

MINUTES OF A REGULAR MEETING OF THE ZION CITY COUNCIL HELD ON TUESDAY, JANUARY 20, 2026 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, CITY HALL, 2828 SHERIDAN ROAD, ZION, ILLINOIS

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Mayor Pro-Tem Fischer called the meeting to order.

On call of the roll the following answered present: Commissioners Stackhouse, Frierson, McDowell and Mayor Pro-Tem Fischer. Mayor McKinney was absent. A quorum was present.

Also present: Fire Chief Justin Stried, Building & Zoning Director Rich Ianson, Public Works Director Vic Ransom and City Attorney James Vasselli. Police Chief Eric Barden, Economic Development Director Sonolito Bronson and City Administrator David Knabel were absent.

Mayor Pro-Tem Fischer introduced new Finance Director Melissa Wellendorf.

William Bremner led in the Pledge of Allegiance to the Flag.

AGENDA CHANGES

It was moved by Commissioner McDowell, seconded by Commissioner Frierson to accept the City Council meeting agenda with the following changes:

Amend Total Amount in Item 6. **BILLS:** Vouchers 150818 through 151064 drawn on Huntington National Bank N.A., Total: **\$2,228,972.91**

Delete Item 13. **CLOSED SESSION** – (Pursuant to 5 ILCS 120/2 “Open Meetings”) for the discussion of threatened and/or probable or imminent litigation, collective bargaining, purchase or sale of real estate, legal counsel and personnel

The vote on roll call was: Commissioner Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried.

CITIZEN COMMENTS

Mary Lou Hiltibran, ESDA Director, gave a monthly report of the recent activities that ESDA performed in assistance to the City. She encouraged citizens to consider volunteering to make a difference. Those interested can go to the City’s website for an application or obtain one from an ESDA member in person.

Raymond Gilmore, Zion, stated he is following up on a complaint for a resident that was putting on a new roof without a permit. He asked if the Building Department has spoken with the owner and if they received a citation. He asked if the City inspects or checks on people doing things without a permit. He noted that the HOA insurance is going up and they do not have a pool, clubhouse or golf course. He questioned if someone fell off the roof and gets hurt; who would they sue, the City or the HOA. Director Ianson noted that they do address no permit issues. They do send out notices of violation and charge violation fines.

Brian Cashmore, Zion, noted his concern about the speeding on Sheridan Road. He feels it is more out of control than it has been. Additionally, he noted that people are going through the stop sign at 173 and 21st Street, one time almost hitting him. He noted that there are kids and elderly that live in the neighborhood. He has also seen a YouTube video along with other people telling him that there have been a handful of police vehicles rolling or even blowing the stop sign. Mayor Pro-Tem Fischer indicated that they will pass on the information to Chief Barden.

CONSENT AGENDA

It was moved by Commissioner Frierson, seconded by Commissioner Stackhouse that the Minutes be approved as follows:

- (a) **APPROVAL OF MINUTES:** a Regular Meeting held on December 16, 2025 at 7:00 p.m.; and a Special Meeting held on December 29, 2025 at 6:00 p.m.

The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried

It was moved by Commissioner Fischer, seconded by Commissioner Stackhouse that the Bills be approved as follows:

- (b) **BILLS:** Vouchers 150818 through 151064 drawn on Huntington National Bank, N.A. Total: \$2,228,972.91

The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer aye. Motion carried.

ORDINANCE/LEASE/23RD STREET RIGHT OF WAY/PALMER FAMILY LLC

A memo (26-DOC-1) was received from Director Ianson requesting approval of a lease agreement with Palmer Family Limited Partnership. Director Ianson stated Palmer Family LLC is requesting a lease agreement with the City for the use of the 23rd Street right-of-way containing approximately 2770 square feet for access for parking.

It was moved by Commissioner Frierson, seconded by Commissioner McDowell that an Ordinance (26-O-1) be passed authorizing the lease of a portion of property locate at or about the 23rd Street right-of-way, owners Palmer Family LLC. The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

ORDINANCE/INTERGOVERNMENTAL AGREEMENT/ILLINOIS DEPARTMENT OF TRANSPORTATION/SNOW AND ICE CONTROL

A memo (26-DOC-2) was received from Director Ransom requesting approval of an Intergovernmental Agreement (IGA) with the Illinois Department of Transportation. Director Ransom presented the Intergovernmental Agreement for snow and ice between the Illinois Department of Transportation (IDOT) and the City of Zion. He stated that the previous maintenance agreement between IDOT and the City was for maintenance of Sheridan Road (17th Street South of Wadsworth Road) and Illinois Route 173 (Lewis Avenue East to Sheridan Road) expired on June 30, 2025. The previous agreement included pothole repair, trash pick-up, mowing, tree maintenance and snow and ice. The new snow and ice agreement is exclusively to remove the snow and ice on Sheridan Road from 17th Street South to Wadsworth Road and Illinois Route 173, Lewis Avenue East to Sheridan Road. All other maintenance will be performed by IDOT. The new IGA is a 10-year term, expiring on April 30, 2035. Estimated compensation to the City during the life of the agreement is \$370,530.00. Staff requests and recommends approval of the agreement. Commissioner Frierson asked if there was a reason for switching the additional maintenance back to the County. He noted that they were providing pretty good service having it local here. Director Ransom stated the City and IDOT were having issues with maintaining the storm system (catch basins) but per a previous agreement, the City would continue to maintain those catch basins. It was decided that the other maintenance would go back to IDOT but the City would still continue to do the snow and ice control.

It was moved by Commissioner Stackhouse, seconded by Commissioner McDowell that an Ordinance (26-O-2) be passed authorizing and approving an Intergovernmental Agreement with the State of Illinois through the Illinois Department of Transportation and the City of Zion for snow and ice control on State routes. The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

ORDINANCE/PROFESSIONAL DESIGN ENGINEERING SERVICES/CHRISTOPHER BURKE ENGINEERING/HOREB WATER MAIN/ROAD/ALLEY IMPROVEMENTS

A memo (26-DOC-3) was received from Director Ransom requesting approval of a proposal from Christopher Burke Engineering Services. Director Ransom presented a proposal from Christopher Burke Engineering Services for the Horeb Avenue water main, road, and alley reconstruction. The proposal will provide the engineering design, and preparation of bidding documents for the water main replacement and resurfacing of:

- Horeb Avenue from 20th Street to 21st Street (water main and resurfacing)
- Hermon Alley from 20th Street to 21st Street (storm sewer and resurfacing)
- 20th Street South Alley from Horeb Avenue to Hermon Avenue (storm sewer and resurfacing)

The project is being submitted for a grant that may provide 100% funding. Staff requests and recommends approving the proposal for a cost of \$64,965.00 and to advertise for bids. Funding for the services will be a line item in the FY26 Water Project Fund.

It was moved by Commissioner Stackhouse, seconded by Commissioner Frierson that an Ordinance (26-O-3) be passed authorizing and approving a proposal for Professional Design Engineering Services from Christopher B. Burke Engineering LTD. for Horeb Avenue Water Main/Road/Alley Improvements. The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

**ORDINANCE/PROFESSIONAL DESIGN ENGINEERING SERVICES/CHRISTOPHER BURKE
ENGINEERING/2026 WATER MAIN IMPROVEMENTS**

A memo (26-DOC-4) was received from Director Ransom requesting approval of a proposal from Christopher Burke Engineering Services. Director Ransom presented a proposal from Christopher Burke Engineering Services for the 2026 Water Main Project. The proposal will provide the engineering design, and preparation of bidding documents for the water main replacement and resurfacing of:

- Ezekiel Avenue from 20th Street to 21st Street
- Ezra Avenue from 20th Street to 21st Street
- Gabriel Avenue from 20th Street to 21st Street
- Gilead Avenue from 20th Street to 21st Street

The project is being submitted for a grant that may provide 100% funding. Staff requests and recommends approving the proposal for a cost of \$66,785.00 and to advertise for bids. Funding for the services will be a line item in the FY26 Water Project Fund. Commissioner McDowell thanked Director Ransom for his diligence in working on the grants. Commissioner Fischer asked if this project ties in with the 20th Street storm system upgrade? Director Ransom stated that they are two totally separate projects and grants.

It was moved by Commissioner Stackhouse, seconded by Commissioner Frierson that an Ordinance (26-O-4) be passed authorizing and approving a proposal for Professional Design Engineering Services from Christopher B. Burke Engineering LTD. for the 2026 Water Main Improvements. The vote on roll call was: Commissioners Stackhouse, aye; Frierson, aye; McDowell, aye; and Mayor Pro-Tem Fischer, aye. Motion carried. Ordinance passed.

DEPARTMENTAL COMMENTARY

Director Ianson gave a few tips on how to prevent pipes from freezing:

- Turn your faucet on a cold-water trickle
- Open up cabinet doors allowing heat to get into the cabinets
- Insulate pipes
- Disconnect garden hose

Director Ransom noted that once the spring construction season starts, Lake County DOT will be putting in two roundabouts. One will be at Russell Road and Kenosha Road. The second one will be at Russell Road and Lewis Avenue. They will not be done at the same time but will be done in the same year. Each will entail a 90-day closure. Signs will be posted when the project is due to start. Any questions can be directed to Lake County Department of Transportation.

Chief Stried noted information regarding the Warming Centers around the City is posted on the Facebook page and on the website. If residents are having issues with heating or bills they should call the Zion Township or 211.

Finance Director Melissa Wellendorf noted that there was a position open in the Accounts & Finance Department for a Utility Billing Clerk.

Mayor Pro-Tem Fischer urged residents to stay safe and stay warm and to watch out for their neighbors.

ANNOUNCEMENTS

February 3

Zion City Council Meeting

February 17

6:00 p.m.

Zion Township Board Meeting

7:00 p.m.

Zion City Council Meeting

Upcoming food pantry dates at ZB East:

- February 28th
- March 28th
- April 25th
- May 30th
- June 27th

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner Frierson, seconded by Commissioner McDowell and unanimously approved the meeting be adjourned at 7:30 p.m. Motion carried.

City Clerk