

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**February 18, 2013 - 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Keller called the Regular Board Meeting to order at 7:32 pm.

**II. ROLL CALL:**

Present were Village President Larry Keller, Trustees Michelle Kembitzky, Julie Voss, Tom Price, Norm Osth, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Village Attorney John Brechin, Finance Director David Danielson, Public Works Director Rich Babica, Police Chief Andrew Wieteska, Police Sergeant Steve Fletter and nine (9) people in the audience.

**III. PLEDGE OF ALLEGIENCE:**

President Keller led the Board and those in attendance in the Pledge of Allegiance in recognition of President's Day.

**IV. APPROVAL OF AGENDA:**

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

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

**NAYS:** None

**ABSENT:** None

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

President Keller reported that he had the honor of speaking at the Dundee Highland's DARE Graduation on Thursday in place of Chief Wieteska.

He attended a CMAQ Project Selection Committee Meeting on Thursday and reported that 11 projects were approved out of 149 applications, 3 of which are in Kane County.

On Friday, he attended the Metropolitan Mayors Caucus Environmental Committee Meeting. He reported that the Clean Air Counts award which the Village had expected to receive has been delayed.

President Keller also had the honor of speaking at the Cub Scout Pack 36 Blue and Gold Dinner.

Chief Wieteska and Sergeant Fletter came forward to present an award to the Dundee Lions Club. Sergeant Fletter advised that for the past 2 years, the Lions have graciously provided and served breakfast for over 300 individuals for Shop With A Cop. He presented a plaque to Lions Club President Gene Tester to express the SWAC organization's appreciation.

Mr. Tester and Lion Michael Dewey spoke regarding the Club's engagement with the Village and community and advised of upcoming events. Lion Dan O'Leary presented President Keller with a

medal to thank him for speaking at the Cub Scout Pack 36 Blue and Gold Dinner. The Dundee Lions are the sponsoring organization for the Cub Scout Pack.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:** There were none.

**VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro advised that the Eagle Scouts have scheduled another work day for this Saturday at the Huntley/Sleepy Hollow open space site to continue clearing the site. An additional work day is anticipated for April to install new native plantings. The Public Works and Fire Departments have scheduled a burn on the site for this Wednesday.

Director Babica introduced the new Public Works Mechanic, Joe Czysczon. Joe comes to West Dundee with 18 years of private sector experience. He is currently seeking Emergency Vehicle Tech ratings so he may assist the Fire and Police Departments with vehicle maintenance in the future. Director Babica noted that Joe saved the Village \$1,000 just today by introducing an alternative tire vendor.

Director Babica noted that the Public Works Department has responded to 3 main breaks and 5 snow events since the February 4<sup>th</sup> Board Meeting. Each of the post-break samples have passed IEPA standards.

Chief Wieteska presented a plaque to Sergeant Fletter, which the West Dundee Police Department received for raising \$9,696.46 for Special Olympics Illinois Torch Run. Sergeant Fletter noted that their goal is to raise \$15,000 this year, and that Chief Wieteska has been asked to run in the torch at the Special Olympics games in Springfield.

Chief Wieteska advised that the DARE Graduations for St. Catherine's and Immanuel Lutheran will take place on March 7 at 9:00 am and 2:00 pm.

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

**IX. CONSENT AGENDA:**

- A. Approval of Debit Purchases: January 2013
- B. Approval of Bill List: February 18, 2013
- C. Approval of Minutes: February 4, 2013 Regular Board Meeting Minutes
- D. Approval - Special Event, Emmett's St. Patrick's Day Celebration/Big Wheel Race
- E. Approval - Attorney S. Gordon, MAP Collective Bargaining Special Counsel
- F. Approval - Special Event/Daily Liquor Permit for VFW Easter Bunny Breakfast
- G. Ordinance - Amending Liquor License Fees and Numbers
- H. Approval- 2013 Backflow Testing Program, C. Singleton Plumbing
- I. Residential Facade Loan Bruce 312 S. Second
- J. Fox Valley Internet Tower Antenna Lease

Trustee Osth requested that Item D: Approval - Special Event, Emmett's St. Patrick's Day Celebration/Big Wheel Race be removed from the Consent Agenda and placed under New Business.

Trustee Yuscka requested acknowledgement that the original dollar amount for Item I: Residential Facade Loan Bruce 312 S. Second has been reduced to \$\_\_\_\_\_.

