

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

**January 23, 2017, 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 Nelson, Trustees Wilbrandt, Kembitzky, Price, Hanley and Yuscka. Trustee Pflanz was absent.

Also present were Village Manager Cavallaro, Attorney Brechin, Community Development Director Scott, Public Works Director Babcock and Police Chief Wieteska. There was one person in the audience.

**III. PLEDGE OF ALLEGIENCE:**

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

**IV. APPROVAL OF AGENDA:**

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

**V. VILLAGE PRESIDENT'S REPORT:** There was no report.

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

Trustee Kembitzky asked if the leaves and debris in the catch basins in the Hills area could be cleaned. Director Babcock said he would check into it.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro said the Manager's report would be out this week.

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

**IX. CONSENT AGENDA:**

- A. Ratification of Debit Purchases: December, 2016**
- B. Approval of Bill List: January 23, 2017**
- C. Approval of Minutes: January 9, 2017 Regular Board Meeting**

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

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

**NAYS:** None

**ABSENT:** Trustee Pflanz

**X. UNFINISHED BUSINESS:**

**A. Ordinance Granting a Variation for a Reduction in Total Side Yard Setback at 1411 Karen Drive**

Trustee Price said that the property located at 1411 Karen Drive is proposed to be a ranch style home. He added that the Planning and Zoning Commission voted to recommend approval of the request.

Tom Drake of Drake Homes presented the Board with a brief background on the 13 lots. He said this last home is a ranch with an upgraded elevation, is 2200 square feet not including a potential finished basement, and has the support of the Homeowners Association.

**MOTION:** Moved by Trustee Price and seconded by Trustee Hanley to approve an Ordinance Granting a Variation Reducing the Total Linear Feet of Side Yard Setbacks to Less Than the Twenty Feet (20') Required by the R-1 Zoning District for Residential Property Located at 1411 Karen Drive. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** Trustee Pflanz

**B. Ordinance Amending Municipal Code Regulations Related to Commercial Business Signage and Issuance of Occupancy Permits**

Trustee Price explained that the recommendation for this Ordinance is a result of having a commercial business without its signage appearing as a vacant tenant space, which may affect the perception one may have of a building or an area within a commercial district.

He added that this draft ordinance would amend the sign regulations chapter of the Municipal Code relative to commercial business signage and issuance of occupancy permits.

Discussion ensued regarding the time a sign request is given to Appearance Review Commission for review and approval, to the amount of time to have the sign installed, whether an extension of that time can be applied for if the sign is not ready, if there should be a penalty if sign is not done in a proper amount of time and of tying the temporary occupancy permit to the sign.

After the discussion, it was decided to have this ordinance put together with the new language incorporating suggestions and be presented at the February 6, 2017 Board Meeting.

**C. Ordinance Authorizing the Sale of Surplus Vehicle-Public Works**

Trustee Yuscka said this vehicle is not in operable condition and is no longer of use to the Village.

Director Babcock said the vehicle doesn't run safely. He said some employees have expressed an interest in purchasing it. Manager Cavallaro said there would be a sealed bid and the highest bid could then purchase the vehicle.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to approve an Ordinance Authorizing Sale or Trade of Surplus Vehicle. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** Trustee Pflanz

#### **D. Ordinance Amending Overnight Parking in Public Parking Lots**

Trustee Wilbrandt gave a brief background of overnight parking in public lots explaining that the Village has been issuing overnight parking permits for publicly owned lots for many years to residents and some business owners living or working adjacent to the parking lots on the north and south sides.

Chief Wieteska explained that the permits were being issued with limited restrictions; no fee, no expiration date and no proof of residency.

He said that the Ordinance being presented requires an annual permit fee of \$20 to cover administrative costs, requires proof of residency (or other necessity) and annual registration with permits valid for one year (May 1<sup>st</sup> through April 30<sup>th</sup>). He added that the Police Department would handle administration and issuance of permits.

A brief discussion ensued regarding the fee (Trustee Wilbrandt favors no fee), an appeal process for tickets, if parking places would be assigned a specific place and notification of permit holders.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Hanley to approve an Ordinance amending Title 7, Chapter 2, so as to add 7-2-10 Overnight Parking Permits Public Parking Lots. Upon roll call, motion was approved.

**AYES:** Trustee Kembitzky, Price, Hanley and Yuskca

**NAYS:** Trustee Wilbrandt

**ABSENT:** Trustee Pflanz

### **XI. UNFINISHED BUSINESS:**

#### **A. Authorization to Purchase Replacement Front Line Dump Truck**

Trustee Yuskca said the Public Works Department is seeking authorization to replace a front line dump truck which was purchased in late 2000 and is showing abrasive wear over an extended service life along with reliability issues and climbing costs for repairs to keep it in service.

Director Babcock answered questions regarding the replacement truck only having a single axle. He said that there is another dual axle truck is still in service. He gave the advantages of a dual axle versus a single axle truck. He added that a dual axle dump truck is far less maneuverable in tighter spaces which can have an adverse effect on snow removal operations. He said he is recommending the purchase of a single axle dump truck and defer purchase of a dual axle until the proposed replacement of Truck #30 in FY 2021/2022.

**MOTION:** Moved by Trustee Yuskca and seconded by Trustee Kembitzky to authorize Public Works to purchase a new 2018 Peterbilt Model 348 cab and chassis from JX Peterbilt of Wadsworth, IL with stainless steel upfitting performed by Henderson Products at a cost not to

exceed \$147,428.58 as stated in the memo dated January 19, 2017 and to authorize Public Works to utilize the appraised \$10,500.00 trade in value of the Village's existing 2001 International dump truck #13. Upon roll call, motion was approved.

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

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

An Ordinance Amending Municipal Code Regulations Related to Commercial Business Signage and Issuance of Occupancy Permits incorporating desired changes will be brought back before the Board on February 6, 2017.

Manager Cavallaro said there will be a Board Meeting on February 13, 2017 focused on presentation of a proposed TIF for the areas of Route 72 & Route 31 from Downtown to the Haeger property, as well as a Board Meeting on February 20, 2017.

He said that the Board Meeting on March 27, 2017 will focus on presentation of the 2017/18 draft Budget.

**XIII. 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 8:10 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President