

MONTICELLO CITY COUNCIL

May 26, 2020

Please note that this Council Meeting was held remotely due to COVID-19.

Mayor Stoner called the meeting to order at 7:00 pm.

Roll Call was taken by City Clerk Jill Potts.

ROLL CALL: Present: HARLAN, KOON, BURRIS, BROCK, FRERICHS, REED, VOGT

Absent: SEBENS

Also Present: Terry Summers, City Administrator; Maura Metcalf, Finance/HR; Chief John Carter, MPD; Callie McFarland, Economic Development

PUBLIC PARTICIPATION:

Steve Shreffler was present for Public Participation and questioned the wisdom of going forward with plans to move the Municipal Building during COVID-19. As the timing is terrible, and the full financial effect of COVID-19 is not yet known, he encouraged the Council to put these plans on hold.

CONSENT AGENDA:

Claims Report (Claims dated May 12 through May 26, 2020)

Meeting Minutes – City Council Meeting Minutes May 11, 2020; City Council Closed Session

Meeting Minutes May 11, 2020

Budget Report – April 2020

Treasurer’s Report – April 2020

Historic Preservation Commission – Judy Greene (3-year term expires April, 2023); Louanna Miller (3-year term expires April, 2023)

Planning and Zoning Board – Elaine Yoon (5-year term expires April, 2025)

Alderman Frerichs asked how the water meter replacement project is going, and Terry Summers reports it is going well on the Water Department and the Utility Billing side. With no further questions, a motion was made by Alderwoman Harlan, and seconded by Alderman Frerichs, to approve the Consent Agenda items. A voice vote was taken and the motion passed 7-0.

MAYOR’S REPORT:

Mayor Stoner read a Mayoral Proclamation deeming May 2020 as Mental Health Month.

The Mayor also reported the St. Jude Run to Peoria will occur this year, but will look different due to COVID-19. The City is assembling parklets in order to assist restaurants with the outdoor seating that is allowed in Phase 3 of reopening. Monticello will be featured in a ½ hour segment on WCIA Our Town this Friday, May 29th. The Mayor reminded everyone to please be patient as we move into the next phase of reopening.

OLD BUSINESS:

Resolution 2020-24: A Resolution Approving the Engagement of Farnsworth Group, Inc.

During the regular City Council meeting conducted on May 11, Resolution 2020-24 was tabled to the May 26th City Council meeting.

Resolution 2020-24 provides for professional services from Farnsworth Group to perform a two-phase feasibility study to assist with the determination of possibly relocating the City Administration offices, Council Chambers and the Monticello Police Department from their respective locations to 201 North State Street (Community Building) at a cost of \$7,500. Phase one includes a site visit and review of existing building conditions such as the HVAC system, electrical system, and plumbing system while comparing these conditions to current building codes. If no major deficiencies are reported from Phase one then the second phase of the feasibility study would occur consisting of conceptual designs of up to four different interior layouts with associated cost opinion for the one selected floor plan.

Resolution 2020-25: A Resolution Approving the Engagement of Bodine Environmental Services

During the regular City Council meeting conducted on May 11, Resolution 2020-25 was tabled to the May 26th City Council meeting.

Resolution 2020-25 provides for professional services from Bodine Environmental Services to assist with environmental inspection services for \$5,515. The proposal includes the collection and analysis of up to 75 bulk samples for identifying asbestos containing material and surface to surface lead-based paint inspection. Asbestos containing material reports will be generated describing the description of building materials, a list of suspect asbestos-containing materials, number of samples collected, estimated quantities of asbestos containing material, material condition, location, percentage of asbestos content and type, USEPA categories of asbestos containing material, photographs, sample locations, analysis report and inspectors credentials. Lead-based paint reports will be generated describing building components, substrate, color, location of sample, lead-based paint content, condition, and recommendation of removal and disposal.

In regard to both Resolution 2020-24 and 2020-25, no motion was received by Council. Both motions failed. Alderman Koon stated he felt we should hold off on any plans to move the Municipal Building until after COVID-19.

NEW BUSINESS:

Public Hearing – Downstate Small Business Stabilization Grant Program

Mayor Stoner called the Public Hearing to order at 7:14pm, and Callie McFarland presented the following:

The State of Illinois has reallocated Community Development Block Grant funds in the amount of \$20M to be used for the Downstate Small Business Stabilization Grant Program, providing financial assistance to businesses impacted by the COVID-19 pandemic. Counties and municipalities which are designated as “non-entitlement” may apply on behalf of an eligible business for funding in the form of a grant. The funds may not exceed \$25,000 per business, and must be used for working capital expenses based upon 60 days of estimated costs, once the business has opened up, or resumes full operation. The City presents an application for Monticello Red Wheel, Inc. requesting

\$25,000. This amount will cover working capital expenses such as rent, utilities, and payroll. The business must reopen or return to normal operation within 1 year of the grant award. The business must also provide documentation and proof of payment for eligible expenses for reimbursement, as well as the close-out reporting of the grant. The City of Monticello prides itself in supporting local business where possible. One of the consistent goals is to promote and encourage fair housing and business practices within the community, in both present and future development. The health and continuation of our local businesses is a direct reflection on our local economy. The amount requested is based upon a 60-day estimate of expenses. The applicant had to provide their January expenses for the application, which is doubled to determine this amount.

Monticello Red Wheel, Inc. has been a part of the Monticello community since 2003, employing 7 full and part time individuals. The restrictions as they relate to COVID-19 have faced the owner with the decision to significantly reduce operations to curbside pickup and delivery. The City has asked for a grant of \$25,000 from the State of Illinois Department of Commerce and Economic Opportunity, and if awarded, it would be provided to the business for eligible working capital expenses.

With no further comments or questions the Public Hearing was closed by Mayor Stoner at 7:17pm.

Resolution 2020-26: A Resolution Approving Support of Red Wheel Within the Downstate Small Business Stabilization Program

As part of the COVID-19 support and recovery, the State of Illinois is allowing local governments to apply for the Downstate Small Business Stabilization Program Grant on behalf of eligible local businesses. The grant award would be 60 days of working capital expenses, up to \$25,000. The business must provide proof of those expenses, once opening back up (or opening to full operation), and must do so within 1 year from the grant award.

Monticello Red Wheel, Inc. has been a part of the Monticello community since 2003, employing 7 full and part time individuals. The restrictions as they relate to COVID-19 have faced the owner with the decision to significantly reduce operations to curbside pickup and delivery. The City has asked for a grant of \$25,000 from the State of Illinois Department of Commerce and Economic Opportunity, and if awarded, it would be provided to the business for eligible working capital expenses.

All the required documentation has been submitted to date by the business. The City would be responsible for the close-out reporting of the grant.

With no comments or questions from Council members, a motion was made by Alderman Burris, and seconded by Alderman Frerichs, to approve Resolution 2020-26. The motion passed 7-0.

Resolution 2020-27: A Resolution Authorizing Spending of Funds from the Monticello Business District in Response to the COVID-19 Impact on Downtown Monticello

With Governor Pritzker's announcement to reopen bars and restaurants for outdoor service only, the City of Monticello wishes to assist these businesses which have been severely impacted by the COVID-19 pandemic. The immediate goal is to not only get our businesses in a place where they

understand the safety measures required to open up, but also encourage potential patrons to enjoy downtown Monticello and feel safe doing so.

By Friday, May 29th, in time for the reopening date, the City will be installing parklets in the parking spaces adjacent to bars and restaurants who apply for them. Essentially, a parklet is a temporary outdoor dining area or seating area adjacent to a business, in location normally designated for parking. Parklets have been around for a while, but are really getting the spotlight during the COVID-19 issue. Communities are trying to figure out how to artificially grow seating capacity that has been diminished due to the density requirements, which we know will be in place for a while. The parklets would offer outdoor seating with the appropriate separation for tables, with planter boxes and pedestrian fencing to designate the area. Businesses will get to cater to more clientele at any given time, and consumers get to experience the world outside their homes in a socially distance and “fresh air” way. This does mean that there will be fewer parking spaces in downtown, but it also allows the bars and restaurants to have the ability to serve more individuals under the upcoming guidelines. At this time, the parklets option will be available from May 29th through the month of August, unless circumstances change.

To offer a safer and more durable setting, City Staff has proposed the purchase of commercial-grade patio umbrellas to install at each parklet. This will allow for visitors and patrons to downtown to have a more enjoyable experience, as well as potentially more use of the space. The umbrellas will be fixed to the ground, have a lifetime warranty, and Staff is looking at the option to have branding placed on them for consistency. The umbrellas will also provide another visual that downtown businesses are still open, encouraging more traffic to support them. Staff would like to purchase 11 patio umbrellas and covers at a cost not to exceed \$4,000, which would be funded through the newly created Monticello Business District. After use in the parklets, the umbrellas would have the ability to be installed at other locations and parks in the community.

Alderman Koon questioned how this will affect curbside pickup currently in place, and Callie McFarland replied that businesses are aware that the parklets will take the spaces normally for curbside, and have agreed to have curbside pickup parking further away, and will communicate better with patrons during the process. Alderman Frerichs questioned the branding of the umbrellas, and it was explained the brand will be “Make it Monticello” as that encompasses multiple City groups. Alderman Frerichs also addressed concerns about safety between vehicles and parklet areas (pedestrian fencing will be present) and offered that he is interested in feedback from the businesses on any other ways the City would be able to offer assistance. Alderman Burriss questioned if we have checked into liability issues (all this has been taken care of through the proper channels) and Alderman Reed and Alderwoman Vogt led discussion on further and future use of picnic tables.

A motion was made by Alderman Koon, and seconded by Alderman Frerichs, to approve Resolution 2020-27. The motion passed 7-0.

ALDERMEN’S/ALDERWOMEN’S REPORT:

Alderman Frerichs commended City Staff for work on the parklets and asked to be kept in the loop regarding business needs. He also addressed properties that have been “let go” and how the City handles this. Chief Carter explained the abatement process currently in place for Ordinance Violations. Alderwoman Harlan questioned the work on the alley behind Dairy Queen and Terry

Summers reports this work is True Value making a sewer connection. Alderwoman Harlan expressed concern that guidelines are followed and Terry Summers stated that the City does inspect to make sure guidelines have been followed.

POLICE CHIEF'S REPORT:

None

CITY ADMINISTRATOR'S REPORT:

City Administrator Summers commended the group working diligently on the move to Phase 3/parklet project, naming Callie McFarland, Shelly Crawford-Stock, Jim Grabarczyk, Chief Carter, and Michael Schroeder with Dewitt-Piatt Public Health as not only doing a great job but also getting out ahead of this and preparing for entry into the next phase. Mr. Summers also reports the Public Works Department is working on the alley behind These Four Walls and that this is the last alley to be completed.

A motion was made by Alderman Burris, and seconded by Alderwoman Vogt, to adjourn the meeting at 7:40pm.

Respectfully Submitted by:

Jill Potts
City Clerk