

City of Litchfield
120 E. Ryder, Litchfield, Illinois
Official Open Session Meeting Minutes
March 5, 2026
6:30 P.M.

Mayor Fleming called the Regular Meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. Present on roll call were, Alderperson Marilyn Sisson, Alderperson Sara Zumwalt, Alderperson Dwayne Gerl, Alderperson Robbin Huffman, Alderperson Josh Hughes, Alderperson Bob Garcia, Alderperson Bert Holloway, and Alderperson Ray Kellenberger. The mayor declared that a quorum was present.

Others Present: Breann Vazquez, City Administrator, Dawn Ashby, Deputy Clerk, Mike McGinley, City Attorney

Absent: None

Public Participation: John Hanafin

City Report:

Mayor Fleming reported Brush Pick Up dates are April 13th through April 17th and Spring Clean Up starts April 20th to the 24th. Citizens are reminded to please refrain from putting items out until about a week before the cleanup, so not to cause a nuisance or make the city look bad. He stated that this is a huge endeavor which starts in Ward One and continues in Ward Four. Mayor Fleming reminded citizens that not all communities provide this service, and he appreciates our Street Department for doing a great job. As a reminder, Mayor Fleming asked citizens to please check the City Website for more information.

Mayor Fleming asked to address citizens who have continued reaching out regarding the missing Post Office boxes. He assured the community the City is conversing with Post Office Officials about this issue. The City wants to keep the box in the same place, however, according to the most recent conversations, the Post Office appears to have other plans.

City Administrator Vazquez explained the City did prepare a brief hold harmless agreement for them. They had some changes that we would be happy to accept in order to get this done. However, The USPS Safety Committee did not approve signing the hold harmless agreement. She doesn't believe it is our local Post Office making these decisions and currently the Post Office is pursuing putting a box out on the curb.

Mayor Fleming added that the City will continue communications with them and hopefully keep that box, that's been there for 30 plus years, in the same spot.

Public Participation

Mayor Fleming reported one speaker signed up for the public participation. John Hanafin asked about a flyer (on the internet) regarding Economic Development in rural towns. He explained it

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as an expansion service for small businesses transitioning with generations, which struck home to him. It had him thinking about Economic Development. He added that he spoke with Alderman Hughes who he said assured him, “there's still stuff going on in the background”, but Mr. Hanafin feels it needs to be activated among this community. Mayor Fleming thanked Mr. Hanafin for bringing this to his attention.

Appointments:

None

Other Business:

Aldersperson Gerl made a motion, seconded by Aldersperson Sisson, to approve minutes from the regular meeting held on February 19, 2026.

Mayor Fleming directed a roll call vote.

Aye: Gerl, Zumwalt, Hughes, Garcia, Huffman, Holloway, Kellenberger, Sisson

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Aldersperson Garcia made a motion, seconded by Aldersperson Huffman to approve the expenditure report and payroll report for the current period.

Mayor Fleming directed a roll call vote.

Aye: Garcia, Sisson, Gerl, Zumwalt, Huffman, Kellenberger, Hughes, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Old Business:

None

New Business:

Water Plant

Aldersperson Garcia made a motion, seconded by Aldersperson Gerl, waiving competitive bidding procedures, and authorizing the emergency expenditures for the Litchfield Water Department.

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Discussion: City Administrator Breann Vazquez explained that the City is finishing out our emergency expenditures and has a Capital Improvement Plan underway. She stated the city expects this to be about 4.6 million dollars. The City is working very closely with CMT (Crawford, Murphy & Tilly). Congresswoman Mary Miller has indicated that there is Federal Community Project Funding for which Ms. Vazquez is in the process of submitting. This does affect four counties when you include our water districts, making a strong application with our water distribution system affecting so many in the region. Besides applying for this funding, we will also be going through the IEPA low interest loan process. With no further discussion Mayor Fleming directed a roll call vote.

Mayor Fleming directed a roll call vote.

Aye: Huffman, Kellenberger, Hughes, Garcia, Sisson, Gerl, Holloway

Nay: None.

Absent: None.

Abstain: Zumwalt.

Motion carried.

