

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

October 6, 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 Wilbrandt, Kembitzky, Price, Hanley and Yuscka. Trustee Pflanz was absent.

Also present were Village Manager Cavallaro, Community Development Director Tymoszenko, Fire Chief Freise, Finance Director Danielson and Village Attorney Brechin. There was no audience.

III. PLEDGE OF ALLEGIENCE:

Trustee Yuscka led the Board and those in attendance in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

Prior to approval of the agenda, President Nelson requested that an Executive Session for the discussion of Personnel be added to the agenda.

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

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

NAYS: None

ABSENT: Trustee Pflanz

V. VILLAGE PRESIDENT'S REPORT:

A. Fire Prevention Week Proclamation 2014

President Nelson read the Proclamation proclaiming October 5th to the 11th as National Fire Prevention Week and asked that the Proclamation be posted on the Village website and Facebook page.

Chief Freise said that Fire Prevention activities are going on all week including talks about Fire Prevention at Dundee Highlands and St. Catherine of Siena as well as station tours.

He said on Saturday, October 11, 2014 at Spring Hill Mall from 11 am to 5 pm there will safety talks, demonstrations and free smoke detectors. He said that they have 150 donated smoke detectors available and that the fire department will install them for seniors who are unable to install them.

VI. REPORTS AND QUESTIONS FROM TRUSTEES:

Trustee Kembitzky said she watched the video program on Modern Day Fires and found it to be interesting and informative.

VII. VILLAGE STAFF REPORTS:

Manager Cavallaro said participation in the 50/50 Tree Planting Program is down. He said the program has been publicized on the website, newsblast, Facebook and Twitter.

Manager Cavallaro said leaf collection will begin on October 15, 2014.

VIII. QUESTIONS FROM THE AUDIENCE: There were none.

IX. CONSENT AGENDA:

- A. Approval of Bill List: October 6, 2014
- B. Approval of Minutes: September 22, 2014 Regular Board Meeting
- C. Resolution: Maintenance of Streets and Highways by Municipality under the Illinois Highway Code - Revised
- D. Ordinance 14-35-Approving Fence Height Variance 1104 Thatcher Trail

Trustee Hanley asked that Item D be removed from the Consent Agenda and be placed in New Business.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to approve the Consent Agenda as amended. Motion passed unanimously.

X. RESOLUTIONS AND ORDINANCES:

A. Zoning Amendment Garage Setback R3

Director Tymoszenko explained that in recent years, the Village has approved several zoning variance petitions pertaining to replacement of detached garages on corner lots located within the R-3 Single Family Detached Dwelling District. She said that the Planning and Zoning Commission held a public hearing on September 29, 2014 to review a petition submitted by the Village of West Dundee requesting a text amendment for the purpose of modifying the accessory motor vehicle storage building setback on corner lots in the R-3 Residential District. The Commission voted to recommend approval of the request by a six to zero vote.

Director Tymoszenko said that her department created color maps of the different quadrants in the R-3 district depicting locations of buildings and detached garages on corner lots.

Director Tymoszenko said the Commission is recommending an amendment to the setback requirement for garages located on corner lots in the R-3 zoning district. The amendment shall allow any accessory motor vehicle structure that is not able to meet the required 50' front yard setback to be located within the front yard, but not closer to the front lot line than the principal structure or less than 19' away from the sidewalk.

She also said that a text amendment would alleviate the need to seek a zoning variance each time a homeowner wishes to expand/replace or construct a motor vehicle storage structure on a corner lot in the R-3 Zoning District where the size of the lot is not sufficient to meet the 50' setback requirement. She did say, however, that any lot where parking on the driveway creates an obstruction on the sidewalk would still be considered on a case by case basis.

Discussion followed on which way the driveway faces, setbacks and the desire to see the 19' expanded to 22' to accommodate pick-up trucks, vans and SUV's. After discussion, it was decided that 21' away from the sidewalk would be appropriate.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to adopt Ordinance 2014-36, An Ordinance Amending the West Dundee Zoning Regulations Regarding the Accessory Motor Vehicle Storage Building Setback on Corner Lots in the R-3 Zoning District with the Change of Minimum Length increased from 19' to 21' away from the Sidewalk.

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

NAYS: None

ABSENT: Trustee Pflanz

XI. NEW BUSINESS:

A. FY2014 Comprehensive Annual Financial Report

Director Danielson introduced John Deland from the accounting firm of Wolf and Company who presented the Village's 2013/14 Comprehensive Annual Financial Report (CAFR).

Mr. Deland pointed out some of the changes his firm made to the report that are different from the previous accounting firm of Seldon Fox. He explained the audit and gave comparative information.

He discussed with the Board, the budget, revenues and reasons for their decrease, accruals, assets and liabilities and the difference in terminologies. He addressed their questions about the Police and Fire Pension Funds, what to expect when GASB68 becomes part of the Village balance sheet, bookkeeping differences, expanded on journal entries and the coding of accounts.

He also said he issued a report on internal controls and a fraud control policy.

Director Danielson called the Board's attention to his memo of September 25, 2014 and some of the facts which may be of interest to them. He explained that although the past few years have been financially difficult for the Village and although challenges continue to face the Village, significant strides have been made and he commended the Board as well as the Village's administration.

Mr. Deland concluded by announcing the merger of their firm with the accounting firm of BKD,LLP, which he said is a large national firm and it is his understanding that the principals currently in place at Wolf and Company will remain unchanged. He said that his firm has a three (3) contract with the Village and the specifics of that contract will remain unchanged.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Wilbrandt to accept the Village of West Dundee Comprehensive Annual Financial Report for the fiscal year ended April 30, 2014 and the report on internal controls as presented. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Pflanz

B. Ordinance 14-35 Approving Fence Height Variance 104 Thatcher Trail

Trustee Hanley said he asked that this item be removed from the Consent Agenda to consider raising the fence height to 6' to alleviate requests such as this. He said most stock fencing is 6' in height.

Manager Cavallaro gave a brief history on the reasons for the 5' standard for fencing in the Village. He said it was never a safety or security problem from the Police Department's point of view.

A brief discussion ensued and President Nelson asked that a survey be done about fence heights and placed on the agenda for a November/December time frame.

MOTION: Moved by Trustee Hanley and seconded by Trustee Price to approve Ordinance 14-35, An Ordinance Granting a Variance from the West Dundee Building Regulations for Property Located at 1104 Thatcher Trail, West Dundee, Illinois. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Pflanz

XII. MISCELLANEOUS:

Discussion was held on a utility billing policy for a resident on a rental property with an extremely large water bill. The resident asked the payments be extended over a longer period of time than our current payment plan permits.

After a brief discussion on time limits and liening the property, it was decided to lien the property in question and to provide a longer time limit for repayment of the bill. It was decided that a direct debit payment will be a requirement for this payment plan.

XIII. EXECUTIVE SESSION:

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

MOTION: Moved by Trustee Hanley and seconded by Trustee Yuscka to recess to Executive Session for the purpose of discussing Personnel.. Upon roll call, motion was approved.

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

NAYS: None

ABSENT: Trustee Pflanz

The Regular Board Meeting was recessed at 9:26 pm. The Regular Board Meeting resumed at 9:49 pm.

XIV. ITEMS SCHEDULED FOR FUTURE MEETING DATE

- Survey and discussion on fence heights for November/December timeframe.

XV. ADJOURNMENT

MOTION: Moved by Trustee Hanley and seconded by Trustee Kembitzky to adjourn the Regular Board Meeting. Motion passed unanimously by voice vote.

The Regular Board Meeting adjourned at 9:50 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President

EXECUTIVE SESSION
Village Hall, 102 S. Second Street

October. 6, 2014
Village of West Dundee

President Nelson called the Executive Session to order at 9:27 pm for the purpose of discussing Personnel (Section 2(c) (1) of Open Meetings Act).

Present were Village President Christopher Nelson, Trustees, Dan Wilbrandt, Michelle Kembitzky, Tom Price Pat Hanley and Andy Yuscka. Trustee Billy Pflanz was absent. Also present was Village Attorney John Brechin.

Discussion took place regarding a personnel issue.

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

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

NAYS: None

ABSENT: Trustee Pflanz

The Executive Session adjourned at 9:49 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President