



**City of Wilmington
1165 South Water Street
Wilmington, IL 60481**

**Agenda
Regular City Council Meeting
Wilmington City Hall
Council Chambers
February 6, 2018
7:00 p.m.**

I. Call to Order

II. Pledge of Allegiance

III. Roll Call by City Clerk

John Persic, Jr.	Kevin Kirwin
Kirby Hall	Dennis Vice
Lisa Butler	Fran Tutor
Frank Studer	Steve Evans

IV. Approval of Minutes of the January 16, 2018 Regular City Council Meeting

V. Mayor's Report

1. Announcement of the supplemental appropriation and line item transfers for fiscal year beginning May 1, 2017 and ending April 30, 2018 has been placed on file for public filing and the ordinance will be up for full Council approval at the February 20, 2018 City Council meeting

VI. Public Comment

(State your full name clearly; limit 5 minutes each per Ordinance 17-10-17-05)

VII. Planning & Zoning Commission

1. The next scheduled meeting is Thursday, March 1, 2018 at 5:00 p.m.

*Posting Date:
2/2/2018 12:19 PM jjz*

VIII. Committee Reports

A. Buildings, Grounds, Parks, Health & Safety Committee

Co-Chairs – John Persic, Jr. & Steve Evans

1. The next scheduled meeting is Wednesday, February 14, 2018 at 5:30 p.m.

B. Water, Sewer, Streets & Alleys Committee

Co-Chairs – Frank Studer & Kevin Kirwin

1. The next scheduled meeting is Wednesday, February 14, 2018 at 6:00 p.m.

C. Police & ESDA Committee

Co-Chairs – Frank Studer & Fran Tutor

1. The next scheduled meeting is Tuesday, February 13, 2018 at 5:30 p.m.

D. Finance, Administration & Land Acquisition Committee

Co-Chairs – Frank Studer & Fran Tutor

1. Approve the Accounting Reports as Presented by the City Accountant
2. Approve Resolution No. 2018-04 ó A Resolution for a Temporary Loan Between Funds
3. Approve the Contractual Agreement between Mack & Associates, P.C. for Financial Auditing Services
4. Approve the Quote by Dive Right In Scuba in the amount of \$20,015.00 for the ESDA Department Waterwog
5. The next scheduled meeting is Tuesday, February 20, 2018 at 6:00 p.m.

E. Ordinance & License Committee

Co-Chairs – Kirby Hall & Lisa Butler

1. The next scheduled meeting is Tuesday, February 13, 2018 at 6:00 p.m.

F. Personnel & Collective Bargaining Committee

Co-Chairs – John Persic, Jr. & Dennis Vice

IX. Attorney's Report

X. Executive Session

1. Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employee(s)

2. Consideration to Set a Price for the Sale of Property Owned by the City

XI. Action to be Taken Following Executive Session

XII. Adjournment

DRAFT

**Minutes of the Regular Meeting of the
Wilmington City Council
Wilmington City Hall
1165 South Water Street
Wednesday, January 16, 2018**

Call to Order

The Regular Meeting of the Wilmington City Council on January 16, 2018 was called to order at 7:00 p.m. by Mayor Roy 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, Kirwin, Evans, Tutor, Butler, Studer

Alderman Absent 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 were the Deputy City Clerk Joie Ziller, City Accountant Kim Doglio, City Engineer Colby Zemaitis and Attorney Bryan Wellner

Approval of Minutes

Alderman Tutor made a motion and Alderman Kirwin seconded to approve the January 3, 2018 Regular City Council meeting minutes and have them placed on file

Upon roll call, the vote was:

AYES: 6 Aldermen Studer, Tutor, Persic, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Mayor' Report

Alderman Persic made a motion and Alderman Studer seconded to approve the Mayoral Appointment of Dennis Vice as Second Ward Alderman.

Upon roll call, the vote was:

AYES: 6 Aldermen Studer, Tutor, Persic, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Mayor Strong swore in Dennis Vice to serve as Second Ward Alderman and then he took his seat at the dais.

DRAFT

Mayor Strong reported on the Building Department ó June 8, 2017 thru December 31, 2017 one hundred twelve (112) building permits were issued. The total value of the permitted work was \$1,857,124.00 and of this only \$85,000.00 were projects at Ridgeport. A significant portion was for improvement of existing single family residences. The total fees collected were \$28,395.00. Five new single family residences are currently under construction.

Public Comment

No public comments were made.

Planning & Zoning Commission

The next meeting is scheduled for Thursday, February 1, 2018 at 5:00 p.m.

Committee Reports

Buildings, Grounds, Parks, Health & Safety Committee

The next scheduled meeting is Wednesday, February 14, 2018 at 5:30 p.m.

Water, Sewer, Streets and Alleys Committee

The next scheduled meeting is Wednesday, February 14, 2018 at 6:00 p.m.

Police & ESDA Committee

Alderman Tutor announced that the Police Department and ESDA received grants from Oneok to go toward the purchase of kevlar helmets and safety vest for the police officers and motor boat for ESDA.

The next scheduled meeting is Tuesday, February 13, 2018 at 5:30 p.m.

Finance, Administration & Land Acquisition Committee

Alderman Tutor made a motion and Alderman Studer seconded to approve the Accounts Payable Report dated January 16, 2018 in the amount of \$293,339.23 and the Collectorø Report for the Month Ended December 31, 2017 in the amount of \$321,814.00 as presented by the City Accountant

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Alderman Tutor made a motion and Alderman Evans seconded to approve the Declaration of Covenants, Restrictions, Conservation Easements and Temporary Easement for Monitoring (Haga Property)

DRAFT

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Alderman Tutor made a motion and Alderman Butler seconded to approve Resolution No. 2018-02 ó A Resolution for Improvement by Municipality Under the Illinois Highway Code (Alley & Roadway Improvements)

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Alderman Studer made a motion and Alderman Tutor seconded to approve Resolution No. 2018-03 ó A Resolution Deleting and Designating Authorized Signatories to the City of Wilmington Bank Accounts at Grundy Bank

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Alderman Studer made a motion and Alderman Evans seconded to approve Illinois Department of Transportation Letter of Understanding for Improvements to the Pedestrian Ramps on IL Route 53 and IL Route 102

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

The next scheduled meeting is Tuesday, February 20, 2018 at 6:00 p.m.

Ordinance & License Committee
Co-Chairs – Kirby Hall & Lisa Butler

The next scheduled meeting is Tuesday, February 13, 2018 at 5:30 p.m.

Personnel & Collective Bargaining Committee
Co-Chairs – 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.

DRAFT

Attorney's Report

Attorney Wellner had nothing to report.

Executive Session

Alderman Persic made a motion and Alderman Kirwin seconded to go into Executive Session to discuss the Matters of Personnel Consideration of the following personnel related issues permitted in a Closed Meeting under Section 2(c)(1) "Appointment, Employment, Compensation, Discipline, Performance or Dismissal of specific employees" And Section 2(c)(2) "Collective negotiating matters between the public body and its employees" of the Open Meetings Acts (5 ILCS 120/1 *et seq.*)
at 7:12 p.m.

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Alderman Persic made motion and Alderman Studer seconded to come out of Executive Session at 7:46 p.m.

Upon roll call, the vote was:

AYES: 7 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin, Evans

NAYS: 0

The motion carried.

Action Taken Following Executive Session

Alderman Persic made a motion and Alderman Studer seconded to approve the hire of Scott Murphy as City Administrator with a contract pending final legal review and expiring April 30, 2019.

Upon roll call, the vote was:

AYES: 6 Aldermen Studer, Tutor, Persic, Vice, Butler, Kirwin


NAYS: 1 Evans

The motion carried.

Adjournment

Motion to adjourn the meeting made by Alderman Tutor and seconded by Alderman Kirwin. Upon voice vote, the motion carried. The Regular Meeting of the City of Wilmington City Council held on January 16, 2018 adjourned at 7:47 p.m.

