

CITY OF SOUTH BELOIT
REGULAR COUNCIL MEETING
December 18, 2023

CALL TO ORDER: 5:00 pm, Council Chambers, City Hall by Mayor Fitzgerald

ROLL CALL: Present & answering to roll call were Commissioners Adleman, Hedrington, Prentice, and Mayor Fitzgerald. Commissioner Morse was absent.
City Attorney Roxanne Sosnowski was present
City Administrator Sonya Hoppes was present
City Clerk Tracy Patrick recorded the minutes
Department Heads in attendance:
Police Chief Adam Truman
Street Superintendent Steve Haas
Fire Chief Jason Griffin
Community Development Director Shawna Henthorn

PLEDGE OF ALLEGIANCE: Led by Mayor Fitzgerald and recited by all members present.

INVOCATION: Finance Director, Don Elliott delivered the invocation.

APPROVE AGENDA: Commissioner Adleman made a motion to approve the agenda. Commissioner Prentice second the motion. Voice vote carried the motion.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:
1. Commissioner Prentice made a motion to lay over the Minutes of the Regular Council Meeting held on December 4, 2023. Commissioner Adleman second the motion. Voice vote carried the motion.

REPORT OF OFFICER
1. Finance:
Commissioner Prentice made a motion to approve the claims paid from December 2 - 15, 2023 in the amount of \$791,352.78. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
2. Attorney Report:
3. Reports:
City Administrator Report and Staff Report
Accounts and Finance-Commissioner Ryan Adleman
Health & Public Safety-Commissioner Ken Morse
Streets & Public Improvement-Commissioner Brian Hedrington
Public Properties-Commissioner Courtney Prentice
Mayor-Tom Fitzgerald

ORDINANCES SECOND READ:
a. Commissioner Prentice made a motion to approve Ordinance 2773 amending the Employee Handbook. Commissioner Adleman second the motion. Attorney Sosnowski reviewed the updated changes to the Paid Leave for All Workers Act. Roll call vote showed 3 ayes, 1 nay by Commissioner Prentice, and 1 absent by Commissioner Morse.

ORDINANCES FIRST READ:

- a. Commissioner Prentice made a motion to approve Ordinance 2774 releasing funds committed in 2014 for Future Funding of the Nature at the Confluence. Commissioner Adleman second the motion. Administrator Hoppes said the previous commitment for funding in the amount of \$200,000.00 has been fulfilled. Voice vote carried the motion. Commissioner Prentice made a motion to waive the first read and move to the second read Ordinance 2774 releasing funds committed in 2014 for Future Funding of the Nature at the Confluence. Commissioner Adleman second the motion. Voice vote carried the motion. Commissioner Prentice made a motion to approve Ordinance 2774 releasing funds committed in 2014 for Future Funding of the Nature at the Confluence. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- b. Commissioner Adleman made a motion to waive the first read and move to the second read Ordinance 2775 adopting the 2023 Combined Supplemental Budget and Budget Transfer Ordinance. Commissioner Prentice second the motion. Voice vote carried the motion. Commissioner Adleman made a motion to approve Ordinance 2775 adopting the 2023 Combined Supplemental Budget and Budget Transfer Ordinance. Commissioner Prentice second the motion. Roll call vote showed 3 ayes, 1 nay by Commissioner Hedrington, and 1 absent by Commissioner Morse.
- c. Commissioner Prentice made a motion to approve Ordinance 2776 adopting a Revised Zoning Code. Commissioner Adleman second the motion. Administrator Hoppes said Council will need time to review the revised code before coming back for final comments and considerations. Commissioner Prentice made a motion to lay over Ordinance 2776 adopting a Revised Zoning Code to the February 19th Regular Council Meeting. Commissioner Adleman second the motion. Voice vote carried the motion.

RESOLUTIONS:

