

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

**August 5, 2019 - 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 Cheryl Anderley, Dan Wilbrandt, Tom Price, Pat Hanley and Andy Yuscka. Trustee Kembitzky arrived at 7:32 pm.

Also present were Village Manager Joseph Cavallaro, Community Development Director Tim Scott, Public Works Director Eric Babcock, Interim Police Chief Anthony Gorski and twenty-five (25) people in the audience.

III. PLEDGE OF ALLEGIANCE:

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

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT'S REPORT:

A. Lamplighter Life Safety Awards

Public Works Director Babcock introduced two Public Works seasonal employees, Teigan Lukes and Weston Leith, who were observant and quick to action in a collective effort that potentially saved the life of a two-year old child.

Director Babcock explained in detail the actions of these two employees whose conduct in this regard exemplifies the greatest of what the Village desires in a representative.

Director Babcock and President Nelson presented Teigan and Weston each a Lamplighter Life Safety Award.

B. Presentation by Northern Kane County Chamber of Commerce

Melissa Hernandez from the Northern Kane County Chamber of Commerce gave the Board an update on the Chamber's accomplishments and activities, including the incorporation for the Community Service Award into their Leadership Recognition Dinner.

VI. REPORTS & QUESTIONS FROM TRUSTEES & WORKING GROUPS:

Trustee Kembitzky commented on the high quality of tree trimming work conducted on Stewart and in the Tartans area.

Trustee Price acknowledged Village Staff, Public Works, Police and Fire Departments and volunteers for their efforts in regards to the Intelligentsia Cup Bike Race.

VII. VILLAGE STAFF REPORTS:

Village Clerk Traver provided an update on planning for this year's Heritage Fest.

VIII. QUESTIONS FROM THE AUDIENCE:

- A. Items on the Agenda: There were none.
- B. Items not on the Agenda: There were none.

IX. CONSENT AGENDA:

- A. Ratification of Manual Check: July 26, 2019
- B. Approval of Bill List: August 5, 2019
- C. Approval of Minutes: July 22, 2019 Regular Board Meeting
- D. Special Event, Fireworks Permit, Daily Liquor Permit Approvals: Heritage Fest 2019

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Yuscka 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. Office District – Text Amendment to List of Special Uses

Trustee Price said this is a text amendment that would add “miscellaneous personal services” to the list of special uses within the “O” Office District.

Director Scott said that the prospect of a unique, well-established business to relocate to the Village and the greater downtown area prompted staff to develop a path for appropriate consideration. He added that by the adding of “miscellaneous personal services” to the list of special uses for the “O” Office District would accommodate unanticipated business models to be considered on a case by case basis.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to Approve an Ordinance Amending Title 10 Zoning Regulations of the Municipal Code Adding Miscellaneous Personal Services to the List of Special Uses within the “O” Office District. Upon roll call, motion was approved.

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

B. 411 West Main Street-Special Use Permit for My Secret Garden

Trustee Price said this special use permit is for the proposed business, My Secret Garden, to be located at 411 West Main Street.

Ms. Rebecca Brewer said her business was previously in Algonquin for over 17 years and this location will provide her with ample room for her children's party service. She added that there is ample egress from the building for any emergencies.

Trustee Price said this business would fall under the category of “miscellaneous personal services” in the “O” Office District’s list of special uses.

MOTION: Moved by Trustee Price and seconded by Trustee Kemitzky to approve an Ordinance approving a Special Use Permit to Operate a Children’s Party Service at 411 West Main Street. Upon roll call, motion was approved.

AYES: Trustees Price, Hanley, Yuscka, Anderley, Wilbrandt and Kemitzky

NAYS: None

C. Ordinance Changing Name of Route 72 and Higgins Road to West Main Street

Manager Cavallaro explained that multiple names for the Village’s primary east-west thoroughfare, namely, Route 72, Higgins Road and Main Street, create confusion and affect Village technology.

Manager Cavallaro added the proposed Ordinance is intended to rectify the issue by officially changing the name to “West Main Street” and that the Village-approved name change would then be recorded with Kane County and the data set subsequently updated.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to approve an Ordinance Changing the Name of the Road Known as Illinois State Route 72 and/or Higgins Road to West Main Street in the Village of West Dundee. Upon roll call, motion was approved.

AYES: Trustees Price, Hanley, Yuscka, Anderley, Wilbrandt and Kemitzky

NAYS: None

XI. NEW BUSINESS:

A. Pavement Management Report Update

Trustee Yuscka said Staff has asked Baxter & Woodman to prepare a proposal to update the existing pavement management report, which was last completed in 2008.

