



City Council Meeting Minutes
Monday, April 7, 2025 at 6:30 p.m.
Five Points Banquet Room - 360 N. Wilmor Road, Washington, Illinois

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

Roll Call *Present:* Alderpersons Adams, Brownfield, Butler, Martin, McIntyre, Stevens
Absent: Alderperson Blundy

Also Present Finance Director Joanie Baxter, Planning and Development Director Jon Oliphant, City Engineer Carr, Public Works Director Brian Rittenhouse, Police Chief Mike McCoy, City Clerk Valeri Brod, City Treasurer Carol Crocker, City Attorney Derek Schryer and Press

Pledge of Allegiance All stood for a moment of silence in recognition of the passing of two members of the Parrot family while enroute to a high school softball tournament. The Pledge of Allegiance led by Mayor Manier immediately followed.

Alderperson Smith joined Council.

Presentations Mayor Manier read a proclamation proclaiming April 25, 2025 as Arbor Day.
Arbor Day Alderperson Stevens motioned to accept the proclamation; Alderperson Martin seconded.
Proclamation 7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.

Audience Comments None provided.

Agenda None provided.
Deletions/Additions

Consent Agenda Mayor Manier presented the Consent Agenda for approval of the following items:
A. Approve March 17, 2025 Regular City Council Meeting Minutes
B. Approve Payment Authorization for WTP1 Chlorination Upgrade Pay Request #6
C. Approve Payment Authorization for Accounting Software Maintenance & Annual Fees - Tyler Technologies
D. Approve Payment Authorization for Evidence Building Pay Request #1
Alderperson Adams motioned to approve the consent agenda; Alderperson Smith seconded.
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.

Mayoral Communication None provided.

City Administrator Communication Alderperson Smith asked for an update on the Candlewood Bridge. City Engineer Carr shared that it is going out for bid soon and will hopefully begin early summer.
Council Report

CMT Water Rate Study The City contracted CMT to do a capital improvement plan for the water system. They provided several projects at a Committee of the Whole meeting where they were discussed and prioritized. They received direction to move forward with Raftelis to do a water rate study. The IEPA has suggested that this be done. Abbey Muller and Scott DeSplinter, from CMT were here to share additional information. Ms. Muller shared that they evaluated, developed recommended improvements, and prioritized the list. A final report will be provided to the IEPA to begin the loan approval process. They estimate construction will begin in 2026, the BUS24 Watermain will occur in 2029 and multiple projects will be done on a yearly basis. Mr. DeSplinter added that they looked at the financial plan to see what revenue is needed. They are reviewing years 2025 – 2032. They are projecting revenue, operating costs, capital finance plan, and revenue adjustments for financial stability. He further shared that they will use IEPA loans for the larger projects. Mr. DeSplinter noted the current water rates include an infrastructure fee of \$17.46 per month, a technology fee of \$3.85 or \$5.50 per month and a volume charge of \$4.47 per 1,000 gallons and seniors receive discounted rates. He noted during the previous water rate study Council directed an automatic rate increase to account for inflation and the rate of inflation increase is greater than the automatic rate increase. Specific projects include Well #13, Water Tower #3, BUS24 watermain relocation, ongoing repairs and ongoing treatment plant maintenance. The automatic increase would be 5.2% but they have identified the need of a 9% increase the first year, but not on the technology fee. He also noted that larger commercial customers will pay a greater rate than a smaller residential customer.

The demand from larger commercial accounts will help offset increasing residential accounts. A typical residential account that uses about 4,000 gallons per month would see an increase of \$3.50. This would put Washington in line with a typical Bloomington resident but not as high as Peoria or Eureka. Alderperson Stevens noted that they didn't use the same community comparisons that they used five years ago. Mr. DeSplinter explained that the City charges Illinois American Water our retail rate because we are selling them a large quantity of water. They have a 6" meter now and plan on adding another one. He further clarified that they try to not compare themselves to an individual invested utility. City Engineer Carr shared that Beck's only receives water for the car wash. He also clarified that Illinois American Water's sewer rate is higher than ours.

Mr. DeSplinter noted that if we hadn't brought on Illinois American Water, they would need to ask for a 16% rate increase. He also clarified that there are only a few six-inch meters and some commercial customers have a two-inch meter. Most commercial customers are in the 1–3-inch range. City Engineer Carr added that the capital program shows us being approved in the first attempt and the biggest project is the BUS24 water main which we would like to include during the reconstruction allowing for an IEPA loan, although it is not guaranteed. Alderperson McIntyre noted the timeline for 2025-2032, and wondered if we will accomplish the southeast side watermain improvement. City Engineer Carr shared that they will continue road projects like Catherine. Alderperson Martin clarified that it is normal to have larger fixed charges for larger meter sizes. Mr. DeSplinter noted the infrastructure fee covers larger lines, more pumping capacity, and larger well capacity. Alderperson Stevens noted that bills state "fixed fee"; she suggests changing it to say "infrastructure fee". Mr. DeSplinter said communication on the bills can be improved. Finance Director Baxter noted that it may need to be abbreviated to fit on the bill but it can be changed.

Discussion – Public Works Storage Building Public Works Director Rittenhouse shared that the contractor and insurance company have been discussing the repairs of the 101 W. Jefferson building. The City has received about \$304,000 and there is about \$36,000 remaining in the project. He noted that one option could include raising the height of the building 8"-16". Another option could include demolishing the current building and building a new building or replacing the building with a parking lot. Public Works Director Rittenhouse clarified that not all the equipment would fit if the roof was raised. Engineer Carr said if they raise the roof, the plow trucks might fit. Alderperson McIntyre feels that although we are getting \$340,000, the building doesn't really fit our needs. He prefers exploring demolition and building something that would fit long-term needs. He noted that equipment is getting larger. Public Works Director Rittenhouse shared that a larger building might help house everyone in one location in the future. Alderperson Smith would like to look into raising the roof and keeping the building. Alderperson Stevens noted previous Council consensus was to complete the repairs and would like to discuss it further at the next meeting. She favors completing the repairs and/or discussing it further. Public Works Director Rittenhouse noted that the original estimate was \$130,000 but the new estimated repairs are \$340,000. Alderperson Martin agrees with repairing it but wants to know what it would cost to raise the roof.

Approve Purchase Authorization – Water Treatment Plant #1 Chlorine SCADA Integration SCADA is what is used to operate the water treatment and wastewater treatment plants along with sanitary lift stations. SCADA allows operators to control and monitor plant operations and alarms. The Water Treatment Plant #1 chlorine improvements will need to be integrated with our current SCADA system.

Alderperson Stevens motioned to approve; Alderperson McIntyre seconded.
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.

Resolution: City Engineer Carr presented the following resolution for consideration: **Synopsis:** Adoption of this resolution would set forth the suspension and disbarment policy and procedures as required by 2 CFR Part 200 Uniform Administrative Requirements, Cost, Principles, and Audit Requirement for Federal Records. **Title:** Approve Suspension and Disbarment Policy

R-1430 (6-25) Approve Suspension and Disbarment Policy *Alderperson Brownfield motioned to approve; Alderperson Adams seconded.*
Finance Director Baxter clarified that this is a request of the Department of Justice. She shared that it relates to the projects that might involve federal funds, and it would require the City to double-check the SAM.gov website to review if a contractor is in good standing. It would take place prior to awarding a project.

7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.

R-1431 (7-25) Approve Washington Chamber of Commerce Work Agreement City Engineer Carr presented the following resolution for consideration: **Synopsis:** Adoption of this resolution would approve an agreement between the City of Washington and the Washington Chamber of Commerce regarding business promotion, tourism, and economic development services for a two-year period ending on April 30, 2027. Among other things, the agreement provides for the payment of \$35,000 to the Washington Chamber of Commerce in FY 25-26 and FY 26-27 as well as up to \$10,000 during FY 25-26 as reimbursement for expenses associated with the Chamber's involvement with the planning and coordination of the Washington Bicentennial Celebration. **Title:** Approve Washington Chamber of Commerce Work Agreement

Alderperson Stevens motioned to approve; Alderperson Smith seconded.
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.

- R-1432 (8-25) Approve Discover Peoria Agreement* City Engineer Carr presented the following resolution for consideration: **Synopsis:** Adoption of this resolution would approve an agreement with Discover Peoria regarding tourism development, promotion and recruitment services for a one-year period ending on April 30, 2026. **Title:** Approve Discover Peoria Agreement
Alderson McIntyre motioned to approve; Alderson Smith seconded.
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.
- First Reading Ord:** City Engineer Carr presented the following ordinance for consideration: **Synopsis:** Adoption of this ordinance would approve the transfer and reallocation of volume cap in connection with private activity bond issues, and related matters. **Title:** Approve 2025 First Time Homebuyer Program
- First Reading Ord:** City Engineer Carr presented the following ordinance for consideration: **Synopsis:** Adoption of this ordinance would adopt a budget for corporate purposes for the fiscal year beginning May 1, 2025 and ending April 30, 2026 and approving certain amendments to the FY2025 budget. **Title:** Approve Annual Budget for FY 2025-2026
- First Reading Ord:** City Engineer Carr presented the following ordinance for consideration: **Synopsis:** Adoption of this ordinance would vacate a portion of Harding Street right-of-way, located in Hartman's Re-Subdivision and Highland Park Addition in the City of Washington, Tazewell County, Illinois. **Title:** Approve Harding Street Right-of-Way Vacation
- Second Reading Ord:** City Engineer Carr presented the following ordinance for consideration: **Synopsis:** Adoption of this ordinance would adjust the number of video gaming terminal permit stickers to seventy-two (72) and the number of allowable licensed establishments to twelve (12) within the City of Washington. **Title:** Approve Amendment Allowing Increase in Video Gaming Establishments and Terminals
Alderson Adams motioned to approve; Alderson Smith seconded.
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.
- Alderson Comments** Regarding a new City Administrator, Alderson Martin asked about the process and Mayor Manier hopes that it will be the first order of business for the new Council. Regarding the appointment of an interim City Administrator, Mayor Manier feels it is up to the next Council.
- Executive Session** At 7:22 p.m., *Alderson Butler motioned; Alderson McIntyre seconded to move into executive session* for the purpose of 5 ILCS 120/2(c)(6) The setting of a price for sale or lease of property owned by the public body, and; 5 ILCS 120/2(c)(1) to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body
7 Ayes: Adams, Brownfield, Butler, Martin, McIntyre, Smith, Stevens
0 Nays:
Motion carried by roll call vote.
- Adjournment** At 8:59 p.m. *Alderson Martin moved to adjourn; Alderson Butler seconded.*
Motion carried by voice vote.

Valeri L. Brod, City Clerk