# CITY OF BRAIDWOOD AGENDA
## Regular Meeting, Tuesday April 12, 2016 @ 7:00pm

Call to Order
Pledge of Allegiance
Roll Call
Public Comment

**APPROVAL OF MINUTES** - March 22, 2016 Regular Meeting
March 29, 2016 Special Meeting

**REPORTS BY CITY OFFICIALS**

**Mayor**- Thank You-Braidwood High School Baseball Team, Community Service on March 28th

**Administrator**- Discussion on Vacant Properties Owned by City

**Clerk**- Tag Day for American Cancer Society, Relay for Life, Sat. May 7$^{th}$, 9-12 at Main-Division, Rte. 113

**Engineer**-

**City Attorney**- Resolution 16-07, Authorizing Execution of a Letter of Understanding on Wage Rates
Resolution 16-08, IDOT Utility Reimbursement Agreement, Contract Rt. 53, Center & Division
Ordinance 16-01, (Noise Ordinance) Amending a Portion of Chapt. 58, Offenses of of Braidwood Code

**REPORTS BY CITY COMMISSIONERS**

**Accounts and Finances** -Payment of Bills
-Payroll

**Streets and Public Improvements** -

**Public Buildings & Property**-

**Public Health & Safety**-

**Planning & Zoning** - Recommendations from March 7$^{th}$ Public Hearing & April 4$^{th}$ Monthly Meeting
-Ordinance 16-02 Amending 23-14 Fences of the Braidwood Code of Ordinances
-Ordinance 16-03 Amending 22-177 Definitions of the Braidwood Code of Ordinances
-Ordinance 16-04 Amending Chapt. 22 Building & Building Regulations of Braidwood Code of Ordinances

**Executive Session**- Discuss personnel, pending and/or imminent litigation, collective bargaining/labor relations or land acquisition
-Actions to be taken following Executive Session:

Old Business

New Business

Adjournment

**CITY OF BRAIDWOOD**
**City Council Regular Meeting Minutes**
**Tuesday, April 12, 2016**

## Call to Order
Mayor Vehrs called the meeting to order at 7:00pm.

## Pledge of Allegiance
Mayor Vehrs asked Boy Scout, Brayden Schulte to please lead us in the pledge of allegiance.

## Roll Call
Elected Officials present: Commissioner Hutton, Commissioner Smith, Commissioner Tessler and Mayor Vehrs were present. Commissioner Hibler was absent.

Appointed officials present: City Attorney Matt Campbell, City Administrator Andy Galatte, Chief Nick Ficarello and City Clerk Sue Grygiel were present. City Engineer was absent.

## Public Comment
Brandon Schulte Life Scout, asking to do an Eagle Scout Project in the City of Braidwood. He noticed that the park on Route 66 has no flag pole. He asked if the city would grant him the honor of putting a flag pole at this park for his Eagle Scout Project? Brandon said that he has donations for the flag pole, concrete and he also has Ace Hardware helping him with the mulch and flowers they're going to put around the flag pole. The electricity is already there and has a certified electrician that's going to plan the light to shine on the flag. All that he needs is the city's approval. Mayor Vehrs said we will have the print; the city engineer is doing the design for this project and donating their time. The engineer is going to give Brandon a print so he can take back for his Eagle Scout Project. Mayor Vehrs explained that we cannot make a motion to approve tonight as it was not on the Agenda, but will have on the Agenda for our next council meeting on April 26th to be voted on.
Brandon said that when he talked to the Mayor about this project they discussed a completion date on this project of July 4th to commemorate but Brandon will be out of state July 4th. Brandon said he would like to have his project done by Memorial Day. The mayor said he will have that print ready for him by the end of this week and will leave it in city hall for him to pick up.
Public Comment closed at 7:04pm.

## Approval of Minutes
The minutes for the March 22, 2016 Regular Meeting were approved as read. Motion made by Comm. Hutton, seconded by Comm. Smith. Mayor Vehrs asked for discussion. Motion approved with 4 ayes, 0 nays, (Hutton, Smith, Tessler & Mayor Vehrs). Commissioner Hibler was absent.

