

***APPROVED***

**Minutes of the Regular Meeting of the  
Wilmington City Council  
Wilmington City Hall  
1165 South Water Street  
Wednesday, July 5, 2017**

**Call to Order**

The Regular Meeting of the Wilmington City Council on July 5, 2017 was called to order at 7:00 p.m. by Mayor Strong in the Council Chambers of the Wilmington City Hall.

**Roll Call**

Upon Roll Call by the Clerk the following members of the corporate authorities answered "Here" or "Present":

**Aldermen Present** Persic, L. Hall, K. Hall, Tutor, Kirwin, Evans, Studer, Butler

**Quorum**

There being a sufficient number of members of the corporate authorities in attendance to constitute a quorum, the meeting was declared in order.

**Other Officials in Attendance**

Also in attendance were the Interim City Administrator Frank Koehler, Deputy City Clerk Joie Ziller, City Accountant Kim Doglio, Attorney George Mahoney and Attorney Bryan Wellner

**Approval of Minutes**

Alderman Studer made a motion and Alderman Butler seconded to approve the June 20, 2017 Regular City Council meeting minutes and have them placed on file

Upon roll call, the vote was:

**AYES:**       **8** Aldermen Persic, L. Hall, K. Hall, Tutor, Butler, Kirwin, Evans, Studer

**NAYS:**       **0**

The motion carried.

**Mayor' Report**

Mayor Strong thanked all the Aldermen for oking the fireworks on July 1st - we had a great turnout. He also thanked the Wilmington Rotary, Steve Francis, Matt Swick, Wilmington Island Park District, Renee Chavez, ESDA, Dennis Housman, Rich Princko, WFPD, Todd Friddle, Chief Zlomie, Public Works Departments, Ken Ewenson, Wilmington Police Department, Chief Arnold for all their hard work on making this a terrific community event. In addition Mayor Strong thanked the Downtown Merchants for keeping their stores open later, Bill Weidling for the use of his property so Mad Bombers had a safe layout area to shoot off the fireworks. To date, the City has received just over \$4,000 in donations for this year's fireworks. Mayor Strong mentioned that Park Director Renee Chavez has approached him to start coordinating for next year's event which will tentatively be held on June 30, 2018.

Mayor Strong reviewed Acting Building Inspector Rick Smith's monthly report with the Council. Mr. Smith reported that he has issued 17 building permits with a total value of work being

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\$141,287.00. The amount of City fees collected added up to \$2,300.00. The bulk of the permits were home improvements, fences, pools and roofing. Mr. Smith noted in his report that the actual building permit has been redesigned to provide an area for listing the individual inspections that will be required for any project. He also noted that the assistance provided by Joie, Maureen and Patty in the office has been invaluable; they have helped with applicant communications and permit processing. In his report Mr. Smith expressed his concerns of the lack of recordkeeping protocols in place regarding building permits. Some past permits are scattered about the office with no regard to filing, permit work done by previous inspection firms is not apparently available at all in some instances, there is no readily accessible method of follow-up on issued permits as to whether they have been closed out or inspections made. There needs to be a common record available to city personnel, not just the current building inspector or firm. This can be as simple as a permit log with areas to note inspections and permit completions or there are several software programs available for building departments that would expedite the whole process.

Mayor Strong announced that the Fiscal Year 2018 budget is now on display for public viewing and the Public Hearing will be held on July 18, 2017 at 7PM. Mayor Strong noted that with this budget there are some struggles and we are in the hole really bad; some of things that put us there are the deal on the island with purchasing the homes as that cost the City over \$600,000, real estate tax abatements which costing over \$60,000 and from the Ridgeport Development agreements \$75,000 for a matching fund for the Police Officer and for the utility tax abatement another \$75,000. Mayor Strong is confident that we will overcome all this and get our budget back on track but right now we are having hard times and we have to make some hard decisions on this budget.

### **Citizen Comments**

Joe VanDuyne addressed the Mayor and Council with his concerns of the property located at 700 E. Kahler Road (Baskerville Funeral Home). This property is currently zoned B2-Light Commercial. Mr. VanDuyne's concern is if a resident can reside within this property and in the same building as the business and would like clarification if this is a legal use. Alderman Evans stated that you would have to go back to see when it was built to see if it was set up as caretaker premise. Mayor Strong stated that when they added on the living quarters we [the City] issued them the building permit so it is quite clear that this type of use is OK. Mr. VanDuyne stated the City has ordinances in place and he wants to make sure that they are being followed. Mr. VanDuyne wants a copy of the documentation proving this.

Terry Cerutti representing the VFW requested their check on the building permit refund. Mr. Cerutti was informed that this topic was discussed at the June 20, 2017 Finance, Administration and Land Acquisition Committee meeting. At that meeting the Committee agreed that the City is obligated to perform due diligence and after a complete review of the project file it will determined what the refund amount will be. This topic will be discussed at the July 18, 2017 Finance, Administration and Land Acquisition Committee meeting and final approval voted on by full City Council at the July 18, 2017.

Sherri Michaels thanked the first responders for their care during her recent illness.

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Marty Orr presented the Council with an update on the 19<sup>th</sup> Annual Catfish Days festival. This year's festival will be held on July 20-23, 2017. A lot of great events are being held on the North Island and thorough out the City.

### **Planning & Zoning Commission**

The next meeting is scheduled for Thursday, August 3, 2017 at 5:00 p.m.

### **Committee Reports**

#### **Buildings, Grounds, Parks, Health & Safety Committee**

The next scheduled meeting is Wednesday, July 12, 2017 at 5:30 p.m.

#### **Water, Sewer, Streets and Alleys Committee**

The next scheduled meeting is Wednesday, July 12, 2017 at 6:00 p.m.

#### **Police & ESDA Committee**

The next scheduled meeting is Tuesday, July 11, 2017 at 5:30 p.m.

#### **Finance, Administration & Land Acquisition Committee**

Alderman Studer made a motion and Alderman Tutor seconded to approve the Accounts Payable Report dated July 5, 2017 in the amount of \$265,459.82 as presented City Accountant Doglio

Upon roll call, the vote was:

**AYES:**       **8** Aldermen Persic, L. Hall, K. Hall, Tutor, Butler, Kirwin, Evans, Studer

**NAYS:**       **0**

The motion carried.

The next scheduled meeting is Tuesday, July 18, 2017 at 6:00 p.m.

#### **Personnel & Collective Bargaining Committee**

*Co-Chairs – Larry Hall & John Persic Jr.*

Nothing at this time

### **Interim City Administrator's Report**

Interim City Administrator Koehler prepared report is attached to these minutes for future reference.

### **Attorney's Report**


Attorney Mahoney had nothing to report.

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**Adjournment**

Motion to adjourn the meeting made by Alderman Tutor and seconded by Alderman L. Hall. Upon voice vote, the motion carried. The Regular Meeting of the City of Wilmington City Council held on July 18, 2017 adjourned at 7:31 p.m.

Respectfully submitted,



Joie Ziller, Deputy City Clerk



# MEMORANDUM

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TO: Roy Strong, Mayor  
Alderman Larry Hall  
Alderman John Persic  
Alderman Frank Studer

Alderman Fran Tudor  
Alderman Kevin Kirwin  
Alderman Kirby Hall  
Alderman Lisa Butler  
Alderman Steve Evans

FR: Frank Koehler, Interim City Administrator

DT: Wednesday, June 28<sup>th</sup>, 2017

RE: **ADMINISTRATOR'S REPORT**

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## **FIREWORKS**

Final preparations are being made for the fireworks on Saturday, July 1<sup>st</sup>. Request for donation letters were mailed to area businesses and donations are being made. We will have a full accounting of the donations later next week.

## **CATFISH DAYS**

We are looking to schedule meetings with organizers of Catfish Days to formalize city responsibilities and to address concerns the City has with respect to staging and operations.

## **CMAP LTA GRANT – BIKEWAY PLANNING**

The grant application is being finalized and will be submitted to CMAP Thursday morning. We are seeking funding to develop plans for the BISON BIKEWAY, extending from the Kankakee River State Park on the south, through Wilmington and Midewin, and extending to the intersection of Routes 53 and 52 in Joliet. Participating agencies that may be involved include IDNR, Route 66 Association, Will County, Will County Forest Preserve, Island Park District, Wilmington School District 209 U, Wilmington Library, and the Wilmington Coalition for a Healthy Community, along with officials from Elwood and Joliet.

## **WILL COUNTY CED**

On Thursday, June 22<sup>nd</sup>, I attended the quarterly eye-opener breakfast presentation by CED in Mokena. CED introduced Doug Prior, the new vice President for the CED, and summarized developments on going in the area, including activities at Ridgeport. CED also discussed the announcement of the new industrial park in Elwood/Manhattan.

## **ELION/RIDGEPORT BBQ**

Also on Thursday, I attended the BBQ hosted by Elion Partners at Ridgeport Logistics Park.

Thank you.

FJK