

CITY COUNCIL OF THE CITY OF HILLSBORO, ILLINOIS
HILLSBORO CITY HALL
Minutes of the Regular Meeting – Tuesday, September 3, 2024

1. The meeting was called to order by Mayor Downs at 7:00 p.m.

2. Roll Call was taken:

Present: Mayor 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
Public Properties Supervisor Jim May
Police Chief Randy Leetham
Street Dept. Supervisor Justin Chappellear
City Engineer Jeremy Connor
Code and Zoning Officer Mike Lee

3. The Pledge of Allegiance was recited.

4. **Public Comment:** Terri Casey, co-owner of the Corner Block Building, updated the council on the progress being made on their building. She reported Big Dog Construction was back on site today. She also said she had a great opportunity to talk with the fire department while they were performing training around the building. She stated she is appreciative of the support they have received from the community.

5. Minutes of the August 22nd, 2024 rescheduled regular meeting and August 29th, 2024 town hall meeting were approved as presented.

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

Commissioner Butler presented the reports for the public properties and street departments. He reported rip rap has been installed at areas of Central Park and Challacombe Park that have seen erosion. He also stated the pool meeting went well and saw a good turnout. He reported the street department responded to a water leak on City Lake Road on Friday.

Commissioner Justison presented the reports for the police and fire departments. He reported the police responded to a total of 464 calls in August. He also stated the fire department responded to a structure fire, and participated in a training event at the Corner Block Building.

Commissioner Wright presented the reports for the water and sewer departments. She reported an order of the large water meters has arrived and will be worked on. She also reported the free chlorine conversion began last week, which may cause customers' water to contain a chlorine odor, but it remains safe to consume. She stated this process is conducted each fall.

7. Economic Development & Community Planner Report:

McConnell reported most of what is in her report is on the agenda to be considered later in the meeting. She stated she has been working with City Clerk Jenkins on ways of improving communication and relaying information to members of the community.

8. City Engineer Report:

Connor reported the Broad Street plans are done, and they are waiting on the cultural clearance. He stated he would like to request a meeting with the City and the fire department to discuss how work is going to be staged. Downs asked if the water line along that area is going to be replaced. Connor said it is not part of the project at this time, but it could be included.

9. Discussion / Action – An Ordinance Approving Amendments to Sections 40-2-2 and 4-4-91 of the Zoning Code Regarding Commercial Solar Energy Facilities and Systems: Downs reported this item is a result of the latest Zoning Board of Appeals meeting. He stated City officials have met with a solar group's attorneys, who raised concerns about the height and type of fence required for solar fields. Downs said the fences will be seven-feet tall with mesh lining around them, and trees located on the road side of the fence. Sherer stated the ordinance the council is voting on only pertains to solar panels being allowed in industrial zones. **Motion by Ward and second by Wright to adopt Ordinance No. 1804. Justison abstained. Motion carried with a 4-0-1 vote in favor.**

10. Discussion / Action – City of Hillsboro Health Insurance Plan: Ward reported the City's health insurance plan is up for renewal, and the timing is unfortunate because it is nearly halfway through the City's fiscal year. He reported the premiums have increased nine percent, but he is recommending renewing the current plan. **Motion by Ward and second by Butler to approve renewing the City's Health Insurance Plan with United Healthcare for a cost of \$728,237.52. Motion carried with a 5-0 vote in favor.**

11. Discussion – Amending FY 2024-2025 Budget: Ward reported the City has already dipped into the extra money in the budget, and the council needs to find \$45,000 for this fiscal year. He stated he wanted to give the other commissioners a heads up that spending will be curtailed.