Water Plant

Aldersperson Garcia made a motion, seconded by Aldersperson Kellenberger, to an agreement with T & M Controls to install a telemetry system for an amount not to exceed \$13,444.20.

Discussion: Public Works Coordinator Bill Grider noted the quoted price of \$11,369.20 did not include installation.

Mayor Fleming directed a roll call vote.

Aye: Huffman, Kellenberger, Hughes, Garcia, Sisson, Gerl, Holloway

Nay: None.

Absent: None.

Abstain: Zumwalt.

Motion carried.

Streets:

Aldersperson Gerl made a motion, seconded by Aldersperson Huffman, to approve a Resolution approving a Joint Agreement with the Illinois Department of Transportation for Federally Funded Construction.

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Discussion: City Administrator Breann Vazquez explained that this is part of the Safe Routes to School Grant for sidewalks on Tyler and State Street. This resolution is declaring that public funds are available to cover our portion, which is \$60,895. This does not include Sallee.

Mayor Fleming directed a roll call vote.

Aye: Hughes, Sisson, Zumwalt, Huffman, Kellenberger, Holloway, Garcia, Gerl

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Streets

Aldersperson Gerl made a motion, seconded by Aldersperson Sisson, to approve a Resolution waiving competitive bidding requirements and approving and authorizing a contract with Baxmeyer Construction in connection with the Skyview Drive project for an amount not to exceed \$85,074.21.

Discussion: None.

Mayor Fleming directed a roll call vote.

Aye: Kellenberger, Hughes, Garcia, Sisson, Gerl, Zumwalt, Huffman, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Aldersperson Kellenberger made a motion, seconded by Aldersperson Huffman, to approve an ordinance authorizing the execution of a real estate sales contract with Pittsburgh Pipe & Supply Corp. for Lot 8 of Route 66 Industrial Park. PIN # 15-08-227-002.

Discussion: City Administrator Vazquez explained the estate sales contract is with Pittsburgh Supply Company for lot number 8 of Route 66, Industrial Park, pin number 15-08-227-002. Pittsburgh pipe is a local company and preparing for an expansion in Industrial Park. The City is excited about this good news.

Mayor Fleming directed a roll call vote.

Aye: Hughes, Garcia, Sisson, Gerl, Zumwalt, Huffman, Kellenberger, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

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Executive Session

A Motion to Enter into Executive Session, as allowed under the Illinois Open Meetings Act, as found in Chapter 5 of the Illinois Compiled Statutes, Section 120, to address these certain and restricted items:

1. "Discussion of minutes of meeting lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06." (5ILCS 120/2(2)(C)(21)
2. "The setting of a price for sale or lease of property owned by the public body." (5ILCS 120/2(2) (C) (21)

Aldersperson Zumwalt made a motion, seconded by Aldersperson Kellenberger to enter executive session at 6:46 p.m.

Mayor Fleming directed a roll call vote.

Aye: Huffman, Gerl, Zumwalt, Kellenberger, Sisson, Hughes, Garcia, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Regular Session resumed at 7:09 p.m.

New Business

Aldersperson Zumwalt made a motion, seconded by Aldersperson Huffman to approve the Executive Session Minutes from February 19, 2026, meeting.

Mayor Fleming directed a roll call vote.

Aye: Gerl, Garcia, Kellenberger, Hughes, Zumwalt, Huffman, Sisson, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Aldersperson Zumwalt made a motion, seconded by Aldersperson Huffman to approve a Resolution Regarding the Release of Executive session Minutes.

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Mayor Fleming directed a roll call vote.

Aye: Gerl, Garcia, Kellenberger, Hughes, Zumwalt, Huffman, Sisson, Holloway

Nay: None.

Absent: None.

Abstain: None.

Motion carried.

Adjournment

Having no further business Alderperson Kellenberger made a motion seconded by Alderperson Gerl to adjourn the meeting at 7:11 p.m.

Mayor Fleming directed a voice vote.

Aye: 8

Nay: 0

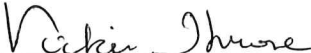
Absent: None.

Abstain: None.

Motion carried.


Submitted by: Dawn Ashby, Deputy Clerk

Attest:



Vickie Throne
City Clerk

Approved:



Jacob Fleming
Mayor

