

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

August 20, 2018 – 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 Christopher Nelson, Trustees Cheryl Anderley, Dan Wilbrandt, Michelle Kemitzky, Tom Price, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Attorney Jim Binninger, Public Works Director Eric Babcock, Fire Chief Randy Freise, Police Chief Andy Wieteska, Finance Director Dave Danielson, and Community Development Director Tim Scott. There were twenty-five (25) people in the audience.

III. PLEDGE OF ALLEGIANCE:

Trustee Yuscka 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:

A. Lamplighter Life Safety Awards

President Nelson and Fire Chief Freise presented the Lamplighter Life Safety Awards to John Forest and Ryan Raczkowski who were instrumental in saving the life of Andreios Sakolari on May 3, 2018.

Chief Freise said the training and equipment allowed them and the crews from the West Dundee Fire Department and Rutland Fire Department as well as the Quad Com Dispatch Center to do an outstanding job.

Chief Freise said the victim made a full recovery and presented the many factors that helped to save his life including the Lucas Device, a new device for doing more efficient automated CPR compressions and was integral to helping to restore the patient's heart beat and blood pressure while still on the scene.

Prior to the awards being made, Mr. Sakolari thanked all the people who saved his life.

VI. REPORTS AND QUESTIONS FROM TRUSTEES & WORKING GROUPS:

Trustee Hanley inquired if there is a limitation on the number of tables permitted in a restaurant as he felt the new restaurant Pablo's didn't have enough tables.

Community Development Director Scott said that occupancy is set by square footage and he would look into this regarding Pablo's.

Trustee Hanley asked why the guitar player at Pablo's couldn't go out to the patio.

Director Scott said he would check into it and it may have something to do with the regulations at the Mall.

VII. VILLAGE STAFF REPORTS: There were no reports.

VIII. QUESTIONS FROM THE AUDIENCE:

- A. Items on the Agenda: There were none.
- B. Items not on the Agenda: There were none.

IX. CONSENT AGENDA:

- A. Approval of Bill List: August 20, 2018
- B. Upgraded Software License Purchase
- C. Approval of Minutes: August 6, 2018 Regular Board Minutes

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

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

NAYS: None

X. RESOLUTIONS AND ORDINANCES:

- A. U-Haul: Consideration of an Amendment to an Existing Special Use at 890 W. Main St., a Variation for a Reduction in Required Off-street Parking and a Special Use for Automotive Services for a Portion of 836-860 W. Main Street**

Trustee Price introduced this item explaining the Planning and Zoning Commission held a public hearing on July 23, 2018 and made a recommendation subject to the following conditions compliance with documents including but not limited to the site plan and compliance with all other applicable Village codes.

Trustee Price said the items that need to be addressed are perimeter landscaping, visibility, internal landscaping, condition of the parking lot and signage which is more than normally allowed under our sign ordinance.

Heather Skeleton, representing U-Haul gave a brief background of the purchases of the property including the North and South Buildings in 2014 and the East Building in 2015. She said they have a tenant for the East building, which before any occupancy needs to have the roof replaced and the HVAC.

President Nelson said specific direction was given in June regarding site and building improvements including landscaping both internal and perimeter, parking lot improvements and building entrances facing outward along with a number of other items which haven't been addressed.

Attorney Binninger said he advises that this type of ordinance needs specifics and exhibits provided as to the site plans, landscaping, facades, where and how many spaces are allotted for parking and any other terms and conditions.,

MOTION: Moved by Trustee Price and seconded by Trustee Anderley to table this item until the itemized issues are addressed with staff and any future Ordinances should have detailed exhibits tying itemized elements on the exhibits to special use approvals. Upon roll call, motion was approved.

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

NAYS: None

XI. NEW BUSINESS:

A. Authorization to Purchase Bike Racks for Downtown

Trustee Price said this is a proposal from Staff to have permanently mounted post and ring bike racks for the downtown area. He said the racks will feature a removable receiver with lid to provide convenient removal in the northeast quadrant which can be affected on occasion by special event set-up, parking, loading, temporary structures, etc.

He added that with the relatively narrow sidewalks and limited free space in public areas, bike parking would likely best be accomplished in a decentralized manner where individual posts (with two (2) points of contact) could be installed as space permits. He called the Board's attention to a location/quantity plan which shows how bike parking would relate to the four corners of downtown and serve those nearby businesses.

He said that three (3) downtown businesses have expressed their support, namely, Around the Corner Candy, Bleuroot, and Craft Donuts +Coffee.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to authorize the purchase of twelve (12) bike racks from Reliance Foundry for \$4,582.00. Upon roll call, motion was approved.

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

NAYS: None

B. Authorization to Solicit Proposals for Trees and Contractual Tree Planting Services

Trustee Yuscka said this is a proposal to purchase 105 replacement trees and to secure contractual tree planting services to have them properly installed.

Director Babcock said the proposal is similar to last year's. He added that this year, staff also conducted an evaluation of all documented tree removal locations throughout the Village to determine which are eligible for replacement. He said taken into consideration was the Village's 40 foot parkway tree separation ordinance and underground utilities and overhead power lines.

Director Babcock said that staff believes that separating the purchase of trees from the contractual planting services has been advantageous from a cost standpoint. He said the reason being is that by purchasing trees directly from multiple nurseries, the Village has been able to leverage its purchasing power and reduce the chance of potential markup that may come from a single supplier, or through a planting contractor using a single supplier.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to move to authorize Public Works staff to solicit proposals for the purchase of 105 new trees to support the 2018 Parkway Tree Replacement Program and to authorize Public Works staff to solicit proposals for contractual tree planting services to support the 2018 Parkway Tree Replacement Program. Upon roll call, motion was approved.

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

C. Authorization to Conduct Contractual Sealcoating

Director Babcock said Public Works is requesting authorization to conduct contractual sealcoating at Public Safety Center #1, Public Safety Center #2 and the Public Works facility.

Director Babcock said an amount of \$8,000.00 was allocated in the Fiscal Year 2018/2019 budget. He said staff solicited quotes from three different contractors for this work and added that approving the work for all three lots to the lowest total price submitted may be the most advantageous approach. Advantage Blacktop of Dundee, Il adhered the closest to the expressed scope of work, explained it clearly in their quote and presented no deviations of “what if” scenarios which potentially can lead to additional expense.

A brief discussion took place regarding use of coal tar as opposed to non coal tar. Trustee Price said a number of states outlaw coal tar for its carcinogens and would prefer the use of a non coal tar product.

Trustee Wilbrandt said he is in favor of a compromise, non coal tar for Public Safety Center #1 and coal tar sealant for the other two locations, but the other Trustees favored the non coal tar..

Director Babcock explained the life span difference between the two sealant products, but did add that each of the three contractors is willing to use no coal tar based sealants at the same price as quoted.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to authorize contractual sealcoating at Public Safety Center #1, Public Safety Center #2 and Public Works facility at a total cost of \$8,550.00. Upon roll call, motion was approved.

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

President Nelson asked that Item F be placed ahead of Items D, E and G.

F. USA Team Handball

Mr. Craig Rot, Director and President of USA Team Handball presented an informational power point program about the desire for Olympic residency, the history of team handball, the economic value of the residency, cost and partnerships and stakeholder needs.

Mr. Rot would like to have USA Team Handball’s home facility in Life Zone 360 which is a year round training facility for these Olympic athletes making West Dundee and surrounding area their home base for the next 5-10 years. He added that it would also have the potential to bring regional, national and international handball tournaments and training camps to West Dundee, which he said would mean more travelers, hotel room stays and business for local restaurants.

After a brief discussion among Trustees, Manager Cavallaro said that the proposal does create significant interest and has merit, and in order to move this forward a partnership would need to be created among the area municipalities who would also receive economic benefits in regards to hotel stays and restaurant and facility utilizations, particularly Elgin and Hoffman Estates, as well as the Elgin Area Convention and Visitors Bureau, and the owner of LifeZone360, as well as corporate sponsorships from Dundee and Chicago area businesses.

This item will be brought back to the Board for discussion at a meeting in September.

D. 1st Quarter Financial Report

Finance Director Danielson said that the field work for the 2017/18 audit has been completed, and he anticipates that the final report will be submitted to the Village Board at the October 1, 2018 Board Meeting. He told the Board to be aware that the balances in this report may slightly change when the 2017/18 annual audit is complete. He added that balances may be adjusted between the operating funds; however, the total cash/investment bottom lines should remain unchanged.

Director Danielson said the first three months of this fiscal year are on target, almost virtually the same as a year ago.

Director Danielson said one of the most important issues that the Villages continues to face from a financial standpoint is the overall strength of the West Dundee retail sector and the collection of sales tax dollars. He said for the first three months of the fiscal year, we budgeted to receive \$390,000 for sales tax collection and the actual receipts totaled \$376,422. He said it is too early in the fiscal year to make an annualized projection for sales tax revenues, but will be watching the numbers closely.

Director Danielson concluded that the Village's proactive measures taken over the past several years continue to be evident and the Village's fiscal health remains stable. He said careful monitoring of expenses continues to be of paramount importance for all Departments.

E. Authorization to Hire Full-time Police Officer

Trustee Wilbrandt said that the Police Department entered into an Intergovernmental Agreement (IGA) to provide a full-time School Resource Officer at Dundee Middle School for this school year. He said the Police Department is requesting authorization to backfill the patrol vacancy as a result of Officer Kate McCarthy being assigned full-time at Dundee Middle School.

Chief Wieteska said currently there are 19 full-time sworn officers. He said the Department hopes to send a new officer to the Academy starting September 17, 2018 with a graduation date of December 21, 2018. If hiring and training process goes as expected, the new officer would be on solo patrol in early April 2019.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Kembitzky to authorize the Police Department to hire a full-time officer at an annual salary of \$60,229 in order to fill the patrol vacancy created by the full-time School Resources Officer (SRO) position. Upon roll call, motion was approved.

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

NAYS: None

G. Authorization to Rebuild One Pump at the Third Street Lift Station

Director Babcock is requesting authorization to have one of the two pumps rebuilt at the Third Street Lift Station.

Director Babcock said the scope of the work includes removal, full inspection, reconditioning and reinstallation of the pump. He said the low quote was provided by Benchmark Sales & Service and Benchmark has worked with the Village for several years and are a very responsive and reliable service provider

He did say there would be one alteration which was recommended by staff and that is to breakout the motor portion of the work to Electric Motor Corporation, as Benchmark explained that they would have to subcontract the motor work to a different firm anyway, and they have no objection to the change. He said the staff has a great deal of faith in Electric Motor Corporation's ability to service the motor based on experience and the impact of the change in terms of cost is a reduction of \$30.00.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Hanley to authorize Public Works to have one pump at the Third Street Lift Station rebuilt at a total cost of \$7,170.00. Upon roll call, motion was approved.

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

XII. MISCELLANEOUS AND FUTURE AGENDA ITEMS:

Continuation of discussion regarding USA Team Handball's request in September.

XIII. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 8:50 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President