

CITY OF SOUTH BELOIT  
REGULAR COUNCIL MEETING  
May 1, 2023

CALL TO ORDER: 5:00 pm, Council Chambers, City Hall by Mayor Fitzgerald

ROLL CALL: Present & answering to roll call were Commissioners Adleman, Hedrington, Morse, Prentice, and Mayor Fitzgerald  
City Attorney Clayton Zamudio was present  
City Administrator Sonya Hoppes was present  
City Clerk Tracy Patrick recorded the minutes  
Department Heads in attendance:  
WWTP Superintendent Jeff Reininger  
Street Superintendent Steve Haas  
Police Chief Adam Truman  
Fire Chief Jason Griffin  
Community Development Director Shawna Henthorn

PLEDGE OF ALLEGIANCE: Led by Mayor Fitzgerald and recited by all members present.

INVOCATION: Finance Director, Don Elliott delivered the invocation.

APPROVE AGENDA: Commissioner Prentice made a motion to amend the agenda to change item 11. Under Mayor's Report to WWTP Superintendent and to remove item d. under New Business. Commissioner Hedrington second the motion. Voice vote carried the motion.  
Commissioner Adleman made a motion to approve the agenda as amended.  
Commissioner Morse second the motion. Voice vote carried the motion.

APPROVAL OF MINUTES:  
1. Commissioner Morse made a motion to approve the Minutes of the Regular Council Meeting held on April 17, 2023. Commissioner Hedrington second the motion. Voice vote carried the motion.

REPORT OF OFFICERS:  
1. Finance:  
There was no motion or second to approve the claims to be paid from April 15-28, 2023 in the amount of \$348,031.58. Roll call vote showed 5 ayes.  
2. Attorney Report:  
3. Reports:  
City Administrator Report and Staff Report  
Accounts and Finance-Commissioner Ryan Adleman  
Health & Public Safety-Commissioner Ken Morse  
Streets & Public Improvement-Commissioner Brian Hedrington  
Public Properties-Commissioner Courtney Prentice  
Mayor-Tom Fitzgerald

ORDINANCES-SECOND READ:  
a. Commissioner Morse made a motion to approve Ordinance 2738 Disposing of Personal Property owned by the City. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.

ADJOURN SINE DIE:

Commissioner Adleman made a motion to Adjourn Sine Die. Commissioner Morse second the motion. Voice vote carried the motion.

CALL TO ORDER:

1. Mayor Fitzgerald called the meeting to order.  
Clerk Patrick administered the Oath of Office to Thomas Fitzgerald as Mayor  
Clerk Patrick administered the Oath of Office to Ryan Adleman as Commissioner  
Clerk Patrick administered the Oath of Office to Kenneth Morse as Commissioner  
Clerk Patrick administered the Oath of Office to Brian Hedrington as Commissioner  
Clerk Patrick administered the Oath of Office to Courtney Prentice as Commissioner

MAYOR'S REPORT:

1. Mayor Fitzgerald made a motion to nominate and approve Ryan Adleman as Commissioner of Accounts and Finance. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
2. Mayor Fitzgerald made a motion to nominate and approve Kenneth Morse as Commissioner of Public Health and Safety. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
3. Mayor Fitzgerald made a motion to nominate and approve Brian Hedrington as Commissioner of Streets and Public Improvement. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
4. Mayor Fitzgerald made a motion to nominate and approve Courtney Prentice as Commissioner of Public Property. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
5. Commissioner Adleman made a motion to approve Resolution 6442 A Resolution of the City of South Beloit to Appoint Commissioners to Various Commission Positions. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
6. Mayor Fitzgerald made a motion to approve the Appointment and Confirmation of Sosnowski Szeto, LLP as City Attorney. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
7. Commissioner Hedrington made a motion to approve the Appointment and Confirmation of Fehr Graham as City Engineer. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
8. Mayor Fitzgerald made a motion to approve the Appointment and Confirmation of Sonya Hoppes as City Administrator. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
9. Mayor Fitzgerald made a motion to approve the Appointment and Confirmation of Tracy Patrick as City Clerk. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
10. Commissioner Morse made a motion to approve the Appointment and Confirmation of Adam Truman as Police Chief. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
11. Commissioner Adleman made a motion to approve the Appointment and Confirmation of Jeff Reininger as WWTP Superintendent. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
12. Commissioner Hedrington made a motion to approve the Appointment and Confirmation of Steve Haas as Street Superintendent. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
13. Mayor Fitzgerald made a motion to approve the Appointment and Confirmation of Donald Elliott as Finance Director. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.

