

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

June 5, 2017 - 7:30 pm
Village of West Dundee

I. CALL TO ORDER:

President Pro Tem Yuscka called the Regular Board Meeting to order at 7:30 pm.

II. ROLL CALL:

Present were President Pro Tem Yuscka, Trustees Anderley, Wilbrandt, Kembitzky, Price and Hanley. Village President Nelson was absent.

Also present were Village Manager Cavallaro, Finance Director Danielson, Community Development Director Scott, Police Chief Wieteska, Fire Chief Freise, Public Works Director Babcock and approximately fifty (50) people in the audience.

III. PLEDGE OF ALLEGIANCE:

President Pro Tem Yuscka led the Board and Audience in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT'S REPORT:

A. Oaths of Office FD: Benson and Wera

Fire Chief Freise introduced Andrew Wera and Zach Benson who have been hired as full-time Firefighter / Paramedics for the West Dundee Fire Department.

He said they will fill the vacancies on the Black and Red Shifts, which will bring all three shifts up to three full-time Firefighter / Paramedics per shift.

Chief Freise thanked his staff for stepping up to help out while the Department was short staffed.

Firefighter/Paramedics Wera and Benson introduced their families and friends.

Chief Freise gave a brief background of Andrew Wera and Zach Benson including education, prior employment and placement in their paramedic and fire academy classes.

Chief Freise introduced Kevin Rynders from the Police and Fire Commission who administered the Oath of Office to Firefighter / Paramedics Benson and Wera.

B. Proclamation: Gary Chester Day

President Pro Tem Yuscka read the Proclamation for Gary Chester Day, which will be held Wednesday, June 14, 2017 in the Village of West Dundee. Mr. Chester is retiring as Director of District Security for Community Unit School District 300.

VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS:

There were none.

VII. VILLAGE STAFF REPORTS:

Manager Cavallaro called the Board's attention to the change of Board Meeting Dates from June 19 to June 26, 2017.

VIII. QUESTIONS FROM AUDIENCE: There were none.

IX. CONSENT AGENDA:

- A. Approval of Bill List: June 5, 2017
- B. Approval of Minutes: May 22, 2017
- C. Authorization to Purchase Squad Car
- D. Authorization to Amend Regular Board Meeting Schedule
- E. Approval of Daily Liquor Permit Requests for Randall Oaks Golf Club & Banquets

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

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

NAYS: None

X. RESOLUTIONS AND ORDINANCES:

A. Ordinance Amending FY 2017/18 Budget

Trustee Kembitzky presented this item to the Board explaining that in order to properly account for the costs associated with the Downtown Redevelopment Stage 1 Project (Fund 5) and the proposed expenditures for the FY 2017/18 Capital Projects Fund (Fund 4) requires amending the FY2017/18 budget.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Price to approve an Ordinance Amending the Village of West Dundee Annual Budget for Fiscal Year 2017-18. Upon roll call, motion was approved.

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

NAYS: Trustee Wilbrandt

XI. NEW BUSINESS:

A. Professional Services Agreement with Baxter and Woodman – Angle Tarn WTP Repairs

Director Babcock said that Baxter and Woodman has submitted a proposal to complete design, prepare plans, generate bidding documents and provide bidding assistance for repairs to the ion exchange softening system at the Angle Tarn Water Treatment Plant.

He said that Baxter and Woodman will produce design specifications for the work, submit a final opinion of probable cost, secure necessary Illinois Environment Protection Agency permits, assist with project bidding and provide a contract award recommendation at a total cost not to exceed \$16,000.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to authorize a Professional Services Agreement between the Village of West Dundee and Baxter and Woodman for the Angle Tarn Water Treatment Plant repair design and bidding services at a total cost not to exceed \$16,000. Upon roll call motion was approved.

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

B. Professional Services Agreement with Baxter and Woodman – Lindsay Lane and Edinburgh Lane Improvements

Director Babcock said that the full scope of the engineering proposal includes geotechnical work, project design, plan preparation, opinion of probable cost, bidding assistance and contract award recommendation. He said the proposal represents an agreement to complete the entirety of this work at a cost not to exceed \$19,400. He added that the cost includes the full scope of services for both the Lindsay Lane improvements, as well as the Edinburgh Lane improvements.

Director Babcock said that if the base bid for Lindsay Lane and the alternate bid for Edinburgh Lane are too high to consider together, Edinburgh Lane would be bid again as a stand alone project in FY2018/19. He added that Baxter and Woodman believe it's feasible that aggressive pricing trends combined with economies of scale may produce a total project bid for both portions advantageous enough for the Village to consider.

MOTION: Moved by Trustee Price and seconded by Trustee Kembitzky to authorize a Professional Services Agreement between the Village of West Dundee and Baxter and Woodman to complete design and bidding services for the Lindsay Lane and Edinburgh Lane Improvements Projects at a total cost not to exceed \$19,400. Upon roll call, motion was approved.

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

C. Professional Services Agreement Supplement #1 with V3 and Hitchcock Design Group – Downtown Plan Implementation

Trustee Price explained that this is an updated proposal from V3 for additional services related to Phase II, design and engineering as well as services related to Phase III and construction observation in regards to implementation of the Downtown Plan.

Trustee Price said that V3 and Hitchcock have completed engineering work that was not originally anticipated within the Phase I concept plan. This included lighting, additional field survey work, the dumpster enclosure in the north parking lot, permeable brick pavers, bio retention and granite cobbles replaced with the limestone outcropping. He added that there are several alternative bid items, which were incorporated into the bid documents.

He said that V3 and Hitchcock have finalized a cost for the additional work for these engineering services. The additional services work increased the Phase II portion of the project by \$17,000 or a total of \$105,000. The original contract amount was \$88,200.

Manager Cavallaro said that included in the proposal is a cost for construction observation services, which is basically construction oversight and supervision during the ongoing construction phase of the project. He said they are proposing that site visits will be needed about 8 times, which would be once per week during the course of the construction. He added that it also includes review of the shop drawings and other data that the contractor will be required to submit for the plans.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to authorize a Professional Engineering Services Agreement Supplement #1 with V3 Companies and Hitchcock Design Group for Downtown Plan Implementation, including a payment of \$17,000 for additional services provided in conjunction with Phase II: Design and Engineering, and not to exceed \$20,000 for services in conjunction with Phase III: Construction Observation. Upon roll call, motion was approved.

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

NAYS: None

D. Recommendation to Award Stage 1 Downtown Redevelopment Contract

Trustee Price reminded the Board that at the conclusion of their Village Board Meeting of May 22, the Board agreed in concept to utilize a portion of anticipated tap-on fee revenue from Continental Development (Springs at Canterfield) to fund the shortfall between the low combined proposal (with alternatives) and the amount allocated in the FY2017/18 Capital Improvement Plan Budget. He said the lowest responsive, responsible proposal was provided by Copenhagen Construction of Gilberts, IL, who was also awarded and successfully fulfilled all contractual obligations related to the Demolition of Downtown Buildings Project.

Trustee Price pointed out that there is a desire by the Village Board to have the shoreline stabilization done entirely by means of limestone block with no cobblestone, the \$30.00 per foot unit price reduction would apply to all 355 feet of the shoreline work specified in Stag I, resulting in a contract deduction and savings of \$10,650.00.

MOTION: Moved by Trustee Price and seconded by Trustee Kemitzky to award a contract to Copenhagen Construction of Gilberts, IL, to complete Stage I of the Downtown Redevelopment Project at a Base Bid price of \$1,097,778.50. in addition to Alternate Bid #1 in the amount of \$7,170.00 and Alternate Bid #2 in the amount of \$16,000.00; less a deduction in the amount of -\$1,800.00 for Alternate Bid #4, representing a total construction cost of \$1,119,148.50. Upon roll call, motion was approved.

AYES: Trustee Price, Hanley, Yuscka, Anderley and Kemitzky

NAYS: Trustee Wilbrandt

E. Community Event Request – West Dundee Community Supper

Trustee Hanley said that a committee of area residents have proposed to host a West Dundee Community Supper in Grafelman Park, with a local farm to table focus.

He said their proposal for this event is to raise funds and collect food donations for the local FISH Food Pantry, to show support for our local restaurants and farming operations, and to encourage community engagement by adding to the roster of successful community events in West Dundee.

Pam Griffin said that the committee is asking the Village to sponsor the event as a community event and provide the appropriate special event liability coverage and liquor permits.

Ms. Griffin said she would like it to become an annual dinner to promote community. She said Emmett's would do the catering with main ingredients sourced from local farms. Liquor privileges are also being sought for the event, for beer and wine only. She said that Emmett's has offered a back-up location in case of rain.

Becky Gillam said the cost would be \$75.00 per guest with a proposed limit of 100 guests and advance ticket sales also provided through Eventbrite. She also spoke to the success of a similar dinner which was held in Batavia.

A brief discussion took place about how it would be marketed (social media, Facebook) and why Bleuroot was not being used (Bleuroot was contacted, but they said they would not be ready to participate at this time).

Although the stated goal was to raise funds for the local FISH Food Pantry it was determined that there are not likely to be excess funds to be donated after all event expenses are paid.

Trustee Kembitzky expressed concerns regarding the price point of \$75.00 per ticket and that the event appears more like a private party than a community event.

MOTION: Moved by Trustee Hanley and seconded by Trustee Price to authorize the West Dundee Community Supper as a Village-sponsored community event to be held on August 27, 2017 at Grafelman Park, and a financial contribution to the event not to exceed \$600 to include special event insurance and liquor permits. Upon roll call, motion was approved.

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

NAYS: Trustee Kembitzky

XIII. MISCELLANEOUS / FUTURE AGENDA ITEMS:

There were none.

XIV. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 8:35 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President