

REGULAR BOARD MEETING
Village Hall, 102 South Second Street

September 11, 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 Anderley, Wilbrandt, Kembitzky, Price, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Attorney Orr, Community Development Director Scott, Finance Director Danielson, Public Works Director Babcock, and three (3) 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 Kembitzky and seconded by Trustee Hanley to approve the agenda as presented. Motion passed unanimously by voice vote.

V. VILLAGE PRESIDENT'S REPORT:

President Nelson thanked the Village staff for their hard work on the upcoming Heritage Fest.

President Nelson asked for a moment of silence in remembrance of 9-11.

VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS:

Trustee Wilbrandt commented favorably on the new parking lot in the former Ace Hardware space.

VII. VILLAGE STAFF REPORTS:

Director Danielson said the Village has received \$92,000 for flood reimbursement from FEMA. Director Babcock said he gave FEMA maps and photos of the damage from the flood and had put in a claim for \$150,000.

Director Babcock introduced two new employees in the water division. He gave a brief background on each employee including their previous experience. Ryan Raczkowski started with the department on June 14, 2017 and Enrique Rivera will start on September 12, 2017.

Director Babcock gave the Board an update on the street and infrastructure project on Edinburgh and Lindsay Lanes.

VIII. QUESTIONS FROM THE AUDIENCE: There was none

IX. CONSENT AGENDA:

- A. Ratification of Debit Purchases: August 2017
- B. Ratification of Bill List: August 31, 2017
- C. Approval of Bill List: September 11, 2017
- D. Approval of Minutes: August 21, 2017
- E. Special Event Request: Bleuroot Farmers Market, 98 W. Main St.

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

X. UNFINISHED BUSINESS:

A. Permit Extension Policy Discussion

Trustee Kembitzky said that based on a discussion at a previous meeting, she had asked Community Development Director Scott for a further review of the permit policy.

Director Scott said staff reviewed other Village's permit extension guidelines and as a result is recommending a slight modification to the existing policy.

Director Scott said that with the objective of facilitating the completion of permitted work with the proper time frame, he is proposing the imposition of new renewal fees at: (1) the one--year mark (i.e. \$50) for the 12-18 month extension period; (2) at the year and a half mark (i.e., \$100) for the 18-24 month extension period, and (3) at the two and half year mark (i.e., \$250 for the 30-36 month extension period).

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Hanley to direct staff to prepare an Ordinance Amending the Applicable Sections of the Building Code Regarding Permit Extensions. Upon roll call, motion was approved.

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

XI. NEW BUSINESS:

A. Recommendation to Award Tree Planting Contract and Purchase Trees- 2017 Parkway Tree Replacement Program

Trustee Yuscka said that the Village Board authorized staff to solicit proposals for the purchase of trees and contractual tree planting services at the August 21, 2017 meeting.

Director Babcock said that the low bid for contractual planting and the low bids for tree stock came in lower than anticipated, allowing the Village to increase the total number of tree replacements to 140.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to award a contract to Americana Landscape Group of Elgin, IL for the contractual planting of 140 parkway trees at a total cost of \$10,760.00 to support the 2017 Parkway Tree Replacement Program. Upon roll call motion was approved.

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

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to authorize Public Works staff to purchase 76 trees from Schichtel's Nursery, Inc. of Springville, NY at a total cost of \$13,020.00, and 64 trees from Goodmark Nurseries of Wonder Lake, IL at a total cost of \$11,740.00 for a combined grand total of \$24,760.00 for 140 parkway trees to support the 2017 Parkway Tree Replacement Program. Upon roll call, motion was approved.

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

B. Change Order #1 – Downtown Redevelopment Project

Trustee Price said additional work items have been identified which transcend the scope of the contract as designed and awarded.

He said there are 5 items to be considered. The first item (1) is the Main Street (Northeast Project Limit) Removal of Sidewalk Pad at Bridge Wall; second (2), South Parking Lot – Additional Pavement Removal; third (3), 101 South First Street – ADA Concrete Stairs and Railing; fourth (4), Additional Storm Drainage North of 101 South First Street; and fifth (5), Additional Permeable Paver walkway.

Trustee Kembitzky asked if the owner of 101 South First Street should be responsible for item number three (3). President Nelson said he would ask the question of the owner either for the whole amount, and if not at least one-half from the building owner.

Trustee Price asked, in regard to item number 4, if there is another way to do this. He said the main change should be solid pipe to perforated pipe, the need for clean-outs and catch basins for the roof drains.

Manager Cavallaro said a formal transfer of additional dollars from the Community Development Fund, allocated toward this project, still needs to occur. He said he will provide an update of all budget parameters in conjunction with the Six Month Financial Report in October.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to approve Change Order #1 to the Downtown Redevelopment Stage 1 Contract in an amount not to exceed \$79,000 to complete all known items to date beyond the scope of the Contract as described above; increasing the total contract amount from \$1,119,148.50 to \$1,198,132.50. Upon roll call, motion was approved.

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

XII. EXECUTIVE SESSION:

A. Section 2(c)(1) of the IL Open Meetings Act: Personnel

MOTION: Moved by Trustee Hanley and seconded by Trustee Yuscka to recess to Executive Session. Upon roll call, motion was approved.

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

The Regular Board meeting resumed at 8:04 pm.

XIII. NEW BUSINESS – CONTINUED:

C. Authorization to Execute a Voluntary Retirement Agreement with Tim Brim

MOTION: Moved by Trustee Kemitzky and seconded by Trustee Yuscka to authorize the execution of a Voluntary Retirement Agreement and Release between the Village of West Dundee and Tim Brim. Upon roll call, motion was approved.

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

NAYS: None

XIV. MISCELLANEOUS/FUTURE AGENDA ITEMS: None noted.

XV. ADJOURNMENT:

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kemitzky to adjourn the Regular Board Meeting. The motion was approved by voice vote.

The Regular Board Meeting adjourned at 8:05 PM

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President

EXECUTIVE SESSION
Village Hall, 102 South Second Street

September 11, 2017
Village of West Dundee

President Nelson called the Executive Session to order at 7:59 pm for the purpose of discussing personnel pursuant to Section 2(c)(1) of the IL open Meetings Act.

Present were President Nelson, Trustees Anderley, Wilbrandt, Kembitzky, Price, Hanley and Yuscka. Also present were Village Manager Cavallaro, Village Attorney Orr, Finance Director Danielson and Public Works Director Babcock.

Discussion took place regarding the execution of a voluntary retirement agreement.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to adjourn the Executive Session. Upon roll call, motion was approved.

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

NAYS: None

The Executive Session adjourned at 8:03 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President