

**REGULAR BOARD MEETING**  
**Village Hall                      7:30 PM**

**Village of West Dundee**  
**August 17, 2009**

**I. Call To Order:**

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

**II. Roll Call:**

Present were President Keller, Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka. Also present were Village Manager Cavallaro, Village Attorney Brechin, Public Works Director Babica, Community Development Tymoszenko, Chief Buhrmann and 15 people in the audience.

**III. Pledge of Allegiance:**

President Keller led the Board and the audience in the Pledge of Allegiance.

**IV. Approval of Agenda:**

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

**V. Village President's Report:**

President Keller said that he received an anonymous letter. The Village would like to address the concerns presented, but has no indication to whom to respond.

President Keller asked that New Business be taken before Resolutions and Ordinances on the agenda.

**VI. Reports and Questions from Trustees:** There were none.

**VII: Village Staff Reports:**

Manager Cavallaro said that Governor Quinn signed the Freedom of Information Act legislation with a strong recommendation to work out some concerns brought forward by the Illinois Municipal League. The new law goes into effect January 1, 2010.

Attorney Brechin said the first 50 pages of information will be free. The response time has been shortened from 7 to 5 days. A response to a commercial requester is 30 days. In answer to a question if the time isn't sufficient to complete the request and you wish to appeal, the only proper venues will be Chicago and Springfield.

**VIII. Questions from the Audience:**

Dale Sonnenberg, 824 Locust Drive, Sleepy Hollow, addressed the Board regarding a ticket he was given when he failed to stop at Kane Street and Rt. 31 when the traffic light was out, but the intersection was posted with a stop sign. He suggested, in the future, if the traffic light is out, that a flashing light be put out which he thought would make the intersection safer than just a stop sign. He also reported that IDOT had no report on the outage for that date or intersection. He said there were 4 squad cars at the intersection the morning (June 14<sup>th</sup>) he received the ticket. He told

the Board that he went to Court, but with every question he raised the attorney objected and the judge sustained the objection.

Lisa Geisler, 721 Lindsay, West Dundee, told the Board that Dundee Neighbors would like to sponsor the first year of the enrollment program for the Independent Business Alliance.

**IX. Consent Agenda:**

- A. Bill List 8/18/09
- B. Manual Check: 8/07/09
- C. Debit Card Purchases: July 2009
- D. Special Event: Dundee Sidewalk Sale
- E. Approval of Minutes 7/13/09 Committee of the Whole
- F. Approval of Minutes: 8/3/09 Regular Board Meeting
- G. September Board Meetings Schedule Change
- H. Approval-Mailbox Replacement Policy

Trustee Osth requested that #D be removed, Trustee Hanley requested that #G be removed and Trustee Gillam that #H be removed, and these items discussed under Unfinished Business.

**MOTION:** Moved by Trustee Hanley and seconded Trustee Yuscka to approve the Consent Agenda with items #D, G and H removed and placed under Unfinished Business for further discussion. Upon roll call, motion was approved.

**X. New Business:**

**A. South End Park Overnight Campout**

Trustee Voss presented this item which would be the 6<sup>th</sup> annual overnight campout at South End Park on August 22<sup>nd</sup>.

Campers Jake, Maggie, Evie, Carson and Teagan presented their request to the Board for permission to use South End Park. They said activities would include canoeing, a campfire(using a fire pit), tie dying t-shirts and games. They said they will be mindful of the “quiet hours” and will clean up after themselves.

**MOTION:** Moved by Trustee Voss and seconded by Trustee Hanley to grant permission to have the 6<sup>th</sup> annual overnight campout at South End Park on August 22<sup>nd</sup> beginning at 9 a.m. and ending on August 23<sup>rd</sup> at 3 p.m. Upon roll call, motion passed.

**XI. Resolutions and Ordinances:**

**A. An Ordinance Authorizing the Sale of Surplus Fire Department Equipment**

Trustee Gillam brought this item to the Board for discussion about the quantity of surplus equipment as a result of the receipt of two U.S. Fire Administration Assistance to Firefighter Grant Program Awards.

Chief Buhmann said the Grant Program Award has given the Fire Department of the Village of West Dundee the opportunity to purchase and place into service the latest technology of radio

communications equipment for our personnel, apparatus and facilities. It also enables compliance with the FCC Narrow banding Requirement and the Quad Com 9-1-1 Communications Center.

