

REGULAR BOARD MEETING
Village Hall, 102 S. Second Street

November 6, 2017 – 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, Community Development Director Timothy Scott, Public Works Director Eric Babcock, Police Sargent James Breon, Village Attorney Kathleen Field Orr and fourteen (14) people in audience.

III. PLEDGE OF ALLEGIENCE:

Trustee Anderley led those in attendance in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

MOTION: Moved by Trustee Hanley and seconded by Trustee Kembitzky to approve the agenda, as presented. Motion passed unanimously by voice vote.

V. VILLAGE PRESIDENT'S REPORT:

President Nelson invited the Halloween Party Steering Committee forward to report on this year's event, held October 21, 2017.

Ms. Jill Harris, Ms. Becky Gillam and Mr. Michael Dewey reported that there was an excellent turn out, that the fundraising goal was met, that many student and adult volunteers assisted with the event and that many donated items were collected for the FISH Food Pantry. Mr. Dan O'Leary presented a plaque to each Trunk or Treat participant to thank them for their efforts.

President Nelson thanked the committee for their efforts over the past several years to create a high quality community event for Dundee area residents.

VI. REPORTS AND QUESTIONS FROM TRUSTEES & WORKING GROUPS:

There were no additional reports other than the items on the agenda.

VII. VILLAGE STAFF REPORTS:

Sargent Breon reported on several items: (1) Speed Enforcement Zone signs have been installed on Main Street. (2) A DUI patrol was conducted during the Halloween weekend that led to arrests and citations. A similar program will be conducted surrounding the Thanksgiving holiday. (3) Shop with a Cop of Dundee Township will complete their annual raffle fundraiser at Village Hall during Dickens in Dundee. (4) The West Dundee Police Department recently participated in the Spring Hill Mall Santa's Arrival Parade.

Director Scott reported that ongoing construction projects, including the Springs at Canterfield and 101 S First Street, are working vigorously through the unseasonably warm temperatures.

Helukabel is holding a groundbreaking ceremony at their Oakview Corporate Park site on Thursday of this week. He added that Spring Hill Mall has invested in pavement work around the mall perimeter, recently completing the first of three phases.

Director Babcock noted that the blowers were replaced on both leaf loaders and that the new leaf pusher is ready and will be especially helpful for wet weather leaf collection. Manager Cavallaro added that we may have to extend the time frame for leaf collection if leaves don't start falling en masse soon. Trustee Kembitzky asked if Groot would consider extending yard waste collection.

Chief Freise invited the Board to attend the West Dundee Firefighters Association's Annual Turkey Raffle on November 17 and 18 at the VFW. He added that the funds raised are used to purchase equipment and supplies for the Fire Department.

Deputy Clerk Tibbetts noted that preliminary planning has begun for Dickens in Dundee.

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. Ratification of Debit Purchases: October 2017
- B. Approval of Bill List: November 6, 2017
- C. Approval of Minutes: October 23, 2017 Regular Board Meeting
- D. Authorization for Dickens in Dundee Event & Resolution Authorizing Spirit of Christmas Parade

Trustee Kembitzky asked that Item C: Approval of Minutes for the October 23, 2017 Regular Board Meeting, be removed from the Consent Agenda. Necessary corrections will be noted and applied, and amended Minutes presented for approval on the November 20, 2017 Agenda.

Trustee Anderley requested that Item D: Authorization for Dickens in Dundee Event & Resolution Authorizing Spirit of Christmas Parade, be removed from the Consent Agenda and placed under New Business to discuss the event budget.

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Price to approve the Consent Agenda, as amended (Items A and B). Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: Trustees Kembitzky

X. RESOLUTIONS AND ORDINANCES:

- A. **Ordinance Authorizing the Amended Plat of Resubdivision No. 5 in the Oakview Corporate Park (Trustee Price)**

Trustee Price noted that the Planning and Zoning Commission voted in unanimous approval of the fifth resubdivision of Oakview Corporate Park to accommodate the construction of a 75,000 square foot light industrial facility by Helukabel USA, a German-based company that produces cables, wires and cable accessories.

Director Scott noted that there are 10.66 acres of available land remaining at Oakview Corporate Park, east of Helukabel and west of Renishaw.

MOTION: Moved by Trustee Price and seconded by Trustee Yuscka to approve an Ordinance Authorizing an Amended Plat of Resubdivision No. 5 in the Oakview Corporate Park. Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: None

B. Resolution Approving an Employment Agreement with the Village Manager (Trustee Kemitzky)

Trustee Kemitzky noted that the Board recently discussed an extension of Manager Cavallaro's Employment Contract in Executive Session. She stated that his compensation is low compared to like positions in the region, and that the proposed Employment Agreement would bring his compensation in line with his value.

President Nelson stated that, to balance the proposed compensation increase, Manager Cavallaro has voluntarily waived access to health insurance benefits, which will result in a lower health insurance premium to the Village.

Trustee Kemitzky advised that an amendment was made from the previous draft agreement, requiring 12-months notice by Manager Cavallaro prior to retirement. President Nelson added that Manager Cavallaro's retirement is not imminent, however he will reach eligible retirement age during this contract period.

Trustee Price inquired about the "with cause" termination language, expressing concern about setting a precedent for future employees. Attorney Orr explained what types of cause would apply and confirmed that this contract is specific to this employee and term.

MOTION: Moved by Trustee Kemitzky and seconded by Trustee Price to adopt a Resolution Approving an Employment Agreement for Manager of the Village of West Dundee. Upon roll call, motion was approved by a vote of 5 to 1.

AYES: Trustees Kemitzky, Price, Hanley, Yuscka and Anderley

NAYS: Trustee Wilbrandt

ABSENT: None

XI. UNFINISHED BUSINESS:

A. Engine 32 Refurbishment - Additional Costs (Trustee Wilbrandt)

Trustee Wilbrandt stated that Chief Freise visited Pierce Manufacturing, where Engine 32 was inspected for repairs, and was able to negotiate more value for the cost. The initial cost estimate was \$135,000. After inspection, an additional \$30,000 of work was noted, for a total cost of \$165,000. An additional \$10,000 cost of repairs will be absorbed by Pierce.

Chief Freise noted that the engine has good bones and the goal with this refurbishment is to extend its life an additional 10 years, as opposed to seeking a replacement engine next year at a cost of \$600,000.

Trustee Kembitzky asked how the additional \$30,000 will impact the Fire Department budget. Chief Freise noted that the fire mechanic budget included an unallocated amount of \$40,000 as a contingency for unforeseen repairs, which will be utilized rather than Fund 4 Capital Projects funding. He stated that the contingency amount has been increased in recent years due to the advanced age of the Fire Department fleet.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Hanley to authorize an additional expenditure of \$30,000, for a total cost not to exceed \$165,000, for the refurbishment of Engine 32 by Pierce Manufacturing of Appleton, Wisconsin. Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: None

Chief Freise stated that the work will be done ASAP and the Engine is expected to be back in service in January 2018.

XII. NEW BUSINESS:

A. Approval - Assistance to Firefighters Grant Applications (Trustee Wilbrandt)

Trustee Wilbrandt stated that the Fire Department is requesting approval to apply for an individual Assistance to Firefighters Grant (AFG), as well as a regional AFG application, in conjunction with the other QuadCom departments. The grants, if awarded, require a 5% match by the Village.

Chief Freise noted that the individual grant request is for \$135,000 to replace bunker gear, equating to \$6,570 matching funds from the Village. The regional grant request is for \$130,000 to replace radio equipment, which is required by the Federal government with a deadline of 2021. The matching fund requirement for the regional grant would be \$6,500, for a total potential funding requirement of \$13,250 if both grants are awarded.

Chief Freise advised that the department tested the new radio equipment in areas where the current equipment performs poorly and found them to be a significant improvement.

He also noted that regional grant applications are given a higher priority, and reminded the Board that the most recent AFG grant received by West Dundee was last year, in an amount of \$100,000, to purchase new power lift systems and power cots for both ambulances.

MOTION: Moved by Trustee Wilbrandt and seconded by Trustee Price to approve both the department grant application for bunker gear and the regional grant application for radio equipment for the 2017 Assistance to Firefighters Grant, with a 5% match from the Village, at a potential cost of \$13,250. Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: None

President Nelson left the meeting at 8:07 pm. Trustee Yuscka acted as President Pro Tem in his absence.

B. Authorization for Contractual Repairs to Public Works Truck # 8 (Trustee Yuscka)

President Pro Tem Yuscka stated that Public Works Truck #8 broke down a few weeks ago and it was found that the engine was not able to be repaired, and must be replaced. He noted that the cost of a new engine is \$10,000, while the cost of a new truck is \$50,000. The truck has 69,000 miles on it.

Director Babcock added that the truck body is in excellent condition, and with the new engine, its life span will be extended an additional 10 years. The department would have otherwise sought replacement of this truck in about 5 years.

Trustee Kembitzky asked if the truck was current on its scheduled maintenance, to which Director Babcock replied affirmatively. Trustee Price asked if the truck was under warranty. Director Babcock noted that it is nearly 10 years old, and the warranty has expired.

President Nelson returned to the meeting at 8:10 pm.

Upon questioning from Trustee Yuscka, Director Babcock advised that the truck could be expected to return to service within 3-4 weeks of approval, and that it is a daily operations truck not critical to snow removal operations.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Price to authorize staff to have necessary contractual repairs to Truck #8 completed by Cucci Ford in East Dundee, IL, including installation of a new engine with a 3-year unlimited warranty and a new exhaust manifold, at a cost not to exceed \$10,000. Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: None

C. Authorization for Dickens in Dundee Event & Resolution Authorizing Spirit of Christmas Parade (Trustee Anderley)

Trustee Anderley asked if an additional \$200 could be allocated to the Fezziwig's Festivities to cover costs that have been previously paid from her personal funds as the volunteer organizer of this activity. It was generally agreed that this would be appropriate, and the excess revenues from Heritage Fest as sufficient to cover this cost.

MOTION: Moved by Trustee Anderley and seconded by Trustee Price to authorize staff to coordinate the Dickens in Dundee event with an amended budget allocation of \$550 for Fezziwig's Feztivities, and to adopt a Resolution allowing for the temporary closure of Route 72 for the Spirit of Christmas Parade on Saturday, December 3, 2017 from 10:00 to 11:00 am. Upon roll call, motion was approved unanimously.

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

NAYS: None

ABSENT: None

XIII. MISCELLANEOUS / FUTURE AGENDA ITEMS:

Trustee Wilbrandt raised the question of whether the timeframe for the winter street parking ban could be shortened, or only in effect when it snows. He indicated that the parking ban is an inconvenience to households with more cars than can be parked on their driveway or garage.

Trustee Price asked what amount of snow would be the threshold and suggested that the next Newsletter reiterate that residents can call in their vehicles for street parking on non-snowy days.

Trustee Wilbrandt suggested that a call for and list of addresses that are adversely impacted be compiled annually.

Manager Cavallaro advised that the Police Department and Public Works Department would review this inquiry and report back in December.

XIV. ADJOURNMENT:

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

The Regular Board Meeting adjourned at 8:17 pm.

ATTEST:

Kim Tibbetts
Deputy Village Clerk

Christopher Nelson
Village President