the Natural Resources Committee, as well as adjacent landowners. Sherer stated the biggest difference is shifting from Lake Lot Leases to Lake Lot Licenses, adding when the City had leased these parcels, they probably should have been put on the tax rolls. He said, rather than divide and assign new parcel numbers, the City will issue licenses allowing license-holders to occupy the space to participate in various recreational activities. **Motion by Justison and second by Wright to approve the Seasonal & Adjoining Landowner Lake Lot License Agreements for Recreational Use of City Land. Motion carried with a 5-0 vote in favor.**

- 15. Discussion / Action – Resolution 2025-03 a Resolution Authorizing a Redevelopment Agreement Between the City of Hillsboro, Illinois and Caleb Reynolds Utilizing Tax Increment Financing for Renovations to the Existing Building Located at 715 South Main Street:** McConnell reported Caleb Reynolds previously had a TIF agreement with the City before waiving it. He said much of the work that was part of the initial agreement has since been completed, but he is applying this time around in order to pay for new windows. **Motion by Butler and second by Ward to adopt Resolution 2025-03. Justison and Wright abstain. Motion carried with a 3-0-2 vote in favor.**
- 16. Discussion / Action – Reimbursement to John Reynolds in Accordance with the TIF Redevelopment Agreement:** Downs reported the work has been completed and looks good. McConnell stated it ended up costing more than the \$2,500 he requested, but John Reynolds is aware he is only eligible for that amount. **Motion by Butler and second by Ward to approve the reimbursement to John Reynolds in accordance with the TIF Redevelopment Agreement in the amount of \$2,500. Justison and Wright abstain. Motion carried with a 3-0-2 vote in favor.**
- 17. Discussion / Action – Façade Improvement Grant Application from MGL Park Place LLC for Work to be Completed at 102 South Main Street:** McConnell reported this is for work on the old Sears building. She stated the Historic Preservation Committee approved this project. **Motion by Butler and second by Wright to approve the Façade Improvement Grant Application from MGL Park Place LLC for work to be completed at 102 South Main Street. Motion carried with a 5-0 vote in favor.**
- 18. Discussion / Action – Natural Gas Renewal/Agreement for the City of Hillsboro:** Wright reported the City currently has an agreement with Santanna Energy, which ends April 1. She said the City has to notify them by March 1 if they are not renewing the agreement; otherwise, it will automatically renew. She stated the natural gas prices are higher because of the time of year we are in, but she recommends moving forward with the Constellation Energy 12-month agreement with the NGI. **Motion by Wright and second by Ward to approve the natural gas agreement with Constellation for 12-months with the index pricing. Motion carried with a 5-0 vote in favor.**
- 19. Discussion / Action – Repairing Chlorine Emergency Shutoff System:** Ferguson reported they use chlorine gas to disinfect the water at the water treatment plant, and the emergency shutoff is in need of repair. He stated this was not originally in the budget, but

they do have enough money in the budget to pay for it. **Motion by Wright and second by Butler to approve the proposal from Brooks & Associates, Inc. to repair the emergency close cylinder actuator system for the water treatment plant for a cost of \$26,685. Motion carried with a 5-0 vote in favor.**

20. **Discussion / Action – Conducting Bathymetric Survey and Utilizing Lake Restoration Funds to Pay for the Cost:** Ferguson reported they have discussed how to utilize the Lake Restoration funds to benefit the lake. He stated this survey would generate 3D images of the lake and provide a lot of valuable data. He said it is a good investment for the City and could aid in many projects. May stated this survey would not fall under the scope of any of the grants for which the City has applied. **Motion by Wright and second by Butler to approve the proposal from Northwater Consulting to conduct the bathymetric survey of Lake Glenn Shoals and Lake Hillsboro for a cost of \$35,000. Motion carried with a 5-0 vote in favor.**
21. **Discussion / Action – Paying Walking Trail Expenses Utilizing Energy Grant & Challacombe Funds:** May reported the total cost of the trail expenses is \$162,132.75. Of that, \$122,698.01 remains in the energy grant received from the County. The remaining \$39,434.74 would be paid for using Challacombe funds. **Motion by Butler and second by Wright to approve paying the Walking Trail Expenses in the amount of \$162,132.75 utilizing funds from the DCEO Energy Transition Community Grant and the Challacombe Funds. Motion carried with a 5-0 vote in favor.**
22. **Discussion / Action – Hiring Part-time Public Properties Department Employee:** **Motion by Butler and second by Justison to approve hiring Andrew Stritzel to the position of part-time public properties department employee. Motion carried with a 5-0 vote in favor.**
23. **Discussion / Action – Purchasing Fireworks for the Independence Day Celebration:** **Motion by Butler and second by Wright to approve purchasing fireworks from A.M. Pyrotechnics for a cost of \$12,000 for the 2025 Independence Day Celebration. Motion carried with a 5-0 vote in favor.**
24. **Discussion / Action – Invoice from Jorn Sign Company for Second Half of Digital Sign Payment:** **Motion by Wright and second by Justison to approve paying the Invoice from Jorn Sign Company in the amount of \$20,101 for the digital community sign. Motion carried with a 5-0 vote in favor.**
25. **Discussion / Action – Rules for Baseball/Softball Field Use at Hillsboro Sports Complex:** Butler reported these rules are for usage of the baseball and softball fields at the sports complex. He stated he believes the City should start charging travel teams to use the fields. Ward stated he would like to see a deposit included for use of the fields on tournaments and double-headers to protect the City in case of damages. Christian stated he spoke with numerous communities around the area who also have some sort of field usage fee, whether that be field rental fees or collecting admission fees. Mike Cerutti, a part-time employee at the sports complex whose son also coaches a travel team, stated he understood

the desire for the City to make money, but he felt this was the City trying to act like a community like Chatham. He stated Hillsboro has the nicest sports complex in the area and what they are doing is working. Butler stated he would like to try these rules and review again in six months or a year. He said he would like to approve the rules as presented, but add a caveat that the City reserves the right to make all decisions on field usage related to weather conditions, as well as mention a review will take place at the conclusion of the season. **Motion by Butler and second by Ward to approve the Rules for Baseball/Softball Field Use at the Hillsboro Sports Complex as presented with the following additions: “the City reserves the right to make all decisions regarding field usage related to weather or other circumstances; the City shall review these rules at the conclusion of the season.” Motion carried with a 5-0 vote in favor.**

26. **Discussion – Second TIF District in the City of Hillsboro:** Butler reported the main goal behind this second TIF district is to include the Eagle Zinc property. McConnell stated the City needs to conduct its annual TIF review, and Moran Economic Development could present the second TIF district and conduct the review as part of the same meeting, which would save the City money. Ward suggested moving forward.
27. **Discussion / Action – Closed Session in Accordance with 5 ILCS 120(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting:** Motion by Butler and second by Ward to approve a Closed Session in Accordance with 5 ILCS 120(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Motion carried with a 5-0 vote in favor. Council entered into closed session at 8:19 p.m. Council returned to open session at 8:38 p.m. No action was taken.
28. **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 8:40 p.m.

Respectfully submitted,  
David Jenkins, City Clerk