

**Hillsboro City Council Meeting
January 11, 2022**

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

Roll call was taken and those present were Mayor Downs and Commissioners Duncan, Murphy, Wright and Butler. Commissioner Duncan was remote by phone because of COVID-19 contact.

The "Pledge of Allegiance" was recited.

Minutes of the previous meeting were approved.

Commissioners' reports:

Commissioner Butler read from his reports for the street department and public property department and they will be included in the minutes.

Commissioner Murphy asked everyone to keep the town clean and asked everyone to dispose of their tires properly. Murphy said he met with Commissioner Butler and is thrilled to work with him. Murphy said the squad cars are in and it will be a slow process retrofitting them and getting them in service. Murphy said he will have to get a new more for Stewart to use and Stewart can also help with brush pickup if needed. Murphy said Code Enforcement Officer Lee has been working on problems that keep coming up and Murphy asked for everyone to contact Lee if they see a problem. Lee said 50 structures have come down and shows the cleanup that's going on.

Commissioner Duncan had nothing to report.

Commissioner Wright read her report and it will be included in the minutes.

Mayor Downs commended the police department for breaking up a theft ring in town. Downs said the downtown grant has been applied for and there is no information on the OSLAD and Safe Routes to School grants the City applied for. Downs said Commissioner Butler has hit the ground running and has a lot of ideas and will be getting some things done with good energy. Downs said the hydraulic model report has been completed by Woodard & Curran.

Community Planner Jonathan Weyer gave his report and it will be included in the minutes.

City Engineer was not present.

There were no public comments.

Tim Ferguson addressed the Council on the new lead service line repair law that went into effect January 1, 2022. A copy of Ferguson's report will be included in the minutes.

Motion was made by Commissioner Duncan and seconded by Commissioner Butler to approve paying bills for the month of January in the amount of \$292,316.92. Motion carried 5-0.

Agenda item #11 was pulled from the agenda by Mayor Downs.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to approve purchasing a 3" water meter from Midwest Meter, Inc. for a cost of \$2,200. Motion carried 5-0.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to approve purchasing a high service water pump for the water department from Illinois Electric Works for a cost of \$15,368. Motion carried 5-0.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to approve hiring Petersburg Plumbing & Excavation to jet areas around town with a vector machine. Costs would be \$190 an hour for use with one person or \$270 an hour for use with two people. Motion carried 5-0.

Motion was made by Commissioner Murphy and seconded by Commissioner Wright to approve a \$2,000 Façade Improvement Grant reimbursement to Tony Dragoo for work done at 439 S. Main St. installing front windows. Motion carried 5-0.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to approve beginning work on the employee handbook and directing the City Clerk to work on the project. Motion carried 5-0.

Motion was made by Commissioner Wright and seconded by Commissioner Butler to approve changing the time off for exempt employees. After little discussion it was decided to table the item until a meeting with employees. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Murphy to approve allowing the city attorney to draft an ordinance to create a \$2,000 road bond for brick streets. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve purchasing a pickup broom for the skid steer from Sievers Equipment Co. for a cost of \$12,178. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve new brush pickup guidelines for the City. The guidelines will be included in the minutes. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Murphy to approve advertising for a campground host and pool manager for 2022. Motion carried 5-0.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve hiring an employee in the street department. It was decided to table the item until Commissioner Butler and Commissioner Duncan could get together reference to finances for the hire.

Motion was made by Commissioner Butler and seconded by Commissioner Wright to approve terminating the verbal agreement for the purchase of real property from the City. It was discussed that the contract had never been signed and there was no action taken on the item.

Motion was made by Commissioner Murphy and seconded by Commissioner Wright to approve the recommendation by Mayor Downs to appoint Allan Spelbring to the Natural Resources Committee. Motion carried 5-0.

Motion was made by Commissioner Murphy and seconded by Commissioner Butler to approve extending the TIF agreement for Brian Lee for work to be done at 227 & 229 S. Main St... After Discussion the Council extended the TIF agreement to December 31, 2022 with no other extensions available. Motion carried 5-0.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to approve paying Blue Collar Construction and Dunham Independent, Inc. using housing grant money for work done for the housing grant. **Motion was made by Commissioner Murphy** and seconded by Commissioner Butler to pay Blue Collar Construction \$20, 235 for their work and to withhold paying Dunham Independent, Inc. \$4,000 for their work until a matter with the state is cleared up because of not filing a report. The amended motion carried 5-0 and the original motion as amended carried 5-0.

