



**City Council Meeting Minutes**  
**Monday, March 6, 2023 at 6:30 p.m.**  
**In the library meeting room at Five Points, 360 N. Wilmor Road, Washington, Illinois**

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**Call to Order** Mayor Manier called the regular meeting to order at 6:30 p.m. with a quorum present.

**Roll Call** Present: Alderpersons Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder  
Absent: Alderpersons Adams

**Also Present** Mayor Gary Manier, City Administrator Jim Snider, City Engineer Dennis Carr, Planning and Development Director Jon Oliphant, Public Works Director Brian Rittenhouse, Finance Director Joanie Baxter, Police Chief Mike McCoy, Deputy Police Chief Jeff Stevens, City Treasurer Abbey Strubhar, City Clerk Valeri Brod, City Attorney Derek Schryer and Press

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**Pledge of Allegiance** All stood for the Pledge of Allegiance led by Mayor Manier and a moment of silence honoring Les Roth, a long time Washington resident, WWII Veteran and Gold Star recipient who recently passed.

**Citizens Wishing to be Heard** Clint Kuhlman a Ward 2 resident and candidate for alderperson stated that an alderperson acted unprofessionally on social media. He read text from the Illinois Municipal League about making public comments. Mr. Kuhlman stated that abstaining from votes does not make them a bad Councilperson. He stated that this is not professional and said if he is elected, they will need to work together. Mr. Kuhlman stated that Alderperson Blundy should be investigated for his behavior.  
Shawn Riley, a resident of Washington, shared that he attended multiple meetings to share his issue with speed near his home. He said he hasn't seen much improvement and wants to see if anything else can be done. Any support he can get is appreciated.

**Review Agenda for Deletions/Additions** Nothing was added or deleted at this time.

**Consent Agenda** Mayor Manier presented the Consent Agenda for approval of the following items:  
A. Approve Minutes of the February 20, 2023 Regular City Council Meeting  
B. Additional Concrete Assistance Purchase Authorization  
C. Accept 2022 Board of Managers Glendale Cemetery Annual Report  
D. Hilldale Reconstruction Project - Phase 3 - Construction Engineering Agreement  
Alderperson Stevens motioned to approve; Alderperson Brownfield seconded.  
7 Ayes: Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder  
0 Nays:  
Motion carried by roll call vote.

**Announcements and Proclamations** Mayor Manier recognized the WCHS wrestling team for their 5<sup>th</sup> year championship and the WCHS Lady Panthers for going to the state competition and achieving third place.

**Finance & Personnel Committee** Finance and Personnel Committee Chairman Buter shared that there are no business items to present.

**Public Safety Committee** Acting Public Safety Committee Chairman Yoder introduced Police Chief McCoy who shared there are seven eligible police candidates, which is more than many communities have. He shared that he sent a report to council, and they met with Kohler and Bennett to discuss online gambling, the safety act and other items.  
Alderperson Stevens and Chief McCoy discussed the Fire Department chart and Police Department reports.

**Public Works Committee** Public Works Committee Chairman Brownfield shared that there is one item on the consent agenda and introduced City Engineer Dennis Carr to provide details regarding the Hilldale Reconstruction Project Bid Award.  
Mr. Carr shared that they had a bid opening for a box culvert near Main Street. They received three bids for the base amount and Alternate B, which includes a striped crosswalk and an ADA ramp on the west side of Main Street. He was comfortable with the cost and recommends going with Stark Excavating for \$2,037,548.45.  
Alderperson Dingledine motioned to approve; Alderperson Schone seconded.  
7 Ayes: Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder  
0 Nays:  
Motion carried by roll call vote.

The following staff updates were provided: Public Works Director Brian Rittenhouse said they used more salt last week with the snowfall and they have room to order the remainder. He shared that Hoerr Construction should start the sewer lining next week and the Oakwood lining. They need dry weather to get it lined.

City Engineer Carr shared that Stark should start on Freedom Parkway in April and this will give the best chance to be done in November. He also shared that IDOT allowed the removal of the receiving ramp on the southwestern corner since it didn't go anywhere, and they should now be on schedule for an April leading.

Planning and Development Director Jon Oliphant shared that the contractor for 305 Walnut is waiting on Ameren to retire the service line and says it will only take a few days to demolish it.

Alderperson Stevens asked for updates regarding the sanitary sewer at Nofsinger and the brewpub. Administrator Snider shared that he provided an update to Council in writing and the developer said they are waiting for authorization to be approved with the Historic Preservation Commission. Mr. Oliphant shared that they have received the application for the demolition permit which will be granted once the Historic Preservation Commission gives the Certificate of Appropriateness, and the developer continues to talk to the adjacent property owners.

Alderperson Stevens stated that something open ended would be better for her if the business owners need more time and Administrator Snider said Council may modify the landmark dates if they choose. Mayor Manier shared many TIF agreements and a short discussion took place regarding the processes of their approvals.

**Mayor** Nothing additional added at this time.

**City Administrator** City Administrator Snider shared that they have been working with new budget software and provided the timeline for the budget approval. He noted that most of the cost of operation is employee related. He also noted that police contracts will be considered soon, retail sales are solid, revenue is solid, and there is a 10% increase in health care costs which is subject to inflation. Mr. Snider introduced Finance Director Joanie Baxter who provided the following budget details.

- They are using the new software called ClearGov.
- She demonstrated the functionality of the new software including the narratives and spreadsheets.
- All the department heads have confirmed changes.
- There is an increase in legal fees due to FOIAs.
- There is a decrease in professional fees due to a compensation and classification study done the past few years and our HR manager feels we can do it at a lower cost.
- Software had a few changes including ClearGov Budget Book that works well with this and Tyler and the additional purchase LaserFische which is a document management software.
- Equipment shows an increase.
- There is an overall increase of 6.7% which is our first year to see an increase.
- The expenditures are greater than usual due to the new parking lot to be constructed at 305 Walnut Street.
- Alderperson Stevens requested a facilities discussion, and it was clarified that Council can still discuss the parking lot project.

Public Works Director Brian Rittenhouse shared the following budget details:

- He thanked Brandon Vermillion for helping put the budget together.
- There was an anticipated increase in sidewalks due to the pilot sidewalk program.
- Engineering fees for land survey services increased as well as professional fees for GIS data updates.
- Areas also seeing increases are training, property insurance, repair and maintenance, commodities, streets, and the street department break room.
- Purchased equipment decreased because less equipment is needed.
- Purchased buildings and property decreased because projects are completed.
- Road construction increased by \$10,000 due to capital projects including curbs and gutter, paving projects, mill and overlay projects and the Jackson Street bridge.

Chief McCoy shared the following budget details:

- Expenditures are down 4.6% from last year.
- They conduct a zero-based budget and it is not based on what was used this year.

Deputy Police Chief Stevens provided the following budget details:

- There's an increase in specialized software costs and it is affected by inflation.
- Their partnership with SSI helps with some costs but not the software.
- Equipment purchasing increased due to potential expenses for regional radio implementation.
- \$30,000 is going toward traffic counters.
- When IDOT updates the roads, we want better data to help with enforcement.
- \$11,000 is going to a UAD and we already have a few trained pilots.
- They are trying to address the efficiency of filling out forms, allowing for more time spent doing public service.
- The honors banquet has been moved to the general fund because they are providing employees with recognition they deserve.

Alderson Stevens asked to discuss speed tables because officers can't be everywhere. Administrator Snider clarified that Council could allocate more money for enforcement if they choose. Deputy Chief Stevens cautioned Council from specifying a specific engineering source for specific areas because there are many options that might fit better. Mayor Manier noted that speed humps have been reviewed for many years and other communities have removed them.

Alderson Yoder suggested said temporary speed bumps on streets and Alderson Stevens said Northmoor has a speed table on a beautiful street.

Aldersons Yoder, Stevens and Blundy suggested further discussion and Administrator Snider clarified that Chief McCoy could bring back numbers.

Planning and Development Director Jon Oliphant shared the following budget information:

- The Washington Tourism Grant will increase the PACVB contract.
- There are miscellaneous expenses given to the Tournament of Champions.
- There is a reduced amount of marketing materials expenses.
- There is the possible inclusion of \$250,000 towards development incentives which can be used in or outside of the TIF area.

Alderson Blundy asked about assistance for Cherry Tree and Washington Plaza. He thinks we need to focus on some of our existing areas around town because they are eyesores, and the new program was briefly discussed.

- Code enforcement increased.
- Building inspections stayed the same.
- Money is retained for unforeseen Comprehensive Plan implementations.
- There is a decrease in software due to needing only one license.
- There may be miscellaneous expenses for nuisance and abatement work.

The Fire Program has the following changes:

- There is an increase the city pays to fire, as their contract is coming to an end.
- We have one more payment for the fire truck and they will likely need more to update fleet.
- The Fire Department will pay for a portion of the TC3 themselves which helps the budget.