The minutes for the March 29, 2016 Special Meeting were approved as read. Motion made by Comm. Tessler, seconded by Comm. Smith. Mayor Vehrs asked for discussion. Motion approved with 4 ayes, 0 nays, (Tessler, Smith , Hutton & Mayor Vehrs). Commissioner Hibler was absent.

## REPORTS BY CITY OFFICIALS
Mayor Vehrs thanked the High School Baseball Team for coming out on Monday, March 28th to help us clean up the city. The mayor noticed they did Novy Road first then Kennedy Road and did an outstanding job. The mayor said if they need another community service type project, the city could use their help again.
The mayor advised that the Keenan Fundraiser for Cancer was held over the weekend and it looks like they had a great turn out and hoped they raised enough money for the cause.

St. Baldrick fundraiser was also held over the weekend, they raised $5,013 for cancer, and they still have more donations coming in and by the end of the month there should be a grand total reported on that.

**Administrator**

Andy commented that the council members have been given a packet with a report from the Economic Development Group as to what's been going on for the last month.
Andy then brought up discussion that they had about three months ago regarding vacant properties owned by the city. The city has three pieces of property in town and not being in the real estate business Andy was asking for direction from the council tonight. Does the council want to put these pieces up For Sale and what process do you want to use the sell them? Does the council want to list them with a Local Realtor, advertise for bid? Andy said he needs direction on what the council wants to do. The issue is that we are going to keep maintaining them and some of these lots are really nice to be built on. Andy asked for direction from the commissioners. Commissioner Hutton said he'd motion to put them out for bid with a Realtor. The mayor at this point asked to table this until we can talk about this and see which way our best option would be. With a Realtor we have to pay their commission, if we put out for bid we need to know a starting bid price. The mayor said he would like to talk over with the commissioners before we do anything. Andy said we can discuss again at the next meeting and if anyone has any questions to please see him.

**City Clerk**

The only agenda item the clerk had a request from Pam Hysel for a Tag Day for the American Cancer Society Relay for Life. This Tag Day would be on May 7th, from 9-12 at the four way stop at Main Street & Division Street. Since it's the weekend of Red Carpet Corridor they have already talked with someone and they have given their approval. The clerk then asked for a motion to approve the Tag Day request.
The clerk asked the council to consider a motion to approve the RCHS Cheerleader as requested.
A motion was made by Comm. Smith, seconded by Comm. Tessler to approve the Relay for Life Tag Day on May 7th from 9-12. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Smith, Tessler, Hutton and Mayor Vehrs). Commissioner Hibler was absent.

**Engineer**

Absent

**City Attorney**

Atty. Campbell said he has three matters for consideration tonight. First being Resolution 16-07, Authorizing Execution of a Letter of Understanding on Wage Rates. He said this relates to Local 150 and adjustments to certain Maintenance Workers within a class of Maintenance Worker 2 & 3. The Resolution is for the approval to allow the mayor to enter into an Agreement with the Union to make these adjustments.
A motion was made by Comm. Smith to approve Resolution 16-07, seconded by Comm. Hutton. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Smith, Hutton, Tessler & Mayor Vehrs). Commissioner Hibler was absent.
Atty. Campbell addressed his second agenda item, Resolution 16-08, IDOT Utility Reimbursement Agreement. This is an Agreement that the city is looking to enter into with IDOT for them to reimburse the city for certain costs in relation to a project along Rte. 129 & 53 for railroad crossings at Division Street, Center Street, and Main Street. Essentially IDOT is doing the work then reimburse the city for any out of pocket expenses the city incurs. IDOT requires the city to execute an agreement that says we agree to that and that's what this Resolution will do.
A motion was made by Comm. Smith to approve Resolution 16-08, seconded by Comm. Hutton. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Smith, Hutton, Tessler & Mayor Vehrs). Commissioner Hibler was absent.
Atty. Campbell then addressed Ordinance 16-01, creates a new offense in relation to the Braidwood City Code as it relates to noise control, its regulations in and around structures. The copies he handed out to

the council is a clean copy on top of the ordinance that is up for passage tonight and attached to it is the Draft Copy which has some red language on it in Section D & C relates to certain revisions that were requested by Chief Ficarello after his review and also the people in his department. The revisions were appropriate, so he's asking for approval of Ordinance 16-01.
A motion was made by Comm. Smith to approve Ordinance 16-01, seconded by Comm. Tessler. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Smith, Tessler, Hutton & Mayor Vehrs). Commissioner Hibler was absent.

