

**Minutes
Regular Meeting
Glen Ellyn Village Board of Trustees
March 10, 2008**

Call to Order

Village President Hase called the meeting to order at 8 p.m.

Roll Call

Upon roll call by Village Clerk Draths, Village President Hase and Trustees Armstrong, Comerford, Ladesic, Norton and Thorsell answered, "Present." Trustee Lee was excused.

Pledge of Allegiance

Village President Hase led the Pledge of Allegiance.

Correspondence

- a. February 6 letter from a Midway Park resident thanking and complimenting Public Works Maintenance Workers Jon Braga and Stephanie Chandler for the technique used to plow their rather narrow street.
- b. February 29 letter from the Riviera Condominium Association president thanking Community Service Officer Rose Volpe for her handling of an illegal dumping incident. The Association also thanked Police Officer Craig Holstead for speaking to the condominium residents regarding building security and answering their many questions in a manner that impressed them.
- c. A recent thank you letter sent to Community Service Officer Nick Bellini from the Arbor View School Daisy Girl Scout Troop 301 thanking Officer Bellini for attending their meeting and talking to them about safety.

Audience Participation

- a. Police Chief Norton introduced and presented information about John Perkins. Chief Norton stated new recruits spend 12 weeks at the Police Training Institute at the University of Illinois in Champaign/Urbana. Upon graduation, officers work alongside experienced Field Training Officers for 14 weeks and then work independently for about a year under the supervision of Patrol Sergeants. Officer Perkins has now successfully completed his probationary period.

Village Clerk Andrea Draths administered the oath of office to Police Officer John Perkins.

- b. Melissa Creech, 697 St. Charles Road, lives across the street from Ackerman Park and stated her concerns regarding the loss of trees due to an intergovernmental agreement between the Village and the Park District for a regional stormwater retention project located in Ackerman Park.

Planning and Development Director Staci Hulseberg stated that this stormwater project encompasses the entire area, including Five Corners. Part of the project involves a detention pond that has been designed, that when not holding water, can be used also as a soccer field. The negotiations for the intergovernmental agreement for this project have been on-going for several years. Initially the agreement was proposed as a three-party agreement with Parkview Community Church, the Village and the Park District. During the negotiation period, the church decided to create a stormwater detention area and not be included in the regional stormwater detention project agreement. Director Hulseberg also mentioned that residents in the neighborhood would be notified by the Public Works Department, as is our usual practice once the consultant prepares engineering plans, to invite them to a neighborhood information meeting to explain and discuss the project.

- c. Carolyn and Ruben Slone, 298 Oak Street, stated their safety concerns for students because twelve homeowners, who live across the street from Hadley Junior High School, do not maintain their sidewalks in the winter by either shoveling or salting.

Margaret De La Rosa, 612 Newton Avenue; and Cathy Evangelist, 500 Lowell Avenue, said they, and parents from other Glen Ellyn schools, have indicated the same concerns regarding winter conditions and sidewalks in school neighborhoods.

President Hase mentioned that Police Chief Norton and Public Works Director Joe Caracci contacted Hadley and discussed the issue and that a letter would be sent to residents, before the cold weather begins next year, requesting sidewalk maintenance. President Hase said it would be impossible for the Village to oversee shoveling all sidewalks near schools in the Village, but we would encourage residents, through the Village Newsletter and GETV, to shovel and salt their sidewalks. She reminded everyone that this has been an unusually difficult Chicagoland winter. Trustee Comerford asked staff to research ordinances other communities might have regarding winter maintenance of sidewalks.

Consent Agenda

Acting Village Manager Barrett presented the Consent Agenda; Village President Hase called for questions and/or discussion on the items on the Consent Agenda.

Trustee Norton moved and Trustee Comerford seconded the motion that the following items included on the Consent Agenda be approved:

- a. **Minutes** of the February 11, 2008 Regular Village Board Meeting.
- b. Total **Expenditures** (Payroll and Vouchers) -\$1,467,265.54. The vouchers were reviewed by Trustee Norton prior to the meeting.
- c. Approve the recommendation of Village President Hase that the following **appointments** be made for Boards and Commissions:

Architectural Review Commission

George W. Allen – for a term ending December 31, 2008

Historic Preservation Commission

Erik G. Ford – for a term ending December 31, 2008

Environmental Commission

Adam S. Kreuzer – for a term ending December 31, 2010

Economic Development Corporation

Mary C. Loch – for a term ending December 31, 2008

- d. **Ordinance No. 5660-VC**, an Ordinance Amending Chapter 2 of Title 4 (Electrical Code) of the Village Code of the Village of Glen Ellyn, Illinois Adopting the **2008 National Electrical Code with Local Amendments**.

