

**AGENDA
CHILLICOTHE CITY COUNCIL
CITY COUNCIL CHAMBER
SEPTEMBER 25, 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 ALDERPERSON
COUNCIL COMMITTEE COMMUNICATIONS
ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT
PRESENTATION OF BILLS, TRANSFERS AND PAYROLLS FOR PAYMENT AND DISCUSSION**

MAYOR HUGHES

- 1. Presentation – Mike Krost – Viaduct Photo Shoot**

PUBLIC WORKS COMMITTEE – ALDERPERSON SHARP

- 1. Approve – Resolution – RBI Funding Payout – Truitt**
- 2. Approve – IDOT Invoice – Truitt project**
- 3. Approve – Request for Change of Plan – Sycamore RBI**
- 4. Approve – Advance Asphalt Payment – Sycamore RBI – Pay Estimate #1**
- 5. Approve – Midwest Engineer Payment – Sycamore RBI – Pay Estimate #1**
- 6. Approve – Advance Asphalt Payment – Overlay/Full Depth Patching**
- 7. Approve – Advance Asphalt Payment – MFT Overlay**
- 8. Approve – Sidewalk Application – Sidewalk program**
- 9. Approve – Flushing of Hydrants**
- 10. Approve – Painting of Public Works Truck 25**

FINANCE COMMITTEE – ALDERPERSON VANBRUWAENE

- 1. Present – Audit 22-23**
- 2. Approve – Resolution – Fifth Amendment to Sanitary District Agreement**

ECONOMIC DEVELOPMENT COMMITTEE – ALDERPERSON GEHRIG

- 1. Approve – SRTS Resolution**
- 2. Approve – Deed in Liew of foreclosure – 1249 Fourth Street property**

CEMETERY & PARKS COMMITTEE – ALDERPERSON T. WHITE

- 1. Approve – Ordinance Columbarium/Ossuary Fee Non-Residents Only**
- 2. Refer – City Attorney to Draft Code Change – Grave Monument Foundation Guidelines & Fee**

PUBLIC SAFETY COMMITTEE – ALDERPERSON JENKINS

- 1. Approve – Purchase and Installation of Equipment – Police Vehicles**

ADJOURNMENT

AGENDA CLERK

**CITY OF CHILLICOTHE
COUNCIL MEETING
MINUTES OF A REGULAR MEETING
September 25, 2023**

A regular meeting of the City Council of the City of Chillicothe, Peoria County, Illinois, met in Regular Session in person September 25, 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,
Courtney Gehrig, Jeff Jenkins, Gary Sharp,
Jacob VanBruwaene, Donald White, Timothy White

Aldersperson's Absent: Patricia Westerman-Connor

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

Chairman Hughes declared a Quorum present.

**CITY OF CHILLICOTHE
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The Minutes of the Regular Council Meeting held on September 11, 2023 were presented. Motion Alderperson Jenkins, second Alderperson D. White, that the Council dispense with the reading of the Minutes of the September 11, 2023 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 – 8/15/2023
2. Chillicothe Plan Commission – 9/5/2023
3. Economic Development Committee – 9/12/2023
4. Finance Committee – 9/13/2023
5. Cemetery & Parks Committee – 9/19/2023

Clerk Byrnes presented the following reports:

1. Annual Treasurer's Report – 9/12/2023
2. City Engineer's Report – 9/20/2023

Motion Alderperson D. White, second Alderperson T. 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:

Mayor Hughes welcomed the Scouts to the Council meeting, they were present to earn credits toward merit badges. Alderperson Jenkins recognized Superintendent Shawn Sutherland and the Public Works staff for a sidewalk issue at the corner of Cloverdale and Bradley that was resolved.

COUNCIL COMMITTEE COMMUNICATIONS:

Alderperson T. White reported that a deposit of \$1,000.00 has been made to secure the purchase of the shade canopy for the City Park stage and viewing area. Mayor Hughes asked Chairman T. White to add to the upcoming agenda for Cemetery & Parks meeting repair of headstones in the City Cemetery.

ANYONE WITH BUSINESS CONCERNING CITY GOVERNMENT:

Chillicothe Township Supervisor Mike Rafcliff announced to the Council that the Sharon Crabel Memorial Bench was received, the Crabel family had approved the engraving done by Otto's Monuments and he would be working with Superintendent Sutherland, and Debbie Crew of Otto's Monument for placement of the bench within the military section of the City Cemetery. He expressed his appreciation to the City for their cooperation in the placement of the bench.

Roll Call Vote was:

Nays: **None**

Chairman declared motion carried.

Mike Krost, 15914 N Brougham Drive, gave a detailed presentation to the Council with drone footage of the viaduct photoshoot that was held on Sunday September 17, 2023. Mr. Krost handed out to each Alderperson the contact information for Omer Osman, Secretary, Illinois Department of Transportation should they wish to contact him in support of the viaduct repairs.

Mayor Hughes presented Certificates of Appreciation to the following individuals:

Jason White

Duane Dean

Chris Padilla

Matt Briggs

Mike Ratcliff

Quantix

For their support in efforts to replace the BNSF/Route 29 viaducts in Chillicothe, IL.

**CITY OF CHILLICOTHE
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September 25, 2023**

PUBLIC WORKS COMMITTEE:

Motion Alderperson Sharp, second Alderperson VanBruwaene, that the Council approve Resolution No. 23-09-07 a resolution for roadway improvements IL 29 North of Truitt Avenue (Fifth Street to IL Routh 29) using MFT RBI funding.

Roll Call Vote was:

Ayes: Bredeman, 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 \$127,306.02, payable to Illinois Department of Transportation, for a portion of the city's share for the IL 29 and Truitt improvement. Payable as follows:

MFT RBI Funds - \$110,115.78

Road & Bridge Funds - \$17,190.24

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson VanBruwaene, that the Council approve the request for change of plans for Sycamore Street Improvement utilizing RBI Funds and instruct the engineer to submit the request to IDOT

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

**CITY OF CHILLICOTHE
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Motion Alderperson Sharp, second Alderperson VanBruwaene, that the Council approve pay estimate #1 in the amount of \$211,474.14 for the Sycamore Street Improvement, payable to Advanced Asphalt. Payable from the MFT, RBI Funds.

Roll Call Vote was:

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

Nays: **None**

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson Bredeman, that the Council approve pay estimate #1 in the amount of \$19,920.00 for the engineering services for Sycamore Street Project, payable to Midwest Engineering. Payable from the MFT, RBI Funds.

Roll Call Vote was:

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

Nays: **None**

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson T. White, that the Council approve an expenditure of \$86,084.50 payable to Advanced Asphalt for the Non-MFT overlay/full depth patching work.

Payable for the Road & Bridge Fund.

Roll Call Vote was:

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

Nays: **None**

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson T. White, that the Council approve an expenditure of \$147,675.00 payable to Advanced Asphalt for the MFT Overlay. Payable from the Motor Fuel Tax Fund.

Roll Call Vote was:

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

Nays: **None**

Chairman declared motion carried.

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Motion Alderperson Sharp, second Alderperson VanBruwaene, that the Council approve the following application for the sidewalk program:

Millie Disparte, 1021 Hushaw \$840.00

Payable from the Road & Bridge Fund

Balance \$19,817.25

Approved \$840.00

Balance \$18,977.25

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson Bredeman, that the Council approve an expenditure of \$3,060.00, payable to Complete Maintenance Systems, Inc. for the flushing of the fire hydrants. Payable from the Water/Sewer Fund.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson Sharp, second Alderperson T. White, that the Council approve an expenditure of \$800.00 payable to Precision Collision for the painting of Public Works truck #25. Payable from the Water/Sewer Fund.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

**CITY OF CHILLCOTHE
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FINANCE COMMITTEE:

Motion Alderperson VanBruwaene, second Alderperson D. White, that the Council accept and place on file the Fiscal Year 2022-2023 Annual Audit.

Discussion: Alderperson D. White recognized Office Manager Denise Passage and the City Hall staff for all their efforts in completion of the audit.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson VanBruwaene, second Alderperson D. White, that the Council approve Resolution No. 23-09-08, a resolution approving a Fifth Amendment to the Sanitary District Agreement.

Discussion: Office Manager Denise Passage and Alderperson VanBruwaene gave an explanation of the Sanitary District Agreement and billing to the Council.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

ECONOMIC DEVELOPMENT COMMITTEE:

Motion Alderperson Gehrig, second Alderperson Jenkins, that the Council approve Resolution No. 23-09-09, a resolution of support and submission for a grant for a Safe Route To School project (SRTS).

Discussion: Alderperson D. White gave an explanation of the proposed resolution and Economic Development Director Amanda Beadles, explained a map of route details to the Council.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

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Motion Alderperson Gehrig, second Alderperson T. White, that the Council approve accepting a deed in lieu of foreclosure for the property located at 1249 Fourth Street in satisfaction of the outstanding indebtedness of Andrew Myers for two HELP loans between Mr. Myers and the City and direct the Mayor, Economic Development Director, and the City Attorney to take all reasonable and prudent steps to effectuate the preparation and acceptance of the deed.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

CEMETERY & PARKS COMMITTEE:

Motion Alderperson T. White, second Alderperson Jenkins, that the Council approve Ordinance No. 23-09-16 an Ordinance amending the Columbarium/Ossuary Fee – Non-Residents.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson T. White, second Alderperson Bredeman, that the Council refer to City Attorney Kevin Day to draft a code change to Chapter 26 Cemeteries Section 26-37 Monument bases and grave markers guidelines and fees as follows:

CITY OF CHILLCOTHE MONUMENT FOUNDATION PERMIT GUIDELINES

- Foundation permit fee increased to \$30.00 per foundation.
- Once monument foundation permit is received by the City Clerk, the Clerk and Public Works Department have up to 15 days to process the necessary paperwork and complete the marking.
- Once marking is complete the permit form will be signed and dated by the Public Works employee and returned to the City Clerk. It will then be emailed to the monument company with a deadline date of 45 days to place the foundation.
- If foundation is not complete in the 45 day time frame a new permit fee will need to be applied for with an additional fee of \$30.00 per foundation.

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Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

PUBLIC SAFETY COMMITTEE:

Motion Alderperson Jenkins, second Alderperson T. White, that the Council approve an expenditure not to exceed \$25,000.00 payable to Blankenship Visual Impact, for the purchase and installation of equipment for the 2023 Durango and 2023 Dodge Charger police vehicles. Payable from the Police protection Account.

Roll Call Vote was:

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

Nays: None

Chairman declared motion carried.

Motion Alderperson T. White, second Alderperson Jenkins, to adjourn at 7:45 p.m.

Chairman Hughes declared the meeting adjourned.


Jill M. Byrnes
City Clerk



Omer Osman

Secretary, Illinois Department Of Transportation



message



work



mail



out

work

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work

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United States

'S DIRKSE



PUBLIC COMMENT

Meeting: City Council

Meeting Date: 9/25/23

Time: 7:00pm

Place/Room: City hall

Name

Address

Mike Krust

15914 N. Broughman Dr, Charlotte
Broughman