- a. Commissioner Prentice made a motion to approve Resolution 6483 approving an additional 2023 Fire Pension contribution. Commissioner Adleman second the motion. Finance Director Don Elliott said the Actuarial Study indicated a low-level funding for the Fire Pension much lower than what the payout amounts are. The city budgeted a higher amount for flexibility in the revenue stream in the event revenues went down. Due to the revenues being sufficient, the amount is an additional amount above the annual required contribution according to the actuary. Mr. Elliott said according to the actuary it shows the fund is about 90% funded. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- b. Commissioner Adleman made a motion to approve Resolution 6484 approving Transfers from the General Fund to other funds. Commissioner Prentice second the motion. Mr. Elliott explained the city originally budgeted transfers from the General Fund to the Capital Projects, Community Development, and the Illinois Housing Development Association. \$691,000.00 was originally budgeted for the Community Development Fund but due to other events staff is recommending the \$691,000.00 plus \$1,000,000.00 from the supplemental portion be transferred to the Capital Projects Fund. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- c. Commissioner Adleman made a motion to approve Resolution 6485 authorizing the submission of a question to the Electors of the City of South Beloit of Whether the City Should Levy a 1% Non-Home Rule Municipal Retailer's Occupation Tax and Service Occupation Tax for Public Roadway Infrastructure Improvements. Commissioner Prentice second the motion. Council discussed the need for additional funding for road improvements. If passed, the tax would have a 5 year sunset date of December 31, 2029. The tax could provide an additional \$1,000,000.00 per year to help with roads. Commissioner Adleman said the 2020 Street Study showed the city would need \$1,000,000.00 to repair/replace roads. Finance Director Don Elliott said with the number of electric vehicles being produced there will be even less funding that will come from the Motor Fuel Tax Fund. Administrator Hoppes said the city

has spent funding from the General Fund for road improvements and it's still not enough for the amount of roads that need repaired. In the last 12 months the city's 1% received was roughly \$1,600,000.00. Commissioner Prentice added the 1% tax will keep the tax from having to be added to residential property taxes. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.

- d. Commissioner Adleman made a motion to approve Resolution 6486 approving an agreement with Tyler Technologies to provide Integrated Software Services. Commissioner Prentice second the motion. Administrator Hoppes said the need for a different software solution was necessary in 2022. Finance Director Elliott wanted more options. This system will change the way things are done for a number of departments. Mr. Elliott added the electronics service will be huge, and Tyler Technologies is a large firm with lots of options including what will be available to residents, and a number of electronic payment options. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- e. Commissioner Prentice made a motion to approve Resolution 6487 awarding a Bid for Environmental Clean-up for 126 Shirland Avenue to Fehr Graham at a cost of \$94,500.00. Commissioner Adleman second the motion. Administrator Hoppes said two bids were received, and 3 staff members reviewed and scored the bids. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- f. Commissioner Prentice made a motion to approve Resolution 6488 approving a Professional Agreement with Fehr Graham Engineers Leaking Underground Storage Tank (LUST) Assistance. Commissioner Adleman second the motion. Administrator Hoppes said most of the funding is for additional assistance for the location at 326 Blackhawk Blvd should be reimbursed through the LUST Program. Attorney Sosnowski said the proposal amount in the resolution is more than the proposal, so the resolution will need to be amended. Commissioner Adleman made a motion to amend Resolution 6488 from \$34,500.00 to \$31,931.00, and changing the month from May to December. Commissioner Prentice second the motion. Roll call vote showed 4 ayes and 1 absent. Roll call vote approving Resolution 6488 approving a Professional Agreement with Fehr Graham Engineers Leaking Underground Storage Tank (LUST) Assistance as amended showed 4 ayes and 1 absent by Commissioner Morse.
- g. Commissioner Prentice made a motion to approve Resolution 6489 regarding the 2024 Risk Management Insurance Policy. Commissioner Adleman second the motion. Administrator Hoppes reviewed the current pricing from Arthur Gallagher for Liberty Mutual's cost is \$385,000.00. Renewal cost for Liberty Mutual is \$468,000.00, which would be an increase of more than 20%. Initially, staff was told Liberty Mutual would not be able to provide a policy for shared Fire Department Staffing. Arthur Gallagher provided another option with Illinois Municipal Insurance Cooperative (IMIC) pool that has 13 members that would require a 3-year policy commitment. With these 2 options, staff shopped around and was recommended Insurance Program Managers Group (IPMG) based out of Rockford who could provide coverage through Illinois Counties Risk Management Trust (ICRMT). Initial discussions with IPMG were a definite yes to their ability to provide a policy for shared Fire Department servicing. Staff's recommendation with a cost of \$344,657.00 and a stronger cyber package is for ICRMT through IPMG. The policy would be prorated for a period of 1/1/24 to 12/1/24. IPMG representative Bob Spring was present to answer any questions from Council. Mr. Spring said IPMG only insures public entities. Commissioner Adleman asked if the proposed policy has been reviewed by Counsel. Attorney Sosnowski said the policy had not been reviewed by Counsel, however assurances were given. Counsel will need to have a draft letter Intergovernmental Agreement. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- h. Commissioner Prentice made a motion to approve Resolution 6490 agreement with Chem Scam Inc for Maintenance, Calibration, and Training Services not to exceed

\$9,500.00. Commissioner Adleman second the motion. City Engineer Seth Gronewold said the agreement is for sampling for equipment that is no longer under warranty at the Wastewater Treatment Plant. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.

