

CITY OF SOUTH BELOIT  
REGULAR COUNCIL MEETING  
December 1, 2025

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

ROLL CALL: Present & answering to roll call were Commissioners Adleman, Hedrington, Morse, Prentice, and Mayor Fitzgerald  
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  
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 Prentice made a motion to approve the agenda. Commissioner Morse second the motion. Voice vote carried the motion.

PUBLIC COMMENT: Randy Peterson commended the Streets Department for the snow plowing job over the weekend.

APPROVAL OF MINUTES:  
1. Commissioner Morse made a motion to layover the Minutes of the Regular Council Meeting held on November 17, 2025. Commissioner Prentice second the motion. Voice vote carried the motion.

REPORT OF OFFICER  
1. Finance:  
Commissioner Adleman made a motion to approve the claims paid from November 15 – 28, 2025 in the amount of \$767,388.44. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.  
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. From the Planning and Zoning Commission meeting held on November 19, 2025 a positive recommendation was given regarding a Special Use Permit to allow for auto related uses in the Commercial Retail (CR) Zoning District for 518 Shirland Avenue, South Beloit, Illinois. Commissioner Morse made a motion to approve Ordinance 2886 Approving a Special use Permit to allow for auto related uses in the

- Commercial Retail (CR) Zoning District for 518 Shirland Avenue, South Beloit, Illinois. Commissioner Adleman second the motion. Community Development Director, Shawna Henthorn said the Special Use Permit was needed to come into compliance with the current Zoning Code. Roll call vote showed 5 ayes.
- b. From the Planning and Zoning Commission meeting held on November 19, 2025 a positive recommendation was given regarding a Special Use Permit to allow for auto-related uses in the Commercial Traffic (CT) Zoning District for 15766 Manchester Road, South Beloit, Illinois. Commissioner Morse made a motion to approve Ordinance 2887 Approving a Special Use Permit to allow for auto related uses in the Commercial Traffic (CT) Zoning District for 15766 Manchester Road, South Beloit, Illinois. Commissioner Prentice second the motion. Community Development Director, Shawn Henthorn said the Special Use Permit was needed to come into compliance with the current Zoning Code. Roll call vote showed 5 ayes.
  - c. From the Planning and Zoning Commission meeting held on November 19, 2025 a positive recommendation was given regarding a Special Use Permit to allow for auto-related uses in the Commercial Retail (CR) Zoning District for 810 Blackhawk Blvd., South Beloit, Illinois. Commissioner Adleman made a motion to approve Ordinance 2888 Approving a Special Use Permit to allow for auto related uses in the Commercial Retail (CR) Zoning District for 810 Blackhawk Blvd., South Beloit, Illinois. Commissioner Morse second the motion. Community Development Director, Shawna Henthorn said the Special Use Permit was needed to come into compliance with the current Zoning Code. Roll call vote showed 5 ayes.
  - d. Commissioner Prentice made a motion to approve Ordinance 2889 Amending Chapter 6 Alcoholic Beverages, Article III, Retail License, Section 6-82, of the City of South Beloit Code of Ordinances regarding the Number of Class G Licenses. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
  - e. Commissioner Morse made a motion to approve Ordinance 2890 Authorizing the issuance of a Class G – Convenience/Fuel Store Gaming Retail Liquor Dealer’s License for Shreeju II, Inc. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
  - f. Commissioner Adleman made a motion to approve Ordinance 2891 Adopting the 2026 Budget. Commissioner Prentice second the motion. Commissioner Adleman said the budget is increased significantly due to the Fire Department future staffing needs. There is also no tax levy increase. Mayor Fitzgerald said the budget is based on what anticipated cost for the Fire Department will be, not actual. This will depend on what the new Fire Chief’s recommendation for the department will be. Roll call vote showed 5 ayes.
  - g. Commissioner Adleman made a motion to approve Ordinance 2892 Adopting the 2025 Budget. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
  - h. Commissioner Morse made a motion to approve Resolution 6653 Approving a Service Contract with Municipal Code Enforcement. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
  - i. Commissioner Adleman made a motion to approve Resolution 6654 Approving a Professional Services Agreement proposal from Fehr Graham regarding the Regional Site Readiness Program Grant application to the Illinois Department of Commerce & Economic Development (DCEO). Commissioner Prentice second the motion. Administrator Hoppes explained the grant is one the city has been waiting for to better serve the industrial area on Highway 75 and Stateline Road. The grant has a maximum amount of \$5,000,000 and comes with a 20% maximum match. There is a rolling deadline, so staff is looking to submit the application prior to December 31, 2025. The city will budget a 20% match in 2027. Roll call vote showed 5 ayes.

EXECUTIVE SESSION:

At 5:28 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 5:48 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 5:48 pm on a motion by Commissioner Adleman second by Commissioner Prentice. Voice vote carried the motion.

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Mayor

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City Clerk

Approved: