CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, August 4, 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 Public Properties Supervisor Jim May

3. The Pledge of Allegiance was recited.

4. **<u>Public Comment:</u>** Brent Nehls addressed the council, about concerns with the solar panels at the water treatment plant. He said he has been involved in public health with multiple agencies for many years. He asked whether or not the solar panels at the plant have been settled. He said he is concerned about putting panels on the plant grounds, stating there are animal problems surrounding panels, specifically with regards to skunks and deer. The weeds, he said, invite an increase in the animal population. He said he is hopeful the council considers these issues when discussing the plant's solar field.

5. Minutes of the July 21st, 2026 regular meeting were approved as presented.

6. **<u>Mayor and Commissioners' Departmental Reports:</u>**

Written reports for the Street and Public Properties Departments were submitted. Commissioner Butler reported the Street Department repaired multiple water leaks throughout town, and have worked on extending the north parking lot at the sports complex. He also announced oiling and chipping of roads will be held August 11, 12 and 13.

Commissioner Justison thanked the police department ahead of time for the work that they will put in during Old Settlers. He also issued a reminder for the Zoning Board meeting that will be held Monday, August 17, when a wind ordinance will be considered.

Commissioner Wright reported there will be a meeting this week for the next phase of the lead service line project.

Mayor Downs reminded residents to be cognizant of the loose gravel while roads are being maintained.

7. **Economic Development & Community Planner Report:** A written report from the Economic Development and Community Planner was submitted.

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

9. **Discussion / Action – Ordinance No. 1867 an Ordinance Authorizing a Redevelopment Agreement with Kevin and Laura Rench, D/B/A Hillsboro Rental, for Signage Improvements at 1600 School Street Using Tax Increment Financing Funds:** Hillsboro Rental submitted applications for both a façade grant and a TIF/Business District Grant to fund the installation of a new sign at 1600 School Street. They are not located in the Façade Grant area or Business District, but are eligible for TIF Funds since they are located in TIF II. The total estimated project cost is $7,400. The agreement establishes a 50 percent reimbursement up to a maximum of $5,000. Ward stated this grant formatted the same way as a façade grant, and said the City should look at extending the façade grant boundaries to include the new TIF area. **Motion by Ward and second by Butler to adopt Ordinance No. 1867 an Ordinance Authorizing a Redevelopment Agreement with Kevin and Laura Rench, D/B/A Hillsboro Rental, for Signage Improvements at 1600 School Street Using Tax Increment Financing Funds. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

10. **Discussion / Action – Ordinance No. 1868 an Ordinance Authorizing a Redevelopment Agreement with the Annex at Lincoln Plaza, LLC for Existing Building Renovations at 106 W. Seward Street Using Tax Increment Financing Funds:** At the July 7th meeting, the council agreed to award the Annex a TIF Redevelopment Grant for 50 percent of the renovations to their building at 106 West Seward Street up to an amount not to exceed $38,500. This ordinance codifies that agreement. **Motion by Ward and second by Butler to adopt Ordinance No. 1868 an Ordinance Authorizing a Redevelopment Agreement with the Annex at Lincoln Plaza, LLC for Existing Building Renovations at 106 W. Seward Street Using Tax Increment Financing Funds. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

11. **Discussion / Action – Resolution No. 2026-32 a Resolution Authorizing and Approving a Façade Improvement Grant Application from the Dressing Room for Work to be Completed at 221 South Main Street:** The Dressing Room submitted an application for funding for work to be completed at 221 South Main Street. The project includes replacing a large broken window, replacing existing doors, and tinting windows. The total estimated project cost is $15,864. The original application was for TIF/Business District assistance, but the award is a façade grant. The City's total reimbursement will be up to $5,000. **Motion by Ward and second by Butler to adopt Resolution No. 2026-32 a Resolution Authorizing and Approving a Façade Improvement Grant Application from The Dressing Room for Work to be Completed at 221 South Main Street. Motion carried with a 5-0 vote in favor.**

12. **<u>Discussion / Action – Resolution No. 2026-33 a Resolution Authorizing and Approving a Façade Improvement Grant Application from Hillsboro Electric for Work to be Completed at 119 Church Street:</u>** Hillsboro Electric submitted a façade improvement grant application to fund the replacement of their front door, several windows and vinyl siding. The estimated total project cost is $10,595, and the city's share is up to $5,000. **Motion by Ward and second by Justison to adopt Resolution No. 2026-33 a Resolution Authorizing and Approving a Façade Improvement Grant Application from Hillsboro Electric for Work to be Completed at 119 Church Street. Motion carried with a 5-0 vote in favor.**

13. **<u>Discussion / Action – TIF Redevelopment Project Extension Request for the Revived Soul (225 S. Main St.):</u>** Amanda Hemken, owner of The Revived Soul, requested a second extension for the redevelopment project at 225 South Main Street. In her request, Hemken reported several unforeseen delays have affected the construction timeline, including contractor delays as well as a delay in financing due to issues with an appraisal. The initial extension expired July 14, with this latest request submitted July 13th. This extension brings the new deadline to December 2, 2026. **Motion by Ward and second by Butler to approve the TIF Redevelopment Project Extension Request for 120 days for the Revived Soul for work completed at 225 South Main Street. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

14. **<u>Discussion / Action – TIF Redevelopment Project Extension Request for Robert & DeAnn Shankland (205 & 209 S. Main St.):</u>** Robert and DeAnn Shankland submitted extension requests for two separate TIF grants they were awarded for the renovations of 205 and 209 South Main Street. Despite being separate grants, work on each building is tied to the other. In the request, they cited time-consuming demolition due to extensive damage caused by aging of both buildings as a factor before any rebuilding has been able to take place. The extension request is for 180 days, which makes the new deadline for substantial completion January 31, 2027. **Motion by Ward and second by Butler to approve the TIF Redevelopment Project Extension Request for 180 days for Robert and DeAnn Shankland for work completed at 205 and 209 South Main Street. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

15. **<u>Discussion / Action – TIF Redevelopment Grant Reimbursement to John Galer for Work Completed at 419, 425, 431, and 433 South Main Street:</u>** In January, the council approved awarding a TIF Redevelopment Grant to John Galer for work on 419, 425, 431 and 433 South Main Street. The agreement allowed for the reimbursement of 50 percent of the tuckpointing cost for an amount not to exceed $51,000. The total project cost ended up being $105,718.91. The City's total reimbursement share is the maximum of $51,000. **Motion by Ward and second by Butler to approve the TIF Redevelopment Grant Reimbursement to John Galer in the amount of $51,000 for work complete at 419, 425, 431, and 433 South Main Street. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

16. **<u>Discussion / Action – TIF/Business District Redevelopment Grant Application from Corner Block Group for Phase 2 of Work to be Completed at 324 South Main Street:</u>** Ward stated the council needs to table this item so they can look at the numbers a little further. **Motion by Ward and second by Butler to table this item. Justison and Wright abstained. Motion carried with a 3-0-2 vote in favor.**

17. **<u>Discussion / Action – Pay Application #5 to Korte & Luitjohan for Work Completed on Phase 2 of the Lead Service Line Replacement Project:</u>** This is the final payment to Korte and Luitjohan, which includes retainage, in the amount of $74,225. Wright reported all of the unfinished work is not part of Korte & Luitjohan's contract. She said it will be on the Street Department to fix it. **Motion by Ward and second by Wright to approve Pay Application #5 to Korte & Luitjohan in the amount of $74,225 for work completed on Phase 2 of the Lead Service Line Replacement Project. Motion carried with a 5-0 vote in favor.**

18. **<u>Discussion / Action – Pay Application #13 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:</u>** This item was pulled from the agenda. **No action was taken.**

19. **<u>Discussion / Action – Quote from Hach Service for Field Service Partnership Renewal for the City of Hillsboro Water Treatment Plant:</u>** The City received a quote from Hach Service for the renewal of its partnership agreement for preventative maintenance on equipment at the Water Treatment Plant. This includes items such as turbidimeters and chlorine analyzers. The total cost is $12,136. **Motion by Wright and second by Ward to approve the quote from Hach Service for the Field Service Partnership Renewal for the City of Hillsboro Water Treatment Plant for a cost of $12,136. Motion carried with a 5-0 vote in favor.**

20. **<u>Discussion / Action – Proposal from Spheros Environmental for the Administration of the 2024 Illinois EPA Section 319 Grant:</u>** The City received a proposal from Spheros Environmental for the administration of the 2024 IEPA Section 319 grant. The City signed the executed agreement in May. Jeff Boechler, who wrote the grant, will be the one administering it. The total cost of the proposal is $14,000. **Motion by Ward and second by Butler to approve the proposal from Spheros Environmental in the amount of $14,000 for the administration of the 2024 Illinois EPA Section 319 Grant. Motion carried with a 5-0 vote in favor.**

21. **<u>Discussion / Action – Change Order #1 from United Petroleum Service for the Repair of the Lake Glenn Shoals South Marina Fuel System:</u>** The change order includes removing corroded steel piping and fittings, and installing new fittings for the fuel system. The total cost is $5,311.93. **Motion by Butler and second by Justison to approve change order #1 from United Petroleum Service for the repair of the Lake Glenn Shoals South Marina Fuel System for a cost of $5,311.93. Motion carried with a 5-0 vote in favor.**

22. **<u>Discussion / Action – Skid Steer Trade-in/Replacement for City of Hillsboro Public Properties Department:</u>** In April, the City purchased a skid steer for the public properties department, choosing a machine with wheels in order to be utilized by multiple departments. Since obtaining it, the equipment has gotten stuck on separate occasions as a result of the wheels. Jim May received a quote to trade-in the nearly-new machine for one that will better suit the City's needs. The price of the new machine is $58,100, and Sievers is giving the City $45,000 in trade-in value, bringing the total cash price to $13,100. Ward stated this will be paid for using Business District funds. **Motion by Butler and second by Ward to approve trading in the Public Properties Department Skid Steer for a new machine for a cost of $13,100. Motion carried with a 5-0 vote in favor.**

23. **<u>Discussion / Action – Payment for Second Mural Along the Central Park Trail:</u>** Butler reported the art group finished the mural before the item could be brought to the council. The total cost of the mural was $1,500, and it was completed by the same group that created the first. **Motion by Butler and second by Ward to approve the payment to Miranda Emery, Sadie Houchlei, Luci VanGiesen and Claire Matthews in the amount of $1,500 for work on the second mural along the Central Park Trail. Motion carried with a 5-0 vote in favor.**

    Prior to concluding the meeting, Downs requested the council approve a closed session for the purpose of discussing personnel. **Motion by Butler and second by Justison to approve a "Closed Session" in Accordance with 5 ILCS 120 Section 2(C)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. Motion carried with a 5-0 vote in favor. The council entered into closed session at 7:29 p.m. The council returned to open session at 7:52 p.m. No action was taken.**

24. **<u>Discussion / Action – Adjourn:</u>** **Motion by Wright and second by Justison to adjourn the meeting. Motion carried with a 5-0 vote in favor. The meeting was adjourned at 7:53 p.m.**

Respectfully submitted,
David Jenkins, City Clerk