

CITY OF BRAIDWOOD AGENDA
COMMITTEE OF THE WHOLE
CITY HALL COUNCIL CHAMBERS
141 W. MAIN ST.

Tuesday, October 14, 2025, at 6:30 pm

- 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. **APPROVAL OF MINUTES**
 1. Approve Minutes of the Tuesday, September 9, 2025, Committee of the Whole Meeting
- V. **DISCUSSION:**
 1. Sensus Water Meter AMI upgrade-Rob
 2. Civic Plus: Muni Code, Website, and Agenda & Minutes-Sarah
 3. Amendment recommendation to Adjudication Hearings-Chief Allen
 4. Creation of a Special Events Commission-Mayor Lyons
 5. Public Works Job Description-Steve
 6. Amend Water Ordinance-Comm. Dixon
- VI. **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.
- VII. **EXECUTIVE SESSION:**
 1. 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))
 2. Motion to close executive session
- VIII. **ADJOURNMENT**

Minutes of the Committee of the Whole of the Braidwood City Council

Tuesday, October 14, 2025

Braidwood City Hall 141 W. Main St., Braidwood, IL 60408

Call to Order

The Committee of the Whole Meeting of the Braidwood City Council was called to order at 6:30 p.m. by Mayor Lyons in the Council Chambers of City Hall.

Pledge of Allegiance

Mayor Lyons requested that 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 Consulting Manager Gulden, Police Chief Allen, City Clerk Weaver, City Engineer John Zabrocki, and City Attorney Wellner
- Absent: None

Quorum: A quorum was established, and the meeting was declared in order.

Approval of Minutes:

Commissioner Mikel made a motion, seconded by Commissioner Wietting to approve the Committee of the Whole minutes from September 9, 2025. Motion carried with 5 ayes; 0 nays. (Mikel, Wietting, Dixon, Walsh, and Lyons)

PRESENTATIONS

Topic 1: Census Smart Water Metering System Presentation

Representatives from Sensus provided an overview of the Advanced Metering Infrastructure (AMI) system and its integration with the City's existing utility software.

System Overview:

- Regional Network Interface (RNI) serves as the central data hub.
- Integration with Census Analytics and Springbrook billing platform.
- Provides a customer portal for real-time water usage, leak alerts, and billing history.

Meter Types:

- iPerl Static Meters – 20-year accuracy warranty.
- Ally Meters – Internal shut-off for remote disconnection.
- Omni Commercial Meters – 1½–10” applications with tamper and reverse flow detection.
- Cordonel Meters – Track consumption, pressure, and temperature.

Analytics & Mapping:

- Alarm Insight logs leaks, reverse flow, and tampering.
- Meter Insight tracks system-wide meter performance; currently, 1,100 meters are online, with only four not reporting. (Reviewed live data from another town)
- GPS mapping aids field staff with meter locations.

Benefits:

- Increases efficiency and reduces manual meter reading.
- Enhances customer service with real-time notifications.
- Council plans to place this item on a future agenda for approval.

Topic 2: Website, Codification, and Agenda Management Modernization

City Clerk Sarah Weaver presented options for upgrading Braidwood’s website, agenda and minutes management, and municipal code codification using CivicPlus and Municode.

Key Features and Benefits:

- Unified platform linking website, agendas, minutes, and municipal code.
- Ordinances linked to agenda items and voting records for easy tracking.
- Optional media integration for agenda-specific video playback.
- Simplified access for staff, residents, and developers to all codes, ordinances, and meeting records.

Implementation and Costs:

- One-time implementation fee and ongoing annual costs.
- Expected labor savings over time exceed the investment.
- Reduces need for additional staff by improving operational efficiency.

Council and Staff Comments:

- Mayor Lyons emphasized bringing technology in line with citizen and employee expectations.
- Consultant Gulden recommended the full bundle for maximum efficiency.
- The system also enhances public engagement, enabling residents to locate information quickly and accurately.

Audio/Video Upgrades:

- Plans include updating sound and video streaming for meetings, improving accessibility on YouTube and Facebook.
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Topic 3: Administrative Adjudication Ordinance Updates

- Reviewed updates to align with state law, enabling municipalities to compel compliance and take enforcement action.
 - Minor procedural updates for hearing scheduling and notifications were included.
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Topic 4: Creation of a Special Events Commission

- Proposed commission to enhance community engagement and recreation opportunities.
 - Composed of five residents, appointed by Mayor with council consent.
 - Goals: Coordinate events, utilize parks and city facilities, and engage community members.
 - Discussion included leveraging Route 66 Centennial events to integrate past community initiatives.
 - Public outreach via social media and local paper encouraged to solicit volunteers.
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Topic 5: Public Works Director Job Description

- Discussion to open hiring for a Public Works Director, with salary range \$110,000–\$120,000 including benefits.
 - Required knowledge: Water systems operations, water treatment, and general Public Works management.
 - Position centralizes oversight for project scheduling, maintenance accountability, and department coordination.
 - Council discussion included previous experience and open consideration of applicants.
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Topic 6: Water Ordinance Updates

- Water bills due on the 15th of each month; late fees generated on the 16th.
 - Shut-off reports generated for accounts 60 days delinquent.
 - Late notice stickers placed beginning the 17th; payment deadline 7 days from sticker date.
 - Turn-off and turn-on fee combined: \$150.
 - Optional inspections upon property sale, and fines for noncompliance with meter change requests.
 - Updates aim to reduce outstanding balances and improve collection efficiency.
 - Changes consistent with neighboring communities' practices.
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Public Comment

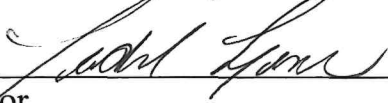
- *Greg Cholek*: Raised cybersecurity concerns regarding smart meters and server systems, including compliance with industry standards (ISO).
 - *Ron Wilczak*: Commended staff efforts on water, technology, committees, and job descriptions. Recommended participation in committees and careful consideration for Public Works Director hiring.
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Adjournment


Commissioner Wietting made a motion, seconded by Commissioner Walsh to adjourn the Committee of the Whole meeting on October 14, 2025. Motion carried with 5 ayes; 0 nays. (Wietting, Walsh, Dixon, Mikel, and Lyons)

The next Committee of the Whole meeting will be held on Wednesday, November 12, 2025.

Approved this 12th day of November, 2025.



Mayor



City Clerk