Adoption of the 2008 National Electric Code with local amendments to replace the current 2005 NEC with local amendments. The Building Board of Appeals considered this item at a public meeting on January 31, 2008. The BBA recommended approval of the 2008 National Electric Code with the local amendments unanimously with five "yes" votes.

- e. Accept the proposal by EKA Incorporated of Stone Mountain, Georgia for one **skid steer loader** at a cost of \$35,544 to be provided through Casey Equipment Company Incorporated of Arlington Heights, Illinois, to be expensed to the FY 07-08 Equipment Services Fund.

This replacement skid steer wheel loader would be used by the Operations Division of the Public Works Department year round to load salt into trucks and plow snow in parking lots. It would be used for street patching, utility and landscaping projects throughout the year. It is also a general purpose yard machine that would perform numerous tasks and operate many attachments. EKA Incorporated has the General Services Agency (GSA) contract for the JCB 190 skid steer loader which is used by various departments of the Federal Government. They have offered us GSA pricing which is the same as the Federal government pays. The advantage to purchasing through GSA is that all competitive requirements have been met and the GSA has negotiated volume pricing. This is

similar to purchasing through the State of Illinois Joint Purchase program, which at this time does not have a bid available for this equipment.

Upon roll call on the Consent Agenda, Trustees Norton, Comerford, Armstrong, Ladesic and Thorsell voted "Aye". Motion carried.

Resolution No. 08-05 – Establish Downtown Plan Advisory Committee

Planning and Development Director Staci Hulseberg presented information on the establishment of a Downtown Advisory Committee (DAC). The creation of a DAC would be one of the first steps in the public participation element of the downtown strategic planning process which is being performed by the Village's planning consultant, Town Builder Studios. The Downtown Advisory Committee would review and comment on various elements of the downtown plan, offer opinions and suggestions regarding the plan, and make a recommendation to the Village President and Board of Trustees regarding the adoption of the plan. It is expected the DAC would meet approximately four times throughout the process, with the first meeting planned for April.

Trustee Comerford moved and Trustee Thorsell seconded the motion that Resolution No. 08-05 be passed, a Resolution Establishing a Downtown Plan Advisory Committee.

Upon roll call, Trustees Comerford, Thorsell, Armstrong, Ladesic and Norton voted "Aye." Motion carried.

Ordinance No. 5661 – 120 Exmoor Avenue – Lot Coverage Ratio Variation

Planning and Development Director Staci Hulseberg presented information regarding property owners John and Karen Kenwood's request of a variation from Section 10-4-8(E)1 to allow the construction of a two-story addition with a lot coverage ratio of 21.4 percent in lieu of the 20 percent maximum lot coverage ratio allowed for a two-story residence. The property is located on the west side of Exmoor Avenue between Fairview Avenue and DuPage Boulevard. The Zoning Board of Appeals considered these items at two public hearings on January 8, 2008 and January 22, 2008, voting 6-1 to recommend Village Board approval of the variation on January 22, 2008.

Trustee Ladesic moved and Trustee Armstrong seconded the motion that Ordinance No. 5661 be passed, an Ordinance Approving a Lot Coverage Ratio Variation to Allow the Construction of a Two-Story Addition for Property at 120 Exmoor Avenue.

Trustee Thorsell stated she did not feel the requirements of hardship or unique circumstances had been met regarding this project and therefore she would be voting against it.

Upon roll call, Trustees Ladesic, Armstrong, Comerford, and Norton voted "Aye." Trustee Thorsell voted "Nay." Motion carried.

Ordinance No. 5662 – 309 Forest Avenue - Rear Yard and Side Yard Setback Variations

Planning and Development Director Staci Hulseberg presented information regarding the construction of a new, two-story addition and the reconstruction of an existing family room and attached garage. The property is located on the east side of Forest Avenue between Hill Avenue and Turner Avenue. Property owners Chris and Andrea Bilotti requested two variations from the Glen Ellyn Zoning Code to allow the construction of a new two-story addition and the reconstruction of an existing family room and attached garage that encroach into the required rear and side yard setbacks. The Zoning Board of Appeals considered this item at a public hearing on February 12, 2008, voting 5-0 to recommend Village Board approval of these variations.

