

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

**October 21, 2019 - 7:30 pm  
Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:33 pm.

**II. ROLL CALL:**

Present were Village President Christopher Nelson, Trustees Cheryl Anderley, Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuszka.

Also present were Village Manager Joseph Cavallaro, Interim Police Chief Tony Gorski, Fire Chief Randy Freise, Community Development Director Tim Scott and five (5) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Anderley led the Board and those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

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

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

**A. The Wall That Heals Recognition Presentation & Proclamation**

Village President Nelson read the Proclamation for The Wall That Heals Day which will be held on November 11, 2019 and presented the Proclamation to representatives of True Patriots Care and American Legion Post 679.

Jerry Christopherson, of True Patriots Care, presented a plaque to the Village thanking them for their support for in having The Wall That Heals July 4<sup>th</sup> through the 7<sup>th</sup>, 2019.

**VI. REPORTS & QUESTIONS FROM TRUSTEES & WORKING GROUPS:**

Trustee Kembitzky commented on an excellent Halloween Party and good turnout.

Trustee Wilbrandt asked about the leaf collection program. Manager Cavallaro said the schedule will be on the Village's website and will be updated on Thursdays.

**VII. VILLAGE STAFF REPORTS:**

Director Scott announced the groundbreaking ceremony for Seasons (FRED) tomorrow.

**VIII. QUESTIONS FROM THE AUDIENCE:**

- A. Items on the Agenda: No Questions or Comments
- B. Items not on the Agenda: No Questions or Comments

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: October 21, 2019
- B. Approval of Minutes: October 7, 2019 Regular Board Meeting
- C. Residential Façade Loan Request – Replacement Roof at 413 S. Third St.
- D. Daily Liquor Permit Request: St. Catherine School Casino Night

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

**AYES:** Trustees Yuscka, Anderley, Wilbrandt, Kembitzky, Price and Hanley.

**NAYS:** None

**X. RESOLUTIONS AND ORDINANCES:**

**A. Ordinance Approving an Economic Incentive Agreement for Façade Rehabilitation at 205 W. Main Street**

Trustee Kembitzky said that the exterior of the building at 205 West Main Street has been rehabilitated and that the interior has been refreshed. The business, The Half Full Nest Vintage Market has been opened and the owners of the building are requesting an economic incentive in the form of a façade improvement grant.

Manager Cavallaro stated that the proposed economic incentive includes two components: (1) a grant in the amount of \$10,000 and (2) 25% sales tax reimbursement for two years.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Hanley to approve an Ordinance Approving an Economic Incentive Agreement by and between the Village of West Dundee and The Half Full Nest Vintage Market to reimburse completed façade rehabilitation at 205 W. Main Street in the amount of \$10,000 and provide additional incentives in the form of a sales tax rebate of 25% of the Village of West Dundee’s sales taxes collected for a period of two (2) years.. Upon roll call motion was approved.

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

**NAYS:** None

**B. Ordinance Prohibiting Parking on Driveway Aprons**

Trustee Wilbrandt said currently there is no provision in the parking ordinance prohibiting the parking of vehicles on a driveway apron. He said the Police Department recommends an amendment to Title 7, Chapter 2, Section 2 of Prohibited in Specified Places:

P. On any driveway apron. Driveway apron defined as that portion of the driveway located between the sidewalk and the street.

A brief discussion ensued regarding parallel versus perpendicular parking on the apron of the driveway and ramifications during snow events.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Anderley to approve an Ordinance amending Title 7, Chapter 2, so as to amend 7-2-2-by adding Subsection P as modified

during the Board Meeting for parking parallel to the street on any driveway apron. Upon roll call, motion was approved.

**AYES:** Trustees Wilbrandt, Kembitzky, Price, Hanley, Yuscka and Anderley  
**NAYS:** None

**XI. NEW BUSINESS:**

**A. Authorization to Submit Assistance to Firefighters (AFG) Grant Application 2019**

Trustee Wilbrandt said the Fire Department is requesting approval to apply for the 2019 AFG Grant. He said that with the grant application, the Fire Department would be applying for the replacement of our current firefighting bunker gear that is at the end of its service life.

Trustee Wilbrandt said this is a federal grant that requires 5% match from the Village. He said the department grant will be requesting \$125,000 for bunker gear and required \$6,250 matching funds from the Village. He added that the Village's match of \$6,250 will come from the Fire Department's Capital Budget.

Chief Freise said the Fire Department is using a professional grant writer to try and secure the grant as the Fire Department has on its own been trying for a number of years to secure this grant to no avail.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Yuscka to approve the Fire Department grant application for firefighting bunker gear for the 2019 Assistance to Firefighter's Grant with a 5% match from the Village at a potential cost of \$6,250. Upon roll call, motion was approved.

**AYES:** Trustees Wilbrandt, Kembitzky, Price, Hanley, Yuscka and Anderley  
**NAYS:** None

**B. Professional Services Agreement with V3 Engineering – Construction Supervision Downtown Stage 2**

Trustee Price said that recently the Village accepted the low bid for Downstage Stage 2 to A Lamp Concrete Contractors.

He stated that construction oversight is needed for regularly scheduled site visits, review of shop drawings, interpretation and clarification of contract documents and plans, review of repay estimates, and completion of a punch list.

Trustee Price said in addition, it is recommended that an additional budgetary dollar amount allocation be authorized within Fund 4 Capital Projects for Downtown Stage 2 Construction Supervision in an amount of \$12,000.

**MOTION:** Moved by Trustee Price and seconded by Trustee Anderley to authorize a Professional Services Agreement with V3 Engineering for Construction Supervision Services for Downtown Improvements Stage 2, in an amount not to exceed \$12,000, and authorize a budget allocation of \$12,000 for these services within Fund 4 Capital Projects. Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Yuscka, Anderley, Wilbrandt and Kembitzky  
**NAYS:** None

**C. Concept Plan Review – Multi-family Apartment Proposal for Strom Drive East of Century Plaza**

Trustee Price said the Village has received a concept plan for three multi family apartment buildings on the south side of Strom Drive east of Century Plaza. He said the site plan shows three buildings on four vacant lots containing approximately 1.58 acres and approximately 0.13 acres on what would be a vacated public street.

Director Scott said that the density for 36 units on 1.71 acres would be 21.05 units per acre, whereas 24 units translate to a density of 14.03 units per acre. He explained that as a planned Development, incentives can essentially increase density from a base of 10 units per acre up to 13 units per acre. He added that for reference, the Springs at Canterfield’s direct calculation for density is 11 units per acre (260 units or approximately 23.5 acres).

Bruce Oehlerking, the developer, said his concept plan proposes three twelve unit buildings with underground parking, elevator and roof deck. He said the units would have 1270 square feet, 2 bedrooms, 2 bathrooms with a rental of approximately \$2000 per month.

A discussion took place regarding the density, how it would conform to the Kane County Storm Water Ordinance, the variances needed for height, rear and side yard setbacks, access and circulation and reducing the density by having two (2) buildings

**MOTION:** Moved by Trustee Price and seconded by Trustee Kembitzky to direct the applicant to prepare a revised preliminary plan with reduced density, so that it may be referred to the Planning and Zoning Commission for a public hearing and recommendation. Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Yuscka, Anderley, Wilbrandt and Kembitzky  
**NAYS:** None

**XII. ADJOURNMENT:**

**MOTION:** Moved by Trustee Price and seconded by Trustee Anderley to adjourn the Regular Board Meeting. Motion was approved by voice vote.

The Regular Board Meeting adjourned at 8:19 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President