Respectfully submitted,



Joie Ziller, Deputy City Clerk

City of Wilmington

Check Register Meeting Date: February 6, 2018



Check#	Date	Vendor/Employee	Amount
Fund	1	General Corporate Fund	
0	1/22/2018	Payroll Sweep	101,164.45
0	1/22/2018	Fed Ex	32.49
0	1/22/2018	Paycor	612.15
0	2/2/2018	Payroll Sweep	75,182.38
0	2/2/2018	Fed Ex	25.94
0	2/2/2018	Paycor	137.77
0	2/2/2018	IMRF	13,412.28
0	2/2/2018	Misc Vendors	90.55
19653	2/6/2018	Elyse Aion	626.40
19654	2/6/2018	Air Gas USA, LLC	211.93
19655	2/6/2018	AT&T	60.35
19656	2/6/2018	AT&T Mobility	39.01
19657	2/6/2018	Blue Cross Blue Shield of Florida, Inc.	203.40
19658	2/6/2018	Blue Cross Blue Shield of Illinois	1,272.00
19659	2/6/2018	Blue Cross Medicare RX (PDP)	225.60
19660	2/6/2018	Blue Cross Medicare Rx (PDP)	196.90
19661	2/6/2018	Blue Cross Medicare Rx (PDP)	196.90
19662	2/6/2018	Blue Cross Medicare Rx (PDP)	196.90
19663	2/6/2018	Blue Cross MedicareRx (PDP)	195.40
19664	2/6/2018	Borden Decal	269.00
19665	2/6/2018	Brown's Building Maintenance, Inc.	2,352.00
19666	2/6/2018	Brownells, Inc.	212.67
19667	2/6/2018	Camz Communications, Inc.	385.00
19668	2/6/2018	Comcast	585.77
19669	2/6/2018	ComEd	1,295.73
19670	2/6/2018	Constellation New Energy, Inc	847.16
19671	2/6/2018	D'Orazio Ford	728.71
19672	2/6/2018	Dimension Funding, LLC.	1,500.00
19673	2/6/2018	DTW Inc	2,037.50
19674	2/6/2018	Florida Blue	169.40
19675	2/6/2018	Fort Dearborn Life Insurance	346.49
19677	2/6/2018	Grundy Supply	110.74
19678	2/6/2018	Dave Gurnitz	500.00
19679	2/6/2018	Hey & Associates, Inc.	14,206.25
19680	2/6/2018	DS Waters of America Hinckley Springs	79.03
19681	2/6/2018	Home Depot USA	50.00
19682	2/6/2018	ILEETA	45.00
19683	2/6/2018	ILETSB Executive Institute	75.00

19684	2/6/2018	Illinois Assoc. of Chiefs of Police	360.00
19685	2/6/2018	Illinois Public Risk Fund	11,030.00
19686	2/6/2018	Joliet Asphalt LLC	577.30
19687	2/6/2018	Julie Inc	2,998.80
19688	2/6/2018	Konica Minolta	285.86
19689	2/6/2018	Raymond Larson	230.00
19690	2/6/2018	Mahoney Silverman & Cross LLC	5,611.25
19691	2/6/2018	William McCluskey	15.00
19693	2/6/2018	Municipal Code Corporation	867.50
19694	2/6/2018	Office Depot	177.87
19695	2/6/2018	Olivieri Brothers, Inc.	1,178.40
19696	2/6/2018	Peckham Guyton Albers & Viets, In	5,515.00
19697	2/6/2018	Police Chief's Assoc. of Will County	50.00
19698	2/6/2018	Pomp's Tire Service, Inc.	995.18
19699	2/6/2018	Prairie Material Sales Inc	1,704.84
19700	2/6/2018	Richard Quigley	6.50
19701	2/6/2018	Ray O Herron Inc	588.95
19702	2/6/2018	Replacement Window Systems, Inc.	3,784.20
19703	2/6/2018	Robert E Hamilton Cons Eng	4,300.17
19704	2/6/2018	Kevin Shaughnessy	400.00
19705	2/6/2018	Shred X	71.04
19706	2/6/2018	TA Operating, LLC	1,370.95
19707	2/6/2018	ULINE	298.68
19708	2/6/2018	United Communications Systems Inc	688.89
19709	2/6/2018	Verizon Wireless	1,090.19
19710	2/6/2018	WESCOM	18,794.48
			<hr/>
TOTAL:			282,869.30

Fund	2	Water Operating M & R Fund	
0	1/22/2018	JPMorgan Chase Bank, N.A.	120.48
0	1/22/2018	Payroll Sweep	15,487.25
0	2/2/2018	Payroll Sweep	16,482.51
0	2/2/2018	IMRF	3,171.48
0	2/2/2018	Misc Vendors	465.48
0	2/2/2018	USPS	507.13
10179	2/6/2018	ComEd	1,569.28
10180	2/6/2018	Dynegy Energy Services	4,342.92
10181	2/6/2018	Fairbanks Scales, Inc.	5,336.00
10182	2/6/2018	Fort Dearborn Life Insurance	87.50
10184	2/6/2018	Illinois Public Risk Fund	1,939.00
10185	2/6/2018	Jack Henry & Associates, Inc.	46.15
10186	2/6/2018	Konica Minolta	94.57
10188	2/6/2018	PDC Labs Inc	349.00
10190	2/6/2018	United Communications Systems Inc	100.88
10192	2/6/2018	Verizon Wireless	254.04
10193	2/6/2018	Viking Chemical Company	3,960.95
			<hr/>
TOTAL:			54,314.62

Fund	3	Sewer Capital Project Fund	
0	1/22/2018	Payroll Sweep	453.20
0	2/2/2018	Payroll Sweep	453.20
10189	2/6/2018	Strand Associates Inc	24,760.00
TOTAL:			<u>25,666.40</u>

Fund	4	Sewer Operating M & R Fund	
0	1/22/2018	Payroll Sweep	13,336.34
0	1/22/2018	JPMorgan Chase Bank, N.A.	120.47
0	1/22/2018	Misc Vendors	743.74
0	2/2/2018	Payroll Sweep	11,787.88
0	2/2/2018	IMRF	2,463.50
0	2/2/2018	USPS	507.13
10177	2/6/2018	Arro Laboratories Inc	80.00
10179	2/6/2018	ComEd	554.91
10180	2/6/2018	Dynegy Energy Services	8,292.87
10182	2/6/2018	Fort Dearborn Life Insurance	53.32
10183	2/6/2018	Francis Machine, Inc.	360.00
10184	2/6/2018	Illinois Public Risk Fund	1,520.00
10185	2/6/2018	Jack Henry & Associates, Inc.	46.15
10186	2/6/2018	Konica Minolta	94.57
10187	2/6/2018	Nicor	1,156.14
10190	2/6/2018	United Communications Systems Inc	162.12
10191	2/6/2018	USA Blue Book	1,389.04
10192	2/6/2018	Verizon Wireless	261.67
10194	2/6/2018	Wilmington Overhead Door Co.	103.70
TOTAL:			<u>43,033.55</u>

Fund	5	DFC Federal Grant Fund	
0	1/17/2018	Better Business Planning Inc.	2,722.23
1404	1/17/2018	Cardmember Service	4,906.71
1405	1/17/2018	Konica Minolta	70.22
1406	1/17/2018	Optimum Consulting Group, Inc.	1,791.00
1407	1/17/2018	Jeffrey Rogowski	50.00
1408	1/17/2018	Deborah Tomey	758.69
1409	1/17/2018	Wilmington Chamber Of Commerce	30.00
0	1/31/2018	Better Business Planning Inc.	2,636.65
TOTAL:			<u>12,965.50</u>

Fund	7	ESDA Fund	
19668	2/6/2018	Comcast	64.90
19676	2/6/2018	Mutual Aid Association Greater Will Co Emerg Services	100.00
19692	2/6/2018	Menards Bradley	162.91
19708	2/6/2018	United Communications Systems Inc	233.88
19709	2/6/2018	Verizon Wireless	165.03
19710	2/6/2018	WESCOM	2,246.18

TOTAL: 2,972.90

Fund 17 Water Capital Project Fund

0	1/22/2018	Payroll Sweep	1,359.60
0	2/2/2018	Payroll Sweep	1,359.60
10178	2/6/2018	Austin Tyler Construction	18,694.81
TOTAL:			<u>21,414.01</u>

Fund 25 RidgePort TIF#2 Fund

1127	2/6/2018	Klein Thorpe & Jenkins, LTD	686.80
1128	2/6/2018	Peckham Guyton Albers & Viets, In	1,400.00
TOTAL:			<u>2,086.80</u>
GRAND TOTAL:			<u>445,323.08</u>

Dennis Vice

Kirby Hall

Steve Evans

John Persic, Jr.

Kevin Kirwin

Frank Studer

Lisa Butler

Fran Tutor

Approved: February 6, 2018

RESOLUTION NO. 2018-04

A RESOLUTION FOR A TEMPORARY LOAN BETWEEN FUNDS

WHEREAS, the City is allowed an amount of TIF Eligible Administrative Set-Aside, limited to the amount actually spent on TIF eligible administrative costs, up to the amount of increment received or \$25,000 whichever is less, until such time as 0.05% of the TIF increment exceeds \$25,000; and

WHEREAS, the City annually reimburses itself for the prior year's actual costs incurred from the current year revenues received via Property Taxes in the Ridgeport TIF#2 Fund; and

WHEREAS, the City's Ridgeport TIF#2 fund balance is insufficient at this time to prepay the TIF eligible administrative "Set-Aside" expenditures; and

WHEREAS, it has been recognized many times by the Illinois Supreme Court that municipal corporations have the ability, in the exercise of good business judgment, to make a temporary loan from one fund to another; and

WHEREAS, there is a need to make a temporary loan from the General Corporate Fund to the City's Ridgeport TIF#2 Fund in the amount of \$25,000; and

WHEREAS, the City shall be in receipt of property tax revenue of tax increment, in a timely fashion, the amount of \$25,000 to the General Corporate Fund.

NOW, THEREFORE, BE IT RESOLVED that there is hereby made a temporary loan in the amount of \$25,000.00 from the General Corporate Fund to the Ridgeport TIF#2 Fund, and that offsetting General Journal entries will be recorded in the balance sheets of the affected Funds.

ADOPTED this 6th day of February, 2018 with _____ members voting aye, _____ members voting nay, the Mayor not voting, with _____ members abstaining or passing and said vote being:

John Persic, Jr.	_____	Kevin Kirwin	_____
Dennis Vice	_____	Kirby Hall	_____
Fran Tutor	_____	Lisa Butler	_____
Steve Evans	_____	Frank Studer	_____

Approved this 6th day of February, 2018

Roy Strong, Mayor

Attest:

Joie Ziller, Deputy City Clerk



CERTIFIED PUBLIC ACCOUNTANTS

116 E. Washington Street
Suite One
Morris, Illinois 60450

Phone: (815) 942-3306
Fax: (815) 942-9430
www.mackcpas.com

TAWNYA R. MACK, CPA
LAURI POPE, CPA
ERICA BLUMBERG, CPA
TREVOR DEBELAK, CPA
MATT MELVIN
CHRIS CHRISTENSEN
STEPHANIE HEISNER

Contractual Agreement

Between

Mack & Associates, P.C.

And

City of Wilmington

Mack and Associates P.C. and the City of Wilmington hereby enter in to an agreement for auditing services for fiscal years ending April 30, 2018, with options for 2019 and 2020.

Mack & Associates, P.C. will perform these services as agreed upon for the following fees:

4/30/18
\$17,900

4/30/19
\$18,345

4/30/20
\$18,805

Any additional work that may need to be completed beyond the scope of engagement will be discussed prior to completion and is billed at a rate of \$125/hour. Fees will be billed upon completion of report.

Tawnya R. Mack
Tawnya R. Mack, CPA
Mack & Associates, P.C.

11/27/17
Date

City of Wilmington

Date

Dive Right In Scuba

24222 W. Lockport St., Plainfield, IL 60544
815-267-8400

ennis Housman Wilmington Esda

33 N. Main
Wilmington, IL 60481
UNITED STATES

Quote

15-693-0326

Quote # 2721

Employee: Mike Pedersen
Created: 10/19/2017 4:20:54 PM
Printed: 19 Oct 2017 04:21

Qty	Stock #	Description		Unit Price	Price
	Consignment1	CRAFT TRAINING	Special	\$2,000.00	\$2,000.00
	shipping	Shipping Charges	Special	\$665.00	\$665.00
	WWtype2	Waterwog Type 2	Special	\$15,500.00	\$15,500.00
	Consignment1	Motor Package		\$1,850.00	\$1,850.00

Sub-Total \$20,015.00
Tax \$0.00
Grand Total \$20,015.00

This Quote is valid until Friday, January 19, 2018