

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**June 26, 2017- 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:32 pm.

**II. ROLL CALL:**

Present were Village President Nelson, Trustees Anderley, Wilbrandt, Kembitzky and Yuscka. Trustees Price and Hanley had excused absences.

Also present were Village Manager Cavallaro, Community Development Director Scott, Public Works Director Babcock, Fire Chief Freise, and five (5) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Yuscka 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 thanked Trustee Yuscka for filling in for him at the last Board meeting.

President Nelson asked the Board and the audience for a moment of silence in memory of Village Attorney John Brechin who passed away earlier in June.

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

There were no reports or questions.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro said the Newsletter will be delivered Wednesday or Thursday of this week.

**VIII. QUESTIONS FROM THE AUDIENCE:**

**A. Items on the Agenda**

There were none.

**B. Items Not on the Agenda**

Marshall Betterton, 403 South First Street, addressed the Board regarding a parkway tree which had fallen. He said he was appealing the decision by IRMA in regards to the responsibility of payment of damages which he said his home sustained.

His appeal will be reviewed and Director Babcock will have a written report from the arborist.

**IX. CONSENT AGENDA:**

- A. Ratification of Debit Purchases: May 2017
- B. Ratification of Bill List: June 20, 2017
- C. Approval of Bill List: June 26, 2017

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

**X. RESOLUTIONS AND ORDINANCES:**

- A. **Consideration of an Ordinance Amending Sign Regulations Regarding Exceptions that May Be Granted by the Village Board for Business Promotional Signs and Consideration of a Business Promotional Sign for Cinemark**

Director Scott presented this item to the Board. He explained that the proposed text amendment to the sign code was driven in part by a rendering from a sign company working on behalf of its client, Rouse Properties seeking approval for a large temporary sign to promote Cinemark's being open.

He said that the proposed text amendment would provide flexibility to review and potentially grant approval on a case-by-case basis with unique need, specific conditions, and site/physical context in mind.

Director Scott said that the proposed temporary sign for Cinemark would be helpful in heightening awareness from those passing by on Route 72, thereby incrementally contributing to the success of Cinemark and the mall's partial redevelopment to date.

Trustee Kembitzky asked where the sign would be located (western access by Ring Road) and whether it would be lit (no inner lighting, only spotlights).

Director Scott said the permanent sign for the new area of the mall is approximately 24' high, masonry clad pylon with a nearly 50-square foot electronic message center with complementary static panels for anchor names and Cinemark remains in the works. He said that construction of the sign will not begin until the fabricator-installer can coordinate the Village's sign with that of its duplicate in Carpentersville.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to approve an Ordinance Amending the Sign Regulations Chapter of the Municipal Code Regarding Exceptions that may be granted by the Village Board for Business Promotional Signs, and to approve a Business Promotional Sign for Cinemark as presented for a display period not to exceed six (6) months. Upon roll call, motion was approved.

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

**B. Consideration of an Economic Incentive Agreement with Craft Management, Inc., to Renovate Tenant Space at 124 W. Main Street to Operate a Restaurant, “Craft Donuts & Coffee”**

John and Allison Reno, proprietors of “Craft Donuts & Coffee” presented their concept to the Board and also gave a brief background of their previous business and marketing experience as well as their extensive research into this type of restaurant.

John Reno explained that it would be an artisan donut shop with more of a coffee shop concept leading to a meeting venue as well as socialization. He added that rather than compete with existing establishments, Craft would fill in the blanks relative to downtown and the area’s dining offerings, breathe new life into the ground floor of a challenging and traditionally stagnate yet highly visible building, complement Emmett’s and generate additional sales and food and beverage tax revenue for the Village.

In answer to Trustees’ questions, Mr. Reno said there would be indoor and outdoor seating, the hours initially would be from 6am to 1pm, aiming for an October 2, 2017 opening, and would expects patrons to be more of the work force during the week as well as local patrons on both weekdays and weekends. He said he is aware of the statistics for the success and failure of a restaurant business.

President Nelson suggested that a projection or blade sign be used on the building for identification.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Wilbrandt to approve an Economic Incentive Agreement by and between the Village of West Dundee and Craft Management, Inc., to Renovate Tenant Space at 124 W. Main Street to Operate a Restaurant, “Craft Donuts & Coffee”. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** Trustees Price and Hanley

**C. Consideration of an Economic Incentive Grant for 124 Main LLC in the Amount of \$50,000 for the Rehabilitation and Renovation of 124 W. Main Street**

Andy Burns, owner of the building at 124 W. Main Street said he seeking an economic incentive to completely rehabilitate and renovate the building for the purpose of reintroducing a retail use on the ground floor and converting the second floor into residential studio apartments.

Mr. Burns said the proposed economic incentive grant will contribute to other aesthetic and functional improvements, including masonry, cornice, windows, mechanical systems, utility services, and a rear deck and entry, as well as upgrades to achieve code compliance for life safety and accessibility.

A brief discussion was held on the renovations, which would include fixing up the back of the property, using the back of the building as an entrance, adding awnings and constructing a seating deck.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Yuscka to approve an Ordinance Authorizing an Economic Incentive Grant for 124 Main LLC, in the amount of

\$50,000 to Rehabilitate and Renovate the Building at 124 West Main. Upon roll call, motion was approved.

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

**XI. UNFINISHED BUSINESS:**

**A. Downtown Stage 1 – Shoreline Stabilization Material Discussion**

Manager Cavallaro reviewed the contract with Copenhaver and said they acknowledged an error in their bid submittal in regards to the alternate (granite cobblestone to limestone block) and is willing to honor that, however they are unwilling to honor their bid number for the additional work contemplated. They have quoted a cost of \$140 per foot for any limestone block installation outside of the original scope.

He added that based on review from staff of the numbers provided by the other bidders, this number seems to be appropriate and reasonable.

Manager Cavallaro said it makes sense to fill in the area between the two limestone outcroppings identified on the plan - the 60 feet of limestone material, 30 feet on either side-with additional limestone material of approximately 105 lineal feet. He said this would leave granite cobbles adjacent to the bridge, then the limestone block material, which would be consistent with the area behind Rochaus, and an additional section of granite cobble closer to Oregon Avenue at an additional cost of \$14,700.

He said that after discussions with staff and the consultants, this material will improve accessibility and minimize ongoing maintenance of these areas.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Anderley to direct staff to prepare a formal change order with Copenhaver Construction to add 105 feet of limestone material, at a cost of \$140 per lineal foot, for the shoreline stabilization portion of the Downtown Plan Implementation Stage 1 construction. Upon roll call, motion was approved.

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

**XII. NEW BUSINESS:**

**A. Approval: 2016 Assistance to Firefighters Grant Award and Equipment Purchase**

Chief Freise said that the Fire Department applied for the 2016 Assistance to Firefighters Grant for power cots and power-load cot fastener systems for both ambulances and were successful and awarded the grant for \$102,000. He said the grant will save the Village a considerable amount of funds while reducing the Fire Department's exposure to back injuries caused by repetitive patient lifting.

Chief Freise said the East Dundee Fire Department was also awarded an AFG Grant for the same equipment and by combining the purchase; training and installation concurrently will save each department \$2100.

Manager Cavallaro said the matching funds required by the Village is 5% or \$5100, and will be charged to the Fire Department's Capital Budget.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Kembitzky to approve the 2016 Assistance to Firefighters Grant award for \$102,000 with 5% matching funds from the Village not to exceed \$5100 for the purchase of 2 power cots and 2 power-load cot fastener systems, one set for each ambulance. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** Trustees Price and Hanley

**B. Authorization to Solicit Proposals – Angle Tarn Water Treatment Plant Repairs**

Trustee Yuscka said the Board had approved a Professional Services Agreement with Baxter & Woodman to complete design, prepare plans, generate bidding documents and provide bidding assistance for repairs to the Angle Tarn Water Treatment Plant. He said this agreement allowed for a performance period of up to 180 calendar days for completion.

Trustee Yuscka said that on June 21, 2017, the Water Division became aware of a high differential pressure situation within Softener #1 at the Angle Tarn Water Treatment Plant indicating the presence of a blockage. The staff began backwashing Softener #2 with treated water in an attempt to possibly dislodge the blockage and this procedure proved successful, however after approximately five minutes the differential pressure returned. The fear is that the blockage may be the result of a failed and collapsed underdrain structure.

Director Babcock said that only two of the total four softening vessels remain available for operation at Angle Tarn, which is insufficient to handle the incoming raw water flow. He said the plant was designed to continuously and safely flow water through three softeners at any given time, with the fourth softener being a necessary buffer whenever one of the other softeners goes off line for regeneration. He said attempting to push the same volume of water through only two softening vessels will cause hydraulic overloading and almost certainly additional damage.

Director Babcock said from the time the problem was discovered, preparations began to initiate operation of the Fifth Street and Kittridge Booster Stations to serve the purpose of inter-zone water transfer as designed in association with the Booster Station Modifications Project. He said this provides a backup plan for a situation such as the one at the Angle Tarn Water Treatment Plant. He added that the transfer of water between pressure zones will allow water produced by the Randall Road Water Treatment plant to supplement the production capacity lost as a result of the softener failure at Angle Tarn.

Director Babcock said that Baxter & Woodman has already finished with the softener repair portion of the Professional Services Agreement which was approved on the 5<sup>th</sup> of June by the Board. Due to the urgent nature of the situation, staff is recommending breaking the softener repair portion out of the full scope of the project and soliciting proposals for that specific work immediately.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Anderley to authorize Public Works staff to solicit proposals for the repair of softening vessels at the Angle Tarn Water Treatment Plant. Upon roll call, motion was approved.

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

**XIII. EXECUTIVE SESSION:**

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to recess to Executive Session for the purpose of discussing Section 2(c)(11) of Open Meetings Act: Litigation and Section 2(c)(1) of the Open Meetings Act: Personnel. Upon roll call, motion was approved.

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

The Regular Board Meeting recessed at 8:24 pm.

The Regular Board Meeting resumed at 8:34 pm.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to authorize the execution of a Release and Settlement Agreement between the Village of West Dundee and Bank of Camden, and the reimbursement of \$50,000 to the Intergovernmental Risk Management Agency for the Village's share of the agreed-upon settlement amount pursuant to this agreement, from Fund E: Special Service Area #6. Upon roll call, motion was approved.

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

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

- Change Order with Copenhaver Construction for shoreline stabilization material
- Appointment of Corporate Counsel

**XV. ADJOURNMENT:**

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

The Regular Board Meeting adjourned at 8:36 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President

**EXECUTIVE SESSION**  
**Village Hall, 102 S. Second Street**

**Monday, June 26, 2017**  
**Village of West Dundee**

President Nelson called the Executive Session to order at 8:24 pm for the purpose of discussing litigation and personnel.

Present were Village President Nelson, Trustees Anderley, Wilbrandt, Kembitzky and Yuscka. Village Manager Cavallaro was also present. Trustees Price and Hanley were absent.

Discussion was held regarding corporation counsel and litigation regarding the Bank of Camden and the Village of West Dundee.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Yuscka to adjourn the Executive Session. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** Trustees Price and Hanley

The Executive Session adjourned at 8:34 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President