

City of Litchfield
120 E. Ryder, Litchfield, Illinois
Regular Meeting Minutes
May 4, 2023

Mayor Steven Dougherty called the Regular Meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. Present on roll call were Alderpersons Dwayne Gerl, Marilyn Sisson, Dave Hollo, Cassidy Paine, Woodrow Street and Ray Kellenberger. Absent: Dan Newkirk, Tim Wright. The Mayor declared that a quorum was present and announced that Alderman Newkirk was absent due to attending his last home track meet after coaching for 32 years.

Recognition:

Mayor Dougherty read a proclamation in recognition of Susan Shelton. For more than 15 years, Ms. Shelton and her students have worked at the Henry Eilers Shoal Creek Conservation area and the Route 66 Prairie Area as part of Earth Day activities.

Mayor Dougherty read a proclamation honoring Tourism Week, noting the economic benefits of tourism in Illinois and Litchfield. Tourism Week will be observed May 7-13, 2023.

Appointment:

The Mayor called on Adam Pennock to be sworn in as the Litchfield Fire Chief. The swearing in ceremony by City Clerk Carol Burke followed.

Chief Pennock presented Stork Pins to Captain Chris Handsby and Firefighter Ben Black who had assisted in delivering a baby boy during a call on January 29, 2023.

Public Participation:

Scott Haenel again addressed the Council seeking answers as to why he nor the union were consulted when he was put on unpaid, inactive leave when the department was severely understaffed at the time. City Attorney Michael McGinley informed Mr. Haenel that no questions would be answered.

Mayor's Announcements:

The Mayor made the following announcements:

- The City received a letter from a citizen thanking the Council for the community trash pickup. Street Superintendent David Crocks said that 147 loads weighing in at more than 200 tons were picked up during the week.
- More than \$1 million in grants would be awarded by the Kilton fund and that the City would be receiving several grants.

Other Business:

Aldersperson Gerl made a motion, seconded by Aldersperson Street to accept the minutes from the April 20, 2023 meeting.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Alderson Street made a motion, seconded by Alderson Kellenberger 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.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

New Business:

Lake:

Alderson Hollo made a motion, seconded by Alderson Paine 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.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Alderson Hollo made a motion, seconded by Alderson Gerl 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. Interim City Administrator Austin Edmondson remarked that the bid had been obtained through Sourcewell at a 19% discount. City Attorney McGinley stated that this satisfies the procurement requirements.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Alderson Hollo made a motion, seconded by Alderson Paine 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.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Economic Development:

Alderson Kellenberger made a motion, seconded by Alderson Street to continue contracting with Workman Communications Group in the amount not to exceed \$10,000 for the Eagle Ridge Marketing Plan.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Alderson Kellenberger made a motion, seconded by Alderson Hollo 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. Economic Development Director Tonya Flannery stated that this crossing is now a liability to the City and will be paid through the railroad maintenance fund.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Administration:

Alderson Street made a motion, seconded by Alderson Hollo to approve an Ordinance Amending City Code, Chapter 31: City Officials, Section 31.041 Appointment (A), Regarding Residency of City Administrator.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Alderson Street made a motion, seconded by Alderson Sisson to approve a Resolution Authorizing an Employment Agreement Between the City of Litchfield, Illinois and Breann Vazquez.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Wastewater Treatment:

Alderson Gerl made a motion, seconded by Alderson Kellenberger to accept L. Keeley'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.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Aldersperson Gerl made a motion, seconded by Aldersperson Sisson 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.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Executive Session

Aldersperson Sisson made a motion, seconded by Aldersperson Kellenberger 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:

“The setting of a price for sale or lease of property owned by the public body.” (5ILCS 120/2(2)(6))

“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))

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Executive Session was entered into at 7:10 p.m.

Aldersperson Paine made a motion, seconded by Aldersperson Sisson to return to regular session at 7:17 p.m.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

New Business:

Aldersperson Street made a motion, seconded by Aldersperson Sisson to accept the bid of \$1,850.00 for the property located at 908 N. Chestnut, Parcel #10-33-408-003.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Gerl to approve the Executive Session Minutes from April 20, 2023.

The Mayor directed a roll call vote.

Aye: Gerl, Sisson, Hollo, Paine, Street, Kellenberger.

Nay: None.

Absent: Newkirk, Wright.

Motion carried.

Mayor Dougherty then recognized and awarded a plaque to Aldersperson Street and Aldersperson Hollo who would be leaving the Council after each serving 12 years. Aldersperson Street made some remarks about his time on the Council. The Mayor said that Aldersperson Wright would receive his plaque at another time.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Street to adjourn Sine die.

City Clerk Carol Burke swore in Dwayne Gerl to Ward 1, Sara Zumwalt to Ward 2, Josh Hughes to Ward 3 and Jacob Fleming to Ward 4.

The Mayor called the new Council back in session.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Paine to appoint Michael McGinley as the City Attorney.

The Mayor directed a roll call vote:

Aye: Sisson, Gerl, Zumwalt, Hughes, Paine, Fleming, Kellenberger.

Nay: None.

Absent: Newkirk.

Aldersperson Gerl made a motion, seconded by Aldersperson Sisson to appoint Carol Burke as City Treasurer.

The Mayor directed a roll call vote:

Aye: Sisson, Gerl, Zumwalt, Hughes, Paine, Fleming, Kellenberger.

Nay: None.

Absent: Newkirk.

The Mayor read the standing committee assignments as follows:

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

Aldersperson Gerl made a motion, seconded by Aldersperson Sisson to approve the following appointments to the City 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

The Mayor directed a roll call vote:

Aye: Sisson, Gerl, Zumwalt, Hughes, Paine, Fleming, Kellenberger.

Nay: None.

Absent: Newkirk.

The Mayor announced that a reception honoring the outgoing Alderspersons and the incoming Alderspersons would be held following the meeting.

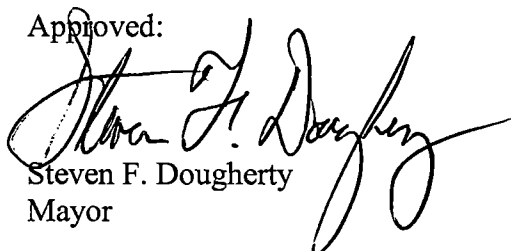
Having no further business, Aldersperson Sisson made a motion, seconded by Aldersperson Kellenberger to adjourn the regular meeting of the Litchfield City Council. The Mayor called for a voice vote, motion carried, and the regular meeting adjourned at 7:37 p.m.

Attest:



Carol E. Burke
City Clerk

Approved:



Steven F. Dougherty
Mayor