

**REGULAR BOARD MEETING**  
**Via Video Conference-Recorded**  
Pursuant to Governor Pritzker's Executive Order  
to Social Distance to fight the spread of COVID-19

**March 15, 2021 – 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:04 pm.

**II. ROLL CALL:**

Present were Village President Christopher Nelson, Trustees Dan Wilbrandt, Pat Hanley and Andy Yuscka. Trustee Anderley arrived at 7:06, Trustee Price arrived at 7:12 and Trustee Kembitzky arrived at 7:17 pm. All attended via video conference.

Village Manager Joseph Cavallaro, Police Chief Tony Gorski, Police Lieutenant Jay Antonacci, Fire Chief Lance Harris, Community Development Director Tim Scott, Public Works Director Eric Babcock and Finance Director David Danielson were present via video conference.

There was one (1) person in the audience via video conference.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Wilbrandt led the Board and 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. Upon roll call, motion was approved by acclamation.

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

**A. Proclamation – Gambling Awareness Month**

President Nelson proclaimed that March is Gambling Awareness Month.

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

There were no reports.

**VII. STAFF REPORTS:** There were no reports.

**VIII. QUESTIONS FROM THE AUDIENCE:** There were none.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: March 15, 2021
- B. Resolution Authorizing a Memorial Day Parade
- C. Approval of Minutes: March 1, 2021 Regular Board Meeting

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

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

**X. RESOLUTIONS AND ORDINANCES:**

**A. Ordinance – Amending Title 2, Chapter 3 to Add Section 2-3C4-C for Accelerated Entry/Lateral Transfer**

Trustee Wilbrandt gave a brief synopsis of this proposed amendment regarding the hiring of West Dundee Police Officers and the ability to recruit and attain the best applicants.

Police Chief Gorski said that since August of 2020, the West Dundee Police Department has worked with the Board of Fire and Police Commissioners to research and study the pros and cons of accepting accelerated entry/lateral transfer applicants. He said 47 police agencies are currently utilizing a lateral transfer process. He added that they also obtained opinions from two attorneys and the Village actuary.

Chief Gorski said that accepting the Accelerated Entry/Lateral Transfer applicants may help address the current difficulty in Police Recruitment during this significant exodus that is leaving the law enforcement profession currently.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Anderley to adopt an Ordinance Amending Title 2, Chapter 3 with the addition of Section 2-3C4-C Accelerated Entry/Lateral Transfer Applicants. Upon roll call, motion was approved.

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

**B. Resolution Authorizing an Intergovernmental Grant Agreement between the State of Illinois and the Village of West Dundee for Downtown Phase 2 Project**

Trustee Anderley said the Village submitted for this grant award back in 2017 as part of the funding for the Downtown Improvements. She stated that based on the Department of Commerce and Economic Opportunity the agreement has been finalized and the Village of West Dundee is being awarded \$50,000 toward this project. She added that these funds will be placed within the Fund 4 – Village Facilities Capital Projects Fund.

**MOTION:** Moved by Trustee Anderley and seconded by Trustee Price to accept the \$50,000 grant award pursuant to the Intergovernmental Grant Agreement as attached and to authorize Village President Nelson to sign the grant documents. Upon roll call, motion was approved.

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

**C. Ordinance Providing a Provisional Extension to Liquor License and Video Gaming License Applications and Extension of Fee Payments for the 2021-2022 License**

Trustee Hanley said this is an ordinance which proposes to provide an extension of time for the payment of license fees for Liquor and Video Gaming Licenses for the 2021-2022 license year. and includes three (3) amendments.

- 1 That Liquor Licenses and Video Gaming Licenses for 2021-2022 will be effective from May 1, 2021 through April 30, 2022.
2. That the fees for Liquor and Video Gaming Licenses will not be prorated for this year.
3. That payments for 2021-2022 Liquor Licenses and Video Gaming Licenses may be deferred until October 31, 2021.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Anderley to adopt an Ordinance Amending the Municipal Code of the Village of West Dundee, Illinois of 2004, as Amended Providing a Provisional Amendment to Liquor License and Video Gaming License Applications and Fee Payments for the 2021-2022 License Year. Upon roll call, motion was approved.

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

**NAYS:** None

## **XI. NEW BUSINESS:**

### **A. Third Street Lift Station Pump Replacement**

Trustee Yuscka said Pump #2 at the Third Street Lift Station has suffered a complete operational failure, and the resulting damage is significant enough that the motor must be replaced. He added that Pump #1 is potentially at risk for similar damage as the lubricant that was used was not rated for the high temperatures typically experienced in the submersible application we have at Third Street.

Director Babcock said the warranty period has passed and the provider has since gone out of business, leaving no recourse in terms of accountability for the faulty work.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to move to authorize Public Works to conduct the following work at the Third Street Lift Station: Replacement of the motor for East Dundee Pump #2 at a cost of \$12,412.50, and professional factory inspection of East Dundee Pump #1 at a cost of \$4,304.00. Upon roll call, motion was approved.

**AYES:** Trustee Price, Hanley, Yuscka, Anderley, Wilbrandt and Kembitzky

**NAYS:** None

### **B. Liberty Street Lift Station Pump Replacement**

Director Babcock said that Pump #2 at the Liberty Street Lift Station has failed and is need of replacement. He added that the guardrail structure is deteriorating and given the need to remove the entire pumping assembly during replacement, the timing for replacement of the guardrail and flow meter is ideal.