Alderson Blundy and Deputy Chief Stevens clarified that the fire contract will be negotiated soon which may include some changes.

Ms. Baxter noted they budget zero for the TC3 because fire is paying their own and we have about two years of funding left in it. She shared that it has declined over the past few years and Council could increase it to 6% which is its maximum. Ms. Baxter also shared that the Cemetery fund will be incorporated into the general fund going forward, but it will continue to be monitored separately.

Mr. Rittenhouse shared that the cemetery has a budget of \$55,000 for asphalt and this should be the last year for doing it.

Deputy Chief Stevens shared the following Police budget items:

- Special Projects will be treated as part as the general fund but be tracked separately.
- Special projects are limited as to how they can use funds.
- We are making our last taser agreement payment.
- They have an opportunity to integrate their data to make things more efficient.
- EMA is a Special Fund.
- They anticipated costs associated with repairs.

Engineer Carr provided the following information regarding the Motor Fuel Tax:

- There is the standard fuel tax and Rebuild Illinois money.
- The Rebuild Illinois funds are limited, and they will be used for engineering.
- We have \$1 million in reserves, but we are using it.
- Road that will receive chip seal and fog coat will use MFT funds.

Other budget details were:

- TIF funds were used for the brewpub, with a possible \$300,000 being paid to FY 23/24
- We will have our annual \$15,000 watering and landscaping contract.
- Stormwater management budgeted \$510,000 to maintain basins and residents are taking care of them like they should.
- Felkers ditch grading will be split between this year and next year.
- There is an \$8,000 decrease in professional fees.
- Commodities saw and increased due to inspection and repairs of outfalls.
- An increase in capital projects will bring an increase in legal fees.
- Nofsinger received \$7 million.
- Freedom Parkway received \$2 million in transportation funding and will take 2 construction seasons.
- Hilldale Avenue Improvements is in its third section of Hilldale which is partially funded from water and sewer.
- Safe Routes to School was award 2 projects.
- The Rec Trail extension is complete and waiting on IDOT to send the final pay request.
- North Lawndale and West Holland are both completed.
- The Fund Summary under General fund automatically populates, and the expenditures currently look higher than they should be because they net-out due to the transfers between police and fire.

- IT shows the comparison between the current year and next year.
- She handed out an analysis of General Fund Surplus which is attached and made part of these minutes.
- She noted that Council had chosen projects to do that didn't get done so they were re-budgeted, so we are estimating an addition of \$2.4 million again.
- We have actually added to the reserves instead of spend them.
- If you take Freedom Parkway out of this, we would be in the black.
- Freedom Parkway has always been agreed to spend surplus for it.
- We currently show \$3,667,749 in reserves.
- All revenue that is unrestricted, means it is not designated.
- There will be a big increase in stormwater management sales tax because this will be a full year's worth.

Administrator Snider thanked Ms. Baxter for her work with the new software and shared that 2023 should be an exciting year with the brewpub, Freedom Parkway, Nofsinger, and several possible commercial retail opportunities that may come our way.

Jim shared that Superintendent Pat Minasian will provide a presentation about the new Lincoln School next week.

**Resolutions** Nothing additional at this time.

**First Reading Ordinance**  
*Intergovernmental Agreement – Tazewell County Recycling Grant*  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would allow the City of Washington to enter into an intergovernmental agreement with the County of Tazewell for a County Approved Recycling Collection Program.  
**Title:** An Ordinance Approving an Intergovernmental Agreement – Tazewell County Recycling Grant.

**First Reading Ordinance**  
2023  
*Orthophotography Project Intergovernmental Agreement*  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would approve an Intergovernmental Agreement between the City of Washington and Tazewell County to participate in a countywide orthophotography project.  
**Title:** An Ordinance Approving the 2023 Orthophotography Project Intergovernmental Agreement.

**First Reading Ordinance**  
*Nuisance Code Amendment*  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would amend Chapter 96 of the City Code to add an enumerated nuisance to allow the City to file a lien for the cost incurred for the City's abatement of any nuisance.  
**Title:** An Ordinance Approving a Nuisance Code Amendment

**First Reading Ordinance**  
2023 Sidewalk and Curb Replacement Pilot Program  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would amend Chapter 98 of the City Code, Streets and Sidewalks, to add a new pilot sidewalk and curb replacement program.  
**Title:** An Ordinance Approving the 2023 Sidewalk and Curb Replacement Pilot Program. Alderperson Stevens requested that all of Washington be included in the program and Alderpersons Yoder and Blundy agreed. Mayor Manier noted that Peoria had a similar program that had issues. Alderperson Stevens requested more discussion at the next Committee of the Whole meeting. Administrator Snider stated that they can change it to include the entire City and present it next week. A general consensus agreed to the change.