PUBLIC COMMENT:

None.

REPORT OF OFFICERS:

1. Attorney Report:  
None
2. Reports:  
None

CORRESPONDENCE:

Julie Uram was present on behalf of Nature at the Confluence (NATC). Mr. Uram provided an update regarding upcoming events and programs. Ms. Uram provided information regarding the new trail on the south side of Kelly Creek. NATC has a Facebook and Website for more information and updates.

ORDINANCES-FIRST READ:

- a. Commissioner Adleman made a motion to approve and waive the first read and move to the second read Ordinance 2739 approving a Class WS Liquor License for Seed Real Estate, LLC Hidden Creek Series. Commissioner Morse second the motion. Voice vote carried the motion. Commissioner Hedrington made a motion to approve Ordinance 2739 approving a Class WS Liquor License for Seed Real Estate, LLC Hidden Creek Series. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
- b. Commissioner Adleman made a motion to approve and waive the first read and move to the second read Ordinance 2740 approving a variation in the (R1) Single-Family Zoning District to allow for a variance in the required rear yard setback of 30' down to 24' for the property located at 15101 Yellowstone Dr., South Beloit, Illinois 61080, Winnebago County, with PIN No. 04-09-178-017. Commissioner Morse second the motion. Roll call vote showed 5 ayes. Attorney Zamudio reviewed the ordinance. Community Development Director, Shawn Henthorn explained the original recommendation from Staff was denial due to a misunderstanding of the chimney vent issue location. At the Zoning Board of Appeals Meeting there were only 4 ZBA members present. The vote needed to have full approval by all 4 members, however; there was 1 nay vote, so the motion failed. Commissioner Morse made a motion to approve Ordinance 2740 approving a variation in the (R1) Single-Family Zoning District to allow for a variance in the required rear yard setback of 30' down to 24' for the property located at 15101 Yellowstone Dr., South Beloit, Illinois 61080, Winnebago County, with PIN No. 04-09-178-017. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
- c. Commissioner Adleman made a motion to approve and waive the first read and move to the second read Ordinance 2741 approving a Text Amendment to Chapter 118- Zoning of the City's Code of Ordinances to provide for cell towers/mono pole antennas as a Special Use. Commissioner Prentice second the motion. Roll call vote showed 5 ayes. Commissioner Adleman made a motion to approve Ordinance 2741 approving a Text Amendment to Chapter 118- Zoning of the City's Code of Ordinances to provide for cell towers/mono pole antennas as a Special Use. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
- d. Commissioner Adleman made a motion to approve and waive the first read and move to the second read Ordinance 2742 disposing of personal property owned by the City. Commissioner Morse second the motion. Roll call vote showed 5 ayes. Commissioner Hedrington made a motion to approve Ordinance 2742 disposing of personal property owned by the City. Commissioner Morse second the motion. Roll call vote showed 5 ayes.

RESOLUTIONS:

- a. Commissioner Morse made a motion to approve Resolution 6443 approving an Amendment to the Intergovernmental Agreement for Fire Chief Services with the

City of Beloit, Wisconsin. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.

