

**REGULAR BOARD MEETING
Village Hall, 102 S. Second Street**

**April 1, 2019 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 Kembitzky, Tom Price, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Attorney Jim Binnerger, Finance Director David Danielson, Interim Police Chief Tony Gorski, Public Works Director Babcock, Fire Chief Randy Freise and Community Development Director Tim Scott. There was no audience.

III. PLEDGE OF ALLEGIANCE:

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

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT'S REPORT:

A. FY 2019/20 Budget – Public Hearing

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to open the Public Hearing. Upon roll call, motion was approved.

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

NAYS: None

The Public Hearing opened at 7:32 pm.

There was no public comment, nor were there any e-mails regarding the budget.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Price to close the Public Hearing. Upon roll call, motion was approved.

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

NAYS: None

The Public Hearing closed at 7:34 pm.

President Nelson read two comments from Julie Fox, one of the candidates for the Village Board.

Ms. Fox thanked Public Works for their conscientious job in snow plowing the cul-de-sac on 5th Street between Edwards and Lisa and hopes this commendable practice will continue in future winters.

Ms. Fox also expressed her thanks to the three opponents in the April 2nd election for focusing on ours strengths as candidates and our views on the issues. She said she hopes this race serves as an example to others of how political races can and should be run.

VI. REPORTS & QUESTIONS FROM TRUSTEES & WORKING GROUPS:

Trustee Kembitzky said that The Chubby Bullfrog is holding a fundraiser on April 7th for The Wall That Heals.

VII. VILLAGE STAFF REPORTS:

Director Danielson announced that the Finance Department received the Government Finance Officers Association (GFOA) award again this year.

Director Scott said he is awaiting information from Fiduciary Real Estate Development (FRED) to present to ARC next Tuesday night.

Manager Cavallaro said he is waiting for the traffic report from KDOT in regards to the FRED development.

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: April 1, 2019
- B. Approval of Minutes: March 18, 2019 Regular Board Meeting

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

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

NAYS: None

X. NEW BUSINESS:

- A. **Professional Services Agreement with Baxter and Woodman – 2019 Street Improvements**

Trustee Yuscka said Baxter and Woodman has prepared a proposal to facilitate design and bidding services for the 2019 Street Improvements Project.

Director Babcock said this proposal is being provided earlier than usual due to issues experienced during the 2018 Street Improvements Project due to its late start and associated temperature challenges with the intention of establishing a project schedule designed to avoid late season construction problems, with construction tentatively beginning July 15, 2019.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to authorize a Professional Services Agreement between the Village of West Dundee and Baxter and Woodman to complete design and bidding services for the 2019 Street Improvements Project at a total cost not to exceed \$19,960. Upon roll call, motion was approved.

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

B. Recommendation to Award Contract – Water Conditioning Bulk Softener Salt

Director Babcock said he received five (5) sealed bids with per ton bid prices ranging from \$114.00 to \$159.75. He said none of the bidders submitted proposals for the second and third year options.

Director Babcock said the bid price of \$114.00 per ton provided by Midwest Salt is precisely what staff hoped to achieve in this bid process, fulfills the desired percentage reduction and is in much closer alignment to what neighboring communities are paying.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to award a contract with Midwest Salt of West Chicago, IL for Water Conditioning Bulk Softener at a cost of \$114.00 per ton for the period between April 1, 2019 and April 30, 2020. Upon roll call, motion was approved.

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

C. Authorization to Conduct Contractual Sidewalk Replacement

Trustee Yuscka said three quotes were solicited for this work, the lowest of which was provided by Sandman's Paving & Sealcoating at a cost of \$202.50 per sidewalk section replacement.

Director Babcock said several hundred sidewalk squares were identified for corrective action during the inspections in Old Town alone, but Public Works has narrowed the scope of replacement down to 61 of the worst sidewalk squares in North Old Town in order to fit within the approved budget.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to authorize Public Works to conduct contractual sidewalk replacement through Sandman's Paving & Sealcoating of Gilberts, IL at a cost not to exceed \$14,000. Upon rollcall, motion was approved.

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

XI. ITEMS FOR DISCUSSION:

A. FY2019/20 Budget Discussion Continuation

Trustee Kembitzky said staff has taken a look at the alternatives related to reducing the transfer from the Community Development Fund to the General Fund and has come up with an alternative which reduces that transfer from the budgeted amount of \$500,000 down to \$450,000. She said this will leave an additional \$50,000 of available funding in the Community Development Fund in a direct effort to try to continue to reduce the transfer out of the Community Development Fund to the General Fund.

Trustee Kembitzky said the following budget adjustments are proposed for the Board's consideration:

1. Reduction of \$50,000 in the transfer from the Community Development Fund to the General Fund.
2. Increase in the transfer from the MFT Fund by \$20,000 from \$190,000 to \$210,000.
3. A reduction of \$2,600 in the leaf collection line item from \$5,600 to \$3,000.
4. After a review of the ambulance fee numbers, staff strongly believes that based on the increase in the ambulance billing rates, the budgeted revenues as shown are underestimated and a minimum of \$15,000 should be added to the revenue line item for ambulance fees, bringing it from \$200,000 to \$215,000.
5. Under Community Development contractual services, staff has identified that a \$7,500 charge was included in this year's budget for the Sizemore evaluation. Knowing that there will not be recurring contractual expenditures in this regard, this line item can be reduced by this amount from \$40,000 to \$32,500.
6. The heating line item is proposed to be reduced by \$2,500 due to a NICOR notification of an increase in the amount of free therms available to the Village due to our franchise agreement.
7. In the Police Department, a reduction of \$5,000 in the overtime line item from \$135,000 to \$130,000 is appropriate.

Trustee Kembitzky said that the General Fund Budget Adjustment is \$52,600.00.

Manager Cavallaro said that above recommendations and line items will be incorporated into the final Budget document to be adopted by the Board at the April 15, 2019 Board Meeting.

XII. MISCELLANEOUS / FUTURE AGENDA ITEMS:

Trustee Hanley asked that a discussion on the Dundee Supermarket property be placed on a future agenda.

Manager Cavallaro said this item will be brought before the Board in May.

Trustee Hanley would also like a discussion on enforcing ordinances.

Trustee Kembitzky asked for a report of the status of streets which were done last year. She said Spaulding Court which was done last fall is already deteriorating.

Trustee Kembitzky also asked to have the Street and Infrastructure project for the coming fiscal year along with the cost be added to the Newsletter.

Manager Cavallaro said he would get a Street and Infrastructure report out.

Trustee Yuscka commented about the cost of painting the water tower, which has doubled since the original painting of the tower.

XIV. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 7:57 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President