**First Reading Ordinance**  
Adoption of 2023 Official Map of Zoning Districts  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would approve the City of Washington Official Zoning Map for 2023 as required by State Statute.  
**Title:** An Ordinance Approving the Adoption of the 2023 Official Map of Zoning Districts.  
City Planning and Development Director Oliphant clarified that this is a required state administrative function.

**First Reading Ordinance**  
Request by WACR Properties, LLC, to Rezone 15 N. Cummings Lane from I-1 to C-3  
City Administrator Snider provided the following Ordinance for consideration:  
**Synopsis:** Adoption of this ordinance would rezone 115 N. Cummings from I-1, light industrial, to C-3, service retail.  
**Title:** An Ordinance Approving a Request by WACR Properties, LLC, to Rezone 115 N. Cummings Lane from I-1 to C-3.  
Alderperson Stevens motioned to waive the second reading; Alderperson Blundy seconded.  
7 Ayes: Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder  
0 Nays:  
Motion carried by roll call vote.

Alderperson Dingledine motioned to approve; Alderperson Butler seconded.  
7 Ayes: Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder  
0 Nays:  
Motion carried by roll call vote.

**Alderson's Comments** Alderson Stevens shared that she looked up the Rules of Procedure that says the public should not have addressed an alderperson directly and Mayor Manier should have stopped him. Alderson Butler said he doesn't see that anything was out of order. Alderson Stevens read from the Rules of Procedure regarding public comment.

**Adjournment** At 8:15 p.m. Alderson Stevens moved to adjourn; Alderson Brownfield seconded. Motion carried unanimously by voice vote.



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Valeri L. Brod, City Clerk

| Analysis of General Fund Surplus<br>FY2020 through FY2024                                                                                                                                                                                                                                                             |             |                               |                     |                        |             |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------------|---------------------|------------------------|-------------|------------------------------------|
|                                                                                                                                                                                                                                                                                                                       | FY2020      | FY2021                        | FY2022              | FY2023                 | Total       | FY2024                             |
| Budgeted Revenue over (under) Expenditures                                                                                                                                                                                                                                                                            | (2,999,301) | (2,838,072)                   | (1,420,985)         | (2,450,188)            |             | (3,617,749)                        |
| Actual/Estimated Revenue over (under) Expenditures                                                                                                                                                                                                                                                                    | 1,086,853   | 264,189                       | 985,151             | 2,461,718              | 4,797,911   | 50,000                             |
|                                                                                                                                                                                                                                                                                                                       |             |                               |                     |                        | (1,155,317) | (3,667,749)                        |
|                                                                                                                                                                                                                                                                                                                       |             |                               |                     |                        | 3,642,594   | Added to Fund Balance since FY2020 |
| Budgeted to fund from Reserves                                                                                                                                                                                                                                                                                        |             |                               |                     |                        |             |                                    |
| N. Lawndale                                                                                                                                                                                                                                                                                                           | 677,500     | N. Lawndale 1,510,944         | N. Lawndale 205,300 | Freedom Pkwy 3,950,000 |             | Freedom Pkwy 3,700,000             |
| W. Holland                                                                                                                                                                                                                                                                                                            | 287,500     | W. Holland 614,840            | W. Holland 75,500   |                        |             |                                    |
| Stratford Bridge                                                                                                                                                                                                                                                                                                      | 385,000     | Stratford Bridge 643,446      |                     |                        |             |                                    |
| SWM-N. Lawndale                                                                                                                                                                                                                                                                                                       | 800,000     | Total for 2 years – 3,050,030 |                     |                        |             |                                    |
| Freedom Pkwy                                                                                                                                                                                                                                                                                                          | 412,500     |                               |                     |                        |             |                                    |
| Nofsinger-match                                                                                                                                                                                                                                                                                                       | 750,000     |                               |                     |                        |             |                                    |
| Total                                                                                                                                                                                                                                                                                                                 | 3,312,500   |                               |                     |                        |             |                                    |
| Note: Without the Freedom Pkwy project - the General Fund budget would have been \$250,000 in the black for the FY2024 Budget. This allows us to spend the Reserves we've accumulated the last 4 years and still not dip into the General Fund to spend the \$3M in Reserves identified to spend in the FY2020 Budget |             |                               |                     |                        |             |                                    |