- i. Commissioner Prentice made a motion to approve Resolution 6491 agreement with River City Construction. Commissioner Adleman second the motion. Mr. Gronewold said this is for approval of the final change order in the amount of \$625,000.00. Administrator Hoppes said WWTP Superintendent Jeff Reiningger supported the amount for final payment. Attorney Sosnowski said the item should not have been a resolution. All remaining resolution numbers should be changed to 1 number lower than what the agenda shows. Commissioner Prentice made a motion to amend item i to approve the agreement with River City Construction. Commissioner Adleman second the motion. Roll call vote showed 3 ayes, 1 nay by Commissioner Hedrington, and 1 absent by Commissioner Morse.
- j. Commissioner Prentice made a motion to approve Resolution 6491 approving Change Order #4 with River City Construction regarding the City Wastewater Treatment Facility. Commissioner Adleman second the motion. Roll call vote showed 3 ayes, 1 nay by Commissioner Hedrington, and 1 absent by Commissioner Morse.
- k. Commissioner Adleman made a motion to approve Resolution 6492 approving a forty-fourth IEPA Loan Disbursement in the amount of \$1,622,358.63. Commissioner Prentice second the motion. Roll call vote showed 4 ayes, and 1 absent by Commissioner Morse.
- l. Commissioner Prentice made a motion to approve Resolution 6493 authorizing the Mayor to sign a Proposal for Professional Engineering Services with Fehr Graham. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 absent from Commissioner Morse.
- m. Commissioner Adleman made a motion to approve Resolution 6494 approving a Professional Services Proposal with Fehr Graham Engineers to complete the Electrical Drawings related to the Wastewater Treatment Plant Project in the amount of \$88,650.00. Commissioner Prentice second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- n. Commissioner Prentice made a motion to approve Resolution 6495 regarding pay raises for certain employees of the City of South Beloit. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.

NEW BUSINESS:

- a. Commissioner Prentice made a motion to approve a request for funding in the amount of \$25,000.00 from the Stateline Mass Transit District. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Adleman.
- b. Commissioner Adleman made a motion to approve Pay Application #43 for River City Construction. Commissioner Prentice second the motion. Roll call vote showed 4 ayes and 1 absent by Commissioner Morse.
- c. Commissioner Adleman made a motion to approve the Street Study 5-year Plan. Commissioner Prentice second the motion. City Engineer Brandon Boggs said he was present to answer any additional questions or if further discussion is needed. Mr. Boggs said Fehr Graham completed field inspections on 30% of streets. Mr. Boggs explained the uniform deterioration numeric ratings that were applied the rate to all the roads. Mr. Boggs said the construction rates have gone up, and those rates were applied in the study as well. The study shows street needs will cost \$1,830,000.00 annually for the next 20 years. The Street Study 5-year Plan will be adopted at a January Regular Council meeting. No vote was needed for this item.

- d. Commissioner Adleman made a motion to approve the 2024 MFT project recommendation. Commissioner Prentice second the motion. Council discussed what streets would be completed with funding sources. After discussion it was determined the streets to be done will be Glenwood Avenue, Perry Avenue, Forest Park Boulevard, and Marvin Street. Mr. Elliott said the General Fund would be able to fund the difference of \$137,000.00 which would be enough to complete all of those street projects. Total amounts for the streets project will be \$1,300,000.00. Mr. Boggs said council will need to approve the MFT project at the next Regular Council Meeting.

EXECUTIVE SESSION:

At 6:16 pm on a motion made by Commissioner Adleman the council approved going into Executive Session. Commissioner Prentice second the motion. The purpose of Executive Session is to:

1. Discuss the purchase of real property as provided by 5 ILCS 120/2 (c) (5) of the Illinois Open Meetings Act.

RECONVENE TO
OPEN SESSION:

At 6:26 pm.

ROLL CALL:

Roll call showed all members previously at the meeting at the reconvening of the meeting.

ORDER OF BUSINESS:

None.

ADJOURN:

At 6:26 pm on a motion by Commissioner Adleman second by Commissioner Prentice. Voice vote carried the motion.

Mayor

City Clerk

Approved: