

STATE OF ILLINOIS  
COUNTY OF CARROLL  
CITY OF LANARK

June 6, 2023

**MEETING CALLED TO ORDER/ROLL CALL**-Lanark City Council met in regular session at the Lanark City Hall at 7 p.m. Roll call taken by Marilyn Heller, City Clerk, showed Alderpersons present were Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

Mayor Ken Viglietta was present and presiding.

Others present were: Lee Reese, Eric LaRue, Kimberly Hilleman, Attorney Ed Mitchell, Chief Matt Magill, Treasurer Jodi Diffenderfer, and Clerk Marilyn Heller.

**PLEDGE OF ALLEGIANCE**-was led by Alderperson Mark Macomber.

**APPROVAL OF MINUTES-MOTION**-was made by Alderperson Lynn Collins and seconded by Alderperson Mark Macomber to accept the minutes of the May 16, 2023 meeting as presented. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**PUBLIC COMMENTS- None**

**DOWNTOWN LOT GRANT – POSSIBLE ACTION** – Lee Reese with the Lanark Farmers Market asked the council to approve her to apply for a \$5,000.00 Rural Feasibility Study Grant. This grant would cover the cost of a design, drawings, and structural pricing to build a covered shelter on the city’s empty lot. She has a quote with a local architect for \$4,500.00. After discussion the council asked for two weeks to get back to her. Tabled.

**SPECIAL USE PERMIT – POSSIBLE ACTION** – Eric LaRue and Kimberly Hilleman asked the council for a special use permit to move Broad Street Pizza to their residential property at 201 S. Westside Ave. They have a new separate building on the property and would be for pick up and delivery only. His hours would be Thursday through Sunday 4pm to 8pm. This business does not fall under the cottage rule as it would be a level 2 commercial due to them handling raw meats. Attorney Ed Mitchell listed off the requirements needed to apply for the permit. Chief Magill will notify all surrounding neighbors withing 250 feet and a public hearing will need to be scheduled. Tabled.

**JO-CARROLL ENERGY – POSSIBLE ACTION – Tabled.**

**LIBRARY BOARD APPOINTMENTS – ACTION REQUIRED – A Motion** was made by alderperson Lynn Collins and seconded by Alderperson Kevin Barnes to approve the reappointing of Christopher Markley, Christina Pasch, and Kristy VanMatre to the Library Board for a three-year

term beginning June 1, 2023. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**DEFIB – ACTION REQUIRED** – Chief Magill shared that the Heritage Center and the maintenance building need to have defibrillators and he can get them for \$3,000.00 each through the Mt. Carroll Ambulance. **A Motion** was made by Alderperson Mark Macomber and seconded by Alderperson Brad Knutti move forward with the purchase of two defibrillators at the approximate cost of \$6,000.00. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**APPROPRIATIONS – ACTION REQUIRED** – Attorney Ed Mitchell handed out Ord. 996, sharing that he used the city’s approved budget to calculate the appropriations. **A Motion** was made by Alderperson Brad Knutti and seconded by Alderperson Lynn Collins to approve Ordinance 996 an Appropriation Ordinance for the Fiscal Year Beginning April 1, 2023 and Ending March 31, 2024. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**DOWNTOWN LIGHTING SECOND INSTALLMENT – ACTION REQUIRED** – Treasurer Jodi handed out the application for payment form showing an amount of \$205,270.72 due with an approximate \$26,000.00 to still be billed. The council approved and budgeted \$197,000.00 be used from TIF. If they council want to use more from the TIF they would have to do an amendment. Jodi suggested paying the remaining bill from Streets Fund as there is \$200,000.00 with only 25K being used for salt. Alderperson Brad share that 8 of the new poles have defects with the top light. The manufacturer will stand behind them and will replace them at no cost to the city. Darin will be meeting with the manufacturer on Monday at City Hall to go over it. **A Motion** was made by Alderperson Brad Knutti and seconded by Alderperson Lynn Collins to approve the 2<sup>nd</sup> installment payment for the downtown lighting based on \$197,000.00 out of TIF and \$8270.72 out of Streets Fund pending the resolution of the 8 defective poles, totaling \$205,270.72. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**LANARK POLICE DEPARTMENT JOB DESCRIPTION – POSSIBLE ACTION** – Mayor Ken shared that this job description started back in February and he has not been included in this discussion. He also shared that if the council established an administrator position, by state statue, it would an appointed position from the mayor due to our type of city government. Attorney Ed Mitchell went over some changes that had been suggested for #12 through #14 to be restricted to just the police department and not over all city employees and official. It was also discussed removing NIMS as it is no longer required. Attorney Ed Mitchell will made the changed and present at the next meeting. Tabled.

**EXECUTIVE SESSION-EMPLOYMENT, COMPENSATION, REAL ESTATE-MOTION**-was made by Alderperson Mark Macomber and seconded by Alderperson Brad Knutti to convene in Executive Session at 8:17 p.m. in order to discuss real estate. Motion carried by 5 aye votes. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**REGULAR SESSION-MOTION**-was made by Alderperson Mark Macomber and seconded by Alderperson Lynn Collins to reconvene into regular session at 8:28 p.m. Motion carried by 5 aye votes. Motion carried by 5 aye votes. Aye votes: Alderpersons Kevin Barnes, Brad Knutti, Ed Stern, Mark Macomber, and Lynn Collins. Alderperson Haley Grim was absent.

**STANDING COMMITTEES AND BOARDS-POSSIBLE ACTION- None**

**REPORTS-EMPLOYEES, ATTORNEY, CLERK, TREASURER, ALDERPERSONS AND MAYOR- Chief Magill** – shared that the title for the 2018 squad car was given to the buyer and we received the check for payment. It can now be removed from our insurance. He put together a required FOIA packet that has the standard information on our municipality and is readily available it requested. He went over the Code Enforcement Tracking Report Thru 06/06/2023, noting that the new owners at 629 W. Carroll will be tearing down the buildings as soon as possible. Alderperson Mark asked about the Burkholder property. No update. Mayor Ken asked about the Schrader building as the engineers with Fehr Graham said the building is shifting. Matt will work with Darin to determine if the building is inhabitable. **Clerk Marilyn** – hander out a fact sheet on local sales tax. Then, went over the Sales by Month report, noting the two jumps in totals; one in Jan. 2023 due to the charge increase and the second for this month due to the incomplete survey charges. She reported she billed 83 residents for incomplete surveys and already 35 have turned in their surveys and the fees have been removed. Tri-County sent a letter notifying Lanark that they have exhausted their funds and can no longer help residents with utility bills for an undetermined amount of time. Lastly, there were 24 shut off letters sent this month. **Treasurer Jodi** – made new binders for each alderperson with her new monthly reports that will be more detailed in income and expenditures. Due to the council's questions about bills, she will start leaving a folder out with all the bills for the month 30 minutes before each meeting for them to look through. **Alderperson Kevin** – asked if anyone has heard any complaints on the feed mill in town as he heard concerns about the dust they create? The council discussed Alderperson Haley previously shared a complaint of noise as the feed mill started working earlier but there has not been any other complaint.

**ADJOURNMENT-MOTION**-was made by Alderperson Mark Macomber and seconded by Alderperson Brad Knutti to adjourn at 8:58 p.m. Motion carried by 5 voiced aye votes.

Respectfully submitted,  
Marilyn Heller, City Clerk