

**Regular Administrative Committee Meeting**  
**City Of Virden**  
**City Council Chambers**  
**Thursday December 4<sup>th</sup>, 2025**

Meeting called to order by Alderman Kerrick at 7:00 pm.

**Alderpersons in attendance:** Carter, Bertolino, Neighbors, Donley, Matrisch, Boster, and Kerrick

**Absent:** Calloway (arrived at 7:06)

**Also in attendance:** Mayor George Murphy and City Clerk Jon Myint

**Audience:** Todd and Shannon Morenz

**Comments from Audience:** Todd and Shannon Morenz inquired on the status of Gaming Parlors License's. Response covered in topic 2.

**Topics:**

**1. Approval of Minutes (11/6/25)**

**Motion:** made by Boster seconded by Carter to approve Administrative Committee Meeting Minutes of 11-6-2025

**Motion:** passed with all in favor

**2. Gaming Parlors**

**Discussion:** The city is still waiting on the state-issued Originating Agency Identifier (ORI) number to be assigned. This number is required for processing Gaming Licenses.

Applications requiring background checks are pending the correct ORI.

Prior submissions under the old number will transfer to the new number when available.

Applications are currently held until the correct ORI number is provided, applicants and the council are at a standstill pending the state response.

Delays are attributed to unfamiliar with the ORI process. The city will continue repeat follow-ups with the Illinois State authorities.

Current ordinance states the mayor is the sole reviewer/decider on licenses issuance, acting as liquor commissioner may revoke or suspend license.

The council debated shifting responsibility solely from the mayor to a group decision to reduce the burden on the Mayor, promote fairness, and to help prevent/catch any possible discrepancies.

Options discussed: interviews for the applicants, more council involvement, lottery system if all applicants are equal.

No immediate ordinance changes: consensus is to keep the current process but consider future amendments for broader participation and clarity.

### **3. City Audit bids**

**Discussion:** on the process and history of auditor firm selection.

Recommendation is to rotate through auditor firms occasionally for a fresh perspective and audit integrity.

The current auditor is thorough but difficult for the administration staff to communicate with.

Recent cost and transition to accrual accounting was noted.

Recommendation to research the bid process further and to seek the Bookkeeper/Treasurer's input.

The issue of the city auditor for further research and discussion will be moved to the Finance Committee.

**Additional Discussion:** scheduling six-month review of water rates moved to the next Finance Committee Meeting.

### **4. City Engineer**

**Discussion** on ongoing dissatisfaction with Benton & Associates due to cost overruns, communication issues, and repeated project mistakes.

**Discussion** about solicitation of new engineering bids; concern about switching engineers mid-project.

**Consensus** on the possibility of testing new engineers on specific projects without fully severing existing ties.

Questions raised about whether city can/should access project files from Benton if changing firms; subject for legal clarification.

### **5&6 Water meter ordinance & Water ordinance**

**Discussion:** On a proposal to amend ordinance 7-1-10 to require all water revenue to be used strictly for the water department operations, and not for unrelated city expenses.

There is a growing concern about water revenue and the need to explicitly protect water funds for system repairs, loans, and infrastructure.

**Discussion:** On two major water main replacements are needed on the east side of town (South Emmett St. and N Henderson St.).

Projects could be performed in-house, improved meter readings and leak reductions have increased the water fund.

Consideration of EPA grants and permit timelines the aim is to complete both projects within a four-year permit window.

**Motion:** made by Carter seconded by Neighbors to change city ordinance 7-1-10 to include all revenues and monies derived from the operation of the water system shall be deposited in the water fund account and the water fund and shall only be used for expenses directly related to the operations of the water department.

**Motion:** passed with all in favor

Attorney Craven to be consulted and tasked with drafting a revised ordinance, and present it to the City Council for vote.

### **Executive Session: None**

**Additional:** Discussion on the pros and cons of the projected Sangamon County Data Center.

**Motion:** made by Boster seconded by Carter to adjourn at 8:33 pm.

**Motion:** passed with all in favor

Jonathan J. Myint  
City Clerk

Date Approved: