

**Minutes of the Committee of the Whole**  
**Wilmington City Hall**  
**1165 South Water Street**  
**September 12, 2023**

**Call to Order**

The Committee of the Whole meeting on September 12, 2023, was called to order at 5:30 p.m. by Mayor Dietz in the Council Chamber of Wilmington City Hall.

**Roll Call**

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

**Alderspersons Present** Kirwin, Jeffries, Knight, Vice, Allred, Mietzner, Holmes, Smith

**Quorum**

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

**Other Officials in Attendance**

Also, in attendance was the City Administrator Jeannine Smith, Finance Director Nancy Gross, Chief of Police Adam Zink, Director of Public Works James Gretencord, ESDA Director Dennis Housman, Deputy City Clerk Joie Ziller

**Approve Previous Meeting Minutes**

Aldersperson Kirwin made a motion and Aldersperson Mietzner seconded to approve the August 8, 2023 meeting minutes and have them placed on file. Upon the voice vote, 7 yes, 1 pass by Aldersperson Allred, the motion carried.

**Public Comment**

Steven Miskell stated his concerns related to the City’s open burn ordinance and recommended some changes.

Woody Stiltner of Hands of Hope of Illinois introduced himself and informed us that they recently purchased the building at 660 N Kankakee Street and are in the process of making improvements to both the outside and inside of the building.

**Mayor’s Report**

Mayor Dietz reminded the Committee that Council picture day is September 19<sup>th</sup> at 5:30 PM.

**Administrator’s Report**

**Discussion and Direction of Holiday Banners**

Administrator Smith presented the Committee with a quote for new holiday banners. The City will be purchasing ten and the Chamber of Commerce will be purchasing ten. The Committee reviewed a quote from A&J Signs, Inc. in the amount of \$897.20 and agreed to move this to the September 19, 2023 City Council agenda for full approval.

**Discussion and Direction Regarding RT 66 Monument Sign Location**

Administrator Smith requested direction from the Committee on where to place the RT 66 Monument Sign. Locations and pictures were provided in her memo and included in the agenda packet. The Committee was in favor of placing the monument sign at the new South Island Park entrance being proposed and agreed to move this to the September 19, 2023 City Council agenda for full approval.

### **Discussion and Direction Regarding \$250,000 Economic Development Grant**

The Committee reviewed and discussed the options for which the grant dollars could specifically be used. After their discussion, they agreed that the \$250,000 Economic Development Grant be utilized to cover the cost associated with the Police Officer Body Cameras and Comprehensive Plan Consultants fees. This will be on the September 19, 2023, City Council agenda for full approval.

### **Discussion and Direction Regarding \$95,000 Capital Project Grant**

The Committee reviewed and discussed the options for which the grant dollars could specifically be used. After their discussion, they agreed that the \$95,000 Capital Project Grant received from Representative DeLuca be utilized to cover the cost associated with proposed improvements to the South Island Park entrance. This will be on the September 19, 2023 City Council agenda for full approval.

### **Other Pertinent Information**

Administrator Smith informed the Committee that she has been involved with the study related to the Will County Paratransit Integration and Efficiency Study. The Committee members, knowing there is a need for these services in our area, were in agreement for Administrator Smith to represent and speak on behalf of the City at future meetings in an effort to have services provided in our community.

### **Building Inspector's Report**

#### **August Report**

The Committee reviewed the report as included in the agenda packet.

### **Discussion and Direction Regarding Arnie Bauer Chevy GMC Temporary Sign Variance**

The Committee reviewed the memo and supporting documents included with the agenda packet and agreed to allow for the temporary sign, up to one year at the establishment. This will be on the September 19, 2023, City Council agenda for full approval.

### **Police & ESDA**

*Co-Chairs Alderpersons Mietzner & Alderman Allred*

#### **Chief of Police Monthly Summary Report**

Chief Zink briefed the Committee on the happenings within the department and addressed his report that was included with the agenda packet.

#### **Director of ESDA Monthly Summary Report**

The Committee reviewed the ESDA Report as prepared by Director Housman. No further discussion was had regarding the report.

### **Other Pertinent Information**

No other pertinent information was discussed.

### **Ordinance & License Committee**

*Co-Chairs Alderpersons Kirwin & Alderman Knight*

### **Consideration to Approve the Ordinance Amending the Regulation of Mobile Food Vendors**

The Committee reviewed the draft ordinance as presented in the agenda packet. The Committee was in favor of moving this to the September 19, 2023, City Council meeting for a full vote.

### **Discussion and Consideration to Add an Additional Class D1 Liquor License for A.J.'s**

Mayor Dietz informed the Committee that he recently received a request from A.J.'s Hotdogs & Gyros for a Class D1 Liquor License. Mayor Dietz explained this license is for restaurants to serve on-premise beer and wine only. Michael Stack representing the business informed the Committee that while this will offer patrons additional beverage options, they will also be installing video gaming terminals. Mayor Dietz requested that this ordinance be placed on the September 19, 2023, City Council agenda for consideration.

### **Other Pertinent Information**

Administrator Smith informed the Committee that an amendment to the open burn ordinance is being drafted by the Attorney and that this will be on the October agenda for Committee review.

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

*Co-Chairs Alderpersons Jeffries & Alderman Smith*

#### **Discussion and Consideration to Approve the Proposal from Uni-Max Management Corp. for Cleaning Services at City Hall and Police Departments**

The Committee reviewed the proposal as provided in the agenda packet. After some discussion, the Committee agreed that this be placed on the September 19, 2023, City Council agenda for full approval.

#### **Discussion and Consideration to Approve the Quote from Wolf's Sealcoating, Inc. to Sealcoating and Crack Seal the City Hall Parking Lot for the Cost of \$9,350.00**

The Committee reviewed the quote as provided in the agenda packet. After some discussion, the Committee agreed that this be placed on the September 19, 2023, City Council agenda for full approval

### **Other Pertinent Information**

No other pertinent information was discussed.

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

*Co-Chairs Alderpersons Vice & Alderman Holmes*

#### **Director of Public Works Monthly Summary Report**

The Committee reviewed Director Gretencord's monthly report included in the agenda packet.

#### **Discussion and Consideration to Approve Quote from Midwest Paving Equipment, Inc. to Rehabilitate the 2013 Falcon RME Hot Patch Trailer for the Cost of \$6,657.81**

The Committee reviewed the memo prepared by Director Gretencord. The Committee agreed to move forward with accepting the quote from Midwest Paving Equipment, Inc. and move it to September 19, 2023, City Council agenda for full approval.

#### **Discussion and Consideration to Approve the Quote from Brieser Construction Company to Construct and Install Track and Industrial Curtain Around the Lime Feed Equipment at a Cost of \$17,163.00**

Director Gretencord requested that this item be tabled until the October meeting.

#### **Discussion and Consideration to Approve the Purchase of a Hach DR3900 Spectrophotometer from USA Bluebook at a Cost of \$6,777.42**

The Committee reviewed the memo prepared by Director Gretencord. The Committee agreed to move forward with this purchase and move it to September 19, 2023, City Council agenda for full approval.

#### **Discussion and Consideration to Approve the Proposal from Seconds Matter Safety Solutions to Replace the Fire Alarms at the Water Reclamation Plant for a Total Cost of \$21,100**

The Committee reviewed the memo prepared by Director Gretencord. The Committee agreed to move forward with accepting the proposal from Seconds Matter Safety Solutions and move it to September 19, 2023, City Council agenda for full approval.

#### **Discussion and Consideration to Approve the Purchase of a Booster Pump from USA Bluebook and the Electrical Installation of the Pump by Clennon Electric for a Total Cost of \$10,483.89**

The Committee reviewed the memo prepared by Director Gretencord. The Committee agreed to move forward with accepting the purchase and installation related to the above project and move it to September 19, 2023, City Council agenda for full approval.

**Discussion and Recommend a Contractor to Replace the Roofs at the Water Reclamation Plant**

The Committee reviewed the memo prepared by Director Gretencord. The Committee agreed to move forward with accepting the quote from Mueller Roofing Inc. in the amount not to exceed \$48,500 and move it to September 19, 2023, City Council agenda for full approval.

**Other Pertinent Information**

Administrator Smith informed the Committee that Director Gretencord recently received his Class A Drinking Water Operator Certification. Congratulations James!

**Personnel & Collective Bargaining Committee**

*Co-Chairs Alderpersons Mietzner & Alderman Holmes*

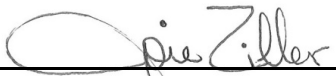
**Other Pertinent Information**

No other pertinent information was discussed.

**Adjournment**

The motion to adjourn the meeting was made by Alderperson Knight and seconded by Alderperson Jeffries. **Upon the voice vote, the motion carried.** The Committee of the Whole Meeting held on September 12, 2023, adjourned at 6:52 p.m.

Respectfully submitted,

  
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Joie Ziller, Deputy City Clerk