

CITY OF SOUTH BELOIT  
REGULAR COUNCIL MEETING  
December 5, 2022

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 Reiningger  
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: Police and Fire Chaplain Dan Herman delivered the invocation.

APPROVE AGENDA: Commissioner Adleman made a motion to approve the agenda second by Commissioner Prentice. Voice vote carried the motion.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:  
1. Commissioner Hedrington made a motion to layover the Minutes of the Special Council Meeting held on November 11, 2022 second by Commissioner Morse. Voice vote carried the motion.  
Commissioner Morse made a motion to approve the Minutes of the Regular Council Meeting held on November 21, 2022, and the Public Hearing held on November 14, 2022. Commissioner Prentice second the motion. Voice vote carried the motion.

REPORT OF OFFICERS:  
1. Finance:  
Commissioner Morse made a motion to approve the claims to be paid from November 19- December 2, 2022 in the amount of \$631,894.84. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.  
2. 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. None.

ORDINANCES-FIRST READ:

- a. Commissioner Morse made a motion to waive and move to the second read Ordinance 2718 Adopting the 2023 Budget. Commissioner Adleman second the motion. Roll call vote showed 5 ayes. Commissioner Morse made a motion to approve Ordinance 2718. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
- b. Commissioner Adleman made a motion to waive and move to the second read Ordinance 2719 Adopting the 2022 Tax Levy. Commissioner Prentice second the motion. Roll call vote showed 5 ayes. Commissioner Prentice asked if there were any changes from the last discussion. Finance Director, Don Elliott said there were no changes. Roll call vote showed 5 ayes.
- c. Commissioner Adleman made a motion to waive and move to the second read Ordinance 2720 amending Chapter 2-Administration, Article IV-Departments, Division 5-Streets and Public Improvements, Subdivision I-In General of the City of South Beloit Code of ordinances to create the position of Street Supervisor. Commissioner Morse second the motion. Roll call vote showed 4 ayes and 1 nay by Commissioner Hedrington. Commissioner Morse made a motion to approve Ordinance 2720 second by Commissioner Adleman. Commissioner Hedrington said he is not in favor of the Street Supervisor position. Commissioner Hedrington said the department does not need 2 supervisors, and it will remove an employee from the union. Commissioner Hedrington said he doesn't believe 2 supervisors are needed over a small department; however, he would be in favor of creating a position of Crew Leader or Foreman. Attorney Zamudio said if the position would remain in the union the disciplinary and personnel items would need to be removed from the duties. Administrator Hoppes said the intent is to add another employee in the 2024 budget. The reason is to retain all maintenance items in house instead of contracting them out, to include mowing and snow removal. After further discussion it was determined to take the item back to executive session for additional discussion. Commissioner Morse made a motion to lay over the ordinance for executive session to the December 19<sup>th</sup> meeting. Commissioner Hedrington second the motion. Voice vote carried the motion.
- d. Commissioner Prentice made a motion to waive and move to the second read Ordinance 2721 Establishing the 2023 Meeting and Holiday Schedule. Commissioner Adleman second the motion Roll call vote showed 5 ayes. Commissioner Hedrington made a motion to approve Ordinance 2721. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.

RESOLUTIONS:

- a. Commissioner Morse made a motion to approve Resolution 6391 an agreement for fire inspection services with Fire Safety Consultants, Inc (FSCI). Commissioner Adleman second the motion. Fire Chief Griffin explained FSCI is a third-party company that would provide plan review and ensure buildings meet all state, national, and local codes. This would eliminate the need to send bigger businesses to the county for review and would provide a 7-day turnaround time for approval by FSCI. Smaller businesses could be determined by the City if they should be reviewed by FSCI as well. There is no cost to the city. Any charges would be passed on to the business by FSCI. Roll call vote showed 5 ayes.
- b. Commissioner Prentice made a motion to approve Resolution 6392 authorizing the Mayor to execute a Letter of Agreement between the City and the Fraternal Order of Police Labor Council (Union) regarding the Lateral Transfer Program. Commissioner Adleman second the motion. Attorney Zamudio reviewed the agreement that shortens the lateral transfer from 1-5 years to 2-5 years. The step schedule will go up. Chief Truman said the change makes it more competitive and more appealing for salaries. Roll call vote showed 5 ayes.

NEW BUSINESS:

- a. Council discussed the purchase of a Fire Department Pickup Truck at a cost of \$82,750.40 for the 2023 Budget. Attorney Zamudio said Chief Griffin has 1 quote from Budwieser that includes installation of upgrades and all equipment. Attorney Zamudio has advised the item go out for bid at the next meeting. Chief Griffin said the vehicle will replace the suburban, pickup truck, and green water rescue vehicle. The truck will also be used as a respond vehicle is needed.
- b. Commissioner Adleman made a motion to approve a revised Offer of Employment Letter to Steve Haas. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
- c. Commissioner Prentice made a motion to layover a revised Offer of Employment Letter to Ryan Radke. Commissioner Morse second the motion. Voice vote carried the motion.
- d. Commissioner Adleman made a motion to approve a revised Offer of Employment Letter to Jeff Reining. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
- e. Commissioner Morse made a motion to approve a revised Offer of Employment Letter to Jessica Roberts. Commissioner Prentice second the motion. Roll call vote showed 5 ayes.
- f. Commissioner Prentice made a motion to approve a revised Offer of Employment Letter to Karen Brandenburg. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
- g. Commissioner Adleman made a motion to approve a revised Offer of Employment Letter to Melissa Loescher. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
- h. Commissioner Prentice made a motion to approve a revised Offer of Employment Letter to Tracy Patrick. Commissioner Adleman second the motion. Roll call vote showed 5 ayes.
- i. Commissioner Hedrington made a motion to approve hiring Jill Boloski for the Fire Department Administrative Assistant at a rate of \$15.00/hour. Commissioner Morse second the motion. Roll call vote showed 5 ayes.
- j. Commissioner Morse made a motion to approve hiring Colin Neisius as a paid-on call Firefighter/EMT for the Fire Department at a rate of \$14.00/hour. Commissioner Hedrington second the motion. Roll call vote showed 5 ayes.
- k. Commissioner Morse made a motion to approve hiring a full-time Admin Records Clerk at a rate of \$16-18/hour. Commissioner Adleman second the motion. Administrator Hoppes said the position will handle needs in the Clerks Office, Zoning and Planning, Code, and the Police Department. The position is replacing a person. Roll call vote showed 5 ayes.

EXECUTIVE SESSION:

At 5:49 pm on a motion made by Commissioner Prentice second by Commissioner Morse the council approved going into Executive Session. The purpose of Executive Session is to:

1. Discuss personnel as provided by 5 ILCS 120/2 (c)(1) of the Illinois Open Meetings Act

RECONVENE TO  
OPEN SESSION:

At 6:06 pm

ROLL CALL:

Roll call showed all members previously at the meeting at the reconvening of the meeting.

ADJOURN:

At 6:07 pm on a motion made by Commissioner Prentice second by Commissioner Adleman. Voice vote carried the motion.

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Mayor

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City Clerk

Approved: