

APPROVED on September 5, 2017

**Minutes of the Regular Meeting of the
Wilmington City Council
Wilmington City Hall
1165 South Water Street
Tuesday, August 15, 2017**

Call to Order

The Regular Meeting of the Wilmington City Council on August 15, 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, Tutor, Kirwin, Evans, Butler

Aldermen Absent Studer and K. Hall

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 was the Interim City Administrator Frank Koehler, Deputy City Clerk Joie Ziller, City Accountant Kim Doglio, City Engineer Colby Zemaitis, Attorney Bryan Wellner

Approval of Minutes

Alderman Tutor made a motion and Alderman Evans seconded to approve the August 1, 2017 Regular City Council meeting minutes and have them placed on file

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Mayor' Report

Mayor Strong reviewed Acting Building Inspector Rick Smith's monthly report with the Council. Mr. Smith reported that he has issued 16 building permits with a total value of work being \$105,485.00. The amount of City fees collected added up to \$2,875.00. The bulk of the permits were home improvements, fences, pools and roofing. Total Building Department phone calls are 60+ and most permit applications have been processed within 48 hours providing all necessary paperwork has been submitted and the contractors involved were registered. 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

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out or inspections made. There needs to be a common record available to city personnel, not just the current building inspector or firm. The City needs to address the issue of finding someone for Industrial and Commercial plan review, it should be on an as needed basis (no contractual obligation) ó flat fee priced.

Mayor Strong announced that he will be absent from the September 5, 2017 City Council meeting and has appointed Alderman L. Hall as pro-tem Mayor.

Alderman Persic thanked all those who donated to and participated in the Lionø Club Party-in-Park, especially Alderman Evans, Alderman Studer and Alderman Kirwin. This free community event was held on August 12th on the North Island Park with over 200 in attendance.

Citizen Comments

Sherri Michaels stated that she attended the Wilmington Downtown Vision Workshop presented by CMAP at the Park District on August 9th. Ms. Michaels was very pleased with the turnout and citizen participation.

Planning & Zoning Commission

Alderman Persic made a motion and Alderman L. Hall seconded to receive and place on file the Planning and Zoning Commission Recommendation for City Council to Approve a Variance for a Fence at 504 Van Buren Street

Discussion: Interim City Administrator Koehler informed the Council that the resolution regarding this variance will be up for Council approval at the September 5, 2017 City Council meeting. In the meantime, the Council did tell the petitioner Mr. Szeffc that he could move forward with obtaining a building permit to install the new fence

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Persic made a motion and Alderman L. Hall seconded to receive and place on file the Planning and Zoning Commission Recommendation for City Council to Approve the Text Amendment to the Code of Ordinances Chapter 150 Ordinance-Article 2, 150.19, Site Plan Review for Multifamily, Residential, Commercial and Industrial Development

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

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The next meeting is scheduled for Thursday, September 7, 2017 at 5:00 p.m.

Committee Reports

Buildings, Grounds, Parks, Health & Safety Committee

The next scheduled meeting is Wednesday, September 13, 2017 at 5:30 p.m.

Water, Sewer, Streets and Alleys Committee

The next scheduled meeting is Wednesday, September 13, 2017 at 6:00 p.m.

Police & ESDA Committee

The next scheduled meeting is Tuesday, September 12, 2017 at 5:30 p.m.

Finance, Administration & Land Acquisition Committee

Alderman Tutor made a motion and Alderman Evans seconded to approve the Accounts Payable Report dated August 15, 2017 in the amount of \$208,004.93 and the Collector's Report of Deposits for the month ended July 31, 2017 in the amount of \$489,055.00 as presented by the City Accountant

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Tutor made a motion and Alderman Kirwin seconded to approve the proposal as submitted by Synagro in the amount of and not to exceed \$11.60/wet ton for the Loading, Transportation and Land Application of Lime Residuals pending resolution of issues

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Tutor made a motion and Alderman L. Hall seconded to approve Resolution No. 2017-05 ó A Resolution Relating to Participation by Elected Officials in the Illinois Municipal Retirement Fund

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Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Tutor made a motion and Alderman Persic seconded to approve Pay Request #5 payable to Austin Tyler Construction, Inc. for the South Arsenal Road at IL 53 Project as recommended by City Engineer Zemaitis

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

The next scheduled meeting is Tuesday, September 19, 2017 at 6:00 p.m.

Ordinance & License Committee

Co-Chairs – Larry Hall & John Persic Jr.

Alderman Tutor made a motion and Alderman Persic seconded to approve Ordinance No. 17-08-15-01 ó An Ordinance Amending Title III of the City of Wilmington Code of Ordinances Providing for Cost Recovery Provisions

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Tutor made a motion and Alderman Butler seconded to approve Ordinance No. 17-08-15-02 ó An Ordinance Establishing Vehicle Weight Limits, Dimension and Permits for the City of Wilmington

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

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The motion carried.

Alderman Butler made a motion and Alderman Persic seconded to approve Ordinance No. 17-08-15-03 ó An Ordinance Establishing Policies and Procedures for the Issuance of a Commercial Filming Permit in the City of Wilmington

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Butler made a motion and Alderman L. Hall seconded to approve Ordinance No. 17-08-15-04 ó An Ordinance Amending Section 150.19 of the Zoning Ordinance of the City of Wilmington, Will County, Illinois, Providing for Planning Commission Review of Multifamily Residential, Commercial and Industrial Developments

Discussion: None

Upon roll call, the vote was:

AYES: 6 Aldermen Persic, L. Hall, Tutor, Butler, Kirwin, Evans

NAYS: 0

ABSENT 2 Studer, K. Hall

The motion carried.

Alderman Butler announced the first readings of the following ordinances:

An Ordinance Creating a Sanitary Sewer, Fats Oils and Greases (FOG) Disposal Ordinance

An Ordinance Amending the Number of Liquor Licensees

The next scheduled meeting is Tuesday, September 12, 2017 at 5:30 p.m.

Personnel & Collective Bargaining Committee

Co-Chairs – Larry Hall & John Persic Jr.

Nothing at this time

City Engineer's Report

City Engineer Zemaitis presented his monthly report to the Council. This report is attached to the minutes for reference.

Interim City Administrator's Report

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

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Attorney's Report

Attorney Wellner had nothing to report.

Adjournment

Motion to adjourn the meeting made by Alderman Tutor and seconded by Alderman Persic. Upon voice vote, the motion carried. The Regular Meeting of the City of Wilmington City Council held on August 15, 2017 adjourned at 7:34 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Joie Ziller". The signature is written in a cursive style with a large, looping initial "J".

Joie Ziller, Deputy City Clerk



Engineer's Report

July 2017

| Project | Status | Anticipated Date Start / End | Contractor | Project Limits | Notes |
|--|-----------------|------------------------------|----------------------|---|--|
| HIGH SPEED RAIL | | | | | |
| Kankakee River Bridge | Project Awarded | March, 2017 | Illinois Contractors | East of North Water Street to west side of Kankakee River | River crossing permit obtained and project has continued with installing temporary bridge |
| N. Kankakee Street | Project Awarded | Spring, 2017 | Illinois Contractors | Canal Street to Chicago Street | No updates. |
| First Street | Project Awarded | Spring, 2017 | Illinois Contractors | South of Davy Lane to south side of private entrance. (270' total). Approximately 215' down Railroad Street | Electrical contractor is boring electrical conduit under the river. |
| N. Water Street | Project Awarded | Spring, 2017 | Illinois Contractors | South of railroad crossing to Rte 53 | River crossing permit obtained and project has continued with installing temporary bridge |
| Stripmine Road / Route 53 | Project Awarded | Summer, 2017 | "D" Construction | West entrance to Berkot's south on Rte 53 approximately 1,100' and west on Stripmine | Traffic signals were testing and turned on back on 8/4/17. The final surface course will be placed at a later date. |
| Coal City Road / Route 53 | Project Awarded | Fall, 2017 | "D" Construction | 1,500' south of Coal City Road intersection and 1,600' north of the intersection. | Intersection will be closed starting 8/14/17 |
| HSR - CITY UTILITY CONFLICTS | | | | | |
| Project Description | | | | | |
| Conflict # 141: Kankakee River Drive | Plans Approved | Spring, 2017 | TBD | Filling abandoned 10" watermain along north side of KRD | Completed |
| Conflict # 142 & 145: Kankakee River Drive | Plans Approved | Spring, 2017 | TBD | Filling abandoned 12" watermain along north side of KRD and realign/lower existing 16" watermain that is in conflict with the proposed ditch improvements | Completed |
| Conflict # 176C: Forked Creek Watermain | Plans Approved | Spring, 2017 | Austin-Tyler | Realign and bury with concrete in the creekbed a 12" watermain that is in conflict with a proposed bridge pier | Completed |
| Conflict # 179 & 180: Kankakee Street | Plans Approved | Spring, 2017 | TBD | Filling an abandoned 4" watermain on the east side of Kankakee Street and extending the 24" casing on the west side | No updates. |
| Conflict # 188: First Street | Plans Approved | Spring, 2017 | TBD | Extend existing sewer casing or bore new casing and realign new sewer main on east side of First Street | No updates. |
| Conflict # 193 & 195: First Street | Plans Approved | Spring, 2017 | TBD | Realigning 8" and 12" watermains to east side then across the tracks in a 36" casing | No updates. |
| CITY | | | | | |
| Rte 53 and S. Arsenal Road | Construction | Spring, 2017 | Austin-Tyler | Intersection of Rte 53 and S. Arsenal Road | Two (2) lanes of PCC Pavement have been poured, HMA subbases all in place and Curb and gutters are completed. Traffic signal handholes are being |
| Rte 53 and Peotone Road | Bid Award | Spring, 2017 | Austin-Tyler | Intersection of Rte 53 and Wilmington-Peotone Road | City awaiting approval of amended EDP Agreement from IDOT. |



Economic Development Report

July 2017

| Project | Status | Ant. Start Date | Ant. Completion Date | Project Manager | Estimated Cost | Notes |
|------------------------------|--------------|-----------------|----------------------|---------------------|----------------|---|
| <u>Ridgeport</u> | | | | | | |
| Buck Easement | Plan Review | Spring, 2017 | Summer, 2017 | Hey & Associates | \$1M | Weekly meetings with BNSF, Hey & Associates and City being held to discuss the storm outfall for the project. |
| Building M / Project Hot Dog | Construction | September, 2016 | Summer, 2017 | Alston Construction | \$52M | Contractor pouring concrete floor inside the building and parking lot outside. |
| Building Charlie | Construction | Spring, 2017 | Fall, 2017 | Alston Construction | \$26M | Wall panels are being erected for the building. |
| World Foods | Construction | Winter, 2017 | Spring, 2017 | N/A | TBD | No updates. |
| <u>Commercial</u> | | | | | | |
| N/A | | | | | | |
| <u>Residential</u> | | | | | | |
| N/A | | | | | | |



MEMORANDUM

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

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

FR: Frank Koehler, Interim City Administrator

DT: Friday, August 11, 2017

RE: **ADMINISTRATOR'S REPORT**

KANKAKEE RIVER WATER TRAIL

In 2016, the Kankakee River was designated a National River Water Trail, one of only 22 rivers in the County receiving such a designation. I am working with representatives from Kankakee County to formalize an organization that would promote awareness, advocacy and safety along the River.

As part of this effort, a meeting was held Thursday evening, August 10th, 7 PM at Hayden's Crossing to elicit support from area businesses, organizations and individuals interested in the Kankakee River. Nearly 20 were in attendance, including Debbie Militello and Don Gould from the County Board, representatives from the Will County Forest Preserve District, Will County Historical society, Wilmington Township, Convention and Visitors Bureau, Island City Park District, and others. The next meeting of the group is planned for early September.

BUCK DITCH

We continue to work to secure a permanent easement for the placement of a storm sewer serving RidgePort Logistics Park. In as much as this will BNSF property, we are coordinating our efforts with representatives from both Elion and BNSF. Weekly conference calls have been scheduled for Friday mornings to expedite the review and approval process. We are awaiting a draft easement agreement from BNSF as to utilization of their property for a discharge point. We will then meet with the Buck family and their representatives to see if we can finalize the efforts to secure the permanent drainage easement.

CMAP

Two very successful meetings were held this past week. On Thursday afternoon, members of the Steering Committee met with CMAP officials and representatives from S. B. Friedman and Associates to discuss their Economic Assessment of the Downtown. Copies of this report have been placed in your mail box. Later that evening, over 30 business owners, property owners and area residents met to discuss their vision for the Downtown. CMAP is reviewing the notes from that meeting and will prepare a preliminary findings report for our consideration.

MIDEWIN

Efforts are ongoing to forge a working relationship with Midewin as a way for the Wilmington Business Community and Midewin to partner on the attraction of visitors to each area. A meeting was recently held at Midewin with area businesses and representatives from Midewin. One of the goals is to plan an event in Wilmington centered around National Bison Day, which is Saturday, November 4th. Other activities are being discussed to promote Midewin to area visitors, and to promote Downtown Wilmington to visitors at Midewin.

ELION/TIF

We continue to meet with Elion to review the operations of the TIF District and how regulatory procedures might be improved. Part of this is to standardized distribution of tax increment, reimbursement to the City for Police Services pursuant to the terms of the annexation agreement, and for clarification of specific revenue stream. Elion is also finalizing their application to annex additional property into the City and to amend the TIF District to reflect these annexations. In the meantime, Elion has extended an invitation to the City for a “Topping Out Ceremony to be held on Wednesday, August 23rd, 3:00 PNM in Ridgeport for the Project Charlie Building on Graaskamp Blvd.

ROTARY PARK

I have been working with representatives from the Wilmington Rotary club in the furtherance of their plan for an inclusive playground and other improvements at Memorial Park. This will be placed on the Buildings and Grounds Committee agenda for further discussion

IDOT/HSR

Discussions continued to take place between HSR, IDOT and certain property owners in town as to any easements, acquisitions or related payments that need to be made. I believe there are only two or three property owners who have not yet finalized their agreements with HSR and IDOT

ELECTRONIC RECYCLING

The Electronic Recycling operation held on the second and fourth Thursdays of each month at City Hall, have been fairly well attended. Last evening, upwards of 23 vehicles came by during the first hour of the event. I am surprised as to the number of large projection style TVs that continue to be dropped off at the event, along with TVs, and other electronics, items that are no longer eligible for placement in a landfill.

COMMUNITY FOUNDATION

I will be meeting with representatives from the Community Foundation of Will County next week to discuss greater involvement in the Wilmington area, and how we may be able to pursue grant funding opportunities with them.

ICSC

I will be attending a Retail Strategy workshop next week, sponsored by the International Council of Shopping Centers (ICSC). This event will be held on Thursday, August 17th in Effingham. Another program is scheduled for Chicago in September, entitled “Chicago Deal Making”, will provide greater opportunity to meet with retailers and developers. Whereas about 75-100 attend the Retail Strategy event this month, the Deal Making program attracts more than 500 participants.

Should you have any questions on these or other items, please do not hesitate to call.

Thank you.

FJK/