



**TOWN OF CICERO
TOWN COUNCIL MEETING MINUTES
TUESDAY, MARCH 5, 2024 at 7:00 PM**

Call to Order: President Lutz called the meeting to order and led the Pledge of Allegiance. Ms. Gary gave the prayer. Mr. Lutz called for roll call. Members of the Cicero Town Council were present or absent as follows:

Present: Joseph Cox
Dennis Johnson
Christopher Lutz
Emily Pearson

Absent: Eric Hayden

Declare a Quorum Present: President Lutz declared a quorum with four members present.

Others Present: Rhonda Gary, Clerk Treasurer
Jeff Rednour, Police Chief
Lance Overholser, Fire Chief
Frank Zawadzki, Cicero/Jackson Township Plan Commission Director
Terry Cooper, Street & Utilities Director
Aaron Culp, Town Attorney
Keith Bryant, Town Engineer
Dan Strong, Project Coordinator

Approval of Agenda: Mr. Cox made a motion to approve the agenda as amended. Ms. Pearson seconded, motion carried 4-0.

Approval of Prior Minutes:

Town Council Retreat Memorandum, February 15, 2024, 6:00 PM

Town Council Staff Meeting Minutes, February 15, 2024, 7:00 PM

Town Council Meeting Minutes, February 20, 2024, 7:00 PM

Mr. Cox made a motion to approve the minutes and memorandum listed above.

Mr. Johnson seconded, motion carried 4-0.

Approval of 3/5/2024 Claims: Mr. Johnson made a motion to approve the claims dated 3/5/2024 as presented. Ms. Pearson seconded, motion carried 4-0.

Council Committee Reports:

1. OTC Report – Ms. Pearson has had a problem connecting with Ms. Bowen; however, she will continue to reach out to her.
2. EDC Report – Mr. Cox stated that EDC is meeting tomorrow. He also inquired about updating the town’s websites as it has not been updated in quite some time. Ms. Gary will look into the problem.
3. SWU Management Board Report – SWU President Freeman was not present.

Legal Counsel Report –

- a. Wastewater Treatment Plant – Mr. Culp gave a brief recap on the BOT (build-operate-transfer) meeting today. Afterwards, Mr. Cox made a motion to approve the agreement with Reynolds Construction contingent on the start/complete date and allow President Lutz to sign. Ms. Pearson seconded, motion carried 4-0.
- b. Ground Lease and Option Agreement – Mr. Culp explained that the agreement will allow well testing and acquisition if successful. Afterwards, President Lutz made a motion to approve and allow himself to sign the agreement. Mr. Johnson seconded, motion carried 4-0.
- c. Peerless Midwest Agreement – Mr. Strong gave a brief overview of the agreement which will allow monitoring water levels at wells #3 & #4 as they have been in place more than 30 years. In addition, the agreement allows test drilling at four sites. In the end, Mr. Johnson made a motion to approve the agreement and allow President Lutz to sign. Ms. Pearson seconded, motion carried 4-0.

Cicero/Jackson Township Plan Commission Report - February 2024

Permit Revenue: February 2024 = \$4,174 YTD: \$6,575

February 2023 = \$5,941 YTD: \$9,959

Difference: Month = -\$1,767 YTD: -\$3,384

A total of 16 building permits were issued for January of 2024. Eleven were within the corporate limits (none of which were for a new home). Five permits were issued in Jackson Township (none of which were for a new home). Estimated cost of projects permitted: \$ 755,074.

Additional notes: Director Zawadzki started MS4 training on the “Trained Individual” portion of the new permit. It is an 8-hour course which will qualify him to identify stormwater standards and identify potential issues during and after construction.

Town Engineer Report –

1. Tamarack – Mr. Bryant reported that MI Homes has contacted him and relayed that Section 4 is complete and requested an inspection. Director Cooper’s staff will inspect and United will also schedule an inspection and prepare a punch list for any needed corrections prior to requesting Town acceptance of the completed infrastructure. He will also include the dead trees in his inspection.
2. Water – Mr. Bryant had nothing new to report.
3. Wastewater – Mr. Bryant stated that earlier today the team met with IFA representative Mr. McGoff. They believe that everything looks good to proceed. Mr. Bryant is working on the PER (preliminary engineering report) and plans to submit it by the end of the month. He will reach out to Ms. Gary to schedule the required public hearing. Tentatively it will be planned for the next council meeting on March 19th. Mr. Bryant distributed the proposed equipment order table that Reynolds emailed him today. They plan to order the equipment to avoid price escalations and project delays as planned with the executed Limited Notice to Proceed. The council was in agreement.
4. Tollgate Road – Mr. Bryant said that he has spoken with Midwest Paving and they plan to recommence the project soon subject to the paving plants opening. He will share their schedule as soon as it is available.
5. Brinton Street Storm Water Rehab Project – Mr. Bryant stated that OCRA has approved the change orders submitted by Ms. Henderson. This is for the desired additional work

discussed for the last several months and would result in spending the majority of the grant funds. Tonight, he is looking for approval from the council. Mr. Cox made a motion approve the change order and allow President Lutz to sign. Mr. Johnson seconded, motion carried, 4-0.

Old Business:

- a. Jackson Street Improvements – Director Zawadzki gave a nice PowerPoint presentation concerning the ways to maximize the CCMG. The goals he listed were efficiency, aesthetics, walkability, ADA compliance and attract business to name a few. He highlighted crosswalks, lights, flowerpots as well as handicapped parking places. Council thanked Director Zawadzki for his time and effort. President Lutz asked Ms. Gary to place this on the next staff meeting agenda.
- b. E-Billing/ACH Update – Ms. Gary reported that she has been in contact with e-billing company, Paymentus and included their pay structure in the council’s packets. Ms. Gary reviewed that pay structure with the council and stated that she is not looking for any decision tonight as she is meeting with Invoice Cloud later this week. President Lutz asked if she might have more information before the next staff meeting and if so add this to the next staff meeting agenda.

New Business:

- a. Salary Ordinance Amendment 03-05-2024-01 – Mr. Johnson made a motion to approve Salary Ordinance Amendment 03-05-2024-01. Ms. Pearson seconded, motion carried 4-0.
- b. Limited Power of Attorney – Mr. Culp gave a brief explanation of the Limited Power of Attorney for Chief Overholser. Afterwards, Ms. Pearson made a motion to approve and allow President Lutz to sign. Mr. Cox seconded, motion carried 4-0.

Miscellaneous: Mr. DeLong was present to request a structure variance for a home in the Tamarack Subdivision. He gave a brief history explaining that Director Zawadzki has denied his request as it is in a drainage and utility easement. Mr. DeLong continued on with pictures and why he thinks his design should be acceptable. In the end, President Lutz requested that Mr. DeLong present his design to the council prior to the next council meeting and include the documents that he brought tonight for council review. President Lutz asked Ms. Gary to add this to the next council meeting agenda.

Comments by Citizens: There were none.

Motion to Adjourn: Ms. Pearson made the motion. Mr. Cox seconded, motion carried 4-0.

Signatures on Official Documents!

Signatures of Cicero Town Council

AYE

NAY

_____	Christopher J Lutz	_____
_____	Joseph R Cox	_____
_____	Eric C Hayden	_____
_____	Dennis D Johnson	_____
_____	Emily K Pearson	_____

Attested: _____
Rhonda Gary, Clerk Treasurer

The Next Cicero Town Council Meeting will be on March 19, 2024 at 7:00 PM at Cicero Town Hall.