

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
August 23 , 2021**

A regular meeting of the City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session in person August 23 , 2021 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 Hurd to take roll.

Physically Present:
Mayor Michael D. Hughes
City Clerk Margaret Hurd
Treasurer B.L. Bredeman

Alderspersons:
Dean Braun, Barry Bredeman,
Patricia Westerman-Connor, Courtney Gehrig,
Dennis Gould, Jeff Jenkins,
Gary Sharp, Jacob Vanbruwaene

Absent:
None

Also, Physically Present:
Office Manager Denise Passage
Economic Development Director Amanda Beadles
Police Chief Scott Mettille
City Attorney Kevin Day
City Engineer Ken Coulter
Superintendent of Public Works Shawn Sutherland

Chairman Hughes declared a Quorum present.

The Minutes of the Regular Council Meeting held on August 9, 2021 were presented.

Motion Alderperson Braun , second Alderperson Gould that the Council dispense with the reading of the Minutes of the August 9, 2021 Regular Council Meeting, and approve the Minutes as presented.

Motion carried via voce vote.

Clerk Hurd presented the following Committee and Commission Minutes:

1. Economic Development Committee – August 10, 2021
2. Finance Committee – August 11, 2021

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3. Bike Path Committee – August 12, 2021
4. Building Committee – August 16, 2021
5. Public Works – August 18, 2021

Clerk Hurd presented the City Treasurer's Annual Report for the Fiscal Year ending April 30, 2021.

Clerk Hurd presented the City Collector's Report for the month ending July 31, 2021.

Clerk Hurd presented the First Quarter Budget Review (May, June, July) as submitted by Office Manager Passage

Clerk Hurd presented the City Engineer Report dated August 23, 2021.

Clerk Hurd announced that a bid letting was held on August 18, 2021 for ADA sidewalk project and those bids will be reviewed by the EDC Committee at the September 14th meeting.

Clerk Hurd read a letter of thanks from the Community Needs Agency thanking the City for their \$500.00 donation that was used to purchase school supplies.

Clerk Hurd announced that she was in receipt of a special event request for the homecoming parade to be held on October 1, 2021 and that it will be reviewed by the Public Safety Committee at the September 7th meeting.

Clerk Hurd announced that she was in receipt of a liquor license application from Molly's Pizza that will be opening in October at 215 W. Cedar Street. She informed the Council that the application is being processed for approval.

Economic Development Director Beadles stated she had forwarded an email with a letter of resignation to the Clerk from Sarah Sights, resigning from the Marketing and Tourism Commission. Mayor Hughes confirmed the resignation and asked that the Council accept and place on file with the Clerk Communications.

Motion Alderperson Gould, second Alderperson Jenkins to approve the communications as presented by Clerk Hurd be accepted and placed on file.

Motion carried via voce vote.

PUBLIC COMMENT:

Tom Harms, representative from the Chillicothe Veterans Memorial Commission appeared before the council. Mr. Harms presented 4, \$1000.00 checks from each of the local veterans organizations to be used for the foundation work on the flag pole project in the city cemetery.

Chairman Hughes and Alderperson Jenkins accepted the donation with gratitude.

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PETITIONS AND COMMUNICAITONS FROM THE MAYOR, ALDERPERSON:

Aldersperson Vanbruwaene announced to the Council that any members wanting help with the outlook application he would be willing to stay after the meeting to help anyone.

Aldersperson Vanbruwaene announced that the building committee will hold a meeting tomorrow night and invited anyone to attend. Consultant White gave additional information to the Council on the meeting.

Motion Aldersperson Vanbruwaene, second Aldersperson Connor to approve the communications as presented.

Motion carried via voce vote.

COUNCIL COMMITTEE COMMUNICATION:

Aldersperson Connor, Chairman of Economic Development announced that Tim White has removed his request and application for a HELP Loan.

Motion Aldersperson Bredeman, second Aldersperson Gould that the bills as presented be paid and the payrolls and transfers be approved.

Roll Call Vote was:

Ayes:
Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: **None**

Chairman declared motion carried.

Motion Aldersperson Jenkins, second Aldersperson Gehrig that the Council concur with the Mayoral appointment of Don White, to the Marketing and Tourism Commission to fill the unexpired term of Sarah Sights.

Motion carried via voce vote.

Motion Aldersperson Jenkins, second Aldersperson Gould accept and award the bid, for the Demolition of the structures at 817 Sixth St. to Schaefer & Son's Construction in the amount of \$11,700.00. Payable from the General Fund.

Roll Call Vote was:

Ayes:
Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

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Nays: None
Chairman declared motion carried.

Motion Alderperson Jenkins, second Alderperson Connor that the Council approve the Notice for Special Event Held on Public Property, as submitted by Chillicothe Chamber of Commerce for the use of Second Street from Walnut Street to Chestnut Street, for the Bridge to Bridge event to be held on September 18, 2021, from 8:00 A.M. – 9:00 P.M.

Motion carried via voce vote.

Motion Alderperson Jenkins, second Alderperson Bredeman that the Council approve the placement of a Library Sharing Stand, provided and maintained by Southern Glazer's Wine & Spirits, at the Riverfront.

Motion carried via voce vote.

Motion Alderperson Jenkins, second Alderperson Braun that the Council approve an expenditure of \$5,125.00, payable to Kimble Excavating, for the installation of a foundation for the Flag Pole, in the Cemetery. Payable from the General Fund.

