

**0CITY OF BRAIDWOOD AGENDA
CITY HALL COUNCIL CHAMBERS
141 W. MAIN STREET
BRAIDWOOD, IL 60408
Regular Meeting, Tuesday, July 8, 2025 at 7:00pm**

I. Call to Order

II. Pledge of Allegiance

III. Roll Call by City Clerk Elizabeth Dixon Warren Wietting Dale Walsh
James Mikel, Jr. Todd Lyons

IV. Public Comment: State your full name and spell your last name. Section 2-34 of the Braidwood Code of Ordinances imposes a three (3) minute limit for each person during public comment.

V. APPROVAL OF MINUTES

- A. Approve Minutes of the Tuesday, June 24, 2025 Regular Meeting
- B. Approve Minutes of the Tuesday, June 24, 2025 Special Meeting

VI. REPORTS BY CITY OFFICIALS

- A. **Mayor**
 - 1. Request a motion for Ordinance 25-29 Approving the Mayoral Appointment of Eric Allen as Chief of Police for the City of Braidwood and Approving and Authorizing the City of Braidwood to enter into an Employment Agreement with Eric Allen and Waiving Residency Requirements
- B. **City Management Consultant**
 - 1. Request a motion to approve Ordinance 25-30 Amending Sections of the City of Braidwood Code of Ordinances as it pertains to Standing Committees
- C. **Clerk**
- D. **Engineer**
- E. **City Attorney**

VII. REPORTS BY CITY COMMISSIONERS

- A. **Accounts and Finances**
 - 1. Approve Payment of Bills \$370,819.14 **Corrected \$367,874.56**
 - 0 Approve Payroll \$81,514.74
 - 2. Motion to approve Ordinance 25-31 Authorizing Disposal of Personal Property Owned by the City of Braidwood
- C. **Streets and Public Improvements**
- D. **Public Buildings & Property**
 - 1. ~~Motion to approve Ordinance 25-32 Amending Section of the City of Braidwood Code of Ordinances as it pertains to Abandoned and Inoperable Vehicles~~
- D. **Public Health & Safety**
 - 1. Motion to approve Ordinance 25-32 Amending Section of the City of Braidwood Code of Ordinances as it pertains to Abandoned and Inoperable Vehicles

E. Planning & Zoning

1. Next Planning and Zoning Meeting to be announced.

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. EXECUTIVE SESSION

A. Motion to go into executive session to discuss (i) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2 (c) (1)) and (ii) pending, probable, or imminent litigation against, affecting, or on behalf of the City (5 ILCS 120/2 (c) (11))

B. Motion to close executive session

- XI.** Next City Council Meeting is Tuesday, July 8, 2025 at 7:00pm

XII. ADJOURNMENT

Minutes of the Regular Meeting of the Braidwood City Council Tuesday, July 8, 2025
Braidwood City Hall 141 W. Main St., Braidwood, IL 60408

Call to Order: The Regular Meeting of the Braidwood City Council on July 8, 2025 was called to order at 7:00 p.m., by Mayor Lyons in the Council Chambers of the Braidwood City Hall.

Pledge of Allegiance: Mayor Lyons requested all rise for the Pledge of Allegiance.

Roll Call: Upon Roll Call by the Clerk, the following members of the corporate authorities answered "Here" or "Present";

Elected Officials:

Present: Commissioner Dixon, Commissioner Wietting, Commissioner Walsh, Commissioner Mikel, and Mayor Lyons

Absent: None.

Appointed Officials:

Present: City Clerk Weaver, City Consultant Manager Gulden, City Engineer Sean Kelly, and City Attorney Wellner

Absent: None

Quorum: There being sufficient members of the corporate authorities in attendance to constitute a quorum, the meeting was declared in order.

Public Comment: Verna Clark; 494 Kennedy Rd: Want to clarify something that was said at a previous meeting about people leaving the Food Pantry because they were mad at me. They left because of health issues. The issue I want to talk about is the handicap spot out back. I ask whoever is parking there on Monday, Tuesday, and Friday mornings not to park there. I have a handicapped couple who help me at the pantry who need to park there as they cannot walk that far.

Approval of Minutes: Commissioner Walsh made a motion, seconded by Commissioner Wietting, to approve the meeting minutes from the June 24, 2025 Regular Council Meeting. Motion carried with 5 ayes: 0 nays; 0 Abstain (Walsh, Wietting, Dixon, Mikel, and Lyons)

Commissioner Dixon made a motion, seconded by Commissioner Walsh, to approve the meeting minutes from the June 24, 2025, Special Council Meeting. Motion carried with 5 ayes: 0 nays: 0 Abstain (Dixon, Walsh, Wietting, Mikel, and Lyons)

Mayor's Report: Lyons: Requested a motion for Ordinance 25-29. Commissioner Mikel made the motion, seconded by Commissioner Dixon, to approve Ordinance 25-29 Approving the Mayoral Appointment of Eric Allen as Chief of Police for the City of Braidwood and Approving and Authorizing the City of Braidwood to enter into an Employment Agreement with Eric Allen and waiving Residency Requirements. Motion carried with 4 ayes; 0 nays; 1 Abstain (Mikel, Dixon, Walsh, and Lyons)

Steve and I met and had lunch with State Representative Anthony DeLuca in Essex, along with their mayor. This was a meet-and-greet to get to know him and explore some possible grant opportunities.

We also met with State Representative Larry Walsh, same meet-and-greet and possible grants.

Steve and I also met with a high-end developer who referred to a possible residential development.

I spoke with Mike Bryce, who is the owner of Federated Bank. The signs are up and they hope to be up and running by mid-August.

We have been working with Hitchcock, and they are drawing up a design for our Town Center and helping us apply for a grant.

City Consultant Report: Gulden: Requested a motion to approve Ordinance 25-30. Commissioner Mikel made a motion, seconded by Commissioner Dixon, to approve Ordinance 25-30 Amending Sections of the City of Braidwood Code of Ordinances as it pertains to Standing Committees. This is the ordinance that is creating the Committee of the Whole. We discussed this earlier; we will have an agenda to discuss items that will be on future agendas or the following meeting. The first meeting will be on August 12 at 6:30 pm and we will have an agenda posted. Motion carried with 5 ayes; 0 nays; 0 abstain (Mikel, Dixon, Wietting, Walsh, and Lyons)

I have a report on some of our current projects. The water tower at City Hall, the water department has completed the repairs. The project was much more difficult than expected. The new valves need to be connected to our SCADA system and chlorinated and flushed. Hopefully, the tower will be operational within the next two to three weeks.

We are working with our current building inspector, B&F Technical, to help review and update our building codes to 2021. This will be a topic at one of our Committee of the Whole meetings.

The mayor and I met with Hitchcock Design Group to discuss ideas regarding the Town Center concept. We have received prices for the grant application and concept design. They gave us a price of \$22,000 but we negotiated to \$18,000. If we do apply for the grant through OSLAD, it is a reimbursable grant of 50%.

Our first Development Review meeting will take place tomorrow. We will discuss every development coming into the city and do a technical review and checklist. Decide if we like or do not like the development and bring it to the council to get their input.

Liz and I are working on a purchasing policy.

Sean and I visited First Street and met with the neighbors who have drainage issues along the city's sidewalk. It appears that the grades were not accurate, thus causing ponding along the sidewalks. Sean will be shooting the grades and giving us recommendations on how to help fix the issues.

With Mr. Guinta's subdivision, one thing we are requiring from all new home builders is as-built drawings, which has the grades that are approved by the engineer. We informed him that he will be required to submit as-builts as well as civil drawings prior to receiving any new building permits. He has agreed to that and he is currently constructing a new home.

The Mastodon Truck Stop has submitted an upgraded landscaping plan as well as a location for a future Welcome to Braidwood sign.

For the property maintenance code, a summons was served to the owner of the dilapidated garage. Hopefully, the judge will require him to either fix or demolish the garage.

Economic Development, A Quick Update. We have contacted two hotel developers and I am hopeful to meet with them in the coming months.

We met with a Springbrook representative to discuss the PO system and some training.

I am going to add Ultimate Ride to the Committee of the Whole meeting, as they are looking at a parking lot for excess inventory. They were starting the project with no permit and we put a stop to the work. Per our code, he is supposed to have a structure on the property and he does not. He needs to go through the planning and zoning for any changes. I recommend he go through the plan unit development process, which we have, where we can negotiate different options.

City Clerk Report: No report.

Engineer Report: No report.

City Attorney Report: No report.

Accounts & Finance Report: Commissioner Dixon requested a motion for payment of bills. Commissioner Mikel made a motion, seconded by Commissioner Wietting, to approve the Payment of Bills, in the amount of \$367,874.56 as identified in the Accounts Payable General Ledger dated July 8, 2025. Commissioner Dixon read a report of the bill breakdown. Motion carried with 5 ayes: 0 nays. (Mikel, Wietting, Dixon, Walsh, and Lyons)

Commissioner Dixon requested a motion to approve payroll. Commissioner Mikel made a Motion, seconded by Commissioner Walsh, to Approve Payroll Expenses in the amount of \$81,514.74 as identified in the Payroll General Ledger dated July 3, 2025. Motion carried with 5 ayes; 0 nays. (Mikel, Walsh, Dixon, Wietting, and Lyons).

I have been working with Dale and Sean on the 25-26 MFT budget, this should be completed for review at the next council meeting. While working on this budget, it was found out that 24/25 was not closed out and there are also four prior years that have not been closed out. There is a possibility that if it is found out that the MFT funds that were spent in those years are not approved MFT expenses, we will have to pay the money back to the MFT fund. I have a meeting with the engineer to work on closing out these past MFT budgets.

City Engineer Sean Kelly explained the process of getting the MFT funds approved and then audited.

The 22/23 TIF review board meeting will be held at 6 pm before the next council meeting on July 22. This review is needed so that it can be reported to the auditors for 23/24 financial audit. Since the reviews cannot be held until after the financial audit for that year is completed, we will be unable to conduct the two years of TIF reviews that we are behind. We are working on those outstanding audits now with hopes that the 23/24 fiscal year audit is completed by fall so we can begin the 24/25 financial audit.

There was talk about a forensic audit when we took office. It has been decided that at this time we are not going to conduct a financial audit. Here is the reasoning behind this decision. When we took office in April, the financial audits for the years 23/24 and 24/25 were not completed. With only \$22K being in the audit budget and the expenses are expected to be more than \$50K. This will leave the audit account in the red at the end of the year. We have two TIF reviews and several MFT close-outs that need to be completed to be in compliance. We are not comfortable putting the city further into debt by conducting a

forensic audit. Once we have the audits done and see if we need to pay back any monies, we will revisit the forensic audit if we feel there is a need. Here is a list of the audits and reviews that were not done by the previous administrations: 2 financial audits, 3 TIF reviews, 4 MFT close-outs, and 4 GATA audits. The GATA audits are complete now and we will keep this process up to date.

We will have the new copier delivered on July 16. The old copier will be donated to the Braidwood Healthy Community Coalition, which is why I have that ordinance.

The application process was extended to July 14. After the closing date, I will be setting up an interview team of 3 people: Steve, Moose, and Shelly. They will review the applications and when the candidates are selected, I will be setting up interviews. I hope to have this process completed by July 26.

I am working on the purchasing policy and analyzing permit fees for both commercial and residential.

There will be a new monthly report on the website. We will be posting the city's financial statement and accountant notes by month. It can be found under Government/Finance.

