

**REGULAR BOARD MEETING**  
**Village Hall, 102 S. Second Street**

**September 26, 2016 - 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:30 pm.

**II. ROLL CALL:**

Present were Village President Christopher Nelson, Trustees Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka. Trustee Billy Pflanz was absent.

Also present were Village Manager Joseph Cavallaro, Community Development Director Timothy Scott, Police Chief Andrew Wieteska, Village Attorney John Brechin, and ten (10) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Kembitzky led those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to approve the agenda as presented. Motion passed unanimously by voice vote.

**V. VILLAGE PRESIDENT'S REPORT:**

President Nelson reported that Heritage Fest was profitable, and that the revenues earned would be applied to other community events including the Halloween Party and Dickens in Dundee. He thanked the staff and Board members who helped make the weekend a success.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:**

Trustee Kembitzky commended Trustee Yuscka for his MC work and volunteerism during Heritage Fest.

Trustee Kembitzky inquired about enforcement of the posted speed limit on Route 72 through downtown. Some discussion was held in this regard.

Trustee Yuscka advised that 16-year old West Dundee resident Riley Elmore is competing on the TV show The Voice this season.

Trustee Hanley commented that he spoke to several of the art and craft vendors during Heritage Fest and that they were making lot of sales.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro stated that Fall Leaf Collection will be beginning in about 2-3 weeks.

**VIII. QUESTIONS FROM THE AUDIENCE:** There were none.

**IX. CONSENT AGENDA:**

- A. Ratification of Manual Check: Lakeshore Beverage Co.
- B. Approval of Bill List: September 26, 2016
- C. Approval of Minutes: September 12, 2016 Regular Board Meeting
- D. Liquor License Ordinance Amendment - Motion Picture Theatre
- E. Facade Loan: Braasch Residence - 317 Geneva St.
- F. Special Event - Shelley's Bridal Prom At The Park

Manager Cavallaro stated that the Crown Restrooms invoice for Heritage Fest is being removed from the Bill List, as the quote was submitted for payment and the final invoice received subsequently was for a different amount. The updated amount will be included on the next Bill List.

Trustee Kembitzky asked about the manual check for Lakeshore Beverage. Manager Cavallaro advised that a deposit check is required for the amount of product that is delivered, which Lakeshore holds and then returns to the Village after Heritage Fest in exchange for an updated check reflecting any returned or additional product.

Trustee Kembitzky asked if the invoice from Spare Wheels Transportation should be discounted for poor service. Manager Cavallaro noted that there were some communications challenges based on last minute personnel changes by Spare Wheels, and that other companies will be evaluated for use at next year's Heritage Fest.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Yuscka to approve the Consent Agenda as amended. Upon roll call, motion was approved.

**AYES:** Trustees Kembitzky, Price, Hanley, Yuscka and Wilbrandt  
**NAYS:** None  
**ABSENT:** Trustee Pflanz

**X. RESOLUTIONS AND ORDINANCES:**

- A. First Congregational Church, 900 S. Eighth St: Ordinance Modifying a Special Use for a Planned Development to Allow Construction of a Columbarium Garden (Trustee Price)**

Trustee Price noted that this item was tabled from the September 12 Village Board Meeting. Ms. Lisa Carr from First Congregational Church was in attendance to answer questions.

Additional visuals were provided. Director Scott noted that a maximum of three columbaria are proposed, and would be constructed based on demand.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to approve an Ordinance Modifying the Special Use for a Planned Development for First Congregational Church, 900 South Eighth Street, to Allow Construction of a Columbarium Garden, subject to the following conditions:

1. Submittal of a landscape plan with plant species, sizes and locations specified;
2. Compliance with documents including site plan as submitted with the Planning and Zoning Application;

3. Compliance with all other applicable Village codes and ordinances;
4. Limit of up to three (3) columbaria on site as shown in submitted plans; and,
5. Installation of landscaping that provides year-round screening of the columbarium garden from all adjoining, adjacent or neighboring commercial properties.

Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Yuscka, Wilbrandt and Kemitzky  
**NAYS:** None  
**ABSENT:** Trustee Pflanz

**B. Ordinance Regarding the Order of Business for Village Board Meetings and Policies Regarding Public Meeting Participation (Trustee Hanley)**

Trustee Hanley provided a summary of the previous discussion on this matter, noting that an ordinance change is necessary to bring the Order of Business section of the Village code in line with the specific language used on Village Board Meeting Agendas.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Yuscka to adopt an Ordinance amending Section 1-6-4-D of the Municipal Code regarding the Order of Business for Meetings of the Village Board of Trustees. Upon roll call, motion was approved.

**AYES:** Trustees Hanley, Yuscka, Wilbrandt, Kemitzky and Price  
**NAYS:** None  
**ABSENT:** Trustee Pflanz

Discussion was held regarding the proposed policies regarding public meeting participation. Trustee Price felt that the written policies may be intimidating and would like to know what other municipalities are doing. Manager Cavallaro noted that, despite a legal requirement under the Open Meetings Act for governmental bodies to adopt such a policy, many have not.

Trustee Kemitzky stated that she likes having the policy made available in writing. Trustee Hanley stated that Community Unit School District 300 has strict rules regarding public participation in order to conduct business in an orderly and civil manner, and that this Board has had meetings where members of the public have been derogatory. Trustee Price commented that the Village President has the authority to stop a speaker if their speech is belligerent.

