

**AGENDA
CHILLICOTHE CITY COUNCIL
CITY COUNCIL CHAMBER
JANUARY 27, 2025
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL BY CLERK

READING OF MINUTES OF PREVIOUS MEETING BY CLERK

PETITIONS AND COMMUNICATIONS BY CLERK

PETITIONS AND COMMUNICATIONS FROM THE MAYOR AND ALDERPERSON

COUNCIL COMMITTEE COMMUNICATIONS

ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT

PRESENTATION OF BILLS, TRANSFERS AND PAYROLLS FOR PAYMENT AND DISCUSSION

MAYOR HUGHES

1. Accept – Resignation – Alderperson Gehrig
2. Approve – Proclamation – Optimist Club Day

PUBLIC WORKS COMMITTEE – ALDERPERSON SHARP

1. Present – 2025 Landscape waste drop off schedule
2. Approve – Purchase of Tires for Public Works Truck 23 & 27
3. Approve – Purchase of Simtap Machine
4. Approve – Expenditure to Repair Water Main leak - Route 29
5. Approve – 2025 Motor Fuel General Maintenance Resolution
6. Approve – Payment Willis Electric – Repair of Streets Lights on Second Street
7. Approve – 2025 Sidewalk Program Application and Process

FINANCE COMMITTEE – ALDERPERSON D. WHITE

1. Approve – Ordinance – Grocery Tax

ECONOMIC DEVELOPMENT COMMITTEE – ALDERPERSON CONNOR

1. Approve – Approval - Loan Payment Deferral Agreement—Sweet Finds
2. Approve – Façade – The Mouse Nest – 920 N. Second Street
3. Approve – Releasing City Property East Side First and Walnut for RFP
4. Approve – Midwest Engineering Invoice TIF Expense – Pine Street to Chestnut Street Water Main

CEMETERY & PARKS COMMITTEE – ALDERPERSON T. WHITE

1. Approve – Pontem Software Annual Maintenance Agreement
2. Approve – Hire - Marty Stewart – Part Time Seasonal Employee
3. Approve – Hire – Timothy Chambers – Part Time Seasonal Employee
4. Approve – Hire – Johnathan Alexander – Part Time Seasonal Employee

PUBLIC SAFETY COMMITTEE – ALDERPERSON JENKINS

1. Approve – Applying for in Car Camera Grant

ADJOURNMENT

AGENDA CLERK

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

A regular meeting of the City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session in person January 27, 2025 at 7:00 P.M. with Mayor Michael D. Hughes presiding and with proper notice having been posted.

Mayor Hughes called the meeting to order at 7:00 P.M.

The Pledge of Allegiance, to the Flag of the United States of America, was recited.

Chairman Hughes directed Clerk Byrnes to take roll.

Physically Present:

**Mayor Michael D. Hughes
Treasurer B.L. Bredeman
City Clerk Jill M. Byrnes**

Alderspersons Present:

**Patricia Westerman-Connor,
Jeff Jenkins, Patrick Semtner, Gary Sharp
Donald White, Timothy White**

Alderspersons Absent:

Barry Bredeman

Also Physically Present:

**City Attorney Kevin Day
Attorney Taylor Cascia
Police Chief Jeremy Cooper
Officer Manager Denise Passage
City Engineer Dave Horton
Economic Development Director, Amanda Beadles
Superintendent of Public Works, Shawn Sutherland**

Chairman Hughes declared a Quorum present.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

The Minutes of the Regular Council Meeting held on January 13, 2025 were presented. Motion Alderperson Jenkins, second Alderperson T. White that the Council dispense with the reading of the Minutes of the January 13, 2025 Regular Council Meeting and approve the Minutes as presented.

Motion Carried Via Voce vote.

PETITIONS AND COMMUNICATIONS BY THE CLERK:

Clerk Byrnes presented the following Committee and Commission Minutes:

- 1. Police Commission – 12/17/2024, 1/21/2025 meeting was cancelled**
- 2. Finance Committee – 1/15/2025**
- 3. Zoning Board of Appeals – 1/15/2025**
- 4. Economic Development Committee – 1/20/2025**
- 5. Cemetery & Parks Committee – 1/21/2025**
- 6. Public Works Committee – 1/22/2025**

Communications by the Clerk:

- 1. City Engineer Report 1/22/2025**

I am in receipt of a resignation letter from Courtney Gehrig which reads:

Dear Mayor Hughes,

It is with deep regret that I am resigning my position of Alderperson – Ward 2. Effective Tuesday January 21, 2025. This decision did not come lightly; however, I feel it is best for me to focus on my family at this time.

