

REGULAR BOARD MEETING
Village Hall, 102 South Second Street

July 21, 2014, 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 Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Village Attorney Brechin, Chief Wieteska, Public Works Director Babica and twenty-four (24) people in the audience.

III. PLEDGE OF ALLEGIENCE:

Trustee Hanley led the Board and the audience in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

President Nelson asked that the Agenda be amended, tabling the Executive Session to the first meeting in August.

MOTION: Moved by Trustee Pflanz and seconded by Trustee Wilbrandt to approve the agenda as amended. Upon roll call, motion was unanimous.

V. VILLAGE PRESIDENT'S REPORT:

A. Lamplighter Award-Sgt. Tony Gorski, West Dundee Police Department

President Nelson presented Sgt. Gorski with the 2nd Lamplighter Award and a gift certificate. He said this award recognizes individual employees who go above and beyond the call of duty. He said that Sgt. Gorski serves as the alcohol compliance officer, Rifle Response Team coordinator and school safety liaison for Community Unit School District 300, as well as spending hours of his personal time designing lesson plans, acquiring building materials and fabrication realistic training aids for lockdown drills and active shooter response scenarios with neighboring departments, Spring Hill Mall and the Dundee Township Park District.

VI. REPORTS AND QUESTIONS FROM TRUSTEES: There were none.

VII. VILLAGE STAFF REPORTS:

Director Babica said that the Village has begun work on Huntley Road and would like to request that driving be limited in that area while the work is being done.

Manager Cavallaro said there was a significant accident at Rts 31 and 72. He noted that the intersection on Rt. 31 is controlled by a left turn on green arrow only, while Rt. 72 has a permitted left turn on a green light. He asked the Board to look at it from a safety impact and let

him know of any concerns in their travels through that intersection. He said he will prepare a formal report for the Board. He said IDOT holds the jurisdiction for that intersection.

VIII. QUESTIONS FROM THE AUDIENCE:

Larry Keller, 720 Geneva, expressed a thank you for the people who helped with the Blood Drive as well as the residents who donated blood on July 16, 2014. He said of the 24 people, who came to donate blood, 17 people were able to donate their blood.

IX. CONSENT AGENDA:

- A. Approval of Bill List: July 21, 2014
- B. Approval of Minutes: July 14, 2014 Regular Board Meeting
- C. Authorization to Solicit Engineering Services for Clean Construction and Demolition Debris Disposal
- D. Commission Reappointments – Planning & Zoning, ARC
- E. Approvals for Heritage Fest 2014 & Resolution Authorizing Homecoming Parade
- F. Special Event & Daily Liquor License Approval for VFW events
- G. Video Gaming Fees

Trustee Kembitzky asked that items B, E and G be removed from the Consent Agenda and placed under New Business.

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

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

NAYS: None

X. UNFINISHED BUSINESS:

A. Street and Infrastructure Program Contract Award – Plote Construction

Trustee Yuscka said that at the June 2, 2014 Board meeting, Board directed staff to solicit bids for the construction of the 2014 Street and Infrastructure Improvement Program and that a bid opening was scheduled for July 15, 2014.

He said four (4) bids were received and that Plote Construction is the lowest responsible bidder. The engineer's recommendation is that Plote Construction is qualified and capable of performing this project.

Director Babica said the combined project costs of approximately \$640,000 for the Street and Infrastructure Program, plus an additional \$18,000 allocated to the Public Works Department's work with the Huntley Road patching, and \$78,000 for construction engineering and inspection, there is an additional \$64,000 unallocated at this point.

Discussion was held as to where this money can best be used, i.e. crack sealing or additional patching throughout the community, including areas like Carrington Reserve, Sleepy Hollow Road and areas in the Tartans subdivision diverting some of the money to tree replacement.

Manager Cavallaro asked that specific areas be identified and he will put together a list of locations. He also said that Director Babica, staff and the city engineers will negotiate with Plote to see if they would like to expand the project. If Plote is in agreement, a change order to the contract would be in order.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to approve a Construction Services Agreement with Plote Construction of Hoffman Estates, IL to complete the 2014 Street Improvement Program in the amount not to exceed \$639,763.30, and that the Village staff be directed to prioritize additional street repairs throughout the community in an amount of \$64,000. Upon roll call, motion was approved.

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

NAYS: None

XI. NEW BUSINESS:

A. SPA Bleu Request for Economic Development Assistance

Trustee Kembitzky explained that Spa Bleu has been operating successfully in downtown West Dundee for the past 10 years and that the owners are planning a complete renovation to expand retail space to conform to Aveda salon standards nationwide.

Kathy Dwyer, representing Spa Blue, addressed the Board saying the renovation will bring 10-15 new positions, that the retail space area of the salon will be increased to create more of a storefront atmosphere to increase sales and tax revenues along with interior renovations. She said the total cost of the renovation is estimated to be \$550,000. She said the salon will be closed for 4 weeks during construction beginning in September.

Spa Bleu has secured a loan with Wintrust Bank for ten years. Manager Cavallaro said the Village staff has met with Tammy Coakley and Kathy Dwyer, representatives of Wintrust and the SBA to discuss the details of the loan. He said that the Village of West Dundee is proposing that it caps its interest rate subsidy by a straight 3% over the length of the 10 year loan. He said by doing so, the Village's annual loan subsidy to Spa Bleu would be \$7,936.44 per year over the next ten years. He said that in addition, the Village will be structuring the agreement in the form of an interest rate subsidy rather than a direct loan to them, the Village will increase the limited fund's leveraging powers.

A brief discussion was held regarding the terms of the agreement, the estimation of an increase in total sales in terms of customer retention, new customers and new revenues to the Village due to increased sales.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Wilbrandt to direct staff to finalize an economic incentive agreement between the Village of West Dundee and Spa Bleu for a 10 year interest rate reduction of no more than 3% to be paid annually in an amount not to exceed \$7,936 per year to include that Spa Bleu stay for ten (10) years. Upon roll call, motion was approved.

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

NAYS: None

B. Code Enforcement Priorities

Trustee Hanley presented this item to the Board for discussion. He said that he asked the Board at the May 5, 2014 meeting to come up with a list of 4 or 5 code issues that they have observed and would like to have addressed over the summer.

A response from President Nelson citing refuse container placement, damaged soffit and fascia, tall grass/weeds and Ryan Lane rentals was received on May 27th, but there wasn't much feedback from the majority of the Board.

Manager Cavallaro presented a list of three specific areas from the Community Development Department which they are currently working on to resolve. Number 1 is proactive property maintenance efforts which are undertaken by the Village staff in the Spring of every year in order to try to address issues noticed throughout the community; 2, complaint driven violations, which we receive through neighbor concerns, Village Board notification or through other departments and 3, any and all open litigation that the Village has initiated throughout the community, including for example the Dartmouth fire, utilities to accessory structure on both Fifth Street and Highland, as well as occupancy issues such as the Spaulding address.

Discussion was held regarding issuing warnings for violations, amount of fine (\$40), cars parked across driveways blocking use of the sidewalk, refuse bins and refuse put out early and not taken in after pick-up, location of refuse bins, yard maintenance, chronic problems, East side of town having more problems than the West side, weed and grass heights, misuse of debris pick up, what to do with debris from renovations, burning of leaves and refuse in fire pits, educating the residents on Ordinances pertaining to property maintenance, putting these Ordinances in a News Blast and in the Newsletter and doing a short term enforcement of over the sidewalk parking.

Further discussion centered on using the Building Code Official for education and enforcement including coordinating with staff a program for enforcement.

C. Tree Planting, Trimming and Removal Programs

Manager Cavallaro gave an overview of what has occurred within the community regarding tree planting, tree trimming and removal and explained why there has been deferred maintenance.

Manager Cavallaro addressed warranties and called the Board's attention to a three history of the Village's tree replacement program. He said based on the numbers, by not purchasing the warranties there has been an average savings in excess of \$9000 over the last 3 years. He said the Village has about a 96% success rate for survival of the trees that have been planted in the last three years.

