



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

**City of Oregon Council Agenda,  
Tuesday October 22<sup>nd</sup>, 2024, 5:30 P.M.  
115 N 3<sup>rd</sup> Street**

**Public Option: Join Meeting via Zoom**

**Meeting ID: 867 6205 4986**

**Passcode: 535780**

**One tap mobile**

**+13092053325**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PRESENTATIONS**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
- 7. APPROVAL OF WARRANTS AND PAYROLL**
- 8. BUSINESS ITEMS**
  - a. Approve Variance Request of the sign ordinance submitted by Lou Vanderwyst – Conover Square Mall – 201 N 3<sup>rd</sup> Street, Oregon, IL 61061 Parcel #16-03-176-009 – Planning Recommendation**
  - b. Approve the Appointment of Caleb Jenks to the Tree Board**
  - c. Approve Illinois Municipal League Risk Management Association Annual Insurance Renewal Contribution and Authorize the City Manager to Execute the Policy Renewal**
- 9. PROCLAMATIONS, COMMENDATIONS, ETC**
- 10. DISCUSSION ITEMS**
  - a. 1<sup>st</sup> Reading Ordinance - Brush & Yard Waste**

The City of Oregon, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the City Manager Darin DeHaan at 815-732-6321 at least 24 hours before a scheduled meeting to allow the City to make reasonable accommodations for these persons.

## **11. COMMITTEE REPORTS**

- a. **PLANNING**
- b. **ECONOMIC AND COMMUNITY DEVELOPMENT**
- c. **FINANCE**
- d. **SUSTAINABILITY**
- e. **TREE BOARD**
- f. **PUBLIC ART COMMISSION**
- g. **OTHER**

## **12. DEPARTMENT AND OFFICER REPORTS**

- a. **POLICE**
- b. **PUBLIC WORKS**
- c. **CITY CLERK**
- d. **CITY ATTORNEY**
- e. **CITY MANAGER**  
City Manager's Report

## **13. COUNCIL REPORTS**

- a. **MEMBER WILSON**
- b. **MEMBER SCHUSTER**
- c. **MEMBER COZZI**
- d. **MEMBER KRUG**
- e. **MAYOR WILLIAMS**

## **14. EXECUTIVE SESSION**

## **15. ADJOURNMENT**

A portion of the meeting maybe closed to the Public, immediately as permitted by 5 ILCS 120/2 (c) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the City of Oregon, and as permitted by 5 ILCS 102/2 (c)(11) to discuss litigation against, affecting, or on behalf of the City which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS (c)(21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters. **Possible action after executive session**



COUNCIL MEETING MINUTES  
 Tuesday October 8<sup>th</sup>, 2024, 5:30 P.M.  
 City Hall Council Chambers  
 115 N 3<sup>rd</sup> Street

The Council of the City of Oregon met Tuesday October 8<sup>th</sup>, 2024, at 5:30 P.M.

The meeting was held at the City Hall Council Chambers and on Zoom.

Present: Mayor Ken Williams  
 Council Member Melanie Cozzi  
 Council Member Tim Krug  
 Council Member Terry Schuster  
 Council Member Kurt Wilson  
 City Manager Darin DeHaan  
 City Attorney Paul Chadwick  
 Chief of Police Matt Kalnins  
 City Clerk Cheryl Hilton

Also Present: George Howe, Mike Mudge, and Chad Ryan.

Present via Zoom: Bill Covell and Earleen Hinton.

Mayor Ken Williams called the meeting to order at 5:30pm.

Council Member Terry Schuster started the pledge of allegiance.

Council Members Cozzi, Krug, Schuster, Wilson, and Mayor Williams answered roll call. A quorum was present.

**Presentation**

None.

**Public Comment**

None.

**Approval of Minutes**

Council Member Tim Krug moved to approve the September 24<sup>th</sup>, 2024, minutes,  
 Seconded by Council Member Terry Schuster.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

**Approval of Warrants & Payroll**

Council Member Terry Schuster moved to approve payroll in the amount of \$68,922.02  
 and the current warrants as listed:

Andy Silva	\$240.00
Biller Press	\$344.85
Blue Cross Blue Shield	\$19,081.29
Bobcat of Dixon	\$742.08
Butitta Bros. Automotive - Oregon	\$56.62
Cintas	\$147.18
Comcast	\$248.89
Conserv FS Inc.	\$428.94
Darin DeHaan	\$136.54

Ehmen	\$145.00
Envision Healthcare	\$204.00
Fehr Graham	\$74,200.00
Ferguson Enterprises dba Pollardwater	\$188.48
Ferguson Waterworks #2516	\$16,461.84
Fidelity Security Life Insurance	\$175.18
Fischer's	\$961.70
Frontier	\$208.91
Golden Rule Signs	\$21,952.43
Hackbarth Truck & Equipment	\$3,767.44
Hagemann Horticulture LLC	\$8,200.00
Hector's Cocina	\$275.00
Helm Civil	\$732.75
James Taylor	\$370.00
Josh Pickering	\$240.00
Ken Williams	\$25.00
Ken Williams	\$26.71
Martin and Company Excavating	\$212.84
MCS	\$145.00
Melanie Cozzi	\$25.00
Menards	\$107.95
Ogle County Clerk & Recorder	\$60.00
Oregon Rotary Club	\$115.00
Oregon SuperValu	\$71.18
Polo Cooperative Association	\$1,851.92
Postmaster	\$97.53
Region 1 Planning Council	\$2,467.09
Republic Services #721	\$68.00
Sauk Valley Community College	\$6,671.04
Shaw Media/ Sauk Valley Media	\$55.20
Standard Equipment Co	\$292.21
Sterling Fence	\$4,245.38
Steve Benesh & Sons	\$1,480.28
Steven Varble Productions	\$1,147.50
Stratus Network Inc	\$89.26
Sun Life Financial	\$16.17
SundogIT	\$2,473.00
Taylor Buckwalter	\$160.00
The Police & Sheriffs Press	\$17.60
Uline	\$167.53
Uniform Den East, Inc	\$166.40
Visa	\$1,538.31
Visa	\$2,546.48
	<b>\$175,848.70</b>

Seconded by Council Member Kurt Wilson.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

### **Business Items**

Council Member Melanie Cozzi moved to approve the Sustainability Plan, Seconded by Council Member Kurt Wilson.

**Discussion:** Council Member Melanie Cozzi stated there were no changes to the plan since last presented to the council. Mayor Ken Williams said the plan is outstanding. City Manager Darin DeHaan stated the Sustainability Committee will begin to look at items on the plan that can be accomplished relatively easy at their next meeting.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

Council Member Terry Schuster moved to approve Resolution 2024-8 Candlelight Walk Carriage Rides, Seconded by Council Member Tim Krug.

**Discussion:** City Manager Darin DeHaan said the resolution is similar to last years. Council Member Tim Krug asked if the Pedal Bus would be running during Candlelight Walk. City Manager Darin DeHaan said he does not think the pedal bus will be operating during Candlelight Walk.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

Council Member Kurt Wilson moved to approve the Solar Credit Contract and Authorized the City Manager to execute documents, Seconded by Council Member Tim Krug.

**Discussion:** Mike Mudge spoke to the City Council regarding the solar credit program. He stated US Solar has enough capacity to handle all the cities accounts. He estimated the saving to the city to be about seven thousand five hundred dollars. Mayor Ken Williams asked if there are different rates for nighttime versus daytime. He said the city receives a cheaper rate from ComEd to run the wells at night. Mike Mudge said it does not matter when, the program just provides a credit. City Attorney Paul Chadwick has reviewed the contract.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

### **Proclamations, Commendations, Etc.**

Mayor Ken Williams proclaimed April 25<sup>th</sup>, 2025 as Arbor Day in the City of Oregon.

Mayor Ken Williams proclaimed the City of Oregon officially recognizes the VFW on their 125<sup>th</sup> Anniversary.

### **Discussion Items**

**Brush Pickup Guidelines:** City Manager Darin DeHaan said during the last brush pickup, several residents put out large amounts of brush and one resident removed an entire tree. He said the city does not have the capacity to remove large trees. Mayor Ken Williams said what happens after a storm. He also mentioned when the city closed the city dump site to residents, it was discussed that the city would pickup the brush generated by residents. He said now it feels like we are taking that away too. He wants the City Council to think about that as well. Public Works Director Bill Covell said brush pickup takes about a day and a half to complete. He said the city dump is currently full and can not be burned until winter. The public works department also works with the

Park District and the County to take brush from those areas. He said they are very flexible with what is picked up, there were just a few residents who abused the program. Council Member Melanie Cozzi asked if it would be worthwhile for the city to invest in a chipper. Public Works Director Bill Covell said it would take two to three people a couple of days to run a chipper. City Manager Darin DeHaan said the city could charge a service fee to pick up larger loads of brush if the public works department is capable. Council Member Melanie Cozzi asked if the Sustainability Committee could look at this topic.

### **Committee Reports**

**Planning:** A public hearing for a variance request submitted for a sign at Conover Square Mall will be held at the next meeting.

**Economic and Community Development:** Workshop being held on October 23<sup>rd</sup>.

**Tree Board:** Working on educational programs for tree incentives.

**Public Art Commission:** A resident is interested in updating the banners in the downtown.

### **Department Reports**

**Police Chief Matt Kalnins:** Thanked the Police department for keeping everyone safe during AOP. He also thanked the Public Works department.

**Public Works Director Bill Covell:** Thanked the Public Works department and the Police department, great collaboration over the weekend.

**City Attorney Paul Chadwick:** Expressed his amazement at how many people were in town for AOP.

**City Manager Darin DeHaan:** A meeting has been set-up with Fehr Graham to discuss funding for the Headworks project. He also commended city staff and the AOP committee, it was a great cohesive effort. He also said collaboration with the county was great as well, they provide a lot of resources for AOP.

### **Council Reports**

**Council Member Kurt Wilson:** The City and Police department did an excellent job this weekend.

**Council Member Melanie Cozzi:** AOP was great. She helped with sanitation. They had ten student volunteers.

**Council Member Tim Krug:** Great AOP weekend.

**Mayor Ken Williams:** Thanked City Manager Darin DeHaan for the nice post made during AOP. The Association for Equipment Manufacturers brought a tour bus and attended open houses at Woods Equipment and E.D. Etnyre. He said state legislators attended the open houses as well. E.D. Etnyre employees about four hundred people, one thousand nationally. He thanked E.D. Etnyre for their generosity towards the community.

Council Member Melanie Cozzi moved to adjourn the meeting, Seconded by Council Member Kurt Wilson.

Roll Call: Cozzi, Krug, Schuster, Wilson, Williams. No Nays.

Adjourn: 6:09 P.M.

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Ken Williams, Mayor

Attest: \_\_\_\_\_  
Cheryl Hilton, City Clerk



October 22,2024

Payroll in amount \$63,409.99

Bev Olson	\$172.00
Bobcat of Dixon	\$48,799.06
Box Materials LLC	\$2,240.00
Brooks Jewelers	\$225.00
Butitta Bros Automotive - Oregon	\$42.39
Butitta Bros Automotive - Oregon	\$480.70
Caspers Home Inspection LLC	\$1,550.00
City of Oregon	\$5,500.00
City of Oregon	\$14,047.37
Coliseum Museum Art , Antiques & Americana	\$3,494.36
Comcast	\$827.73
Comcast	\$872.81
ComEd	\$11,948.55
Dan Dietrich	\$20.00
Diane Brink	\$7.00
EM Benefits	\$1,734.83
Fehr Graham	\$8,160.00
Fehr Graham	\$8,329.00
Fehr Graham	\$27,300.00
Hach Company	\$1,161.21
Hackbarth Truck &Equipment	\$1,155.51
Hagemann Horticultue	\$220.00
Hagemann Horticultue	\$8,854.78
Helm Civil	\$522.00
Helm Civil	\$885.50
Helm Civil	\$956.73
ILEAS	\$60.00
Jacob & Klein, Ltd	\$547.55
Jane Koeller	\$20.00
Jen's Artisan Breads, Ltd	\$375.00
Kate Gross	\$8.00
Ken Williams	\$25.00
Ken Williams	\$54.94
Kunes Country Auto Group	\$475.57
Lynn Kaufman	\$11.00
Manheim Solutions	\$2,592.00
Melanie Cozzi	\$25.00
Merlin's Greenhouse and Flowers	\$500.00
Michael Meurer	\$10.00
Mis-West Truckers Assoc. Inc	\$188.00
No Stone Unturned Crystals	\$225.00
Oregon Depot Museum	\$7,807.04
P.F. Pettibone & co.	\$68.95

Polo Cooperative Assoc	\$4,217.12
Postmaster	\$771.68
Quill	\$132.74
Region1 Planning Council	\$1,707.09
Republic Services #721	\$20,550.40
Samantha Geeves	\$3.00
Shawn Melville	\$250.00
Slim & Hanks	\$12,711.50
Snyder's Pharmacy	\$558.23
Stillamn BankCorp	\$2,036.03
The Economic Development Group	\$2,190.20
Verizon	\$567.23
Village of Progress	\$1,280.00
Zoro Tools	\$572.27
	<b>\$210,047.07</b>

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City Manager





## City of Oregon Application for Variation

1. Applicant's name Lou Vanderwyst - Conover Square Mall

2. Applicant's address: 201 N 3rd Street, Oregon, IL 61061

3. Applicant's phone number: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

4. Applicant's email address: \_\_\_\_\_@\_\_\_\_\_

5. Address of property for which variance is being requested  
201 N 3rd Street, Oregon, IL 61061 Parcel # 16-03-176-009  
Conover Square Mall

6. Nature of variance:  
Variance of the sign ordinance. Increase allowable square footage of sign  
from 100 feet to 250 feet - coverage area from 20 feet to 30 feet.

7. Charges and fees:

Residential:	Non-refundable fee: \$100.00 but not more than \$500.00
Commercial: Commercial Business District Industrial Any other type of zoning	Non-refundable fee: \$500.00 but not more than \$2,500.00

8. Request for fee waiver and reimbursement for public hearing costs: \*The Planning Committee will consider a waiver of fees and public hearing costs if the project is presented as an enhancement to the community as a whole and will benefit the public.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. A drawing to scale – to include lot dimensions, location & size of all building on lot, setbacks, unusual characteristics, and variation as requested. The Planning Commissioner has the right to request a survey at the landowner's or project organization's expense if so needed.

Internal use only:  Fee waiver granted \_\_\_\_\_ yeas \_\_\_\_\_ nays  
 Reimburse Public Notice Costs granted \_\_\_\_\_ yeas \_\_\_\_\_ nays



Permit No. \_\_\_\_\_  
Is property in a flood plain: Yes  No

**CITY OF OREGON – APPLICATION FOR BUILDING PERMIT**

I (we) hereby make application for a permit to perform the following described work:  
Replace SIGNAGE on SW corner of Building (attached photo)

Note: A diagram of the work being done will also be needed – attach separately or draw in the space provided on the back of this page.

