

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, February 3, 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
Police Chief Randy Leetham
Street Dept. Supervisor Justin Chappellear

3. The Pledge of Allegiance was recited.

4. **Public Comment:** Kaitlyn Fath from MCEDC addressed the council. She distributed information about the organization, including the annual dues invoice, which she said is based on each municipality's population according to census data. The packet also included economic development information regarding the county, and funding assistance for communities. She stated MCEDC's annual meeting is April 23rd, and encouraged members of the council to attend. She stated she will be back at the next meeting to answer any questions.

Elaine Paliser addressed the council regarding the animal control municipal contract, which is on the agenda later in the meeting. She recounted an incident a few years ago when a dog got loose and was hit by a vehicle and died in her arms. She stated she believes a partnership with the county's animal control office could benefit the City. She stated the police are wonderful and they do what they can in situations related to animals, but she does not believe they are equipped to handle the animal problems the community has. She made mention of the many cats that roam the city, adding that many are killed by vehicles.

5. Minutes of the January 20th, 2026 regular meeting were approved as presented.

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

Written reports for the Streets and Public Properties Departments were submitted. Commissioner Butler thanked both Street and Public Properties Departments for their

work removing the snow during the latest snowfall. He also encouraged patience during snow removal.

A written report for the Police Department was submitted. Commissioner Justison thanked the Street Department's work during the snow removal, and reminded everyone who parks on Main Street during heavy snow accumulation that vehicles must be removed overnight. He reported there were 4,239 total calls for the police department in 2025. He stated Zoning Administrator Matt Lentz worked on a building permit for McDonald's, which he believes will be demolished to the ground and rebuilt completely.

Written reports for the Water and Sewer Departments were submitted. Commissioner Wright reported they are down a few employees at the plant currently, including the vacancy of a permanent plant manager. She stated the heat went down in the chemical room at the water plant again. She said this affects the stability of the chemicals. She reported bid opening for Phase 3 of the Lead Service Line replacement will be held February 10th. She also reported she has been speaking with a couple of companies regarding installing solar at the water and sewer plants. She stated she is hopeful to be able to have a proposal for EV charging stations at the next meeting.

Mayor Downs stated he attended the groundbreaking ceremony for the new surgical center at Hillsboro Health, adding it was very well attended. He addressed vehicles that were not removed from downtown during the heavy snowfall, stating the vehicles that are not moved leave a lot of snow piled up downtown. He said he noticed a lot of people trying to dig vehicles out after the snow that were parked on city streets, which he said would be a lot easier if they were removed from the streets before the snow accumulation.

7. Economic Development & Community Planner Report:

A written report from the Economic Development and Community Planner was submitted. Smith reported she is continuing to work on the Energy Grant and Downtown Grant. She also reported the ITEP grant will be coming open again, adding it would be great if the City could get it to extend the trail system.

8. City Engineer Report:

Butler reported he met with Chappelle and City Engineer Jeremy Connor to discuss the downtown Main Street and Broad Street projects.

9. Discussion – Nancy Slepicka to Address Council Regarding Recognition of Donors for Pool Project and Request to IDOT for Crosswalks:

Slepicka addressed the council regarding the requests for the crosswalks. She stated she does not believe the law is being enforced regarding pedestrians crossing the road and traffic. She stated she wants the council to push IDOT to try and get an answer for the crosswalks. Downs stated he has reached out to IDOT, and since last week seems to have gotten a lot of movement. Slepicka also addressed the council regarding recognition of donors for the pool project.

She said donors have donated varying amounts from pennies to \$20,000. She stated she feels the donors should have some say regarding the naming rights of the pool and the aquatic-related facilities. She stated she hopes the City will come up with a policy that is observed by everyone. She also stated Barb Boston, who was in attendance, looked into funding for swimming lessons, which she said the City used to have through the Red Cross. Butler asked about obtaining the funds to order the furniture for the pool. Slepicka stated she is not sure when the CDs that they have the money in come due, but added the money was not promised for furniture.

10. **Discussion – Annexing Certain Territory to the City of Hillsboro, Montgomery County, Illinois (11-36-200-003, 11-36-200-009, 11-36-200-010, 11-36-200-015, 11-36-200-025, 11-36-200-031, & 11-36-200-033):** An ordinance to annex the above listed parcels was before the city council at their December 16th meeting. The item failed, however, for lack of a second. After conferring with the Montgomery County GIS office, it has been confirmed that Glenn Shoals Drive, which borders the east side of the parcels being considered for annexation, is in city limits. This means the parcels under consideration are completely surrounded by other territory that is in city limits, and can be annexed the same way the other eight groups were in December. Downs stated he would like to see the annexation done before the zoning map is updated. Ward stated he did not believe Glenn Shoals Drive, being the only territory as falling into City limits to the east, was enough of a reason to annex these properties into the City. He said he understands that the City can legally annex these properties, but he does not feel the City should. Butler and Justison agreed. Wright stated she believed the opposite, as other properties along the lake are already in City limits.
11. **Discussion / Action – Ordinance No. 1851 an Ordinance Creating and Establishing a Policy for Recognition and Naming of City Facilities:** This ordinance will provide standards governing how the City may recognize private donations or sponsorships through naming rights for City facilities. Adoption of this policy is necessary before the City enters into an agreement involving naming rights. The ordinance confirms that naming rights are for recognition only and do not convey any ownership or control of City property. **Motion by Wright and second by Butler to adopt Ordinance No. 1851 an Ordinance Creating and Establishing a Policy for Recognition and Naming of City Facilities. Motion carried with a 5-0 vote in favor.**
12. **Discussion / Action – Ordinance No. 1852 an Ordinance Authorizing and Approving the Acquisition of Certain Property Located at 421 Taylorville Road by Negotiation or by Condemnation by the City of Hillsboro, Illinois:** The City obtained an appraisal for 421 Taylorville Road, and the property appraised for \$9,000. Property owner Lloyd Woolard expressed a willingness to sell the property, and the City offered \$12,000. Mr. Woolard verbally agreed to the offer, and the City presented him with an agreement, which Mr. Woolard has signed. Wright reported the City will have to obtain a permit if they wish to demolish the building that is currently on it. **Motion by Wright and second by Butler to adopt Ordinance No. 1852 an Ordinance Authorizing and Approving the Acquisition of Certain Property Located at 421 Taylorville Road by Negotiation**

or by Condemnation by the City of Hillsboro, Illinois. Motion carried with a 5-0 vote in favor.

13. **Discussion / Action – Resolution No. 2026-07 a Resolution Authorizing and Approving a Petition to be Filed with the Zoning Board of Appeals Requesting its Recommendation to Amendments to the Zoning Map:** Under the City Code, properties that are newly annexed are automatically given an R-1 (Single Family Residence District) designation on the zoning map. Two of the parcels that were annexed need to be reclassified to an I-1 (Industrial Manufacturing) designation. It has been recommended by Zoning Administrator Matt Lentz to change zoning designations for three of the parcels. Two would become I-1 parcels, and the other would be classified as R-2 (General Residence). Before changing these parcels, the City must petition the Zoning Board to make these amendments by adopting a resolution. **Motion by Justison and second by Ward to adopt Resolution No. 2026-07 a Resolution Authorizing and Approving a Petition to be Filed with the Zoning Board of Appeals Requesting its Recommendation to Amendments to the Zoning Map. Wright abstained. Motion carried with a 4-0-1 vote in favor.**
14. **Discussion / Action – TIF Redevelopment Project Extension Request for the Revived Soul (225 S. Main St.):** The council previously approved awarding a TIF grant to the Revived Soul in the amount of \$60,000 for work to be completed at 225 South Main Street. Building owner Amanda Hemken has requested an extension to allow for more time to complete the renovations. The original agreement gives a deadline of March 16th, and Ms. Hemken has requested a 120-day extension, which would bring the new deadline to July 14th. **Motion by Ward and second by Butler to approve awarding a TIF Redevelopment Project Extension for the Revived Soul (225 S. Main St.) for a period of 120 days. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**
15. **Discussion / Action – Pay Application #7 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:** This item was pulled from the agenda. **No action was taken.**
16. **Discussion / Action – Purchasing Fireworks from Spectrum Pyrotechnics, Inc. for the Independence Day Celebration:** The price for this year’s fireworks display proposal is \$13,000, which is an increase of \$1,000. The City already made its annual payment for fireworks during this fiscal year; however, with this year being the nation’s 250th birthday, it is recommended to put an order in sooner rather than later. Wright expressed a desire to increase the size of the display since it is the nation’s 250th birthday. Ward said he would like to look into the budget to see if money could be found to support a larger display. The council agreed tabling would be the best option for now. **Motion by Ward and second by Justison to table this item. Motion carried with a 5-0 vote in favor.**
17. **Discussion / Action – 2026 Spring Cleanup Dates:** Butler reported the same rules for this year’s cleanup will apply. Only one truckload per household, and those dropping off

