

**City of Litchfield**  
**120 E. Ryder, Litchfield, Illinois**  
**Regular Meeting Minutes**  
**August 3, 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, Dwayne Gerl, Dan Newkirk, Sara Zumwalt, Josh Hughes, Cassidy Paine, Jacob Fleming, and Ray Kellenberger. The Mayor declared that a quorum was present.

**Recognition:**

The Mayor recognized the following employees for their service to the City: Paul Painter – 5 years, Shane Grammer and Mary Ann Frerichs – 20 years.

**Other Business:**

Alderman Fleming made a motion, seconded by Alderman Kellenberger to accept the minutes from the July 20, 2023 meeting.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

Alderman Newkirk made a motion, seconded by Alderman Sisson 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: Sisson, Gerl, Newkirk, Zumwalt, Hughes, Paine, Fleming, Kellenberger.

Nay: None.

Motion carried.

**Old Business:**

None.

**New Business:**

**Economic Development:**

Discussion was held regarding the Illinois DCEO CDBG – Coronavirus Business Resiliency Program grant application and possible Lead Local Government Agent. Economic Development Director Tonya Flannery explained that the grant could provide reimbursement for allowable Covid expenses up to \$20,000 per business and that only one grant will be awarded per county. Should Litchfield be the lead agent, administrative costs could also be reimbursed. Alderman Fleming made a motion, seconded by Alderman Newkirk to allow Litchfield to be the Lead

Local Government Agent for the Illinois DCEO CDBG – Coronavirus Business Resiliency Program grant application and to publicize to gauge the interest from businesses.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

**Wastewater Treatment Facility:**

Aldersperson Fleming made a motion, seconded by Aldersperson Gerl to authorize Geosyntec to conduct a Nutrient Assessment Reduction Plan for the Wastewater Treatment Facility as required by the Illinois Environmental Protection Agency at a cost not to exceed \$27,000 and authorize the City Clerk to issue a check upon successful completion of work.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

Aldersperson Fleming made a motion, seconded by Aldersperson Sisson to authorize the City Clerk to issue a check for \$5,321.53 to Britton Electric and Automation for completed emergency replacement of the primary pump level transducer at the Wastewater Treatment Facility

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

**Building and Grounds:**

Aldersperson Zumwalt made a motion, seconded by Aldersperson Kellenberger to authorize George Alarm Co. to adapt smoke detection devices to allow them to operate with the Carnegie Building Elevator for an amount not to exceed \$3,500.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

**Administration:**

Aldersperson Newkirk made a motion, seconded by Aldersperson Fleming to approve an Ordinance Establishing and Implementing Chapter 119, Raffles and Raffle Licenses for the City of Litchfield, Illinois. City Attorney Michael McGinley explained that the intent of the ordinance is to allow organizations to raise money and give back to the community, and to do so legally. He also shared the impact that a Queen of Hearts raffle can have on the community.

Discussion was held regarding the cost of the license, and Aldersperson Fleming broke his chair.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

**Streets:**

Aldersperson Gerl made a motion, seconded by Aldersperson Newkirk to approve payment to Rooters Asphalt for work that was completed on Historic Route 66 in the amount of \$17,221.82 and authorize the City Clerk to issue a check upon receiving certified payroll.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

Aldersperson Gerl made a motion, seconded by Aldersperson Kellenberger to approve payment to Rooters Asphalt for work that was completed on Weir Street in the amount of \$12,225.93 and authorize the City Clerk to issue a check upon receiving certified payroll.

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

**Executive Session**

Aldersperson Paine made a motion, seconded by Aldersperson Hughes, 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))
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))
3. "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body..." (5ILCS 120/2(2)(C)(1)).

The Mayor directed a roll call vote.

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

Nay: None.

Motion carried.

Executive Session was entered into at 7:13 p.m.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Newkirk to return to open session at 7:45 p.m.

The Mayor directed a roll call vote.

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

Nay: None.

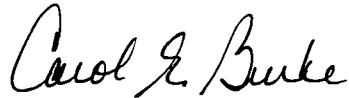
Motion carried.

**New Business:**

Aldersperson Hughes made a motion, seconded by Aldersperson Newkirk to approve the Executive Session minutes of the July 6, 2023 and the July 20, 2023 meeting. The Mayor directed for a voice vote. Motion carried.

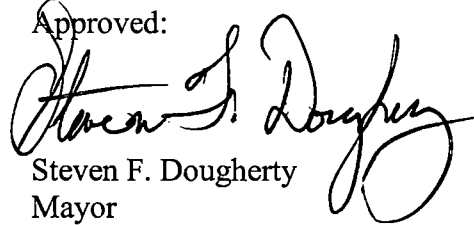
Having no further business, Aldersperson Kellenberger made a motion, seconded by Aldersperson Fleming to adjourn the regular meeting of the Litchfield City Council. The Mayor called for a voice vote, motion carried, and the regular meeting adjourned at 7:47 p.m.

Attest:



Carol E. Burke  
City Clerk

Approved:



Steven F. Dougherty  
Mayor