

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

**December 17, 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 Kembitzky, Tom Price, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Village Attorney Kathy Orr, Community Development Director Tim Scott and Public Works Director Eric Babcock. There were twelve (12) 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 Kembitzky and seconded by Trustee Hanley to approve the agenda as presented. Motion passed unanimously by voice vote.

V. VILLAGE PRESIDENT'S REPORT:

President Nelson wished everyone Happy Holidays.

VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS:

Trustee Wilbrandt reported that his microphone is still not working. Manager Cavallaro said IT is actively looking for a replacement part, but that the system is over eighteen years old and the company that installed it is no longer in existence.

President Nelson suggested that the Village look into replacing the system.

VII. VILLAGE STAFF REPORTS: There were none.

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: December 17, 2018
- B. Approval: 2019 Village Board Meeting Schedule
- C. Approval of Minutes: December 3, 2018 Regular Board Meeting
- D. Professional Services Agreement for Asbestos and Lead Survey at 310 W Main St
- E. Springs at Canterfield Development Agreement Economic Incentive Payment

MOTION: Moved by Trustee Hanley and seconded by Trustee Yuscka 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 Approving an Economic Incentive Reimbursement for Façade and Code-related Work Completed at 119 West Main

Trustee Kembitzky said that Mr. Greg Thompson, owner of 119 West Main Street, had exterior work completed approximately this time last year in order to make this stone building weather tight, enhance its appearance, and improve access to it from the south parking lot.

Trustee Kembitzky said that this is an economic incentive request by way of reimbursement to cover a portion of the investment made to improve his building.

She added to reflect program guidelines, it is customary for a property owner to secure estimates for eligible work and then seek consideration of an economic incentive prior to moving forward.

She said if following the established protocol, it can lead to reimbursement at 25% of program-eligible expenses, but since the work was already completed prior to a formal request for an economic incentive grant, the Finance Committee believes that reimbursement at a reduced level 15% should be considered in order to maintain the integrity of the grant program's guidelines and not set precedent, but to also acknowledge the investment that was made.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Price to approve an Ordinance Authorizing an Economic Incentive in the form of \$2,559 in reimbursement for eligible facade and code-related work completed at 119 West Main Street. Upon roll call, motion was approved.

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

NAYS: None

B. Ordinance Amending Compensation for Board of Fire and Police Commission

Trustee Wilbrandt said Police Chief Wieteska is recommending that the annual stipend paid to the three members serving on the Village's Fire and Police Commission be increased from \$250 per year to \$750.

He said the stipend has been in place since 1997, and due to the amount of on-going work and responsibilities of this Commission and the pay structure of area communities, an increase in the annual stipend is warranted

President Nelson asked Manager Cavallaro to put together the pay rates for the other Commissions and when the date the rates were put into place.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Yuscka to adopt an Ordinance Amending the West Dundee Municipal Code pertaining to compensation for members serving on the Board of Fire and Police Commissioners. Upon roll call, motion was approved.

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

C. Ordinance Authorizing a Real Estate Purchase Agreement – 89 Liberty Street

Trustee Kembitzky said the Village has been working cooperatively with Ms. Lau, the owner of 89-93 Liberty Street to acquire a predominately vacant piece of property along the riverfront at 89 Liberty Street for the potential future location of a new lift station. She added that the purpose for the purchase is to facilitate the potential development and relocation of our existing lift station, which is situated on the north side of Liberty Street along the river.

Manager Cavallaro said the additional acreage will facilitate the ability for the Village to construct a new lift station in the future, which will, in all likelihood, include a small structure to ensure the improvements are under roof, as well as providing for emergency back-up power to the facility, which currently doesn't exist. He stated that this Lift Station serves the entire north side of Old Town and downtown West Dundee.

He added that the Village has agreed to demolish the existing garage structure on the property shortly after acquisition and as a condition of the sale, the Village will offer Ms. Lau the ability to buy back the property if, upon the development of the Lift Station, the Village elects to make any unneeded acreage available for sale.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Hanley to adopt an Ordinance approving a real estate purchase and sale agreement for the property located at 89 Liberty Street. Upon roll call, motion was approved.

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

D. Ordinance Amending Sign Regulations Regarding Electronic Signs in the Spring Hill Mall Area

Trustee Price said that staff received an inquiry from LifeZone360 regarding the exclusive use of electronic technology for a proposed monument sign at their multi-concept recreation and wellness facility. He added that the owner of LifeZone360 is present at this meeting to share the sign concept which is intended to use a high resolution electronic display to simulate a traditional monument sign's static panels, but have the interchangeability afforded by the technology to provide appropriate image for its multiple tenants that would otherwise have their business names displayed relatively small, limiting utility and stacked on top of each other to where the overall appearance could be busy.

Jeff Dunham of LifeZone360 presented a power point presentation to the Board, explaining that the tenants in the building need the signage to promote the visibility and vitality of their businesses.

Mr. Dunham explained that he is seeking a freestanding monument sign consisting of a masonry base and a single, integrated, high resolution electronic display that would efficiently and effectively identify the facility's numerous recreational businesses and its newest tenant, Advocate Medical Group.

He said his proposed sign would be placed along Route 72 at the perimeter of the site somewhere between the facility's two entries, and given some mature landscaping, where a natural opening

exists. On the illustrative concept drawing, the sign's base is 4' high, the electronic panel measures 20' tall by 8' wide producing a total height of 24'.

Director Scott stated that any formal consideration will require a final design application and subsequent review and consideration by the Appearance Review Commission (e.g., base material, font on the base, etc.).

MOTION: Moved by Trustee Price and seconded by Trustee Kembitzky to direct staff to draft an ordinance after a final design application and subsequent review by the Appearance Review Commission is recommended. Upon roll call, motion was approved.

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

NAYS: None

XI. NEW BUSINESS:

A. Request for Support: "The Wall that Heals" Vietnam Veterans War Memorial Display

Trustee Hanley said that the True Patriots Care organization has applied for and received the designation of having "The Wall That Heals" on display the next Fourth of July at Randall Oaks Park.

Trustee Haley said the Village is being asked to support the location of the mobile memorial within our community, along with the following request:

1. Corporate sponsorship of between \$5000 and \$10,000.
2. Assistance from the Police and Fire Departments.
3. Publication of the event on the Village's website and other available media.
4. Work to possibly facilitate fireworks during the tribute weekend.

Mr. Jerry Christopherson, representing True Patriot's Care, said that over 100 towns applied to have the wall and West Dundee was one of the 34 towns in the United States that was selected. He said the wall will be lit by LED lighting and will be open 24 hours a day for the three day event. He added that he is not sure they will pursue the fireworks for this event.

MOTION: Moved by Trustee Hanley and seconded by Trustee Price to support "The Wall that Heals" Vietnam Veterans Memorial display event by True Patriots Care at Randall Oaks Park from July 4-7, 2019 with (1) a financial contribution of \$5,000 to be included in the 2019/20 budget; (2) logistical support from and coordination with the West Dundee Police and Fire Departments, and (3) publication and promotion of the event through the Village's website and other available publication methods. Upon roll call, motion was approved.

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

NAYS: None

B. Professional Services Agreement and Authorization to Solicit Proposals – ATWTP Softener #1 Investigation

Trustee Yuscka explained that were operational issues detected in Softener #1 at the Angle Tarn Water Treatment Plant and that staff has been working with Baxter & Woodman to troubleshoot the issues. He said this is a request for authorization to conduct in-depth investigatory work.

Director Babcock said the problem with Softener #1 is a significant restriction of flow, which prevents treated water from traveling through the vessel. He said there has been speculation regarding potential causes for the restriction, but a physical inspection is necessary to identify the problem absolutely and move towards a solution.

Director Babcock said the scope of the work is to remove all of the softener media and conduct an inspection of the underdrain in order to determine if it or anything else can explain the almost total restriction of flow through the softener. He added that repair of the broken brine injection header is also included in the proposed scope of work.

In reply to a Trustee question, if a deficiency is detected and is related to incorrect installation related to the repair work conducted last year, he said Baxter & Woodman will guide the Village through the warranty claim process with Independent Mechanical Industries.

Director Babcock said that Baxter & Woodman has prepared a Professional Services Agreement to consult with the Village staff and conduct inspections for the purpose of creating a bid specification for the full scope of necessary work at a cost not to exceed \$10,000. He said that the Agreement also includes bidding assistance services up to and including a contract award recommendation.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Hanley to authorize a Professional Services Agreement between the Village of West Dundee and Baxter and Woodman for Angle Tarn Water Treatment Plant Softener #1 investigation, design and bidding services at a total cost not to exceed \$10,000 and to authorize Public Works staff to solicit proposals for contractual investigation of flow restriction issues within Softener #1 at the Angle Tarn Water Treatment Plant. Upon roll call, motion was approved.

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

C. Grinder Replacement at the Jelke Lift Station

Trustee Yuscka said the grinder at the Jelke Lift Station is wearing out and beginning to show signs of failure related to the internal gear driven mechanism. He said the Public Works Department is requesting authorization to replace the grinder ahead of any potential failures and associated operational interruptions.

Trustee Yuscka said an amount of \$25,000 was included in the FY2018/19 budget to replace the grinder at the Jelke Lift Station as part of a new 6-year rotating preventative maintenance program. He said, in total, the new grinder with the enhanced cutting blade set can be acquired at a cost of \$17,242.87; nearly \$8,000 below the allocated budget for this expenditure.

Director Babcock said JWC Environmental is the sole manufacturer and sole source provider for this equipment and he is requesting a waiver to competitive bidding in order to acquire it. He added installation will be done in house by village staff.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to waive competitive bidding and move to authorize Public Works to purchase a new grinder from JWC Environmental for the Jelke Lift Station at a cost of \$17,242.87. Upon roll call, motion was approved.

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

XII. MISCELLANEOUS/FUTURE AGENDA ITEMS: There were none

XIII. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 8:27 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President