

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, September 16, 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, Patrick Ward and Kendra Wright

Absent: Commissioner Tommy Justison

Also Present: City Clerk David Jenkins
City Attorney Chris Sherer
Econ. Dev. & Community Planner Melissa Smith
Police Chief Randy Leetham
Deputy Police Chief Tim Hopper

3. The Pledge of Allegiance was recited.
4. **Public Comment:** Angela Benton addressed the council regarding a pedestrian crosswalk at the intersection of Main and Summer Streets. She said she received an email about the City pursuing a crosswalk at the intersection of Hamilton and Wood Streets, which she appreciates; however, she said she also would like to see the City address the Main/Summer intersection soon as well. She said she believes it is too important to be put on hold for too long as it is a critical intersection for students to cross to get to school. Right now, students are forced to cross at the Fairground intersection, which she says is much more dangerous.
5. Minutes of the September 2nd, 2025 regular meeting and September 3rd, 2025 Insurance Committee meeting were approved as presented.

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

A written report from the public properties department was submitted. Commissioner Butler reminded everyone that the pool's groundbreaking will be held Friday at 10 a.m.

Written reports from the water and sewer departments were submitted. Commissioner Wright reported hydrant flushing began last week. She also stated repair of the broken hydrants is underway, with the Brailley Street hydrant repair having been completed.

7. **Economic Development & Community Planner Report:**

A written report from Economic Development and Community Planner Melissa Smith was submitted. Smith reported the digital sign is still being worked on, as there has been a

holdup on steel. She said the Head to Hillsboro books are finished with editing. She also reported she's going to start working on a blog for the Head to Hillsboro website.

8. City Engineer Report:

Butler reported he recently met downtown with City Engineer Jeremy Connor, City Clerk Jenkins and Community Planner Smith to go over plans for the Downtown Main Street renovation project.

- 9. Discussion / Action – Funding for Cellebrite Mobile Forensics:** Cellebrite is a tool used by law enforcement agencies in regards to forensics on mobile devices. Multiple government agencies within Montgomery County are partnering to share in the cost of the software program. Montgomery County State's Attorney Andrew Affrunti was present to explain about the program. The total cost of the license is \$18,000 per year, which Affrunti said his office paid for last year as he had some grant funding. If Hillsboro participates, the cost for each agency would be \$4,200 per year. **Motion by Wright and second by Ward to approve contributing to the annual license fee for the Cellebrite Mobile Forensics program for an annual cost of \$4,212.50. Motion carried with a 4-0 vote in favor.**
- 10. Discussion / Action – 10th Annual Dragon Zombie 5K to be Held Saturday, October 18, 2025:** The Hillsboro Junior High School cheerleading squad requested permission to hold their annual Dragon Zombie 5K, which will be held on Saturday, October 18th. The route is the same as last year. **Motion by Wright and second by Butler to approve the 10th annual Dragon Zombie 5K on Saturday, October 18, 2025. Motion carried with a 4-0 vote in favor.**
- 11. Discussion / Action – Paying Bills for the Month of September 2025:** Bills for the month of September total \$910,964.84. Total general fund expenditures for the month are \$142,221.66. Ward stated this month's bills included paying Litchfield Bituminous utilizing MFT funds, paying Woodard and Curran for the design of the new Wastewater Treatment Plant, and Paying Moran Economic Development for the Administration of the second TIF District. **Motion by Ward and second by Wright to approve paying bills for the month of September 2025 for a total cost of \$910,964.84. Motion carried with a 4-0 vote in favor.**
- 12. Discussion / Action – Resolution No. 2025-32 a Resolution Approving a Façade Improvement Grant Application from the Revived Soul for Work to be Completed at 225 South Main Street:** Amanda Hemken submitted an application for a Façade Improvement Grant for work to be completed at her business The Revived Soul, located at 225 South Main Street. This application includes a cost of \$8,450 for elastomeric coating to all masonry work after the tuckpointing is completed. Wright recommended approving awarding up to half of the \$8,450 for the work. **Motion by Ward and second by Butler to adopt Resolution No. 2025-32 a Resolution Approving a Façade Improvement Grant Application from The Revived Soul for Work to be Completed at 225 South Main Street. Motion carried with a 4-0 vote in favor.**

