



## City Council Meeting Agenda

### 1. Call To Order, Pledge To The Flag, Roll Call

### 2. Public Participation

**Please note this meeting will be held in person, at the Livingston Center, 224 E Livingston, and will also have remote participation available.**

**In-Person Participation:** This is an opportunity for the public to provide public comment to the Presiding Officer. Those wishing to speak are required to sign in prior to commencement of the meeting and must address Council from the seat and table provided. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less

**Remote Participation:** This is an opportunity for the public to provide public comment to the Presiding Officer. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less. At this time, members of the public are able to attend public meetings by web conference, and to submit public comment by email, voicemail, or through web conference:

Email: [jep@cityofmonticello.net](mailto:jep@cityofmonticello.net)

Voicemail: 1-217-762-2583 Ext 22

**Please join my meeting from your computer, tablet or smartphone.**

[HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/327185917](https://global.gotomeeting.com/join/327185917)

**You can also dial in using your phone.**

United States: +1 (646) 749-3122

**Access Code:** 327-185-917

### 3. Consent Agenda - Approval Of Documents And Action Items As Listed:

#### 3.1. Claims Report (Claims Dated May 23, 2023 Through June 12, 2023)

Documents:

[CLAIMS 5.23.2023 THROUGH 6.12.2023.PDF](#)

#### 3.2. Meeting Minutes - City Council Meeting Minutes, May 22, 2023

Documents:

[CITY COUNCIL MINUTES 5.22.2023.PDF](#)

**3.3. Permit Report - May 2023**

Documents:

[MAY PERMIT REPORT.PDF](#)

**3.4. Fire Report - May 2023**

Documents:

[FIRE MONTHLY REPORT MAY 2023.PDF](#)

**3.5. Police Report - May 2023**

Documents:

[MAY MONTH END.PDF](#)

**3.6. Treasurer's Report - April 30, 2023**

Documents:

[TREASURERS REPORT 4.30.23.PDF](#)

**4. Mayor's Report**

**5. Old Business**

**6. New Business**

**6.1. Ordinance 2023-29: An Ordinance Amending Chapter 90 Of Title IX Of The Municipal Code Of The City Of Monticello Regarding Hens**

Documents:

[CC MEMO ORDINANCE 2023-29 AMENDING CHAPTER 90 OF MUNICIPAL CODE RE-HENS.PDF](#)  
[MONTICELLO - HEN ORDINANCE 2023-29.PDF](#)

**6.2. Ordinance 2023-30: An Ordinance Amending Title XI, Chapter 111 Of The Monticello City Code Of Ordinances Concerning Class B And Class H Liquor Licenses**

Documents:

[ORDINANCE 2023-30 MEMO.PDF](#)  
[ORDINANCE 2023-30 LIQUOR ORDINANCE AMENDMENT.PDF](#)

**7. Alderman's Reports**

**8. Police Chief's Report**

**9. Fire Chief's Report**

**10. City Administrator's Report**

**11. Closed Session**

**5 ILCS 120/2 (c)(22) Review of Closed Session**

**Minutes**

**12. Resolution 2023-31: Release Of Closed Session Minutes**

Following the Closed Session listed above, and review of Closed Session Minutes, City Council may wish to approve the release of certain Closed Session Minutes and make them available for public review. Action (if any) will take place in open session.

Documents:

[RESOLUTION 2023-31 RELEASE OF CLOSED SESSION MINUTES.PDF](#)

**13. City Council Meeting Adjournment**

Report Criteria:

Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

Vendor Name	Description	Net Invoice Amount	Amount Paid	GL Account Number
<b>GENERAL FUND</b>				
<b>ADMINISTRATION</b>				
ESRI INC	GIS SOFTWARE	440.00	.00	01-51143-00
U.S. BANK EQUIPMENT FINANCE	ADMIN COPIER LEASE	357.90	.00	01-51144-00
WEX BANK	FUEL	191.54	.00	01-51161-00
NEWS GAZETTE	SUMMER FUN GUIDE	336.00	.00	01-51163-00
CARDMEMBER SERVICE	MISC SUPPLIES	1,701.64	.00	01-51164-00
DAVE & HARRY LOCKSMITHS INC	KEYS	50.00	.00	01-51164-00
MONTICELLO TRUE VALUE	MISC SUPPLIES	26.97	.00	01-51164-00
OFFICE DEPOT	OFFICE SUPPLIES	15.39	.00	01-51164-00
QUADIENT FINANCE USA INC	POSTAGE	1,003.00	.00	01-51164-00
CINTAS	ADMIN MATS	73.08	.00	01-51171-01
DUBSON HEATING A/C REFRIG	REPLACE AIR CONDITIONER/FURNACE OLD	13,712.00	.00	01-51171-01
ILLINI OVERHEAD DOOR	GARAGE DOOR REP	207.84	.00	01-51171-01
INTEGRATED PEST MANAGEMENT	PEST CONTROL/MUN.BLDG	40.00	.00	01-51171-01
AREA-WIDE TECHNOLOGIES	COMPUTER SUPPORT	540.00	.00	01-51171-03
CARDMEMBER SERVICE	MISC SUPPLIES	234.25	.00	01-51171-03
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	571.98	.00	01-51171-04
INTEGRATED PEST MANAGEMENT	PEST CONTROL LC	65.00	.00	01-51171-07
PIATT CO CLERK & RECORDER	RECORDING FEES	167.00	.00	01-51172-01
BENEFIT PLANNING CONSULTANTS	COBRA/HRA	181.00	.00	01-51172-04
BUNDY, ANGELA A.	OFFICE CLEANING ADMIN	350.00	.00	01-51172-04
KELLY'S ACCOUNTING SERVICE INC	TREASURER DUTIES	400.00	.00	01-51172-04
VERIZON WIRELESS	GIS	39.52	.00	01-51172-04
TOUCHTONE COMMUNICATIONS	LONG DISTANCE	8.85	.00	01-51173-00
AMEREN IP	ELECTRICITY/GAS	373.53	.00	01-51175-00
MONTICELLO CITY UTILITY SERV	WATER ADMIN	38.30	.00	01-51175-00
AMEREN IP	ELECTRIC/GAS	138.66	.00	01-51175-01
CARDMEMBER SERVICE	EMPLOYEE COOKOUT	911.69	.00	01-51176-00
CARDMEMBER SERVICE	ANNUAL GO TO MEETING	192.00	.00	01-51176-00
MCFARLAND, CALLIE	TUITION REIMB	2,769.24	.00	01-51177-01
FASPRINT	DOWNTOWN MAPS	19.39	.00	01-51178-15
Total ADMINISTRATION:		25,155.77	.00	
<b>POLICE</b>				
WEX BANK	FUEL	1,443.60	.00	01-51361-00
CARDMEMBER SERVICE	MISC SUPPLIES	1,270.66	.00	01-51364-00
INTEGRATED PEST MANAGEMENT	PEST CONTROL POLICE	40.00	.00	01-51371-01
U.S. BANK EQUIPMENT FINANCE	POLICE COPIER LEASE	220.26	.00	01-51371-02
AREA-WIDE TECHNOLOGIES	COMPUTER SUPPORT	2.00	.00	01-51371-03
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	283.60	.00	01-51371-04
CARDMEMBER SERVICE	MISC SUPPLIES	37.18	.00	01-51372-05
VERIZON WIRELESS	OFFICER CELL PHONES	304.00	.00	01-51374-00
AMEREN IP	ELECTRIC/GAS	478.54	.00	01-51375-00
MONTICELLO CITY UTILITY SERV	WATER/POIICE	38.30	.00	01-51375-00
TECHNOLOGY MGMT REVOLVING FUND	IWIN	354.16	.00	01-51375-05
NEWS GAZETTE	OFFICER AD	757.14	.00	01-51378-01
FLOCK GROUP INC	SOLAR PANEL REPAIR	350.00	.00	01-51380-10
Total POLICE:		5,579.44	.00	
<b>FIRE</b>				
WEX BANK	FUEL	88.68	.00	01-51431-00

Vendor Name	Description	Net Invoice Amount	Amount Paid	GL Account Number
CARDMEMBER SERVICE	MISC SUPPLIES	118.00	.00	01-51434-00
CARDMEMBER SERVICE	MISC SUPPLIES	116.89	.00	01-51443-00
MONTICELLO TRUE VALUE	MISC SUPPLIES	70.72	.00	01-51471-02
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	55.50	.00	01-51471-04
INTEGRATED PEST MANAGEMENT	PEST CONTROL - FIRE DEPT MAY	48.00	.00	01-51472-04
INTEGRATED PEST MANAGEMENT	PEST CONTROL - FIRE DEPT	48.00	.00	01-51472-04
Total FIRE:		545.79	.00	
<b>PUBLIC WORKS</b>				
CINTAS	PW UNIFORMS	117.80	.00	01-51534-00
CARDMEMBER SERVICE	MISC SUPPLIES	499.99	.00	01-51543-00
MARTIN EQUIPMENT OF IL	LOG SPLITTER RETURN	1,080.00	.00	01-51543-00
MENARDS-CHAMPAIGN	TOOLS FOR SOLDEBOX	190.41	.00	01-51543-00
MONTICELLO TRUE VALUE	MISC SUPPLIES	144.22	.00	01-51543-00
PIATT COUNTY SERVICE CO	FUEL	1,230.15	.00	01-51561-00
PREMIER COOPERATIVE INC	DIESEL FUEL	2,045.82	.00	01-51561-00
PREMIER COOPERATIVE INC	FUEL	584.56	.00	01-51561-00
WEX BANK	FUEL	540.69	.00	01-51561-00
LAWSON PRODUCTS INC	MISC SUPPLIES	511.41	.00	01-51564-00
MONTICELLO TRUE VALUE	MISC SUPPLIES	37.98	.00	01-51564-00
COUNTRY ARBORS NURSERY INC	BEAUTIFICATION	2,357.98	.00	01-51564-08
CARDMEMBER SERVICE	MISC SUPPLIES	2,685.84	.00	01-51564-11
CINTAS	PW MATS/SUPPLIES	60.48	.00	01-51571-01
INTEGRATED PEST MANAGEMENT	PEST CONTROL - PW	48.00	.00	01-51571-01
INTEGRATED PEST MANAGEMENT	PEST CONTROL - PW	48.00	.00	01-51571-01
BOBCAT OF CHAMPAIGN LLC	MINI EXCAVATOR DOOR HANDLE	188.72	.00	01-51571-02
JOHN DEERE FINANCIAL	VEH MAINT	761.77	.00	01-51571-02
LAWSON PRODUCTS INC	PW BACKHOE FITTINGS	166.21	.00	01-51571-02
MARTIN EQUIPMENT OF IL	HYDRAULIC MOTOR EXCAVATOR	5,824.02	.00	01-51571-02
SAFELITE FULFILLMENT, INC	WINDSHIELD REPAIR	98.99	.00	01-51571-02
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	83.25	.00	01-51571-04
HEDGE TO EDGE INC	BLOWER, BATTERY, CHARGER	209.99	.00	01-51571-06
PIATT COUNTY SERVICE CO	MISC SUPPLIES	94.25	.00	01-51571-06
ILLINI CONTRACTORS SUPPLY INC	CONCRETE SUPPLIES	129.83	.00	01-51571-07
MONTICELLO TRUE VALUE	MISC SUPPLIES	28.98	.00	01-51571-07
R P LUMBER CO INC	SIDEWALK SUPPLIES	2,711.86	.00	01-51571-07
SPORT REDI-MIX	CONCRETE	1,327.21	.00	01-51571-07
BUNDY, ANGELA A.	OFFICE CLEANING	700.00	.00	01-51572-04
SCOTT BAILEY	CDL REIMB	61.35	.00	01-51572-04
JL HELMUTH LLC	TREE REMOVAL	1,850.00	.00	01-51572-05
COM2 RECYCLING SOLUTIONS	ELECTRONIC RECYCLING	1,088.30	.00	01-51572-07
NEWS GAZETTE	CLEAN-UP DAY	204.75	.00	01-51572-07
REPUBLIC SERVICES INC	MUNICIPAL WASTE	575.65	.00	01-51572-07
AMEREN IP	ELECTRIC/GAS	1,002.65	.00	01-51575-00
AMEREN IP	ELECTRIC/GAS	5,054.59	.00	01-51575-02
AMEREN IP	ELECTRIC/GAS	85.41	.00	01-51575-03
CARDMEMBER SERVICE	RENTAL CAR REFUND	196.08	.00	01-51577-00
Total PUBLIC WORKS:		34,235.03	.00	
<b>RECREATION</b>				
WEX BANK	FUEL	178.28	.00	01-51661-00
DAVE & HARRY LOCKSMITHS INC	KEYS	60.00	.00	01-51664-00
MONTICELLO TRUE VALUE	MISC SUPPLIES	20.98	.00	01-51664-00
PIATT COUNTY SERVICE CO	MISC SUPPLIES	202.65	.00	01-51664-00
CARDMEMBER SERVICE	CONCESSIONS	25.99	.00	01-51665-00
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	55.50	.00	01-51671-04

Vendor Name	Description	Net Invoice Amount	Amount Paid	GL Account Number
PIATT COUNTY SERVICE CO	MISC SUPPLIES	198.05	.00	01-51671-06
PIATT COUNTY SERVICE CO	MISC SUPPLIES	198.05	.00	01-51671-07
CARDMEMBER SERVICE	MISC SUPPLIES	149.97	.00	01-51671-08
MONTICELLO TRUE VALUE	MISC SUPPLIES	7.58	.00	01-51671-08
AMEREN IP	ELECTRIC/GAS	23.07	.00	01-51675-01
MONTICELLO CITY UTILITY SERV	WATER/NICKS PARK	7.40	.00	01-51675-01
MONTICELLO CITY UTILITY SERV	WATER/L.C.	38.30	.00	01-51675-01
MONTICELLO CITY UTILITY SERV	WATER/NICKS PARK	25.34	.00	01-51675-01
AMEREN IP	ELECTRIC/GAS	165.31	.00	01-51675-02
AMEREN IP	ELECTRIC/GAS	95.31	.00	01-51675-03
AMEREN IP	ELECTRIC/GAS	144.47	.00	01-51675-04
SWANK MOTION PICTURE	SUMMER MOVIES	510.00	.00	01-51678-03
CARDMEMBER SERVICE	ONLINE PAYMENTS	29.00	.00	01-51678-04
B & A SCREEN PRINTING	SOFTBALL SHIRTS	24.00	.00	01-51678-05
Total RECREATION:		2,107.27	.00	
<b>AQUATIC CENTER/POOL</b>				
CARDMEMBER SERVICE	MISC SUPPLIES	275.12	.00	01-51762-00
HAWKINS INC	CHEMICALS	10.00	.00	01-51762-00
HAWKINS INC	CHEMICALS	1,177.48	.00	01-51762-00
SPEAR CORPORATION	POOL SUPPLIES	104.02	.00	01-51762-00
CARDMEMBER SERVICE	CONCESSIONS	218.90	.00	01-51765-00
SCHWAN'S HOME SERVICE	POOL CONCESSIONS	606.84	.00	01-51765-00
CARDMEMBER SERVICE	MISC SUPPLIES	333.25	.00	01-51771-01
IMCO UTILITY SUPPLY CO	POOL VALVES	295.01	.00	01-51771-01
MONTICELLO TRUE VALUE	MISC SUPPLIES	425.40	.00	01-51771-01
AMEREN IP	ELECTRIC/GAS	78.03	.00	01-51775-00
B & A SCREEN PRINTING	STAFF SHIRTS	292.00	.00	01-51778-01
B & A SCREEN PRINTING	STAFF SHIRTS	427.00	.00	01-51778-01
CARDMEMBER SERVICE	MISC SUPPLIES	69.99	.00	01-51778-01
Total AQUATIC CENTER/POOL:		4,313.04	.00	
<b>CAPITAL IMPROVEMENTS DEPT</b>				
AREA-WIDE TECHNOLOGIES	WEB HOSTING	29.99	.00	01-51880-83
Total CAPITAL IMPROVEMENTS DEPT:		29.99	.00	
Total GENERAL FUND:		71,966.33	.00	
<b>WATER WORKS</b>				
<b>WATER WORKS</b>				
CINTAS	WW UNIFORMS	52.27	.00	02-52134-00
WEX BANK	FUEL	288.74	.00	02-52161-00
BRENNTAG MID-SOUTH INC	CHLORINE	1,847.00	.00	02-52162-01
GUNTHER SALT COMPANY	SOFTENER SALT	3,609.27	.00	02-52162-02
GUNTHER SALT COMPANY	SOFTENER SALT	3,621.03	.00	02-52162-02
BRENNTAG MID-SOUTH INC	HYDRO ACID	361.50	.00	02-52162-03
WATER SOLUTIONS UNLIMITED	PHOSPHATE	1,479.86	.00	02-52162-04
MONTICELLO TRUE VALUE	MISC SUPPLIES	29.30	.00	02-52164-00
CARDMEMBER SERVICE	MISC SUPPLIES	322.50	.00	02-52171-01
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	27.75	.00	02-52171-04
IMCO UTILITY SUPPLY CO	WATER PARTS	140.00	.00	02-52171-05
IMCO UTILITY SUPPLY CO	WATER PARTS	240.00	.00	02-52171-05
WATERLY	WATERLY SUBSCRIPTION - WATER	3,650.00	.00	02-52172-04
CARDMEMBER SERVICE	SHIPPING	23.98	.00	02-52172-05
KEY LABORATORY SERVICES INC	WATER TESTING	31.90	.00	02-52172-05

Vendor Name	Description	Net Invoice Amount	Amount Paid	GL Account Number
PACE ANALYTICAL SERVICES LLC	WATER TESTING	18.00	.00	02-52172-05
PACE ANALYTICAL SERVICES LLC	WATER TESTING	100.00	.00	02-52172-05
U S A BLUE BOOK	VALVE	480.41	.00	02-52172-05
REPUBLIC SERVICES INC	REFUSE & RECYCLING PROGRAM	46,895.00	.00	02-52172-06
AMEREN IP	ELECTRIC/GAS	4,952.50	.00	02-52175-00
BADGER METER INC	CELLULAR SERVICE FOR METERS WW	272.79	.00	02-52180-03
BADGER METER INC	CELLULAR SERVICE FOR METERS WW	380.03	.00	02-52180-03
IMCO UTILITY SUPPLY CO	RAILROAD METER	3,178.99	.00	02-52180-03
Total WATER WORKS:		71,722.82	.00	
Total WATER WORKS:		71,722.82	.00	

**SANITATION**

**SANITATION**

CINTAS	WWTP UNIFORM	20.60	.00	04-54734-00
WEX BANK	FUEL	128.65	.00	04-54761-00
PROGRESSIVE CHEMICAL & LIGHTING	DYNAMO	180.51	.00	04-54764-00
U S A BLUE BOOK	LAB SUPPLIES	143.54	.00	04-54764-00
CINTAS	WWTP MATS	13.24	.00	04-54771-01
CONTINENTAL RESEARCH CORP	DOUBLE TIME	1,079.00	.00	04-54771-01
GLESCO ELECTRIC INC.	REPLACED RAYCHEM JUNCTION BOX	2,159.00	.00	04-54771-01
COE EQUIPMENT INC	STRAP LIFT	203.61	.00	04-54771-02
MARTIN EQUIPMENT OF IL	MAINT AGREEMENT	1,290.00	.00	04-54771-02
AREA-WIDE TECHNOLOGIES	MONTHLY MAINTENANCE	55.50	.00	04-54771-05
TOUCHTONE COMMUNICATIONS	LONG DISTANCE	8.86	.00	04-54773-00
AMEREN IP	ELECTRIC/GAS	7,387.19	.00	04-54775-00
MONTICELLO CITY UTILITY SERV	WATER/WWTP	10.36	.00	04-54775-00
BADGER METER INC	CELLULAR SERVICE FOR METERS WWTP	272.78	.00	04-54780-02
BADGER METER INC	CELLULAR SERVICE FOR METERS WWTP	380.03	.00	04-54780-02
GASVODA & ASSOCIATES INC	NEW MECHANICAL SEALS	5,834.20	.00	04-54780-23
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	950.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	1,900.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	950.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	950.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	950.00	.00	04-54780-29
GULLIFORD SEPTIC SERVICE	WASTE DISPOSAL	950.00	.00	04-54780-29
Total SANITATION:		35,317.07	.00	
Total SANITATION:		35,317.07	.00	

**BUSINESS DISTRICT FUND**

KAISER ABSTRACT COMPANY	BUILDING IMPROVEMENT GRANT	2,700.00	.00	12-57172-02
CARDMEMBER SERVICE	LIGHTS	273.79	.00	12-57172-05
MONTICELLO TRUE VALUE	MISC SUPPLIES	98.04	.00	12-57172-05
Total :		3,071.83	.00	
Total BUSINESS DISTRICT FUND:		3,071.83	.00	

Vendor Name	Description	Net Invoice Amount	Amount Paid	GL Account Number
<b>ARPA FUND</b>				
ALL SERVICE CONTRACTING CORP	REPLACE FILTER MEDIA	70,793.00	.00	14-57172-04
Total :		70,793.00	.00	
Total ARPA FUND:		70,793.00	.00	
Grand Totals:		252,871.05	.00	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



## **MONTICELLO CITY COUNCIL**

May 22, 2023

Mayor Stoner led the Council in the Pledge of Allegiance, and Jerry Dusenberry with the Monticello Christian Church led the Council in prayer.  
Roll Call was taken by the City Clerk.

### **ROLL CALL:**

Present: VOGT, LIVELY, DINIZ, REED, BURRIS, BROADRICK, BROCK, PEARCY

Absent: WOODHAM, KOON

Also Present: Terry Summers, City Administrator; Maura Metcalf, HR/Finance; Jim Grabarczyk, Director of Planning & Development; Callie McFarland, Director of Community Development; Chief Rob Bross, MPD

### **PUBLIC PARTICIPATION:**

Allison Wright, a 7-year resident of Monticello, was present to ask the City Council to consider amending the ordinance that governs having chickens in the city limits. Allison recently sought zoning approval to have backyard chickens, which was denied due to not meeting the distance requirements. Ms. Wright did some research, and shared a chart with the council members showing what the ordinances look like for surrounding communities. She also shared the benefits of having chickens, and addressed concerns about smell and noise. Ms. Wright proposes the ordinance be amended to 20ft from the house and 50ft from the lot line (currently is 150ft from the house and 20ft from the lot line).

Majela Harty spoke next regarding the same issue. She would like to have chickens, and measured her yard to see if this was possible. With the current ordinance it is not. She has also looked at other communities and their rules regarding having chickens. Ms. Harty would like the City Council to allow residents to have chickens in their yard, and have rules like the other communities.

There was no remote public participation.

### **CONSENT AGENDA:**

Claims Report (Claims dated May 9, 2023 through May 22, 2023)  
Meeting Minutes – City Council Meeting Minutes Closed Session, April 24, 2023; City Council Meeting Minutes, March 27, 2023; City Council Meeting Minutes, May 8, 2023  
Budget Report - April 2023  
Treasurer's Report – February 28, 2023  
Treasurer's Report – March 31, 2023

A motion was made by Alderman Burris, and seconded by Alderman Vogt, to approve the Consent Agenda items. A voice vote was taken and the motion carried with all present voting yes.

### **MAYOR'S REPORT:**

Rehearsals for the Monticello Summer Singers begin Thursday, June 8<sup>th</sup>, at 6:30pm at the Methodist Church. Mayor Stoner encouraged all who love to sing to join. Eli Field kicks off the annual RC Fest Friday, June 9<sup>th</sup> and Saturday, June 10<sup>th</sup>. Monticello Movie Nights begin Saturday, June 19<sup>th</sup> with “Minions”. Thank you to Koester Homes for sponsoring this event. The Piatt County Museum will hold their annual meeting on Sunday, June 11<sup>th</sup>, at 2:00pm at Allerton Library. Dr. John Schmale will be presenting on regimental Civil War flags. The public is invited to attend. En Pointe, a ballet and dancewear supply business will be having a ribbon cutting on Saturday, June 10<sup>th</sup> at 10:30am. Please stop in and welcome Tobey Martinez to the downtown.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**Resolution 2023-24: A Resolution of the City of Monticello Adopting Civility Pledge**

Terry Summers presented the following:

The Illinois Municipal League (IML) was founded in 1913 and is the foremost advocate at the state and federal levels for nearly 1,300 cities, villages and towns throughout Illinois. The IML has authored a civility pledge “to ensure that the communication between local elected officials and appointed officials remains open, honest and transparent in order to cultivate trust and build relationships”. The pledge reads as follows: “In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are all striving to support and improve our community and understanding that we each may have different ideas for achieving that objective”. Mayor Stoner emphasized the importance of civil discourse that is respectful to all.

A motion was made by Alderman Broadrick, and seconded by Alderman Vogt, to approve Resolution 2023-24. The motion passed 8-0.

**Resolution 2023-25: Approving the Preliminary Plan for Sage Fields Subdivision**

Jim Grabarczyk presented the following:

Steven Tenhouse of Monticello and Brent Bazan, PLS with Farnsworth Group have submitted a Preliminary Plan for the Sage Fields Subdivision per Monticello Municipal Code 152.041 located at: IN SECTION 31, TOWNSHIP 19N, RANGE 6E, LOT 2 IN JEFFERSON PARKWAY I ACCORDING TO THE PLAT THEREOF RECORDED JULY 25, 2012 IN BOOK 14, PAGE 193 AS DOCUMENT NO. 347720 IN THE PIATT COUNTY RECORDER’S OFFICE, PIATT COUTNY, ILLINOIS. PIN: 06-31-19-006-013-07. Mr. Tenhouse is requesting the following waivers from the requirements of the City of Monticello Code of Ordinances and the Manual of Practice for the Design of Public Improvements in the City of Monticello:

- A. Waiver to the requirement of public sidewalks be installed on just the West side of the proposed street.