Director Babica addressed tree planting. He said due to the Emerald Ash Borer infestation the Village has removed 1100 trees and replaced 500 trees. He said that the average cost per tree has gone up to the increased demand for replacement trees due to the Ash Borer and there is more a demand than a supply. He said 70 trees are to be planted and that there are limited tree selections for areas which are narrow in space or close to light poles, etc.

Manager Cavallaro addressed the costs associated with tree trimming, tree removal and stump removal for the past several years. He said it is important to note that in 2010, the Village didn't budget significant dollars in the forestry line items in the budget in an effort to aid with balancing

the General Fund and decreasing our expenditures in order to balance the budget. He said in 2011, the Board added an additional \$15,000 to this line item to assist with the large number of removals due to the Ash Borer. He said in 2013-2014, the Village contracted Homer Tree for tree removals, trimming and stumps. He said the contractor removals are more complicated tree removals and are outside the scope of Public Works employees and equipment due to their size or proximity to power lines.

After a brief discussion on tree branches blocking sidewalks, the Public Works Department at the beginning of August will go through the community and address sidewalk clearance issues. Branches will be trimmed to an 8' clearance level on the sidewalks throughout the community.

D. Discussion – Carrington Reserve Walking Tour

Manager Cavallaro said this is a general discussion of the results of the walking tour taken June 16, 2014 of the Carrington Reserve subdivision. He said that this was an excellent way to connect with the residents and listen to their concerns.

Discussion was held regarding some of the issues brought to the Board's attention during their walk, i.e. connectivity with the rest of the Village, street repairs, low hanging branches and the need for tree trimming, problems with the shutters on some of the residences, improper storage of refuse bins and parking over the sidewalk.

Other areas for walking tours by the Board were discussed. A walking tour for the Tartans/hills area was suggested for early October on a Saturday morning, as most residents are home and available to ask questions and make comments to the Board.

E. Item E (Consent Agenda) Heritage Fest 2014

Trustee Kembitzky asked that this be put under New Business for discussion. Manager Cavallaro said he has had conversations with East Dundee and they are going to have an ethnic focus with food tents, no keg beer and smaller bands. They are also planning activities at Triangle Park. He said more details still need to be confirmed.

A brief discussion was held regarding festivals on two (2) different weekends with active entertainment to bring more people to the area, rather than all the focus on one weekend in the Fall.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Wilbrandt to approve the Special Event Application, Daily Liquor License Request, Fireworks Permit Application and Draft Budget for Heritage Fest on September 12, 13 and 14, 2014, as well as a Resolution Authorizing a Homecoming Parade on September 14, 2014. Upon roll call, motion was approved.

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

NAYS: None

F. Item G (Consent Agenda) Video Gaming Fees

Trustee Kembitzky asked that this be removed from the Consent Agenda as it calling for an increase in fees.

Manager Cavallaro said a survey of our neighboring municipalities was completed and this new fee structure would put the Village inline with both the Village of East Dundee and Algonquin in terms of video gaming license and machine fees. He said the increased fees will go into effect for those businesses already having a Video Gaming License at the time of renewal in May 2015. All new businesses requesting a Video Gaming License will be paying the new fees.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Wilbrandt to approve an ordinance amending Section 6-1-18 of the Municipal Code, regarding video gaming fees. Upon roll call, motion was approved.

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

G. Item B (Consent Agenda) Approval of Minutes: July 14, 2014

Trustee Kembitzky asked that this item be removed from the Consent Agenda so a correction could be made to her comment about additional signage. The correction will be made and this item will be on the agenda for approval for the August 4, 2014 Regular Board Meeting.

XII. MISCELANEOUS:

Trustee Kembitzky asked some questions about FOIA's. Attorney Brechin explained the FOIA process adding that there are over 200 local units of government in Illinois, and both the Attorney General and Governor Quinn promote the transparency of governments in Illinois through the use of FOIA's.

XIII. ADJOURNMENT:

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

The Regular Board meeting adjourned at 9:13 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President