

REGULAR BOARD MEETING
Village Hall, 102 South Second Street

March 20, 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 Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Attorney Brechin, Finance Director Danielson, Community Development Director Scott, Public Works Director Babcock, Fire Chief Freise, Police Chief Wieteska and three (3) people in the audience.

III. PLEDGE OF ALLEGIENCE:

Trustee Price 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 said he would not be at the April 10, 2017 meeting.

VI. REPORTS AND QUESTIONS FROM TRUSTEES:

Trustee Kembitzky commented on the Community Unit School District 300 Leadership Council meeting which she attended with Manager Cavallaro. She said D300 Chief Operating Officer/CSBO Sue Harkin talked about the proposed Route 31/ Downtown TIF and is supportive of it.

Trustee Pflanz asked when the construction signs at the Mall would be coming down. Director Scott said the signs should be coming down now and he would ask the Code Enforcement Officer to see that it is done.

Trustee Hanley expressed concerns about the St. Patrick's Day fireworks sponsored by Bandito Barney's in East Dundee, in regards to fiery debris showering down on the street, fireworks fired horizontally down the river, the size of the shells that were fired and that spectators went beyond the warning tape to view the fireworks.

Chief Freise said there were no problems on the west side of the river, however there were issues with people going through the barricades and security tape on the east side of the river. He said fire inspector Rick Paul checked the firework set-up in the morning and did a final inspection at 6pm. He added that spray paint was used to demark where the shells could be fired depending on the size of the shells.

VII. VILLAGE STAFF REPORTS:

Director Danielson said that a three (3) year contract has been completed for electrical energy for pumping for the water treatment plants at a cost of 5.4 cents per kilowatt hour.

Director Scott said that the Springs at Canterfield project is progressing. There is an engineering punch list and he is receiving calls from bidders on the project.

Chief Freise attended the Rutland Citizens Group last week along with Manager Cavallaro and said some misconceptions were cleared up. He also said he asked them to join the efforts with Carpentersville, East Dundee and West Dundee. Manager Cavallaro said the group was tasked with evaluating the merits of sharing Public Safety Center #2 and how we as a group can better serve Gilberts, Sleepy Hollow and West Dundee through mutual efforts.

VIII. QUESTIONS FROM THE AUDIENCE: There were none.

IX. CONSENT AGENDA:

- A. Approval of Bill List: March 20, 2017**
- B. Approval of Minutes: March 6, 2017 Regular Board Meeting**

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

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

NAYS: None

X. UNFINISHED BUSINESS:

- A. Authorization to Solicit Bids for Downtown Plan Implementation Phase 1**

Trustee Price said the Downtown Plan Implementation Phase 1 includes the following items:

- Shoreline Stabilization
- Riverfront Improvements Stage 1
- Village Parking Lot Expansion
- First Street Improvements, pursuant to the Bamboozels Economic Incentive Agreement
- Dumpster Enclosure in the North Parking Lot.

Discussion ensued on the use of permeable pavers, their longevity, integrity of the building where the permeable pavers would be placed, different gap widths to keep debris and weeds out of the gap, use of granite boulders to keep a consistent look with the other areas (Manager Cavallaro will ask Hitchcock if there are alternatives to granite), using rectangular limestone block for stabilization to ease the steepness and slope (similar to what is behind RocHaus) and a desire to see some type of a bike rack for the downtown area.

President Nelson took a poll on the use of permeable pavers with four (4) Trustees in favor of using them and two (2) Trustees not in favor.

MOTION: Moved by Trustee Price and seconded by Trustee Pflanz to authorize the Village staff, V3 Companies and Hitchcock Design Group to solicit bids for the Downtown Plan Implementation Phase 1 pursuant to the plan documents and set dated March 17, 2017 with the change to permeable pavers traversing the east and west sides of the street. Upon roll call, motion was approved.

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

NAYS: None

XI. NEW BUSINESS

A. Emergency Purchase of Replacement Chlorination System - Angle Tarn Water Treatment Plant

Trustee Yuscka said that on March 7, the chlorination system at the Angle Tarn Water Treatment Plant failed. He said staff discovered a problem with the chlorine regulator, and asked for help from chemical equipment and service provider Smith Ecological Systems.

Smith Ecological Systems said that the entire product line of chlorination equipment in service at the Angle Tarn plant has been retired by the manufacturer and that replacement parts of any kind are unavailable.

Director Babcock said, as a result, complete replacement of the system with modern equivalent equipment became the only remaining option. He said the purchase of two new chlorine feed control systems at a total cost of \$26,000 is necessary in order to return the Angle Tarn Water Treatment Plant to active, reliable service.

Manager Cavallaro said staff called a meeting with Baxter & Woodman to discuss potential alternative concepts for chlorine injection, but a more cost effective chlorination solution wasn't available.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to authorize staff to purchase two new chlorine feed control systems from Smith Ecological Systems of Rockford, IL at a unit cost of \$13,000.00 for a total expenditure of \$26,000.00 and waive requirement of competitive bidding due to the emergency. Upon roll, motion was approved.

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

NAYS: None

B. 2017-18 Budget Presentation

Manager Cavallaro extended his appreciation to Staff for their help and efforts in preparing this year's budget. He said the budget as proposed is balanced and does attempt to provide the necessary funding to maintain the high quality of services and continues to try to fill the increasing maintenance, operations and service obligations of the Village in an extremely tight fiscal environment, and continues to manage and undertake deferred maintenance and equipment replacements.

Director Danielson said it has been a good year with revenues and expenditures mirroring up to last years. He addressed the revenues saying the revenues as projected for this year are sufficient to meet the operating expenses and funding in an effort to maintain the current service levels for the community.

Director Danielson said there a slight decrease projected in all of the sales tax revenue numbers to account for business relocations and continuing construction at Spring Hill Mall, along with the conservative approach to these budget numbers. He said actual sales tax revenues are projected to be \$1.565 million for next year.

Director Danielson said the State of Illinois revenues and fiscal condition continue to be monitored closely. He said the lack of a State budget for the last two years, and the impasse that remains in Springfield still create the opportunity that substantial changes in local government distributions could occur and funds could be redistributed back to the State of Illinois to fund their operations, away from local governments. He added that any substantial changes in the State's formula could result in necessary recommendations to amend the Village of West Dundee's budget due to a loss in State revenues.

He reminded the Board that one time development revenues are not included within these General Projects fund revenue projections. He said that as with last year, any one-time revenues which are received will be accounted for in specific line items and the Village staff may come forward with individual recommendations to the Board for use of these monies for one-time capital purchases or transfers during the course of the budget year, or to be used as surplus in either the General Fund or Capital Projects Fund, if any such revenues are received.

Director Danielson said that building permits for new construction and municipal donations will continue to be separate line items and not counted towards operating revenues or expenditures. He said this will insure that these non-recurring revenues will not be comingled to insure that revenues and expenditures remain in balance.

He addressed Court Fines, Utility Taxes, Local Motor Fuel Tax and Food & Beverage Tax. He added that the Food & Beverage Tax remains very strong in its fourth budget year. He said the projected revenues at this time are slightly higher based on anticipated new businesses and growth.

Director Danielson said overall this year's budget projects an increase in General Fund revenues over last year's budgeted amount of \$873,755. The 2016 property tax levy increase of \$533,055 represents the majority of this revenue increase. This increase is to be used to assist in the funding of capital needs of the Village as well as to fund the police and fire pension levies to a minimum statutorily required amount. He added that operating revenues which excludes the capital transfers are up \$323,755.

Director Danielson said that this budget projects an increase in General Fund expenditures from last year's budgeted amount to this year's figure of \$728,791, or about 7.5%. He said it should be noted that the transfer from the General Fund to the Capital Fund for the upcoming year represents a majority of this increase (\$490,000).

He said that staff is projecting that at the beginning of this fiscal year our cash position of the General Fund will be about \$2,800,000, which is above our minimum targeted goal of \$2,000,000 and an increase from last year's position of \$2,300,000.

Director Danielson summarized that the budget document continues to provide for the core municipal services that the community has grown to expect with our best efforts to keeping any increases to the residents and businesses to a minimum. He added that infrastructure, equipment and facilities maintenance needs continue to be stretched in order to find an appropriate balance between funding, core municipal services, and meeting the ever increasing maintenance obligations within the community.

Chief Wieteska presented the Police Department budget. He gave an a brief overview of the accomplishments of 2016/2017, which included continuing to control overtime, meeting demand for service with reduced staffing along with an increase in the number of calls for service, revision and update of all Department Rules and Regulations through Lexipol which is over 50% completed and remaining focused on positive community relations and community interaction through various programs, i.e. DARE, Coffee with a Cop events, Neighborhood Watch.

Chief Wieteska presented the goals and objectives for the 2017/2018 fiscal year as to continually seek and obtain grant funding for equipment needs as well as salary reimbursement, replacing the last two Ford Crown Victoria Police Interceptors thereby switching over to a modern, safe, and fuel efficient fleet, complete implementation and use of Lexipol, continue to look for and request funding for one additional full-time sworn patrol officer in order to meet minimum requirements, and to begin the process of Body Camera policy development along with equipment analysis for funding request in 2018/2019.

He said that the Patrol Division continues to operate below minimum staffing levels. He said at the present time the Police Department is working with 16 full-time sworn officers and that is why the Department continues to recommend approval for one additional full-time sworn officer to meet minimum staffing levels.

He answered Trustee's questions regarding statistics for crime, training, including mandatory training and advanced management training for command personnel and the portion of his budget that goes to Police Pension (20%).

XII. EXECUTIVE SESSION:

MOTION: Moved by Trustee Yuscka and seconded by Trustee Hanley to recess to Executive Session for the purpose of discussing Section 2(c)(11) of Open Meetings Act: Litigation. Upon roll call, motion was approved.

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

NAYS: None

The Regular Board Meeting recessed at 8:58 pm.

The Regular Board Meeting resumed at 9:32 pm.

XII. MISCELLANEOUS:

Trustee Kembitzky reminded the Board that the next Board Meeting will begin at 6 pm.

XIV. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 9:37 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President

EXECUTIVE SESSION:
Village Hall, 102 S. Second Street

Monday, March 20, 2017
Village of West Dundee

President Nelson called the Executive Session to order at 8:59 pm for the purpose of discussing litigation.

Present were Village President Nelson, Trustees Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Village Attorney Brechin, Finance Director Danielson, Community Development Director Scott and Attorney John Regan.

Discussion was held regarding litigation related to property maintenance violations at 310 W. Main Street in West Dundee.

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

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

NAYS: None

The Executive Session adjourned at 9:32 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President