Director Babcock said all the hardware components necessary to complete the work have been acquired and what is needed to complete the project is the specialized installation services necessary to set the guardrail properly upon the pump pedestal at the bottom of the collection tank, as well as reinstall the pumping assembly and flow meter.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to authorize Public Works to conduct contractual installation of a new pump, guardrail and flow meter at the Liberty Street Lift Station at a cost of \$4,782. Upon toll call, motion was approved.

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

### **C. FY2021-22 Initial Draft Budget Presentation**

Manager Cavallaro stated that this year's fiscal year budget continues to be very conservative in its projections, providing funding for minimum levels needed for services, and providing for foresight and planning of the community's future needs.

He said the budget as proposed is balanced and continues to implement the policies and guidelines that have been established by the Village Board and utilized in previous years. He added that the budget utilizes the remaining portion of the CARES Act proceeds to offset lost and declining revenues to provide a balanced budget.

He said the budget has been published for a Public Hearing for April 5, 2021, with formal approval scheduled for the Board Meeting on April 19, 2021.

Manager Cavallaro said the Village has a strong financial foundation and significant fund balances, but even under these dire conditions, the Village didn't have to utilize those reserves to meeting operating expenditures within either the General Fund or the Sewer and Water Fund.

Director Danielson said the 2021-22 budget meets all statutory guidelines of the Budget Officer Act and follows the budget format implemented several years ago.

Director Danielson said the revenues projected for this year are sufficient to meet the operating expenses and funding as an effort to maintain the current service levels for the community and the remainder of the CARES Act monies.

Director Danielson spoke about the cash and investment balance in the General Fund, Property Tax, which shows an increase with a good portion of the increase going to the Village's full funding of Police and Fire Pension obligations, Sales Tax, State Shared Revenues, Hotel/Motel Tax, Motor Fuel Tax and Interest Income.

Addressing Interest Income, Director Danielson said that it is down considerably and will be making a recommendation to the Board to invest in US Government Bonds, rather than CD's.

Manager Cavallaro addressed the Legislative, Administration and Finance Departments noting that there will be a slight increase in the legal fee.

Police Chief Gorski gave his sincere appreciation to the Staff and Board for their support of the Police Department this year.

He said his goal is to increase public access to the Records Department by increasing the number of hours of operation and by increasing full-time records division staffing to three and reducing part time records division staffing from the current authorization of two to zero.

Chief Gorski said another goal is to increase the current 18 full-time officer to 19 by the end of July 2021, with the addition of two more full time officers by 2023/2024.

He also spoke to the savings in time and use of paperwork and storage by having reports done electronically and replacing a 12 year old Toyota Camry with the purchase of a hybrid squad car.

Fire Chief Harris thanked the Board of Trustees, Manager Cavallaro and President Nelson for their support this year. He added that he invited his Fire Department employees to participate in the budget this year. He said it is a conservative budget with a 0% increase from last year

He addressed the challenges for the Department including the loss of eight (8) part-time and one (1) full-time firefighter which creates overtime issues. He added that the Star Com project will be financed over seven (7) years instead of five (5) years.

Community Development Director Scott said his Department held its own in a tough year with one large project Great Lakes Technologies and this year could be active with Seasons Phase II and Westbrook at Canterfield.

Director Scott addressed the Code Enforcement position which calls for an increase in salary.

Trustee Kembitzky asked if it would be better to put this position in the Police Department and make it full time.

Manager Cavallaro said certain aspects of code enforcement are better suited to the Building Department as well as Public Works. He said there needs to be an internal conversation with each Department and he will put together an assessment and recommendation.

Public Works Director Babcock said his department has been able to serve a high level of service to the community. He said overtime has been up due to the significant snowfalls and water challenges in the system.

Director Babcock said the tree replacement program has been cancelled and removals and tree trimming are being done on an as need basis.

Director Babcock said that under the Building and Grounds Division the goals are to coordinate replacement of the salt dome roof at Public Works, do structural repairs and repainting of the black metal railing along the Riverwalk, and coordinate replacement of the heavy duty vehicle lift at Public Works.

Director Babcock also addressed the repairs and proposed repainting of the Spring Hill Water Tower, which represents a significant change from recent fiscal years due to its near 7-figure price tag and the rebuilding grinder for the 3<sup>rd</sup> Street Lift Station.

Manager Cavallaro addressed the operating revenues for the Sewer and Water Department explaining that due to COVID-19 and the stay at home orders the operating revenues are about \$89,000 above the forecasted amount.

Manager Cavallaro said due to IEPA mandates for waste water treatment service will increase dramatically next year. He said due to these new mandates this will be a good opportunity to address tap-on-fees and will send the Board a memo on this for the first quarter budget presentation.

## **XII. MISCELLANEOUS:**

Prior to the Public Hearing on the FY21-22 Budget, discussion will take place on the remainder of the budget. The Board Meeting will begin at 7 pm.

**XIII. ADJOURNMENT:**

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Anderley to adjourn the Regular Board Meeting. Upon roll call, motion was approved.

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

**NAYS:** None

The Regular Board Meeting adjourned at 8:09 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President