

Minutes of the Committee of the Whole
Wilmington City Hall
1165 South Water Street
November 14, 2023

Call to Order

The Committee of the Whole meeting on November 14, 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, Vice, Jeffries, Mietzner, Holmes, Smith

Alderspersons Absent Allred, Knight

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 Mietzner made a motion and Aldersperson Holmes seconded to approve the October 10, 2023 meeting minutes and have them placed on file. Upon the voice vote, 6 yes, the motion carried.

Public Comment

No public comments were made.

Mayor's Report

Other Pertinent Information

Mayor Dietz informed the Committee that the first public meeting regarding the City's Comprehensive Plan & Master Parks plan will be held on January 31, 2024 from 6 PM to 8 PM at Wilmington High School.

Will County Department of Transportation will be hosting a Public Information Meeting at City Hall on December 6, 2023 from 4 PM to 7 PM concerning the Planning and Environmental Linkages (PEL) Study for Wilmington-Peotone Road.

Invitations are being sent for the Holiday Open House on December 7, 2023. This is a jingle & mingle event for City staff, officials, and volunteers.

Administrator's Report

Other Pertinent Information

Administrator Smith informed the Committee that on December 7, 2023, there are two topics for discussion which will include two public hearings at the Planning & Zoning Commission meeting related to the annexation of Consolidated Pipe along with the request made by the Wilmington Fire Protection District for the construction of their new facility.

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.

Consideration to Approve the Hire of One Additional Police Officer

Chief Zink reviewed his request for an additional police officer. The Committee agreed that the Chief could move forward with the next step the potential lateral hire.

Approve & Authorize the Chief of Police to Execute the Reciprocal Reporting of Criminal Offenses by Students Agreement for Grundy County

The Committee agreed to move forward with the approval and authorization for Chief Zink to execute the agreement and placed it on the November 21, 2023, City Council consent agenda for full approval

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.

Consideration Approve Quote Q-77185 from All Traffic Solutions for an InstaAlert 24 Variable Message Sign in an Amount Not To Exceed \$9,901.57 Utilizing Funds Received from the Illinois Department of Nuclear Safety Grant

The Committee reviewed the memo prepared by Director Housman. The Committee agreed to move forward with accepting the quote and placed it on the November 21, 2023, City Council consent agenda for full approval.

Consideration Approve Quote #116129 from Traffic Safety Warehouse for a Flagger Lighting Station and Work Area Light and 10 LED Safety Flare Kits in an Amount Not to Exceed \$2,770.00 Utilizing Funds Received from ONEOK's Emergency Responder Grant

The Committee reviewed the memo prepared by Director Housman. The Committee agreed to move forward with accepting the quote and placed it on the November 21, 2023, City Council consent agenda for full approval.

Other Pertinent Information

Aldersperson Holmes suggested from a safety aspect balloon lights be looked into for traffic control and temporary job sites.

Ordinance & License Committee

Co-Chairs Alderpersons Kirwin & Alderman Knight

Review and Consideration of An Ordinance Amending the City of Wilmington Code of Ordinances with Regards to Chapter 37 Personnel Policy

The Committee reviewed the draft ordinance as presented in the agenda packet. The Committee agreed to move forward with approving the ordinance and placed it on the November 21, 2023, City Council consent agenda for full approval.

Review and Consideration of An Ordinance Regarding the Illinois Paid Leave for All Workers Act for the City of Wilmington

The Committee reviewed the draft ordinance as presented in the agenda packet. The Committee agreed to move forward with approving the ordinance and placed it on the November 21, 2023, City Council consent agenda for full approval.

Other Pertinent Information

No other pertinent information was discussed.

Buildings, Grounds, Parks, Health & Safety Committee

Co-Chairs Alderpersons Jeffries & Alderman Smith

Consideration to Authorize the City Administrator to Execute a Contract with H.L. & Associates, Inc. for Lawncare Services Beginning with the Mowing Season in 2024 and Ending with the Conclusion of Mowing Season in 2028

The Committee reviewed the memo and bid information as presented in the agenda packet. The Committee agreed to move forward with accepting the bid and executing the contract and placed it on the November 21, 2023, City Council consent 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.

Other Pertinent Information

Director Gretencord added that he will present additional information at the December C.O.W. meeting related to street sweeping.

Personnel & Collective Bargaining Committee

Co-Chairs Alderpersons Mietzner & Alderman Holmes

Review Job Description Related to Building Permit Technician and Authorize the City Administrator to Seek and Hire Personnel to Position

The Committee reviewed the job description and accepted it as presented. The Committee also agreed that this placed on the November 21, 2023, City Council consent agenda for full approval.

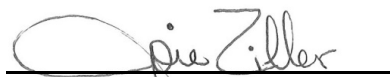
Other Pertinent Information

No other pertinent information was discussed.

Adjournment

The motion to adjourn the meeting was made by Alderperson Holmes and seconded by Alderperson Knight. **Upon the voice vote, the motion carried.** The Committee of the Whole Meeting held on November 14, 2023, adjourned at 6:13 p.m.

Respectfully submitted,


Joie Ziller, Deputy City Clerk