

City of Litchfield
City Council Meeting Agenda
City Hall
May 4, 2023
6:30 p.m.

Call Meeting to Order

Pledge to Flag

Roll Call

Recognition of Visitors and Special Guests: **Proclamation Recognizing Susan Shelton**
Proclamation Honoring Tourism Week

Appointment: **Swearing in of Adam Pennock as Fire Chief**
Presentation of Awards to Captain Chris Handsby and Firefighter Ben Black

Public Participation Applicant Comments:

Other Business:

1. A motion to accept the minutes from the April 20, 2023 meeting.
2. A motion to direct the City Clerk to transfer funds from the city sales tax to the City's general fund to issue checks and authorize to pay the bills and process payroll. To be passed only at the first monthly City Council meeting.

Old Business

No Old Business.

New Business:

1. Lake – Dave Hollo – A motion to approve a promotion of a Lake Department Maintenance Equipment Operator (MEO) from an MEO I to an MEO II with the completion of testing by his supervisor to meet all of the City of Litchfield's qualifications to be an MEO II.
2. Lake – Dave Hollo – A motion to approve the purchase of a 2022 John Deere 5055 E Utility Tractor and a 2022 Frontier RB2308 – 8Ft. heavy duty rear blade for an amount not to exceed \$41,537.14 and authorize the City Clerk to issue a check upon satisfactory delivery.
3. Lake – Dave Hollo – A motion to approve pay request #1 from Blankenship Construction Co., for \$46,110.34 for work completed on the Lake Lou Yaeger 16th Avenue Sediment Dam and authorize the City Clerk to issue a check upon submittal of certified payroll.

4. Economic Development – Ray Kellenberger – A motion to continue contracting with Workman Communications Group in the amount not to exceed \$10,000 for the Eagle Ridge Marketing Plan.
5. Economic Development – Ray Kellenberger – A motion to contract for emergency repair of the Industrial Park rail spur crossing on 4-lane Route 66 with Capital Railroad Contracting for an amount not to exceed \$73,505.70 and authorize the Mayor to sign the agreement.
6. Administration – Woodrow Street – A motion to approve an Ordinance Amending City Code, Chapter 31: City Officials, Section 31.041 Appointment (A), Regarding Residency of City Administrator.
7. Administration – Woodrow Street – A motion to approve a Resolution Authorizing an Employment Agreement Between the City of Litchfield, Illinois and Breann Vazquez.
8. Wastewater Treatment – Dwayne Gerl – A motion to accept L. Kelley’s proposal to complete emergency repairs and replacement of orbital ditch #4 north, failed bearings with a cost not to exceed \$15,875 at the Wastewater Treatment Facility and authorize the City Clerk to issue a check upon successful completion of work.
9. Wastewater Treatment – Dwayne Gerl – A motion to accept L. Keeley’s proposal to replace 8 antiquated existing orbital ditch rotor bearings with a cost not to exceed \$95,000 at the Wastewater Treatment Facility and authorize the City Clerk to issue a check upon successful completion of work.

Executive Session

A Motion to Enter into Executive Session, as allowed under the Illinois Open Meetings Act, as found in Chapter 5 of the Illinois Compiled Statutes, Section 120, to address these certain and restricted items:

1. “The setting of a price for sale or lease of property owned by the public body.” (5ILCS 120/2(2)(6))
2. “Discussion of minutes of meeting lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. (5ILCS 120/2(2)(C)(21))

New Business:

1. Potential sale of property at 908 N. Chestnut.
2. A motion to approve the April 20, 2023 Executive Session minutes.

To Adjourn Sine die

**Litchfield City Council
City Hall
May 4, 2023
Immediately Following City Council Meeting**

Swearing-in Ceremony of Newly Elected Alderpersons:

Ward 1 – Dwayne Gerl
Ward 2 – Sara Zumwalt
Ward 3 – Josh Hughes
Ward 4 – Jake Fleming

Mayor Calls the New Council Back in Session

Appointment of City Attorney – Michael McGinley

Appointment of City Treasurer – Carol Burke

Mayor’s Standing Committee Assignments:

Marilyn Sisson	Police
Dwayne Gerl	Streets/Drainage
Sara Zumwalt	Building and Grounds
Dan Newkirk	Administration
Dan Newkirk	Lake
Kassidy Paine	Tourism
Kassidy Paine	City Clerk/Finance
Josh Hughes	Fire and Ambulance Service
Ray Kellenberger	Economic Development
Ray Kellenberger	Building/Planning/Zoning
Jake Fleming	Water
Jake Fleming	Wastewater Treatment

Appointments of Boards and Committees

Zoning Board of Appeals - 5-year appointment
Bill Burke - May 2028

Police Pension - 2-year appointment
Julie Elizondo – May 2025

Police and Fire Commission – 3-year appointment
John Thull – May 2026
Jim Ostermann – May 2026

Plan Commission - 3-year appointment

Richard Weiss - May 2026

Ben Schwab - May 2026

Carol Stuttle - May 2026

Ed Wernsing - May 2026

Economic Development Commission – 4-year appointment

Mike Treece – May 2027

Bob Reid -May 2027

Ken Elmore - May 2027

Ron Norris - May 2027

Tourism Advisory Committee – 3-year appointment

Nancy Hyam - May 2026

Jean Elmore – May 2026

Jacob Jones – May 2026

Adjournment

Please stay after the meeting to attend a reception honoring the outgoing Aldermen and the incoming Alderpersons.