The Contractor on this project must pay the "prevailing rate of wages" as determined by the City pursuant to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.) and comply with all other provisions of such Act.

Alderperson Jenkins explained to the council that the \$4,000.00 donation received from the veteran's organizations would be used for the work.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None
Chairman declared motion carried.

Motion Alderperson Gould, second Alderperson Braun that the council approve the following application for the sidewalk program:

Toby Howell 2017 White Clover Dr. \$1,000.00

Payable from the Road & Bridge Fund

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None
Chairman declared motion carried.

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Motion Alderperson Gould, second Alderperson Jenkins that the council approve an additional expense of \$7,708.35, payable to Engbrecht Concrete for additional expense associated with the completion of the required ADA Sidewalk accesses on streets that were overlaid. Payable from the Road Bridge.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None

Chairman declared motion carried.

Motion Alderperson Gould, second Alderperson Braun that the Council approve the agreement between the City of Chillicothe and i3 Broadband, for internet service for IDOT to service the stop lights and authorize the Mayor and City Clerk to execute said agreement. Alderperson Gould explained that the per the City's agreement with IDOT the City will be reimbursed 100% of any fees the City incurs for this service. The initial cost is \$224.93 and the monthly fee is \$99.95.

Alderperson Gould explained that per the city's agreement with IDOT, the city will be reimbursed 100% of any fees.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None

Chairman declared motion carried.

Motion Alderperson Bredeman, second Alderperson Gehrig, that the Council approve I move that the Council approve an expense of \$65,463.33, payable to Peoria County, for the reimbursement of property taxes from the Kroger Settlement made by Peoria County. Payable as follows:

TIF Plaza Account \$34,000.00

General Fund \$31,463.33 payable in Fiscal year 22-23

Alderperson Bredeman explained that due to the County settling multiple years, the cost of the refund is larger than expected. The City will appropriate the General Fund payment in fiscal year 22-23.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,

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Sharp, Vanbruwaene

Nays: **None**

Chairman declared motion carried.

Motion Alderperson Bredeman, second Alderperson Jenkins that the Council instruct the city attorney to draft an amendment to the agreement between the City of Chillicothe and Janet B. Culbertson for consulting services. Discussion followed. Mayor noted that she should be addressed as Dr. Culbertson. Alderperson Vanbruwaene questioned if the amendments were to allow her to use the computers. Alderperson Bredeman stated that that was no necessarily discussed and that he was not informed of that being one of the issues until recently. Attorney Day explained that he will made some revisions as requested to take to the Finance committee for review. Alderperson Vanbruwaene asked that Dr. Culbertson and the City Attorney be present at the next committee meeting.

Motion carried via voce vote.

Motion Alderperson Braun, second Alderperson Gould that the Council authorize the city attorney to draft ordinance amending Sec. 106-194. - CB-1 central business district of the city code to add parks and museums as permitted uses.

Motion carried via voce vote.

Motion Alderperson Braun, second Alderperson Gould that the Council authorize the City attorney to draft an ordinance amending the zoning map to extend the CB1 Zoning District to include the city park and the property located on the north west corner of cedar street and second street.

Motion carried via voce vote.

Motion Alderperson Connor, second Alderperson Gould that the Council approve an application for the Facelift Grant Program for Don White located at 946 N Second Street up to the amount of \$2,500 and authorize payout once project is complete, receipts submitted and work verified by ED Director.

Payable from General Fund – Façade Program

Balance Remaining after this approval \$10,060.00

Roll Call Vote was:

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

Nays: **None**

Chairman declared motion carried.

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Motion Alderperson Connor, second Alderperson Braun that the council approve an expenditure of \$1,000.00, payable to Peoria Heights Arts Collaborative, for the final payment of the Bridge to Bridge Illinois River Road Drive Sponsorship. Payable from Hotel Motel Tax Account.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None

Chairman declared motion carried.

Motion Alderperson Connor, second Alderperson Jenkins that the Council approve **Resolution No. 21-08-05**, a resolution Adopting a qualification-based selection (QBS) process for the procurement of professional services.

Roll Call Vote was:

Ayes: Braun, Bredeman, Connor
Gehrig, Gould, Jenkins,
Sharp, Vanbruwaene

Nays: None

Chairman declared Resolution No. 21-08-05 passed and signed the same.

Motion Alderperson Connor, second Alderperson Gould that the Council authorize the Economic Development Director to advertise for Request for Qualification for Professional Engineering Services Bike Route – ITEP Grant MFT Section No. 21-00040-00BT.

Motion carried via voce vote.

Motion Alderperson Connor, second Alderperson Braun that the Council authorize the City Engineer to prepare specifications and advertise for proposals for the Farmers Market Pavilion. Discussion was held on the location and the design of the pavilion. Office Manager Passage suggested that during the design phase a policy be drafted for utilization of the pavilion.

Motion carried via voce vote.

Motion Alderperson Vanbruwaene, second Alderperson Sharp that the Council approve Keach Architectural Design as the architect for the City hall renovation project and authorize the committee and buildings consultant to begin negotiates for a contract.

Motion carried via voce vote.

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Motion Alderperson Jenkins, second Alderperson Braun to adjourn at 7:48pm.



Margaret E. Hurd

Margaret E. Hurd
City Clerk

