

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, July 1, 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 and Patrick Ward

Absent: Commissioner Kendra Wright

Also Present: City Clerk David Jenkins
City Attorney Chris Sherer
Public Properties Supervisor Jim May
Deputy Police Chief Tim Hopper
Water and Sewer Plant Manager Tim Ferguson
City Engineer Jeremy Connor

3. The Pledge of Allegiance was recited.
4. **Public Comment:** Corner Block Building Co-owner Terri Casey provided the council with an update on the work to her downtown building. She reported the fence is down, and they are already starting on plans for Phase II. She thanked everyone with the City and in the community for their support during this process.

Dane Bondurant stated he attended the meeting because the City has an interest in selling lake property that affects his lake lot. He said his family loves the lot and has taken care of it the four years they have had it. He asked the council to consider his concern and love for the lake, and it would break his nine-year-old daughter's heart to learn that they lost their lot.

5. Minutes of the June 17, 2025 regular meeting were approved as presented.
6. **Mayor and Commissioners' Departmental Reports:**

Mayor Downs thanked the Caseys for all the work they have put into the Corner Block Building, and expressed the significance of the fence coming down. He also commented on a couple of new businesses opening in the City, referring to the Creamery's soft opening and Raise the Bar's new wellness spa.

Commissioner Butler presented the reports for the Streets and Public Properties Departments, stating the Street Department has finished the sidewalks on East Fairground. He also reported the bridge on Seward Street washed out, and it will be repaired in 2026. The reason for the delay is because the City has received a \$950,000 grant for that bridge,

and work cannot start sooner. City Engineer Connor stated they will bid the job this winter. Butler reported the Parks Department has continued maintaining the new multi-use trail. He also reminded everyone that jet skis are prohibited on Lake Glenn Shoals on July 4th and over this weekend.

Commissioner Justison presented the reports for the Police and Fire Departments, stating the police responded to a vandalism incident last week at Central Park. He also commented on the use of motor scooters and UTVs being driven on state highways, adding driving those vehicles on the highways is not only illegal but dangerous.

In Commissioner Wright's absence, Downs stated the Water and Sewer Departments' reports would be included in the minutes. Those reports are as follows:

Water:

Next week, Justin and Tim will be coordinating the replacement of 3 fire hydrants in town that out of service. Chief Lyerla has recommended hydrants at the Jr High, Springfield Rd & Oak St, and Brailley & N Hamilton be prioritized first. We have all of the components and will be working with local contractors to provide the labor. The city will also coordinate any line stops or other special needs for this project.

The water quality at Glenn Shoals is starting to deteriorate with summer heat. We are seeing a slight algae bloom in the lake, but it has not given us too many headaches so far.

H&R and the City have finalized the water tower bidding documents. All bids will be opened in late July and we are going to schedule this as a spring project due to the water demand we see in the fall.

We should have a list for Korte Luitjohan by the end of the week so they can start on Phase 2 of the Lead Service Line Replacement Plan.

Sewer:

Plocher is moving right along with clearing the site. All trees have been burned up and they have a dozer there now leveling and setting grade.

We received a quote on a new pump for Hilcrest Lift Station. The pump is approximately \$12,500. I am looking into the cost of rebuilding it at worst case scenario as an alternative. With the pump being over 30 years old, it will likely require essentially all new components. A new pump will at least have some warranty coverage in the event of a failure.

7. Economic Development & Community Planner Report: No report was given.

8. City Engineer Report:

Connor reported the Broad Street project is still under review with IDOT, and is waiting on some historical clearances. He also said they were able to look at the Seward Street bridge, and did not have to shut the entire bridge down. Only the pedestrian side has been closed. He also reported the new pool is in the permitting phase with the Illinois Department of Public Health.

9. Proclamation Recognizing July 12, 2025 as Lincoln Day in the City of Hillsboro:
Downs read a proclamation recognizing July 12, 2025 as Abraham Lincoln Day in Hillsboro.

10. Discussion – Future Parking Lot Behind Residential Neighborhood (Fairway Heights): Patti Webb, Ali Luckett and Josh Billington addressed the council regarding the possibility of a new parking lot at the sports complex to coincide with the construction of the new pool. Webb commented on the peacefulness of their subdivision, which is located adjacent to the sports complex. She stated their neighborhood appreciates the green space that is currently separating the subdivision from the complex, and they hope to keep it there as a buffer strip. Luckett expressed concerns regarding safety and rainwater drainage, stating the drainage on the soccer fields on the east side of the complex is terrible. She also said traffic safety would be a concern if a new road was created connecting Smith Road to the proposed parking lot. Billington reiterated some of the previous concerns, but added lighting surrounding the pool and parking lot as a potential issue for their neighborhood. Butler said there is currently not enough money for the proposed additional lot at the complex, though the council wishes to eventually build one because it is needed. Once the time to build a new lot comes, he said he will consider the concerns and will look at all options.

11. Discussion / Action – Road Closures for 5K on Thursday, November 27, 2025 from 8:30 a.m. to 10:30 a.m.: Angela Kaculi addressed the council expressing interest in hosting a 5K on the morning of Thanksgiving. She stated she is considering moving the start time up from 9 a.m. to 8 a.m. because of the community Thanksgiving meal and not interfering with those interested in volunteering. The council discussed the route, noting that most people will probably be cooking that morning and there may not be much traffic. Justison said he would like to table this until the next meeting so he has a chance to discuss it with the police department. **Motion by Justison and second by Ward to table this item. Motion carried with a 4-0 vote in favor.**

12. Discussion / Action – Closing Main Street from 201 S. Main Street (Veterans Assistance Commission) to 101 S. Main Street (Courthouse Pub) on Saturday, August 2 from noon to 3 p.m. for Bicentennial Marker Dedication: This item was tabled from the previous meeting. The request was originally to close Main Street from Water Street up to and including the entire Courthouse Square. It was reduced to just the southeast quarter of the square. Justison stated he is not in favor of the closure because he thinks the containment of the courthouse lawn and Lincoln plaza are enough. The council deliberated the logistics of closing the east lane of Main Street to through traffic since closing the

southeast corner of the square would prohibit northbound traffic from making it all the way through the street. Ward said the event may draw a lot of people, and he wondered if the event organizers would be able to provide volunteers to assist with closing the road. Hopper said they could set up some barricades to prevent northbound traffic from making its way through, in addition to closing the parking spaces. **Motion by Ward and second by Butler to approve closing Main Street from 201 S. Main Street to 101 S. Main Street on Saturday, August 2nd for the bicentennial marker dedication. Justison votes no. Motion carried with a 3-1 vote in favor.**

13. **Discussion / Action – Ordinance No. 1829 an Ordinance Regarding the Formation of an Insurance Committee for the City of Hillsboro:** This ordinance would create an insurance committee in an advisory capacity when deciding the City's health insurance plan. The ordinance, as presented, would see the committee comprised of the mayor, commissioner of accounts and finance, commissioner of streets and public improvements, one representative from the labor union and one representative from the FOP. The council discussed whether or not it was fair to leave one commissioner off who oversees collectively bargained employees while including another commissioner who also oversees collectively bargained employees. Ward brought up the possibility of removing the Commissioner of Streets and Public Improvements from the committee and replacing them with the Commissioner of Public Properties and Utilities since that commissioner does not oversee any collectively bargained employees. The council agreed to table the matter. **Motion by Butler and second by Ward to table this item. Motion carried with a 4-0 vote in favor.**
14. **Discussion / Action – Resolution 2025-15 a Resolution Approving the Extension of a Lease Agreement Between the City of Hillsboro and DC Waste and Recycling Inc.:** The council agreed to terminate the lease of the old recycling building in January, effective July 21st. DC Waste has requested an extension, and this resolution would extend that termination by 30 days, creating a new termination date of August 20, 2025. Butler said the company offered to pay the City in exchange for the extension, but Butler said that would not be necessary. **Motion by Butler and second by Justison to adopt Resolution No. 2025-15 a Resolution Approving the Extension of a Lease Agreement Between the City of Hillsboro and DC Waste and Recycling Inc. Motion carried with a 4-0 vote in favor.**
15. **Discussion / Action – Resolution No. 2025-16 a Resolution Approving an Agreement with Northwater Consulting for Illinois EPA Section 319 Grant Administration and Application Services:** This resolution would approve an agreement with Northwater Consulting to write and administer the Illinois Environmental Protection Agency's 319 grant. The proposal is for an amount not to exceed \$7,500, and would be paid for using lake restoration funds. **Motion by Ward and second by Butler to adopt Resolution No. 2025-16 a Resolution Approving an Agreement with Northwater Consulting for Illinois EPA Section 319 Grant Administration and Application Services. Motion carried with a 4-0 vote in favor.**

- 16. Discussion / Action – Reimbursement to Corner Block Group LLC in Accordance with the TIF Redevelopment Agreement:** The amount requested in the reimbursement is \$94,300. The total costs submitted equal 94,848.17. The TIF agreement allows for a total reimbursement of \$94,000. **Motion by Ward and second by Butler to approve the reimbursement in the amount of \$94,000 to the Corner Block Group LLC in accordance with the TIF Redevelopment Agreement. Justison abstained. Motion carried with a 3-0-1 vote in favor.**
- 17. Discussion / Action – Façade Improvement Grant Reimbursements to Main Street Improvements LLC for Work Completed at 400 S. Main Street:** Main Street Improvements submitted requests to be reimbursed through the façade improvement grant program. They have two façade grants, with each being submitted in a different fiscal year. The first is for work on the garage door and framing at the Creamery for a total cost of \$10,420. The City would reimburse the maximum \$5,000 on this request. The second is for a sign and to paint the exterior of the same building, at a total cost of \$11,290. The City would reimburse the maximum \$5,000 on this request as well. The total reimbursement from the City would be \$10,000. **Motion by Butler and second by Ward to approve the two façade improvement grant reimbursements for a total amount of \$10,000 to Main Street Improvements LLC. Justison abstains. Motion carried with a 3-0-1 vote in favor.**
- 18. Discussion / Action – Purchasing Software License Agreement for Utility Billing:** The City's utility billing and accounting system is in need of a software upgrade. The price is \$5,509, and the software is cloud-based. Ward stated the company will eventually make the City upgrade to this system. **Motion by Ward and second by Butler to approve purchasing the LOCiS 8 membership and program for a cost of \$5,509. Motion carried with a 4-0 vote in favor.**
- 19. Discussion / Action – Contracting with Sarah McConnell for Economic Development Work/Services:** McConnell tendered her resignation prior to the last City Council meeting, but is still working on a part-time basis for the City. Ward stated the City still has quite a few irons in the fire, and he would like to offer her a 60-day contract while the City works through the transition. **Motion by Justison and second by Ward to approve contracting with Sarah McConnell for economic development work and services. Motion carried with a 4-0 vote in favor.**
- 20. Discussion / Action – Rules for Adjacent Landowner Requests of Licensed Lake Lots:** The Natural Resources Committee previously developed a list of recommendations regarding a five-year rule for lake lots. Under the rule, landowners adjacent to Glenn Shoals Lake lots could take possession of the lots that have been licensed for less than five years. The NRC recommends the five-year clock start on the date the deed for the owned land is recorded. Butler stated he has received many good questions regarding some of these recommendations, and he wants to send this issue back to the NRC before making a final decision. **Motion by Butler and second by Justison to refer this matter back to the Natural Resources Committee. Motion carried with a 4-0 vote in favor.**

21. Discussion / Action – Adjourn: Motion by Justison and second by Ward to adjourn the meeting. Motion carried with a 4-0 vote in favor. Meeting was adjourned at 7:57 p.m.

Respectfully submitted,
David Jenkins, City Clerk