

**CITY OF LINCOLN**  
**REGULAR CITY COUNCIL MEETING**  
**AGENDA**  
**NOVEMBER 6, 2023**  
**7:00 PM**

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Participation**
5. **Scott Lindley- Discussion of Mural Design at 116 N. Kickapoo/Welcome Park**
6. **Consent Agenda By Omnibus Vote**

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If anyone wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

- A. Payment of Bills.
  - B. Approval of minutes for October 10, 2023 Committee of the Whole Meeting, October 16, 2023 Regular City Council Meeting, October 24, 2023 Committee of the Whole Meeting.
  - C. Request from the Logan County Tourism Bureau to permit the closing of various streets for the Annual Christmas Parade on Thursday, December 7, 2023 from 5:30 p.m. until 8:00 p.m.
7. **Ordinances and Resolutions**
  8. **Bids**
  9. **Reports**
  10. **New Business/Communications**
    - A. Approval of the purchase, installation, and implementation of a new lift station alarm system for the Sewer System In an amount not to exceed \$79,948.00.
    - B. Approval of the M&R Reconciliation for the Sewer Plant expenses for F.Y. 2022-2023 in an amount not to exceed \$21,212.25.
    - C. Approval of PC2023-04, Request for Special Use Permit at 602 Woodlawn Road.
    - D. Approval of PC2023-05, Request for Special Use Permit at 624 Woodlawn Road.
  11. **Announcements**
  12. **Possible Executive Session**
  13. **Adjournment**

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or [cityclerk@lincoln.il.gov](mailto:cityclerk@lincoln.il.gov) no later than 48 hours prior to the meeting time.



HISTORIC  
ILLINOIS  
US  
66  
ROUTE

THE MILL  
RESTAURANT

the  
**Tropics**  
COFFEE SHOP  
DINING ROOM  
COCKTAIL LOUNGE

Lincoln Illinois





**REGULAR CITY COUNCIL MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, October 2, 2023**

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Welch at 7:00pm, with proper notice given. City Clerk Peggy Bateman called roll.

**Present:**

- Alderman Robin McClallen, Ward 1
- Alderman Steve Parrott, Ward 1
- Alderman David Sanders, Ward 2
- Alderman Sam Downs, Ward 2
- Alderman Kevin Bateman, Ward 3
- Alderman Wanda Lee Rohlfs, Ward 3
- Alderman Craig Eimer, Ward 4

**Staff Present:**

- Peggy Bateman, City Clerk
- John Hoblit, City Attorney
- Chuck Conzo, City Treasurer
- Wes Woodhall, Building and Safety Officer
- Walt Landers, Streets Superintendent
- Joe Meister, Police Chief

**Absent:**

- Alderman Rhonda O'Donoghue, Ward 4
- Bob Dunovsky, Fire Chief
- Andrew Bowns, Veolia Water, Project Manager

**Presiding:**

Tracy Welch, Mayor

**Public Comment:**

Dave Bobb, Lisa Bobb, Charlie Banister and Tammy Banister were present to address the Council for receiving ordinance violations for having trailers parked on the street.

**Consent Agenda by Omnibus Vote:**

**A. Payment of Bills**

**B. Approval of minutes for August 29, 2023 Committee of the Whole Meeting, September 12, 2023 Committee of the Whole Meeting, September 18, 2023 Regular City Council Meeting.**

Alderman Rohlfs made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderman Craig Eimer, Alderman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

Mayor Welch moved to other items on the agenda.

**New Business/Communications:**

**A. Approval of Economic Development Grant to Alley-Bi Saloon, Inc. for foundation repair in an amount not to exceed \$7,500.00.**

Alderman Downs made the motion to approve, Alderman Bateman seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderman Craig Eimer, Alderwoman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

**B. Approval of Economic Development Grant to Greg Patel, dba Infiniti Real Estate, LLC for installation of a car wash door in an amount not to exceed \$7,500.00.**

Alderman Bateman made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

**C. Approval of a Façade Grant to Alley-Bi Saloon, Inc. for Awning and East Wall repair in an amount not to exceed \$6,970.00.**

Alderman Bateman made the motion to approve, Alderman Sanders seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

**D. Approval of request from Downtown Business Merchants for Christmas lights and decorations in an amount not to exceed \$2,500.00.**

Alderman Bateman made the motion to approve, Alderwoman Rohlfs seconded. Mayor Welch called for discussion.

Alderman Bateman wishes to add this same amount to the FY24/25 budget.

There being no other discussion, City Clerk Bateman called the roll.

**Yeas: (6)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderman David Sanders

**Nays: (0)**

**Abstain: (1)** Alderwoman Robin McClallen  
**Absent: (1)** Alderwoman Rhonda O'Donoghue

**E. Approval of the purchase of the full-service K-9 package (Police Dog, Training and Equipment) from Vohne Liche Kennels, Inc. in an amount not to exceed \$21,785.00.**

Alderman Eimer made the motion to approve, Alderwoman McClallen seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

**F. Approval of a two-year lease agreement between the Logan County Tourism Bureau and the City of Lincoln.**

Alderman Parrott made the motion to approve, Alderman Bateman seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called the roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Craig Eimer, Alderwoman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderwoman Robin McClallen, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderwoman Rhonda O'Donoghue

**Announcements:**

- The trailer ordinance will be brought back to a future COW for more in-depth discussion.
- Railroad crossing repairs have begun.
- College Street extension will open Wednesday morning at 9am. State Street will permanently close at the same time.
- Sidewalk project has begun as well.

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**Executive Session 2C11 Litigation:**

There being no further announcements to come before the council, Alderman Parrott made the motion to move into Executive Session, seconded by Alderman Downs. All were in favor.

The Council recessed from the Committee of the Whole meeting at 8:00pm in order to enter Executive Session. Mayor Welch announced there would be no further city business conducted upon reconvening.

**Return from Executive Session:**

The council reconvened from Executive Session at 8:29pm in order to reconvene the Committee of the Whole meeting. Roll call was taken.

**Present:**

Alderwoman Robin McClallen, Ward 1  
Alderman Steve Parrott, Ward 1  
Alderman David Sanders, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3

Alderman Wanda Lee Rohlfs, Ward 3  
Alderman Craig Eimer, Ward 4

**Absent:**

Alderman Rhonda O'Donoghue, Ward 4

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Downs motioned to adjourn, seconded by Alderman Parrott. Mayor Welch adjourned the meeting at 8:29 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

**COMMITTEE OF THE WHOLE MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Tuesday, October 10, 2023**

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Mayor Tracy Welch at 7:00 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

**Present:**

Alderman Steve Parrott, Ward 1  
Alderman David Sanders, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderdwoman Wanda Rohlf, Ward 3  
Alderman Craig Eimer, Ward 4  
Alderdwoman Rhonda O'Donoghue, Ward 4

**Present:**

Peggy Bateman, City Clerk  
Chuck Conzo, City Treasurer  
John Hoblit, City Attorney  
Joe Meister, Police Chief  
Bob Dunovsky, Fire Chief  
Walt Landers, Streets Superintendent  
Andrew Bowns, Veolia Water, Project Manager

**Absent:**

Alderdwoman Robin McClallen, Ward 1  
Wes Woodhall, Building and Safety Officer

**Presiding:**

Mayor Tracy Welch

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**Public Participation:**

There was no one present for public participation.

**Oath of Office Promotion of Jared Kink to Corporal**

Officer Kink was sworn in by City Attorney John Hoblit.

**Ron Otto Lincoln Christian Church – Light the Night Sunday, October 29, 2023 from 7-9 pm.**

**Request to Permit – Hometown Christmas Lincoln Christian Church Saturday, December 2, 2023 from 4- 8 pm for closing of McLean Street between Delevan and Pekin.**

The street closure will be from 3-8pm instead of 4-8pm.

This item will be placed on the regular agenda.

**Request to Permit – Street closure for Halloween Tuesday, October 31, 2023 from 4pm-9pm at 10<sup>th</sup> Street from Union to Chestnut.**

This item will be placed on the consent agenda.



**Bids for City Property to be sold – 638 6<sup>th</sup> St.**

The city received one sealed bid from Mark A and Elizabeth Johnson in the amount of \$600. This item will be placed on the regular agenda.

**Resolution approving certain content of Executive Session Meeting Minutes of the City of Lincoln.**

A thumb drive with the executive session minutes was provided to each council member for review. This item will be placed on the regular agenda.

**Ordinance Amending 9-5-15 of the City Code.**

This is amending the no parking ordinance to allow parking along the east side of N. Union Street where several new homes have been built recently. Street Superintendent Landers had other streets in the city he wanted parking to change. The list of changes are in the agenda packet. This item will be placed on the regular agenda.

**Announcements**

- Alderman Eimer asked the Street Superintendent about the ditch on Kickapoo and Northgate. There is some sinking in the ditch and he asked if that was City or State responsibility. Mr. Landers stated that through an agreement with the State, it would be city responsibility. He and Mr. Bowns will take a look at it.

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Parrott motioned to adjourn, seconded by Alderman Eimer. All were in favor. Mayor Welch adjourned the meeting at 7:28 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

**REGULAR CITY COUNCIL MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Monday, October 16, 2023**

The Regular Meeting of the City Council of Lincoln was called to order by Mayor Welch at 7:01pm, with proper notice given. City Clerk Peggy Bateman called roll.

**Present:**

Alderman Steve Parrott, Ward 1  
Alderman David Sanders, Ward 2  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderman Wanda Lee Rohlfs, Ward 3  
Alderman Craig Eimer, Ward 4  
Alderman Rhonda O'Donoghue, Ward 4

**Staff Present:**

Peggy Bateman, City Clerk  
John Hoblit, City Attorney  
Chuck Conzo, City Treasurer  
Wes Woodhall, Building and Safety Officer  
Bob Dunovsky, Fire Chief  
Walt Landers, Streets Superintendent  
Joe Meister, Police Chief  
Andrew Bowns, Veolia Water, Project Manager

**Absent:**

Alderman Robin McClallen, Ward 1

**Presiding:**

Tracy Welch, Mayor

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**Oath of Office – Nick Davis was sworn in a Fire Inspector**

**Public Comment:**

There was no one present or on the phone for public comment.

**Consent Agenda by Omnibus Vote:**

- A. Payment of Bills**
- B. Approval of minutes for September 26, 2023 Committee of the Whole Meeting.**
- C. Approval of request to permit the closing of McLean Street from Delavan Street to Pekin Street from Lincoln Christian Church on Saturday, December 2, 2023 from 3pm – 8pm for Hometown Christmas activities.**
- D. Approval of request to permit the closing of the 100 block of Tenth Street from Union Street to Chestnut Street for Don Sielaff on Tuesday, October 31, 2023 from 4pm-8pm for Halloween Night Trick – or – Treat activities.**

Alderman Rohlfs made the motion to approve, Alderman Parrott seconded. Mayor Welch called for discussion.

There being no other discussion, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Rhonda O'Donoghue, Alderman Wanda Lee Rohlfs, Alderman Kevin Bateman, Alderman Craig Eimer, , Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderman Robin McClallen

Mayor Welch moved to other items on the agenda.

### **Ordinances and Resolutions:**

#### **A. Ordinance 2023-1014 authorizing the sale of Real Estate – 638 6<sup>th</sup> Street.**

Alderman Bateman made the motion to approve, Alderman Downs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Wanda Lee Rohlfs, Alderman Craig Eimer, Alderman Kevin Bateman, Alderman Rhonda O'Donoghue, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderman Robin McClallen

#### **B. Ordinance 2023-1015 amending Section 9-5-15 of the City Code pertaining to parking on certain City Streets.**

Alderman Parrott made the motion to approve, Alderman Sanders seconded. Mayor Welch called for discussion.

Gavin Street was added to this ordinance.

There being no further discussion, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Wanda Lee Rohlfs, Alderman Craig Eimer, Alderman Kevin Bateman, Alderman Rhonda O'Donoghue, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderman Robin McClallen

#### **C. Resolution 2023-481 approving certain content of Executive Meeting Minutes of the City of Lincoln.**

Alderman Downs made the motion to approve, Alderman Rohlfs seconded. Mayor Welch called for discussion, there being none, City Clerk Bateman called roll.

**Yeas: (7)** Alderman Steve Parrott, Alderman Sam Downs, Alderman Wanda Lee Rohlfs, Alderman Craig Eimer, Alderman Kevin Bateman, Alderman Rhonda O'Donoghue, Alderman David Sanders

**Nays: (0)**

**Abstain: (0)**

**Absent: (1)** Alderman Robin McClallen

Mayor Welch moved to other items on the agenda.

**Reports**

**A. City Treasurer's Report for September, 2023**

General Fund Balance has improved. In fact, Treasurer Conzo feels the City should look into non risk investments. He will bring suggestions to the council

Municipal Sales Tax – down a little from last time

State Use Tax – consistent

Non Home Rule – up from last time

Income Tax – up from last time

Video Gaming - Consistent

**B. City Clerks Report for September, 2023**

The sewer department brought in \$327,384.37 in sewer payments. No payments were received from the prison.

**C. Department Head Reports for September, 2023**

These reports are either on file or will be soon.

**Announcements:**

- A portion of Kickapoo Street near Latham Park will be closed beginning tomorrow for a Road Patch repair.

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Parrott motioned to adjourn, seconded by Alderman Downs. Mayor Welch adjourned the meeting at 7:14 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

OCT 12 2023

THE CITY OF LINCOLN

Date Received \_\_\_\_\_

**REQUEST TO PERMIT EVENT WITH STREET CLOSURE RECEIVED**

**Must Have Council Approval**

Date(s) of Event: December 7<sup>th</sup>, 2023 A copy of this form must be available at the Event!

Please describe below your request for use of City Property.

Description of Event (including participating merchants, vendors, exhibitors, and units, etc.)

Lincoln's Annual Christmas Parade. Multiple participants will be bringing floats, trucks, other vehicles, and some will be walking.

Location of Event Property: (Address Utilized Space) Downtown Lincoln

Items occupying street space utilized: Parade floats, vehicles, people

Date(s) and time(s) for usage of Property: Dec. 7<sup>th</sup> 5:30pm - 8:00pm

Are licenses needed, if yes, please attach. **YES** **NO**

**Street Closures and Parking** Street(s) will be closed (Please attach map or sketch of all closures.)

If closed, which streets and blocks? See attached sheet

Closed from 5:30 a.m./(p.m.) until 8:00 a.m./(p.m.) (circle a.m. or p.m.)

If different times on different days, please specify. \_\_\_\_\_

Does this street normally have access to a permitted parking lot? Specify, No

**Certificate of Insurance Liability for event must be attached to request before approval.**

Business/Organization/Sponsor Name: Logan County Tourism Bureau

Contact Name: Alice Koate Email: director@destinationlogancounty.il.com

Address: 101 N Chicago Street Lincoln, IL 62656 Signature: Alice Koate

Phone: Business: 217-732-8687 Cell: \_\_\_\_\_

**APPROVED: (signatures)**

Police Department: Joseph H. Meister

Mayor: [Signature]

Fire Department: [Signature]

Vote: Council Approval \_\_\_\_\_ Years \_\_\_\_\_ Days \_\_\_\_\_

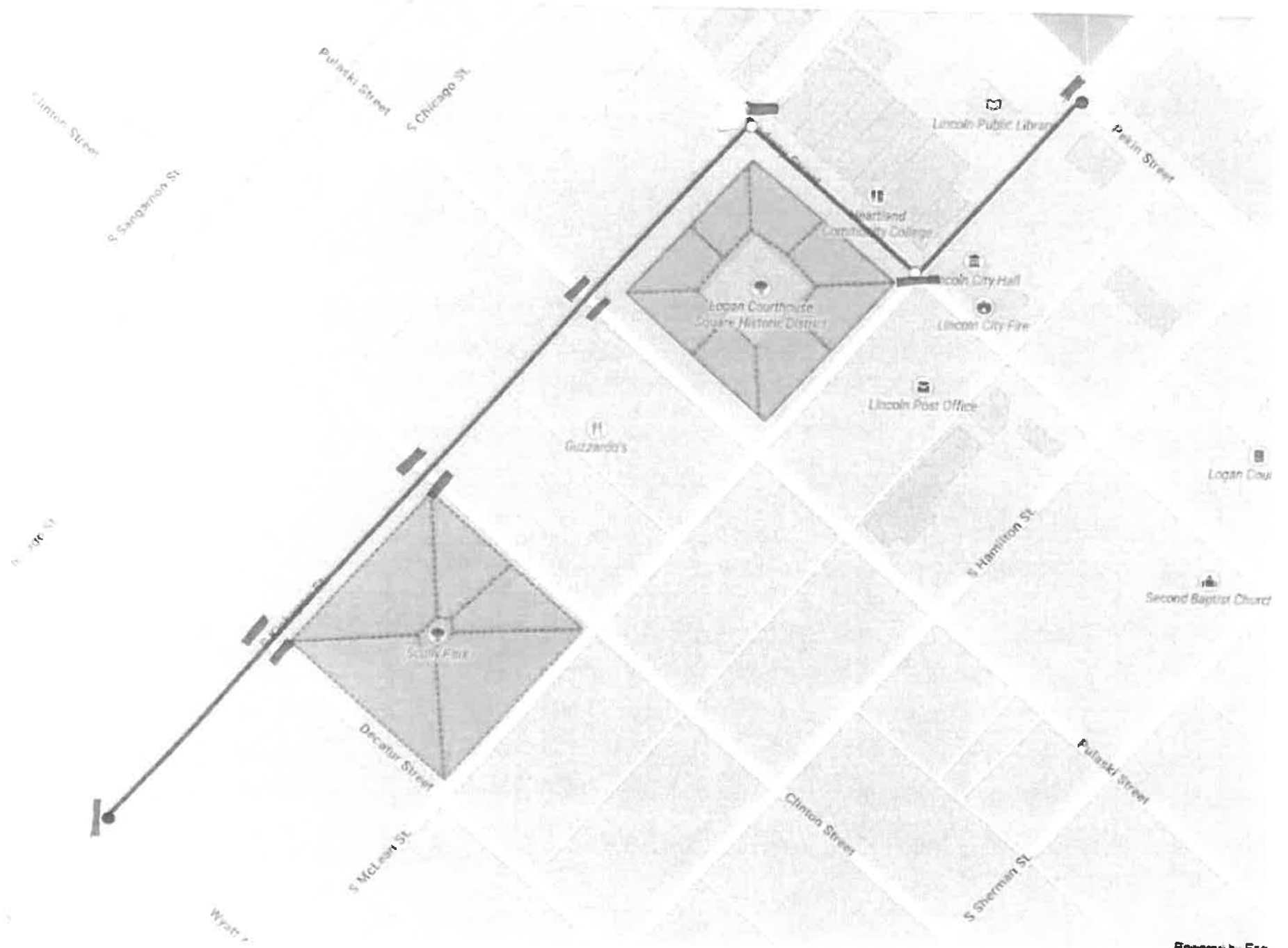
Street Department: Walt Javien

Date: \_\_\_\_\_

As soon as all signatures are obtained, you will be contacted at the phone number you provided.

If your special event will be held more than once during this year with the same location and arrangements, you may use the same application with a change in dates.







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Moriarty Insurance Services 617 KEOKUK ST  LINCOLN IL 62656-2173		<b>CONTACT NAME:</b> Lindsay Volle <b>PHONE (A/C, No, Ext):</b> (217) 732-7341 <b>E-MAIL ADDRESS:</b> lindsay@dpcminsurance.com <b>FAX (A/C, No):</b> (217) 732-9340	
<b>INSURED</b> Logan County Tourism Bureau 101 N Chicago St  Lincoln IL 62656		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> THE CINCINNATI IND CO <b>INSURER B:</b> CINCINNATI CAS CO <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 23280 28665	


**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			EPP 0694430	08/31/2023	08/31/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EPP 0694430	08/31/2023	08/31/2024	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$
								\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EWC 0694437	08/31/2023	08/31/2024	PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

City of Lincoln 601 Broadway St Lincoln IL 62656	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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TRACY WELCH  
MAYOR

PEGGY S. BATEMAN  
CITY CLERK

CHARLES N. CONZO  
CITY TREASURER

JOHN A. HOBLIT  
CITY ATTORNEY



## CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

*Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865*  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

To: Mayor and Aldermen of the City of Lincoln

From: Andrew Bowns, Wastewater Project Manager

Meeting Date: October 24, 2023

RE: Lift Station Alarm Systems

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### Background

Due to the decommissioning of the hard copper telephone network in Lincoln the Lift Station alarm system will no longer function. This will require the implementation of a new alarm system.

### Analysis/Discussion:

The alarm system that is proposed in the quote will have more functionality than is currently available. Currently the only alarms that lift stations are able to send is a common alarm with no detail. The new system will have the ability to individualize alarms, and prioritize them. It will also be able to give us the wet well status, pump running status, and power failure alarms. All of this will be accessible via remote application by the on-call operator.

### Fiscal Impact:

Expense \$79,948.00 from the "50-7200-7860 Capital Expense - Equipment" line item. This includes a 10% contingency for integration.

### COW Recommendation:

Place "Lift Station Alarm Systems" on the November 6th voting session in an amount not to exceed \$79,948.00.

### Council Recommendation:

Approve "Lift Station Alarm Systems" for the purchase, installation, and implementation of a new lift station alarm system in an amount not to exceed \$79,948.00

#### CITY COUNCIL

FIRST WARD  
STEVE PARROTT  
ROBIN McCLALLEN

SECOND WARD  
DAVID SANDERS  
SAM DOWNS

THIRD WARD  
KEVIN BATEMAN  
WANDA ROHLFS

FOURTH WARD  
RHONDA O'DONOGHUE  
CRAIG EIMER



# Quotation

October 6, 2023

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<b>To:</b>	<b>Andrew Bowns</b>	<b>From:</b>	<b>Robert C. Britton</b>
<b>Company:</b>	<b>City of Lincoln</b>	<b>Phone:</b>	<b>309.353.5376</b>
<b>Phone:</b>		<b>Fax:</b>	<b>309.353.1372</b>
<b>Fax:</b>		<b>Email:</b>	<b>Robert@go-bea.com</b>

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**SCOPE OF WORK: Install Mission Control Cellular Monitoring and Reporting System at 10 Liftstations.**

We propose installing a Mission Control Cellular Monitoring and Reporting System at 10 Liftstations – Burwell, Jefferson, Lincolnwood, Mayfair, Palmer, Pulaski, Singleton, South Plant, Union and Zion. We will setup and commission the system to monitor and report on status of the Liftstations. Controls will be installed in or near existing enclosures.

We will be monitoring the following at **Burwell, Jefferson, Lincolnwood, Mayfair, Palmer, Pulaski, Singleton, South Plant, and Zion Liftstations:**

- |                     |                                   |
|---------------------|-----------------------------------|
| 1- Power Fail       | 5- Low Level Alarm                |
| 2- Pump 1 Fail      | 6- Pump 1 pump Starts and Runtime |
| 3- Pump 2 Fail      | 7- Pump 2 pump Starts and Runtime |
| 4- High Level Alarm |                                   |

There will be one (1) available inputs for expansion.

**Additional monitoring can be provided for the following with additional hardware (Analog Duplicator) and extra cost:**

- 1- Tank Level Trending

We will be monitoring the following at **Union Street Liftstation:**

- |                                   |  |
|-----------------------------------|--|
| 1- Power Fail                     | 10- Pump 2 pump Starts and Runtime     |
| 2- Pump 1 Fail                    | 11- Pump 3 pump Starts and Runtime     |
| 3- Pump 2 Fail                    | 12- Pump 4 pump Starts and Runtime     |
| 4- Pump 3 Fail                    | 13- Pump 5 pump Starts and Runtime     |
| 5- Pump 4 Fail                    | 14- Transducer Fail Alarm              |
| 6- Pump 5 Fail                    | 15- Transfer Switch on Generator Alarm |
| 7- High Level Alarm               | 16- Liftstation Level                  |
| 8- Low Level Alarm                | 17- Liftstation Total Flow             |
| 9- Pump 1 pump Starts and Runtime | 18- Remote Alarm Reset Function        |

There will be two (2) available inputs for expansion.

**Training on how to use the new system and how to run reports will be provided.**

**Mission Control will be prepaid for 1 year of service.**

**NOTICE Quantity Discount from Manufacturer.**

**QUOTATION PRICE: \$ 72,680.00**

**Prices:**

- Valid for 30 days from date of this quote/proposal
- This quotation does not include the repair or replacing of existing electrical equipment or components, or other existing equipment found to be damaged or missing during installation.
- Price includes labor and travel time.
- All Quotes are subject to progressive invoicing.
- Sales Tax is not included but may be applicable.
- Warranty Statement on last page of this document applies to this document.

This quotation respectfully submitted by:

Robert C. Britton

PO Box 872  
Pekin, Illinois 61554



# WARRANTY OF MATERIALS AND SERVICES

This warranty applies to all service and materials quoted and/or accomplished as "time and materials".

If within one (1) year from project completion, products supplied and installed by Britton Electronics & Automation, Inc. of Pekin, Illinois fail due to a defect in material or workmanship, we will repair if possible or replace. Replacement materials will carry the remainder of the one (1) year warranty.

If within one (1) year from project completion, software programs written by Britton Electronics & Automation, Inc. of Pekin, Illinois do not perform as specified, we will adjust to meet those specifications as circumstances allow. All warranties are limited to the capacity of the materials and equipment supplied and environment which they are subjected. Equipment and programs cannot be expected to perform beyond their capacity. This warranty applies only to the original purchaser, residing in the U.S. or Canada, and is not transferable.

BRITTON ELECTRONICS & AUTOMATION, INC. OF PEKIN, ILLINOIS WILL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES TO PURCHASER, OR ANY OTHER PARTY, FOR ANY LOSS, DAMAGE, INJURY OR EXPENSE OF ANY KIND OR NATURE CAUSED DIRECTLY OR INDIRECTLY BY THE PRODUCTS OR THE FAILURE OF THE PRODUCTS TO OPERATE PROPERLY.

THIS WARRANTY IS IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES. ALL IMPLIED WARRANTIES, INCLUDING THE WARRANTY OF MERCHANTABILITY AND THE WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY MODIFIED TO EXIST ONLY AS CONTAINED IN THIS LIMITED WARRANTY, AND SHALL BE OF THE SAME DURATION AS THE WARRANTY PERIOD STATED ABOVE.

The warranty does not apply to: (a) damage caused by accident, abuse, in handling, dropping; (b) acts of God; (c) units which have been subject to unauthorized repair, opened, taken apart or otherwise modified; (d) units not used in accordance with directions; (e) damages exceeding the cost of the product; (f) depreciated or loss of charge time; (g) the finish on any portion of the product, such as surface scratches and/or weathering, as this is considered normal wear and tear.

No payment, partial or whole, of the original quoted amount or additional work shall be withheld for any reason relating to warranty unless mutually agreed upon in writing prior to acceptance of the original quotation. All payments shall be subject to the "TERMS AND CONDITIONS OF SALE" statement on the back of each invoice, partial or whole. Failure to comply with these "TERMS AND CONDITIONS OF SALE" will void the above stated warranty.

*BRITTON ELECTRONICS & AUTOMATION, INC. OF PEKIN, ILLINOIS*



TRACY WELCH  
MAYOR

PEGGY S. BATEMAN  
CITY CLERK

CHARLES N. CONZO  
CITY TREASURER

JOHN A. HOBLIT  
CITY ATTORNEY



## CITY OF LINCOLN, ILLINOIS

700 Broadway St., P.O. Box 509, Lincoln, IL 62656

*Named for and Christened by Abraham Lincoln, 1853—Incorporated February 16, 1865*  
CITY COUNCIL MEETS FIRST AND THIRD MONDAY NIGHTS EACH MONTH

To: Mayor and Aldermen of the City of Lincoln

From: Andrew Bowns, Wastewater Project Manager

Meeting Date: October 24, 2023

RE: M&R Reconciliation for Fiscal Year 2022-2023

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### Background

The previous year of M&R expenditures at the sewer plant need to be reconciled with the actual expenses of operating the facility.

### Analysis/Discussion:

Fiscal Year 2022-2023 saw M&R expenses of \$103,730.61. This exceeds the contracted amount of \$82,518.36 by \$21,212.25. The total overspend of the M&R account for this fiscal year is \$21,212.25.

All receipts have been submitted to the City Clerk, just as in prior years.

### Fiscal Impact:

Expense \$21,212.25 from the "50-7200-5202 Repairs/Maint-Equip" line item. This will reconcile 2022-2023 year budgets.

### COW Recommendation:

Place "M&R Reconciliation for Fiscal Year 2022-2023" on the November 6th voting session in an amount not to exceed \$21,212.25.

### Council Recommendation:

Approve "M&R Reconciliation for Fiscal Year 2022-2023" to reconcile the previous fiscal year M&R expenses for operation of the wastewater plant in an amount not to exceed \$21,212.25.

#### CITY COUNCIL

**FIRST WARD**  
STEVE PARROTT  
ROBIN McCLALLEN

**SECOND WARD**  
DAVID SANDERS  
SAM DOWNS

**THIRD WARD**  
KEVIN BATEMAN  
WANDA ROHLFS

**FOURTH WARD**  
RHONDA O'DONOGHUE  
CRAIG EIMER

# MEMORANDUM

**TO: Mayor Tracy Welch and Members of the City Council**

**FROM: Wes Woodhall, Building and Safety Official**

**DATE: October 24<sup>th</sup>, 2023**

**RE: PC 2023-04. Request for Special Use Permit at 602 Woodlawn Rd.**

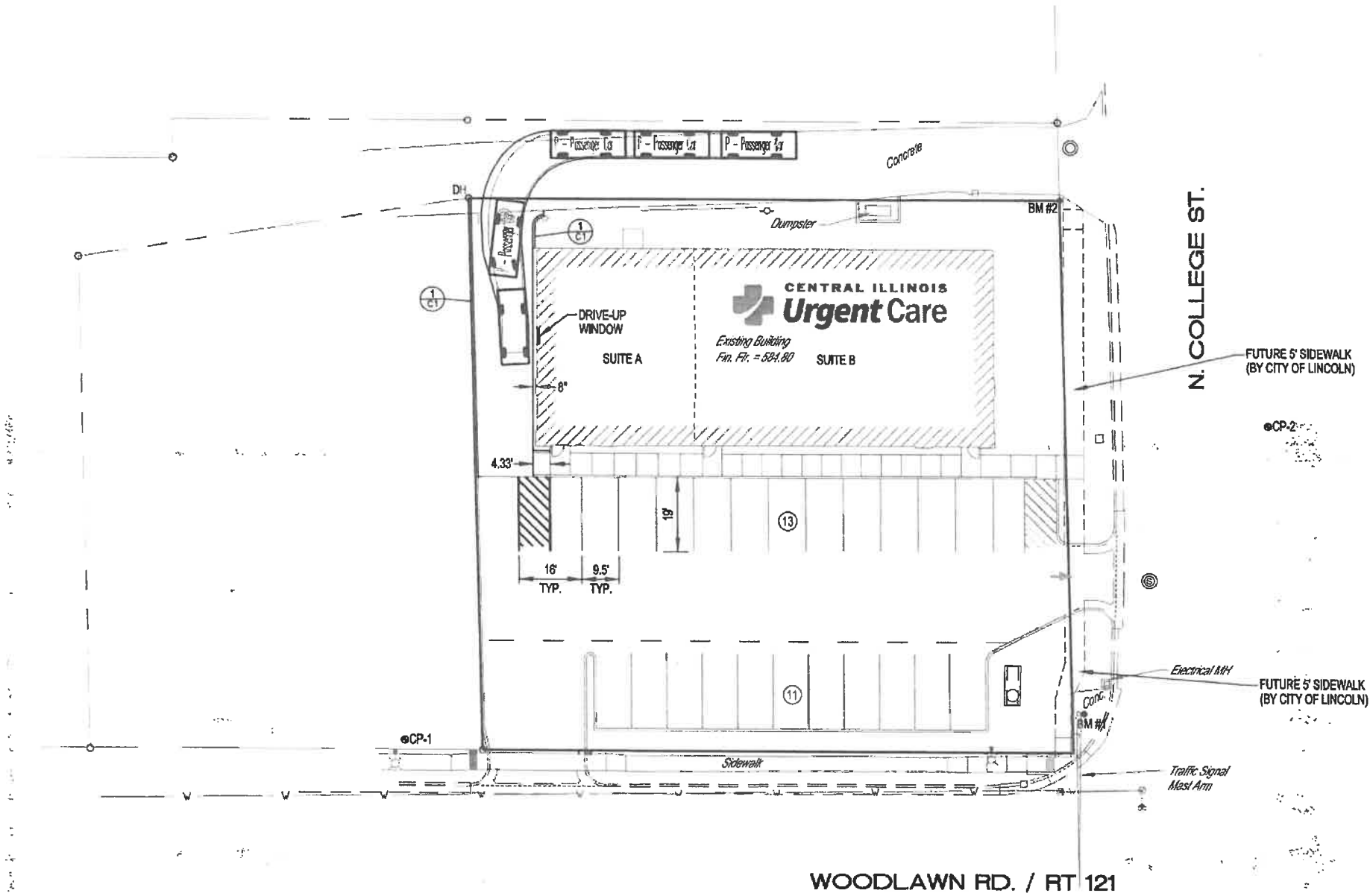
**Background:** The Building and Safety Department received a request to provide a Special Use Permit for the allowance of a Drive-Thru operation in conjunction with soon to be occupied suite of a new stand-alone structure, recently constructed at the above noted property.

**Analysis/Discussion:** A public planning commission meeting was held on October 12th, 2023 in the City Hall Council Chambers. All public notices and certified mailings were completed per statute by Building and Safety Department staff. Public comments on the request were satisfactorily discussed and addressed. The Planning Commission unanimously approved the request for the allowance of the installation of a drive-thru at the location as noted on the attached site plan. This approval was contingent on providing an ingress/egress easement agreement with regards to the private alley to the north of this property. Staff has received this recorded and legally binding agreement and is satisfied that planning commission requests have been met. Due to sensitive/private information contained in the document, it was not provided publicly. Council approval will allow for the construction and creation of a new business in the City of Lincoln.

**COW Recommendation:** Place on Committee of the Whole agenda for discussion of request.

**Fiscal Impact:** There will be no negative financial impact to the City of Lincoln.

**Council Recommendation:** Approve Special Use request per plan commission recommendation.



WOODLAWN RD. / RT 121

N. COLLEGE ST.

FUTURE 5' SIDEWALK  
(BY CITY OF LINCOLN)

●CP-2

FUTURE 5' SIDEWALK  
(BY CITY OF LINCOLN)

Electrical MH

Traffic Signal  
Mast Arm

Conc.  
BM #1

BM #2

Dumpster

**CENTRAL ILLINOIS**  
**Urgent Care**

Existing Building  
Fire File # 594.80

SUITE A

SUITE B

DRIVE-UP WINDOW

P - Passenger Car

Concrete

Sidewalk

●CP-1

①  
C1

⑬

⑪

4.33'

19'

16'

9.5'

TYP.

TYP.

D1

①  
C1

# MEMORANDUM

**TO: Mayor Tracy Welch and Members of the City Council**

**FROM: Wes Woodhall, Building and Safety Official**

**DATE: October 24<sup>th</sup>, 2023**

**RE: PC 2023-05, Request for Special Use Permit at 624 Woodlawn Rd.**

**Background:** The Building and Safety Department received a request to provide a Special Use Permit for the allowance of a Drive-Thru operation in conjunction with a new stand-alone structure to be located at the above noted property.

**Analysis/Discussion:** A public planning commission meeting was held on October 12th, 2023 in the City Hall Council Chambers. All public notices and certified mailings were completed per statute by Building and Safety Department staff. Public comments on the request were focused on the location of the drive-thru window. Requirements indicate that the window should not be placed on a street-facing side of a structure (State St.). Concerns included the window itself facing the north thereby encroaching on residential properties as well as egress traffic being funneled on to State St., rather than Woodlawn Rd.

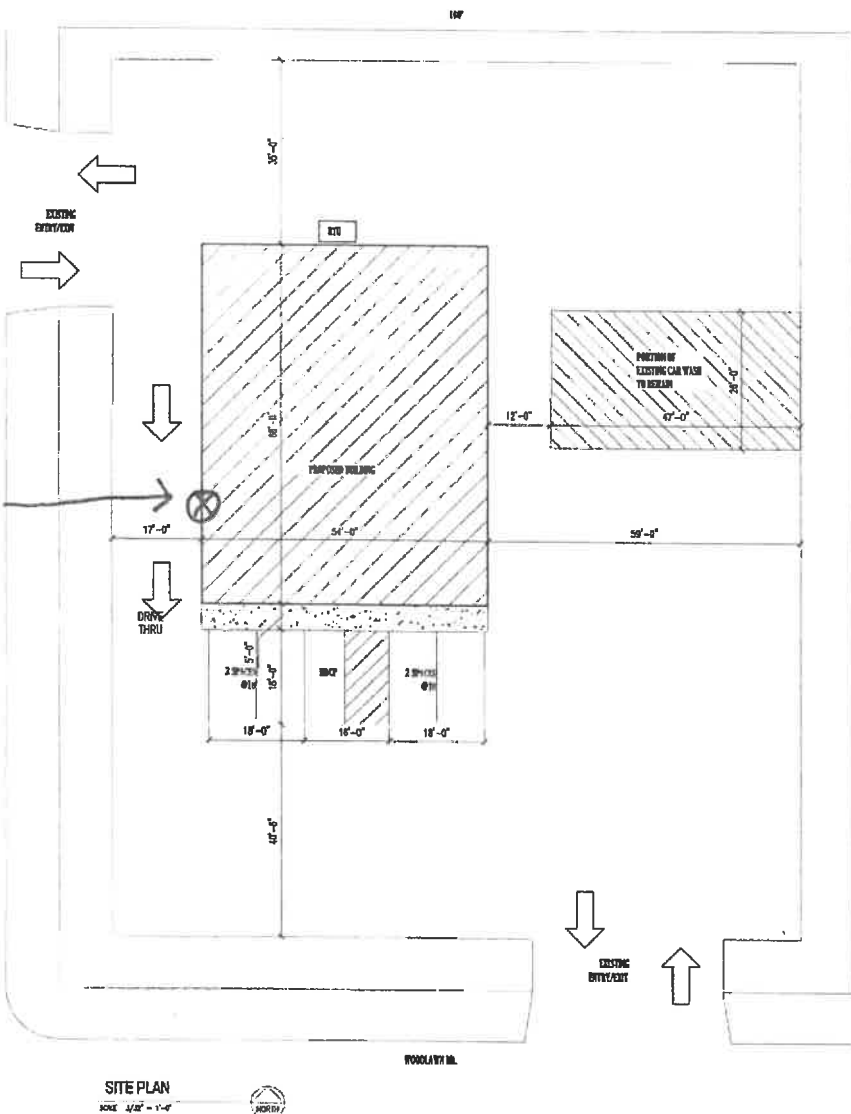
After discussion, the Planning Commission approved the request by majority for the allowance of the installation of a drive-thru at the location as noted on the attached site plan (west side of building).

**COW Recommendation:** Place on Committee of the Whole agenda for discussion of request.

**Fiscal Impact:** There will be no negative financial impact to the City of Lincoln.

**Council Recommendation:** Approve Special Use request per plan commission recommendation.





Drive-thru Location

SITE PLAN  
 SCALE 1/8" = 1'-0"

**General Notes:**

PROJECT: PROPOSED BUILDING #  
 ADDRESS: 624 WOODLAWN RD.  
 CITY: LINCOLN STATE: ILLINOIS

INTERNATIONAL BUILDING CODES: 2012 IBC  
 USE GROUP CLASSIFICATION: GROUP B  
 TYPE CONSTRUCTION CLASSIFICATION: TYPE VB  
 ZONING CLASSIFICATION: Z

REGION	LOADS	LIVE	DEAD
ROOF	20 PSF	20 PSF	10 PSF
GROUND SNOW	30 PSF		
WIND	20 PSF	15 PSF	15 PSF
FLOOR	100 & 50 PSF	10 PSF	10 PSF

THIS SET OF PLANS AND/OR SPECIFICATIONS MEETS THE REQUIREMENTS OF THE ILLINOIS ACCESSIBILITY CODE EFFECTIVE APRIL 24, 1997

K.A. Sanner ARCHITECT  
 NAME: KELLY A. SANNER TITLE

ORGANIZATION

ALL WORK ON THIS PROJECT SHALL BE PERFORMED IN ACCORDANCE TO THE BEST STANDARDS OF THE TRADES INVOLVED AND IN ACCORDANCE TO ALL CITY CODES AND ORDINANCES 2012 INTERNATIONAL BUILDING CODE, 2012 INTERNATIONAL MECHANICAL AND PLUMBING CODE, 2012 ILLINOIS ELECTRICAL CODE, 2012 ILLINOIS ACCESSIBILITY CODE, 2012 ILLINOIS ENERGY CODE, 2012 ILLINOIS ENVIRONMENTAL BARRIERS ACT, 2012 ILLINOIS ENERGY CONSERVATION CODE AND THE ILLINOIS ARCHITECTURE PRACTICE ACT

STATEMENT OF COMPLIANCE  
 I HAVE PREPARED, OR CAUSED TO BE PREPARED UNDER MY DIRECT SUPERVISION, THE ATTACHED PLANS AND SPECIFICATIONS AND STATE THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF AND TO THE EXTENT OF ENVIRONMENTAL BARRIERS ACT (ILL. REV. STAT. 1985, CH. 111, PARS. 2711 & SEQ. AS AMENDED) AND THE ILLINOIS ACCESSIBILITY CODE, 71 ILL. ADM CODE 408.

SIGNED: Kelly A. Sanner ARCHITECT  
 ILLINOIS REGISTRATION NO. 001-09602  
 DATE: SEPTEMBER 21, 2023



PROPOSED BUILDING @  
 624 WOODLAWN RD.  
 LINCOLN, ILLINOIS

Project No. 23-21-S  
 DRAWN BY KAS



KELLY A. SANNER  
 Architect & Planner & Construction Mgr  
 2622 Camp Circle Rd.  
 Chicago, IL 60622  
 312-346-3343 CELL 971-1132

Date	09/20/23	Sheet No.	C-1
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