Zoning Class: \_\_\_\_\_ R1 (1 family dwelling) \_\_\_\_\_ R2 (2 family dwelling) \_\_\_\_\_ R3 (multi family dwelling)  
 Commercial \_\_\_\_\_ Industrial

Type of Building	Minimum Fee
Move or upgrade electric service	\$75.00
Storage shed – up to 250 sq. ft.	\$75.00*
Pool – above ground	\$75.00*
Pool – in ground	\$150.00*
Fence	\$75.00
<u>Sign</u>	<u>\$75.00*</u>
Deck, porch, steps, ramp	
Slab or patio (less than 300 sq. ft.)	\$75.00
Roofing	\$75.00
Solar 1-20 kilowatts (kW-dc)	\$150.00
Solar 21-50 kilowatts (kW-dc)	\$300.00
Solar 51-100 kilowatts (kW-dc)	\$500.00
Solar 101-500 kilowatts (kW-dc)	\$1,000.00
Solar 501-1,000 kilowatts (kW-dc)	\$3,000.00
1+ Megawatt (MW-dc) (1 <sup>st</sup> MW)	\$3,000.00
+ \$500 per additional KW	\$
<b>Total Fees Due</b>	<b>75.00</b>
*Electrical work on these items have an additional fee	
**Any other improvements require the long permit	

Conover Square  
Lou VanderWyst  
(Name of owner)  
201 N. 3<sup>rd</sup> St  
(Address of lot)  
[Redacted]  
(Address)  
[Redacted]  
(Phone number)  
\$ 500.00  
(Estimated cost of proposed improvement)

Parcel (PIN) Number 16-03-176-009  
(This number is on your tax bill, or call the Assessment Office: 815-732-1150)

I (we), hereby agree to perform the above-described work in accordance with all building regulations and zoning codes of the City of Oregon and in accordance with all plans and specifications submitted to obtain this permit.

Signed [Redacted]  
(Owner, agent)  
Date 9-6-24

The card furnished with this permit is for display at the construction site and **must** be visible from the street upon which the construction fronts.

This application is hereby approved upon payment of the required fee and approval of the Building Inspector.

Date 9/9/24  
Casper Mamb  
Building Inspector

Self  
(Name of Contractor)

**Starting work without a permit**  
**Two (2) times the permit fee**

Any fees not covered hereinto be established by Building Official

NOTE: Please call City Hall for all required inspections – (815) 732-6321



Letters in Red



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

## CITY OF OREGON

115 N. 3<sup>rd</sup> St., Oregon, IL 61061

Phone: 815-732-6321 / website: cityoforegon.org

### Variation of the Sign Ordinance

Comments made at the Planning Meeting held on October 15<sup>th</sup> 2024.

*Chairman Mark Herman opened the Public Hearing regarding a Variance Request of the sign ordinance submitted by Lou Vanderwyst – Conover Square Mall – 201 N 3<sup>rd</sup> Street, Oregon – Parcel #16-03-176-009 at 5:31pm.*

*Fran Voles spoke on behalf of Lou Vanderwyst, owner of Conover Square Mall. He said he has helped with many repairs that have been done to the building. He said the new signage will help to better identify Conover Square Mall. Rick Ryland said all the improvements look great. Liz Hiemstra thought the signage would look better if it were all contained in one area. She said she feels the signage is rather large even though the building is much larger than surrounding buildings. Mark Herman asked about the material the sign would be made of. Fran Voles stated the material is a type of Styrofoam that can be painted.*

*Mark Herman moved to close the public hearing at 5:41pm, Seconded by Karly Spell.*

*Motion carried. No Nays.*

**City Manager:** Darin DeHaan  
**City Clerk:** Cheryl Hilton  
**City Attorney:** Paul Chadwick  
**Chief of Police:** Matt Kalnins  
**Public Works Director:** Bill Covell

**Mayor:** Ken Williams  
**Council Member:** Terry Schuster  
**Council Member:** Kurt Wilson  
**Council Member:** Melanie Cozzi  
**Council Member:** Tim Krug

## **28.08.020 Variations**

The city council may vary the regulations imposed by this Code in harmony with the general purpose and intent of the title, but only in specific instances herein described. No variation shall be permitted unless the council shall make a finding of fact based upon the standards herein prescribed, that there are difficulties or hardships involved in the strict application of these regulations.

- A. Application For Variation: An application for variation shall be made in duplicate and filed with the city clerk and shall include not less than the information required on an application for a special use permit as provided under the zoning provisions of this Code.
- B. Public Hearing: The city clerk shall refer all such applications to the city planning commission and the planning commission shall cause a public hearing to be held as required under the special use permit section of the zoning ordinance of this Code.
- C. Standards: The planning commission and the city council shall not vary the regulations of this title unless both bodies find that based upon the evidence presented to them, the plight of the owner is due to unique circumstances and the variation, if granted, will not alter the essential character of the locality or cause substantial injury to the value of other property in the area of the city in which it is located. In determining whether the strict application of this title creates practical difficulties or hardships, the commission and the council shall consider the extent to which the following facts have been established by the evidence:
  - 1. The physical surroundings, shape or typographical condition of the specific property involved and whether strict application would result in a particular hardship upon the owner as distinguished from a mere inconvenience.
  - 2. The conditions upon which the variance is based are unique only to the property upon which the sign would be located and are generally not applicable to the other property within the same zoning classification.
  - 3. The alleged hardship has not been created by any person presently having an interest in a property on which the sign will be placed.
  - 4. The granting of the variation will not be materially detrimental to the public welfare or injurious to the other property or improvements in the neighborhood in which the sign will be located.
  - 5. The proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase traffic hazards. The variation will not increase the danger of fire nor endanger the public safety nor diminish or impair property values of the adjacent properties.
  - 6. The planning commission shall review the application and the evidence established at the public hearing. The planning commission shall apply the standards aforementioned and within five days after said public hearing make written recommendation to the city council advising that the variation should be allowed, disallowed, or further hearing had on same.
- D. Conditions: The planning commission may recommend, and the city council may impose, such conditions and restrictions upon the premises benefitted by a variation as may be reasonably necessary to comply with the purpose of this title.
- E. Action By The City Council: The city council shall take action on the application and the recommendation of the planning commission at its next regularly scheduled meeting after receipt of said recommendation. The council may grant or deny the application in whole or in part, with or without modification or may resubmit the application to the planning commission for further study. If the city

council does not take final action on said application at the second meeting succeeding after the date upon which the recommendation of the planning commission is filed with the council, said application shall be deemed to have been denied.

F. Duration Of Permit For Variation: No order of the council granting a variation shall be valid for a period of longer than three months from the date of such permit unless the erection or alteration of the sign is completed within such period.

(Code 1987, § 3-64; Ord. No. 1017, 3-23-1992)

## Oregon City Code:

### 32.08.030 Application For Variations

The city council, upon recommendation of the plan commission may vary regulations imposed by this Code in harmony with the general purpose and intent of the chapter, but only in specific instances herein described. No variation shall be permitted unless the council shall make a finding of fact based upon the standards herein prescribed, that there are difficulties or hardships involved in the strict application of these regulations.

1. **Application Of Variation:** An application for variation shall be made in duplicate and filed with the city clerk and shall include:
  1. Applicant's name.
  2. Applicant's address.
  3. Address of property for which variance is being requested.
  4. Nature of variance.
  5. A drawing to scale to include existing buildings, sizes, setbacks, unusual characteristics and variation as requested. The plan commission has the right to request a survey at the landowners expense if so needed.
  6. Signed affidavit from adjoining landowners stating their position with regard to the variance request.
2. **Application Fee:** There shall be a fee as established by the city for each variance applied for.
3. **Public Hearing:** The city clerk shall refer all such applications to the plan commission and the plan commission shall cause a public hearing to be held as set by ordinance in this Code. The landowner shall place a public hearing notice in the paper of record for the city not less than 14 days prior to the public hearing. The land owner shall also send certified notice to all adjoining properties and shall turn over return signature cards to the city clerk for public record.
4. **Standards:** The plan commission and the city council shall not vary the regulations of this chapter unless both bodies find that based upon the evidence presented to them, the plight of the owner is due to unique circumstances and the variation, if granted, will not alter the essential character of the locality or cause substantial injury to the value of the property in the area of the city in which it is located. In determining whether the strict application of this chapter creates practical difficulties or particular hardships, the plan commission and the city council shall consider the extent to which the following facts have been established by the evidence:
  1. Denial of the variation requested would cause a particular hardship upon the owner of the property; financial or otherwise.
  2. The alleged hardship has not been created by any person presently having an interest in the property for which the variance is requested.
  3. The variance requested is the minimum necessary.
  4. Approval of the variation would cause a particular hardship upon owners of adjoining property; financial or otherwise.
  5. Approval of the variation would cause a quality-of-life hardship on adjoining or surrounding land owners.
  6. The proposed variation will not impair an adequate supply of light and air to adjacent property nor substantially increase traffic hazards. The variation will not increase the danger of fire nor endanger the public safety nor diminish or impair property values of the adjacent properties.
  7. The conditions upon which the variance is based are unique only to the property for which the variance is being requested and are generally not applicable to other property within the same zoning district.
  8. The plan commission shall review the application and the evidence established at the public hearing and shall apply the standards aforementioned and within five days after said public hearing make written recommendation to the city council advising that the variation should be allowed, disallowed, or further hearing had on the same.
5. **Conditions:** The plan commission may recommend and the city council may impose such conditions and restrictions upon the premises benefited by a variation as may be reasonably necessary to comply with the purpose of this chapter.

6. **Action By The City Council:** The city council shall take action on the application and the recommendation of the plan commission at its next regularly scheduled meeting after receipt of said recommendation. The council may grant or deny the application in whole or in part, with or without modification or may resubmit the application to the plan commission for further study. If the city council does not take final action on said application at the second meeting succeeding after the date upon which the recommendation of the plan commission is filed with the council, said application shall be deemed to have been denied.
7. **Changes And Modifications:** Charges and fees are as established by the city for variances, special uses, zoning change, map amendments, planned unit development, and/or text amendments. The amount of the variance will be determined by the public health and safety commissioner and the building inspector, based upon the expected complexity of the proposed application.
8. **Duration Of Permit For Variation:** Any permit for variance heard by the plan commission and approved by the city council which has not been acted upon within one year of approval shall become null and void.
9. **Building Permit:** No approval of the city council for any variation shall be construed as approval of a final building permit. All variances requiring building permits must make application to the city building inspector.

(Code 1987, § 7-176; Ord. of 12-15-2003; Ord. No. 2013-110, 11-26-2013)



and if illuminated, shall be internally illuminated and shall be two-faced. No glare or direct light shall shine upon the street or adjacent property.

- F. Awnings: Awnings that contain advertising or a business name are considered a marquee or projecting sign.

(Code 1987, § 3-58; Ord. No. 1017, 3-23-1992)

#### **28.12.040 Ground Signs**

Ground signs shall be permitted as follows:

- A. Residential District: Nonilluminated real estate signs are permitted pertaining only to the sale, lease or identification of the premises on which they are located. A sign identifying any permitted home occupation conducted on the property, shall be permitted if not larger than nine square feet in area for a single-face, or 15 feet in area for double-face. The sign shall have an open space of not less than two feet between the baseline of the sign and the ground level and shall not be higher than five feet above ground level. Square feet of area and height requirements will include the actual sign and any mounting or support structures. The faces of a double-face sign may be splayed up to 45 degrees. The sign shall be set back from the property line according to the building line established by this Code.
- B. Commercial And Industrial District: The maximum gross surface area for all signs on any commercial or industrial lot or property shall be two times the lineal feet of frontage of such property but not more than 100 square feet. The maximum gross surface area for illuminated signs on any commercial or industrial lot or property shall be one times the lineal feet of frontage of such property but not more than a maximum gross surface area for any one illuminated sign of 64 square feet. Each side of a lot or property which abuts on more than one street shall be considered as separate frontage. No sign shall have a height greater than 20 feet above the level of the street which the sign faces or above ground level, if ground level is above street level. There shall be an open space of not less than two feet between the lowest line of the sign board and the ground level. No ground sign shall be nearer than two feet to any other sign, building or structure. No ground sign shall be nearer the street than the building line established by this Code.

(Code 1987, § 3-59; Ord. No. 1017, 3-23-1992; Amend. of 3-1-2000)

#### **28.12.050 Pole Or Pylon Signs**

Pole or pylon signs shall be constructed of noncombustible materials; provided, however, that facings, letters, figures, decorations, and structural trim thereof may be made of approved combustible materials. Pole or pylon signs are to be set in concrete footings of sufficient size and weight to withstand 60 mph wind gusts and/or prevent



Our Mission: *To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.*

# CITY OF OREGON CITY COUNCIL MEETING AGENDA MEMORANDUM

**To: City Council**  
**From: Darin DeHaan, City Manager**

**Subject: Illinois Municipal League: Risk Management Insurance Renewal**

**Action Requested:**  Approval  Discussion  Information Only

**Meeting Date: 10/22/2024**

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**Executive Summary:**

Our annual renewal is due for RMA. There is an overall 7% increase in the premiums this year from \$93,893 to \$100,466. We do receive a 1% discount as we will make a one lump sum payment in November. For a total of \$99,461.

**Discussion:**

- I. I see the largest increase in Work Comp: \$13.75% | Auto Physical Damage \$52% | Property \$40%
- II. These were the areas where we had the most claims filed last year.
- III. I am recommending we continue to utilize RMA insurance coverage and approve the renewal. We can look at comparable companies again in the future.

Respectfully submitted,

*Darin DeHaan*

**Mayor:** Ken Williams  
**City Manager:** Darin DeHaan  
**City Clerk:** Cheryl Hilton  
**City Attorney:** Paul Chadwick  
**Chief of Police:** Matt Kalnins

**Council Member:** Terry Schuster  
**Council Member:** Kurt Wilson  
**Council Member:** Melanie Cozzi  
**Council Member:** Tim Krug  
**Director of Public Works:** Bill Covell

**INVOICE**

**PO Box 5180, Springfield, IL 62705-5180 | Ph: (217) 525-1220 | Fax: (217) 525-7438**

Date: October 1, 2024  
 Member: City of Oregon

Please return this form with payment after completing the information on the reverse side.

Indicate Payment Option (from list below): \_\_\_\_\_  
 Amount Enclosed: \$ \_\_\_\_\_

**MAKE CHECK PAYABLE TO RMA**

**BILLING DETAIL**

<b>2025 IML RISK MANAGEMENT ASSOCIATION ANNUAL CONTRIBUTION</b>	
Work Comp	\$44,224
Auto Liability & Comprehensive General Liability	\$22,545
Portable Equipment	\$1,093
Auto Physical Damage	\$4,541
Property	\$28,063
	\$100,466
<b>2025 ILLINOIS MUNICIPAL LEAGUE MEMBERSHIP DUES*</b>	<b>\$ 450</b>

**INVOICE TOTAL \$100,916**

<b>PLEASE CHOOSE ONE OF THE FOLLOWING PAYMENT OPTIONS and enter it in the space provided above:</b>	
<b>OPTION #1 – Pay Full Amount</b>	
Contribution Amount	\$100,466.00
Minus 1% Savings	\$1,004.66
	\$99,461.34
Illinois Municipal League Dues	\$ 450.00
<b>Total due by 11/15/24</b>	<b>\$99,911.34</b>
<b>OPTION #2 - Pay Full Amount</b>	
Contribution Amount	\$100,466.00
Illinois Municipal League Dues	\$ 450.00
<b>Total due by 12/13/24</b>	<b>\$100,916.00</b>
<b>OPTION #3 - Pay in two installments</b>	
<b>Includes 1% installment fee</b>	
Contribution Amount	\$100,466.00
Plus 1% fee	\$1,004.66
	\$101,470.66
Illinois Municipal League Dues	\$ 450.00
	\$101,920.66
<b>\$50,960.33</b>	<b>Due by 12/13/24</b>
<b>\$50,960.33</b>	<b>Due by 5/16/25</b>

*\*Membership with the Illinois Municipal League (IML) is a requirement to remain a member of the IML Risk Management Association.*

On behalf of the municipality named above ("Member"), I hereby warrant that I have the authority to sign this agreement on the Member's behalf. (If choosing the installment option, I acknowledge and understand that it is afforded only as a benefit for budgeting purposes and is not meant to allow for mid-term withdrawal.) I acknowledge and understand that Article 5 of the Intergovernmental Cooperation Contract ("Contract") prohibits termination of the Intergovernmental Cooperation Contract no less than 120 days prior to the first day of January of any given year. Per Article 5, I warrant that the Member will adhere to the Contract and pay all contributions when due.

**Municipal Official (please sign):**  
 \_\_\_\_\_

**Title:** \_\_\_\_\_

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



# INVOICE

## 2025 Min/Max Contribution

The signed Min/Max Agreement must be returned with your payment.

PO Box 5180, Springfield, IL 62705-5180 | Ph: (217) 525-1220 | Fax: (217) 525-7438

Date: October 1, 2024

Member: City of Oregon

Indicate Payment Option (from list below): \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

Please return this form with payment after completing the information on the reverse side.

**MAKE CHECK PAYABLE TO RMA**

**BILLING DETAIL**

2025 IML RISK MANAGEMENT ASSOCIATION ANNUAL CONTRIBUTION

Work Comp	\$39,481
Auto Liability & Comprehensive General Liability	\$20,127
Portable Equipment	\$ 976
Auto Physical Damage	\$4,054
Property	\$25,053
	\$89,691
2025 ILLINOIS MUNICIPAL LEAGUE MEMBERSHIP DUES*	\$ 450

**INVOICE TOTAL**

**\$90,141**

PLEASE CHOOSE ONE OF THE FOLLOWING PAYMENT OPTIONS and enter it in the space provided above:	
<b>OPTION #1 – Pay Full Amount</b>	
Contribution Amount	\$89,691.00
Minus 1% Savings	\$ 896.91
	\$88,794.09
Illinois Municipal League Dues	\$ 450.00
<b>Total due by 11/15/24</b>	<b>\$89,244.09</b>
<b>OPTION #2 - Pay Full Amount</b>	
Contribution Amount	\$89,691.00
Illinois Municipal League Dues	\$ 450.00
<b>Total due by 12/13/24</b>	<b>\$90,141.00</b>
<b>OPTION #3 - Pay in two installments</b>	
<u>Includes 1% installment fee</u>	
Contribution Amount	\$89,691.00
Plus 1% fee	\$ 896.91
	\$90,587.91
Illinois Municipal League Dues	\$ 450.00
	\$91,037.91
<b>\$45,518.96</b>	<b>Due by 12/13/24</b>
<b>\$45,518.95</b>	<b>Due by 5/16/25</b>

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On behalf of the municipality named above ("Member"), I hereby warrant that I have the authority to sign this agreement on the Member's behalf. (If choosing the installment option, I acknowledge and understand that it is afforded only as a benefit for budgeting purposes and is not meant to allow for mid-term withdrawal.) I acknowledge and understand that Article 5 of the Intergovernmental Cooperation Contract ("Contract") prohibits termination of the Intergovernmental Cooperation Contract no less than 120 days prior to the first day of January of any given year. Per Article 5, I warrant that the Member will adhere to the Contract and pay all contributions when due.

**Municipal Official (please sign):**

\_\_\_\_\_

Title: \_\_\_\_\_

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



**SECTION 1: AMENDMENT** “14.24.110 Brush And Yard Waste” of the City of Oregon Municipal Code is hereby *amended* as follows:

#### BEFORE AMENDMENT

##### 14.24.110 Brush And Yard Waste

Brush and yard waste shall be collected starting April through November each year on a weekly schedule and placed at the curb. Brush and yard waste shall be prepared and placed at the curb in a suitable container not to exceed 30 gallons in capacity or 30 pounds in weight. Suitable containers shall include: biodegradable bags or garbage cans (plastic or metal) clearly marked with an "X." Plastic garbage bags are not acceptable.

(Code 1987, § 8-13; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000; Ord. No. 2011-104, 4-25-2011)

#### AFTER AMENDMENT

##### 14.24.110 Brush And Yard Waste

###### A. ~~Brush and y~~Yard Waste Collection Service:

1. Yard waste shall be collected by the service provider starting April 1 through November 30 each year on a bi-weekly schedule and placed at the curb. Yard waste shall be prepared and placed at the curb in a suitable container not to exceed 32 gallons in capacity not to exceed 50 pounds in weight.
2. Suitable containers shall include biodegradable bags or garbage cans (plastic or metal) clearly marked with an "X." facing the street.
3. Yard waste shall not be placed in the terrace or parkway before 3:00 p.m. on the evening prior to the day assigned for pickup and any empty containers must be removed by 7:00 p.m. on the pickup day. Plastic garbage bags are not acceptable.
4. Yard waste should not be placed on the street unless it's infeasible due to the design of the terrace

###### B. Brush Collection Service:

1. Brush is branches larger than 1 inch in diameter and no larger than 12 inches in diameter. Branches less than 1 inch in diameter are considered Yard Waste. Place brush at the terrace by 7:00 a.m. on the pickup day parallel and as close to the curb as possible. Brush shall not be placed in the street.
2. Brush piles are not to exceed 4 feet in height, 4 feet in depth, and 12 feet in length, with 1 foot spacing between piles.
3. Do not pile brush under low hanging trees, behind or around utility poles, trees or other obstructions, or on top of water vales. The city will not be held

responsible for damage caused to water lines due to piling brush on top of water valves.

4. The city will not pick up logs, wood, root balls, cuttings, or grass clippings. Staff will place an orange tag on your door indicating the reason they did not pick up the brush, if it is the wrong material or was not stacked properly or was not placed at the curb prior to the deadline.
5. Piles considered yard waste will not be picked up by the city.
6. The city brush collection service is not intended to handle branches, logs or tree stumps as a result of large-scale tree/bush trimming or removal.
7. Special pick-up events may be authorized by the City Manager or Director of Public works from time to time as necessary as a result of storm damage.

~~ard waste shall be collected starting April through November each year on a weekly schedule and placed at the curb. Brush and yard waste shall be prepared and placed at the curb in a suitable container not to exceed 30 gallons in capacity or 30 pounds in weight. Suitable containers shall include: biodegradable bags or garbage cans (plastic or metal) clearly marked with an "X." Plastic garbage bags are not acceptable.~~

(Code 1987, § 8-13; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000; Ord. No. 2011-104, 4-25-2011)

**SECTION 2:**        AMENDMENT “14.24.050 Collection By City” of the City of Oregon Municipal Code is hereby *amended* as follows:

#### BEFORE AMENDMENT

##### 14.24.050 Collection By City

- A. The city clerk shall have charge of the collection of solid waste and recyclable material in the city. It shall be unlawful for any person to collect same without the written permission of the city.
- B. The collection shall be made from all premises at least once a week, provided that the material is properly stored for collection in a container complying with the provisions of this chapter. The fees for such collection shall be paid in arrears, due ten days from issuance of bill, to the city clerk and shall be as follows. Such fees shall be for one pickup each week and shall be as established by the city.
- C. The owner of the premises, the occupant thereof, and the user of the collection service shall be jointly and severally liable to pay all charges assessed by the city.
- D. Fees and charges for industrial accounts, governmental property and special collections shall be determined by the property owner/tenant who may contract to have their collection handled by any licensed contractor.

(Code 1987, § 8-7; Ord. No. 989, 2-26-1990; Ord. No. 1113, 10-27-1997; Ord. No. 1146, 8-14-2000; Ord. No. 2008-5, 7-28-2008)

**State Law reference**— Contracts for collection and disposal of solid wastes, 65 ILCS 5/11-19-1 et seq.; method of solid waste disposal, 65 ILCS 5/11-19-5.

AFTER AMENDMENT

14.24.050 Collection By City

- A. The city clerk shall have charge of the collection of solid waste and recyclable material in the city. It shall be unlawful for any person to collect same without the written permission of the city.
- B. The collection shall be made from all premises ~~at least once a week~~ based on the current contract with the service provider, provided that the material is properly stored for collection in a container complying with the provisions of this chapter. The fees for such collection shall be paid in arrears, due ten days from issuance of bill, to the city clerk and shall be as follows. Such fees shall be for one pickup each week and shall be as established by the city.
- C. The owner of the premises, the occupant thereof, and the user of the collection service shall be jointly and severally liable to pay all charges assessed by the city.
- D. Fees and charges for industrial accounts, governmental property and special collections shall be determined by the property owner/tenant who may contract to have their collection handled by any licensed contractor.

(Code 1987, § 8-7; Ord. No. 989, 2-26-1990; Ord. No. 1113, 10-27-1997; Ord. No. 1146, 8-14-2000; Ord. No. 2008-5, 7-28-2008)

**State Law reference**— Contracts for collection and disposal of solid wastes, 65 ILCS 5/11-19-1 et seq.; method of solid waste disposal, 65 ILCS 5/11-19-5.

**SECTION 3: AMENDMENT** “14.24.060 Limitation Of Amounts” of the City of Oregon Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

14.24.060 Limitation Of Amounts

- A. The quantity of solid waste shall be limited, each container weight shall not exceed 30 pounds. The city shall not be required, within the normal service charge rates, to remove scrap materials from the construction, remodeling, or repair of buildings nor concrete, bricks, tree stumps, earth or earthly materials (except as provided for under OCC 14.24.110, appliances, automobile bodies or large machine parts weighing more than 50 pounds each. The city shall not be required to remove nor shall any person place for pickup, any materials of a hazardous, toxic, volatile, highly flammable or explosive nature or any material in violation of any rule, regulation, statute or law. All scrap materials from construction, remodeling and repair of buildings and appliances

or machine parts weighing more than 50 pounds each may be collected by a licensed contractor, provided the contractor is able and willing to collect same, but then only at an additional cost to be billed on a monthly basis by said contractor.

- B. In no event shall any landscape waste be placed for collection nor mixed with other solid waste or recyclable materials for collection except as hereinafter provided in OCC 14.24.110.

(Code 1987, § 8-8; Ord. No. 989, 2-26-1990; Ord. No. 1113, 10-27-1997; Ord. No. 1146, 8-14-2000)

## AFTER AMENDMENT

### 14.24.060 Limitation Of Amounts

- A. Residential Units: The service provider will collect Municipal Solid Waste from Residential Units on a regular schedule of once per week. Recyclable materials from Residential Units on a regular schedule of Bi-weekly; provided that:
1. Such Solid Waste and Recyclable Materials are placed in containers provided by the Service Provider. (Recyclable service is unlimited)
  2. Containers shall be forward facing with handles towards the house, with at least three (3) feet of clearance on each side of the container from other stationary objects, and withing five (5) feet of the curbside or right of way adjacent to the Residential Unit.
  3. Containers shall be placed no later than 5:00 a.m. on the scheduled collection day.
  4. Bulk items:
    - a. Residents may place two (2) bulk items out for collection on the regularly scheduled collection date for Solid Waste pick up; provided, however that such bulk items are placed adjacent to the Container and do not weigh in excess of fifty (50) pounds each.
    - b. Bulk items over 50 pounds or items that cannot be safely collected by one collector, an additional fee will be assessed.
  5. - The city shall not be required, within the normal service charge rates, to remove scrap materials from the construction, remodeling, or repair of buildings nor concrete, bricks, tree stumps, earth or earthly materials (except as provided for under OCC 14.24.110, appliances, automobile bodies or large machine parts weighing more than 50 pounds each. The city shall not be required to remove nor shall any person place for pickup, any materials of a hazardous, toxic, volatile, highly flammable or explosive nature or any material in violation of any rule, regulation, statute or law. All scrap materials from construction, remodeling and repair of buildings and appliances or machine parts weighing more than 50 pounds each may be collected by a licensed contractor, provided the contractor is able and willing to collect same, but then only at an additional cost to be billed on a monthly basis by said contractor.

B.



- ~~A.~~ In no event shall any landscape waste be placed for collection nor mixed with other solid waste or recyclable materials for collection except as hereinafter provided in OCC 14.24.110.

(Code 1987, § 8-8; Ord. No. 989, 2-26-1990; Ord. No. 1113, 10-27-1997; Ord. No. 1146, 8-14-2000)

**SECTION 4:** AMENDMENT “14.24.070 Containers” of the City of Oregon Municipal Code is hereby *amended* as follows:

#### BEFORE AMENDMENT

##### 14.24.070 Containers

- A. Standard And Nonstandard Containers: All solid waste for collection by the city shall be placed in containers not to exceed 33 gallon capacity or 30 pounds gross full weight each so that the container may be reasonably lifted and carried by one person. Nonstandard containers may be used for nonperishable rubbish, but the same weight limitations shall apply.
- B. Recycling Containers: The city shall furnish one recycling container for each family residence and to each person, firm or corporation agreed by the city to be eligible to participate in the curbside recycling. The container shall be deemed owned by the city and shall remain city property at all times. Any container that is damaged or missing except for the fault of the city or the city's agents shall be replaced at the cost and expense of the person, firm or corporation using the recycling service. A replacement charge shall be assessed for any container not returned to city hall when service is discontinued for any reason.
- C. Garbage Dumpsters: Any garbage dumpster placed on the city's right-of-way shall be marked with engineering grade or better reflective tape or an equivalent marking to be clearly seen by traffic.

(Code 1987, § 8-9; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000)

#### AFTER AMENDMENT

##### 14.24.070 Containers

- A. Standard And Nonstandard Containers: All solid waste for collection by the city shall be placed in containers provided by the service provider. ~~not to exceed 33 gallon capacity or 30 pounds gross full weight each so that the container may be reasonably lifted and carried by one person. Nonstandard containers may be used for nonperishable rubbish, but the same weight limitations shall apply.~~
- B. Recycling Containers: The city shall furnish one recycling container for each family residence and to each person, firm or corporation agreed by the city to be eligible to

participate in the curbside recycling. The container shall be deemed owned by the city and shall remain city property at all times. Any container that is damaged or missing except for the fault of the city or the city's agents shall be replaced at the cost and expense of the person, firm or corporation using the recycling service. A replacement charge shall be assessed for any container not returned to city hall when service is discontinued for any reason.

- C. Garbage Dumpsters: Any garbage dumpster placed on the city's right-of-way shall be marked with engineering grade or better reflective tape or an equivalent marking to be clearly seen by traffic [according to the regulations of OCC 14-24-130.](#)

(Code 1987, § 8-9; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000)

**SECTION 5:** **AMENDMENT** “14.24.010 Definitions - Solid Waste” of the City of Oregon Municipal Code is hereby *amended* as follows:

#### BEFORE AMENDMENT

##### 14.24.010 Definitions - Solid Waste

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ASHES: Residue from the fires used for cooking and for heating buildings.

BRUSH: Limbs in excess of one inch in diameter accumulated as a result of the care of bushes, shrubbery and trees.

BULKY ITEMS: Wood furniture, mattresses, metal furniture, and small quantities of cement.

COMPOSTING MATERIALS: All accumulations of grass, leaves, decomposing vegetable garbage and related products which are normal and customary material for soil compost.

GARBAGE: Waste resulting from the handling, preparation, cooking, and consumption of food; and wastes from the handling storage and sale of produce.

RECYCLABLE MATERIALS: All newspaper, glass, tin and aluminum cans, plastic jugs and bottles with the numbers one through seven on the bottom. Each material shall be deemed a separate recyclable item. The following materials are not recyclable and must be bagged with the other rubbish: Pyrex glass, window glass, light bulbs, mirrors, broken glass and china; all Styrofoam and plastics not numbered; all office paper, waxed paper, cardboard, milk cartons and any paper that is not newspaper.

RECYCLING CONTAINER: A container made of rigid plastic construction for the purpose of holding recyclable materials for collection.

RUBBISH: Combustible trash, including paper boxes, cardboard, wood, noncombustible trash, including metal materials, cans, glass and crockery; and any other waste materials not otherwise defined herein. Rubbish shall not include dirt, earth, wastes from building operations, industrial processes and manufacturing operations such as food processing wastes; nor shall rubbish include recyclable materials, landscape waste or any materials of a hazardous, toxic, volatile, highly flammable or explosive nature nor any materials in violation of any rule, regulation, statute or law.

SOLID WASTE: All waste that normally results from the operation of a household or business, including all garbage, rubbish, ashes and appliances.

WHITE GOODS: Household appliances such as stove, refrigerator, washer and dryer.

(Code 1987, § 8-1; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000)

#### AFTER AMENDMENT

##### 14.24.010 Definitions - Solid Waste

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ASHES: Residue from the fires used for cooking and for heating buildings.

BRUSH: Tree and bush limbs~~Limbs~~ in excess of one inch but no larger than twelve inches in diameter accumulated as a result of the care of bushes, shrubbery and trees.

BULKY ITEMS: Wood furniture, mattresses, metal furniture, and small quantities of cement.

COMPOSTING MATERIALS: All accumulations of grass, leaves, decomposing vegetable garbage and related products which are normal and customary material for soil compost.

GARBAGE: Waste resulting from the handling, preparation, cooking, and consumption of food; and wastes from the handling storage and sale of produce.

RECYCLABLE MATERIALS: All newspaper, glass, tin and aluminum cans, plastic jugs and bottles with the numbers one through seven on the bottom. Each material shall be deemed a separate recyclable item. The following materials are not recyclable and must be bagged with the other rubbish: Pyrex glass, window glass, light bulbs, mirrors, broken glass and china; all Styrofoam and plastics not numbered; all office paper, waxed paper, cardboard, milk cartons and any paper that is not newspaper.

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RUBBISH: Combustible trash, including paper boxes, cardboard, wood, noncombustible trash, including metal materials, cans, glass and crockery; and any other waste materials not

otherwise defined herein. Rubbish shall not include dirt, earth, wastes from building operations, industrial processes and manufacturing operations such as food processing wastes; nor shall rubbish include recyclable materials, landscape waste or any materials of a hazardous, toxic, volatile, highly flammable or explosive nature nor any materials in violation of any rule, regulation, statute or law.

SOLID WASTE: As defined by the EPA under 40 C.F.R. § 261.2(a)(1) or by applicable state laws, including, without limitation, any such waste that is mixed with or that constitutes Recyclable Materials.

~~All waste that normally results from the operation of a household or business, including all garbage, rubbish, ashes and appliances.~~

WHITE GOODS: Household appliances such as stove, refrigerator, washer and dryer.

(Code 1987, § 8-1; Ord. No. 989, 2-26-1990; Ord. No. 1146, 8-14-2000)



Our Mission: To foster an environment of economic growth and opportunity through effective partnerships with our citizens, businesses, and visitors while maintaining a high standard for quality of life in a progressive community which embraces its heritage.

## CITY OF OREGON

115 N. 3rd Street, Oregon, IL 61061

Phn: 815-732-6321/ website: [cityoforegon.org](http://cityoforegon.org)

To: Mayor Ken Williams & Oregon City Council

From: Darin J. DeHaan, City Manager

Re: Bi-monthly Report

**DATE: Oct 22, 2024**

I am pleased to provide Mayor Williams and the Oregon City Council with the following synopsis of City Business for – **Oct 5, 2024 – Oct 18, 2024**

### Submitted by Darin DeHaan - City Manager:

- October 14th was my 28th work anniversary with the City of Oregon. It gave me pause to reflect on all of the amazing accomplishments the City of Oregon has had during my near 3 decades with the City. I truly feel Oregon is a special place with great amenities. We always have more work to do to solidify our future for the next generations to come but I know we have great vision and energy to get us there. I want to give a huge thank you to everyone who gets involved in making us Uniquely Oregon!
- I've submitted our application to re-new our Tree City USA designation through the Arbor Day Foundation. Our next goal is to meet the standards to apply for a **Growth Award** next year. I've discussed this goal with our Tree Board and look forward to making it happen.
  - Step one is to qualify as a Tree City USA community for two consecutive years.
  - Earn 10 points in the following areas.
    - Education and Public Relations
    - Partnerships
    - Planning and Management
    - Tree Planting and Maintenance
- As part of our area economic development work I continue to work with a group of professionals looking to re-vitalize the Mt. Morris Clinic. We know there is a need for access to health care and mental health facilities. We are working diligently to find a way to utilize this great space for our communities.
- Just a heads up we have an independent film company in town. They will be filming near Oregon City Hall so parking will be a little tight for the week of 22nd. The 15 minute spaces in front of City Hall will be available for citizens to have access to



City Hall services. We are always excited to see film crews in Oregon utilizing the fantastic backdrop of our community in their films.

- Our executive group continues to work on strategies related to the Taft Campus closing. Mayor Williams has taken a lead role in gathering information and I continue to coordinate with interested and concerned parties.
- I continue to work with Chief Kalnins on strategies to get our police department staffing back to full. I can't thank the team enough for their willingness to fill in where needed. I know that department has had some major changes over the past few years but I'm confident we can stabilize staffing soon.
- I was asked to join the Ogle County Soil and Water Conservation District with the title of Associate Director. As an Associate Director the District Board can and has asked me to be their representative on the board of directors for the Blackhawk Hills Regional Council. Being a representative on this council, I will be able to share information, ideas and opportunities between the council, the district and other organizations I am a part of. I attended their first meeting this month and I can already see how the continuity will work. I see a lot of information being shared with our Tree Board as well as our Sustainability Committee and back to the Conservation District. I was very impressed with all of the great work that Ogle County Soil and Water Conservation District does!
- As fall is in full effect I wanted to say thank you to Tyler Hagemann and Merlin's Greenhouse & Flowers and the Oregon Park District for all of the work they do to make our downtown so beautiful. I get calls from community leaders all around Northern Illinois asking how we do what we do. I'm always proud to explain the team effort that goes into this every year!



- We are excited to welcome Fehr Graham to the Ogle County Economic Development Corporation Board of Directors. I have compiled a list of four properties of interest for

possible future development in and around Oregon for our Executive Director Charlene Coulombe to work on.

- I'm working with our Dir of Public works Bill Covell to establish a list of potential Capital Improvement projects for next fiscal year. Our plan is to make a presentation to the City Council in January for their review.
- Willett Hoffmann & Associates continue to work on our Safe Routes to School project. In checking with Corey Buck he advised the following:
  - We left a voicemail with IDOT today to confirm that the QBS process is unwarranted due to our pre-existing relationship with the City.
  - We will be out to perform the topographic survey of the alignment soon.
  - You will be seeing a Resolution authorizing MFT to be used for engineering in the next week for council approval.
  - And we will be submitting the ESR (Environmental Survey Request) very soon too. That process has the longest lead time within IDOT.
  - While the ESR is being processed with IDOT we will be working on preliminary design and PDR (Project Development Report) preparation.

#### **City Hall - Cheryl Hilton - City Clerk:**

- Brush pickup is scheduled for October 28th.
- 8 Building Permits were issued in September.
- Petition Filing begins October 21st and ends October 28th for the upcoming Consolidated Election. Petitions should be filed with the City Clerk during normal business hours at 115 N 3rd Street, Oregon for the position of City Council Member for the City of Oregon.
- Direct Debit is now an option to pay your water/sewer/garbage bill. Please stop by or contact City Hall. Email billing is also available.

#### **MEETING INFORMATION**

##### **Economic and Community Development Committee:**

We are holding a work session on Oct 23rd to formulate a vision for the future of Oregon's economic development goals.

Next meeting: Nov 5, 2024 at 5:00 p.m. City Hall Conference Room

##### **City Council Meeting:**

Next meeting Nov 12, 2024 at 5:30pm Oregon City Hall Council Chambers

**Sustainability Committee:**

Next meeting: Nov 18, 2024 at 9am Oregon City Hall Conference Room

**Planning & Zoning:**

Next meeting Nov 19, 2024 at 5:30pm Oregon City Hall Council Chambers.

**Tree Board:**

Next meeting Nov 19, 2024 at 4:30pm at Oregon City Hall Conference Room

**Public Art Commission:**

Next Meeting TBD

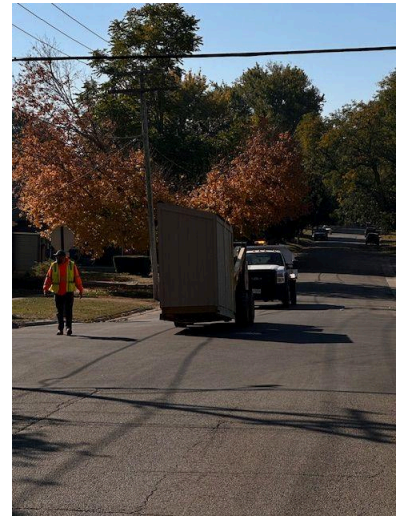
**PUBLIC WORKS:**

**Director of Public Works Submitted by Bill Covell:**

- Monthly Fuel Reports
- Approve driveway, sewer, and tree permits
- Setup and attended meeting with Frontier Communications
  - Items discussed were low lines, service installs, and repair work
  - Followed with Frontier on Low Lines on parade route
  - Prepared punch list for fiber installation project
- Trestle Ridge
  - Communicate about required sewer testing
- Daily Scheduling
- AOP
  - Provide parade traffic control
  - Make no parking signs
- Headworks Project
  - Reviewed 30% plans submitted by Fehr Graham
- Streetscape Project
  - Final quantity review
- Lead Service Inventory
  - Updated list for IEPA
  - Review new rules for inventory
- MFT
  - Meeting with Fehr Graham
  - Final quantity review.
- Rt 64 IDOT Paving
  - Minor observation



- Pedestrian Crossings
  - Emailed IDOT and received verbal approval for new pedestrian crossing locations
- Help move Food Bank Shelter
- Prepared bills for payment
- Helped with SCADA upgrades–new Verizon accounts
- 2025 Street Projects
  - Completed rough quantities for South 10th Street with alternate
  - Completed rough quantities for South 2nd Street
  - Began quantities for sidewalk on East Washington Street
  - Completed rough quantities for Jefferson Street
- Call in Julies for sidewalk removals and sign installation



**Street Department Submitted by Jordan Plock:**

- Crew continued street sweeping in heavy areas.
- Street Department Foreman continued with his continuing education classes
- Crew is continuing with stump removal and restoration of the terrace.
- Crew is working on trimming low hanging branches and brush throughout the city.
- Crew completed the monthly brush pickup.
- Crew replaced sidewalk that was a hazard in the AOP area
- Crew helped with setup and teardown of all barricades for AOP
- Crew worked tirelessly during AOP to do our part to have a successful festival.
- Crew helped during the AOP parade to ensure the safety of all involved.
- Crew patched two areas of town after sinkhole repairs
- Crew did a cleanup of the downtown and festival area



**Sewer Department Submitted by Scott Wallace:**

- Daily chores
- Full testing (process control/EPA Monitoring)
- Half testing (process control)
- Pumped Sludge
- Cleaned Rotomat daily- Multiple times a day due to rain
- Daily netting of Tanks
- Daily reporting of National weather service recordings
- Lift Station usage recording
- Assisted Water department when needed
- Cleaned clarifiers (weirs, and channels)
- Generator/ Well checks
- Worked with various customers on water and sewer issues(leaks, sewer backups)
- Monthly reports to EPA
- Chemical Delivery
- Training of new employee
- Worked on Management classes
- Cleaned drying beds of branches and debris.
- Hauled sludge with Wastewater management
- Bi annual sludge sampling wDaily chores
- Full testing (process control/EPA Monitoring)
- Half testing (process control)
- Pumped Sludge
- Cleaned bar screens multiple times a day due
- Daily netting of Tanks
- Daily reporting of National weather service recordings
- Lift Station usage recording
- Assisted Water department when needed
- Cleaned clarifiers (weirs, and channels)
- Generator/ Well checks
- Worked with various customers on water and sewer issues(leaks, sewer backups)
- Monthly reports to EPA
- Chemical Delivery



- Worked on Management classes
- Sexual harassment training completed
- Hauled sludge with Wastewater management
- Scheduled blower maintenance
- Assisted with Autumn on Parade
- Pulled Influent pump at Influent Station due to rags
- Unclogged Clarifier Scum trough due to rags, pine needles, leaves

**Water Department Submitted by Jeff Pennington:**

- Daily water chores
- Daily water testing
- Repair and Replacement of Chemical feed pump issues as needed
- Chemical Delivery
- Julie Locates
- Completed Monthly paperwork for EPA compliance
- Assisted Sewer department when needed
- Water shutoffs
- Water turn-ons
- Final reads
- Worked with various customers on water and sewer issues (leaks, sewer backups)
- Generator/ Well checks
- Continued working on meter replacement program
- Worked on Management classes
- Sexual harassment training completed
- Andy continues with classes through Black hawk program
- Assisted with Autumn on Parade
- Worked on Water heaters for Well houses for eyewash stations
- Jetted N. 5<sup>th</sup> Street for storm sewer
- Camera N. 5<sup>th</sup> Street for Storm Sewer pipe condition
- Our Newest Employee Andy Silva celebrates the birth of his Child. Congratulations Andy!!

**Submitted by Chief Matthew Kalnins: Police Department:**