

**REGULAR BOARD MEETIN**  
**Village Hall, 102 S. Second Street**

**December 5, 2016 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 had an excused absence.

Also present were Village Manager Cavallaro, Community Development Director Scott, Finance Director Danielson and twenty-six (26) people in the audience.

**III. PLEDGE OF ALLEGIENCE:**

Trustee Wilbrandt 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 all the people who helped with Dickens in Dundee and contributed to its success.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS:**

Trustee Kembitzky commented favorably on the Christmas lights in West Dundee.

Trustee Wilbrandt commended the Public Works Department for the snow plowing, especially in the downtown business area.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro gave a special thanks to the business community for the excellent Living Windows for Dickens.

Manager Cavallaro said Public Works is demoing a new piece of equipment and will do a final leaf collection in certain areas on the 6th of December.

Director Scott gave a brief update on the construction progress downtown and at Renishaw.

**VIII. QUESTIONS FROM THE AUDIENCE:**

A student from Dundee Crown High School asked for an explanation about the functions of the Village Board.

President Nelson described how the Village Board works, explaining that it makes policies and plans for the community. He told the student that Village Manager Cavallaro oversees the various departments of the Village, i.e. Police and Fire Departments, Public Works, Finance and Community Development.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: December 5, 2016
- B. Permit Extensions
- C. 2017 Board Meeting Calendar

Trustee Wilbrandt abstained from the vote, as his property is on the Permit Extensions list.

Trustee Yuscka asked for a hard copy of the Board Meeting Calendar.

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

**AYES:** Trustees Hanley, Yuscka, Kembitzky and Price.  
**NAYS:** None  
**ABSENT:** Trustee Pflanz  
**ABSTAIN:** Trustee Wilbrandt

**X. NEW BUSINESS:**

**A. 2016 Property Tax Levy Discussion**

Trustee Kembitzky said that in order to collect property taxes, units of government in the State of Illinois are required to establish a “tax levy”. She said this document must be filed with the Kane County Clerk by the last Tuesday in December. She explained that the funds identified in the tax levy and collected through the property tax process are utilized by the Village along with the other revenue sources to fund the annual Village Budget.

She said that the \$233,055 proposed increase in the overall levy will only fund the statutorily required increases for the Police and Fire Pension Funds. She added that the total 2016 property tax levy, with no increases other than the required pension contributions, constitutes an increase of 6.35%.

Discussion took place regarding the shortage of capital funds, as this doesn’t account for new capital projects (roads, equipment), the amount of funds that come from sales tax, a need to raise property taxes to fund roadway improvements and capital projects, looking at dedicated funding sources to meet the capital needs of the organization, including increasing the property tax levy, comparison of tax rates of the various communities in the surrounding areas, having residents pay for refuse pick-up, looking at projected needs, proposed cuts and reallocation of resources.

Trustee Kembitzky proposed an increase to the property tax levy of \$0.25 per \$100 of Equalized Assessed Value (EAV).

Director Danielson said that because the recommended total extension is greater than 5%, the Village will be publishing the required “Black Box” in an upcoming edition of the Daily Herald.

He said that, by State Statute, this notice must be published no less than 7 days prior to the public hearing, nor more than 14 days prior to the hearing date.

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Price to recommend that the Village publish the required black box notification of the upcoming tax levy in an amount not to exceed \$4, 402,018. Upon roll call, motion failed.

**AYES:** Trustees Kembitzky, Price and Hanley  
**NAYS:** Trustees Yuscka, Wilbrandt and President Nelson  
**ABSENT:** Trustee Pflanz

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Price to recommend that the Village publish the required black box notification of the upcoming tax levy in an amount not to exceed \$4, 202,018. Upon roll call, motion was approved.

**AYES:** Trustee Kembitzky, Price, Hanley and Yuscka  
**NAYS:** Trustee Wilbrandt  
**ABSENT:** Trustee Pflanz

**B. Professional Engineering Service Agreement with V3 - Intersection of Main & First**

Trustee Price said this is a proposal to start the process of initiating a conversation with IDOT to allow a left hand turn at this intersection, from eastbound Route 72 onto southbound First Street. This proposal would give an idea of the cost and whether or not IDOT would consider this.

Manager Cavallaro said that this first phase would identify and provide a preliminary cost estimate of what the minimum financial expectations and obligations of the Village would be, including any intersection improvement and signalization change that would be necessary to facilitate the allowance of this turn movement. He said grant funding could be used if available.

Manager Cavallaro gave the background of a discussion which was held with IDOT back in 1995 with the reconstruction of Route 72 and said this would be a starting point in which to begin our discussions with IDOT about the reasons and rational for the allowance of this turn movement.

He said due to the regulatory nature of IDOT and their need for engineering data to initiate and facilitate that conversation, a proposal for professional engineering service from V3 was requested and has been provided.

The proposal for the engineering services is broken down into an incremental phased and tasked approach. He said depending on the response from IDOT regarding this concept, the contract can be implemented on a task oriented basis.

**MOTION:** Moved by Trustee Price and seconded by Trustee Wilbrandt to authorize a Professional Engineering Services Agreement between the Village of West Dundee and V3 Companies for Main & First Street intersection improvements, in an initial amount not to exceed \$5000. Upon roll call, motion was approved.

**AYES:** Trustees Price, Yuscka, Wilbrandt and Kembitzky  
**NAYS:** Trustee Hanley  
**ABSENT:** Trustee Pflanz

**XI. MISCELLANEOUS / FUTURE AGENDA ITEMS:**

A Committee of the Whole Meeting was requested for 7 pm on Monday, December 12, 2016 to discuss the Tax Levy.

**XII. ADJOURNMENT:**

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

The Regular Board Meeting adjourned at 8:25 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President