Regarding the check from Ameri Dream. We cannot find any records of the check so this has been turned over to Bryan the attorney.

There has not been a bid for softener salt since 2023, so I have asked Sean to please begin that bidding process.

Requested a motion for Ordinance 25-31. Commissioner Mikel made a motion, seconded by Commissioner Walsh, to approve Ordinance 25-31 Authorizing Disposal of Personal Property owned by the City of Braidwood. Motion carried with 5 ayes; 0 nays; 0 Abstain (Mikel, Walsh, Dixon, Wietting, and Lyons)

Streets & Public Improvement Report: Walsh: The guys have been getting things cleaned up for the festival coming up in a couple weeks. They have been fixing and replacing sections of sidewalks that were torn up for water leaks. They have been doing some extra mowing along 53 by the Rec Club and some extra lots that they probably shouldn't be doing but we are trying to make the town look nice for the week of the festival.

Public Property Report: Wietting: A quick review of what the crew has done: worked on the water tower with the street department which took about four days, replaced high pressure oil line on BART, put the door back on the water tower, 90 locates, fix gutters at city hall, replaced battery in old Colorado, 1 water back on for non-payment, 3 emergency water shut offs, 5 meter repairs, and 1 sanitary manhole fix.

Public Health & Safety Report: Commissioner Mikel requested a motion to approve Ordinance 25-32. Commissioner Walsh made a motion, seconded by Commissioner Dixon to approve Ordinance 25-32 Amending Section of the City of Braidwood's Code of Ordinances as it pertains to Abandoned and Inoperable Vehicles. This is also at the discretion of the officers. Motion carried with 4 ayes, 0 nays, 1 Abstain (Walsh, Dixon, Mikel, and Lyons)

Braidwood Police Department Press Release from June 25 to July 7: total number of calls for service 279, case reports 28, total subjects arrested 7, total arrest charges 13, total number of traffic stops 75, citations 31, written warning 42, semi-truck violations 6, total number of P-tickets 7.

Planning & Zoning Report: No Report.

Old Business: Karen Hart: The Beautification Committee ordered more planters for some businesses. We had a meeting recently about some sign designs and other planters. We will also be in the parade as mermaids.

Lyons: We do need to update our signs when you come into our community.

New Business: Dixon: I received a quote from Lockwood Furnace to clean the air conditioning units at City Hall and the Police Department, twice a year, for \$1,520. I feel we should move forward with this.

Lyons: Maintenance is important.

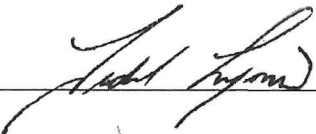
Executive Session: Mayor Lyons requested a motion for executive session to discuss (i) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2 (c) (1)) and (ii) pending, probable, or imminent litigation against, affecting, or on behalf of the City (5 ILCS 120/2 (c) (11)) Commissioner Mikel made a motion, seconded by Commissioner Dixon, to go into executive session at 7:40 pm. Motion carried with 5 ayes, 0 nays (Mikel, Dixon, Wietting, Walsh, and Lyons)

Commissioner Wietting made a motion to close the executive session, seconded by Commissioner Mikel at 7:51 p.m. Motion carried with 5 ayes, 0 nays (Wietting, Mikel, Dixon, Walsh, and Lyons)

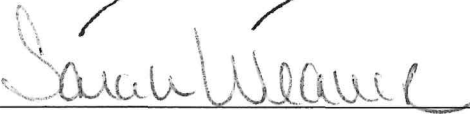
Adjournment: Commissioner Wietting made a motion, seconded by Commissioner Mikel, to adjourn the July 8, 2025 regular meeting of the Braidwood City Council. Motion carried with 5 ayes: 0 nays. (Wietting, Mikel, Dixon, Walsh, and Lyons)

The next regular meeting of the Council will be held Tuesday, July 22, 2025 at 7:00 pm

Approved this 22 Day of July.



Mayor



City Clerk