Trustee Norton moved and Trustee Comerford seconded the motion that Ordinance No. 5662 be passed, an Ordinance Approving Variations from the Rear Yard Setback and Side Yard Setback of the Zoning Code to Allow the Reconstruction of a Family Room, the Reconstruction of an Attached Garage, and the Construction of a New Two-Story Addition for Property at 309 Forest Avenue.

Upon roll call, Trustees Norton, Comerford, Armstrong, Ladesic and Thorsell voted "Aye." Motion carried.

Ordinance No. 5663 – Enchantments (534 Pennsylvania Avenue) – Approve Special Use Permit

Planning and Development Director Staci Hulseberg presented information regarding Jennifer Massarelli's request for approval of a special use permit for outdoor storage to allow a table and chair set to be displayed in front of Enchantments located at 534 Pennsylvania Avenue. The subject property is located on the north side of Pennsylvania Avenue between Main Street and Forest Avenue in the C5B Central Business District, Central Service Sub-district. The Plan Commission reviewed the requested special use permit at a public hearing on February 14, 2008, voting 8-0 to recommend Village Board approval of the request subject to conditions.

Trustee Armstrong moved and Trustee Ladesic seconded the motion that Ordinance No. 5663 be passed, an Ordinance Granting Approval of a Special Use Permit for Outdoor Storage to Allow a Table and Chair Set to be Displayed Outside in Front of the Enchantments Store Located at 534 Pennsylvania Avenue.

Upon roll call, Trustees Armstrong, Ladesic, Comerford, Norton and Thorsell voted "Aye." Motion carried.

Ordinance No. 5664 – Grace Lutheran Church (493 Forest Avenue) – Approve Special Use Permits and Exterior Appearance

Planning and Development Director Staci Hulseberg presented information regarding a special use permit for a Preliminary and Final Planned Unit Development Plan, a special use permit for the expansion of a church and the exterior appearance of an approximately

4,000-square foot addition for Grace Lutheran Church located at 493 Forest Avenue. The subject site is located at the southeast corner of Forest Avenue and Pennsylvania Avenue in the C5B Central Business District, Central Service Sub-district. The Architectural Review Commission reviewed the proposed exterior appearance at a public meeting on February 13, 2008. By a vote of 6-0-1, the Architectural Review Commission recommended approval of the exterior appearance with conditions. The Plan Commission reviewed the requested special use permit for a Preliminary and Final Planned Unit Development Plan and special use permit to allow the expansion of a church at a public hearing on February 14, 2008, voting 8-0 to recommend Village Board approval of these requests.

Trustee Thorsell moved and Trustee Norton seconded the motion that Ordinance No. 5664 be passed, an Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan with Zoning Deviations, a Special Use Permit to Allow the Expansion of an Existing Church and the Exterior Appearance for a Proposed Addition on the Grace Lutheran Church Located at the Southeast Corner of Forest Avenue and Pennsylvania Avenue on Property Commonly Known as 493 Forest Avenue.

Upon roll call, Trustees Thorsell, Norton, Armstrong, Comerford and Ladesic voted "Aye." Motion carried.

Ordinance No. 5665 – US Bank (453 Forest Avenue) – Approve Special Use Permit and Exterior Appearance

Planning and Development Director Staci Hulseberg presented information on a special use permit for a Preliminary and Final Planned Unit Development Plan and the exterior appearance of an approximately 2,000-square foot addition on the north side of the existing US Bank Corporation bank building at 453 Duane Street. The subject site is located at the northeast corner of Forest Avenue and Duane Street in the C5B Central Business District, Central Service Sub-district. The Architectural Review Commission reviewed the exterior appearance at a public meeting on January 9, 2008, voting 5-0 to recommend Village Board approval of the exterior appearance with conditions. The Plan Commission reviewed the requested special use permit for a Preliminary and Final Planned Unit Development Plan at a public hearing on February 14, 2008, voting 8-0 to recommend approval of the request subject to conditions.

