

REGULAR BOARD MEETING
Via Video Conference-Recorded
Pursuant to Governor Pritzker's Executive Order
to Social Distance to fight the spread of COVID-19

February 15, 2021 – 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:

Village President Christopher Nelson, Trustees Cheryl Anderley, Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka attended via video conference.

Village Manager Joseph Cavallaro, Fire Chief Lance Harris, Community Development Director Tim Scott, Public Works Director Eric Babcock, Finance Director David Danielson and Jacob Wolfgang, Nelson Construction & Development (NCD) were present via video conference.

There were two (2) people in the audience via video conference.

III. PLEDGE OF ALLEGIANCE:

Trustee Wilbrandt led the Board and those in attendance in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

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

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

NAYS: None

V. VILLAGE PRESIDENT'S REPORT:

There was no report.

VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS:

There were no reports.

VII. STAFF REPORTS:

Manager Cavallaro thanked Public Works for the good job plowing during the snow events.

VIII. QUESTIONS FROM THE AUDIENCE: There were none.

IX. CONSENT AGENDA:

A. Approval of Bill List: February 15, 2021

B. Approval of Minutes: February 1, 2021 Regular Board Meeting

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

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

X. RESOLUTIONS AND ORDINANCES:

A. Ordinance – Second Amendment to the Development Agreement, as Amended by and between the Village of West Dundee and Westbrook at Canterfield, LLC

Trustee Price said that on March 16, 2020, The Board approved Nelson Construction and Development’s plan for an assisted living and memory care facility. He added that since then COVID-19 has affected the financial climate and given the extraordinary circumstances, the developer requested and had approved at the September 14, 2020 meeting of the Board three month extensions of the dates specified in the Development Agreement.

Trustee Price said with the markets continuing to be affected by the public health crisis, NCD is again requesting extensions of the Agreement’s dates. He added that there are no changes other than the time periods.

Jacob Wolfgang said their firm is working through design (should have the design finished within 30 days), the remainder of the entitlements, have come to terms with the lender for the closing and should begin construction this spring.

MOTION: Moved by Trustee Price and seconded by Trustee Anderley to approve the Amendment to the Development Agreement by and between the Village of West Dundee and Westbrook at Canterfield, LLC. Upon roll call, motion was approved.

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

XI. UNFINISHED BUSINESS:

A. 3rd Quarter Financial Report

Trustee Kembitzky commented on the 3rd quarter financial report saying the Village is doing a good job at holding the line. She added that Fund 2 income is up even though the Village didn’t raise the water and sewer rates due to the COVID-19 pandemic and in order to assist the Village’s residents and businesses financially.

Trustee Kembitzky commented that expenses were down also due to FRWRD rebates projecting a surplus of a half of a million dollars. She added that FRWRD charges are unpredictable.

Manager Cavallaro explained that the charges are tied to the Fox River elevations.

Director Danielson said that FRWRD charges may show some significant increase once the snow melts and affects the river elevations this spring.

Trustee Kembitzky said the numbers in this report do not include funds received from the CARES Act in the amount of \$477,500.

She also complimented Barbara Cleary, the Village’s financial analyst on a good job.

XII. NEW BUSINESS:

A. Professional Services Agreement – 2021 Street Improvements

Trustee Yuscka said that staff requested Baxter & Woodman prepare a proposal to facilitate design and bidding services for the 2021 Street Improvements Project. He added that this proposal is being presented early in the year as was last years when the project was substantially completed by early August, avoided any cold weather issues and allows for competitive bidding in March.

Trustee Price asked if there would be surveying work done as he didn't see it listed in the scope of services in the proposal.

Director Babcock said he would double check on it, but said some surveying will be done. He added that the fee is comparable to last years.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Anderley to authorize a Professional Services Agreement between the Village of West Dundee and Baxter & Woodman to complete design and bidding services for the 2021 Street Improvements Project at a total cost not to exceed \$29,195. Upon roll call, motion was approved.

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

XIII. MISCELLANEOUS: There was none

XIV. ADJOURNMENT:

MOTION: Moved by Trustee Hanley and seconded by Trustee Kembitzky to adjourn the Regular Board Meeting. Upon roll call, motion was approved.

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

The Regular Board Meeting adjourned at 7:46 pm.

ATTEST:

Barbara Traver
Village Clerk

Christopher Nelson
Village President