

CITY OF SOUTH BELOIT  
REGULAR COUNCIL MEETING  
March 23, 2026

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

ROLL CALL: Present & answering to roll call were Commissioners Hedrington, Morse, Prentice, and Mayor Fitzgerald.  
Absent: Commissioner Adleman  
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  
Waste Water Superintendent Jeff Reininger  
Street Superintendent Steve Haas  
Community Development Director Shawna Henthorn  
Finance Director Don Elliott

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

INVOCATION: Don Elliott delivered the invocation.

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

PUBLIC COMMENT: Mayor Fitzgerald made a comment to the Council and advised that this is Tracy Patrick's last City Council Meeting as City Clerk. Mayor Fitzgerald thanked Tracy Patrick for her service to the City for the last fifteen years.

APPROVAL OF MINUTES:  
1. Commissioner Morse made a motion to approve the Minutes of the Regular Council Meeting held on March 2, 2026, and the Special Meeting Held on February 23, 2026. Commissioner Hedrington second the motion. Voice vote carried the motion.

NEW BUSINESS:  
1. Discuss/Approve the Appointment of Megan Reff as City Clerk effective March 30, 2026. Commissioner Morse made a motion to approve the appointment of Megan Reff as a City Clerk effective March 30, 2026. Commissioner Prentice seconded the motion. Roll call vote showed 4 ayes. Commissioner Adleman absent.  
2. Swearing in Megan Reff as City Clerk effective as of March 30, 2026. City Clerk Patrick swore in Megan Reff as City Clerk for the City of South Beloit effective.

REPORT OF OFFICER  
1. Finance:  
Commissioner Morse made a motion to approve the claims paid from February 28 – March 13, 2026, in the amount of \$863,086.56. Commissioner Hedrington second the motion. Roll call vote showed 4 ayes. Commissioner Adleman absent.  
2. Attorney Report: None.  
3. Reports:  
City Administrator Report and Staff Report:

- City Administrator Sonya Hoppes updated the Council regarding the rescheduling of Darin LaHood's visit to the City and Mr. LaHood's involvement in securing funds for improvements to lift stations 1 and 2. The City has successfully submitted a funding request for DCEO Improvements funds from Darin LaHood and Tammy Duckworth congressional funds.
- Steven Haas provided a quarterly update to City Council regarding the Street Department and improvements that were completed and an update on upcoming projects.
- Chief Brian Kunce provided a status update regarding the fire department regarding training and upcoming needs of the department.

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

NEW BUSINESS  
CONTINUED:

1. Discussion and/or Motion Items:
  - a. Discuss/Approve Ordinance 2906 Declaring Surplus property. Commissioner Adleman made a motion to discuss/approve Ordinance 2906 Declaring Surplus Property Commissioner Morse second the motion. Sonya Hoppes advised that this Ordinance would allow for Tracy Patrick to purchase a cell phone from the City for \$50.00. Roll call vote showed 4 ayes. Commissioner Adleman absent.
  - b. Discuss/Approve Resolution 6684 Authorizing the City to bid the Charles Street Neighborhood Park Parking Lot Project. Commissioner Prentice made a motion to approve Resolution 6684 Authorizing the City to bid the Charles Street Neighborhood Park Parking Lot Project. Commissioner Morse second the motion. Brandon Boggs advised that this Resolution is for the first phase of constructing the parking lot and install a IDOT transit hub with lights and add a sidewalk to the Dairy Ripple. Roll call vote showed 4 ayes. Commissioner Adleman absent.
  - c. Discuss/Approve Resolution 6685 Memorial Day Parade 2026. Commissioner Morse made a motion to approve Resolution 6685 Approving a Road Closure for the 2026 Memorial Day Parade. Commissioner Hedrington second the motion. Tracy Patrick advised the Council that this Resolution needs to be passed so that it can be submitted to IDOT for approval to close the road for the parade. Roll call vote showed 4 ayes. Commissioner Adleman absent.
  - d. Discuss/Approve Resolution 6686 Approving an Asset Disposition Services Agreement for the disposal of surplus assets of the City with PropertyRoom.com. Commissioner Morse made a motion to approve Resolution 6686 Approving an Asset Disposition Services Agreement for the disposal of surplus assets of the City with PropertyRoom.com. Commissioner Hedrington second the motion. Roll call vote showed 4 ayes. Commissioner Adleman absent.
  - e. Discuss/Approve Resolution 6687 Approving a Professional Services Agreement Proposal with Hach for Service Partnership Services for Nitratax Sensor and Controller Equipment. Commissioner Morse made a motion to approve Resolution 6687 Approving a Professional Services Agreement Proposal with Hach for Service Partnership Services for Nitratax Sensor and Controller Equipment. Commissioner Prentice second the motion. Roll call vote showed 4 ayes. Commissioner Adleman absent.
  - f. Discuss/Approve Resolution 6688 Directing the City Clerk of the City of South Beloit to publish the Zoning Map of the City of South Beloit. Commissioner Morse made a motion to approve Resolution 6688 Directing the City Clerk of the City of South Beloit to publish the Zoning Map of the City of South Beloit. Commissioner Hedrington