I have enjoyed serving the City, and I am confident that Chillicothe will continue to thrive and grow. I look forward to the day when I can return. I wish everyone the best, and it has been a pleasure serving with all of you.

Sincerely,

Dr. Courtney Gehrig

This will be further addressed under Mayor Hughes agenda items.

Motion Alderperson D. White, second Alderperson Jenkins, that the petitions and communications as presented by Clerk Byrnes be accepted and placed on file.

Motion Carried Via Voce vote.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

PETITIONS AND COMMUNICAITONS FROM THE MAYOR AND ALDERPERSONS:

None

COUNCIL COMMITTEE COMMUNICATION:

None

ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT:

Rebecca Hawkins, 301 W. Maple addressed the Council with continued concerns regarding the condition of her apartment building, and presented photos to the Council of the deteriorating conditions. Rebecca expressed frustration with both the Public Safety Committee and the Chillicothe Community Fire Protection District in responding to her recent FOIA requests and existing property maintenance issues not yet resolved at 301 W. Maple. Rebecca informed the Council she had been in contact with both the State Fire Marshall and States Attorney offices.

Motion Alderperson D. White, second Alderperson T. White, that the bills as presented be paid and the payrolls and transfers be approved.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

MAYOR HUGHES:

Motion Alderperson Jenkins, second Alderperson T. White, that the Council accept the resignation of Courtney Gehrig from the City Council effective Tuesday January 21, 2025.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson Jenkins, second Alderperson D. White, that the Council approve the Proclamation, proclaiming the First Thursday in February, Optimist Day.

Discussion: Alderperson Jenkins presented the Proclamation to Jackie Taylor who was in the audience representing the Optimist Club. (See attached)

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

PUBLIC WORKS COMMITTEE:

Alderperson Sharp presented the 2025 Landscape Waste Drop Off Schedule. (See attached)

Motion Alderperson Sharp, second Alderperson D. White, that the Council approve an expenditure of \$2,530.49, payable to Beau's Tire and Auto, for the purchase of four tires for Public Works truck #27 and two tires for truck #23. Payable from

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson D. White, that the Council approve an expenditure of \$1,961.00, payable to Core Main, for the purchase of a Simtap Machine for the Public Works department. Payable from the Water/Sewer Fund

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson Sharp, second Alderperson D. White, that the Council approve an expenditure not to exceed \$2,000.00, for the work needed on the 10" water main that runs under Route 29. Payable from Water/Sewer Fund.

Discussion: Superintendent Sutherland informed the Council the location of the leak is in front of Kroger, 95% of the water has been shut off and work is to begin on Thursday January 30, 2025.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson T. White, that the Council approve Resolution No. 25-01-01, a resolution that the City of Chillicothe appropriates the sum of \$80,000.00 of Motor Fuel Tax Funds for the purpose of maintaining streets and highways under the applicable provision of the Illinois Highway Code, from January 1, 2025 to December 31, 2025.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson Jenkins, that the Council approve an expenditure of \$3,750.00, payable to Willis Electric, for the repair of the street lights on Second Street. Payable from the Road & Bridge Fund.

Note: This expenditure may make the line item M & R Street Lights exceed budget by the end of the fiscal year, however, it will not exceed appropriations.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLCOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson Sharp, second Alderperson T. White, that the Council approve the 2025 Sidewalk Program applications and process with no changes to the program.

Discussion: After a lengthy discussion it was the consensus of the Council to vote and if the vote failed this agenda item would be referred back to Public Works Committee for further discussion.

Roll Call Vote was:

Ayes: Sharp

Nays: Connor, Jenkins, Semtner,
D. White, T. White

Chairman declared motion failed.

FINANCE COMMITTEE:

Motion Alderperson D. White, second Alderperson T. White, that the Council approve Ordinance No. 25-01-01, an Ordinance implementing a Municipal Grocery Retailers Occupation Tax and a Municipal Grocery Service Occupation Tax.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

ECONOMIC DEVELOPMENT COMMITTEE:

Motion Alderperson Connor, second Alderperson T. White, that the Council instruct the City Attorney to prepare the necessary documents to allow for a suspension of 3 months of Help Loan payments for the Sweet Finds Help Loan.

