

**AGENDA  
CHILLICOTHE CITY COUNCIL  
CITY COUNCIL CHAMBER  
MAY 28, 2024  
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**

**PUBLIC WORKS COMMITTEE – ALDERPERSON SHARP**

1. Approve – Sidewalk Program Application
2. Approve – New View Tree Service Invoice
3. Approve – Purchase Fire Hose

**FINANCE COMMITTEE – ALDERPERSON VANBRUWAENE**

1. Approve – Pearl Technology Managed Service Agreement
2. Refer – City Attorney to Draft Ordinance to Remove Bond Fee and Set New Water/Sewer Rates
3. Present – Appropriation Ordinance – First Read

**PUBLIC SAFETY COMMITTEE – ALDERPERSON JENKINS**

1. Approve – Special Event Requests – Gilmore's Sport Bar
2. Approve – Special Event Request – Town Theatre – Brad Wallin Tournament
3. Approve – Special Event Request – Grace By Bows

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

1. Approve – Payment – Willis Electric – Moffit Park
2. Approve – Buy Back – Cemetery Lot

**ECONOMIC DEVELOPMENT COMMITTEE – ALDERPERSON CONNOR**

1. Approve – Grant Agreement – DCEO 22-2030702 - \$250,000 -Drainage
2. Approve – Notice of Award – EPA Lead Service Grant - \$37,750.00

**MAYOR HUGHES**

1. Approve – Appointment of Michelle Warren – Shademakers
2. Accept – Resignation Alderperson Vanbruwaene
3. Approve – Appointment – Patrick Semtner Third Ward Alderperson
4. Approve – 2024 Mayoral Appointment of Council Committees

**ADJOURNMENT**

**AGENDA CLERK**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

A regular meeting of the City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session in person May 28, 2024 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:** Barry Bredeman, Patricia Westerman-Connor,  
Courtney Gehrig, Jeff Jenkins, Gary Sharp,  
Jacob VanBruwaene, D. White, T. White

**Also Physically Present:** City Attorney Kevin Day  
Attorney William Streeter  
City Engineer Dave Horton  
Police Chief Jeremy Cooper  
Officer Manager Denise Passage  
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  
May 28, 2024**

The Minutes of the Regular Council Meeting held on May 13, 2024 were presented. Motion Alderperson Jenkins, second Alderperson T. White, that the Council dispense with the reading of the Minutes of the May 13, 2024 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. Marketing & Tourism Commission – 5/6/2024**
- 2. Economic Development Committee – 5/14/2024**
- 3. Finance Committee – 5/15/2024**
- 4. Cemetery & Parks Committee – 5/21/2024**

Clerk Byrnes presented the following reports:

- 1. Fourth Quarter Budget Review – 5/9/2024**

**I am in receipt of the 2023 Annual Consumer Confidence Report.**

**I am in receipt of a resignation letter from Alderperson Jacob VanBruwaene, effective May 29, 2024, this will be accepted at the end of the Council meeting. (See attached)**

**Alderperson Sharp acknowledged and thanked Alderperson VanBruwaene for his hard work, research and commitment to both Committee and Council issues.**

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.**

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

**None**

**COUNCIL COMMITTEE COMMUNICATIONS:**

Alderperson Jenkins recognized and thanked Chief Cooper and the entire City of Chillicothe Police Department for their efforts during Memorial Day weekend and Solshine Revierie.

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

**ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT:**

**None**

Motion Alderperson VanBruwaene, second Alderperson Gehrig, that the bills as presented be paid and the payrolls and transfers be approved.

**Roll Call Vote was:**

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

**Nays:**                                **None**

**Chairman declared motion carried.**

**PUBLIC WORKS COMMITTEE:**

Motion Alderperson Sharp, second Alderperson VanBruwaene, that the Council approve the following application for 2024 Sidewalk Program:

|             |               |            |
|-------------|---------------|------------|
| Tim Worrick | 1604 Cutright | \$1,726.00 |
|-------------|---------------|------------|

|         |             |
|---------|-------------|
| Program | \$22,000.00 |
|---------|-------------|

|               |          |
|---------------|----------|
| 5/28/Approval | 1,726.00 |
|---------------|----------|

|         |             |
|---------|-------------|
| Balance | \$20,274.00 |
|---------|-------------|

**Roll Call Vote was:**

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

**Nays:**                                **None**

**Chairman declared motion carried.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

Motion Alderperson Sharp, second Alderperson Bredeman, that the Council approve an expenditure of \$3,500.00, payable to New View Tree Service for the removal of a tree at 607 Pine Street. Payable from the Road & Bridge Fund.

**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 VanBruwaene, that the Council approve an expenditure of \$1,400.00 payable to USA Blue Book for the purchase of 200 feet of fire hose. Payable from the Water/Sewer Fund.

**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 D. White, that the Council approve the agreement between Pearl Technology Service Agreement for the Police Station and City Hall and direct the Mayor, Office Manager and other City employees to take all reasonable and prudent actions to execute the agreement.

Discussion: Office Manager Denise Passage and Alderperson VanBruwaene gave an explanation of the increase in costs from the previous Pearl Technology Agreement.

**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  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

Motion Alderperson VanBruwaene, second Alderperson D. White, that the Council authorize the City Attorney to draft the necessary ordinance amending the City Code to remove the bond fee charge and amend the water rates as follows:

Chapter 42 – Fees

**42-98 Utilities**

98-51 (a) (1) Water Rates, net charge

Remove current chart

Insert:

Usage – Effective July, 2024 Billing

|              |                    |
|--------------|--------------------|
| (cubic feet) | Rate per cubic fee |
| 0            | Minimum of \$5.50  |
| 1- unlimited | .004               |

Usage – Effective July 2025 Billing

|              |                     |
|--------------|---------------------|
| (cubic feet) | Rate per cubic feet |
| 0            | Minimum of \$5.50   |
| 1- unlimited | .0550               |

Usage – Effective July, 2026 Billing

|              |                     |
|--------------|---------------------|
| (cubic feet) | Rate per cubic feet |
| 0            | .0664               |

98-53

Rate for sewer service only, per month

\$5.00

Remove \$5.00

Insert:

\$15.00

09-54 Bulk sale of water, additional service fee

\$20.00

Remove \$20.00

Insert: \$30.00

98-60 Use of water during construction, flat fee, per month

\$20.00

Remove \$20.00

Insert: \$50.00

98-61 Infrastructure Charge \$5.00 per month

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

Remove section

98-82 (e) Rate for water used through second meter (for irrigation purposes)

Usage

| (cubic feet)    | Rate per cubic feet        |
|-----------------|----------------------------|
| No usage        | \$3.00 per month flat rate |
| 001 – unlimited | .0168                      |

Remove .0168

Insert:

|                      |       |
|----------------------|-------|
| Effective July, 2024 | .0440 |
| Effective July, 2025 | .0550 |
| Effective July, 2026 | .0664 |

Chapter 98 Utilities

98-51 Net and gross service charges

98-51 (2)

Remove:

A minimum billing of 75 cubic feet per billing period shall be charged to all customers regardless of a lesser amount used.

09-55 Multiple users

98-55 (b) Amend as necessary

(b) In all such cases, there shall be an additional minimum water/sewer charge, if sewer service is supplies, for each additional unit connected to the system. The payment of the minimum charge for each additional unit shall allow the use of the quantity of water allowed for each minimum bill. Any water consumed in excess of the minion charge shall be billed by dividing the total water usage by the total units within the complex (whether occupied or vacant) and multiplying the number so derived by the rate and then by the number of units.

Discussion: After a lengthy discussion, both Office Manager Denise Passage and Alderperson VanBruwaene, Chairman of Finance Committee, emphasized how necessary the increase is needed to cover departmental expenses and capital improvements and agreed to implement an increase of water rates over the next 3 years.

**CITY OF CHILLICOTHE  
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**Roll Call Vote was:**

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

**Nays:** None

**Chairman declared motion carried.**

**NO MOTION – ANNOUNCEMENT:**

The draft of the proposed Appropriation Ordinance was in your Council Packet. A public hearing will be held June 24, 2024 at 6:30 p.m. and the Ordinance will be presented for a vote at the June 24, 2024 Council meeting.

**PUBLIC SAFETY COMMITTEE:**

Motion Alderperson Jenkins, second Alderperson D. White, that the Council approve three Special Event requests with Open Containers submitted by Dwayne Siggers, Gilmore's Sports Bar for the use of Chestnut Street from Second Street to the alley as follows:

1. June 1, 2024 11:00 a.m. to 5:00 p.m. Brad Wallin
2. June 13, 2024 5:00 p.m. to 11:00 p.m. Chilli Days
3. June 15, 2024 5:00 p.m. to 11:00 p.m. Chilli Days

**Motion Carried Via Voce vote.**

Motion Alderperson Jenkins, second Alderperson D. White, that the Council approve the Special Event Request submitted by Chad Timmerman, Chillicothe Optimist, for the use of Second Street, from Chestnut to Pine, on June 1, 2024, 9:00 a.m. to 2:00 p.m., for the Brad Wallin Safe at Home film.

**Motion Carried Via Voce vote.**

Motion Alderperson Jenkins, second Alderperson T. White, that the Council approve the Special Event Request submitted by, By the Grace of Bows, for the use of a parking space at 211 Walnut on June 9, 2024, from 11:00 a.m. to 3:00 p.m., for a coffee truck to park in front of their warehouse.

**Motion Carried Via Voce vote.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

**CEMETERY & PARKS COMMITTEE:**

Motion Alderperson T. White, second Alderperson Bredeman, that the Council approve an expenditure of \$3,892.04, payable to Willis Electric, for the replacement of underground feed to Moffitt Nature Park. Payable from the General Fund – Parks Department.

**Roll Call Vote was:**

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

**Nays:**                                **None**

**Chairman declared motion carried.**

Motion Alderperson T. White, second Alderperson VanBruwaene, that the Council approve an expenditure of \$202.50, payable to Catherine Angelico, for the buy back of 3 cemetery grave spaces. 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.**

**ECONOMIC DEVELOPMENT COMMITTEE:**

Motion Alderperson Connor, second Alderperson Sharp, that the Council approve the Grant Agreement between DCEO and the City of Chillicothe for the \$250.00 Drainage Grant and direct the Mayor, Economic Development Director and other City employees to take all reasonable and prudent actions to execute the agreement.

