CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, July 21, 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 Patrick Ward and Kendra Wright
Absent:	Commissioners Fred Butler and Tommy Justison
Also Present:	City Clerk David Jenkins City Attorney Chris Sherer Econ. Dev. & Community Planner Melissa Smith Police Chief Randy Leetham

3. The Pledge of Allegiance was recited.

4. **Public Comment:** Kaitlyn Fath addressed the council regarding the Planning Commission. She said she has found it disheartening that the commission has had a difficult time holding meetings due to the lack of a quorum. She said she feels very strongly about this, and would like to work with the City going forward on better educating the public and getting people involved in community boards such as these.

5. Minutes of the July 7th, 2026 regular meeting were approved as presented.

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

Mayor Downs asked for condolences to be sent to the Butler family as Commissioner Butler's father-in-law passed away. He also commended the police department for the trading card program that begun this week. Additionally, he recognized the department for their handling of an erratic driver situation over the weekend.

Written reports from the Public Properties and Street Departments were submitted.

Written reports from the Water and Sewer Departments were submitted. Water and Sewer Plant Manager Nick Sabol reported they have spent a lot of time cleaning up the sewer plant and keeping the site maintained. He stated Evapar will be on site the 28th and 29th to repair the automatic transfer switch for the raw water station.

7. **Economic Development & Community Planner Report:** A written report from the Economic Development and Community Planner was submitted. Smith reported interest in the City's façade and TIF programs remains strong. She reported she has a meeting tomorrow for next year's Community Development Block Grant cycle.

8. **City Engineer Report:** No report was submitted.

9. **Discussion / Action – Paying Bills for the Month of July 2026:** Bills for the month total $499,419.66. Ward reported the main bills were Ameren, health insurance, operation of the water and sewer plants, and paying for the oiling and chipping of roads. **Motion by Ward and second by Wright to approve paying bills for the month of July 2026 in the amount of $499,419.66. Motion carried with a 3-0 vote in favor.**

10. **Discussion / Action – St. Paul's Lutheran Church Turkey Trot for November 26, 2026:** St. Paul's Lutheran Church requested approval to hold their second annual Turkey Trot on Thursday, November 26, 2026 (Thanksgiving Day). They will utilize the same route as last year with the addition of possibly closing off one block in front of the church to use as the starting and finishing line. More than 100 runners and walkers participated last year. Angela Kaculi attended the meeting to answer questions. Leetham stated auxiliary police have no interest in working on Thanksgiving Day and the City would have to pay triple time to pay officers to come in. Kaculi asked if the auxiliary police or officers have to be present in order for the street to be closed. Leetham stated the auxiliary police set the barricades out. The council discussed the possibility of having one of the 5K volunteers set the barricades out. **No action was taken.**

11. **Discussion / Action – Annual Old Settlers Fun Run on Sunday, August 2, 2026:** Randy Reicke addressed the council during their previous meeting about approving the annual Old Settlers Fun Run. The event is held the same morning of the Car Show. The route has not changed. **Motion by Ward and second by Wright to approve the annual Old Settlers Fun Run on Sunday, August 2, 2026. Motion carried with a 3-0 vote in favor.**

12. **Discussion / Action – Reserving Central Park Pickleball Courts on October 3, 2026 for Hillsboro High School Baseball Team Fundraiser:** Hillsboro Varsity Baseball Coach James Hertel requested reserving the pickleball courts at Central Park on October 3rd so they can host a fundraiser for their team. In the past, parties interested in reserving the courts for these kinds of events have gone before the council for permission. **Motion by Ward and second by Wright to approve reserving the Central Park Pickleball Courts on Saturday, October 3, 2026 for a Hillsboro High School Baseball Team Fundraiser. Motion carried with a 3-0 vote in favor.**

13. **Discussion / Action – Proposal from ARF Solar LLC to Install Solar Panels at City of Hillsboro Water Treatment Plant:** ARF Solar CEO Austin Frank and Community Outreach representative Jonathan Fleet presented a proposal to the council during the previous meeting to install solar panels at the Water Treatment Plant. The quote includes a purchase price of $1,246,000 with no deposit required. Incentives include an Ameren Smart Inverter rebate of $130,560, an Illinois Solar for All renewable energy credit of $762,972.47, and a Federal Investment Tax Credit of $352,512. The project has a total of

680 panels at 640 watts per panel. There is no cost to the city other than furnishing the cost of insuring the solar system. The council voted to table the item until they spoke about the cost of insurance. According to the City's insurance representatives, the cost to insure $1.246 million in solar panels will add about $4,800 to the City's premium. Sabol stated the concept is good, but he raised concerns about being able to operate large machinery around the panels, and maintaining the vegetation; however, he said if the positives outweigh the concerns, then he sees the benefit to proceeding. **Motion by Wright and second by Ward to approve the proposal from ARF Solar LLC to install solar panels at the City of Hillsboro Water Treatment Plant. Motion carried with a 3-0 vote in favor.**

