

City Council Meeting Agenda
Litchfield City Hall
October 6, 2022
6:30 p.m.

Call Meeting to Order

Pledge to Flag

Roll Call

Recognition of Visitors and Special Guests:

Appointment:

Public Participation Applicant Comments: Lori Crunk regarding golf cart and utility vehicle use in the city limits of Litchfield.

Other Business:

1. A motion to accept the minutes from the September 15, 2022 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 allow controlled hunting within specified portions of the Lake Lou Yaeger Recreational Area for the purpose of maintaining healthy wildlife populations from November 1, 2022 through January 15, 2023.
2. Lake – Dave Hollo – A motion to approve D&M Electric to install electrical service for the ADA dock for an amount not to exceed \$3,027.50 and authorize the City Clerk to issue a check upon satisfactory completion.
3. Lake – Dave Hollo – A motion to authorize HMG Engineers, Inc., to perform the Annual Dam Inspections for Lake Yaeger Dam and Litchfield Lake Dam for an amount not to exceed \$8,000 and authorize the Mayor to sign the agreement.
4. Lake – Dave Hollo – Discussion of tabulation of construction bids with possible motion for award of contract for the Lake Yaeger Watershed Implementation Project – Phase II – 16th Avenue Sediment Dam and authorize the Mayor to sign the contract contingent on engineer's approval.
5. Administration – Woodrow Street – A motion to approve an Ordinance Establishing a position for Human Resources Coordinator.

6. Economic Development – Ray Kellenberger – A motion to approve the Downtown Façade Grant application submitted by Ms. Tracy Davidson of Hair 51 for the property located at 209 N. State Street for an amount not to exceed \$2,500, contingent upon the Building Department granting final approval of materials used and work completed and to authorize the City Clerk to issue a check.
7. Economic Development – Ray Kellenberger – A motion to approve surveying services for the Route 66 Sports Complex from Nail Land Surveying in an amount not to exceed \$4,000.
8. Economic Development – Ray Kellenberger – A motion to approve geotechnical investigation services for the Sports Complex with Soil and Material Consultants, Inc. for an amount not to exceed \$8,617.
9. Building and Zoning – Ray Kellenberger – A motion to approve an Ordinance Amending Ordinance #2831 (Chapter 150) of the Litchfield Zoning Ordinance, Schedule 14 (Appendix A) Area and Bulk Regulations; Parking Requirements, which will give the option to construct a garage or shed on vacant lots without a Dwelling. Must comply with lot allowance regulations and be located on the rear section of lot to allow room for a future home on front of lot. Also, re-organize and coordinate all setbacks with one another.
10. Building and Zoning – Ray Kellenberger – A motion to authorize amending Ordinance #3359 and adopt provisions of 65 ILCS, 5/8-3-14 as amended, and impose a tax upon all persons engaged within the City of Litchfield in business of renting, leasing, or letting rooms in a Hotel as defined in the Hotel Operators’ Occupation Tax Act. Being 35 ILCS 145/1 at the rate of 4% as per State Statute. Said tax shall also be collected from Bed and Breakfast, Short-Term Rental Unit Service, or any business which rents rooms overnight to the general public which would include but not be limited to internet services such as VRBO and AIRBNB.
11. Building and Zoning – Ray Kellenberger – A motion to approve an Ordinance Amending Zoning Ordinance #2831 of the City of Litchfield to Remove Tourist Homes as a Prohibited Use as a Home Occupation of the City of Litchfield, Montgomery County, Illinois and allow tourist homes/short-term rentals in General Commercial Districts (C-2) and said rentals in Single Family (S-1) and (S-2) residences by “Special Use”.
12. Building and Zoning – Ray Kellenberger – A motion to approve an Ordinance Adopting a Short Term Rental License in the City of Litchfield, Montgomery County Illinois. This includes Bed and Breakfast, Short-Term Rental Unit Service, or any business which rents rooms overnight to the general public which would include internet services such as VRBO and AIRBNB who provide guest accommodations.

13. Building and Zoning – Ray Kellenberger – A motion to approve an Ordinance declaring 305 E. Hauser as surplus and advertise for bids, with stipulations for bid qualifications.
14. Building and Zoning – Ray Kellenberger – A motion to direct the City Attorney to begin the condemnation and demolition process on 3 vacant residential structures. 1) 303 S. Grant. Pin #15-05-231-014 / 15-05-231-015. 2) 833 S. Chestnut. Pin #15-04-258-020. 3) 908 N. Chestnut. Pin #10-33-408-003.
15. Wastewater Treatment - Dwayne Gerl – A motion to approve payment of invoice #120015573 from Durkin Equipment Company for the amount of \$14,991.27 for work performed at the Wastewater Treatment Facility as part of the Flow Meter Replacement Project and authorize the City Clerk to issue a check.
16. Wastewater Treatment – Dwayne Gerl – A motion to approve pay request #1, from Korte-Luitjohan in the amount of \$101,696.40 for materials received in use during the Wastewater Treatment Facility’s Lagoon Liner Replacement Project and authorize the City Clerk to issue a check.
17. City Clerk – Dwayne Gerl – A motion to approve a 1-year contract with Kerber, Eck & Braeckel LLP for accounting services to prepare for the City audits in the amount not to exceed \$25,000 and authorize the Mayor to sign the engagement letter.

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 appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body...” (5ILCS 120/2(2)(C)(1).
2. “The setting of a price for sale or lease of property owned by the public body.” (5ILCS 120/2(2)(6)

New Business:

1. Possible business to follow.