**MOTION:** Moved by Trustee Price and seconded by Trustee Hanley to adopt a Public Meeting Participation Policy and Guidelines for the Village of West Dundee. Upon roll call, motion was approved.

**AYES:** Trustees Hanley, Yuscka and Kemitzky, President Nelson  
**NAYS:** Trustees Wilbrandt and Price  
**ABSENT:** Trustee Pflanz

**C. Resolution Approving an Economic Incentive Request for Bamboozels, 101 West Main Street (Trustee Kemitzky)**

Trustee Kemitzky advised that an economic incentive was requested by the owner of Bamboozels, Mrs. Diana Jacobs, to assist with the interior renovation of the building at 101 W Main Street, at an anticipated value of about \$400,000. A two-fold program has been identified:

A revenue generation grant in the form of a 50% sales tax rebate for 5 years, up to \$50,000, and the creation of an outdoor dining area adjacent to the building along what are currently 3 parking spaces, at the Village's expense in conjunction with other planned downtown improvements. The agreement requires the repayment of both to the Village if the business ceases to operate during the first 5 years.

Trustee Wilbrandt noted a façade grant in an amount of \$58,000 has been provided to the property owner for the exterior renovation, and that between the purchase price and planned interior and exterior improvements, a combined total of around \$1,000,000 is being invested by the property and business owners. Trustee Hanley noted that the 3 parking spaces that will be eliminated to construct the dining area will be relocated to the east side of First Street.

Mr. and Mrs. Jacobs noted that it is their intention to ultimately purchase the property. Mrs. Jacobs described the planned improvements and noted a few minor items in the agreement that would need to be amended.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Hanley to approve a Resolution approving an Economic Incentive Agreement by and between the Village of West Dundee and Bamboozels, Inc. to perform an interior renovation and create outdoor dining space at 101 W Main Street. Upon roll call, motion was approved.

**AYES:** Trustees Kembitzky, Price, Hanley and Wilbrandt

**NAYS:** None

**ABSENT:** Trustees Yuscka and Pflanz

President Nelson advised that Trustee Yuscka was called away and will not return to the meeting.

## **XI. UNFINISHED BUSINESS:**

### **A. Final Determination Regarding Pump House (Trustee Wilbrandt)**

Trustee Wilbrandt stated that the Board has had numerous discussions about the village owned structure known as the Old Pump House, located at 98 Oregon Ave. As a compromise based on the level of disrepair and desire to retain the structure, recent discussion has focused on salvaging materials for potential construction of a smaller scale, code-compliance Pump House style structure as part of the Downtown Plan implementation. Trustee Wilbrandt spoke of the Pump House as an iconic structure for a downtown destination, and potential use for Village events and/or seasonal business use.

Jay Corriea, owner of DreamCo Design, 102 W Main Street, stated that he toured the Pump House and that it is decrepid, but that he feels it could be saved. He stated that he understands the position of the Village in terms of the cost of restoration, and that use private dollars would be more efficient. He likes the idea of reconstruction and he is interested in renting the space. He offered use of a new billboard at his business to the Village to illustrate the Downtown Plan implementation.

Larry Dombrowski, owner of 130 Washington Street, shamed the Village for allowing the property to go into disrepair. He stated he is happy about the compromise and that history will be saved.

Ben Dombrowski, a 6<sup>th</sup> grade student, spoke about the history of the Pump House, reading from local historian Phil Aleo's book "Dundee Township: A Moment in Time". Staff was directed to salvage all materials possible from the Pump House when it is demolished for a potential smaller scale reconstruction. Manager Cavallaro noted that material salvage was included as an alternate in the demolition contract at a cost not to exceed \$7,000.

**XII. NEW BUSINESS:**

**A. Grant of License for OTTO/Bamboozels at 101 W Main Street (Trustee Price)**

Trustee Price advised that a license agreement is needed for portions of the exterior improvements for 101 W Main Street that will be constructed on public property. These include approximately 1" of the new brick façade on the Main Street side, as well as new stairs and landings in 2 locations. He noted that a very similar agreement has been used with Emmett's, The Village Squire and the former M.T. Barrels for patio spaces and entrance stairs/ramps.

Trustee Kembitzky asked if an ADA ramp is in the plan, to which Director Scott noted it is not, as the building has street level access on the Main Street side.

**MOTION:** Moved by Trustee Price and seconded by Trustee Hanley to authorize a Grant of License for façade and stairs from the Village of West Dundee to OTTO Engineering and Bamboozels, Inc. as grantees, for the stated public property adjacent to 101 S. First Street. Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Wilbrandt and Kembitzky

**NAYS:** None

**ABSENT:** Trustees Yuscka and Pflanz

**XIII. MISCELLANEOUS / FUTURE AGENDA ITEMS:**

Trustee Hanley requested a discussion of Heritage Fest. Manager Cavallaro stated that this would be placed on an agenda in November.

**XV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Hanley seconded by Trustee Kembitzky to adjourn the Regular Board Meeting. Motion was approved by voice vote.

The Regular Board Meeting adjourned at 8:12 pm.

**ATTEST:**

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Kim Tibbetts  
Deputy Village Clerk

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Christopher Nelson  
Village President