Trustee Yuscka added updating the report will establish an appropriate hierarchy in terms of streets to be resurfaced, as well as help the Village make the most strategic and efficient expenditures for maintenance work.

A brief discussion took place regarding cost for Baxter & Woodman to do this report versus hiring a person to do it and where funds were coming from. It was recommended to utilize a portion of funds from the difference between the budget and low bid awarded for the 2019 Street Improvements Project.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to authorize Baxter & Woodman to complete the Pavement Management Report Update at a cost not to exceed \$19,000.00. Upon roll call, motion was approved.

AYES: Trustees Yuscka, Anderley, Wilbrandt, Kemitzky, Price and Hanley

NAYS: None

B. Binnie Road Drainage Design

Director Babcock said that WBK has completed the study of the drainage problems at 37W290 Binnie Road and has submitted a proposal to complete design of the necessary improvements.

Director Babcock said that as a result of the study, WBK Engineering has determined that the culvert at 37W290 Binnie Road needs to be replaced, along with two catch basins on the north and south sides of the road.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to approve a Professional Services Agreement with WBK Engineering to complete design of the Binnie Road drainage repairs at a cost not to exceed \$18,100.00 Upon roll call, motion was approved.

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

NAYS: None

C. Authorization to Solicit Proposals for Trees and Tree Planting Services

Trustee Yuscka said Public Works is requesting authorization to solicit proposals for the purchase of replacement trees and contractual tree planting services.

He said based on 2018 pricing, all 70 trees can be planted at a total cost of \$18,000, less the anticipated 50/50 Program contribution of \$1,500 for a total expenditure of \$16,500; or slightly more than half the approved budget.

Trustee Yuscka added that staff recommends continuing the purchasing strategy of separating trees from contractual planting services, with the first level of authorization being requested is approval to solicit proposals for the purchase of 70 replacement trees and the second level of authorization being requested is to solicit proposals for the contractual planting of those 70 trees.

Trustee Kembitzky asked about getting some trees at Huffman Park. Manager Cavallaro said staff would look at public properties for the planting of trees.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to authorize Public Works staff to solicit proposals for the purchase of 70 trees for the 2019 Parkway Tree Replacement Program and to authorize Public Works staff to solicit proposals for the contractual planting of 70 trees for the 2019 Parkway Tree Replacement Program. Upon roll call, motion was approved.

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

NAYS: None

D. Authorization to Solicit Proposals – Locust Street Sanitary Trunk Line Repair

Trustee Yuscka said Public Works is requesting authorization to solicit proposals to facilitate the contractual portion of the overall repair effort of the sanitary trunk line near Locust Street.

Trustee Yuscka said the diagnosis of the problem, design of the repair and development of the proposal specifications have all been completed in-house without consultant assistance. He added that staff doesn't have an absolute concept of cost for this project, and an element of the proposal solicitation is exploratory. He said staff estimates that total cost of the project to be between \$30,000 and \$40,000 and authorization to solicit proposals is not yet an expenditure of funds.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to authorize Public Works staff to solicit proposals for repair of the sanitary trunk line near Locust Street. Upon roll call, motion was approved.

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

NAYS: None

E. Professional Services Agreement for Asbestos and Lead Survey at 200 Washington

Trustee Price noted that the Board provided direction to staff to begin the process of pursuing demolition of 200 Washington Street, and one of the first obligations that needs to be addressed before demolition is the inventory and remediation of any hazardous materials. He directed the Board to the provided proposal from Midwest Environmental Consulting Services for this work.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to accept the attached proposal; dated July 30, 2019 and execute a Professional Services Agreement with Midwest Environmental Consulting Services in an amount not to exceed \$6,500 for asbestos and lead surveys at 200 Washington Street. Upon roll call, motion was approved.

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

NAYS: None

F. Approval MAP Local #153 Collective Bargaining Agreement

Trustee Wilbrandt said that Village staff was successful in negotiating and finalizing a tentative four year Collective Bargaining Agreement with the West Dundee Chapter of the Metropolitan Alliance of Police (MAP) union.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Hanley to authorize execution of the Negotiated Agreement between the Metropolitan Alliance of Police West Dundee Chapter #153 and the Village of West Dundee effective May 1, 2019 through April 30, 2023 as presented, subject to final review by the Village Attorney. Upon roll call, motion was approved.

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

NAYS: None

XII. MISCELLANEOUS / FUTURE AGENDA ITEMS: There were none

XIII. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 8:10 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President