

**CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS**  
**HILLSBORO CITY HALL**  
**Minutes of the Regular Meeting – Tuesday, September 17, 2024**

1. The meeting was called to order by Mayor 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  
Community Planner Sarah McConnell  
Police Chief Randy Leetham  
Zoning and Code Officer Mike Lee

3. The Pledge of Allegiance was recited.

4. Minutes of the September 3<sup>rd</sup>, 2024 public hearing and regular meeting were approved as presented.

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

Commissioner Butler presented the reports for the Public Properties and Street Departments. He reported cameras have been installed at Central Park, He also stated the new kayak launch on Glenn Shoals lake has been installed. He said the old Hillsboro Lake will be lowered in October in order for work to be completed on the brick intake. He reported the Street Department may be removing trees around town that are located between the streets and sidewalks, especially if the trees are causing damage to the sidewalks. He also reported he and Street Department Supervisor Justin Chappelle have been discussing the City's brush pickup policy, and they will be looking to add a couple pickup dates a year, perhaps in the spring and fall. These pickups would be for tree limbs and yard waste only.

Commissioner Justison presented the reports for the Police and Fire Departments. He reported a damage assessment has been completed on a police squad that was involved in an accident recently. He also reported a fire dispatcher submitted a letter of resignation. In addition, one dispatch application was submitted during the hiring period, and that applicant is in the testing process.

Commissioner Wright presented the reports for the Water and Sewer Departments. She reported the lake has turned over during the past couple of weeks, which is the result of two compounds presenting themselves as a result of certain bacteria dying off. These compounds create a foul taste and odor in the water. Wright reported this is common with nutrient-rich lakes, and assured the water is safe for consumption, but the taste and smell are both unpleasant. She also reported MB Construction has begun working on replacing the lead service lines throughout the City.

Mayor Downs read a letter from Ralph and Ann McLaughlin complementing the City on the upgrades to the Lake Glenn Shoals Marina this year. Downs said it is not often the City receives nice letters, but they are appreciated.

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

McConnell reported she is continuing to work on the ITEP grant. She also reported Jorn's Sign Company installed the three Looking for Lincoln signs.

**7. City Engineer Report:**

Connor was absent and no report was submitted.

**8. Public Comment: None.**

**9. Discussion / Action – Proclamation Recognizing September 17<sup>th</sup> through 23<sup>rd</sup>, 2024 as Constitution Week: Downs read a proclamation recognizing September 17<sup>th</sup> through 23<sup>rd</sup> as Constitution Week. **Motion by Ward and second by Wright to adopt the proclamation recognizing September 17<sup>th</sup> through 23<sup>rd</sup>, 2024 as Constitution Week. Motion carried with a 5-0 vote in favor.****

**10. Discussion / Action – Resolution No. 2024-16 a Resolution Authorizing Approval and Execution of an Access Easement Agreement: Motion by Butler and second by Wright to adopt Resolution No. 2024-16. Motion carried with a 5-0 vote in favor.**

**11. Discussion / Action – Resolution 2024-17 a Resolution of Support and Commitment of Local Funds for ITEP Grant: Butler reported this was discussed during the previous council meeting, and the City needs to commit to a 20 percent local match of funds in order to apply for the grant. He said they are looking into different avenues to come up with the local funds, such as a new TIF district. Wright stated this resolution is needed just so the City can apply for the grant. Ward stated it is the City committing to the funds. McConnell stated the City has 10 years to complete the project. **Motion by Butler and second by Justison to adopt Resolution No. 2024-17. Ward votes no. Motion carried with a 4-1 vote in favor.****

**12. Discussion / Action – Ordinance No. 1805 an Ordinance Making Supplemental Appropriations of Sums of Money to Defray Expenses and Liabilities of the City of Hillsboro for the Fiscal Year Ending April 30, 2025: Downs stated Ward and Treasurer**

Bonnie Hefley did a fantastic job keeping the budget in line. Ward stated they had to adjust the budget to account for the increase in health insurance premiums. He said it is inconvenient that the renewals come in October, and the City has to approve their budget in April. **Motion by Ward and second by Justison to adopt Ordinance No. 1805. Motion carried with a 5-0 vote in favor.**

**13. Discussion / Action – Paying Bills for the Month of September 2024:** Ward reported bills totaled \$663,614.56 this month. He stated the City did not pay Woodard and Curran last month, but did this month. He said the reason bills are so much higher is due to paying Litchfield Bituminous during this period. **Motion by Ward and second by Wright to approve paying bills for the month of September in the amount of \$663,614.56. Motion carried with a 5-0 vote in favor.**

**14. Discussion / Action – Façade Improvement Grant for Jill Ulrici for Work to be Completed at 106 W. Seward St.:** McConnell reported this application is for the full reimbursable amount of \$3,000. She stated the quote for new windows at The Annex is over \$11,000. **Motion by Wright and second by Ward to approve the Façade Improvement Grant application for Jill Ulrici for work to be completed at 106 W. Seward St. Motion carried with a 5-0 vote in favor.**

**15. Discussion / Action – Project Labor Agreement for Hillsboro Wastewater Treatment Plant:** Downs stated this item was on the agenda in March for discussion only. He said he had concerns about potentially losing out on \$8.5 million, so he did some research and asked questions. He stated he uses the superfund (Eagle Zinc) site as an example as very little of the money used to clean up that property stayed in this community. He said he has checked with construction companies and the USDA, with the President of the USDA (IL State Director Pam Monetti) assuring him agreeing to a PLA would not prohibit the City from moving forward with the project. Wright stated she believes she was elected to be a steward of the taxpayers' money, and she believes a PLA should be between the contractor and the union; not the City. Butler stated, even with the PLA, the majority of the money spent on the project will be leaving the County because the County does not have the companies capable of building the plant, but the PLA would prevent a work stoppage from occurring. Ward stated the more jobs the City can keep local the better. He also stated he has not heard a reason to not approve the PLA. Justison stated he is concerned with stifling contractors and, without knowing what the bids are, it is difficult to support a PLA at this time. **Motion by Butler and second by Ward to approve the Project Labor Agreement for the Hillsboro Wastewater Treatment Plant. Justison and Wright vote no. Motion carried with a 3-2 vote in favor.**

**16. Discussion / Action – Annual 5K for the Hillsboro Junior High School Cheerleading Program on October 19, 2024:** Hillsboro Junior High School Cheerleading Coach Jessica Furness addressed the council. She stated they usually have this event in August, but it has been moved to October 19, 2024. She said they have had this event for 8 or 9 years, and it does not require a road closure, but she has requested assistance from the auxiliary police to assist with traffic control. **Motion by Ward and second by Butler to approve the**

**annual 5K for the Hillsboro Junior High School Cheerleading program on October 19, 2024. Motion carried with a 5-0 vote in favor.**

- 17. Discussion / Action – Term Sheet for Prospective Lease Between the City of Hillsboro and Scout House Winery:** Butler reported this item is for discussion only, but he has been working with a group on agreeing to terms to lease the old girl scout house for a business to operate a winery and special event venue. He said the proposed terms include \$1 per year for the first five years, and \$1,200 per year for the latter five years. He said he also received a quote from the sewer department to replace the sewer system at the property, which came in at \$11,854. He said he is trying to work with the group, and he would like to see about upgrading the system before it is leased. Wright stated the dollar value in five years will most likely not be what it is today. No action was taken.
- 18. Discussion / Action – Adjourn: Motion by Ward and second by Wright to adjourn the meeting. Motion carried with a 5-0 vote in favor. The meeting was adjourned at 7:41 p.m.**

Respectfully submitted,  
David Jenkins, City Clerk