should have correct identification to confirm residency. **Motion by Butler and second by Wright to approve May 14th, 15th and 16th as the dates for this year's Spring Cleanup. Motion carried with a 5-0 vote in favor.**

18. **Discussion / Action – 2026 Lake Glenn Shoals Cleanup:** Public Properties Superintendent Jim May will be able to have staff cleanup the lake area the week of May 18th, so he recommends having items to be picked up dropped off by the evening of Sunday, May 17th. Those who need lots cleaned up should notify the City Clerk's office. **Motion by Butler and second by Wright to approve May 18th through 22nd as the dates for this year's Lake Glenn Shoals Cleanup. Motion carried with a 5-0 vote in favor.**
19. **Discussion / Action – Advertising for Marina and Pool Manager Position:** The City is in need of a manager for the Lake Glenn Shoals Marina, in addition to one for the new pool that will be open this July. Commissioner Butler, Jim May, City Clerk Jenkins, and Community Planner Smith met to discuss what the marina would look like. The consensus was to scale back the marina to operate as more of a concession stand, while continuing the sale of gas and boat permits. The meeting also included a conversation about combining oversight of the marina and oversight of the pool. **Motion by Wright and second by Justison to approve advertising for the position of Marina and Pool Manager. Motion carried with a 5-0 vote in favor.**
20. **Discussion / Action – Quote from Martin Equipment for Repair to Backhoe for City of Hillsboro Street Department:** The Street Department's backhoe is in need of repair, and Superintendent Justin Chappellear received two quotes from Martin Equipment. One quote, which includes replacing the front axle, is for \$8,500. The other quote, which is for a list of parts involved in repairing the machine, is for \$7,486.40. Chappellear's recommendation is approving the quote to replace the front axle. **Motion by Wright and second by Justison to approve the quote from Martin Equipment in the amount of \$8,500 to repair the Street Department's backhoe. Motion carried with a 5-0 vote in favor.**
21. **Discussion – Contract with Montgomery County for Municipal Animal Control Services:** The City received a revised proposed municipal contract for animal control services from Montgomery County. This contract includes an annual charge of \$2.00 per capita, along with a charge of \$250 per call for emergency calls, which are defined as calls between the hours of 5:00 p.m. and 9 a.m. on weekdays, as well as anytime on weekends and holidays. Ward stated he believes most of the calls are going to take place after the hours of normal operation. Justison stated he is concerned about the number of emergency calls negatively affecting the police department's budget. Leetham stated County Animal Control is much improved; however, one of his concerns has been that the department ran on a shortfall and he felt that the County relied on Hillsboro and Litchfield to counteract that. County Animal Control Warden Tricia Papin reported she has to respond to certain incidents by law, which would include dangerous animals and bite cases. She said she cannot respond to any other calls in the municipality without a contract. When asked if there could be any revisions to the contract, Papin responded she

would have to confer with the State's Attorney and the County Board. Overall, the discussion remained cordial and informative.

- 22. Discussion / Action – Adjourn: Motion by Justison and second by Wright to adjourn the meeting.** Downs announced the council would hold a special meeting Friday morning at 9:00 a.m. **Motion carried with a 5-0 vote in favor. The meeting was adjourned at 8:22 p.m.**

Respectfully submitted,
David Jenkins, City Clerk