

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**January 7, 2013 - 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Keller called the Regular Board Meeting to order at 7:30 pm.

**II. ROLL CALL:**

Present were Village President Keller, Trustees Voss, Price, Hanley and Yuscka. Trustee Osth was absent.

Also present were Village Manager Cavallaro, Village Attorney Brechin, Fire Chief Freise, Public Works Director Babica and no one in the audience.

**III. PLEDGE OF ALLEGIENCE:**

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

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Voss and seconded by Trustee Price to approve the agenda as presented. Upon roll call, motion was approved.

**AYES:** Trustees Hanley, Yuscka, Voss and Price.

**NAYS:** None

**ABSENT:** Trustee Osth

**V. VILLAGE PRESIDENT'S REPORT:**

President Keller read a thank you note from Trustee Gillam thanking the Board for the gift of the Riverwalk painting.

**A. Discussion – Trustee Vacancy 2-Year Term**

President Keller explained that there is a Trustee vacancy since Trustee Gillam resigned her position on the Board, which coincided with her being sworn in for her position on the Kane County Board.

Manager Cavallaro said the vacancy will be noted on our website and e-mail with a request for a letter of interest and resume as part of the submittal process. He said that within the next two weeks interviews will be scheduled with residents who express interest in filling the position. Recommendation and nomination will be on the agenda for the February 4, 2013 Board Meeting.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:** There were none.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro said the Board received a memo on refuse service regarding refuse pick-up on units who erroneously said they were 3 units when in reality they are 4 units. He said he asked the owners of the buildings to provide documentation to clarify the number of units.

Chief Freise said he has been with the Village for a year and is enjoying his position and is pleased with the progress the Fire Department has made this year.

Director Babica gave an update on well #1, explaining that the last of the components for well #1 are to be shipped on January 16<sup>th</sup>, and the well should be on line by late February/early March.

In answer to a question from a Trustee on the salt trucks, Director Babica said the trucks were called out two times. He said that the Police Department duty sergeant makes the call on when the trucks are to be used based on the condition of the roads.

**VIII. QUESTIONS FROM THE AUDIENCE:** There were no audience members.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: January 7, 2013
- B. Approval of Minutes: December 17, 2012 Regular Board Meeting
- C. Approval – Special Event & Daily Liquor Permit – Irish Jig Jog 5K Race

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

**AYES:** Trustees Voss, Price, Hanley and Yuscka

**NAYS:** None

**ABSENT:** Trustee Osth

**X. UNFINISHED BUSINESS:**

**A. Approval-IGA with Rutland-Dundee FPD-Fire Mechanic**

Chief Freise said that this is an agreement between the Village of West Dundee and Rutland-Dundee Fire Protection District to utilize and share the services of the Village's fire mechanic, Jeff Bober.

He said the intergovernmental agreement with East Dundee & Countryside Fire Protection District has been executed for mechanic services and that this agreement is identical to that.

He said the approach makes sense for the Village of West Dundee and would be a positive step in working closer with our neighboring departments using shared resources. He said it is an effort to use our resources in the most cost effective method, while raising the bar in the QuadCom area for better maintenance, training and driver/engineering skills.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Voss to authorize the final execution of the intergovernmental agreement for mechanic services with the Rutland-Dundee Fire Protection District. Upon roll call, motion was approved.

**AYES:** Trustees Voss, Price, Hanley and Yuscka

**NAYS:** None

**ABSENT:** Trustee Osth

**XI. NEW BUSINESS:**

**A. Approval-Engineering Services Agreement: Baxter & Woodman, CMAQ Application**

Trustee Yuscka said the improvements to the intersection of Sleepy Hollow Road and Huntley Road are a significant portion of the proposed widening of Huntley Road between Tartans Drive west to almost Grand Pointe Boulevard. He said Phase I Engineering has been completed and approved. Second, the intersection involves several agencies, West Dundee, KDOT and the Dundee Township Highway Department. He said multi-jurisdictional projects are favored from CMAQ as they view projects on a regional basis.

He said that typical projects funded by CMAQ funds have included: bike path installations, public transportation enhancements and intersection improvements. He said these projects are funded at an 80/20 CMAQ to local agency match.

Manager Cavallaro said that the Engineering Services Proposal from Baxter & Woodman to submit a CMAQ funding application related to the intersection improvements can be accommodated within Fund 4, Village Facilities-Capital Projects budget.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Hanley to approve the Engineering Services Proposal from Baxter & Woodman of Crystal Lake, Illinois to prepare and submit all necessary documentation to secure CMAQ funding for conducting intersection improvements associated with Sleepy Hollow Road and Huntley road at a cost not to exceed \$2500.00. Upon roll call, motion was approved.

**AYES:** Trustees Yuscka, Voss Price and Hanley  
**NAYS:** None  
**ABSENT:** Trustee Osth

**XII. MISCELLANEOUS**

Trustee Hanley inquired about Fox Performing Arts Center report which was due in December. Manager Cavallaro said he sent a letter in mid December to ask for the report which was due based on the Resolution that was passed.

Manager Cavallaro said the Board would meet on January 14<sup>th</sup> for a Regular Board Meeting.

Trustee Price asked about the Clearwater Theater property. Manager Cavallaro said that Director Tymoszenko will have a memo for the Board regarding the purchase of both Clearwater and MT Barrels. He said the new owner expects to turn it into an entertainment and restaurant venue.

Trustee Price inquired about the former Kane County Cleaners building. Manager Cavallaro said that it is being built out and will be an IT Service business.

After an inquiry about Office Max and Gateway East a brief discussion took place regarding the problems and lack of cooperation from the owners of Gateway East in regards to that particular area of the center.

Trustee Price inquired about Francesca's. Manager Cavallaro said the business is doing well and revenues are up.

**XIII. EXECUTIVE SESSION:** There was none.

**XIV. ADJOURNMENT:**

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

The Regular Board Meeting adjourned at 8:16 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Larry Keller  
Village President