

**City of Litchfield**  
**120 E. Ryder, Litchfield, Illinois**  
**Regular Meeting Minutes**  
**July 20, 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 Marilyn Sisson, Dan Newkirk, Sara Zumwalt, Josh Hughes, Kassidy Paine, Jacob Fleming, and Ray Kellenberger. Absent: Dwayne Gerl. The Mayor declared that a quorum was present.

**Public Participation:**

Cammie Simpson and Jennifer Harbaugh each addressed the Council regarding the proposal for no parking on Sargent Street between State and Jefferson.

**Other Business:**

Alderman Kellenberger made a motion, seconded by Alderman Sisson, to accept the minutes from the July 6, 2023 meeting.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**Old Business:**

None.

**New Business:**

**Building & Grounds:**

Alderman Zumwalt made a motion, seconded by Alderman Fleming to approve the bid price from RCS Construction of East Alton, to install a concrete area of 64' X 68' with a fence for two Pickleball courts at Madison Park for an amount of \$106,528 and authorize the City Clerk to issue payment upon satisfactory completion of the project. Alderman Fleming mentioned that \$90,000 of the cost will be covered by a Kilton grant.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**Fire:**

Aldersperson Hughes made a motion, seconded by Aldersperson Paine to approve the enrollment of Joshua Mayfield in the Basic Operations Firefighter academy at the Illinois Fire Service Institute for \$5,200.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**Lake:**

Aldersperson Newkirk made a motion, seconded by Aldersperson Hughes to approve a proposal from Crawford, Murphy & Tilly for the amount not to exceed \$9,900 to apply to the IEPA on behalf of the City for a Section 319 Grant for additional shoreline protection for Lake Yaeger and authorize the Mayor to sign the agreement.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Aldersperson Newkirk made a motion, seconded by Aldersperson Zumwalt to authorize Martins, Inc., from Springfield, IL to do emergency repair on the Lake Department's 410 John Deere Backhoe, including the steering box rebuild and replacement of two tie-rods for an amount not to exceed \$3,500 and authorize the City Clerk to issue a check upon satisfactory completion.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**Administration:**

Aldersperson Newkirk made a motion, seconded by Aldersperson Fleming to approve a contract with Foster & Foster Actuaries to prepare actuarial reports for the Police and Firefighter Pension Funds that are in compliance with GASB 67 and 68 reporting for an amount not to exceed \$7,150 (\$3,575 per Plan).

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Aldersperson Newkirk made a motion, seconded by Aldersperson Kellenberger to approve a Resolution to appoint Breann Vazquez as authorized agent for the Illinois Municipal Retirement Fund for the City of Litchfield.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**Police:**

Aldersperson Sisson made a motion, seconded by Aldersperson Newkirk to approve an Ordinance amending City Chapter 71: Rules of Operation, Right-of-Way, to add specific one-way streets. Specific one way street shall include: St. John Street, from Jefferson Street to State Street, will be a one-way street going from west to east.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Aldersperson Paine made a motion, seconded by Aldersperson Hughes to approve an Ordinance amending City Code Chapter 77: Parking Schedules, Schedule I, No Parking Zones.

Specifically, no parking on either side of Sargent St., from State St., west to Jefferson. No parking on either side of Jefferson St., from Sargent St. north to Edwards St. No parking on either side of St. John St., from Jefferson St. to State St., and No parking on the west side of State St., from Sargent St. to 440' north of Sargent St.

Project Coordinator Bill Grider explained that an apron and approach would be provided to the homes on Sargent Street without a driveway for off-street parking. Concern was expressed that some of the lots are not large enough for driveways and that residents may not be prepared for the expense. Grider said that the property lines were located and the resident at the west end of Sargent could have a combined driveway with the neighbor. It was mentioned that this would require a driveway easement. It was suggested that residential parking be allowed during times that school is not in session, but with buses arriving as early as 7:30 a.m. this was not considered to be a viable option.

Aldersperson Zumwalt amended the motion, which was seconded by Aldersperson Hughes, to allow Sargent Street between State and Jefferson to be a one-way street traveling east to west.

The Mayor directed a roll call vote on amending the motion.

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

Nay: None.

Absent: Gerl.

Motion carried.

The Mayor directed a roll call vote on the motion as amended.

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

Nay: None.

Absent: Gerl.

Motion carried.

Aldersperson Zumwalt made a motion, seconded by Alderman Newkirk to approve an Ordinance amending City Code Chapter 74: Pedestrians, Adding Section 74.04 Designated Crosswalks.

Specifically, designated crosswalks at State St. and Sargent St., the north crosswalk. Designated Crosswalk at Jefferson St. and St. John St, the south crosswalk.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Aldersperson Sisson made a motion, seconded by Aldersperson Hughes to approve the purchase of four V300 Body Camera Systems, Transfer Station and Cloud Storage for five years through Motorola Solutions for \$38,871.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

### Executive Session

Aldersperson Kellenberger made a motion, seconded by Aldersperson Newkirk, 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 purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired."  
(5ILCS 120/2(C)(5))

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Executive Session was entered into at 7:05 p.m.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Sisson to return to open session at 7:15 p.m.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

**New Business:**

Aldersperson Newkirk made a motion, seconded by Aldersperson Fleming to change Bill Girder's part-time position as Public Works Project Coordinator to a full-time position.

The Mayor directed a roll call vote.

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

Nay: None.

Absent: Gerl.

Motion carried.

Having no further business, Aldersperson Kellenberger made a motion, seconded by Aldersperson Sisson 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 7:17 p.m.

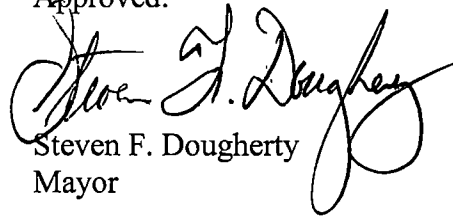
Submitted by: Connie Joyce

Attest:



Carol E. Burke  
City Clerk

Approved:



Steven F. Dougherty  
Mayor