Commissioner Butler started conversation on returning money from the sale of raw water back to the lake restoration fund. Butler asked when the money could start going back into the fund and Mayor Downs said the rate study has been completed and they are not sure where to go with the USDA loan for the sewer plant. Downs said maybe go back to 50% of the amount now because the City is not there yet. Butler said there is a lot of work that needs to be done around the lake. Tim Ferguson said the first thing the City needs to do is create a water shed study first if the money goes back into the fund. Butler said the City is already looking into the plan. Butler said he would put it on the next agenda for approval to start putting the money back into the fund at 50%. Clerk Davidson asked if it was 50% of the minimum payment or 50% of the total amount brought in and he was told 50% of the minimum payment due. Dave Stromatt addressed the Council and thanked the Council for taking the item up again and asked the minimum be 50% of the monthly payment not just the minimum. Butler will bring it back at the next meeting for approval.

Commissioner Butler started conversation on getting a proposal from Hurst & Rosche to fix infrastructure, curbs, sidewalks and the road from S. Main St. to Jefferson St. Butler said he would like to get a proposal from Hurst & Rosche to start a plan to replace infrastructure and the road on Fairground Ave. Butler said the road is broken down and in need of much repair. Butler said he would like to see concrete or blacktop on the road and Mayor Downs agreed saying the bricks could be used on other streets for repair if needed. The Council agreed with Butler and said to get a proposal from Hurst & Rosche and bring it back to the Council for approval.

Motion was made by Commissioner Wright and seconded by Commissioner Murphy to go into "closed session" on "personnel, the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of a public body" at 9:01 pm. Motion carried 5-0.

Roll call was taken at 9:22 pm to go back into regular session with Mayor Downs and all Commissioners' present.

There was no discussion or action taken on personnel.

Motion to Adjourn was made at 9:22 pm by Commissioner Butler and seconded by Commissioner Wright. Motion carried 4-0.

Respectfully Submitted,
Cory M. Davidson, City Clerk

Parks & Public Properties Dept. Work Summary

Council Meeting Report-January 11, 2022

- Mulching and leaf cleanup in parks, lakes, and public properties, emptying trash cans, picking up trash, checking public buildings, servicing the dog park, etc.
- We have been working with Mondin Electric using the hydrovac in areas around the transformer and wiring, main power has been disconnected, and the old panels have been removed at Sherwood Forest Campground. Mondin Electric has been working with Ameren and the installation of the new CT cabinet and main breaker panel will take place soon.
- Damage occurred to the City's JLG lift. Pennell Forklift came and inspected the unit and provided an estimate for repairs and certification.
- Replaced a torsion spring on a garage door at the Challacombe garage
- Met with Alarmtech for upgrades to Marina alarm system
- Servicing and repairing mowers in preparation for the upcoming mowing season
- Since the last council meeting, we've been meeting and collaborating with Fred, sent out letters to lifeguards for upcoming pool season, sent letter to marina operator, prioritizing activities and projects, etc.
- In our checks of buildings, we have discovered 2 heaters out recently. One was just a milk house heater at the north access area restroom, but the 220v heater in the women's side of the campground shower house will need replaced. We are looking into pricing and availability.
- Purchased walk behind snow blower for downtown sidewalks
- There has been quite a bit of end of the year vacation time taken during December

STREET DEPARTMENT REPORT

1. cleaned storm drains
2. jetted storm drain at St. Louis and Highland streets
3. repaired fire hydrant that was hit on E. Tremont
4. repaired water main leak on Chase St.
5. repaired water main leak on Johnson St.
6. temporarily repaired 36" sewer main below Challacomb park
7. started trying to find and repair storm drain tile on Ash St.
8. salted roads

Public Utility Report January 11, 2022

Water:

When the power pole was hit on Sunday morning, January 2nd, the Water Plant lost power briefly. After getting things back online, it was determined that two of the large electronic valve operators/actuators on the sand filters were no longer functioning. They were hit by the power surge and the control boards in them were damaged. The City's insurance company was onsite Monday, January 10th to start the claim process.

The water meter for Taylor Springs has now been added into Beacon. Tim will be working with the Village to set up their Eye on Water account to track usage, set leak alerts, and show them how they can now gather their daily meter reading all from the online account. This will save their staff from having to visit the meter vault daily.

Recent rains in late December have brought Glenn Shoals Lake back above full pool. Water quality was changed very little, only seeing a slight increase in Ammonia. The major concern for the treatment plant now is the colder temperature of the water, which impacts how fast we can push the water through the plant.

The water plant's radiant tube heater in the chemical bay was evaluated and serviced. The unit has been struggling to maintain sufficient temperatures in the chemical room the last two years which causes damage to the chemicals. Since the unit is functioning properly, we are researching whether a supplemental heater can be installed or if we should look into replacing the tube heater with a larger unit with more BTU's

Sewer:

To temporarily address the leaking sewer near Challacombe Park, the Street department was able to replace some of the eroded dirt surrounding the pipe. Along with some use of sodium bentonite, the City has been able to mitigate the leak until repairs can be made. We are awaiting a final quote from a contractor to replace approximately 20 to 30 feet of the 36" pipe, we should have that information by the next meeting. The regulatory agencies have been made aware of the issue and the City is keeping them updated on the progress.

With the recent rains, we have had a few more call outs to the pump stations. Hickory had another issue with socks making their way down to the wet well. Hillcrest pump station had a pump plugged with wipes or something of similar nature. Lakewood #2 had a couple call outs which seem to be attributed to a bad or hung up float. There were a couple other callouts but they were due to the power issue from the damaged power pole on School Street.

The waste water treatment plant had a storm pump go down after the recent rain. The pump is still running, but does not move any water. The cause is still being investigated.

Still meeting with vendors on the best solution for the Hickory Street pump station replacement and the upgrade needed for pump behind Paris Foods, which may be added into the Helston Place Sewer Project.

In early December the Street Dept was able to assist in sealing off some infiltration to a sewer crossing the creek in the proximity of the old water plant. We think those repairs have failed, but can not perform a video inspection on the line due to sediment in the main. We will get this cleaned, then televise and determine the next action, if needed.

Statement for newspaper:

A reminder that the City of Hillsboro will be ensuring that our practices for water and sewer collection align with our municipal code.

Payments are due by the 15th of each month in order to avoid 15% late fees. That is this Saturday. Delinquent accounts not paid by close of business on the first Monday of the following month will be shut off the following morning (The Tuesday following the first Monday).

Accounts will be charged turn off/turn on fees if not paid by the 4:00 close of business on the first Monday in the amount of \$40 for disconnection and \$40 for reconnection.

Hardships must be brought to the attention of myself, the City Clerk, or the Water Clerk prior to these events. If you fail to initiate contact and produce a valid reason why the account has not been paid, services will be discontinued.

AGENDA ITEM – Received quotes for a new impeller and rotating assembly for the High Service pump after determining the current unit was not able to be rehabbed as planned. With the chemical induced deterioration of the Bronze unit, we are recommending moving to an alpha nickel compound. We did have Stainless Steel quoted, but the costs were much higher and had a 5 to 6 month lead time for the product.

AGENDA ITEM – House Bill 3739 (Lead Service Line Replacement and Notification Act) officially became law on January 1st. Tim to present the highlights of the law to the Council.

Community and Economic Planner Report 1/11/22

-The biggest news is that the Downtown Grant was submitted yesterday with no issues. First want to thank the Mayor and Councilman Butler for their input. Second, I want to acknowledge Jeremy Connor, our city engineer, for his profound amount of help with the technical wording, schematics and general input. Third, a huge debt to Liz Pereira, a planner and grant writer for Woodard and Curran. She graciously agreed to read our narrative and gave some helpful input that enabled the grant to much stronger. And, of course, Mrs. Barb Hewitt and her excellent editorial expertise.

For those keeping track, we've applied for three separate grants since sending me to Grant Writing School; The OSLAD, Safe Routes to School and the Downtown grant.

-Our strategic plan requires that the Community Planner give a yearly report on the "state of the plan." I'm working on this and I will have it to the council for the February 8th meeting. I think everyone is going to be pleasantly surprised by how much progress we've made in only a year.

-VISTA, the owner of the power plan, will be holding a conference call with area leaders and economic developers to explain developments concerning solar energy. By all indications, there seems to be some very positive developments.

-A delegation of people from Hillsboro will be traveling to Collinsville January 27th for the Rivers and Routes Tourism Summit. Kaitlyn Fath, Mayor Downs, and myself will be leading this group and the Red Rooster will be featured in a presentation of things to look forward to in 2022.

-The Institute for Rural Affairs will be having their Spring Conference on February 23rd. I'm working on securing scholarships for any community leaders who would like to attend. Depending on the COVID numbers, we will be shooting for a Conference watch party at The Coop.

Respectfully Submitted,

Jonathan Weyer
Community and Economic Planner.

Lead Service Line Replacement and Notification Act Information Sheet

Public Act 102-0613

HB 3739

The bill includes 3 amendments to existing state statutes

- The Department of Commerce and Economic Opportunity Law
- The State Finance Act
- The Environmental Protection Act

DCEO Law Update:

Creates a low-income water assistance policy. Allows DCEO to implement a program to help households with water related projects such as efficiency upgrades, lead service line replacement, or other projects to provide clean water. Income limits will be determined annually by DCEO.

State Finance Act Update:

Adds language to the law creating the "The Lead Service Line Replacement Fund". The Lead Service Line Replacement Fund is created as a special fund in the State Treasury. The objective of the Fund is to finance activities associated with identifying and replacing lead service lines, build Agency capacity to oversee the provisions of this Section, and provide related assistance for the activities listed under this subsection.

Within a year, the Agency will determine how funding will be made available. Funding must be used for costs associated directly with Lead Service Line Replacement

Environmental Protection Act Update:

Newly creates Section 17.12 and names Lead Service Line Replacement and Notification. This section shall require owners and operators of Public Water Supplies to create and maintain a service line material inventory and a comprehensive lead service line replacement plan, provide notice to occupants of potentially affected buildings before any construction or repair work on water mains or lead service lines, and request access to potentially affected buildings before replacing lead service lines.

The law also prohibits partial lead service line replacements unless they are authorized specifically in the text of the law.

Important Changes

"Service line" - means the piping, tubing, and necessary appurtenances acting as a conduit from the water main or source of potable water supply to the **building plumbing at the first shut-off valve or 18 inches inside the building**, whichever is shorter.

The Public Water Supply shall to the best of their ability identify the type of construction material used on the customer's side of the curb box, meter, or other line of demarcation **and** the community water supply's side of the curb box, meter, or other line of demarcation.

In developing the inventory, the Public Water Supply must:

- Prioritize high risk areas, schools, day cares, hospitals, etc.
- Visually identify and document when any type of work takes place
- Identify areas where lead was primarily used in the past
- Discuss service line repair history and installation with its **employees, contractors, plumbers**.
- Submit updated inventory to IEPA April 15, 2022. Final Inventory due on April 15, 2024

A Community Water Supply must document any refusal to grant access to the interior of a building for purposes of identifying the materials of construction of a service line.

Upon identification of lead service line, notify all occupants and the owner of the existence within 15 days.

Every owner or operator of a community water supply that has known or suspected lead service lines shall:

- (1) create a plan to:
 - (A) replace each lead service line connected to its distribution system
 - (B) replace each galvanized service line if connected downstream to lead piping.
- (2) Submit the initial Replacement Plan to IEPA **by April 15, 2024**, with a final updated version by **April 15, 2027**.

Creates alternate ability to fund replacement projects through the IL Tax Code.

- "by ordinance or resolution by the corporate authorities, exercise authority provided in Section 27-5 et seq. of the Property Tax Code and Sections 8-3-1, 8-11-1, 8-11-5, 8-11-6, 9-1-1 et seq., 9-3-1 et seq., 9-4-1 et seq., 11-131-1, and 11-150-1 of the Illinois Municipal Code"

Sets replacement rates required to achieve compliance. Rates are based on know lead service lines or unknown service materials. In Hillsboro's case, likely will end up in the range of 1,200 or less.

- A community water supply reporting 1,200 or fewer lead service lines in its final inventory and replacement plan shall replace all lead service lines, at an **annual rate of no less than 7%** of the amount described in the final inventory, with a timeline of **up to 15 years for completion**.

Law Prohibits Partial Lead Service Line Replacement. If an emergency occurs, and contact to the occupant or owner is unsuccessful, a partial may be allowed as long as:

- Notification of owner/occupant of lead service.
- A warning that the disturbance of the water line could release lead
- Information on how to flush plumbing system after a repair is made
- Information on the dangers of lead in drinking water.
- The Public Water Supply provides a water filter for at least one fixture for drinking purposes and filter must be certified by an accredited third-party certification body to NSF/ANSI 53 and NSF/ANSI 42
 - o In event of non-participation in nonresidential properties and rental buildings, the owner is responsible for the filter for drinking purposes.
- All Partials must be documented and submitted to the Agency within 24 hours, stating why the complete replacement was not made.

The first four items are current practice.

All notifications to customers under this subsection must contain the following statement in the **Spanish, Polish, Chinese, Tagalog, Arabic, Korean, German, Urdu, and Gujarati**: *"This notice contains important information about your water service and may affect your rights. We encourage you to have this notice translated in full into a language you understand and before you make any decisions that may be required under this notice."*

Timeline for a planned lead service line replacement project:

- Notify the property owner at least 45 days prior to planned work
- After 15 days of do response, the Public Water Supply shall post on the entrance to the affected property.
- If approval is still not granted, the Public Water Supply shall request the owner sign a waiver from the Department.
- If refusal to sign the waiver is encountered, the Public Water Supply has met all the notification criteria and is to notify the department within 15 days of final refusal.

CITY OF HILLSBORO

BRUSH PICKUP

The city of Hillsboro will only be picking up brush and leaves on the second Tuesday of each month. The street department will pick up twice a month in the months of October and November for the fall season. The street department will continue to pick up after storms.

BRUSH PICKUP GUIDE LINES

- Have your brush and leaves stacked by 7am the morning of pickup.
- Your brush and leaves must be stacked in the boulevard in front of your residence or lot and not impede the sidewalk or roadway. Should be reachable from the road.
- Leaves must be placed in a paper bag for pickup. No single branch, limb or tree can be greater than 6 inches in diameter or 8 feet in length.
- The city will make only one pass down your road. Any additional material you add after that will not be picked up until the next pickup date and will be your responsibility.
- No dimensional lumber or plastic bags will be taken during pickup. Whole trees will not be taken during pickup.
- The city will take call in pickup from our senior community as needed.

The city dump, located at the street shed on City Lake Rd., will still be available Monday through Friday from 7am to 2:30pm (6am to 1:30pm Memorial Day through Labor Day) for drop off by City residents. No dimensional lumber or plastic bags will be accepted at the City dump.

Hillsboro City Council
"Closed Session"
January 11, 2022

Mayor Downs called the meeting to order at 9:07 pm.

Those in attendance were Mayor Downs and Commissioners Duncan, Murphy, Wright and Butler. Also in attendance were City Attorney Hantla, Clerk Davidson and Chief Randy Leetham.

The closed session meeting was called by Mayor Downs to discuss personnel.

Mayor Downs started the meeting by letting the Council know that Jacob Longwell will not be moving to the police department as stated until later. Commissioner Murphy said another dispatcher is off and it would have caused staff shortages at the fire department and Chief Leetham said Longwell has been placed in an academy in May and it leaves the police department short but it's better than the position the fire department would have been in if Longwell came to the police department. Leetham said once the new dispatcher is ready and can go on his own then Longwell would start field training with the police department and go through the 40 hour firearms course. Butler asked if Leetham was included in the Police & Fire Board meetings and he said yes and Chief Lyerla has always had an invitation to attend. Mayor Downs said Mike Watson was going to step down from the Police & Fire Board. Chief Leetham left the meeting.

Mayor Downs said he sent information to Clerk Davidson, Mike Lee and Commissioner Murphy on an apartment complex that had garbage and furniture out and wanted a phone number for the owner. Downs said he had a good conversation with the owner and he is trying. Attorney Hantla stopped the conversation and said it was not personnel and shouldn't be discussed. Mayor Downs continued and discussed how Murphy said the chain of command should have been followed and Mayor Downs said he didn't think he stepped on any toes but the owner is trying.

Mayor Downs discussed how Murphy shouldn't be out talking to people and his article could have caused the City the issue with the EPA. Murphy said it was a specific plan the paper talked about and there was no plan and it is other communities in the area. Attorney Hantla again stopped the Council from discussing the issue because it was not personnel.

Commissioner Butler said he had a meeting with one of the employees about falling a sleep on the job and he is getting some help so it will hopefully not happen again.

Roll call was taken to adjourn the "closed meeting" at 9:20 pm and it was 5-0 to adjourn the closed session.

Respectfully Submitted,
Cory Davidson, City Clerk