



ORDINANCE COMMITTEE MEETING Minutes

VILLAGE OF TILTON

5/14/2026 5:30 PM

1001 TILTON RD, TILTON IL 61833

1. CALL TO ORDER
2. ROLL CALL

Attendance

Present:

Members: Lori Fields, Tiffany Jones-McClellan, Vanessa Sims, Mike Weidenburner

Absent:

Members: Courtney George, Cassidy Warrick, Billy Wear

3. APPROVE OR AMEND AGENDA PRESENTED

No formal action was taken on the agenda.

4. APPROVAL OF MINUTES – IF NEEDED

No minutes required approval at this meeting.

5. MOBILE HOME PARK ORDINANCE

Code Enforcement Officer Biggerstaff introduced a state mobile home park ordinance from 2014 as a reference document, noting that the Village's eventual ordinance—anticipated to be drafted by the Village's legal counsel, Wesner—would likely follow similar structure. He also referenced a recently passed temporary RV park ordinance from Vermillion County, Indiana as a potential additional resource, particularly as it related to inspection responsibilities. Officer Biggerstaff confirmed that the Illinois EPA regional office in Champaign had previously communicated that, as a home rule municipality, Tilton is solely responsible for regulating its mobile home park. The committee discussed ongoing conditions at the local mobile home park and the challenge of identifying and holding the responsible party accountable. Officer Biggerstaff noted that the park's condition has deteriorated year over year despite repeated contact with both the on-site manager, Brandon, and the out-of-state property owner. The committee agreed that the owner of record should be held responsible for violations unless leases are produced demonstrating tenant responsibility, at which

point enforcement could shift to individual tenants. Concern was raised that the park may not have formal written leases in place at all.

Discussion also centered on the practice of mobile homes being owned by the manager or owner rather than the residents, which the committee noted may circumvent prior restrictions. Administrator McClellan suggested searching Vermillion County property records to identify trailer ownership, as mobile homes carry titles and are subject to taxation.

The committee identified several provisions to pursue in the new ordinance, including:

- Requiring mandatory compliance with Tilton's existing maintenance code for all park units.
- Mandating inspections for any newly placed or incoming trailers, with minimum habitability standards (smoke detectors, functional bathrooms, etc.) and a cap on the age of units permitted.
- Requiring the park owner to maintain formal written leases with all tenants.
- Establishing meaningful fines directed at the park owner, who would then be responsible for recovering costs from individual tenants.
- Requiring the park to provide trash pickup at a minimum twice per week.

The committee also discussed the broader issue of camper/RV occupancy within the Village. Officer Biggerstaff presented parameters from the Vermillion County ordinance as a model and suggested the Village consider a special use permit process for camper habitation, distinguishing between short-term and long-term situations. Key provisions discussed included:

- Requirements that any occupied RV have a built-in toilet, shower, cooking facilities, heating, and CO and smoke detectors.
- Sanitary sewer hookup as a primary requirement, with the possibility of requiring a licensed plumber for long-term connections.
- A prohibition on generators, allowing only shore power or solar.
- Periodic permit renewal to discourage permanent occupancy.

Trustee Weidenburner raised the idea of installing a dump station at the Village's ATV park property, which could serve both as a required disposal point for permitted camper occupants and as a potential revenue-generating utility service for the broader community, similar to stations in operation in Georgetown and other nearby communities. The committee was receptive to the concept and agreed it would support enforcement of any future camper ordinance by providing a practical and accessible sanitation option.

The committee acknowledged at least two existing situations in which residents are currently living in campers in the Village. It was noted that one resident on Kingsdale was previously authorized by the mayor to connect to sewer and electric. The committee

discussed the difficulty of retroactively applying new regulations to those already living in campers, and general consensus leaned toward requiring all occupants, including existing ones, to go through a formal permit process, potentially using existing sewer and power connections as a benchmark for any grandfather consideration.

Officer Biggerstaff agreed to compile a written summary of proposed parameters for a camper/RV occupancy ordinance to present at the next meeting. Trustee Weidenburner indicated he would follow up with Village staff regarding the feasibility and cost of installing a dump and water-fill station.

The committee confirmed that the mobile home park ordinance draft remains pending from Wesner, and Administrator McClellan indicated she would follow up with him directly.

6. PARKING

Administrator McClellan noted that a parking ordinance update addressing right-of-way versus street parking is also pending from Wesner's office. A prior ordinance related to parking of certain vehicle types had already been passed; the pending item is a separate, distinct matter. A previously prepared document on the topic was referenced and is to be scanned and forwarded. No further action was taken at this meeting.

7. AUDIENCE

No audience comments were recorded.

8. ADJOURN

Motion:

MOTION TO ADJOURN

Motion moved by Mike Weidenburner and motion seconded by Vanessa Sims. 2 AYES, 0 NAYES, MOTION PASSED

LORI FIELDS CLERK

5-21-2026

APPROVED

