WHEATON CITY COUNCIL PLANNING SESSION  
WHEATON CITY HALL - COUNCIL CHAMBERS IN PERSON & VIRTUAL  
303 W WESLEY STREET, WHEATON, ILLINOIS  

MONDAY, JANUARY 9, 2023 - 7:00 P.M.  
The meeting will also be live streamed and recorded.

- **Join by phone:** 312-626-6799, **Meeting ID:** 885 0525 4482 and **Password:** 687863
  - You will be automatically muted. If you would like to speak, you need to press *9 to raise your hand and let the meeting administrator know you would like to speak. Once it is your turn to speak, you will receive a notification asking you to press *6 to unmute yourself. Please announce your name and address before commenting and ensure you are in a quiet place.

- **Join by computer/smartphone:**
  - [https://us02web.zoom.us/j/88505254482?pwd=aE4yNDVtZE1KcVZQd0lvSC80V2VwQT09](https://us02web.zoom.us/j/88505254482?pwd=aE4yNDVtZE1KcVZQd0lvSC80V2VwQT09)
  - You will be automatically muted. If you would like to speak, click on the "Raise Hand" button to let the meeting administrator know you would like to speak. When it is your turn to speak, you will receive a notification that the meeting administrator is asking you to press "unmute." Please announce your name and address before commenting and ensure you are in a quiet place.

- **Public comments can be made by:**
  - In person at 7:00 p.m. on Monday, January 9, 2023, during the Public Comment portion of the meeting.
  - Virtually at 7:00 p.m. on Monday, January 9, 2023, during the Public Comment portion of the meeting.
  - Email the City Council at allcouncil@wheaton.il.us before 5:00 p.m. on Monday, January 9, 2023.

**AGENDA**

1. Call To Order
2. Public Comment
3. Approval Of Minutes
   3.I. 12 12 22 Draft PS Minutes
   Documents:
      12 12 22 DRAFT PS MINUTES.PDF
4. Planning Session Discussion Item(S):
4.I. Wheaton Sanitary District - Northside Interceptor

Documents:

WHEATON SANITARY DISTRICT - NORTH SIDE INTERCEPTOR.PDF

5. City Council/Staff Comments

6. Adjournment

During the Public Comment portion of the agenda, the presiding officer shall recognize any person requesting to be heard on any of the planning session agenda items only. Persons speaking during Public Comment shall not speak longer than three (3) minutes and shall be permitted to speak only once.

Visitors must remain quiet and not engage in behavior that interferes with the Planning Session. The presiding officer may, or upon a majority vote of the council, request any visitor who violates any provision of this paragraph to leave the council chambers, and such visitor shall thereupon leave.

Any person providing public comment shall address the presiding officer only and shall not proceed with remarks until recognized. When recognized, the person shall state his or her name and address. Cross floor discussions are prohibited. If a member of the City Council has questions of any person who has provided public comment, that person may address the specific question.
Monday, Dec. 12, 2022

I. Call to Order
The Wheaton City Council Planning Session was called to order at 7:18 p.m. by Mayor Suess. The following were:

Physically Present: Mayor Suess
Councilman Barbier
Councilwoman Bray-Parker
Councilman Brown
Councilwoman Fitch
Councilwoman Robbins
Councilman Weller

Absent: None

City Staff Present: Michael Dzugan, City Manager
John Duguay, Assistant City Manager
Robert Lehnardt, Director of Finance
Susan Bishel, Public Information Officer
Halie Cardinal, Public Relations Coordinator
Andrea Rosedale, City Clerk

II. Public Comment
There was no public comment.

III. Approval of Planning Session Minutes – October 10, 2022
There were no revisions to the Planning Session Minutes.

IV. Review of Boards, Commissions and Committees (BCC) 2022 Annual Report/2023 Action
City Manager Dzugan stated for much of 2022, the City Council completed a comprehensive review of the purpose statements of each of the City’s boards, commissions and committees (BCCs). This culminated in City Code (Chapter 2, Article V) amendments adopted in August of 2022. One of the amendments required each BCC to submit an annual report summarizing proposed actions to carry out their purpose statements for annual City Council review and approval. During this Planning Session, the City Council will review the (BCC) CY 2022 Annual Reports, which include CY 2023 proposed action items tied to purpose statements, and review requested resources.

City Manager Dzugan reviewed the Commission on Aging’s 2022 Annual Report. The group’s purpose statements include administering a senior assistance program with funds annually budgeted by the City Council; developing a resource file of services available to seniors; providing advocacy services to seniors; evaluating the needs of all seniors; coordinating services for seniors provided by Federal, State, regional, and local agencies; and promoting community education. He stated that the City Council is seeking clarification on the group’s reference to advocacy services within the third purpose statement.
City Manager Dzugan reviewed the Bicyclist and Pedestrian Commission’s 2022 Annual Report. The group’s purpose statements include recommending strategies to the City Council to encourage and foster bicycling and pedestrian opportunities; promoting bicyclist and pedestrian education programs in the school systems and disseminating safety information to the public at-large; making recommendations regarding implementation of the Wheaton Bicycle Plan; and maintaining communications with those agencies, individuals and organizations within the city that advocate bicycling and walking.

In response to a question from City Manager Dzugan, Bicyclist and Pedestrian Commission Co-chair Michelle Dunlap stated that the group intends to take a more assertive approach with other governing bodies, especially as it relates to proposals that work with state-run roads such as Roosevelt Road.

Council members suggested that the group propose amendments to the existing plan versus creating a new plan.

In response to a Council question, Bicyclist and Pedestrian Commission Co-chair Dunlap stated that the group’s action items for the pedestrian focus of the group are yet to be determined. However, she stated that many of the bike-focused proposals and goals benefit pedestrians.

Assistant City Manager Duguay stated that the City plans to install 7 miles of new sidewalks next year, which will in turn benefit the Bicyclist and Pedestrian Commission and promote safe pedestrian movement.

City Manager Dzugan reviewed the Community Relations Commission’s 2022 Annual Report. The group’s purpose statements include developing better relationships among all residents; encouraging and recognizing residents to be service-oriented in the opportunities to assist one another in the community; promoting and supporting initiatives with federal, state and local governmental agencies, commissions, businesses, schools, civic and religious organizations, neighborhood and community events; recognizing and approving honors or awards for persons, firms, or entities that serve or advance understanding, mutual respect, cooperation, and positive relations between and among residents; identifying for the City Council programs or projects which will enhance relationships between city government and its residents; promoting such educational and other programs; and encouraging communications and awareness between the people of Wheaton and its sister cities.

City Manager Dzugan suggested that in regard to the first two purpose statements, the group can potentially work with the Fine and Cultural Arts Commission and the Commission on Aging. He stated that for the Good Citizen’s Award, the recipient’s congratulatory letter may come from all City Council members.

Community Relations Commission Chair Rachel Bautista stated that there are additional partners which the group will work alongside outside of those listed within the annual report.

In response to a Council question, Community Relations Commission Chair Bautista stated the group partially contributes funds for speakers and community events. She stated the determination on funding of speakers is guided by evaluating who is best qualified to speak about a topic and his or her area of expertise. She stated the funding of speakers is not a large expense of the group’s budget.

City Manager Dzugan reviewed the Environmental Improvement Commission’s 2022 Annual Report. The group’s purpose statements include studying and advising the City Council on local sustainable initiatives;
educating and actively engaging the Wheaton community regarding the benefits of living environmentally and sustainably; locally facilitating national, state and local programs which affect local awareness of environmental and promote native bio-diverse beautification of the natural environment related issues; disseminating environmental and sustainable information and resources; and creating partnerships with interested parties to help achieve mutually beneficial sustainability goals.

Environmental Improvement Commission Chair Ted Witte stated that the monthly recycling event as listed in the Annual Report is one that already occurs and involves recycling electronics. He stated that the group’s native plant sale is a major expense within the budget. However, the funds earned are sent back to the City and each year’s event has always made a profit.

City Manager Dzugan reviewed the Fine & Cultural Arts Commission’s 2022 Annual Report. The group’s purpose statements include increasing citizen access to the arts, providing advice and working with the City council to promote fine and cultural arts in the City; fostering and promoting an appreciation of fine arts within the City; reviewing and making recommendations directly to the City Council for art works for public buildings and spaces; and assisting in creating and maintaining a City-wide arts and culture webpage.

In response to a Council question, Assistant City Manager Duguay stated that the City has been working with this group on the proposed project to paint the 25 fire hydrants within the downtown.

Council members suggested the group consider executing an art fair.

In response to a Council question, Public Information Officer Bishel stated that each commission’s webpage has a standard format. However, there is allowance for individuality for each commission’s webpage.

City Manager Dzugsan reviewed the Historic Commission’s 2022 Annual Report. The group’s purpose statements include promoting awareness of the city’s history and appreciation for the city’s heritage among the citizens of the city; preserving and recording the history of the city through appropriate and feasible means, including the promotion of Preservation Week and recognition of historic landmarks; providing liaison between the city and groups involved in historic preservation; recommending to the City Council appropriate historic programs and projects; informing and educating the citizens of Wheaton concerning the historic and architectural heritage of the City by publishing appropriate maps, newsletters, brochures, and pamphlets, and by holding programs and seminars; and offering opportunity for property owners, owner initiated, to have their properties recognized and identified as historically and architecturally significant properties, structures, and areas.

Historic Commission Chair Nancy Flannery stated that the group would like to have an improved webpage, and that there is a new commissioner who would like to increase social media efforts for the Historic Commission.

V. City Parks Ordinance Amendments
City Manager Dzugan stated that concerns have been expressed regarding the use of City parks. He proposed consideration of an ordinance amending Chapter 42, Article IV, City Parks, to address uses permitted in City Parks (Adams Park). He stated the use concerns relate to active- vs. passive-type uses within Adams Park.

Some Council members expressed the opinion that the proposed amendments may be too restrictive.
Some Council members suggested the amendments should focus on issues related to safety, property destruction, and that Adams Park is not a reservation space. Other Council discussion of the matter suggested that enforcing the amendments may pose a challenge.

Some Council members expressed support for the amendments to ensure Adams Park remains one with passive-type uses. Council members expressed concern about the use of the park for organized group activities.

City Manager Dzugan stated staff would prepare updated proposed amendments based on this discussion.

VI. Adjournment City Council/Staff Comments
Mayor Suess thanked all the Boards and Commissions for their efforts to complete the Annual Reports. He stated that the City Council is appreciative of each member’s interest in service, as their efforts enhance the community.

Councilman Barbier concurred with Mayor Suess and stated that the Annual Reports will serve as a valuable tool for each commission and prospective members.

Councilwoman Bray-Parker concurred with Councilman Barbier and thanked the commissions for their efforts.

Councilwoman Bray-Parker stated that Wheaton North is hosting a music concert on Thursday, Dec. 12, and she wished residents a Happy Hanukkah to those who celebrate the holiday.

VII. Adjournment
The meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Halie Cardinal
MEMORANDUM

TO: The Honorable Mayor and City Council
FROM: Michael G. Dzugan, City Manager
DATE: January 9, 2023
SUBJECT: Wheaton Sanitary District/North Side Interceptor

Objective
Consideration of Wheaton Sanitary District (WSD) request to amend the current permit issued by the City to allow closure of Manchester Road to all traffic for a minimum of two weeks in June 2023 to install a section of the North Side Inceptor.

Background
The WSD presented the North Side Interceptor project to the City in 2019. The City and WSD entered into an IGA in December 2019 granting the use and easement rights to certain city street rights-of-way to construct the new interceptor sewer. The IGA required permits to be issued by the City for the project.

Permitted Work - The staff issued a permit in October 2020. The permit was issued with the sewer to be constructed under Manchester Road using a trenchless technique (boring) so as to have minimal impact on Manchester Road traffic. Specific notes are provided on the construction drawings requiring, at the crossing of Manchester Road, that two-way traffic on Manchester at all times be provided and sewer construction of 265 feet be of a trenchless method.

In November 2022, the WSD inquired about changing the method of construction at the Manchester Road crossing to open cut vs. trenchless. Open cutting Manchester Road would require the road to be closed to all traffic for a period with traffic detoured. Although permitting is an administrative act, the Staff felt guidance from the City Council would be appropriate in this case given the community impact.

Detour – A detour will most likely require all west bound traffic to use Gables Blvd. south to either Childs or Roosevelt Road then at some point back north to Manchester. East bound traffic would need to be detoured south on a north/south street to Childs then east to Gables. The last traffic count had 8,200 vehicles over a 24-hour period using Manchester Road. Exhibit A offers a sense of the scope of a potential detour.

WSD Proposal
Attached as Exhibit B is the WSD request and reasoning to close Manchester to all traffic for a period of two weeks in June.

Attachments
Scope of Potential Detour Route
To: City of Wheaton

Subject: Manchester Road Closure

Purpose:
Wheaton Sanitary District is requesting City of Wheaton allow about one block of Manchester Road to be closed to install the Northside Interceptor (NSI) pipe via an open-cut trench method. See attached map for specific location.

Background:
The NSI pipe runs from Knollwood, across Manchester, and then under the UPRR tracks. The pipe has already been installed to the intersection of Manchester and Knollwood and under the railroad tracks with the last remaining piece yet to be installed crossing Manchester.

Analysis:
An open-cut trench pipe installation provides three main benefits for crossing Manchester:
1. No Risk of Failure – Based on other NSI project trenchless installation locations, it is anticipated the chance of trenchless being successful at this location is less than twenty (20) percent. If trenchless is not successful, open-cut will have to be used, which is known to be effective.
2. Eliminates Impact to Emerson School – If a trenchless NSI pipe installation method is utilized Knollwood will need to be completely closed from seven to 12 weeks or longer in the spring of 2023 significantly impacting bussing at Emerson School. Open-cut pipe installation will not impact Emerson School busing.
3. Saves Public Funds – Installing the NSI pipe via an open-cut method will reduce construction costs by approximately $325,000

Impacts:
Open-cut will require closing Manchester for up to 10 working days. The contractor has agreed to adjust their schedule so the open-cut work can be done in early June after school is out for the summer to eliminate any impacts to local schools. Wheaton Sanitary District along with our contractor and engineer will also work to reduce the road closure time via measures that are acceptable to City of Wheaton. These measures could include working weekends and extended weekday hours.

Detour:
Wheaton Sanitary District’s consultant traffic engineer, working with City of Wheaton, will develop a Manchester traffic detour plan. Wheaton Sanitary District will provide ample advance road closure notice via signage and written communications.