Discussion: ED Director Beadles informed the Council the request was submitted by Sweet Finds owner Tina Lesauskas Caulfield due to a fire that destroyed the store located at 1102 N. Fourth St., in December 2024. Tina informed the Council her intent is to rebuild. The Sweet Finds business will relocate to her Threadz store, 1017 N. Second St. and Threadz will relocate to the former Chillicothe Appliance location 1016 N. Second St., while options to rebuild are considered. City Attorney Day stated that the interest on the Help Loan will also be frozen for the 3 months. Delayed payments will be added to the end date of the Help Loan.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson Connor, second Alderperson Jenkins, that the Council approve an application for the Façade Grant Program for The Mouse Nest located at 920 N. Second Street up to the amount of \$3,000.00 and authorize payout once project is complete, receipts submitted and work verified by ED Director.

Discussion: The Mouse Nest owner Tazio Grivetti, addressed the Council to introduce himself and express interest in establishing his business in the City of Chillicothe. Extensive renovations on the inside of the building have already begun and he is seeking a façade grant for improvements to the store front.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLCOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson Connor, second Alderperson Jenkins, that the Council approve releasing the City Properties (PIN: 05-21-358-023 and 024 and PIN: 05-21-359-004, 005 and 006) behind City Hall to move forward with negotiations for the RFP proposal submitted to the City on June 7, 2024.

Note: The property is known as 105 W .Walnut/911 N. First (PIN: 05-21-358-023 and 024), located at the northeast corner of Walnut Street and First Street.

The Property is commonly known as W. Walnut/15 W. Walnut (PIN: 05-21-359-004,005 and 006) located on the southeast corner of First Street and Walnut Street.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson Connor, second Alderperson Semtner, that the Council approve a payment to Midwest Engineering/Fehr Graham in the amount of \$15,641.02 for the Pine Street to Chestnut Street Water Main Design and Bidding. Payable from TIF business.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

CEMETERY AND PARKS COMMITTEE:

Motion Alderperson T. White, second Alderperson Jenkins, that the council approve the Annual Support -Maintenance Agreement subscription between the City of Chillicothe and Pontem Software for software support for the cemetery records, at a cost of \$605.00. Payable to Pontem Software. Payable from the General Fund.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson T. White, second Alderperson D. White, that the Council approve the hiring of Marty Stewart as a seasonal part-time employee at an hourly wage of \$15.00, subject to pre-employment testing.

Roll Call Vote was.

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

Motion Alderperson T. White, second Alderperson D. White, that the Council approve the hiring of Timothy Chambers as a seasonal part-time employee at an hourly wage of \$15.00, subject to pre-employment testing.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

**CITY OF CHILLCOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson T. White, second Alderperson D. White, that the Council approve the hiring of Johnathan Alexander as a seasonal part-time employee at an hourly wage of \$15.00, subject to pre-employment testing.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

Nays: None

Chairman declared motion carried.

PUBLIC SAFETY COMMITTEE:

Motion Alderperson Jenkins, second Alderperson T. White, that the Council authorize Police Chief Cooper to apply for an In-Car Camera Grant, with Illinois Law Enforcement Training and Standards Board (ILETSB). The grant request will be in the amount of \$46,016.00.

Note: The grant is a reimbursable state grant, City pays the expense and submits for reimbursement. Chief Cooper will be applying for 8 in-car cameras at a cost of \$5,752.00 per camera.

Discussion: Chief Cooper informed the Council that the current in-car cameras are 12 years old, failing and out of date justifying the need for the new cameras.

Roll Call Vote was:

Ayes: Connor, Jenkins, Semtner,
Sharp, D. White, T. White

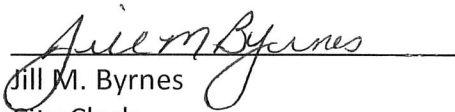
Nays: None

Chairman declared motion carried.

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
JANUARY 27, 2025**

Motion Alderperson Jenkins, second Alderperson D. White, to adjourn at 7:48 p.m.

Mayor Hughes declared the meeting adjourned.


Jill M. Byrnes
City Clerk

PROCLAMATION

CITY OF CHILLICOTHE / OFFICE OF THE MAYOR

OPTIMIST DAY

The First Thursday in February

WHEREAS, Volunteers working with young people who are our joy of today and are our hope for tomorrow, are exuberant representatives of the potential to be reached and dreams to come true. They are also unbounded in their enthusiasm to use their own talent, skills, and hard work to make a difference in others' lives, and;

WHEREAS, Members of Optimist International will celebrate OPTIMIST DAY throughout the world the first Thursday in February to promote their efforts in helping and recognizing the young people that make a difference in their communities and who will encourage a greater exchange of ideas between young people and adults, and;

WHEREAS, There are 2400 Optimist Clubs, with more than 70,000 Members, in Optimist International and Optimist members throughout the world that carry out more than 6500 service projects that serve six million young people a year;

THEREFORE, BE IT RESOLVED, that I, Michael D. Hughes, Mayor of the City of Chillicothe, issue this Proclamation declaring the first Thursday in February as Optimist Day in the City of Chillicothe. May this day instill pride in our city's Optimists for all of their accomplishments and for the impact they have to truly make a difference in others' lives.

Dated: 1/27/2025

Signed Michael D. Hughes
Michael D. Hughes, Mayor

CHILLICOTHE RESIDENTS
YARD WASTE DROP OFF SCHEDULE
MARCH 2025 – NOVEMBER 2025
OPENS MARCH 19, 2025 – LAST DAY NOVEMBER 26, 2025

The Drop Off Site is located in the 200 Block of Moffitt Street. Coming from Rt. 29 (Fourth St.) Turn East on Moffitt Street cross the Rail Road Tracks and the Drop off entrance will be to your left. If you are coming down Second Street you will go to the end of Second Street and turn west on Moffitt Street and before you cross the Rail Road Tracks it will be to your right.

OPENS WEDNESDAY, MARCH 19, 2025

MARCH

Starting March 19 : WEDNESDAYS: 10:00 A.M. to NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. TO 1:00 P.M.

APRIL - WEDNESDAYS: 10:00 A.M. to NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. TO 1:00 P.M.

MAY - MONDAYS: 4:00 P.M. – 6:00 P.M. (CLOSED MEMORIAL DAY)
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. - 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

JUNE - MONDAYS: 4:00 P.M. – 6:00 P.M.
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

JULY - MONDAYS: 4:00 P.M. – 6:00 P.M.
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. - 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

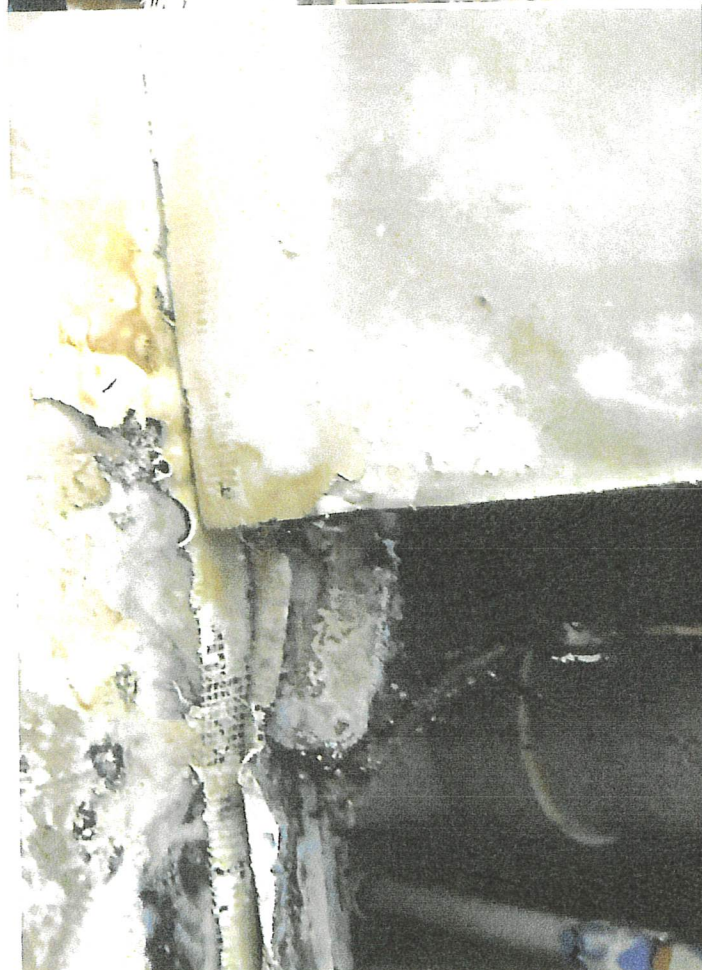
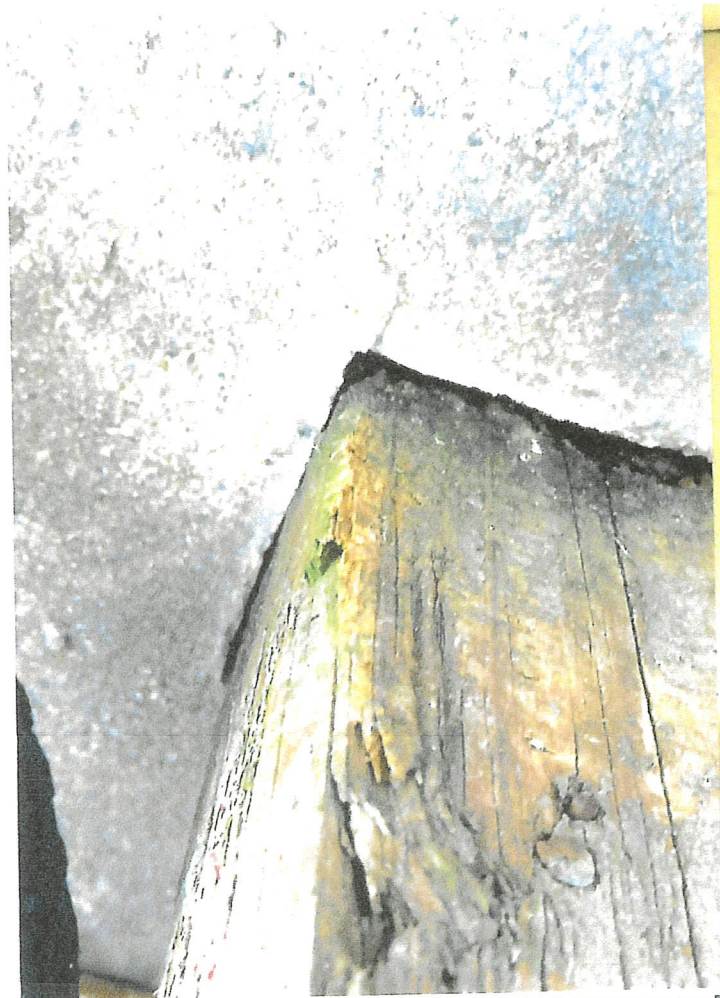
AUGUST - MONDAYS: 4:00 P.M. – 6:00 P.M.
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

SEPTEMBER – MONDAYS: 4:00 P.M. – 6:00 P.M. (CLOSED LABOR DAY)
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

OCTOBER - MONDAYS: 4:00 P.M. – 6:00 P.M.
WEDNESDAYS: 10:00 A.M. – NOON & 4:00 P.M. – 6:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

NOVEMBER - MONDAYS: 8:00 A.M. – 10:00 A.M. & 3:00 P.M. – 5:00 P.M.
WEDNESDAYS: 10:00 A.M. – NOON & 3:00 P.M. – 5:00 P.M.
SATURDAYS: 8:00 A.M. – 1:00 P.M.

LAST DAY IS WEDNESDAY, NOVEMBER 26, 2025





PUBLIC COMMENT:

Meeting: City Council Meeting Date: 1/27/2025

Time: 7:00 p.m. Place/Room: City Hall

Name	Address	Phone
1. Julie Taylor	P.O. Box 407	309-397-1968
2. Rebecca Hawkins	301 W Maple	309-251-1821
3. Ann Croft	311 2nd St.	309-264-9774
4. Sydney Howell	2017 White Clover Dr	309-276-9367
5. Tina Lesonskas	Cauffman 1102 W 14th Street	(312) 593-4604
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		