**Roll Call Vote was:**

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

**Nays:**                                **None**

**Chairman declared motion carried.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
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Motion Alderperson Connor, second Alderperson T. White, that the Council approve accepting the Notice of Award for the EPA lead service grant in the amount of \$37,750.00 and direct the Economic Development Director to take reasonable and prudent actions to accept the Notice of Award in the GATA portal.

Discussion: An explanation was given by City Engineer, Dave Horton, Economic Development Director, Amanda Beadles and Superintendent, Shawn Sutherland on how the grant will allow the City to contract with a company to digitize water line index cards.

**Roll Call Vote was:**

**Ayes:** Bredeman, Connor, Gehrig, Jenkins, Sharp  
Vanbruwaene

**Nays:** D. White, T. White

**Chairman declared motion carried.**

**MAYOR HUGHES:**

Motion Alderperson Jenkins, second Alderperson T. White, that the Council approve the Mayoral appointment of Michelle Warren to the Shademaker Committee for a term ending 2027.

**Roll Call Vote was:**

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

**Nays:** None

**Chairman declared motion carried.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
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May 28, 2024**

Motion Alderperson Jenkins, second Alderperson T. White, that the Council accept the resignation of Alderperson VanBruwaene, effective May 29, 2024 and thank him for his service as Alderperson.

**Roll Call Vote was:**

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

**Abstain:** VanBruwaene

**Nays:** None

**Chairman declared motion carried.**

Motion Alderperson Jenkins, second Alderperson D. White, that the Council approve the appointment of Patrick J. Semtner, as Third Ward Alderperson, effective May 29, 2024.

**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 D. White, that the Council approve the 2024 Council Committees as presented.

**Roll Call Vote was:**

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

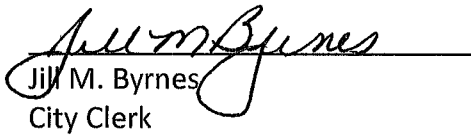
**Nays:** None

**Chairman declared motion carried.**

**CITY OF CHILLICOTHE  
COUNCIL MEETING  
MINUTES OF A REGULAR MEETING  
May 28, 2024**

Motion Alderperson Jenkins, second Alderperson D. White, to adjourn at 7:53 p.m.

Chairman Hughes declared the meeting adjourned.

  
Jill M. Byrnes  
City Clerk

2024 --

**Mayoral Appointments  
Council Committees**

**Finance**

**Don White, Chairman**

Patrick Semtner

Gary Sharp

**Economic Development**

**Trish Connor, Chairman**

Courtney Gehrig

Jeff Jenkins

**Judicial**

**Don White, Chairman**

Gary Sharp

Barry Bredeman

**Public Safety Committee**

**Jeff Jenkins, Chairman**

Tim White

Barry Bredeman

**Public Works Committee**

**Gary Sharp, Chairman**

Patrick Semtner

Barry Bredeman

**Cemetery, Parks, Recreation  
& Beautification Committee**

**Tim White, Chairman**

Trish Connor

Barry Bredeman

**Human Resource Committee**

**Patrick Semtner, Chairman**

Courtney Gehrig

Don White

**Barry Bredeman**

Judicial

Public Safety

Public Works

Cemetery/Parks

**Trish Connor**

**Economic Development,  
Chairman**

Cemetery Parks

**Don White**

**Judicial Chairman**

**Finance, Chairman**

Human Resource

**Jeff Jenkins**

**Public Safety, Chairman**

Economic Development

**Patrick Semtner**

**Human Resource, Chairman**

Public Works

Finance

**Gary Sharp**

**Public Works, Chairman**

Finance

Judicial

**Courtney Gehrig**

Human Resource

Economic Development

**Tim White**

**Cemetery, Parks, Recreation  
Chairman**

Public s Safety

Jacob VanBruwaene  
1103 N Hushaw Ave  
Chillicothe, IL 61523  
28 May 2024

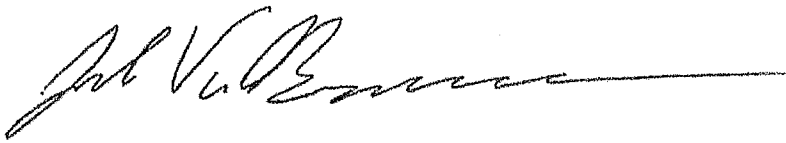
Michael Hughes  
Mayor  
City of Chillicothe  
908 N. Second St  
Chillicothe, IL 61523

Dear Mayor Hughes;

It is with regret that I tender my resignation from the Chillicothe City Council effective 29 May 2024.

I am grateful for having had the opportunity to serve on the council for the past few years, and I offer my best wishes for its continued success.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacob VanBruwaene', with a long horizontal flourish extending to the right.

Jacob VanBruwaene  
Ward 3 Alderperson