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

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

**NAYS:** None

**ABSENT:** None

**X. RESOLUTIONS AND ORDINANCES:**

**A. School Truancy Ordinance**

Chief Wieteska advised that the proposed ordinance is being presented at the request of Community Unit School District 300. The proposed ordinance has been compiled from similar ordinances in neighboring municipalities. The Truancy Ordinance in Carpentersville applies to all students of Dundee-Crown High School. He stated that the West Dundee Police Department receives only about 2 or 3 truancy calls per year, but wishes to work cooperatively with D300. President Keller added that the ordinance would promote uniformity throughout the District.

Trustees Price and Voss asked for clarification as to how and when the ordinance may be utilized. Trustee Kembitzky asked whether the fine (\$50 first offense, \$100 subsequent) would be issued to the student or parent. Chief Wieteska answered either could be issued the fine, depending upon the circumstances.

Trustee Osth asked that Paragraph A be amended to reflect that notification of parental permission for an absence be made to the school “no later than the end of the next full school day”, rather than “within twenty-four hours”.

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to adopt an Ordinance Amending Title 6, Chapter 1, Offenses Against Public Peace, Safety and Morals, of the West Dundee Municipal Code to Add Section 6-1-20, Truancy, as amended. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** None

**XI. NEW BUSINESS:**

**A. Approval - Special Event, Emmett's St. Patrick's Day Celebration/Big Wheel Race (Trustee Osth)**

Manager Cavallaro advised that he and Chief Wieteska met with representatives from Emmett's on Friday to address concerns regarding open liquor being removed from the designated premises during last year's event. He referred the Board to Emmett's letter of February 16 in which additional security measures were outlined, and request made to extend the patio area into the parking and northbound lane of North Second Street, surrounded by snow fencing.

Manager Cavallaro noted that the Local Liquor Control Commission discussed the request and recommends allowing the use of the adjacent parking spaces, but not the closure of the traffic lane. Chief Wieteska advised that officers will be patrolling the area, however Emmett's will be responsible to ensure alcohol remains in the designated area.

Upon Trustee Osth's inquiry, Chief Wieteska clarified that officers are not being detailed to the event, but when necessary, a minimum of two officers can be detailed to an event or location and that the benefiting organization or business is billed for that service (example: Dundee Middle School).

**MOTION:** Moved by Trustee Osth and seconded by Trustee Price to authorize Emmett's St. Patrick's Day event on Saturday, March 16, 2013, including closure of Washington Street from Fourth Street to Second Street from 12:00 to 1:00 pm, along with no parking from 6:00 am to 1:00 pm, and closure of the parking spaces on the east side of North Second Street from 11:00 am to 5:00 pm. Upon roll call, motion was approved.

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

**NAYS:** None

**ABSENT:** None

**B. FY 2013 Third Quarter Financial Report (Trustee Hanley)**

Trustee Hanley noted two significant and positive aspects of the 3<sup>rd</sup> Quarter Financial Report: 1) that pay-off of the \$3,000,000 loan held by First American Bank will occur before the end of the fiscal year, and 2) that the Village is on track to bring the cash reserves balance back to \$2,000,000, which constitutes 90 days of operating income.

Director Danielson advised that much of the content of the 3<sup>rd</sup> Quarter Report will be discussed again in depth at the upcoming Budget meeting on March 11. He stated that there are no surprises in this report, as the Village is on track or slightly ahead of the budget projections in most areas. He touched on a number of specific fund balances and contributing factors as an overview of the written report provided.

**XII. EXECUTIVE SESSION:** There was none.

**XIII. MISCELLANEOUS:**

Trustee Voss advised of an email received from a resident regarding her water and sewer bill, and thanked Director Danielson for his prior correspondence to the resident. Discussion was held regarding the situation, the Village's policies and procedures related to meter reading and billing, and options that have been provided to the resident. The possibility of an ongoing meter replacement program was discussed, and Director Danielson offered to prepare the financials for such a program for the Board's consideration.

**XIV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to adjourn the Regular Board Meeting. Motion passed unanimously by voice vote.

The Regular Board Meeting adjourned at 9:08 pm.

**ATTEST:**

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Kim Tibbetts  
Deputy Village Clerk

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Larry Keller  
Village President