

**AGENDA  
CHILLICOTHE CITY COUNCIL  
CITY COUNCIL CHAMBER  
MAY 22, 2023  
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 ALDERMEN  
COUNCIL COMMITTEE COMMUNICATIONS  
ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT  
PRESENTATION OF BILLS, TRANSFERS AND PAYROLLS FOR PAYMENT AND DISCUSSION**

**MAYOR HUGHES**

**PUBLIC WORKS COMMITTEE – ALDERPERSON SHARP**

1. Approve – MFT Resolution – Spray Patching
2. Approve – Sidewalk Program Application
3. Approve – Acceptance of Riversound Phase 6

**FINANCE COMMITTEE – ALDERPERSON VANBRUWAENE**

1. Refer – City Attorney – Amend Building Permit Fee Schedule
2. Present – Appropriation Ordinance – First Reading
3. Approve – Electrical Procurement – Street Lights

**ECONOMIC DEVELOPMENT COMMITTEE – ALDERPERSON CONNOR**

1. Approve – TWM Engineer Agreement for Bike Path
2. Approve – Façade Application for 949 N Second Street
3. Approve – Demolition Proposal from Schaefer & Son Construction
4. Approve – 2023 HELP Loan Application Updates

**PUBLIC SAFETY COMMITTEE – ALDERPERSON JENKINS**

1. Approve – Purchase and Install Air Conditioner – Police Station
2. Approve – Special Event Request – By the Grace of Bows

**CEMETERY & PARKS COMMITTEE – ALDERPERSON T. WHITE**

1. Approve – Expense – Planting of Planters Downtown
2. Approve – Purchase – Pet Friendly Water Fountain

**JUDICIAL COMMITTEE – ALDERPERSON D. WHITE**

1. Refer – City Attorney to Draft Ordinance to Rezone 615 Truitt

**ADJOURNMENT**

**AGENDA CLERK**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
MAY 22, 2023**

A regular meeting of the City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session in person May 22, 2023 at 7:00 P.M with Mayor Michael D. Hughes presiding and with proper notice having been posted.

Mayor Michael D. 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 Byrnes

**Alderspersons:** Barry Bredeman, Patricia Westerman-Connor,  
Courtney Gehrig, Jeff Jenkins, Gary Sharp,  
Jacob VanBruwaene, Donald White, Timothy White

**Also, Physically Present:** Office Manager Denise Passage  
Police Chief Jeremy Cooper  
City Attorney Kevin Day  
Attorney Bill Streeter  
City Engineer Dave Horton  
Superintendent of Public Works Shawn Sutherland  
Economic Development Director Amanda Beadles

Chairman Hughes declared a Quorum present.

The Minutes of the Regular Council Meeting held on May 8, 2023 were presented. Motion Aldersperson Jenkins, second Aldersperson T. White, that the Council dispense with the reading of the Minutes of the May 8, 2023 Regular Council Meeting and approve the Minutes as presented.

**Motion Carried Via Voce Vote.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
MAY 22, 2023**

**PETITIONS AND COMMUNICATIONS BY THE CLERK:**

Clerk Byrnes presented the following Committee and Commission Minutes:

1. Police Commission – 4/18/2023
2. Economic Development Committee – 5/9/2023
3. Finance Committee – 5/15/2023
4. Public Works Committee – 5/17/2023
5. Zoning Board of Appeals – 5/17/2023

Clerk Byrnes presented the following reports:

1. City Treasurer’s Report – 4/30/2023
2. Fourth Quarter/Year End Fiscal Year 22-23 Budget Review – 5/9/2023
3. City Engineer’s Report – 5/17/2023

The Plan Commission held a Public Hearing on Tuesday May 2, 2023. The purpose of the meeting was to consider and make recommendations regarding re-zoning property at 615 W. Truitt Avenue to a C-3 Service District. The consensus of the Plan Commission was to not re-zone this property to C-3.

I am in receipt of the 2023 updated zoning map from the City Engineer, Dave Horton, which will be placed on the website.

Motion Alderperson Jenkins, second Alderperson D. White that the minutes as presented be accepted and the communications as presented by Clerk Byrnes be accepted and placed on file. Motion Carried Via Voce Vote.

**PETITIONS AND COMMUNICAITONS FROM THE MAYOR AND ALDERPERSONS:**

None

**COUNCIL COMMITTEE COMMUNICATIONS:**

None

**ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT:**

Attorney Mike Mahoney, 1011 N Second Street, spoke to the Council on behalf of his client Charles Ndizeye regarding the re-zoning of 615 W. Truitt from R-1 to C-3. Mr. Mahoney believes it is in the City’s best interest to re-zone this property so that Mr. Ndizeye can move forward with the purchase of this property for his business. Mr. Ndizeye has several facilities and would like to consolidate to make this his primary facility. He collects items from various 2<sup>nd</sup> hand and thrift stores, sorts items for possible resale, repurpose and shipping charity donations overseas. Mr. Mahoney felt this business would be a benefit to local thrift stores and provide tax revenue to the City rather than remain unoccupied.



**CITY OF CHILLCOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
MAY 22, 2023**

**JUDICIAL COMMITTEE:**

Motion Alderperson D. White, second Alderperson Sharp, that the Council authorize the City Attorney to draft an Ordinance changing the zoning of 615 Truitt from R-1 to C-3.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, T. White

**Nays:** D. White

**Chairman declared motion carried.**

**PUBLIC WORKS COMMITTEE:**

Motion Alderperson Sharp, second Alderperson Bredeman that the Council approve Resolution 23-05-06, a Resolution appropriation for the sum of \$15,000.00 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, 2023 to December 31, 2023. (Spray Patching)

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**

Motion Alderperson Sharp, second Alderperson Connor, that the Council approve the following application for the Sidewalk Program.

Benny Worrick 1429 Finney \$1,000.00

Payable from the Road & Bridge Fund

Beginning Balance	\$22,000.00
Approved	<u>1,000.00</u>
Balance	\$21,000.00

**Roll Call vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**

**CITY OF CHILLCOTHE  
COUNCIL MEETING  
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MAY 22, 2023**

Motion Alderperson Sharp, second Alderperson D. White, that the Council accept Phase 6 of the Riversound Subdivision development.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**

**FINANCE COMMITTEE:**

Motion Alderperson VanBruwaene, second Alderperson Sharp, that the Council instruct the City Attorney to draft an Ordinance Amending Chapter 42 Section 42-18 buildings and building regulations of the City Code to increase the building permit fees as presented.

**Motion Carried Via Voce vote.**

**NO MOTION:**

Alderperson VanBruwaene to announce that elected officials and supervisors received the draft of the Appropriation Ordinance in the Agenda Packet. This is the first reading of the Ordinance. The Public Hearing for the Appropriation Ordinance will be at 6:30 p.m. June 26, 2023. At the Council meeting on June 26 the Appropriation Ordinance will be presented for passage.

Motion Alderperson VanBruwaene, second Alderperson Gehrig, that the Council authorize the Mayor to sign a contract with lowest supplier for a 26 month term length for electrical supplier for the City street lights.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**



**CITY OF CHILLCOTHE  
COUNCIL MEETING  
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Motion Alderperson Connor, second Alderperson Gehrig, that the Council approve the updates to the 2023 HELP Loan Application, to include a collateral list, request for credit score and request for personal financial statement.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**

**PUBLIC SAFETY COMMITTEE:**

Motion Alderperson Jenkins, second Alderperson Gehrig, that the Council approve an expenditure of \$13,235.00, payable to Carl's Season Control for the purchase and installation of a Rheem RAWL-079CAZ Air Conditioner (6 1/3 ton) 410a 13 SEER, for the Police Department. Payable from the General Fund.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**

Motion Alderperson Jenkins, second Alderperson T. White, that the Council approve a Special Event Request submitted from "By The Grace of Bows" for the use of the parking area in front of 211 Walnut on June 3, 2023 from 10:00 a.m. to 2:00 p.m. for a summer pop-up with Kamaelas Creamery.

**Motion Carried Via Voce vote.**

**CEMETERY & PARKS COMMITTEE:**

Motion Alderperson T. White, second Alderperson Bredeman, that the Council approve an expenditure of \$1,320.00, payable to Picket Fence, for the planting of the 12 downtown planters. Payable from the General Fund.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
VanBruwaene, D. White, T. White

**Nays:** None

**Chairman declared motion carried.**





**RECOMMENDED CHANGES HIGHLIGHTED  
CITY OF CHILICOTHE  
BUILDING PERMIT FEE SCHEDULE**

Revised: April 26, 2021

**ONE-FAMILY AND TWO-FAMILY RESIDENTIAL: NEW CONSTRUCTION, ADDITIONS  
/ALTERATIONS**

(Requires separate trade permits)

Fee per square foot.....	\$	0.50	
Minimum fee, new construction.....	\$	1,000.00	
Minimum fee, additions/alterations.....	\$	300.00	
Preliminary Plan Review.....	\$	<del>25.00</del>	\$40.00
Plan Re-submission.....	\$	40.00	

**COMMERCIAL**

(Requires separate trade permits)

Fee per square foot.....	\$	0.75	
Minimum.....	\$	1,000.00	
Maximum.....	\$	7,500.00	
Preliminary Plan Review.....	\$	<del>50.00</del>	\$60.00
Plan Re-submission.....	\$	60.00	

**ELECTRICAL, PLUMBING, HVAC (Including generator)**

New construction, additions/alterations.....	\$	<del>55.00</del>	\$65.00 Per
additional permit (see separate permit)			
Failed Inspections.....	\$	65.00	

**MISCELLANEOUS BUILDING PERMITS**

Roof top solar panel installation).....	\$150.00
(requires separate electrical trade permit)	

**Swimming pools:**

(Requires separate Electrical trade permit)

Above ground.....	\$	<del>50.00</del>	\$75.00
Partially or totally submerged.....	\$	100.00	\$150.00

Fences.....	\$	50.00
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Sign No electrical.....	\$	50.00
With Electrical.....	\$	100.00

Demolition permit.....	\$	50.00
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**Detached Garages and Accessory Buildings(Requires Separate Trade Permit)**

<100 sf.....	\$	50.00
>100 sf/<600 sf.....	\$	100.00
>=600 sf.....	\$	.50/ sf

Decks( Elevated 6 feet or more) .....	\$500.00
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Other : building projects not well defined as any categories above and/or  
at the discretion of City authority issuing the building permit.

Minimum Fee.....	\$100.00 (plus cost of inspections)
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