- B. Waiver to allow a 50-foot-wide right of way (ROW) dedication from a 60-foot ROW requirement.

The developer must be in compliance with all other requirements as outlined in “A Manual of Practice for the Design of Public Improvements in the City of Monticello”. The required public noticed was published in the April 26<sup>th</sup>, 2023 edition of the Piatt County Journal Republican. The Planning and Zoning board met on May 15th, 2023 and held the required public hearing; no comments were brought from the public. The Planning and Zoning Board approved the motion.

Alderman Diniz asked for the reasoning for the sidewalk waiver request. Mr. Grabarczyk explained that because the existing wellness path is on the east side, this path will satisfy the sidewalk requirement on that side of the street.

A motion was made by Alderman Reed, seconded by Alderman Broadrick, to approve Resolution 2023-25. The motion passed 8-0.

**Ordinance 2023-26: An Ordinance Approving the Final Plat of Sage Fields Subdivision, Piatt County, IL**

Jim Grabarczyk presented the following:

Steven Tenhouse of Monticello and Brent Bazan, PLS with Farnsworth Group have submitted a Final Plat for Sage Fields Subdivision and supporting documents to City staff for review. The subdivision is south of Medical Center Drive and west of The Villas at Hollybrook within city limits located at: IN SECTION 31, TOWNSHIP 19N, RANGE 6E, LOT 2 IN JEFFERSON PARKWAY I ACCORDING TO THE PLAT THEREOF RECORDED JULY 25, 2012 IN BOOK 14, PAGE 193 AS DOCUMENT NO. 347720 IN THE PIATT COUNTY RECORDER’S OFFICE, PIATT COUTNY, ILLINOIS. PIN: 06-31-19-006-013-07.

Sage Fields subdivision must have City Council approval by way of Ordinance based on the City of Monticello Municipal Code Section 152.002 (Jurisdiction). This Subdivision also meets the definition and requirements of Chapter 152 Section 152.044 Final Plat Submission and Review Procedure of the Municipal Code. Staff has reviewed the Final Plat and associated documents. We find the Plat substantially complies with City Ordinances and requires City Council approval by way of ordinance passage Section 152.044 (D). The Council has also previously approved the Preliminary Plan and waivers by way of Resolution 2023-25.

A motion was made by Alderman Reed, and seconded by Alderman Diniz, to approve Ordinance 2023-26. The motion passed 8-0.

**Resolution 2023-27: Resolution for Approval of Conditional Use Day Care Center – Sage Fields Lot 1 Monticello**

Jim Grabarczyk presented the following:

Steven Tenhouse (Owner) is seeking a Conditional Use Permit for a “Day Care Center” under Monticello Zoning Regulations Section 153.017 Table I on a parcel *zoned IC – Planned Industrial /*

*Commercial.* The Day Care Center, its maintenance and/or operation, will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the normal and orderly development, improvement of surrounding properties. The property must receive a conditional use permit per Zoning Regulations Section 153.017 Table I in order to be allowed to operate within this zone. This use is cohesive with the nature of the business park. The required public notice was published in the April 26<sup>th</sup>, 2023 edition of the Piatt County Journal Republican, and the Planning & Zoning Board approved the Conditional Use on May 15, 2023.

Alderman Burris asked questions regarding the size of the circle drive, and how the ROW decrease will affect accessibility for buses and commercial vehicles. Mr. Grabarczyk explained that the ROW decrease will not affect the size of the drive, which meets design standards.

A motion was made by Alderman Burris, and seconded by Alderman Broadrick, to approve Resolution 2023-27. The motion passed 8-0.

### **Resolution 2023-28: A Resolution Approving a Contract for State Street Resurfacing**

Terry Summers presented the following:

This project was presented and approved by the City Council for inclusion in the FY2023 General Fund Budget. The bid tab shows the results of the three bidders as well as the average, high and low unit prices. As a cost saving measure, our public works department will be removing and replacing the curb and gutter at side street radii and installing ADA compliant sidewalks at the intersections. The construction start date is tentatively scheduled for late June or early July of this year. We will know more about the contractor's schedule upon execution of the contract. The project completion date is scheduled for the middle of August, 2023. Access to affected properties will be maintained as reasonably as possible and traffic will be reduced to one lane for a couple of weeks near the box culvert under State Street just south of Lone Beech Road.

A motion was made by Alderman Brock, and seconded by Alderman Vogt, to approve Resolution 2023-28. The motion passed 8-0.

### **Ordinance 2012-42: An Ordinance Amending Chapter 10 of Title I and Chapter 90 of Title IX of the Municipal Code of the City of Monticello – Discussion Only**

Terry Summers presented the following:

At the request of some Council members, the ordinance that regulates chickens within the corporate boundaries of the city is being discussed tonight. The original ordinance (2012-42) was provided in order to assist with the discussion. Terry Summers began the discussion by giving a brief background on the original ordinance and why we are discussing tonight. Alderman Broadrick felt we should have an ordinance like our neighboring communities, and noted that 150 feet is a lot. Mayor Stoner said chickens can be good neighbors, but is concerned about the smell/cleanliness and wonders if the stipulations addressing this in the current ordinance are enough. Callie McFarland feels most of these types of concerns can be handled with the ordinance violation process we have

in place. Discussion was had regarding enclosures, and whether to allow other fowl (as is in the current ordinance) if we change the ordinance. Alderman Vogt feels a new ordinance with the proposed changes should apply to chickens only, and that other fowl be taken out. Chief Bross assured the council members that enforcement could be handled just like other ordinance violation complaints regarding animals. The consensus of the Council is to redraw the current ordinance with new distance requirements, to allow chickens only, and to address the enclosure/structure issue more closely. This will be brought back to the next meeting.

### **Pepsin Hill Update – Discussion Only**

Callie McFarland gave an overview of the Pepsin Hill site, beginning with the demolition in 2003 and ending with the last RFP process in 2019 and the inactivity due to COVID following that process. Ms. McFarland reminded the Council that they are guided by our comprehensive plan and development of the Pepsin Hill site is part of that plan. We need people downtown, and the staff recommendation is to continue down the path of searching for that development, but more aggressively now. Alderman Broadrick remarked that this is smart development – extending this as part of downtown and dragging people that direction. Alderman Burris asked if the company that had concerns with the last proposal in 2019 have the same concerns now. Callie McFarland and Terry Summers have met with the surrounding businesses and feel that all concerns have been addressed. Alderman Vogt asked if we should proceed with another RFP, and Callie felt we should put out feelers first for what interest is there, and then possibly proceed in the fall or winter with an RFP.

### **ALDERMAN REPORTS:**

Alderman Brock commended the Public Works staff for their work on State Street thus far.

### **POLICE CHIEF’S REPORT:**

Chief Bross reports that police officer testing occurred Saturday and they have three applicants that all passed the test. Interviews will be scheduled soon. Alice training was done with Piatt County Mental Health, and MPD will be participating in a Center for Developmental Services group fun day this Saturday. Updating the firing range is in progress, and Public Works recently helped with the clean-up. Chief Bross will be meeting this week regarding planning for the 4<sup>th</sup> of July fireworks.

### **CITY ADMINISTRATOR’S REPORT:**

None

A motion was made by Alderman Vogt, and seconded by Alderman Burris, to adjourn the meeting at 8:01pm.

Respectfully Submitted by:

Jill Potts  
City Clerk





## Monthly Permit Report

5/1/2023 - 5/31/2023

Permit #	Permit Date	Applicant Name	Parcel Address	Permit Type	Description/Comments	Project Cost	Total Fees
<b>Group: Building Permit Addition/Remodel</b>							
2023059	5/31/2023	Julia Maher	412 S CHARTER	Building Permit Addition/Remodel	Replace existing 296 s.f. western addition. Adding 160 s.f. addition to the North.	0	\$50.00
2023051	5/5/2023	Jackson Property Development, LLC	200 W Washington	Building Permit Addition/Remodel	New Stair case addition to 200 - 206 W. Washington.	20,000	\$500.00
2023049	5/2/2023	Brett Baker	913 HILLSIDE DR	Building Permit Addition/Remodel	12' x 12' Room Addition.	4,000	\$50.00
							<b>\$600.00</b>

**Group Total: 3**

### Group: Building Permit Detached Garage

2023058	5/30/2023	Jeff Ensign	804 W BOND	Building Permit Detached Garage	New 480 s.f. Detached Garage.	35,000	\$50.00
							<b>\$50.00</b>

**Group Total: 1**

### Group: Deck/Patio Permit

2023050	5/4/2023	Randy Rose	1337 DICKENS CT	Deck/Patio Permit	12 x 16 covered porch.	13,000	\$50.00
							<b>\$50.00</b>

**Group Total: 1**

### Group: Fence Permit

2023057	5/26/2023	Shane Benson	700 EDWARDS	Fence Permit	105 L.F. of 6' Solid Cedar Privacy Fence.	5,965	\$50.00
2023055	5/16/2023	Nick Nilson	43 Lodge Trail	Fence Permit	183 L.F. of 4ft Backyard Fence.	7,988	\$50.00
2023054	5/15/2023	Charles & Britni Jones	904 S MARKET	Fence Permit	6ft Sideyard Fence.	1,800	\$50.00
2023052	5/9/2023	Jason & Caitlin McClain	112 W CENTER	Fence Permit	6ft Sideyard Fence.	8,000	\$50.00
							<b>\$200.00</b>

**Group Total: 4**

### Group: Right-of-Way Permit

2023056	5/19/2023	Jansen Cable Construction, Inc.		Right-of-Way Permit	Boring U.G. Fiber Optic Cable in Sage Woods Subdivision.	0	
2023053	5/10/2023	Lyle Morrison	528 W MAIN	Right-of-Way Permit	Driveway removal and replacement.	10,000	
2023048	5/2/2023	Absent State Productions	121 N STATE	Right-of-Way Permit	Music Performance in the Municipal Parking Lot at the corner of Livingston and Independence.	0	

							<b>Group Total: 3</b>
						<b>\$900.00</b>	

**Total Records: 12**

**5/31/2023**

**Page: 1 of 1**



**CITY OF MONTICELLO  
FIRE DEPARTMENT REPORT**

Month: May 2023

P = Present; E = Excused; A = Absent; W = Work; V = Vacation

Chief J. Rupkey	<u>P</u>	<u>P</u>	<u>P</u>	Rob Prather	<u>W</u>	<u>W</u>	<u>P</u>
Asst Chief Tim Clifton	<u>P</u>	<u>P</u>	<u>P</u>	Patrick. Pelz	<u>P</u>	<u>P</u>	<u>P</u>
Cpt. Adam Kownacki	<u>P</u>	<u>P</u>	<u>W</u>	Julia Norris	<u>P</u>	<u>P</u>	<u>E</u>
Capt. Cole Hunt	<u>P</u>	<u>P</u>	<u>P</u>	Austin. Wiggins	<u>P</u>	<u>E</u>	<u>E</u>
Lt Michael Barnes	<u>E</u>	<u>P</u>	<u>E</u>	Amanda Weiss	<u>P</u>	<u>P</u>	<u>E</u>
Lt. Dan Sheehan	<u>P</u>	<u>P</u>	<u>E</u>	Cole Smith	<u>P</u>	<u>P</u>	<u>P</u>
Lt. Dennis Sebens	<u>E</u>	<u>P</u>	<u>P</u>	Liam Burke	<u>E</u>	<u>P</u>	<u>P</u>
Nick Andruczyk	<u>E</u>	<u>E</u>	<u>A</u>	Casey Wooten	<u>Military</u>	<u>Military</u>	<u>Military</u>
Colton Williams	<u>E</u>	<u>P</u>	<u>P</u>	Ryan Kohler	<u>_____</u>	<u>P</u>	<u>P</u>
Caleb Skinner	<u>P</u>	<u>P</u>	<u>P</u>				

**Training and Activities:**

<b>Week 1 -</b>		Hose deployment and hydrant training				
	Trainer	Cleaned up at Training grounds	Training Hours:	2	Officer's Training Hours:	2
<b>Week 2 -</b>		Live burn training at training grounds				
	Trainer		Training Hours:	4	Officer's Training Hours:	
<b>Week 3 -</b>		Tactical EMS Operations				
	Trainer	Carle EMS	Training Hours:	2	Officer's Training Hours:	
<b>Misc.</b>	May 3	Present for "Touch a Truck" at MHS for 2nd graders				
	May 4	Filled water tanks at Eli field - 1800 gal				
	May 5	Provide manpower for Kirby Derby route security and medical coverage				
	May 26-27	Filled water tanks at Eli field - 2000 gal RC Fest				
	May 30	Attend Piatt County FF association meeting				

**2023**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Medical Calls:	30	23	33	22	28								136
Fire Alarm	3	7	2	0	5								17
Lift Assist	1	2	0	3	6								12
Electrical Wire	1	2	4	0	0								7
Smoke Scare/Alarm	0	1	2	2	2								7
Mutual Aid	0	3	1	0	2								6
Vehicle Accident	0	1	0	2	2								5
Brush Fire	0	0	1	2	2								5
Spill/Leak	2	1	0	0	0								3
CO Detector	0	2	1	0	0								3
Rescue/Recovery	1	1	0	0	0								2
Vehicle Fire	0	0	0	0	2								2
Appliance Fire	1	0	0	0	0								1
Structure Fire	0	0	0	0	0								0
Weather Spotting	0	0	0	0	0								0
<b>Total</b>	39	43	44	31	49	0	0	0	0	0	0	0	206

**TRUCK RUNS:**

Rescue 1	30	28	27	25	20								130
Engine 1	1	2	1	1	1								6
Engine 3	6	8	9	2	10								35
Squad 1	2	5	9	0	17								33

Water used(Gal.)	0	0	0	0	1400	0	0	0	0	0	0	0	1400
------------------	---	---	---	---	------	---	---	---	---	---	---	---	------

**Call Summary:**

Monticello Police Department Monthly Report For  
May

To: Honorable Mayor Larry Stoner and City Council Members

From: Chief Rob Bross

Date: June 2, 2023

	2021	2022	2023
Criminal Offenses:	19	24	71
Follow-up Investigations:	1	3	23
911 Calls:	10	20	43
Written Warnings:	0	1	8
Verbal Warnings:	2	27	16
Traffic Tickets:	1	28	8
Public Service Details:	10	22	30
Assisted Other Law Enforcement:	0	0	3
Accident Reports:	3	5	9
Fire Department Assist:	2	3	7
Ambulance Assist:	3	8	13
Downtown Foot Patrols:	50	42	20
Vacation Checks:	126	50	60
Ordinance Violations:	8	46	47

Tall Grass - 26

Junk - 6

No House #'s - 2

Inoperable Vehicle - 5

Parking on grass - 7

No Fence around Pool - 1

Police Department Information for the Month of May 2023

Respectfully Submitted,



Rob Bross  
Chief of Police

Treasurer's Report  
City of Monticello  
April 30, 2023

Fund Name	Cash	Investments	Fund Balance	Receipts	Disbursements	Cash	Investments	Fund Balance
	3/31/23	3/31/23	3/31/23	April	April	4/30/23	4/30/23	4/30/23
General	8,688,641.17	1,098,873.84	9,787,515.01	839,250.16	704,376.89	8,819,297.08	1,103,091.20	9,922,388.28
Water Works	166,592.67	28,646.77	195,239.44	247,824.85	185,301.88	229,005.70	28,756.71	257,762.41
Water Escrow	15,498.68	16,560.62	32,059.30	513.56	350.00	15,598.68	16,624.18	32,222.86
Sanitation	1,039,572.53	449,528.59	1,489,101.12	129,173.46	437,016.95	730,003.80	451,253.83	1,181,257.63
Motor Fuel Tax	70,660.61	4,233,744.62	4,304,405.23	19,420.81	1,655.00	88,032.41	4,234,138.63	4,322,171.04
Working Cash	571,738.66	377,293.71	949,032.37	1,378.64	0.00	571,782.52	378,628.49	950,411.01
TIF II	1,173,658.80	162,844.55	1,336,503.35	714.73	15,471.45	1,158,277.10	163,469.53	1,321,746.63
Water Tower Project	0.00	0	0.00	0.00	0.00	0.00	0	0.00
Total TIF II Fund	1,173,658.80	162,844.55	1,336,503.35	714.73	15,471.45	1,158,277.10	163,469.53	1,321,746.63
Payroll & Payables	48,082.60	0	48,082.60	975,486.15	1,026,045.81	-2,477.06	0	-2,477.06
Pool Construction	0	142,021.99	142,021.99	10.90	0.00	0	142,032.89	142,032.89
Business District	669,911.53	0.00	669,911.53	109.86	11,938.50	658,082.89	0.00	658,082.89
Totals	12,444,357.25	6,509,514.69	18,953,871.94	2,213,883.12	2,382,156.48	12,267,603.12	6,517,995.46	18,785,598.58

**CITY OF MONTICELLO**

**INVESTMENTS**

April 30, 2023

FUND	FINANCIAL INSTITUTION	TYPE	INT RATE	MATURITY DATE	EOM VALUATION
GEN	First State Bank	IMA 2304	VARIABLE		\$513,330.22
	<i>Restricted Use-Roadway &amp; Capital Expenditures</i>				
*GEN	First State Bank	IMA 2305	VARIABLE		\$456,638.44
*GEN	First State Bank	IMA 2306	VARIABLE		\$133,122.54
*GEN	CAP Improvement-Escrow	MMDA 9777855	VARIABLE		\$0.00
<b>TOTAL GENERAL FUND</b>					<b>\$1,103,091.20</b>
WW	FIRST STATE BANK	IMA 2307	VARIABLE		\$28,756.71
	<i>Escrow Acct - Capital Improvements</i>				
	FIRST STATE BANK	MM Acct #8010189	0.10%		\$0.00
<b>TOTAL WATER WORKS FUND</b>					<b>\$28,756.71</b>
WE	FIRST STATE BANK	IMA 2308	0.15%	5/7/2016	\$16,624.18
<b>TOTAL WATER ESCROW FUND</b>					<b>\$16,624.18</b>
SAN	First State Bank	IMA 2311	VARIABLE		\$16,966.17
	<i>Restricted Use-Sanitary Sewer Capital Expenditures</i>				
*SAN	First State Bank	IMA 2309	VARIABLE		\$434,287.66
	FIRST MID-ILLINOIS	MMDA 90835090	VARIABLE		
<b>TOTAL SANITATION FUND</b>					<b>\$451,253.83</b>
MFT	FIRST MID-ILLINOIS	IMA	VARIABLE		\$4,234,138.63
WC	FIRST STATE BANK	MMDA 801-013-8	VARIABLE		\$29,801.23
	<i>Restricted Use-Working Cash &amp; Water Capital Expenditures</i>				
*WC	FIRST STATE BANK	IMA 2303	0.80%	8/11/2017	\$348,827.26
<b>TOTAL WORKING CASH FUND</b>					<b>\$378,628.49</b>
TIF II	FIRST STATE BANK	IMA 2310	VARIABLE		\$163,469.53
	<i>Restricted Use-Water Tower Bond Receipts/Payment</i>				
TIF II	FIRST STATE BANK	BOND PRIN	VARIABLE		
<b>TOTAL TIF FUND</b>					<b>\$163,469.53</b>
POOL	FIRST STATE BANK	DEBT SVC	VARIABLE		\$28,004.19
POOL	FIRST STATE BANK	BOND PRIN	VARIABLE		\$114,028.70
<b>TOTAL POOL CONSTRUCTION FUND</b>					<b>\$142,032.89</b>
<b>CITY OF MONTICELLO INVESTMENTS - Unrestricted</b>					<b>\$5,145,119.56</b>
<b>CITY OF MONTICELLO INVESTMENTS - Restricted</b>					<b>\$1,372,875.90</b>
<b>TOTAL CITY OF MONTICELLO INVESTMENTS</b>					<b>\$6,517,995.46</b>
<b>TOTAL INV BY INSTITUTION</b>					
FIRST MID-ILLINOIS					\$4,234,138.63
FIRST STATE BANK					\$2,283,856.83
					<b>\$6,517,995.46</b>



**CITY COUNCIL  
MEETING  
MEMORANDUM**

<b>ITEM:</b> Ordinance No. 2023-29: An Ordinance Amending Chapter 90 of Title IX of the Municipal Code of the City of Monticello Regarding Hens	<b>DEPARTMENT:</b> City Administration
<b>AGENDA SECTION:</b> New Business	<b>SUBMITTED BY:</b> Jim Grabarczyk, Director of Planning and Development
<b>ATTACHMENTS:</b> (X) ORDINANCE ( ) RESOLUTION ( ) OTHER SUPPORTING DOCUMENTS	<b>DATE:</b> June 7 <sup>th</sup> , 2023

**BACKGROUND:**

At the May 22<sup>nd</sup>, 2023 regular City Council Meeting, the Council expressed a desire to amend Chapter 90 of its Code of Ordinances regarding the keeping of animals within the corporate limits of the city, specifically “Hens”.

Staff reviewed several surrounding local government codes relating to the keeping of hens within their respective jurisdiction. We drafted the attached revision to our code of ordinances and had our attorney review the revisions and it is presented here for your consideration.

Up to six hens may be housed according to the prescribed regulations. No other domestic fowl will be allowed. Hens running at large will not be allowed and must remain in their coop during non-daylight hours. Hens will be allowed to exercise, with supervision, outside of their coop or run providing that the property has a six-foot-tall fence. The coop and run must be located in the rear yard and twenty-five feet from any neighboring dwelling. Coops will be considered accessory structures and thus must meet all of the provisions for accessory structures including permitting and inspection. Non-compliance with any of these regulations may result in permit revocation, future permit denial, or considered nuisance violations.

**RECOMMENDED ACTION:**

It is recommended that the City Council discuss and approve or disapprove Ordinance 2023-29 as presented at your regularly scheduled meeting to be held on June 12<sup>th</sup>, 2023.

CITY OF MONTICELLO  
PIATT COUNTY, ILLINOIS

---

ORDINANCE NO. 2023-29

AN ORDINANCE AMENDING CHAPTER 90 OF TITLE IX OF THE  
MUNICIPAL CODE OF THE CITY OF MONTICELLO REGARDING HENS

---

ADOPTED BY THE  
CITY COUNCIL  
CITY OF MONTICELLO  
THIS 12<sup>TH</sup> DAY OF JUNE, 2023

---

Published in pamphlet form by authority of the City Council of the City of Monticello, Piatt County, Illinois, this 13th day of June, 2023.

**CITY OF MONTICELLO  
PIATT COUNTY, ILLINOIS**

**ORDINANCE NO. 2023 - 29**

**AN ORDINANCE AMENDING CHAPTER 90 OF TITLE IX OF THE  
MUNICIPAL CODE OF THE CITY OF MONTICELLO REGARDING HENS**

**WHEREAS**, the City of Monticello (“City”) is an Illinois non-home rule municipality organized and operating under the Illinois Municipal Code (the “Code”); and

**WHEREAS**, the City has the general authority to prohibit animals from running at large, and may regulate and control dogs, cats, and other animals, 510 ILCS 5/24; and

**WHEREAS**, the City may define, prevent, and abate nuisances, 65 ILCS 5/11-60-2, including the keeping of diseased animals (*Durand vs Dyson*, 271 Ill. 382, 389 (1915)); and

**WHEREAS**, the City may do all acts and make all regulations which may be necessary or expedient for the promotion of health or the suppression of diseases, 65 ILCS 5/11-20-5, 510 ILCS 5/14; and

**WHEREAS**, the City may prohibit cruelty to animals, 65 ILCS 5/11-5-6; and

**WHEREAS**, the City has reviewed and expressed a desire to update Chapter 90 of its Code of Ordinances regarding the keeping of animals within the corporate limits of the City.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Monticello, Piatt County, Illinois, as follows:

Section 1. RECITALS. The foregoing recitals are incorporated as though fully set forth herein.

Section 2. SECTION AMENDED. Section 90.01 of Chapter 90 of Title IX of the City of Monticello Code of Ordinances, titled “DEFINITIONS,” is hereby amended to add the following definitions in the proper alphabetical order as follows (additions in **bold and underline**, deletions in ~~**bold and strikeout**~~):

**§ 90.01 DEFINITIONS.**

**COOP. A small building for housing poultry.**

**HEN. An adult female chicken (Gallus Domesticus of the Phasianidae family) are domestic birds that cannot fly.**

**ZONING ADMINISTRATOR. The City of Monticello Building and Zoning Administrator or his/her designee.**

**RUN. A chicken run is a fenced-off area where chickens can roam.**

Section 3. CHAPTER AMENDED. Chapter 90 of Title IX of the City of Monticello Code of Ordinances, titled “ANIMALS,” is hereby amended as follows (additions in bold and underline, deletions in ~~**bold and strikeout**~~):

[...]

**§ 90.02 ~~RUNNING AT LARGE~~ NUISANCE DECLARED**

**(A)** It shall be unlawful, and hereby declared to be a nuisance, for any animal to run or go at large at any time within the city, and any person being the owner of the animals running at large shall be in violation of this chapter.

