

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

August 6, 2018 – 7:30 pm
Village of West Dundee

I. CALL TO ORDER:

President Nelson called the Regular Board Meeting to order at 7:34 pm.

II. ROLL CALL:

Present were Village President Christopher Nelson, Trustees Cheryl Anderley, Dan Wilbrandt, Michelle Kembitzky, Tom Price and Pat Hanley. Trustee Andy Yuscka was absent.

Also present were Village Manager Joseph Cavallaro, Public Works Director Eric Babcock, Fire Chief Randy Freise and Community Development Director Tim Scott. There was no audience.

III. PLEDGE OF ALLEGIENCE:

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

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT’S REPORT:

President Nelson congratulated the Tri Cities Little League on winning the State Championship.

VI. REPORTS AND QUESTIONS FROM TRUSTEES & WORKING GROUPS:

Trustee Kembitzky thanked Public Works for distributing “care” cards for residents who have newly planted trees with water bags.

VII. VILLAGE STAFF REPORTS:

Director Scott commented on the 124 Lofts Open House and Shine Salon’s ribbon cutting and opening. He said both were well attended. He also commented on Helukabel, which he said were very complementary about working with the Village staff and are looking for an April 2019 opening of their business.

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 Checks: July 31, 2018
- B. Approval of Bill List: August 6, 2018
- C. Approval of Minutes: July 16, 2018 Regular Board Minutes
- D. Release of School District Land Cash Monies
- E. Special Event and Daily Liquor Permit Request – VFW Pig Roast
- F. Daily Liquor Permit Request – Farm to Table Community Dinner

- G. Daily Liquor Permit Request – Randall Oaks Golf Club
- H. Community Event Authorization – West Dundee Halloween Party
- I. Community Event Authorization – Heritage Fest

Trustee Kembitzky asked to have added to the motion “waiver of the Liquor fee” to Item F – Farm to Table Community Dinner.

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

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

NAYS: None

ABSENT: Trustee Yuscka

X. RESOLUTIONS AND ORDINANCES:

A. Ordinance Amending Police & Fire Commission New Hire Testing Process

Trustee Wilbrandt said there are two changes proposed, one relating to the part-time preference points and the other to the Fire Fighter Candidate Physical Ability Test (CPAT) requirements. He said the proposed change to the process involves preference points for part-time firefighters that currently work for the West Dundee Fire Department and would reduce the time needed to earn points by giving 1 point for the first full year of service, 3 points for 2 full years of service and 5 points for 3 or more full years of service.

Trustee Wilbrandt explained the change to the CPAT which is to require the candidate to have a current CPAT card at the time of hire.

Chief Freise said he made a recommendation to the Police and Fire Commission and they concur with the changes.

Chief Freise explained that the reason he is requesting these changes is to improve chances of hiring quality West Dundee part-time firefighters that already know the department and function at a high level. He added that West Dundee part-timers are usually testing for full-time positions and often get hired by other fire departments before West Dundee can hire them. He said the proposed changes would increase their chances of getting hired by West Dundee.

In answer to Trustee Kembitzky’s question, Chief Freise explained how CPAT works.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Kembitzky to adopt an Ordinance amending Title 2, Chapter 3 of the West Dundee Municipal Code, to effect changes relating to the Police and Fire Commission Rules and Regulations for the new hire testing process. Upon roll call motion was approved.

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

NAYS: None

ABSENT: Trustee Yuscka

B. Ordinance Amending Title 10, Zoning Regulations of the Municipal Code, Addressing the Definition of Floor Area Ratio

Trustee Price explained that the Floor Area Ratio or FAR is often used by municipalities to help regulate bulk of structures on site. He said an Ordinance was passed in June 26, 2001 adding FAR regulations to the Municipal Code.

Director Scott said that on the 23rd of July, 2018, Planning and Zoning Commission held a public hearing to consider a text amendment that is intended to provide additional clarity on the definition of Floor Area Ratio. He added that the Commission voted unanimously to recommend approval.

He added that the majority of the existing housing stock in West Dundee was built prior to 2001 and therefore the FAR requirement doesn't apply to these structures. Director Scott said that the FAR requirement applies to any homes that were constructed in Aspen Hill, Carrington Reserve, Chateau bluff and Grand Pointe after June 26, 2001.

A brief discussion took place about whether garages would be included (garages would be excluded), required setbacks, lot coverage, number of accessory structures permitted on property, total square footage and height requirements.

Director Scott said at the present time we do not do lot and building coverage and it would be a monumental project, but we need to look at overall coverage. He said this amendment is just a clarification of the definition.

Manager Cavallaro said he would have a conversation with the Village Attorney whether FAR could be applied to housing built before 2001.

MOTION: Moved by Trustee Price and seconded by Trustee Anderley to approve an Ordinance Amending Title 10 Zoning Regulations of the Municipal Code addressing Definition of Floor Area Ratio. Upon roll call, motion was approved.

AYES: Trustees Price, Anderley, Wilbrandt and Kembitzky

NAYS: Trustee Hanley

ABSENT: Trustee Yuscka

XI. NEW BUSINESS:

A. Authorization to Conduct Contractual Maintenance at Village Hall

Director Babcock said he is requesting authorization to conduct contractual tuck-pointing, painting and pressure washing work at Village Hall.

He said tuck-pointing will be done on the front main entrance stairway walls, pillars/ monuments, lower entrance walls and painting of all railings at Village Hall. He said the front main steps of the Village Hall will be pressure washed.

MOTION: Moved by Trustee Hanley and seconded by Trustee Price to authorize contractual tuck-pointing, painting and pressure washing work at the Village Hall at a total cost of \$11,990.00. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Yuscka

B. Authorization to Purchase Replacement Decorative Street Lights

Director Babcock said that four (4) decorative light poles assemblies were struck by motorists and destroyed and could not be salvaged for reuse, so he is requesting authorization to purchase replacement poles and lanterns to reestablish lighting at these locations. He said the lanterns will use LED lighting.

Director Babcock said after each of the incidents, the appropriate claim reports were filed with IRMA, and restitution funds were received.

Director Babcock said that he is also recommending having a heavy duty light pole on hand for ready replacement, which he said would exceed the anticipated budget by \$674.00.

Trustees asked Director Babcock to have a conversation with Spring City (the manufacturer) about how long these lights will be in stock.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to authorize Public Works to purchase replacement decorative street lights from Graybar of Glendale Heights, IL at a total cost of \$20,674.00. Upon roll call, motion was approved.

AYES: Trustee Price, Hanley, Anderley, Wilbrandt and Kembitzky

NAYS: None

ABSENT: Trustee Yuscka

C. Authorization to Extend Low Bid Tree Trimming Pricing Through 2019

Director Babcock said that in March of 2018, the Board awarded a contract to Winkler's Tree Service, Inc. for large scale tree trimming. He added that Winkler's has notified the Village that the company is willing to hold its 2018 low bid price for tree trimming through 2019.

He added that the Village has received high praise from residents on numerous occasions regarding the quality of Winkler's work, their attention to detail and their exemplary customer service.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to authorize extension of the low bid submitted by Winkler's Tree Service for professional tree trimming on March 14, 2018 through calendar year 2019. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Yuscka

D. Authorization to Conduct Night Construction for Route 72 Resurfacing Project

Director Babcock said that IDOT's contractor, Lorig has made a request to conduct night work operations to minimize the impact on traffic on Route 72 and to expedite the completion of the project.

Director Babcock said for West Dundee's purposes, the project consists of two (2) areas: (1) the portion of the project west of Jewel to our corporate limits and (2) the portion east of Jewel to the Fox River.

Manager Cavallaro said that from the staff's perspective, particularly the Police Department, are strongly in favor of authorizing night work to occur for this project in order to minimize the traffic disruption and assist in improving traffic flow through town during this reconstruction project. He added that the Village would insist on requiring that no night work or lane closures occur between Eighth Street and Van Buren in East Dundee during the weekend of Heritage Fest.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to authorize Lorig Construction to conduct construction activities between the hours of 6:00 pm and 6:00 am as part of the Illinois Department of Transportation's IL Route 72 Resurfacing Project, for no longer than 20 days total during the months of August, September and October 2018. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Yuscka

E. Discussion: Participation in Future Signalization of Route 31 and Canterfield Parkway

Manager Cavallaro informed the Board that Craig Zachrich of HLC Partners has been discussing the potential signalization of Route 31 and Canterfield with his civil engineer and Continental Properties. He said that once the warrants for a traffic signal are met, a formal plan for signalization can be presented to IDOT for submittal, consideration and approval.

Manager Cavallaro said that from a traffic and economic development standpoint, we believe that the signalization of this intersection should be a priority as soon as it is feasible, meets IDOT's requirements and has IDOT's approval. He added that signalization at this intersection would increase the safety of the motoring public and would also facilitate potential economic development on the east side of Route 31.

Discussion on the cost of this ensued.

Manager Cavallaro said once the warrants are met, the State should pay half of the cost for the north and south legs, since these are public legs of the intersection. HLC Partners and Continental would share a quarter of the cost for the east leg, Canterfield Parkway East.

Manager Cavallaro said he feels that the cost for the west leg of the intersection should be born by the owners of the Villages of Canterfield, as they own all of the acreage that would benefit from this signalization. However he added that the Village could incentivize in their financial participation through utilization of certain economic tools to facilitate their participation.

Discussion took place on whether a Special Service Area (SSA), which would allow the property owner to pay off that obligation over a period of time through a property tax increase, or a recapture agreement that would be triggered upon the development of the remaining 9 acre site. The Board agreed in pursuing the signalization of this intersection.

F. Recommendation to Award 2018 Street Improvement Project and Authorize Construction Engineering Services Agreement

Director Babcock said proposals for the 2018 Street Improvements Project were opened on August 1, 2018. He said the specifications for the bidders asked them to submit proposals for two options.

Option #1 consisted of repair and resurfacing of South Seventh Street from South Street to Ryan Lane; crack filling and spot patching throughout the Fairhills subdivision; curb and sidewalk improvements at Main Street and South Second Street and patching and restoration at Main Street and South First Street.

Option #2 included the entire scope of Option #1 plus resurfacing of Spaulding Court; Green Castle Court and Campbell Court.

Discussion took place on keeping Streets and Infrastructure as a priority, other areas that are in need of repair such as crack sealing and patching, keeping areas from further deterioration and extending the life of the existing streets.

Director Babcock said that there is a reduction that will be facilitated by means of a future change order for curb and sidewalk improvements at Main Street and South Second Street as during the bidding period Manager Cavallaro arranged for IDOT to complete this work as part of their existing IL Route 72 project.

Director Babcock said that Baxter & Woodman believe the contractor Geske is qualified to complete all work associated with the project.

Director Babcock said Baxter & Woodman has also submitted a Construction Engineering Services Proposal for oversight of all work associated with the project at a cost not to exceed \$44,000.00. He said the proposal includes project initiation, construction administration, field observation, substantial completion administration, and final completion, administration and project closeout services. He said they agreed to provide qualified resident project representatives at the construction site on a full-time basis of 40 hours per week.

President Nelson entertained an Omnibus motion.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to (1) award a contract to Geske & Sons, Inc., of Crystal Lake, IL representing Bid Option #2 of the 2018 Street Improvements Project at a cost of \$634,092.63 (with the understanding that a reducing change order in the amount of (-\$29,719.00) is forthcoming, and increasing a change order in the amount of \$20,000 for additional patching and crack sealing for the Carrington Reserve Enclave; (2) to approve a proposal with Baxter & Woodman for construction engineering services which cover the full scope of work associated with Bid Option #2 at a cost not to exceed \$44,000.00; and (3) to amend the Fiscal Year 2018/2019 Budget line item 4-31-5-2518 by \$165,000.00 from \$535,000.00 to \$700,000.00. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Yuscka

XII. MISCELLANEOUS AND FUTURE AGENDA ITEMS:

Trustee Hanley said the fountain at Grafelman Park needs tuck pointing and new caulking.

Trustee Hanley reported the Gazebo at Grafelman Park needs repair work done as some of the boards are rotting and the railing needs to be secured.

Trustee Hanley said the bridge at South End Park should be checked as there are some rotting floor timbers.

Trustee Kembitzky said the bike bridge at South End Park has overgrown trees and ragweed which impedes one side of the bridge.

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

The Regular Board Meeting adjourned at 8:30 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President