14. **Discussion / Action – Ordinance No. 1866 an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of Hillsboro, Illinois:** The Police Department has a pair of vehicles to be declared surplus property for disposal. One is a 2015 Ford Expedition and the other is a 2015 Ford Explorer. **Motion by Ward and second by Wright to adopt Ordinance No. 1866 an Ordinance Authorizing the Disposal of Surplus Personal Property Owned by the City of Hillsboro, Illinois. Motion carried with a 3-0 vote in favor.**

15. **Discussion / Action – Resolution No. 2026-29 a Resolution Approving a Proposal from Hurst-Rosche Inc. for Engineering Services Associated with the Inspection of Shoal Creek Structure No. 5 and Lake Hillsboro:** The City received a proposal from Hurst-Rosche Inc. to conduct the annual dam inspections. These are mandated by the Illinois Department of Natural Resources. The total cost of the proposal is $2,800. **Motion by Ward and second by Wright to adopt Resolution No. 2026-29 a Resolution Approving a Proposal from Hurst-Rosche Inc. for Engineering Services Associated with the Inspection of Shoal Creek Structure No. 5 and Lake Hillsboro. Motion carried with a 3-0 vote in favor.**

16. **Discussion / Action – Resolution No. 2026-30 a Resolution Approving a Proposal from Hurst-Rosche Inc. for Phase I Wastewater Facility Bridge Replacement Hydraulic Evaluation:** The City received a proposal from Hurst-Rosche to provide surveying, permitting, and preliminary design services for the replacement of the bridge spanning a tributary of Shoal Creek between the main Wastewater Treatment Facility and the excess flow lagoons. The new bridge will allow wastewater treatment operations staff and pedestrians to use a nearby future footpath to cross the creek. The cost associated with the proposal is for an amount not to exceed $25,000. Ward asked where the funds were coming from to pay for this. Wright stated there is money in the wastewater's reserve fund, though this item is not in the budget. She said the City does not have a choice in proceeding with this, and the Illinois Department of Natural Resources requires a full hydraulic study before doing anything with the bridge. **Motion by Ward and second by Wright to adopt Resolution No. 2026-30 a Resolution Approving a Proposal from Hurst-Rosche Inc. for Phase I Wastewater Facility Bridge Replacement Hydraulic Evaluation. Motion carried with a 3-0 vote in favor.**

17. **Discussion / Action – Resolution No. 2026-31 a Resolution Approving and Authorizing the Execution and Delivery of an Intergovernmental Cooperation Agreement with the Board of Education of Hillsboro Community Unit School District No. 3 (Sports Complex):** The City's current agreement with the School District for usage of the sports complex has expired. The initial agreement had a three-year term. This agreement is for five-years. The annual rental fee remains $10,000. Ward reported the agreement also documents tasks the school was already doing. **Motion by Ward and second by Wright to adopt Resolution No. 2026-31 a Resolution Approving and Authorizing the Execution and Delivery of an Intergovernmental Cooperation Agreement with the Board of Education of Hillsboro Community Unit School District No. 3 (Sports Complex). Motion carried with a 3-0 vote in favor.**

18. **Discussion / Action – TIF Redevelopment Project Extension Request for the Revived Soul (225 S. Main St.):** This item was pulled from the agenda. **No action was taken.**

19. **Discussion / Action – TIF Redevelopment Project Extension Request for Robert & DeAnn Shankland (205 & 209 S. Main St.):** This item was pulled from the agenda. **No action was taken.**

20. **Discussion / Action – TIF Redevelopment Grant Reimbursement to John Galer for Work Completed at 419, 425, 431, and 433 South Main Street:** This item was pulled from the agenda. **No action was taken.**

21. **Discussion / Action – Pay Application #12 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:** Payment application #12 includes a payment to Plocher Construction in the amount of $531,492 for construction of the sewer plant, as well as a payment to Woodard and Curran for Instrumentation Integration in the amount of $23,000 for a total of $554,492. **Motion by Wright and second by Ward to approve Pay Application #12 to Plocher Construction in the amount of $554,492 for work completed on the Wastewater Treatment Facility Upgrade Project. Motion carried with a 3-0 vote in favor.**

22. **Discussion / Action – Change Order #3 to the Lead Service Line Replacement Project Phase 2:** The change order submitted includes the final balancing of quantities to reconcile contract pay items with actual installed work, including removal of unused quantities and adjustments to the final contract value. This change order decreased the contract price by $3,250. **Motion by Ward and second by Wright to approve Change Order #3 to the Lead Service Line Replacement Project Phase 2. Motion carried with a 3-0 vote in favor.**

23. **Discussion / Action – Pay Application #5 to Korte & Luitjohan for Work Completed on Phase 2 of the Lead Service Line Replacement Project:** This item was pulled from the agenda. **No action was taken.**

24. **Discussion / Action – Sales Order from Midwest Meter Inc. for Water Meters for Water Department:** Midwest Meter delivered an order of meter materials on July 7th.

This particular order was in the amount of $26,676. The invoice was included in the bills. **Motion by Ward and second by Wright to approve the sales order from Midwest Meter Inc. in the amount of $26,676 for water meters for the water department. Motion carried with a 3-0 vote in favor.**

25. **Discussion / Action – Quote from Midwest Meter for Water Filling Station Rebuild for Water Plant:** The water plant is switching the bulk water filling station from a quarter-based machine to a cashless water system using a Vernon Automatic Water Salesman. The total cost is $7,200. Sabol reported this is a complete overhaul of the system, which includes backflow prevention. **Motion by Ward and second by Wright to approve the quote from Midwest Meter for a water filling station rebuild for a cost of $7,200. Motion carried with a 3-0 vote in favor.**

26. **Discussion / Action – Proposals from Brooks & Associates for Annual Maintenance to Water Treatment Plant Chlorine and Carbon Room(s) and Carbon Rebuild Kit:** The City received a proposal from Brooks and Associates for the required annual maintenance in the chlorine room at the Water Treatment Plant. This includes rebuilding regulators, ejectors, rotometers, leak detector sensors, switchover values and autovalves. Additionally, a proposal was submitted for an extra carbon rebuild kit and gear oil. The total cost of everything involved is $10,428.60. **Motion by Wright and second by Ward to approve the proposals from Brooks and Associates for the annual maintenance to the Water Treatment Plant Chlorine Room and Carbon Rebuild Kit. Motion carried with a 3-0 vote in favor.**

27. **Discussion / Action – Repair of Mower for Water Treatment Plant:** The City received a quote from Sloan Implement to repair the water treatment plant's 2017 X738 mower. In addition to repairing its transmission pump, the machine also needs a new transaxle. The total cost to repair it is $7,867.80. Sloan also submitted two quotes to replace the machine entirely. The first is for a direct model replacement at a cost of $15,300. If ordered, it would arrive in mid-September. The other is for a mower with a 60-inch drive over mowing deck, and would allow the water treatment plant staff to connect up to a 48-inch brush hog to mow around lagoons. The price for this mower is $19,000, and would arrive in mid-October. Sabol stated the higher-priced machine is sturdier, and allows more flexibility for the plant. Wright said there is money in the equipment budget to purchase the $19,000 mower. **Motion by Ward and second by Wright to approve purchasing a mower from Sloan Implement for a total cost of $19,000 for the Water Treatment Plant. ROLL CALL VOTE**

28. **Discussion / Action – Estimate from Mid-State Fire Repair for Fuel Injection Pump Repair for the City of Hillsboro Fire Department:** One of the trucks at the Fire Department required emergency repairs to its fuel injection pump. The cost to repair the vehicle is $6,472.80. The work has been completed. **Motion by Ward and second by Wright to approve the estimate from Mid-State Fire Repair in the amount of $6,472.80 for Fuel Injection Pump Repair for the City of Hillsboro Fire Department. Motion carried with a 3-0 vote in favor.**

29. **<u>Discussion / Action – Proposal from Barcom Security for Milestone VMS/Ubiquity Wireless Security Camera System Upgrade:</u>** The City received a proposal from Barcom Security to upgrade its current security camera system. The cameras downtown have had varying problems. The total cost associated with this upgrade is $12,436. **Motion by Ward and second by Wright to approve the proposal from Barcom Security for Milestone VMS/Ubiquity Wireless Security Camera System Upgrades for a cost of $12,436. Motion carried with a 3-0 vote in favor.**

30. **<u>Discussion / Action – Proposal from Barcom Security for Security Cameras at Lake Glenn Shoals North Marina:</u>** This item was pulled from the agenda. **No action was taken.**

31. **<u>Discussion / Action – Proposal from Barcom Security for Security Cameras at 506 Corporate Drive:</u>** This item was pulled from the agenda. **No action was taken.**

32. **<u>Discussion / Action – Pay Application #10 to Capri Pools and Aquatics for Work Completed on the Constitution Bank Community Aquatic Center:</u>** Capri Pools and Aquatics submitted payment application #10 for work completed on the new pool at the Sports Complex. This payment is for $1,091,349.21. **Motion by Ward and second by Wright to approve pay application #10 to Capri Pools and Aquatics in the amount of $1,091,349.21 for work completed on the Constitution Bank Community Aquatic Center. Motion carried with a 3-0 vote in favor.**

33. **<u>Discussion – Community Revitalization Partnership Agreement Between the City of Hillsboro and the Illinois Housing Development Authority:</u>** Smith reported she and Fath participated in a webinar regarding this program. She said she wanted to get the council's thoughts on the agreement before moving forward. Ward stated he believes this agreement has to be approved if the City wants to utilize grant funds from this program to address blighted properties. Fath said the surveys involved in this program are much more robust than similar ones Imagine Hillsboro conducted years ago. Wright said she believes this item should be on the next agenda so the council can vote on it. Ward agreed.

34. **<u>Discussion / Action – Adjourn:</u>** **Motion by Ward and second by Wright to adjourn the meeting. Motion carried with a 3-0 vote in favor. The meeting was adjourned at 7:56 p.m.**

Respectfully submitted,
David Jenkins, City Clerk