

**Minutes
Regular Village Board Workshop
Glen Ellyn Village Board of Trustees
September 20, 2010**

Time of Meeting: 7:00 P.M.

Present: President Pfefferman; Trustees Comerford, Cooper, Hartweg, Ladesic, Henninger and Thorsell; Village Clerk Connors.
Staff present: Village Manager Jones, Schrader, Hulseberg, Norton, Caracci, Batek, Stegall, Holmer, Kvapil until 9:22 p.m.

1. Call to Order

President Pfefferman called the Board Workshop to order at 7:00 P.M. with a roll call. Trustees Comerford, Cooper, Hartweg, Thorsell, Ladesic, and Henninger responded "Here."

2. Public Comments

Danny Sronkoski from Tap House Grill, 411 N. Main, addressed the Village Board about progress of some of the Recreation Commission goals regarding when the RFP for leasing food service at the Village Links would be ready and the results of the decision to outsource food service at the Village Links would be made public. President Pfefferman asked Trustee Cooper, who is the Trustee Liaison to the Recreation Commission, to respond to Mr. Sronkoski's questions. Trustee Cooper explained a 13 member Steering Committee was set up to look into both long-term and short-term goals including revenue and the capital projects for both golf and non-golf areas. The Steering Committee did make a recommendation for an RFP regarding food service, but it did not pass at the last Recreation Commission meeting. There is no recommendation for the Village Board from the Recreation Commission as yet.

3. September 27, 2010 Village Board Meeting Agenda Review

6d. Public Works Director Caracci presented a list of surplus vehicles and equipment that the Village staff has declared obsolete. This list is compiled twice a year. The equipment can be sold by Village auction or can be auctioned through the DuPage Mayors and Managers when theirs occurs. If the Village utilizes the DuPage Mayors and Managers auction, a fee is charged.

6c. Public Works Director Caracci presented the results of a bid opening for 225 street light poles and 85 trees decorated for the holidays in the central business district. The decorations are scheduled to be installed by November 19, 2010. The low bidder was

McFarlane-Douglass in the amount of \$21,900 which is \$150 less than last year. This firm erected the decorations 2 years ago and did a job that brought positive feedback from business owners and residents.

7. Planning & Development Director Hulseberg presented information regarding a request for zoning variations for various improvements at Memorial Park. The park is in a conservation/recreation zoning district. A map was shown indicating the location of the variations. At the Plan Commission meeting one person spoke in opposition to the variations and one member of the public asked general questions. The Plan Commission voted 9-1 in favor of the request. After the meeting, one Plan Commissioner sent an email indicating that he would like to change his vote from “yes” to “no” because of safety concerns of the design of the field. Paul Pessetti of Legat Architects, hired by the High School District, answered questions regarding the bleacher pads, sidewalks, one dugout and parking. He also explained additional items and showed a layout of the proposed field when completed. The Village Board indicated preference to approve the request.

8. Planning and Development Director Hulseberg gave an introduction to the Village’s ICC International Fire Code adoption policy for 2009. The Building Board of Appeals has been meeting to review updates for current codes and to consider new codes. She introduced Building and Zoning Official Joe Kvapil who presented information on the third in the group to come to Village Board for consideration. The ICC International Fire Code would replace the 1993 BOCA Fire Code now in use. Three reasons to adopt the International Fire Code presented tonight: 1. more detailed and comprehensive; 2. corresponds with new building materials and systems; and 3. new requirements that will no longer exist when the Village updates from the 2003 building code to the 2009 building code. The Building Board of Appeals held two public meetings and voted 5-0 to recommend approval of an ordinance adopting the 2009 ICC International Fire Code with local amendments. A question was raised regarding cooking devices on decks of single family homes. The Village Board agreed that section 308.1.4 should be reworded by taking out the second “or” to allow cooking devices on decks of single family homes. Mr. Kvapil explained that local amendments for existing buildings are more restrictive in that the threshold for the cost of the work would require a sprinkler system, a standpipe, or a fire alarm. Questions were raised regarding sections 4603.4.7, 4603.4.8, and 4603.4.9. Also questions were asked by the Village Board about how sprinkler costs are determined. Mr. Kvapil explained the formulae. After discussion, the Village Board asked Mr. Kvapil to return to the Building Board of Appeals for them to reconsider the way the mandatory need for sprinklers is determined on remodeling as well as the other points that were brought up at this evening’s meeting. The Village Board understands the difficult job undertaken by the commission and thanks them for their work.

9. Public Works Director Caracci presented information on the proposed purchase of an aerial bucket unit that will be used for various Public Works jobs. The truck will be

purchased using the State purchasing plan in the amount of \$135,747, which is \$4,000 less than budgeted.

10. Public Works Director Caracci presented information on the proposed purchase of a chipper for use by the Forestry Division to replace an 11-year-old unit. Public Works staff tested a number of different models and recommended the Brush Bandit which is capable of handling larger branches safely. At one time Public Works limited the size of branches chipped to 9”, but now needs to be able to accept those up to 13”. The cost of the unit is \$43,835. \$38,000 was budgeted, but the \$4,000 saved from the purchase of the aerial bucket will be applied toward the cost of the chipper.

11. Village Manager Steve Jones presented information on the intergovernmental agreement between the Village of Glen Ellyn and the Village of Lombard regarding the reconstruction of the Hill Avenue bridge. The agreement has been through two legal reviews and the Village of Glen Ellyn is waiting for the final legal review from the Village of Lombard. Village Manager Jones listed the Village’s conditions to the agreement to which the Village of Lombard agreed.

12. Village Manager Jones announced that more information regarding the contract for the purchase of 825 N. Main will be available at next week’s meeting.

4. Greenfield Sidewalk Discussion

Before beginning his presentation regarding sidewalk installations at either location, Mr. Caracci detailed the Village sidewalk installation policy and how sidewalk gaps are filled. Public Works Director Caracci presented information concerning the installation of about 340’ of sidewalk on the north side of Greenfield between Kenilworth and Lambert. He showed photos of the area and of plantings in the right of way of the new sidewalk. The Public Works Department is trying to work with the owners of 324 and 314 Greenfield where there are a lot of conflicts-trees, landscaping, and walls. Public Works does explain to the owners that when they plant or improve the parkway, they do so at their own risk. The Village tries to accommodate them as best it can, but will not reimburse them for improvements they have made on public property. Mr. Caracci read an e-mail from the resident at 314 Greenfield who said she can support the installation of the sidewalk with the restoration of the property as requested and the installation of a 4-way stop sign. Neal Levin, 324 Greenfield, asked what the requirements were for a stop sign placement at the corner of Greenfield and Kenilworth. Police Chief Norton explained the Village follows the manual for traffic control devices published by the Federal Department of Transportation adopted by the State of Illinois. Mr. Caracci estimates the cost would be about \$8,500 plus landscaping for a total of approximately \$10,000. The funds are in the budget for this project.

After discussion the Village Board agreed they are in favor of moving ahead with the project as proposed. Mr. Caracci would like to waive competitive bidding in an effort to obtain a low cost available this fall and work around Halloween.

5. Ridgewood Sidewalk Discussion

Public Works Director Caracci presented information about a request from a resident whose sidewalk is located along the south side of Ridgewood between Kenilworth and Brandon. This is another situation where there are four properties without a sidewalk. Mr. Caracci explained that the sidewalk will be designed to stay as close to the property line as possible, but this has some challenges that mostly affect the corner property. The Village can make some adjustments to accommodate concrete steps and plantings in the right of way on the northern property line at 321 Ridgewood. Mr. Caracci showed photos of the utility pole, concrete steps and plantings and how they would interfere with the sidewalk. Various options were presented to save a lilac tree, avoid a utility pole and not remove all the concrete steps. John and Lisa Feeley, 321 Ridgewood, presented photos showing how close the sidewalk would be to their patio and objected to the loss of privacy with the removal of lilac bushes. They asked that the Village not install the sidewalk. Mr. Feeley's presentation was in follow-up to previous written information provided to the Village Board. Bill Cesario, 357 Ridgewood; Pat Kelly, 349 Edgewood; and Jim Brefeld, 365 Ridgewood all spoke in favor of the sidewalk installation. Dan Stevenson, 363 Ridgewood, left a message with the Village Clerk that he was in favor of installing the sidewalk, but could not stay due to another meeting at 8 p.m. After discussion concerning plantings, possible relocation of the lilac tree, and trimming of the lilac bushes, the Village Board indicated they were in favor of the sidewalk and keeping it as originally proposed by Public Works. The cost will be approximately \$10,000. Public Works will try to do it this fall about the same time as the Greenfield project.

The Village Board recessed at 9:22 p.m. and resumed at 9:30 p.m. with all the same Village Board members present. Building and Zoning Office Joe Kvpil was not present.

6. Downtown Organization Discussion

Planning and Development Director Hulseberg presented information concerning the proposed Downtown Organization. Her remarks incorporated previous Village Board questions into tonight's presentation and reviewed items the Village Board had agreed upon at past meetings. Only the temporary organization is going to be discussed this evening, not the permanent one. Recommendations were discussed concerning the Downtown Transitional Organization (DTO). Ms. Hulseberg described the structure including the length of time the DTO is designed to function (until April 30, 2011), who should make up the board, duties of the board and executive director, the location of the office, and how it would be funded. Various possible funding sources were discussed

such as the downtown SSA, Special Programs Fund and membership dues. The DTO would provide a report to the Village Board at the end of the seven months on April 30, 2011. The DTO is preliminary to a permanent organization as recommended by the TDAC. The Village would not be directly involved in the operation of the organization similar to the EDC and the Chamber of Commerce.

Janet Avila, Downtown Glen Ellyn Alliance President, feels like the new organization is not going anywhere because the new organization should be planning programs for next year and has not yet met. The lack of decision is becoming an urgent issue. Let the new board solve the problems, not the Village Board. The Village Board asked about the make up of the board of the DTO. Ms. Avila agreed with the proposed member background, but thought it should get started. Ms. Hulseberg reminded everyone that TDAC suggested the minimum number on the new board should be 7, maybe 9 who have knowledge of the downtown and the make-up will probably work out. The new DTO board will vote on their replacements, not the Village Board. Jim Meyers, 531 Stafford, addressed the Board to say that the TDAC worked well together and the new group probably will also once they know what their objectives are; Carol White, Downtown Glen Ellyn Alliance, spoke about the need for members of the DTO and new organization to pay dues so that they can be invested in the group and people are making a commitment; a business owner at 461 Park suggested dues be collected until funding is available. Pat Melady, 475 N. Main, suggested making the Downtown Alliance a not-for-profit group and keeping it together or appoint members the same way the Village does commission members; Dan Sronkoski, Tap House Grill spoke about the importance of belonging to the organizations and marketing yourself; a business owner at 481 N. Main spoke about the importance of charging dues; Chef Michel, Bistro Monet, spoke about belonging to various organizations, but he would like the restaurant to be better seen from the street and more help getting new customers. Discussion followed concerning how the DTO board can be chosen and the make-up of EDC, Chamber, and Alliance boards. Each Village Board member commented on what to expect from the DTO and the strategic plan. Ms. Hulseberg will begin to prepare a resolution for Village Board consideration in October.

7. Disaster Plan Discussion

Police Chief Norton presented information on the revised Emergency Operations Plan. Deputy Chief Holmer worked on the details of the plan. The disaster plan is designed to be used when Village operations are overwhelmed and outside help is not available such as unusual weather-related situations or any other times that threaten human life. This is not a public document and details additional powers to the Village President or President Pro-Tem. In the event of a disaster the Emergency Operations Center (EOC) is activated. So far this year the Village opened theirs in mid-June 2010 and closed it the same day, and on July 23 and July 24, DuPage County opened theirs, but Glen Ellyn did not. The County is trying to create a template for local emergency operations. EOC training will

be offered next spring. It was suggested that when the new Village Board begins to serve, they receive the information. Chief Norton anticipates the template should be available on line for the new Village Board. He gave a brief outline of mutual aid for the Fire Department. The EOC will let the Village Board know what their roles are in an emergency. The books that detail the disaster plan will be returned by the Village Board to the Police Department by the end of October.

8. Other Items?

Pat Page, 206 Hill Avenue, asked about the up-coming program regarding the historical property survey. Assistant to the Village Administrator Kristen Schrader responded that the program is scheduled for Wednesday, September 22, from 7-9 p.m. at the History Center, 800 N. Main.

9. Adjournment

At 10:55p.m., Trustee Comerford moved and Trustee Cooper seconded a motion to adjourn. All voted “Aye.” Meeting adjourned.

Submitted by:

Suzanne R. Connors,
Village Clerk