

CITY OF SOUTH BELOIT  
REGULAR COUNCIL MEETING  
November 17, 2025

CALL TO ORDER: 5:01 P.M., Council Chambers, City Hall by Mayor Fitzgerald.

ROLL CALL: Present and answering to roll call were:  
Commissioners Adleman, Hedrington, Morse, Prentice, and Mayor Fitzgerald.  
City Administrator Sonya Hoppes was present.  
Finance Director Don Elliott was present.  
Chief of Police Adam Truman was present.  
Wastewater Superintendent Jeff Reiningger was present.  
Streets Superintendent Steve Haas was present.  
Community Development Director Shawna Henthorn was present.  
City Attorney Roxanne Sosnowski was present.  
Civil Engineer Brandon Boggs was present.  
City Clerk Tracy Patrick recorded the minutes.

PLEDGE OF  
ALLEGIANCE:

Led by Mayor Fitzgerald and recited by all members present.

INVOCATION:

Financial Director, Don Elliot, delivered the invocation.

APPROVAL OF AGENDA:

Commissioner Morse made a motion to approve the agenda. Commissioner Adleman second the motion. Voice vote carried the motion.  
Commissioner Adleman made a motion to amend the agenda, moving item "i" under New Business to after the approval of minutes. Commissioner Prentice seconded the motion.  
Commissioner Adleman made a motion to approve the amended agenda. Commissioner Prentice seconded 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 Regular Council meeting held on November 3, 2025. Commissioner Adleman seconded the motion. Voice vote carried the motion.

NEW BUSINESS:

1. Discussion and/or Motion Items:
  - i. Commissioner Morse made a motion to approve Resolution 6649 Approving the City's Risk Management and Worker's Compensation Insurance Policies. Commissioner Adleman seconded the motion. Insurance agent, Owen Costanza explained to Council that the policy renewal rate increased 19.233% from the previous year due to a review of properties and values. Replacement building costs and the policy covers 12 months rather than 11 as the prior year. The total cost of the policy with Worker's Compensation is \$403,688. Administrator Hoppes said the policy does not include the Cyber policy. Roll call vote showed 5 ayes.

REPORT OF OFFICERS:

1. Finance:

Commissioner Adleman made a motion to approve the claims paid from November 1 – November 14, 2025 in the amount of \$313,189.12. Commissioner Morse seconded the motion. Roll call vote showed 5 ayes.

2. Attorney Report:

3. Reports:

Accounts and Finance-Commissioner Ryan Adleman  
Streets & Public Improvement-Commissioner Brian Hedrington  
Health and Public Safety-Commissioner Ken Morse  
Public Properties-Commissioner Courtney Prentice  
Mayor-Tom Fitzgerald  
City Administrator Report and Staff Report

NEW BUSINESS:

1. Discussion and/or Motion Items:

- a. Commissioner Morse made a motion to approve Ordinance 2879 Approving a Pre-Annexation Agreement regarding the property commonly known as 4829 Prairie Hill Road, South Beloit, Illinois and authorizing the Mayor to execute the same. Commissioner Prentice seconded the motion. Roll call vote showed 5 ayes.
- b. From the Planning and Zoning Commission Board meeting held on October 15, 2025 a positive recommendation was given regarding approving a Map Amendment to zone the property at 4829 Prairie Hill Road, South Beloit, Illinois, from the One Family Residential (R1) Zoning District to the Urban Transitional (UT) Zoning District. Commissioner Adleman made a motion to approve Ordinance 2880 Approving a Map Amendment to zone the property at 4829 Prairie Hill Road, South Beloit, Illinois, from the One Family Residential (R1) Zoning District to the Urban Transitional (UT) Zoning District. Commissioner Morse seconded the motion. Community Development Director, Shawna Henthorn explained to Council that due to the uses of the property, rezoning it under the Urban Transitional Zoning District is the best fit and makes the most sense for the property. Roll call vote showed 5 ayes.
- c. From the Planning and Zoning Commission Board meeting held on October 15, 2025 a positive recommendation was given regarding approving a Variance in the required side yard setback from 15' 0'' to 0' 0'' for the property commonly known as 4829 Prairie Hill Road, South Beloit, Illinois, Winnebago County (PIN No. 04-17-200-011). Commissioner Morse made a motion to approve Ordinance 2881 Approving a Variance in the required side yard setback from 15' 0'' to 0' 0'' for the property commonly known as 4829 Prairie Hill Road, South Beloit, Illinois, Winnebago County (PIN No. 04-17-200-011). Commissioner Prentice seconded the motion. Community Development Director Henthorn explained to Council that this setback is required due to the odd shape of the property. Roll call vote showed 5 ayes.
- d. From the Planning and Zoning Commission Board meeting held on October 15, 2025 a positive recommendation was given regarding approving a Special Use Permit to allow for auto related uses in the Urban Transitional (UT) Zoning District for 4829 Prairie Hill Road, South Beloit, Illinois. Commissioner Morse made a motion to approve Ordinance 2882 Approving a Special Use Permit to allow for auto related uses in the Urban Transitional (UT) Zoning District for 4829 Prairie Hill Road, South Beloit, Illinois. Commissioner Adleman seconded the motion. Community Development Director Henthorn explained to Council that any auto mobile use designation now requires a special use permit, so this is necessary for the property owner's business to be able to operate. Roll call vote showed 5 ayes.
- e. Commissioner Adleman made a motion to approve Ordinance 2883 Limiting the number of Tobacco Licenses issued by the City. Commissioner Prentice seconded the motion. City Clerk Patrick explained to Council that the City offers Class A Tobacco Licenses for businesses with 50% or less of business coming from tobacco products and Class B Tobacco Licenses for those with over 50% of business coming from tobacco products. She stated that since the number of tobacco shops in the City

has decreased from six to two, the City is looking to reduce the amount of Class B Tobacco Licenses to two. Commissioner Adleman explained to Council that reducing this amount helps clean up the City and its reputation. Roll call vote showed 5 ayes.

- f. Commissioner Morse made a motion to approve Ordinance 2884 Authorizing the sale of personal property owned by the City of South Beloit. Commissioner Prentice seconded the motion. City Administrator Hoppes explained to Council that the City's code vehicle is in bad condition so Community Director Henthorn drives her own vehicle when attending to City-related code matters. She proposed to Council that the City sell the vehicle and, instead of buying a new one, budget an amount to reimburse Ms. Henthorn. Roll call vote showed 5 ayes.
- g. Commissioner Morse made a motion to approve Ordinance 2885 Establishing the 2026 Meeting and Holiday Schedule. Commissioner Prentice seconded the motion. Roll call vote showed 5 ayes.
- h. Commissioner Morse made a motion to approve Resolution 6648 Approving a Hotel/Motel Funding Grant Application to Nature at the Confluence in the amount of \$15,000.00. Commissioner Prentice seconded the motion. City Clerk Patrick explained to Council that the Hotel/Motel Review Committee met and reviewed the application, determined it was complete, that it qualifies for the Hotel/Motel fund. The Review Committee's recommendation was to approve the grant in the amount of \$1,500.00 at a minimum. Council determined to approve the grant amount of \$15,000.00. Roll call vote showed 5 ayes.
- j. Commissioner Prentice made a motion to approve Resolution 6650 Approving and authorizing the Mayor to sign a Services Agreement with Lauterbach & Amen, LLP to perform the City's Annual Audit for fiscal years ending December 31, 2025, December 31, 2026, and December 31, 2027. Commissioner Morse seconded the motion. Finance Director Elliott explained to Council that the services the City used this past year were disappointing and untimely. He stated that this proposed service would be better and have a lower fee. Roll call vote showed 5 ayes.
- k. Commissioner Adleman made a motion to approve Resolution 6651 Appointing a Land Bank Board of Trustees Representative for Administration and Operation of a Land Bank. Commissioner Prentice seconded the motion. Attorney Sosnowski explained to Council that this is a reappointment of City Administrator Hoppes to the Land Bank Board of Trustees. City Administrator Hoppes stated to Council that this program has been very beneficial to South Beloit. Roll call vote showed 5 ayes.
- l. Commissioner Morse made a motion to approve Resolution 6652 Authorizing the City to enter into an Intergovernmental Agreement with the Village of Cherry Valley, Illinois for the shared use of equipment. Commissioner Prentice seconded the motion. Streets Superintendent Haas explained to Council that he was interested in borrowing Cherry Valley's bucket truck. With Cherry Valley in agreement, Attorney Sosnowski drafted an agreement. She explained to Council that this agreement expanded to a dual agreement in which both municipalities would be able to borrow different equipment from each other. She mentioned that the borrower would be responsible for maintaining, repairing, and replacing the equipment if something were to break. Roll call vote showed 5 ayes.
- m. Commissioner Adleman made a motion to approve bid letting for Request for Proposal (RFP) for providing Strategic Planning Services to the City of South Beloit. Commissioner Prentice seconded the motion. Administrator Hoppes explained to Council that this is the previous ask from Beloit200 and it will require a lot of time along with input from the community and Council. Roll call vote showed 5 ayes.
- n. Commissioner Adleman made a motion to approve Authorization to purchase (2) 2026 Police Utility Interceptors at a cost of \$65,000.00 each. Commissioner Morse seconded the motion. Roll call vote showed 5 ayes.

City Engineer, Brandon Boggs explained that the drainage at the corner of Forest Park and Shaw has shown signs of poor drainage since construction. Mr. Boggs

spoke about the topographic and sediment issues, specifically noting that when viewing historical photos, it is evident that the existing curb ramp retained water and held sediment. He explained that the intersection was likely not exhibiting signs of drainage issues due to water seeping into cracks in the existing pavement. Mr. Boggs also explained that the area relies on surface drainage along curb lines and through intersections, which is not typical as IDOT design criteria recommends storm water inlets spaced every 250 feet to collect surface runoff. Mr. Boggs also said the Motor Fuel Tax requires upgrades to achieve ADA compliance, and explained this intersection would normally have been surveyed and designed to correct these issues but since the ramps had previously been improved, design services for ramp replacement was not included in the project scope. Mr. Boggs said the City cannot go back on the contractor since it was not part of the scope of the project. He estimated that the cost to fix the issues is roughly \$15,000. Mr. Boggs is looking for direction at an upcoming meeting.

EXECUTIVE SESSION:

At 6:02 P.M. on a motion made by Commissioner Adleman, Council approved going into Executive Session. Commissioner Prentice seconded the motion. The purpose of Executive Session is to:

1. Discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, or a volunteer of the public body or against legal counsel for the public body to determine its validity as provided by 5 ILCS 120/2 (c)(1) of the Illinois Open Meetings Act.

RECONVENE TO OPEN SESSION:

At 6:33 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 6:33 P.M. on a motion made by Commissioner Adleman. Commissioner Prentice seconded the motion. Roll call vote showed 5 ayes.

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Mayor

\_\_\_\_\_  
City Clerk

Approved: \_\_\_\_\_