- 13. Discussion / Action – Resolution No. 2025-33 a Resolution Approving a Façade Improvement Grant Application from the Corner Block Group, LLC for Work to be Completed at 324 South Main Street:** The Corner Block Group submitted an application for a Façade Improvement Grant application for tuckpointing of their building at 324 South Main Street. The total project cost is \$18,900. The Historic Preservation Committee recommends the council approve this grant. **Motion by Wright and second by Ward to adopt Resolution No. 2025-33 a Resolution Approving a Façade Improvement Grant Application from the Corner Block Group, LLC for Work to be Completed at 324 South Main Street. Motion carried with a 4-0 vote in favor.**
- 14. Discussion / Action – Resolution No. 2025-34 a Resolution Authorizing a Redevelopment Agreement Between the City of Hillsboro, Illinois and Amanda Hemken DBA The Revived Soul Utilizing Tax Increment Financing:** During the previous meeting, the council approved awarding \$60,000 in TIF funds to The Revived Soul for the redevelopment of their property at 225 South Main Street. This resolution approves the agreement. **Motion by Ward and second by Butler to adopt Resolution No. 2025-34 a Resolution Authorizing a Redevelopment Agreement Between the City of Hillsboro, Illinois and Amanda Hemken DBA The Revived Soul Utilizing Tax Increment Financing. Wright abstained. Motion carried with a 3-0-1 vote in favor.**
- 15. Discussion / Action – Resolution No. 2025-35 a Resolution Authorizing a Redevelopment Agreement Between the City of Hillsboro, Illinois and Jardogs, AI, Inc., Utilizing Business District Revenues:** During the previous meeting, the council approved awarding \$200,000 in Business District funds to Jardogs, AI for the redevelopment of their building at 925 South Main Street. This resolution approves the agreement. **Motion by Wright and second by Butler to adopt Resolution No. 2025-35 a Resolution Authorizing a Redevelopment Agreement Between the City of Hillsboro, Illinois and Jardogs, AI, Inc., Utilizing Business District Revenues. Motion carried with a 4-0 vote in favor.**
- 16. Discussion / Action – TIF/Business District Redevelopment Grant for White & Associates for Work to be Completed at 624 S. Main St.:** White and Associates has proposed a project with a total estimated cost of \$450,000, which would include roof repairs, full interior remodeling and renovations, and exterior renovations and landscaping improvements. The project was not acted on during the last meeting since no bids had been submitted; however, a bid was submitted in time for this meeting. Butler stated owner Jeff Eickhoff has expressed a desire to focus on the roof work at this time. Ward stated he is in favor of awarding up to \$100,000 for the roof work. He also recommended utilizing business district funds. **Motion by Wright and second by Ward to approve awarding a Business District Redevelopment Grant to White and Associates for an amount not to exceed \$100,000 for work to be completed at 624 South Main Street. Motion carried with a 4-0 vote in favor.**
- 17. Discussion / Action – Reimbursement to the Historic Red Rooster LLC in Accordance with the TIF Redevelopment Agreement:** This is an annual reimbursement to the Historic Red Rooster. This reimbursement amount is for \$23,135.24, which is 75 percent

of the incremental tax increase. **Motion by Ward and second by Butler to approve the reimbursement in the amount of \$23,135.24 to the Historic Red Rooster LLC in accordance with their TIF Redevelopment Agreement. Wright abstained. Motion carried with a 3-0-1 vote in favor.**

18. **Discussion / Action – Reimbursement to Main Street Improvements LLC in Accordance with the TIF Redevelopment Agreement:** This is the third TIF reimbursement to Main Street Improvements for the work completed at 400 South Main Street. This reimbursement is for the siding and metal work on their building for a cost of \$4,000. The council previously approved reimbursements of \$17,531.60 and \$10,406. **Motion by Ward and second by Butler to approve the reimbursement in the amount of \$4,000 to Main Street Improvements in accordance with their TIF Redevelopment Agreement. Wright abstained. Motion carried with a 3-0-1 vote in favor.**
19. **Discussion / Action – Reimbursement to Brian Sullivan in Accordance with the TIF Redevelopment Agreement:** This is the third reimbursement to Brian Sullivan for a TIF agreement that was executed in October 2020. This payment is for \$5,000. **Motion by Ward and second by Butler to approve the reimbursement in the amount of \$5,000 to Brian Sullivan in accordance with the TIF Redevelopment Agreement. Wright abstained. Motion carried with a 3-0-1 vote in favor.**
20. **Discussion / Action – Payment Application #2 to Plocher Construction for Work Completed on the Wastewater Treatment Facility Upgrade Project:** This is the second payment to Plocher Construction for work on the new Wastewater Treatment Plant. The total amount this period is \$123,728. **Motion by Wright and second by Ward to approve Payment Application #2 to Plocher Construction in the amount of \$123,728 for work completed on the Wastewater Treatment Facility Upgrade project. Motion carried with a 4-0 vote in favor.**
21. **Discussion / Action – IEPA Lead Service Line Replacement Award:** The City was awarded a loan from IEPA in the amount of \$3,027,000 for its Lead Service Line Replacement project. The amount forgiven is \$2,465,000. Woodard and Curran recommended the City accept this award. **Motion by Wright and second by Ward to accept the loan in the amount of \$3,027,000 from IEPA for the City's Lead Service Line Replacement project. Motion carried with a 4-0 vote in favor.**
22. **Discussion / Action – Proposal from Woodard & Curran for Design and Construction Services for Year 2026 Lead Service Line Replacements:** The City received a proposal from Woodard and Curran for the continued design and construction administration of its lead service line replacement project. This proposal is for \$250,000 for 2026, which would include \$75,000 for design and bidding, and \$175,000 of construction administration and inspection. Wright stated Woodard and Curran is planning on providing someone on site to perform inspections in order to ease the burden on Street Department Supervisor Justin Chappellear. She recommended approving this proposal based on the amount of work the firm did in getting the City the \$3 million loan. **Motion by Wright and second by Ward to accept the proposal from Woodard and Curran for the Design and Construction**

Services for the Year 2026 Lead Service Line Replacements in the amount of \$250,000. Motion carried with a 4-0 vote in favor.

- 23. Discussion / Action – Quote from E&G Construction for Maintenance/Cleaning of Water Treatment Retention Pond:** The City's water treatment retention pond is in need of maintenance, and E&G Construction submitted a quote with a total cost of \$13,510. It includes clearing out the pond, hauling to the former Eagle Zinc site and cleaning up any road drops. Wright said there are places in the water department budget of which this will be paid. **Motion by Butler and second by Wright to approve the quote from E&G Construction for the maintenance and cleaning of the Water Treatment Retention Pond in the amount of \$13,510. Motion carried with a 4-0 vote in favor.**
- 24. Discussion / Action – Health Insurance Plan for the City of Hillsboro:** The City Council's Insurance Committee reviewed insurance plans from United Healthcare and BlueCross BlueShield, and their recommendation is to proceed with United Healthcare's plan. Ward stated it is not a straight renewal, as the current plan is not being offered. The proposed United Healthcare plan includes an increase in premium of 2.9 percent, but also includes a 50 percent decrease in employees' deductibles. **Motion by Ward and second by Wright to approve the Hillsboro City employee health insurance plan from United Healthcare as presented. Motion carried with a 4-0 vote in favor.**
- 25. Discussion / Action – Quote for Pager Repairs for City of Hillsboro Fire Department:** GTSI submitted a quote for the repair of the fire department's pagers for a cost of \$1,296.87. **Motion by Butler and second by Wright to approve the quote from GTSI for pager repairs for the City of Hillsboro Fire Department at a cost of \$1,296.87. Motion carried with a 4-0 vote in favor.**
- 26. Discussion / Action – Purchasing Trailer for Barge Push Boat:** The City's Public Properties Department is in need of a trailer for their barge's push boat, and Supervisor Jim May needs permission to make a purchase when one becomes available. The amount for the trailer would not exceed \$5,000. **Motion by Butler and second by Wright to approve purchasing a trailer for the public properties department's barge push boat for an amount not to exceed \$5,000. Motion carried with a 4-0 vote in favor.**
- 27. Discussion / Action – Naming of the Hillsboro Municipal Pool:** Constitution Bank has offered the City \$100,000 in exchange for the permanent naming rights of the new Hillsboro pool. If approved, the name would be "Constitution Bank Aquatic Center." Butler stated the bank will also pay for the signage at the pool where the name is displayed. He said this is a lifetime agreement, as long as the bank keeps the name "Constitution Bank." Ward said the City will be given the ability to opt-out of the agreement if the bank is ever purchased and the name is changed. **Motion by Butler and second by Wright to approve naming the new Hillsboro pool "Constitution Bank Aquatic Center." Ward abstained. Motion carried with a 3-0-1 vote in favor.**
- 28. Discussion / Action – Purchasing Playground Equipment at City of Hillsboro Sports Complex:** With the construction of the new pool on the horizon, the playground at the

sports complex had to be demolished. The old equipment was not up to ADA standards. The cost to purchase new activity equipment is approximately \$30,000. This would be paid for using some of the naming rights money. **Motion by Wright and second by Butler to approve purchasing new playground activity equipment for the City of Hillsboro Sports Complex for an amount not to exceed \$30,000. Motion carried with a 4-0 vote in favor.**

29. Discussion / Action – Concrete, Electrical Work and Materials for Pickleball Courts at Central Park:

Butler reported the City will not need to spend as much money on pool chemicals as initially believed. One of the pool companies the City met with during the bidding process stated the City could expect to spend approximately \$40,000 annually on chemicals. Butler stated the company the City has partnered with has said the City should not spend more than \$13,000 a year, with the first year coming in at around \$6,000. With that, Butler said he would like to install additional pickleball courts at Central Park where the pool used to be. An estimate from Laughlin Electric for the electrical work is \$2,800, which includes a new power service from the restroom building to the existing power rack at the current pickleball courts. Trenching would be done by the City. Three bids were submitted for the construction of the concrete. The lowest was from RCS Construction for a cost of \$56,500. The final estimate submitted was from SealMaster for pickleball surfacing for a cost of \$5,742.09. Ward stated the City will wait to install these additional courts for the time being. **No action was taken.**

30. Discussion / Action – Lease for Scout Camp Property: In November 2024, the City entered into an agreement with Scout House Winery, LLC for the lease of the old girl scout camp on City Lake Road. The property has not been maintained in some time, and the agreement allows for the termination of the lease if the lessee is found in default for various issues. Specifically, Section 13.1(f) of the lease states: “Lessee abandons the Premises. For purposes of this lease, abandonment shall be deemed to have occurred upon determination by the Hillsboro City Council that Lessee has vacated the Premises for a period of fifteen (15) calendar days or more or that Lessee has allowed conditions to exist on the Premises that are not in compliance with the City’s ordinances or any other applicable law, regulation, or code.” Butler stated the City is not out anything. **Motion by Wright and second by Butler to determine abandonment of the scout camp property and terminate the lease with Scout House Winery, LLC, effective immediately. Motion carried with a 4-0 vote in favor.**

31. Discussion – Hiring for City of Hillsboro Street Department: Butler reported the City’s Street Department is currently without two employees for the remainder of 2025, one of whom he said there is no sign of returning. He stated Chappellear has a couple of candidates in mind that could fill one of the vacancies, but they would be leaving full-time jobs. Even after hiring one employee, the department would still be short an individual. Butler encouraged the other council members to think about this issue and get back to him if they have any thoughts.

32. Discussion – USA 250th Birthday/Semiquincentennial Celebration: Wright reported the City and other local civic organizations need to get together and start thinking about

ways to celebrate the nation's 250th birthday. She said this is an important milestone, and she doesn't believe it would be good to wait until next year to start discussing plans.

- 33. Discussion / Action – Adjourn: Motion by Ward and second by Wright to adjourn the meeting. Motion carried with a 4-0 vote in favor. Meeting was adjourned at 8:02 p.m.**

Respectfully submitted,
David Jenkins, City Clerk