

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

February 4, 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 Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka. Trustee Cheryl Anderley was absent.

Also present were Village Manager Joseph Cavallaro, Community Development Director Timothy Scott, Village Attorney Kathleen Field Orr, Police Chief Andrew Wieteska and four (4) people in the audience.

III. PLEDGE OF ALLEGIENCE:

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

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT'S REPORT:

President Nelson thanked Police Chief Wieteska for his service to the community, in recognition of his impending retirement.

VI. REPORTS AND QUESTIONS FROM TRUSTEES & WORKING GROUPS:

There were no reports.

VII. VILLAGE STAFF REPORTS:

Manager Cavallaro said he is waiting to hear back from the Dundee Historical Society regarding the proposal. He said that demolition of 310 W. Main should take place in about three weeks.

Police Chief Wieteska introduced his son Conor who is attending the meeting tonight for his government class.

Chief Wieteska thanked the Board for his tenure with the Police Department, twenty one (21) years and nine (9) years as chief. He spoke about the transition plan in place with Lt. Gorski taking over as Interim Chief.

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. Approval of Bill List: February 4, 2019
- B. Approval of Minutes: January 21, 2019
- C. Professional Services Agreement: Baxter & Woodman – Huntley Road Water and Sewer Crossings

Trustee Kembitzky asked that Item C be removed from the Consent Agenda and placed under New Business.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Yuscka to approve the Consent Agenda with Item C being removed and placed under New Business. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Anderley

X. RESOLUTIONS AND ORDINANCES:

- A. **Resolution Approving Amendment to Refuse, Recycling and Yard Waste Agreement**

Manager Cavallaro said that Staff was approached by Groot late last year to allow for the consideration of an extension proposal for the collection of residential solid waste, recycling and yard waste. He said that Groot has presented the Village with a 7-year extension proposal at a cost of \$20.00 per household, which amounts to a 19% reduction in our collection rates, with a per annum increase of between 2% and 3% depending upon CPI.

Manager Cavallaro added that the Village has a very generous collection service plan, which allows for almost anything placed at the curb to be collected, there are no stickers required, and it appears that the vast majority of residents seem to be pleased and supportive of the curbside collection services provided by Groot. Most importantly, there is no charge to the residents for any collection services.

Josh Molnar of Groot Industries said that Groot shall provide the Village with one annual Household Hazardous Waste event per contract year. He said it would be held on site, probably at Public Works.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to approve a Resolution approving an Amendment to the Refuse Removal Service, Landscape Waste Removal Service and Curbside Recycling Service Agreement between the Village of West Dundee and Groot Industries, Inc. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Anderley

B. Ordinance Amending the Municipal Code Pertaining to Administrative Adjudication

Trustee Price said that this Ordinance is to ensure terms for Code Enforcement Compliance. He said that when typical efforts don't result in corrective action and timely compliance, a process for escalation is needed. He added that the Police Department is already using administrative adjudication for red light violations and impounded vehicles on a once a month basis and that Community Development would be added to docket for those second Tuesday of the month adjudication hearings.

Attorney Orr said this has been available in other communities since 1998 for the maintenance of housing stock, which she said is necessary to the community. She spoke about the process, its appeal process and that the system protects the citizenry.

Trustee Price asked to see a list of cases.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to approve an Ordinance Amending the Municipal Code Relating to Administrative Adjudication. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Anderley

XI. NEW BUSINESS:

A. Authorization –Professional Service Agreement for Asbestos Abatement at 310 W. Main

Trustee Yuscka said that a survey of the parcel at 310 W. Main Street found minimal asbestos and lead paint in need of remediation prior to demolition. He said the asbestos is limited to a 10' section of pipe insulation and some exterior caulking around windows and doors.

Trustee Yuscka said that pursuant to State statutes, the Village must remediate the asbestos prior to demolition of the structure. He said that total estimated project cost for the removal is between \$3,500 and \$4,100.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to authorize a Professional Services Agreement with Midwest Environmental Consulting for asbestos abatement at 310 W. Main Street in an amount not to exceed \$4,100. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Anderley

B. 407 Highland Avenue: Consideration of a Residential Façade Loan for the Gillam Residence

Trustee Price said this is an application for a Residential Façade Improvement Loan, which meets the program qualifications. A credit check has been completed by Finance Director Danielson and he has cleared the applicant for funding.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Yuscka to approve a Façade Improvement Loan in the Amount of \$4,875.75 for New Exterior Doors at the Gillam Residence Located at 407 Highland Avenue. Upon roll call, motion was approved.

AYES: Trustees Kembitzky, Hanley, Yuscka and Wilbrandt

NAYS: None

ABSTAIN: Trustee Price

ABSENT: Trustee Anderley

C. Authorization to Execute Professional Services Agreement-Baxter & Woodman- Huntley Road Water and Sewer Crossings

Trustee Kembitzky said she wanted to be sure that Carpentersville has no intention of doing this now or in the future and would like something in writing stating so.

Manager Cavallaro pointed out that it was deemed appropriate to consider a stubbing of the utilities to the north side of Huntley Road while the roadway was under construction in order to minimize any future construction costs and allow for the opportunity somewhere down the road for those utility connections to occur.

Manager Cavallaro said he would obtain acknowledgement from Carpentersville in regards to this matter.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Yuscka to authorize a professional Services Agreement with Baxter & Woodman for Huntley Road water and sewer crossings in an amount not to exceed \$5,000. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Anderley

XII. MISCELLANEOUS / FUTURE AGENDA ITEMS:

Trustee Hanley said he would like to see the process or steps used for an Administrative Adjudication, based on the passing of this Ordinance.

Trustee Hanley said he would like to revisit the façade loan program including the criteria and a desire to see it expanded for emergency funding.

XIV. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 7:57 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President