12. Discussion / Action – Purchasing Looking for Lincoln Signage: McConnell reported one of the first projects she took on was trying to make Hillsboro a Looking for Lincoln community. She stated these signs will be purchased using funds from the Tourism budget

because she secured a grant to fund tourism booklets that were previously in the tourism budget. **Motion by Butler and second by Wright to approve purchasing Looking for Lincoln signage for a cost of up to \$3,500. Motion carried with a 5-0 vote in favor.**

13. Discussion / Action – Road Closure for Imagine Hillsboro’s Shake the Lakes on Saturday, October 12, 2024: Justison reported the council previously approved a motion to close the road for Shake the Lakes on October 12th; however, the City has never closed the road for this event, and the auxiliary police does not have the manpower to accommodate this request. Chief Leetham stated it would cost the City \$800 in overtime in order to close this road if the Police have to do it. Imagine Hillsboro President Kaitlyn Fath, who was in attendance, stated the route is the same as it has been in previous years, but the runners are requesting the closure for an hour and a half in order to keep safe. She asked if there was any way Imagine Hillsboro could assist with recruiting auxiliary police officers. She also said the organization could provide volunteers along the route to help keep the runners safe. Downs said the organization has provided volunteers in the past, and they could do the same this time, adding they would need bright-colored vests to wear. Butler said the school has vests and parking wands the organization could use. **Motion by Wright and second by Justison to deny closing the road for the Shake the Lakes event on Saturday, October 12, 2024. Motion carried with a 5-0 vote in favor.**

14. Discussion – Zoning and Code Enforcement Officer Retirement: Justison congratulated Zoning and Code Enforcement Officer Mike Lee on his many years of service to the City. Lee submitted his letter of intent to retire, effective December 15, 2024. Lee stated there were not a lot of zoning issues in his first year in the position, but he said the job would be easier if it was split like it was before with one person doing zoning and another doing code enforcement. He said much of his time is spent on permits for solar applications. Butler stated the council should look into having a separate permit for solar panels.

15. Discussion / Action – Annual Lease Payment for Lake Glenn Shoals South Marina: Wright reported there are one and a half payments left on the marina after this. **Motion by Butler and second by Ward to approve the annual lease payment to the Glenn Shoals Lake Club, Inc. for the Lake Glenn Shoals South Marina in the amount of \$26,400. Wright abstained. Motion carried with a 4-0-1 vote in favor.**

16. Discussion / Action – Sherwood Forest Campground Host Contracts: Butler reported this contract is for Bill and Barb Sloop again, as well as the working campers. He said the terms have not changed. **Motion by Butler and second by Ward to approve the Sherwood Forest Campground Host Contract with Bill and Barb Sloop. Motion carried with a 5-0 vote in favor.**

17. Discussion / Action – Lake Glenn Shoals Marina Manager Contract: Butler reported this contract is with Beth Netemeyer. **Motion by Butler and second by Justison to approve the Marina Manager Contract with Mary “Beth” Netemeyer. Motion carried with a 5-0 vote in favor.**

- 18. Discussion / Action – Application for Illinois Transportation Enhancement Program (ITEP) Project: Phase II of Hillsboro Trails: Motion by Butler and second by Wright to approve Phase II of the Hillsboro Trails as the project for the ITEP application. Ward voted no. Motion carried with a 4-1 vote in favor.**
- 19. Discussion – Update on the Corner Block Building and Fence Surrounding: Terri Casey reported the construction crew is three-quarters of the way through on the basement. Chris Casey stated the crew is a little bit ahead on the second floor. Butler stated he would like this to be on the agenda again at the first meeting in October.**
- 20. Closed Session: Motion by Ward and second by Wright to approve a closed session in accordance with 5 ILCS 120 Section 2(C)(11) pending litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. Motion carried with a 5-0 vote in favor. The council entered into closed session at 7:52 p.m. The council returned to open session at 8:05 p.m. No action was taken.**
- 21. Discussion / Action – Adjourn: Motion by Justison and second by Wright to adjourn the meeting. Motion carried with a 5-0 vote in favor. The meeting adjourned at 8:08 p.m.**

Respectfully submitted,
David Jenkins, City Clerk