He said that the report before the Board is inclusive of several years of accumulated surplus equipment and that the Fire Department has not determined a value for this equipment. He said he is investigating resources for a donation of the equipment to a public safety agency which could utilize the communications equipment. He also said if this is not feasible, the equipment could be marketed on E-Bay for collectors, such as radio buffs, who are purchasing similar out-dated equipment.

Trustee Gillam also told the Board that there is a surplus of twenty turn-out-gear-ensembles.

Chief Buhrmann said the Fire Department is maintaining a reserve stock of ensembles for use as spares should a need arise, but is recommending that twenty sets of Globe turn-out-gear-ensembles be declared surplus, but that they are serviceable and may have a value to a public safety agency which would utilize the ensembles in cadet or recruit type training program.

Chief Buhrmann said a number of agencies have inquired on the status of the ensembles, and expressed interest in purchasing the ensembles. He said the Fire Department will determine an equitable purchase price (he is meeting with the sales rep on August 18<sup>th</sup> to see what the value of the gear is) and would require a Hold Harmless Agreement on the ensemble prior to sale.

Chief Buhrmann also said that if the Fire Department is unable to reach an agreement on selling these ensembles, it will donate the ensembles through the Illinois Fire Chiefs Associations and/or International Association of Fire Chiefs, which would be distributed based upon a significant need.

**MOTION:** Moved by Trustee Gillam and seconded by Trustee Voss to pass an Ordinance Authorizing the Sale of Surplus Fire Department Equipment. Upon roll call, motion passed.

## **XII. Unfinished Business:**

### **A. ACB 302 Main: Grant/Loan Recommendation**

Trustee Osth brought this item up for discussion indicating that American City Bureau (ACB) has completed the purchase of the property at 302 Main Street and plans to remodel the structure to create new offices. He said that ACB presented a request for a grant at the Committee of the Whole Meeting.

Director Tymoszenko (Dan and Leslie Mollsen and John Biggins, owners of ACB) said that ACB presented the exterior elevations to the Appearance Review Commission. She said that it was determined that the exterior siding material will be altered from vinyl to cement board, the 3<sup>rd</sup> Street elevation will maintain the definition between the original structure and the addition. She pointed out that through research by Commissioner JoLynn Siefert, the rear portion of the building constructed in Greek revival stylization is actually the older part of the building and the newer portion at the front was stylized in Italianate architecture. She said that given the differential, detailing on the window mullions were removed, the front porch and the porch roof were redesigned and the roof ballustrate removed.

Director Tymoszenko said these modifications added \$15,236.50 in costs to the project. She said the owners originally requested a grant in the amount of 25% of the total projected cost of

\$255,000 or \$63,700. With this in mind, she recommended that a limited incentive should be provided and this incentive structured to be in a higher percentage of loan than grant. She said that an incentive in the total amount of \$50,000 for the project is recommended which would be 20% of the total project costs of \$255,000 and a grant of \$10,000 to assist with the increase in construction materials and labor as placed on the project by the Appearance Review Commission's recommendations. The remainder of the \$50,000 number would be in the form of an interest bearing loan.

Manager Cavallaro said not only is the Village getting a new business, but will also be maintaining the historic preservation of a historic structure.

Discussion took place regarding maintaining the historic structure and at a future date offering parking to the Methodist Church which is awaiting a decision on the parsonage.

Direction was given to proceed with the grant and economic incentive loan parameters and to incorporate this in the final agreement for the Board meeting in September. The formal application process can start with the meeting today and pre approval is contingent upon qualifications and documentation.

### **B. Approval-Main Street Light Poles Replacement Spring City Manufacturing**

Trustee Yuscka presented this item to replace (10) street light poles on Main Street between Second Street and the Fox River Bridge. He said staff has recommended that at least 6 of these poles be replaced because of deteriorations within the base and the remaining 4 poles may continue to deteriorate and require replacement in the future.

Director Babica explained that the manufacturer was willing to upgrade the base of the poles to a ductile iron construction from the cast aluminum currently in use, but would honor the cast aluminum cost which is \$3,065 per pole and base. In answer to a Trustee question, he said the ductile iron base has a 25 year impact warranty that comes with the street light pole.

Discussion took place regarding the upgrade, why the corrosive damage to the bases between 2<sup>nd</sup> Street and the bridge (road salt), age of these poles (15 years or more), do we want to order spares( 6 of the 10 need to be removed and replaced, but we can use some of the poles which are less damaged for emergency repairs), what is the minimum order(minimum order is in sets of five street light pole assemblies), impact verses corrosion, typical life expectancy (20-25 years depending on weather conditions), and which fund would the money come from (General Fund Reserves).

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Osth to waive competitive bidding and authorize the purchase of street light assemblies from Spring City Manufacturing of Spring City Pennsylvania in the amount of \$30,650 subject to staff evaluating and looking at obtaining a lower price for cast aluminum bases with a minimum of \$200 per light pole. Upon roll call, motion was approved.

### **C. Special Event Dundee Sidewalk Days**

Trustee Osth brought this item up for discussion regarding the businesses providing the Village with a current up-to-date certificate of insurance. Attorney Brechin said to make sure that the insurance covers customers or potential customers who are shopping on their premises. It was also decided that businesses with back entrances can use either or both entrances for the event.

Director Tymoszenko said Shannon Kaplan is collecting the certificates of insurance and there will also be participation from the businesses in East Dundee.

**MOTION:** Moved by Trustee Osth and seconded by Trustee Yuscka to approve the special event: Dundee Sidewalk Days Friday and Saturday September 4th and 5th from 10 am to 5 pm. Upon roll call, motion was approved.

#### **D. September Meeting Schedule**

Trustee Hanley asked this item to be removed from the Consent Agenda to determine if there were any conflicts with the Board with the change of dates for the Board meetings. The Board will be able to attend both of the scheduled meetings.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Price to accept the meeting dates for September as Monday, August 31<sup>st</sup> and Monday, September 14<sup>th</sup>, with no Committee of the Whole meeting for September. Upon roll call, motion was approved.

The meeting change will be posted on the website.

#### **E. Approval-Mailbox Replacement Policy and Mailbox Standard**

Trustee Gillam asked that the option to use metal posts (pipe) be taken off the Mailbox Replacement Policy and only a treated wood post be recommended for use.

Director Babica said the allowable structure for a mailbox to be mounted on is a minimum of 4"x4" treated wood post, or a minimum 1-1/2" to a maximum of 2" diameter light gauge galvanized steel hollow pipe, or on such other similar structure that meet FHWA Safety Program for allowable mailbox installation.

**MOTION:** Moved by Trustee Gillam to approve the mailbox policy as is with the exception of the galvanized post as an option. The motion failed for lack of a second.

**MOTION:** Moved by Trustee Osth and seconded by Trustee Yuscka to adopt the Mailbox Replacement Policy and Mailbox Standard as stated. Upon roll call, motion was approved 5-1.

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

**NAYS:** Trustee Gillam

#### **XIII. Miscellaneous:**

Director Babica briefed the Board on the impending purchase of a used sludge press for the Randall Road Water Treatment Plant. He said the Village is currently renting one for \$3500 per month. The used sludge press is in good condition and is advertised on E-Bay for \$6500 plus \$500 for shipping and handling. The purchase of this falls within the spending authority of the Village Manager.

Discussion took place on the life span of the press (10 years), the age of this press (6 years old), press being sold as is with no warranty (is sold as is but fully functional) cost to recondition (\$3500, but can be done in house), cost of a new pump (\$25,000-40,000), ability to get rid of the

monthly rental and fee, and sending public works personnel to Ohio to inspect the press, and if in good condition transport it back to Public Works.

Trustee Price inquired about the Dundee Neighbors offer to pay for the subscription for enrollment for the Independent Business Alliance. Discussion followed that the businesses should be encouraged to handle this and discuss this offer if it important for them to pursue this.

Trustee Gillam questioned the length of the stoplight at Kane and Rt.31 and also the resident's complaint about IDOT not knowing the light was out. Manager Cavallaro said he would have the Chief take a look at it and see is there is a problem with the light. Manager Cavallaro suggested that a video clip be taken and sent to IDOT to show that this is a recurring problem.

#### **XIV. Adjournment**

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to adjourn the Regular Board Meeting. Motion was unanimous.

The Regular Board Meeting adjourned at 9:21 p.m.

#### **ATTEST:**

Barbara Traver

Larry Keller

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
Village President