**(B)** **It is unlawful, and hereby declared to be a nuisance, for any person to keep any rooster, duck, pigeon, goose or other domestic fowl, peacock, fox, swine, pig, sheep, goat, cattle, horse, mule, or pony on any premises owned, occupied, or controlled by him or her in the city; except that the lawful keeping of hens in accordance with this Chapter 90 shall not be declared a nuisance.**

**§ 90.03 HOUSING**

**(A)** ~~All coops, hutches, and enclosures in which any animals are kept must be kept in a sanitary manner and be regularly cleaned in order to prevent any accumulation of dirt, manure, or offal. No person shall~~



raise, harbor, or keep hens within the city unless a permit has been issued by the Zoning Administrator as set forth in this section.

- (B) ~~It is unlawful, and hereby declared to be a nuisance, for any person to keep any rooster, peacock, fox, swine, pig, sheep, goat, cattle, horse, mule, or pony on any premises owned, occupied, or controlled by him or her in the city. All nonconforming animals shall be removed or made conforming to the requirements of this division (B) on or before May 1, 2013. The number of hens allowed shall be a maximum of six hens per property.~~
- (C) ~~It is unlawful, and hereby declared to be a nuisance, for any person to keep on any premises owned, occupied, or controlled by him or her in the city any hens, ducks, pigeons, geese or other domestic fowl, unless:~~
- ~~(1) The number of fowls does not exceed 6;~~
  - ~~(2) The fowls are kept in an enclosure, no part of which is:
    - ~~(a) Within 150 feet of any occupied residence, other than that of the owner, as measured from the nearest corner of the occupied residence to the nearest corner of the enclosure; or~~
    - ~~(b) Within 20 feet of any adjacent property, other than that of the owner, as measured from any property boundary to the nearest corner of the enclosure; and~~~~
  - ~~(3) On or before May 1 of each year the person:
    - ~~(a) Registers with the City Clerk, on forms prepared and supplied by the City Clerk; and~~
    - ~~(b) Files a certificate of inspection with the City Clerk, demonstrating the Building and Zoning Administrator has completed an inspection of the premises, under § 153.070 of this code of ordinances, within 12 months of the date of filing. There is no fee for inspections under this division (C)(3).~~~~

Permits will only be granted to persons who reside on parcels with the following zoning designations: Single Family Residential (RE-1), Urban Residential (RD), and Suburban Residential (RS) as defined in § 153.015, Designation of Districts.

- (D) ~~All nonconforming animals must be removed or made conforming to the requirements of division (C) above on or before May 1, 2013; except owners that obtain a nonconforming animal certificate from the City Clerk, as provided under division (E) below. Permittees must provide the following care for hens:~~
- ~~(1) No hen shall be permitted to run at large. Hens shall be kept in a designated coop or run during daylight hours, or in a coop during non-daylight hours. Hens may be allowed to exercise in a rear yard with a six-foot fence with supervision.~~

- (a) If the coop and run are not within a fenced yard, hens must be kept within the coop and run at all times.
- (b) Fences must meet the standards outlined in § 153.038, Fences.
- (c) Feed must be stored in a fully enclosed, rodent-proof container.

(E) ~~An owner may obtain a nonconforming animal certificate by making application on forms prepared and supplied by the City Clerk on or before May 1 of each year, and providing a sworn statement that:~~

- ~~(1) The owner owned the fowls on or before September 1, 2012;~~
- ~~(2) The fowls are kept in an enclosure, no part of which is within 75 feet of any occupied residence, other than that of the owner, as measured from the nearest corner of the occupied residence to the nearest corner of the enclosure; and~~
- ~~(3) The owner is in compliance with the remaining provisions of division (C) of this section.~~

Hens must be kept in chicken coops and runs, in accordance with the following provisions:

- (1) The chicken coop and/or run shall be located in the rear yard of the residential structure, but not the side or front yards as defined in § 153.019 Lot Area, Yard and Bulk regulations.
- (2) The chicken coop and run shall meet all minimum setback requirements from the property and be located 25 feet from any neighboring dwelling.
- (3) The coop must be built to provide ventilation, shade, protection from precipitation and cold weather, and security from predators, wild birds, and rodents.
- (4) Openings in windows and doors must be covered by wire mesh or screens to deter predators.
- (5) Access doors must be sized and placed for ease of cleaning.
- (6) The enclosed run must be attached to the coop or must surround the coop. The sides of the run must be made of fencing or wire mesh that discourages predators.
- (7) The run must be enclosed on all sides, including the top or roof plane.
- (8) The coop shall provide a minimum of four square feet of floor area per hen. The run shall provide a minimum of eight square feet of floor area per hen.
- (9) Coops are considered an ‘accessory structure’ as defined in § 153.020 Accessory Buildings, Structures and Uses, and must meet all standards outlined therein.
- (10) Coops require a building permit.
- (11) The coops, run, and enclosures in which any hens are kept must be kept in a sanitary manner and be regularly cleaned in order to prevent any accumulation of dirt, manure, or offal.

They shall be kept in a clean, dry, and sanitary condition at all times. Manure, uneaten and discarded feed, feathers, and other waste must be removed regularly and at a minimum of once per week.

- (12) Odors from hens, manure, or related substances shall not be detectable from property lines.
- (13) Manure must be stored and disposed of properly. Manure may be composted. All manure not composted must be removed from property regularly and at a minimum of once per week.
- (14) Hens, coops, and runs not maintained according to this section shall be deemed a public nuisance.

(F) ~~A noneonforming animal certificate cannot be transferred or expanded beyond the existing animals, owner, or subject property. All noneonforming animal certificates will expire, and the owner must comply with all requirements of division (C) of this section, upon:~~

- ~~(1) Making a false statement on a noneonforming animal certificate application under division (E) of this section;~~
- ~~(2) Any violation of this Chapter 90; or~~
- ~~(3) May 1, 2023.~~

Obtaining a Permit from the City of Monticello. No person shall maintain a coop and run without first obtaining a permit.

- (1) Permits shall be issued when:
  - (a) The applicant files a complete application to obtain or renew a permit with the Zoning Administrator, on forms prescribed by the city and supplied by the Zoning Administrator; and
  - (b) The applicant receives a certificate of inspection from the Zoning Administrator demonstrating compliance with this Chapter.
- (2) If the applicant is a tenant of the property on which the hens are to be kept, then the owner of the property must be a joint applicant and shall be a joint permittee equally responsible for compliance with all laws and regulations.
- (3) Initial applications must be accompanied by a \$25.00 application fee. There is no fee for renewal applications.

(G) The City may deny a permit to or revoke a permit for any person who:

- (1) made false statements on any application or other information or report required by this § 90.03.
- (2) owes a debt to the City;
- (3) has, in the last five (5) years prior to application for a permit under this section been convicted, pled guilty, or found liable for any violation of Section 90 (Animals), Section 93 (Health

and Sanitation Nuisances) or Section 153 (Zoning Regulations); or

**(4) does not meet the requirements of this § 90.03.**

**(H) All permits issued pursuant to this section shall be valid for one year from the date of issuance. Permits may be automatically renewed if the permittee has been in compliance during the previous year. If the permittee is found to be in violation of the standards outlined in § 90.03, the permit may be revoked and may not be renewed at the end of the permit term. A new permit will only be issued to a person with a revoked or non-renewed permit after a new application and inspection under § 90.03(F).**

**(I) If the permittee is found to be in violation of the Illinois Criminal Code prohibition Cruelty to Animals, 510 ILCS 70/3, et seq., or § 90.03(A) of the City Code, the permit will be immediately and permanently revoked.**

**(J) Only one permit will be issued per zoning lot. A zoning lot consisting of multiple platted lots shall be considered one lot.**

**(K) Permits are not transferrable to any other person or property.**

[...]

§ 90.08 IMPOUNDING.

**(A) An animal is hereby declared to be a nuisance, and may be taken up and impounded:**

- (1) That is unlawfully running at large or is otherwise declared to be a nuisance by Section 90.02 or 90.03 of this Chapter;**
- (2) Which may in any manner unduly disturb the quiet of any person or neighborhood within the city;**
- (3) Which bites any person or injures any person so as to cause an abrasion of the skin; or**
- (4) That is a dog that commits acts or behaves in a manner within the definition of a “dangerous dog” and/or a “vicious dog”, as defined by the Illinois Animal Control Act, ILCS Ch. 510, Act 5, §§ 1 et seq.**

[...]

Section 4. SEVERABILITY. This Ordinance and every provision thereof shall be considered severable and the invalidity of any section clause, paragraph, sentence or provision of this Ordinance will not affect the validity of any other portion of this Ordinance.

Section 5. SUPERSEDER. All ordinances, resolutions, motions, or orders in conflict herewith shall be, and the same hereby are, repealed to the extent of such conflict.

Section 6. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage and approval as provided by law.

Passed by the City Council of the City of Monticello, Piatt County, this 12<sup>th</sup> day of June, 2023, by the following roll-call vote:

AYES:

NAYS:

ABSENT:

---

Jill Potts, City Clerk  
City of Monticello, Piatt County, Illinois

Approved by the Mayor of the City of Monticello this 12<sup>th</sup> day of June, 2023.

---

Larry Stoner, Mayor

ATTEST:

---

Jill Potts, City Clerk

City of Monticello, Piatt County, Illinois



# CITY COUNCIL MEETING MEMORANDUM

<b>ITEM:</b> Ordinance 2023-30: Approving an Amendment to the City of Monticello Alcoholic Liquor Ordinance	<b>DEPARTMENT:</b> City Administration
<b>AGENDA SECTION:</b> New Business	<b>SUBMITTED BY:</b> Callie Jo McFarland, Community Development Director
<b>ATTACHMENTS:</b> (X) ORDINANCE ( ) OTHER SUPPORTING DOCUMENTS	<b>DATE:</b> June 7, 2023

**BACKGROUND:**

From time to time, City Staff reviews the liquor ordinance, and reduces the number of any class of licenses with open licenses, as recommended by the legal counsel. Currently there is one open Class B liquor license (consumption on site, not in package), and one Class H liquor license (consumption in an outdoor parklet/public sidewalk) that were not renewed. Because these licenses are considered “available”, the recommended procedure is to reduce the number of available licenses so none are available.

As in the past, any entity interested in operating a business that would require a liquor license would petition the Council for creation of an additional license in the appropriate class. This allows the council the oversight to determine the issuance of a liquor license based upon the type of business and location.

**RECOMMENDED ACTION:**

It is recommended that the City Council approve Ordinance 2023-30.

CITY OF MONTICELLO  
PIATT COUNTY, ILLINOIS

---

ORDINANCE 2023- 30  
“AN ORDINANCE AMENDING  
TITLE XI, CHAPTER 111 OF THE MONTICELLO CITY CODE  
OF ORDINANCES CONCERNING CLASS B AND CLASS H LIQUOR LICENSES”

---

ADOPTED BY THE  
CITY COUNCIL  
CITY OF MONTICELLO  
THIS 12<sup>TH</sup> DAY OF JUNE, 2023

---

Published in pamphlet form by authority of the City Council of the City of Monticello,  
Piatt County, Illinois, this 13<sup>th</sup> day of June, 2023.

**CITY OF MONTICELLO  
PIATT COUNTY, ILLINOIS**

**ORDINANCE 2023-30**

**AN ORDINANCE AMENDING TITLE XI, CHAPTER 111 OF THE  
MONTICELLO CITY CODE OF ORDINANCES CONCERNING CLASS B AND  
CLASS H LIQUOR LICENSES**

WHEREAS, the City of Monticello, County of Piatt, State of Illinois has had the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and to protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Illinois Liquor Control Act of 1934 (235 ILCD 5/4-1, *et seq.*) authorizes the City Council to determine the number, kind, and classification of liquor licenses available in the City; and

WHEREAS, the City Code of Ordinances currently provides for up to 7 Class B and 7 Class H liquor licenses; and

WHEREAS, a previous licensee did not renew their liquor license for the current fiscal year; and

WHEREAS, the City wishes to decrease the number of Class B liquor licenses from 7 to 6, as there is an open license; and

WHEREAS, the City also wishes to decrease the number of Class H liquor licenses from 7 to 6.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MONTICELLO, PIATT COUNTY, ILLINOIS, AS FOLLOWS:



SECTION ONE: The facts and statements contained in the preambles of this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION TWO: The City Code of Ordinances, Title XI, Chapter 111, *ALCOHOL*: Section 111.031, Paragraph (B) is hereby amended as follows (additions underlined and deletions noted with ~~striketrough~~ text):

**§ 111.031 CLASSES OF LICENSE.**

The Local Liquor Control Commissioner shall issue no class of license or permit other than the following:

[ . . . ]

(B) *Class B License.* A Class B license shall permit the licensee to sell at retail any and all alcoholic liquor by the drink, and not in package, for consumption only on the premises where it is sold. A Class B licensee may not sell any alcoholic liquor in package or for consumption off the premises of the licensee. Not more than ~~7~~ 6 such licenses may be issued.

[ . . . ]

(I) *Class H License.*

(1) A Class H license may be issued to the holder of a Class A, B, C, or J license, as defined in this chapter. A Class H license holder may sell alcoholic liquor at retail by the drink, and not in package, for consumption only, upon the sidewalk immediately adjacent to the establishment holding the license and not extending to areas abutting the

neighboring property (hereinafter “license area”), except as provided in §111.031 (I) (3) only to patrons, seated at tables provided by the licensee. Not more than ~~7~~ 6 such licenses shall be issued.

SECTION THREE: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION FOUR: All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: **Effective Date.** That this Ordinance shall be effective forthwith upon its passage and its approval. A copy hereof shall be published in pamphlet form by the City Clerk.

Passed by the City Council of the City of Monticello, Piatt County, this 12<sup>th</sup> day of June, 2023, by the following roll-call vote:

AYES:

NAYS:

ABSENT:

---

Jill Potts, City Clerk  
City of Monticello, Piatt County, Illinois

Approved by the City of Monticello this 12<sup>th</sup> day of June, 2023

---

Larry Stoner, Mayor

I, Jill Potts, City Clerk of the City of Monticello, Piatt County, Illinois, do hereby certify that the foregoing and attached ORDINANCE 2023-30, AN ORDINANCE CONCERNING LIQUOR LICENSES is a true and correct copy of said Ordinance duly adopted and enacted by the City Council of Monticello, Illinois, at its regular meeting on the 12<sup>th</sup> day of June, 2023, by the following roll-call vote: ayes: ; nays: ; absent: ; and that the same was published by publication in pamphlet form on the 13<sup>th</sup> day of June, 2023.

---

Jill Potts, City Clerk  
City of Monticello, Piatt County, Illinois

CITY OF MONTICELLO  
PIATT COUNTY, ILLINOIS

---

RESOLUTION 2023-31  
“A RESOLUTION RELEASING CERTAIN CLOSED MEETING MINUTES”

---

ADOPTED BY THE  
CITY COUNCIL  
CITY OF MONTICELLO  
THIS 12<sup>th</sup> DAY OF JUNE, 2023

---

Published in pamphlet form by authority of the City Council of the City of Monticello, Piatt County, Illinois, this 13<sup>th</sup> day of June, 2023.

**CITY OF MONTICELLO**  
**PIATT COUNTY, ILLINOIS**  
**RESOLUTION NO. 2023-31**

**“A RESOLUTION RELEASING CERTAIN CLOSED MEETING MINUTES”**

Be it resolved by the City Council of the City of Monticello, Piatt County, Illinois, as follows:

1. That the City Council, having met to review minutes of closed meetings of the Council, approves the minutes of the following closed meetings, determines that it is no longer necessary to keep the minutes of said closed meetings confidential to protect the public interest or the privacy of an individual and hereby makes said minutes available for public inspection, to-wit:
  
2. That the City Council further confirms that either it has not had an opportunity to review its other closed meeting minutes or the need for confidentiality still exists as to all or part of those minutes.
  
3. That the City Clerk is authorized and directed to destroy the verbatim recording of each of the closed meetings listed in paragraph 1 above, provided such meeting occurred at least eighteen (18) months prior to the date of this Resolution. All other verbatim records of closed meetings shall be retained.
  
4. That this Resolution shall be in full force and effect forthwith after its passage and approval, and that the City Clerk is directed to publish a copy of this Resolution in pamphlet form.

Passed this 12<sup>th</sup> day of June, 2023 by the following roll call vote.

AYES:

NAYS:

ABSENT:

---

Jill Potts, City Clerk  
City of Monticello, Piatt County, Illinois

Approved by the Mayor of the City of Monticello, Piatt County, Illinois, this 12<sup>th</sup> day of June, 2023.

---

Larry Stoner, Mayor  
City of Monticello, Piatt County, Illinois

ATTEST:

---

Jill Potts, City Clerk  
City of Monticello, Piatt County, Illinois

**CERTIFICATE**

I, Jill Potts, City Clerk of the City of Monticello, Piatt County, Illinois, do hereby certify that the foregoing and attached “A RESOLUTION RELEASING CERTAIN CLOSED MEETING MINUTES” is a true and correct copy of said Resolution duly passed and enacted by the City Council at its City Council meeting on the 12<sup>th</sup> day of June, 2023, by the following roll-call vote: ayes , nays , absent .

Dated this 12<sup>th</sup> day of June, 2023.

---

Jill Potts, City Clerk  
City of Monticello,  
Piatt County, Illinois