## REPORTS BY CITY COMMISSIONERS

### Accounts & Finances

Comm. Hutton gave a report for Comm. Hibler. Comm. Hutton made a motion to pay the total bills due on the Check Register in the amount of $208,150.50 seconded by Comm. Smith. Mayor asked for discussion. Motion approved with 4 ayes, 0 nays (Hutton, Smith, Tessler & Mayor Vehrs). Commissioner Hibler was absent.

Comm. Hutton made a motion to pay the Payroll Expenses due in the amount of $81,359.54 seconded by Comm. Tessler. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Hutton, Tessler, Smith & Mayor Vehrs). Commissioner Hibler was absent.

### Streets & Public Improvements

Comm. Smith agreed that the High School Baseball Team did a fine job on Novy Road. He had received complaints and their help was greatly appreciated. The commissioner said they're coming along good but every day they get more work, but we are going to take care of it. It's nice when Andy picks me up and we drive around looking at places where work needs to be done and everything is going pretty good.

### Public Buildings & Property

Comm. Hutton made the announcement that starting in May we are going back to bi-monthly. We can't keep up with the billing cycle and the overdue notices by billing every month. In time frame it's not working out. So we're going back to bi-monthly billing and will hopefully happen by May. Comm. Hutton gave a maintenance report for the last 2 weeks.

### Public Health & Safety

Comm. Tessler read the Chief's Press Release from 3/22-4/11/16 and we've seen a little bit of an increase in calls. Could be due to the weather, or possibly with couple of letters that were sent out to WESCOM which talked about their service, and could be in response to that. The officers are able to keep up with it though. The administrator asked the commissioner if he'd like to give a report on the meeting we went to in Frankfort. Commissioner Tessler replied yes. We went to a meeting 2 weeks ago, they are creating a new PSAP East of Will County and we were lucky enough to get our foot in the door. Obviously there was some push back by some members that didn't necessarily see us being a part of because we have an Agreement with WESCOM still. However we had enough support the night of the meeting to keep us in the loop and its one monumental step forward. We are going to get a better, more reliable program that the officers can depend on and also cut our costs considerably. He's very pleased and a lot of hard work went into this.

### Planning & Zoning Board Report

Zoning Chair Michelle Serena addressed the Zoning Boards Recommendations from their March 7th Public Hearing and their April 4th Monthly Meeting. The Public Hearing was a Variance for a 24x48 garage addition to an existing 24x24 detached garage at 163 N. Cook St. At the hearing nobody spoke under Public Comment except for the owners. In the recommendations you can read all the comments given by Zoning Board members. A motion was made to approve the Variance, the vote was 2 ayes, 4 nays and 1 absent, so the motion was denied. Michelle advised the homeowners that the Zoning Board is only a recommending body to the city council that ultimately makes the final decision.

At this point the Mayor explained that our Ordinance currently states that a garage can be no bigger than the square footage of the house. The Mayor asked Michelle if they were to take 16 ft. off that would roughly put them about 1300 sq. feet and the house is 1305 sq. feet would that work? She said yes because they wouldn't need a Variance. Michelle said they're technically asking for 18 ft. over our allowable amount. The mayor said he would like to stay in compliance with our code and is aware of two more that will probably be coming before the zoning board as they have already stopped and spoke with him. The Mayor said it's up to the council. Comm. Tessler asked the homeowner if this addition in any way impede on your neighbors? They replied no. Michelle said the owner does have the land base for the addition and still room to put in a pool and fence as that is what they would like to do in the future.
Comm. Tessler made a motion to approve the Rynearson Variance for an addition of 24x48 to the current garage, with the condition that the structure not be used as a dwelling unit and owners are willing to an annual inspection, and inspections throughout the building process, seconded by Comm. Smith.
Comm. Smith said he would hate to see the code broken and there are things that need to be changed here too and Comm. Smith agrees with Comm. Tessler. Comm. Tessler said if we're worried about it becoming a residence then the city, we need the Code Enforcement Officer and or the Building Inspector on a regular basis of inspecting these garages. Also maybe putting a contract in place, expedite for these people now and follow suit with the next request for Variance; stating what it will be used for. If building a garage it needs to remain a garage and not a residence.
Motion approved 4 ayes, 0 nays (Tessler, Smith, Hutton & Mayor Vehrs). Commissioner Hibler was absent.
Atty. Campbell addressed the three Ordinances by the Zoning Board up for approval tonight. The first one is Ordinance 16-02, Amending Sec. 23-14, the definition of fences in the Braidwood Code. The suggestion was made to make it clear that when we mean fence we mean one type of fence material overall. Michelle said what this means is that you can't have a chain link fence, a white picket fence or a privacy fence on side. Cannot be different types of material.
A motion was made by Comm. Tessler to approve Ordinance 16-02, seconded by Comm. Smith. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Tessler, Smith, Hutton & Mayor Vehrs). Commissioner Hibler was absent.
Atty. Campbell addressed Ordinance 16-03, Amending Sec. 22-177, Definitions of Contractors under the Braidwood Code. The reason for this is to add the Asphalt Contractors to the list of Contractors by code that have to be licensed with the city. Example if someone is going door to door and is not properly licensed or bonded consistent with the definition of a Contractor then they're in violation, the reason for adding them to the code. All that was added to the Ordinance is the wording Asphalt Contractor.
Michelle spoke on behalf of her board. They felt there was a lot of fly by nights asphalt pavers coming in wanting to seal driveways and trying to deter from that, so now they too have to be licensed and bonded with the City of Braidwood.
A motion was made by Comm. Hutton, seconded by Comm. Tessler to approve Ordinance 16-03. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Hutton, Tessler, Smith & Mayor Vehrs). Commissioner Hibler was absent.
Last ordinance tonight is Ordinance 16-04, Amending Chapter 22 Building & Building Regulations section of the Braidwood Code. Additionally there is a section which the attorney added and is new to the code, which includes the adoption of the International Building Codes as the intent of the city. The zoning chair had asked to make it clear that the city is intending to adopt these codes. We can amend these codes to our specific needs which were done in Ordinance 16-04, specifically to the building code. Michelle said that this is like a blanket code so we don't have to change the ordinance year after year and this ordinance will allow us to amend when new things come up.
A motion was made by Comm. Smith to approve Ordinance 16-04, seconded by Comm. Tessler. Mayor asked for discussion. Motion approved 4 ayes, 0 nays (Smith, Tessler, Hutton & Mayor Vehrs). Commissioner Hibler was absent.

**Executive Session**
A motion was made by Comm. Hutton to go into Executive Session to discuss personnel, pending and/or imminent litigation, seconded by Comm. Smith. Andy Galatte City Administrator and Bob Walsh were

asked into executive session. Motion Approved 4 ayes, 0 nays (Hutton, Smith, Tessler & Mayor Vehrs). Commissioner Hibler was absent.

Mayor Vehrs advised that there will be no action taken following Executive Session.

A motion was made by Comm. Hutton, seconded by Comm. Tessler to Reconvene our Regular Session at 8:11pm. Motion approved 4 ayes, 0 nays (Hutton, Tessler, Smith & Mayor Vehrs). Commissioner Hibler was absent.

**Old Business**
Comm. Tessler asked Comm. Smith if there was any advancement on the filling in the Erie Street ditch between he and the Engineer? Comm. Smith said the engineer isn't here but he believes he's coming here this week and Andy said it was on the punch list with the engineer.

**New Business**
Nothing to Report

**Adjournment**
Comm. Tessler made motion to adjourn the regular meeting, seconded by Comm. Hutton. Motion approved with 4 ayes, 0 nays (Tessler, Hutton, Smith & Mayor Vehrs). Commissioner Hibler was absent. Meeting adjourned.

Approved this 26th day of April 2016

____________________ Mayor

____________________ City Clerk