Trustee Armstrong moved and Trustee Thorsell seconded the motion that Ordinance No. 5665 be passed, an Ordinance Granting Approval of a Special Use Permit for a Preliminary and Final Planned Unit Development Plan with a Zoning Deviation for Drive Aisle Width and the Exterior Appearance for Proposed Addition on the US Bank Building Located at the Northeast Corner of Forest Avenue and Duane Street on Property Commonly Known as 453 Forest Avenue.

Upon roll call, Trustees Armstrong, Thorsell, Comerford, Ladesic and Norton voted "Aye." Motion carried.

Recreation Department – Golf Cart Purchase

Recreation Director Matt Pekarek presented information on the purchase of golf carts. In 2007, 31,000 Village Links customers paid a total of \$417,000 in rental fees to use the golf course's 87 golf carts. Historically, carts have been kept for about eight years, and replaced in groups of 10-15 at a time. Staff evaluated various replacement options and determined that it was advantageous to replace all of the carts at one time and more frequently than in the past. This approach provides some economy of scale, encourages maximum competition among vendors, and takes advantage of a favorable market for used golf carts. By replacing carts more frequently, the golf course can provide its customers with newer, better running golf carts without significantly increasing the cost of providing those carts. Competitive proposals were solicited under broad guidelines that allowed each dealer to craft one or more proposals that would provide the best combination of low cost and cart quality to the Village Links. The three dealers presented a total of 13 proposals. Staff's recommendation was the lowest cost purchase with trade-in. It includes a 5-percent contingency that would be used to address any trade-in carts that are not fully operational at the time of delivery. All Recreation Department funds are generated by user fees; no tax monies are used at the Village Links.

Trustee Thorsell moved and Trustee Norton seconded the motion to waive competitive bidding and accept the proposal by Harris Motor Sports of Sugar Grove, Illinois for the purchase of 87 Yamaha® golf carts for \$132,000 and the trade-in of 87 used golf carts, to be expensed to the FY 07-08 Recreation Department Fund budget.

Upon roll call, Trustees Thorsell, Norton, Armstrong, Comerford and Ladesic voted "Aye." Motion carried.

Brush and Branch Removal Program

Public Works Director Joe Caracci presented information on this contract with Kramer Tree Specialists, Inc. The contract continues the monthly residential brush and branch pickup program that originated in May 1999 and provides services for a three-year period beginning May 2008 and ending October 2010. Contractors were asked to submit proposals on a per-month basis as well as a cubic yard cost. Two contractors submitted proposals by the March 5 deadline. Staff recommends award of the contract to Kramer Tree Specialists in the total amount of \$395,400. This cost translates into a monthly fee of \$1.58 on the monthly Village utility bill for approximately 6,800 addresses receiving this service.

Trustee Comerford moved and Trustee Armstrong seconded the motion to approve award of a contract to Kramer Tree Specialists, Inc., of West Chicago for the monthly brush and branch removal program operating from May through October each year for the three year span of 2008-2010, to be expensed to the Solid Waste Fund at the following yearly costs:

Standard Pick-up:	Year 2008	\$128,400
	Year 2009	\$132,000

<u>Year 2010</u>	<u>\$135,000</u>
Total Cost	\$395,400

Upon roll call, Trustees Comerford, Armstrong, Ladesic, Norton and Thorsell voted "Aye." Motion carried.

Reminders

- There is a Village Board Special Budget Workshop scheduled for Monday, March 17, at 6 p.m. in Room 301 of the Glen Ellyn Civic Center, followed immediately by a Regular Village Board Workshop in Room 301.
- The next Pre-Board Workshop of the Glen Ellyn Village Board is scheduled for Monday, March 24, beginning at 7:30 p.m. in Room 301 of the Glen Ellyn Civic Center.
- The next Regular Village Board Meeting is scheduled for Monday, March 24, beginning at 8 p.m. in the Galligan Board Room of the Glen Ellyn Civic Center.

Other Business

Trustee Ladesic mentioned the American Cancer Society's Relay-for-Life event to be held Friday, June 6, 2008 at Glenbard South High School.

Adjournment

At 9:03 p.m., Trustee Norton moved and Trustee Ladesic seconded the motion that the Regular Meeting of the Village Board of Trustees be adjourned. All Trustees present voted "Aye." Motion carried.

Respectfully Submitted,

Andrea Draths
Village Clerk