

CITY OF SOUTH BELOIT
REGULAR COUNCIL MEETING
December 16, 2024

CALL TO ORDER: 5:00 pm, Council Chambers, City Hall by Mayor Pro Tem Adleman

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

PLEDGE OF ALLEGIANCE: Led by Mayor Pro Tem Adleman and recited by all members present.

INVOCATION: Finance Director, Don Elliott delivered the invocation.

APPROVE AGENDA: Commissioner Morse 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 Morse made a motion to approve the Minutes of the Public Hearing Meeting held on November 25, 2024, and the minutes of the Regular Council Meeting held on December 2, 2024. Commissioner Prentice second the motion. Voice vote carried the motion.

REPORT OF OFFICERS:

1. Finance:
Commissioner Morse made a motion to approve the claims paid from November 28 – December 13, 2024 in the amount of \$2,207,056.03. Commissioner Prentice second the motion. Roll call vote showed 3 ayes and 2 absent.
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

NEW BUSINESS:

1. Discussion and/or Motion Items:
 - a. Commissioner Prentice made a motion to approve Ordinance 2831 Adopting the 2024 Combined Supplemental Budget and Budget Transfer Ordinance.

Commissioner Morse second the motion. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.

- b. Commissioner Prentice made a motion to approve Resolution 6578 Transfers from General Fund to other Funds. Commissioner Morse second the motion. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- c. Commissioner Prentice made a motion to approve Resolution 6579 Approving the Memorandum of Understanding between the City of South Beloit and the Rockton Fire Protection District to share radio frequency use and financial responsibility for Dispatch Service Fees and Related Equipment. Administrator Hoppes said currently the Fire Department is not able to talk to Winnebago County for dispatch services due to the antiquated system the City has. In order to get all 911 calls under 1 umbrella, we have to share a line for now with Rockton. The Memorandum of Understanding will allow a shared line with Rockton for Fire and Police calls. This shared line will dramatically increase the City's ISO rating. The City is required to have a repeated channel. Deputy Fire Chief, Brian Snyder said this will provide a better signal throughout the whole community, better radio coverage, and securing an agreement with Rockton to be able to make the step with Winnebago County. Deputy Chief Snyder added this should be a financial savings in rate and faster services. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- d. Commissioner Prentice made a motion to approve Resolution 6580 Approving a Professional Services proposal with Fehr Graham to provide Civil Engineering Design Services in the Neighborhood Park Parking Lot Project. Commissioner Morse second the motion. Administrator Hoppes said the City previously received a grant from the Illinois Department of Transportation (IDOT) in the amount of \$46,000. The City is ready to submit a plan for the grant. City Engineer, Brandon Boggs explained the 2 phases. The first phase is the design of the parking lot. Mr. Boggs reviewed the plans for the road stub and circular drive and provided Council a rendering of the parking lot. Mr. Boggs said subsequent plans will come, however the first phase of the project is getting the primary parking lot designed and constructed next year. Due to the parking lot being in the floodway the City will need to be permitted by the Illinois Department of Natural Resources (IDNR). Review and approval from IDNR could take 9-12 months. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- e. Commissioner Morse made a motion to approve Resolution 6581 Approving a Professional Services proposal with Fehr Graham to provide General Engineering services in 2025. Commissioner Prentice second the motion. Administrator Hoppes explained the contract the City had with Roscoe for shared engineering services for Fehr Graham. Roscoe has put out an engineering contract for bid. Should Roscoe choose to go with a different engineering firm, the City would reduce the number of hours for currently shared engineer, Brandon Boggs. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- f. Commissioner Morse made a motion to approve Resolution 6582 Approving a Professional Services proposal with Fehr Graham to assist in the IEPA Loan Application for the Lift Station and Force Main Project. Commissioner Prentice second the motion. Mr. Boggs explained the project being contingent on land acquisition. Assuming the acquisition happens, the City will need to put the project out to bid. Mr. Boggs explained the process of showing the grant funder that the City has sufficient capital funds to repay the grant, and the City's existing sewer rates will be able to fund the debt repayment. Fehr Graham will update the rate study. The last rate study was completed in 2018. Council discussed the IEPA violations, which will likely require a rate increase. Wastewater Superintendent, Jeff Reiningger reviewed the issues with the manhole on an island in the river and the force main itself. The proposed location of the new lift station is the shortest distance across the river and

the shortest distance to the treatment plant. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.

- g. Commissioner Morse made a motion to approve Resolution 6583 Awarding a proposal and approving an Agreement with Geocon Professional Service LLC to obtain pavement core samples from Manchester Road, South Beloit, IL. Commissioner Prentice second the motion. Mr. Boggs explained the project will be on the south side of Gardner on Manchester Road to obtain the cores. Engineer's recommendation from Fehr Graham shows the road is too far gone. Mr. Boggs added if the Rebuild Illinois Funds do not work for this project there are other projects the funds can be used for. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- h. Commissioner Morse made a motion to approve Resolution 6584 Approving pay increases for certain employees. Commissioner Prentice seconded the motion. Administrator Hoppes said the increases are for non-represented staff and will be a 4% increase. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- i. Commissioner Prentice made a motion to approve a Settlement Agreement between the City of South Beloit and Maricruz Casique and Maria Eliz Munoz. Commissioner Morse second the motion. Attorney Sosnowski explained the case went through the courts, and the City was awarded millions of dollars. The City then filed a foreclosure case on the property. Property owners are working towards code violations on the property. The agreement will agree to a settlement of \$40,000 to the City. Property owners have paid \$20,000 to the city with the remaining \$20,000 due within 10 months, and all work must be completed to be in compliance within 5 months. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- j. Commissioner Morse made a motion to approve a revised letter for Jennifer Robinson. Commissioner Prentice seconded the motion. Administrator Hoppes explained there are 3 entry level staff support who are falling drastically behind in pay scale. All 3 have excelled at their positions. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- j. Commissioner Morse made a motion to approve a revised offer letter for Kylie Kamholz. Commissioner Prentice second the motion. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.
- k. Commissioner Morse made a motion to approve a revised offer letter for Kim McKee. Commissioner Prentice second the motion. Roll call vote showed 3 ayes and 2 absent by Commissioner Hedrington and Mayor Fitzgerald.

EXECUTIVE SESSION:

At 6:10 pm on a motion made by Commissioner Morse the council approved going into Executive Session. Commissioner Prentice second the motion. The purpose of Executive Session is to:

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

RECONVENE TO OPEN SESSION:

At 6:32 pm.

ROLL CALL:

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

ORDER OF BUSINESS:

None.

ADJOURN:

At 6:32 pm on a motion by Commissioner Morse second by Commissioner Prentice.
Voice vote carried the motion.

Mayor

City Clerk

Approved: