

DELAVAN CITY COUNCIL MEETING MINUTES  
November 19, 2024

The Delavan City Council met in regular session on November 19, 2024, at 6:30 pm. Mayor Elizabeth Skinner presided. The following aldermen were present: Jeff Johnson, Wade Fornoff, Ben Ross, Brent Nafziger, Douglas Bury and Josh Lusher. Others in attendance were Deputy Clerk Tammy Hintz, Police Chief Mike Evans, Public Works Superintendant Nathan Barnett, Kelly Powell, Nicole Green, Steve Watts, George Mitchell, Adam White, Becky Lowery, Natalie Wallis, Sarah Wildenradt, Ashley Hartzler, Barrhett Hartzler, Abigail Mefford, Jeff Vaughn. Attorney William Connor was present via zoom.

The meeting notice and agenda were posted at least forty-eight hours in advance of the meeting on the door of the City Council Room and on the window in City Hall. A copy of the meeting notice and agenda is attached to and made a part of the minutes.

The Pledge of Allegiance was recited by those present.  
The invocation was given by Mayor Skinner.

#### **PUBLIC COMMENTS**

None.

#### **CONSENT AGENDA**

The following items were presented to vote under the Consent Agenda

- A. Approval of minutes November 5th, 2024, Regular Meeting
- B. Resolution to approve payment of bills (Res. #2024-24)

A motion was made by Alderman Fornoff to Approve the Minutes November 5th, 2024, Regular Meeting and Resolution to Approve Payments of Bills (Res #2024-24). This motion was seconded by Alderman Bury. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.

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

Mayor Skinner announced a new member had been appointed to the Zoning Board of Appeals Committee. The new member is David Knapik. Mayor Skinner asked for a motion to approve David Knapik to the Zoning Board. A motion was made by Alderman Bury and this was seconded by Alderman Knapik. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.

#### **CITY ATTORNEY'S REPORT**

City Attorney, William Connor, did not have anything to report:

**UNFINISHED BUSINESS**

- A. Discussion and Action on the Appointment of Zoning Code Administrator. Mayor Skinner indicated a copy of his credentials had been received. Alderman Bury made a motion to approve the appointment of Glen Gullette. This was seconded by Alderman Ross. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.

**NEW BUSINESS**

- B. Discussion and Action on A Special Use Permit for a Christmas Tree Lighting and Downtown Events to be held December 7, 2024. Adam White indicated this would be a small-town event, similar to the Harvest Hop held in the fall. There will be the tree lighting, carriage rides, vendors. It is the same day as the Lutheran Church event. It will start after their event is over. A motion was made by Alderman Fornoff to approve. This was seconded by Alderman Johnson. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.
- C. Discussion and Action on Ordinance Deeming Surplus Equipment and Transfer of a City Owner Generator (Ord 2024-32) Nate Barnett indicated the generator at the McKinstry Lift Station had been struck by lightning. He indicated the motor was still good. He discussed exchanging the generator for tree work from B & W Tree Service in the amount of \$2,500. Alderman Bury asked about getting sealed bids for it. The last time this was attempted the most the city could get for it was \$1,400. Alderman Fornoff asked if there was tree work lined up and Nate indicated that there was. Alderman Ross made a motion to approve and this was seconded by Alderman Nafziger. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.
- D. Discussion and Action on an Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2024, and Ending April 30, 2025 (Ord #2024-33) This is required annually. We were notified by the State that the levy cannot go over \$228,476 and the increase cannot be more than 5% or 3.4 whichever is less. Alderman Johnson made a motion to approve and this was seconded by Alderman Fornoff. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.
- E. Discussion and Action on Approving a Variance for a Property Zoned R-2, 507 Spruce Street, filed by Dennis and Josie Decker (Ord #2024-31) The Mayor is taking it off this agenda. Patrick Meyer has meet with the homeowner. He has recommended they have their property surveyed before continuing with the variance request.
- F. Discussion for Funds Requested from the Park District for the Splash Pad. There was discussion as to whether they had an estimated cost of water to operator the Splash Pad. Becky indicated they were not expecting the City to donate toward the water bill. It was

estimated it would cost \$24,000 per Summer for water. Becky indicated Deer Creek did a Splash Pad similar to this; however, donations were received from local contractors and citizens. Alderman asked if they had done a study of the population to see if it would be used. It was indicated this was done several years ago. She brought several citizens with her who were in favor of the splash pad. There was discussion regarding the city making a donation to the Splash Pad from the Culbertson Memorial gift, but not \$100,000 as the city is responsible for maintaining 3 parks and the money could be used for them also. After reviewing the Park District budget, the council feels they cannot support the cost of the Splash Pad. There will be continued discussion. No decisions have been made at this point as to an amount the city would be willing to contribute.

Alderman Johnson made a motion to enter into Executive Session for the purpose of 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(1). This was seconded by Alderman Fornoff. The time was 7:15 pm

The meeting returned to Regular Session at 7:40 pm. Roll call was taken.

- A. Discussion and Action on A New City Administrator. The city is still searching for a full time city administrator. In the meantime, the Mayor has recommended hiring Eric Diekhoff be hired to work as a Part-time City Administrator, 4 to 6 hours per week, 10 hours at the most at a rate of \$55 per hour. He has previous experience and highly respected. Alderman Johnson made a motion to hire Eric Diekhoff and this was seconded by Alderman Bury. The vote on the motion was as follows: Ayes: Johnson, Nafziger, Lusher, Ross, Bury, and Fornoff; Nays: none; Abstain: None; Absent: None. Motion carried.

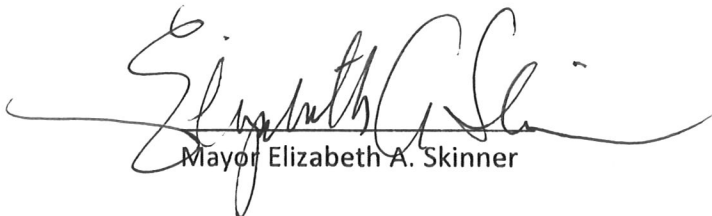
**OTHER ITEMS FOR CONSIDERATION**

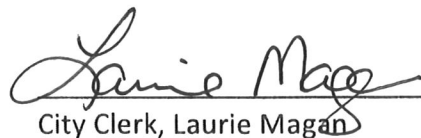
Alderman Bury asked that the council revisit the solicitation ordinance. It will be put on the agenda for an upcoming meeting.

The meeting was adjourned at 7:40 p.m. by Mayor Skinner.

Approved the 3<sup>rd</sup> day of December, 2024.

Attest:

  
Mayor Elizabeth A. Skinner

  
City Clerk, Laurie Magan

# Distinctively DELAVAN

*A community of friends. A city of opportunity.*

## MEETING NOTICE & AGENDA DELAVAN CITY COUNCIL TUESDAY, NOVEMBER 19TH, 2024 – 6:30 P.M. CITY COUNCIL ROOM, 219 LOCUST STREET, DELAVAN, ILLINOIS

Agenda for the meeting, including those matters which will be discussed, and on which final action may be taken is as follows

**CALL TO ORDER/ROLL CALL**

- I. PLEDGE
- II. INVOCATION
- III. PUBLIC COMMENTS
- IV. CONSENT AGENDA
  - A. Approval of Minutes November 5th, 2024 Regular Meeting
  - B. Resolution to Approve Payment of Bills (Res. # 2024-24)

- V. REPORTS OF OFFICERS
  - A. Mayor’s Report
    - 1. Appointment of New Board of Zoning Member
  - B. City Attorney’s Report

- VI. EXECUTIVE SESSION
  - A. “The Purchase or Lease of Real Property for the Use of the Public Body, including Meetings held for the Purpose of Discussing whether a Particular Parcel Should be Acquired” 5 ILCS 120/2(c)(5)
  - B. “The Appointment, Employment, Compensation, Performance or Discipline of Specific Employees of the Public Body or Legal Counsel of the Public Body” 5ILCS 120/2(c)(1)

- VII. UNFINISHED BUSINESS
  - A. Discussion and Action on the Appointment of Zoning Code Administrator

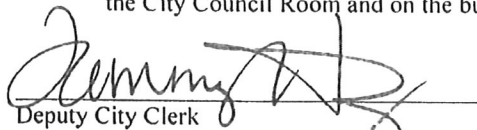
- VIII. NEW BUSINESS
  - A. Discussion and Action on a New City Administrator
  - B. Discussion and Action on a Special Use Permit for a Christmas Tree Lighting and Downtown Events to be held December 7, 2024
  - C. Discussion and Action on Ordinance Deeming Surplus Equipment and Transfer of a City Owned Generator (Ord 2024-32)
  - D. Discussion and Action on an Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning May 1, 2024 and Ending April 30, 2025 (Ord #2024-33)
  - E. Discussion and Action on a Approving a Variance for a Property Zoned R-2, 507 Spruce Street, Filed by Dennis and Josie Decker (Ord #2024-31)
  - F. Discussion for Funds Requested from the Park District for the Splash Pad

**IX. OTHER ITEMS FOR CONSIDERATION**

**X. ADJOURNMENT**

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This is to certify that this notice and agenda was posted at least 48 hours in advance of the meeting on the door of the City Council Room and on the bulletin board in City Hall, 219 Locust Street, Delavan, Illinois.

  
Deputy City Clerk

11-15-24  
Date

**ANY QUESTIONS REGARDING AGENDA ITEMS SHOULD BE DIRECTED TO THE  
MAYOR AT (309)244-7146 OR [cityofdelavan@delavanil.org](mailto:cityofdelavan@delavanil.org)  
219 Locust St. • P.O. Box 590 • Delavan, IL 61734-0590  
(309) 244-7146 • (309) 244-8437 Fax  
E-mail - [citydel@mchsi.com](mailto:citydel@mchsi.com) • Website - [www.delavanil.org](http://www.delavanil.org)**