second the motion. Shawna Henthorn advised the Council that the last time a zoning map was adopted was in 2024 when the new zoning code was approved by the Council. The zoning map needs to be adopted every year by March 31<sup>st</sup> to be in compliance. Roll call vote showed 4 ayes. Commissioner Adleman absent.

- g. Discuss/Approve Resolution 6689 Retroactively approving a Settlement Agreement with Michael Downing and Bryannah Passon regarding 619 Fairview. Commissioner Morse made a motion to approve Resolution 6689 Retroactively approving a Settlement Agreement with Michael Downing and Bryannah Passon regarding 619 Fairview. Commissioner Hedrington second the motion. City Administrator Hoppes advised that this agreement had already been signed by the property owners. The property was expected to close last Friday. Attorney Miller advised the Council that the closing had been delayed due to an issue with an appraisal of the property. The closing is now rescheduled. As a result, an amendment will need to be made to the agreement changing the payment date from March 23, 2026, to April 1, 2026. Commissioner Prentice made a motion to Amend the Settlement Agreement to allow for the settlement payment to be received by April 1, 2026. Roll call vote showed 4 ayes. Commissioner Adleman absent.
- h. Discuss/Approve Resolution 6690 Reappointing member to the SMTD Board. Commissioner Morse made a motion to approve Resolution 6690 Reappointing member to the SMTD Board. Commissioner Prentice second the motion. Roll call vote showed 4 ayes. Commissioner Adleman absent.
- i. Discuss/Approve Resolution 6691 Appointing Megan Reff and Ellah Turenne as FOIA Officers of the City of South Beloit. Commissioner Hedrington made a motion to approve Resolution 6691 Appointing Megan Reff and Ellah Turenne as FOIA Officers of the City of South Beloit. Commissioner Prentice second the motion. City Administrator Hoppes advised that both Megan Reff and Ellah Turenne have completed their online training. Roll call vote showed 4 ayes. Commissioner Adleman absent.

EXECUTIVE SESSION:

At 5:44 P.M. on a motion made by Commissioner Hedrington, Council approved going into Executive Session. Commissioner Morse seconded the motion. The purpose of Executive Session is to:

- 1. Review closed session minutes including semi-annual review of closed session minutes pursuant to 5 ILCS 120/2 (c)(21) of the Illinois Open Meetings Act.

RECONVENE TO OPEN SESSION:

At 5:59 P.M.

ROLL CALL:

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

ORDER OF BUSINESS:

None.

ADJOURN:

At 5:59 P.M. on a motion by Commissioner Prentice second by Commissioner Morse. Voice vote carried the motion.

---

Mayor

---

City Clerk

Approved: