

Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
Monday, April 23, 2012

Call to Order

Village President Pfefferman called the meeting to order at 8:04 p.m.

Roll Call

Upon roll call by Village Clerk Connors, Village President Pfefferman and Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley answered, "Present."

Pledge of Allegiance

Pledge of Allegiance was led by Margaret Immick of the Glen Ellyn Infant Welfare Society. She spoke about the organization's up-coming housewalk on Friday, May 11. Four homes are on the walk – one session in the morning and one in the evening. She gave the list of places where tickets could be purchased.

Village Recognition:

- A. There was a Moment of Silence to recognize West Chicago Mayor Michael Kwasman who recently passed away.
- B. Police Chief Norton received a letter from a citizen thanking the Department for coming to her aid after losing her wallet in the Jewel parking lot. She also thanked all the officers for making a difference every day.
- C. Police Sergeant Smith received a note of thanks for attending the P.P.W. Condo Board Meeting and providing excellent ideas after listening to their concerns.
- D. Police Detective Monson received a letter of appreciation for attending the P.P.W. Condo Board Meeting, listening to their concerns and providing wise advice.
- E. Police Chief Norton received a letter of sincere thanks from the Wheaton Police Department for the assistance provided by members of the Glen Ellyn Police Department while answering a call involving a domestic situation. This resulted in a two week old baby being placed in its proper care.
- F. The Village Board and Management Team congratulates the following employees who recently celebrated an anniversary as a Village employee:

Susan Barbeau	Finance	5 years
Debbie Clewlow	Administration	10 years
Jodi Hefler	Administration	10 years
Lawrence Milhaupt	Public Works	15 years
Richard Perez	Police	25 years

Audience Participation

- A. **Proclamation** in recognition of Arbor Day was presented by President Pfefferman to Environmental Commission member Laura Glaza. Ms. Glaza thanked Harold Kolze and his staff, Julius Hansen, and Andrew Letson for their assistance during Earth Day activities which included 160 scouts in the Civic Center gym. It was a wonderful Earth Day experience for the scouts.
- B. President Pfefferman mentioned that postcards about **Shops & Hops** were being distributed at the Ogilvie Transportation Center, Chicago. He thought it was a very good marketing tool for a Glen Ellyn activity.
- C. Assistant to the Village Administrator-Administration Schrader presented information concerning the Prairie Path and Great Western Clean Ups on Saturday, April 28, the **Clean Sweep** that begins Monday, April 30, for Glen Ellyn single family residences, and the Arbor Day Celebration at 9 a.m. on May 12 at Panfish Park.
- D. At the request of the Village Board, Finance Director Wachtel spoke about **controls within the Finance Department**. A few items mentioned were very good audit controls, the vouchers that are checked by members of the Village Board on a rotating basis, constant review of financial processes, and the avenues for employees to report anything they think appears unusual. The Village's purchasing plan is currently under review as suggested by the Village Board a few months ago.
- E. President Pfefferman welcomed Village Manager Mark Franz as a new resident of Glen Ellyn.

Consent Agenda

Village Manager Franz presented the Consent Agenda. Village President Pfefferman called for questions and/or discussion of the items on the Consent Agenda.

- A. Total **Expenditures** (Payroll and Vouchers) - \$1,116,666.15.

The vouchers have been reviewed by Trustee Friedberg and by Manager Franz prior to this meeting, and were found consistent with the Village's purchasing policy.

- B. Approve the recommendation of Village President Pfefferman that Theodore Skirvin be appointed as the **Chairman of the Finance Commission** for a term ending in December, 2012.

- C. Waive Section 8-1-12 (Merchandise on the Street), Section 4-5-9 (Special Event Signs) and Chapter 3-23 (Peddlers) of the Village Code for the **Glen Ellyn Chamber of Commerce's seasonal Farmers' Market**. The Farmers' Market will be held on the south end of the Main Street parking lot from 8:00 a.m. to 1:00 p.m. each Friday from May 25 through October 26, 2012.
- D. **Ordinance No. 6024-VC**, an Ordinance Amending the Village Code and Granting Administrative Approval **Authority to the Village Manager to Allow Promotional and Community Events** for Which the Village Board has Previously Granted Approval of a Code Waiver.
- E. Approve changes to the Village's **Façade and Downtown Interior Improvements grant program guidelines and applications**.
- F. Approve a License Agreement to **Allow Tables and Chairs in the public right-of-way for Starbucks at 536 Crescent Boulevard**.
- G. Approve a **Façade Improvement** Grant for Jay Gilbert for the property located at **479 N. Main Street**.
- H. Approve award of a contract to MDS Technologies, Inc., for traffic sign geolocating, inventorying and retroreflectivity assessment associated with the **Comprehensive Traffic Signs Inventory Project**, in the amount of \$30,000.00, to be expensed to the FY11/12 General Fund.
- I. Waive competitive bidding and accept the proposal by Altec Industries of Birmingham, Alabama for one **2012 Ford F-550 aerial bucket truck** at a cost of \$82,993.00 to be expensed to the FY11/12 Equipment Services Fund.
- J. Approve the **purchase of two vehicles** to include one 2012 Ford Expedition police patrol vehicle through the **State of Illinois Joint Purchasing Program** from Bob Ridings of Taylorville, Illinois, at a cost of \$28,219.00, and one 2012 Chevrolet Impala police patrol vehicle through the State of Illinois Joint Purchasing Program from Green Chevrolet of Jacksonville, Illinois, at a cost of \$20,077.95, to be expensed to the FY12/13 Equipment Services Fund.
- K. Competitive bidding and approval of a proposal from Peterson and Matz Inc. of Elgin, Illinois for **rehabbing and upgrading the chlorination equipment at NPAS** in the not-to-exceed amount of \$22,000.00, to be expensed to the FY11/12 Water & Sanitary Sewer Fund.
- L. Approve award of a competitively bid contract for the FY12/13 **Concrete Spot Repair Program** to Mondi Construction, Inc. of West Chicago, IL. In the not-to-exceed amount of \$45,000.00 to be expensed to the FY12/13 Water & Sanitary Sewer Fund.

Planning and Development Director Staci Hulseberg presented details on Items E and G of the Consent Agenda as requested by the Village Board. She was reporting back to the Village Board regarding the Village's façade and downtown interior improvements grant program guidelines and applications which incorporated suggestions from a February 27 Village Board meeting. Management recommends approving a grant solely for awnings. The Village Board discussed whether awnings should be allowed when no other exterior facade improvements would be done. The majority of Village Board members were in favor of approving grants solely for awnings.

The owner of the property at 479 N. Main, the former Larc Jewelers, has applied for a commercial facade improvement grant. He wants renovate the exterior of the building and add awnings. All Village Board members were in favor of approving the grant.

Trustee Friedberg moved and Trustee Henninger seconded the motion to adopt the Consent Agenda items to be considered routine business by the Village Board and be approved in a single vote.

Upon roll call, Trustees Friedberg, Ladesic, Hartweg, Cooper, Henninger and McGinley voted "Aye." Motion carried.

Ordinance No. 6025 – 662 Oak Street - Zoning Code Variation

Planning and Development Director Staci Hulseberg presented information on a request by Patrice and David Menzel for a variation from the Glen Ellyn Zoning Code Section 10-4-8(D)1 minimum required front yard setback of 50 feet. The Zoning Board of Appeals voted 3 yes, 1 abstain, 1 no to recommend approval. Trustee Cooper explained what occurred during the ZBA meeting that was not reflected in the minutes. Discussion followed concerning the three trees that were removed. Mr. and Mrs. Menzel spoke to some of the Village Board's concerns.

Trustee Ladesic moved and Trustee Hartweg seconded the motion that Ordinance No. 6025 be passed, an Ordinance Approving a Variation from the Front Yard Setback Requirements of the Zoning Code to Allow a New Single Family Residence for Property at 662 Oak Street.

Upon roll call, Trustees Ladesic, Hartweg, Friedberg, Henninger and McGinley voted "Aye." Trustee Cooper voted "No." Motion carried.

Ordinance No. 6026 – Annual Village Expenditure Budget

Finance Director Kevin Wachtel presented information on the proposed Village budget for Fiscal Year 2012/13. He thanked Village Management for their hard work, the Finance Commission for their input and the public for their interest. This is the 2nd reading and the final presentation of the next fiscal year's budget. He gave a general overview by fund and the approximate amount of Village property tax for a \$500,000 home. The expenditure budget consists of a total of 14 individual funds, each having a specific purpose, totaling \$43.5 million in aggregate. In comparison to last year's Fiscal Year 2011/12 net budget of \$39.8 million, this represents an increase of \$3.7 million or 9.3%,

which includes an increase of \$2.7 million in capital spending. Director Wachtel answered questions and explained how surplus is used, how funds are moved, and budgets are impacted from one year to the next. Once completed, final copies of the adopted budget will be available for public review at the Civic Center, Glen Ellyn Public Library, and online at www.glenellyn.org.

Trustees thanked staff, Director Wachtel and Manager Franz for all their work over the past months to put the budget together. Each Trustee commented on the budget as presented. President Pfefferman concluded with comments of his own which included a thank you to the Finance Commission. He stressed that economic development is even more important and capital improvement will require more hard decisions. The Village is financially sound.

Trustee Henninger moved and Trustee Hartweg seconded the motion that Ordinance No. 6026 be passed, an Ordinance Adopting the Annual Village of Glen Ellyn Expenditure Budget in the net amount of \$43,494,150 including the compensation plan for the Fiscal Year 2012/13 beginning May 1, 2012 and ending April 30, 2013.

Upon roll call, Trustees Henninger, Hartweg, Cooper, Friedberg and McGinley voted "Aye." Trustee Ladesic voted "No." Motion carried.

Commuter Facility Improvement Funding Agreement – 460 - 478 Duane Street

Planning and Development Director Staci Hulseberg presented information on an agreement to purchase property located at 460-478 Duane Street. She gave the background and noted that grant funds need to be used or they will be lost. The property is west of Citi Bank parking lot on the north side of the street. About 55 possible commuter parking spaces will be available.

Trustee Cooper moved and Trustee Friedberg seconded the motion that the Village President, Clerk and other officials be authorized to execute an agreement to purchase 460-478 Duane Street for the sum of \$445,000.00, with funds for that purchase and some additional construction costs being transferred to the Village under a Commuter Facility Improvement Funding Agreement, the execution of which is also authorized, including the terms and conditions for the transfer of the Duane Street property to the CRD or Metra, and the operation of a parking lot by the Village pursuant to a Commuter Facility Improvement Funding Agreement, the execution of which is also authorized. Under the latter agreement, the Village will receive funds from Metra in an amount of \$780,000.00. The execution of these agreements is also made subject to the final approval of documents by the Village Attorney.

Upon roll call, Trustees Cooper, Friedberg, Hartweg, Henninger, Ladesic and McGinley voted "Aye." Motion carried.

Marathon Gas Station – 825 N. Main Street - Request for Proposals

Planning and Development Director Hulseberg led a review and discussion of a draft Request for Proposals for the former Marathon gas station property at 825 N. Main Street. The Village purchased the property in early 2011, and since that time, has been working to prepare the property for potential sale and redevelopment. She explained that if the Village did not like any of the proposals, they can reject all of them. If there is a successful award and they are interested in working out a deal with the owner of 817 Geneva, they would have 25 days to come to an agreement with that property owner. The Village Board made some suggested changes in wording to the draft RFP.

Reminders:

- The State of the Village Presentation will be held on Monday, May 7, 2012 at 7:00p.m. in the Galligan Board Room of the Glen Ellyn Civic Center. A “Meet Mayor Mark” event will be held immediately following this presentation.
- The next Regular Village Board Meeting is scheduled for Monday, May 14, 2012, with the Workshop beginning at 7:00 p.m. and the Regular Board Meeting beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business?

There was no other business brought before the Village Board.

Adjournment

At 10:22 p.m. Trustee Henninger moved and Trustee Cooper seconded the motion to adjourn.

Upon roll call, Trustees Henninger, Cooper, Friedberg, Hartweg, Ladesic and McGinley voted “Aye.” Motion carried. Meeting adjourned.

Respectfully submitted,

Suzanne R. Connors,
Village Clerk