

REGULAR BOARD MEETING
Village Hall, 102 South Second Street

November 4, 2013 - 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 Billy Pflanz, Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka.

Also present were Village Manager Joseph Cavallaro, Community Development Director Cathleen Tymoszenko, Public Works Director Rich Babica, Village Attorney John Brechin and eight (8) persons in the audience.

III. PLEDGE OF ALLEGIENCE:

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

IV. APPROVAL OF AGENDA:

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Pflanz to approve the agenda as presented. Motion was approved unanimously by voice vote.

V. VILLAGE PRESIDENT'S REPORT:

President Nelson commended the organizers of the West Dundee Halloween Party held on October 26, Jill Harris, Michael Dewey and Becky Gillam.

President Nelson noted that an expression of condolence would be sent to the Village of South Elgin following the death of Village President Jim Hansen.

President Nelson read a Proclamation recognizing the 50th Anniversary of Dundee Highlands Elementary. He noted that the Proclamation would be signed by all members of the Board and presented to school officials.

VI. REPORTS AND QUESTIONS FROM TRUSTEES:

Trustee Kembitzky noted that Dickens In Dundee is coming up and inquired about deadlines to submit information.

VII. VILLAGE STAFF REPORTS:

Director Tymoszenko advised that the Appearance Review Commission will meet tomorrow evening, November 5, to review three signage requests.

Manager Cavallaro advised that he, Attorney Brechin and Director Tymoszenko met with legal representatives from First United Methodist Church last week regarding the parsonage/Alfred Edwards House. An Executive Session will be scheduled for an upcoming meeting to discuss this litigation with the Board.

VIII. QUESTIONS FROM THE AUDIENCE:

Jill Harris, 850 Royal Lane, and Michael Dewey, 411 Oregon Avenue, reported to the Board regarding the success of the Halloween Party in Grafelman Park, and stated their intention to continue the event annually. They will approach the Board in July for support of next year's event, scheduled for October 25, 2014.

IX. CONSENT AGENDA:

- A. Approval of Bills List: November 4, 2013
- B. Approval of Minutes: October 21, 2013 Regular Board Meeting

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

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

NAYS: None

X. RESOLUTIONS AND ORDINANCES:

- A. **A Resolution Authorizing Change Order #1 Expedia Construction Corp; Public Safety Center #2 Masonry and Roof Repairs (Trustee Yuscka)**

Trustee Yuscka advised that during the course of repair work it was discovered that caulking was not completed during the construction of the building which could lead to additional future damage if left unaddressed. The exact dollar amount is being negotiated, but is estimated at about \$7,600.

Director Babica advised that Board authorization to increase the contract amount to accommodate this work is needed at this time in order to ensure the work is completed prior to closing out the project. The project is expected to be substantially complete by the end of next week.

While this change order will put the project over budget by about \$7,000, Manager Cavallaro noted that other Public Works projects budgeted but not undertaken (such as crack sealing, budgeted at \$40,000) will offset this increase.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Kembitzky to adopt a Resolution authorizing Change Order #1 with Expedia Construction to increase the contract amount to \$116,800 to perform masonry and roof repairs at Public Safety Center #2. Upon roll call, motion was approved unanimously.

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

NAYS: None

XI. UNFINISHED BUSINESS:

- A. **2013 Tree Planting 50/50 Program Expansion (Trustee Yuscka)**

Trustee Yuscka advised that the Fairhills Homeowners Association has approached the Village to expand this year's 50/50 Parkway Tree Planting Program at a cost of \$4,800 to each entity. Director Babica added that, under the proposal, an additional 40 trees would be planted in Fairhills, which would substantially complete the tree replacements in this subdivision.

Director Babica advised that an additional 20 trees are also requested to expand the 50/50 Program throughout the community, at a cost of \$2,500. As of today, all 27 trees initially set aside for the 50/50 Program have been spoken for, and additional inquiries have been received.

Manager Cavallaro noted that the increased line item for tree planting will be offset by reductions elsewhere in the Public Works Department budget.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Hanley to (1) accept the Fairhills Homeowners Association 50/50 Parkway Tree Replacement Program partnership to plant an additional 40 trees in the Fairhills subdivision at a cost of \$4,800 and (2) authorize an additional 20 trees to be made available under the 50/50 cost-sharing program at a cost of \$2,500, (3) thereby increasing the tree planting line item by \$7,300. Upon roll call, motion was approved unanimously.

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

NAYS: None

XII. NEW BUSINESS:

A. 613 Ryan Administrative Appeal (Trustee Price)

Trustee Price noted that this item was to be discussed last week, but the petitioner did not appear. The Administrative Appeal was previously reviewed by the Planning & Zoning Commission acting as the Board of Appeals, which recommended denial of the appeal.

Director Tymoszenko noted that she and Manager Cavallaro met with the building owner and his attorney this afternoon and he has conceded the appeal.

She advised that the next step would be for the owner to apply for either a variance or for a permit to deconvert the property from 4 to 3 units. She noted that a variance request would not receive a favorable staff recommendation based on the facts of the case. The owner has been advised that he must take action by the end of next week to avoid court action being initiated by the Village.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to concur with the findings of the Board of Appeals and uphold the denial of the administrative appeal filed by Mr. Anothony Calendo in regards to 613 Ryan Lane. Upon roll call, motion was approved unanimously.

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

NAYS: None

B. Film Production Agreement for Food Court Wars Season 2 (Trustee Price)

Trustee Price advised that the provided film production agreement is presented regarding filming of Food Court Wars 2 at Spring Hill Mall. He noted that limited staff involvement is anticipated.

Manager Cavallaro noted that while the filming will take place predominantly on public property, the agreement is recommended due to the public nature of Spring Hill Mall and to account for any filming that may need to take place throughout the Village.

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to enter into a film production agreement between the Village of West Dundee and Rumpole, Inc. as provided for the

filming of Food Court Wars Season 2, to be filmed predominantly at Spring Hill Mall. Upon roll call, motion was approved unanimously.

AYES: Trustees Price, Hanley, Yuscka, Pflanz, Wilbrandt and Kemitzky
NAYS: None

C. Discussion: Street Name Signs (Trustee Yuscka)

Director Babica noted that, in 2009, the Federal Highway Administration (FHA) published new nationwide standards for street name signs, including specific requirements regarding size, color, use of a combination of letter case and sign reflectivity. He noted that the new standards for size are smaller than the existing West Dundee street name signs, and that the existing signs use all upper case lettering, do not meet any of the approved color schemes and are not reflective.

This issue was raised in response to missing and damaged signs. The FHA originally established a deadline date in 2014 for complete removal and replacement, but have since removed this restriction and stated that signs can be replaced through attrition and normal maintenance.

Discussion took place regarding the 4 approved color schemes: white lettering on a green background (IDOT standard, also used by Elgin), white on brown (typically used for honorary street names and tourist attractions), white on blue (used by Carpentersville and for rest stops and hospitals) and black on white (used by East Dundee). A majority preference was indicated for white on brown, due in part to its similarity to the current street name sign color scheme.

The Board confirmed their desire to continue to include the street lamp pictograph. Director Babica advised that the cost per sign to include the pictograph is approximately \$10-15 more.

President Nelson suggested that the current street signs be offered for sale to interested parties as they are replaced. Manager Cavallaro stated that discussion will be held at a future Board meeting regarding a replacement schedule.

MOTION: Moved by Trustee Kemitzky and seconded by Trustee Hanley to authorize the use of white lettering on a brown background for future street name signs, as allowed by the Federal Highway Administration. Upon roll call, motion was approved unanimously.

AYES: Trustees Kemitzky, Hanley, Yuscka and Wilbrandt
NAYS: Trustees Price and Pflanz

XIV. MISCELLANEOUS: There was none.

XV. ADJOURNMENT:

MOTION: Moved by Trustee Kemitzky and seconded by Trustee Pflanz to adjourn the Regular Board Meeting. Motion passed unanimously by voice vote.

The Regular Board Meeting adjourned at 8:20 pm.

ATTEST:

Kim Tibbetts
Deputy Village Clerk

Christopher Nelson
Village President