- b. Commissioner Morse made a motion to approve Resolution 6444 approving an Intergovernmental Agreement for the Fire Department's Participation in the Mutual Aid Box Alarm System (MABAS). Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
- c. Commissioner Morse made a motion to approve Resolution 6445 approving Maintenance Agreement for Engineering Services with Fehr Graham for MFT Funds. Commissioner Hedrington second the motion. Administrator Hoppes provided a handout to Council for options with staff's priority recommendations for street improvements for 2023. The city currently has \$1.1 m available in MFT funds and \$1 m available in Capital Improvements funds for road projects. Administrator Hoppes reviewed the recommendations. Administrator Hoppes explained option 1 of digging into sewer problems on Hayes Ave and said the Resolution is specifically for options 2 & 3, which are De La Tour and the remaining portion of Misty Meadows. These are good MFT street projects. If done together the cost of remobilization fees and improved contractor pricing would be better, as well as keep them on the same maintenance schedule. Mayor Fitzgerald said something needs to be done. Council discussed using all funds available to add the additional streets in for 2023 with the exception of Hayes Ave. Administrator Hoppes said streets with curb and gutter will need additional engineering. Council discussed using all funds to complete additional recommended streets. Commissioner Hedrington expressed he is unhappy with nothing being done on Hayes Ave until next year. Commissioner Hedrington would like to use all funding to do mill and overlay on Perry, Marvin, Forest Park and remove Misty Meadows and De La Tour, or do all and deplete the funds in both accounts. Commissioner Hedrington said the city receives MFT funding every month, and there would be funding for completing Hayes Ave next year. City Engineer, Brandon Boggs was present. Mr. Boggs recommended completing items 2 & 3, and save funds for Hayes Ave until the amount of cost is known. Commissioner Aleman agreed. Mr. Boggs explained what happens with base failure, and how to reconstruct a new base. Mayor Fitzgerald agreed that Hayes has been put off for a number of years, but Council needs to determine if options 2, 3, and 4 will be done or 2 and 3 only. If the funds are used this year there won't be any left in reserve to do Hayes next year. Commissioner Adleman asked Mr. Boggs what his recommendation would be as the City's Engineer. Mr. Boggs said his recommendation based on pavement conditions and traffic would be to complete options 2 & 3 for this year and save the funds for Hayes until the scope of work for Hayes are fully known. Commissioner Hedrington said he's heard complaints regarding Hayes and surrounding streets, and Hayes has been put off for over 8 years. Commissioner Prentice said he agrees with only doing 2 & 3 and start exploring Hayes by doing the street locations together. Commissioner Hedrington made a motion to approve doing De La Tour, Misty Meadows, Perry Ave, Marvin St, and Forest Park Ave. The motion died for a lack of a second. Commissioner Adleman said he believes we need to listen to the paid professionals' recommendations. Commissioner Morse made a motion to approve recommendations 2 & 3 with a commitment to do Hayes Ave for 2024 and certain streets in the Fair Oaks Subdivision. Commissioner Adleman second the motion. Roll call vote showed 4 ayes and 1 nay by Commissioner Hedrington.
- d. Commissioner Morse made a motion to discuss Resolution 6446 approving a Professional Services Agreement with Fehr Graham Engineer for Leaking Underground Storage Tank (LUST) Assessment Assistance. Commissioner Prentice second the motion. Administrator Hoppes said the amount should be covered by the LUST funds, and is for the property where PaPa Johns is located. Staff is asking for Council to waive the bidding requirement for this item. Fehr Graham has done all the work thusfar on the project, and staff would like to continue to work with Fehr

Graham through the remainder of the project. Commissioner Morse made a motion to approve and waive the bidding requirements and approve Resolution 6446 approving a Professional Services Agreement with Fehr Graham Engineer for Leaking Underground Storage Tank (LUST) Assessment Assistance. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.

NEW BUSINESS:

- a. Council discussed staff's recommendation to retain B & F for Zoning and Planning at a rate of \$110.00/hour. Administrator Hoppes said the city has some big Zoning items coming up that will require a professional planner to review. The city will not be able to get a part-time planner in enough time to review the upcoming items. An agreement with B & F may require a 1-year commitment. The consensus from Council was to bring back to a future meeting for approval.
- b. Commissioner Morse made a motion to approve hiring Hayden Myers as part time seasonal Parks Department at a rate of \$15.00/hour. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
- c. Commissioner Morse made a motion to approve hiring Caden Prentice as part time seasonal Parks Department at a rate of \$15.00/hour. Commissioner Hedrington second the motion. Roll call vote showed 4 ayes and 1 abstain by Commissioner Prentice.
- d. Item removed from agenda.

MISCELLANEOUS

LICENSES & PERMITS:

- 1. RLE's:
  - a. Alyssa Conti-Hidden Creek
  - b. Tatyana Smith-Weber-Jena's

Commissioner Morse made a motion to approve all licenses second by Commissioner Adleman. Voice vote carried the motion.

ADJOURN:

At 6:29 pm on a motion made by Commissioner Adleman second by Commissioner Morse. Voice vote carried the motion.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Approved: