

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, May 19, 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 and Kendra Wright

Absent: Commissioners Tommy Justison and Patrick Ward

Also Present: City Clerk David Jenkins
City Attorney Chris Sherer
Econ. Dev. & Community Planner Melissa Smith
Public Properties Supervisor Jim May
Fire Chief Joe Lyerla

3. The Pledge of Allegiance was recited.

4. **Public Comment:** Cory Davidson addressed the council on behalf of the Volunteer Fire Department. He said they attempted to be on the agenda, but it was denied; so he will be reading a letter instead. In it, he said the volunteers met and discussed the renovation of the Fire Department. He stated at their volunteer meeting, they learned the council was considering renovations to the fire station in order to house the Police Department. He said the volunteers do not believe there is enough room to house both departments at that building, and it would be counterproductive to take from one department that is strapped and give to another. He also said these details came out of a closed meeting, which means the council has a leak.

5. Minutes of the May 5th, 2026 public hearing and regular meeting were approved as presented.

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

Mayor Downs commented on the travel baseball tournament that was held over the weekend, attracting teams from many towns. He said the event was beneficial in promoting Hillsboro.

Written reports from the Public Properties and Street Departments were submitted. Commissioner Butler stated the Street Department held the annual cleanup. He also reported the pool construction is behind because it is currently full of water as a result of the large amount of precipitation. Butler and members of the Volunteer Fire Department

who were present during the meeting had a spirited discussion about the fire facilities in response to the letter that was read during public comment.

Written reports for the Water and Sewer Departments were submitted. Commissioner Wright reported the project manager position has been filled by Nick Sabol. She also reported Jason Black, who had filled in as a temporary lead operator, has concluded that part of his role.

7. **Economic Development & Community Planner Report:** A written report from the Economic Development and Community Planner was submitted. Smith reported there will be two TIF applications on the next agenda along with a façade grant. She also elaborated on the baseball tournament that took place, stating 28 teams participated with families in attendance.
8. **City Engineer Report:** No report was given.
9. **Discussion / Action – Paying Bills for the Month of May 2026:** Bills for the month total \$638,761.39. Downs reported he has a mileage reimbursement bill submitted, and he would normally abstain from voting on this item. However, with only three council members present, he must vote in favor in order for the bills to get paid. **Motion by Wright and second by Butler to approve paying bills for the month of May 2026 in the amount of \$638,761.39. Motion carried with a 3-0 vote in favor.**
10. **Discussion / Action – Resolution No. 2026-17 a Resolution Approving a Façade Improvement Grant Application to Tim Ulrici for Work to be Completed at 310 Berry St.:** Tim Ulrici submitted an application for a façade improvement grant to pay for tuckpointing, exterior door replacement, concrete and gutter work, wood deck sealing, and basement window replacement at 310 Berry Street. The total estimated project cost is \$8,345.92, and the City’s share is 50 percent up to a maximum amount of \$4,172.96. **Motion by Butler and second by Wright to adopt Resolution No. 2026-17 a Resolution Approving a Façade Improvement Grant Application to Tim Ulrici for Work to be Completed at 310 Berry St. Motion carried with a 3-0 vote in favor.**
11. **Discussion / Action – Resolution No. 2026-18 a Resolution Approving a Façade Improvement Grant Application to Capri Markets LLC for Work to be Completed at 1201 Vandalia Road:** Capri Markets submitted an application for a façade improvement grant to pay for sign replacement at their property at 1201 Vandalia Road. The total estimated project cost is \$12,695.58, and the City’s share is 50 percent up to a maximum amount of \$5,000. **Motion by Wright and second by Butler to adopt Resolution No. 2026-18 a Resolution Approving a Façade Improvement Grant Application to Capri Markets LLC for Work to be Completed at 1201 Vandalia Road. Motion carried with a 3-0 vote in favor.**
12. **Discussion / Action – Resolution No. 2026-19 a Resolution Approving Agreement with Randle Lawn Care LLC for Nuisance Weed and Grass Abatement Services:** The City advertised for addressing nuisance weed and grass abatement. Randle Lawn

Care was the only company to submit a bid, which includes a pricing model that is based on lot size and height of vegetation, in addition to whether or not garbage or debris removal is necessary. Adopting the resolution approves the agreement, which would be in effect until April 1, 2027 unless terminated earlier by either party. Butler stated he would like to table this item because he doesn't want citizens to think the City will be cutting their grass for free. He said the citations need to be issued. Sherer stated citations still may be issued and this resolution is agreeing to hire Randle Lawn Care to cut the grass. **Motion by Butler and second by Wright to adopt Resolution No. 2026-19 a Resolution Approving Agreement with Randle Lawn Care LLC for Nuisance Weed and Grass Abatement Services. Motion carried with a 3-0 vote in favor.**

- 13. Discussion / Action – City’s Share of Veterans Banners for the America 250 Celebration:** The total estimated cost of veterans banners for the America 250 Celebration is \$2,541. The City also must pay for the cost to rent a lift to install the banners. Smith reported she has \$1,700 pledged so far, though she has not collected all of it yet. Wright stated the City’s share will be paid for using Business District funds. **Motion by Wright and second by Butler to approve paying for the America 250 banners for an amount not to exceed \$1,000, plus the cost of renting a lift for banner installation. Motion carried with a 3-0 vote in favor.**
- 14. Discussion / Action – Pay Application #10 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:** The total amount due to Plocher during this payment application is \$983,725. Additionally, \$15,000 is due to Woodard and Curran for instrumentation integration. Wright reported there is still approximately \$19 million left to pay for the Construction. **Motion by Wright and second by Butler to approve Pay Application #10 to Plocher Construction in the amount of \$998,725 for work completed on the Wastewater Treatment Facility Upgrade project. Motion carried with a 3-0 vote in favor.**
- 15. Discussion / Action – Pay Application #4 to Korte-Luitjohan for Work Completed on the Lead Service Line Replacement Project Phase 2:** The amount due to Korte-Luitjohan during this payment application is \$184,680. Wright reported 38 full replacements were completed during Phase 2. She said there is still retainage that will not be paid until each lawn is fixed and homeowners are happy. **Motion by Wright and second by Butler to approve pay application #4 to Korte-Luitjohan in the amount of \$184,680 for work completed on Phase 2 of the Lead Service Line Replacement Project. Motion carried with a 3-0 vote in favor.**
- 16. Discussion / Action – Estimates from Mid-State Fire Repair for Vehicle/Equipment Maintenance for the City of Hillsboro Fire Department:** The City received two estimates from Mid-State Fire Repair. One to remove and reinstall some new valves and rebuild a tank to pump air valve at a total cost of \$1,367.81. The other is to remove, rebuild and reinstall suction discharge and drain valves at a total cost of \$3,070.30. The total cost is \$4,438.11. **Motion by Butler and second by Wright to approve the estimates from Mid-State Fire Repair for a total of \$4,438.11 for Vehicle/Equipment**

Maintenance for the City of Hillsboro Fire Department. Motion carried with a 3-0 vote in favor.

17. **Discussion / Action – Pay Application #9 to Capri Pool and Aquatics for Work Completed on the Constitution Bank Community Aquatic Center:** The amount due to Capri Pool and Aquatics for this payment application is \$468,074.22. **Motion by Butler and second by Wright to approve Pay Application #9 to Capri Pool and Aquatics in the amount of \$468,074.22 for Work Completed on the Constitution Bank Community Aquatic Center. Motion carried with a 3-0 vote in favor.**
18. **Discussion / Action – Stand-up Mower for City of Hillsboro Public Properties Department:** The City received a quote from Belcher’s Power Equipment for a Kawasaki 61-inch V-ride stand up mower in the amount of \$12,719. **Motion by Butler and second by Wright to approve purchasing a Stand-up mower for the City of Hillsboro Public Properties Department from Belcher’s Power Equipment in the amount of \$12,719. Motion carried with a 3-0 vote in favor.**
19. **Discussion / Action – Largemouth Bass for Glenn Shoals Lake:** The cost for approximately 371 bags of largemouth bass is \$24,999.75. There are about 30 fish per bag at four to six inches per fish. **Motion by Butler and second by Wright to purchase largemouth bass from Seven Springs Fish Farm for a total cost of \$25,000. Motion carried with a 3-0 vote in favor.**
20. **Discussion / Action – Proposal from ESRI Online Interactive Map to House Watershed Plan Data:** The City received a proposal from Jeff Boechler to compile and customize map data generated through the watershed plan, as well as develop a watershed-specific map portal to upload digital files. The map will be publicly accessible. The cost is \$3,500 for setup, and \$250 per year. Additional support and customization will be billed at \$150 per hour. This site would be accessible on the City’s website. **Motion by Wright and second by Butler to accept the proposal from Jeff Boechler for the ESRI Online Interactive Map to house the Watershed Plan Data. Motion carried with a 3-0 vote in favor.**
21. **Discussion / Action – Proposal for 2026 Section 319 Grant Application:** The City received a proposal from Jeff Boechler to submit its Section 319 grant application for 2026. This will be an update of the 2025 application, which the City was awarded. The proposal includes a cost not to exceed \$6,600. **Motion by Butler and second by Wright to approve the proposal from Jeff Boechler for the Section 319 Grant Application for an amount not to exceed \$6,600. Motion carried with a 3-0 vote in favor.**
22. **Discussion / Action – Hiring Pool-Marina Manager for the 2026 Season:** Two candidates applied for the position of Pool and Marina Manager. Both applicants were interviewed, and the recommendation is to hire Josie Otto to fill the vacancy. **Motion by Butler and second by Wright to approve hiring Josie Otto to the position of Pool-Marina Manager for the 2026 Season. Motion carried with a 3-0 vote in favor.**

23. Discussion / Action – Adjourn: Motion by Wright and second by Butler to adjourn the meeting. Motion carried with a 3-0 vote in favor. The meeting was adjourned at 7:44 p.m.

Respectfully submitted,
David Jenkins, City Clerk