

MINUTES OF THE WORKSHOP MEETING OF THE VILLAGE OF WESTERN
SPRINGS PRESIDENT AND BOARD OF TRUSTEES
Monday, February 8, 2016

President William T. Rodeghier, Presiding
Call to Order, 7:03 p.m.
Jeanine M. Jasica, Village Clerk

Board Members Present

Berry Allen
Alice Gallagher
Suzanne Glowiak
Sheila Hansen
James Horvath
Edward Tymick

Others Present

Patrick Higgins, Village Manager
Ingrid Velkme, Deputy Village Manager
Matthew Supert, Director Municipal Svcs
Grace Turi, Director Finance
Pamela Church, Director Law
Enforcement
Tracy Alden, Director Recreation
Gary Mayor, Deputy Director of Fire EMS
Martin Scott, Dir. Community Development
Michael Jurusik, Village Attorney
Jeff Ziegler, Village Engineer
Dan Schoenbeck, Village Engineer

CALL TO ORDER

The meeting was called to order at 7:03 p.m.

ROLL CALL

As noted above.

Electronic attendance at meeting: None

READING OF AGENDA – ADDITIONS - DELETIONS

President Rodeghier suggested that the Planning and Zoning Committee report be moved to the beginning of the agenda. With no objection from the Board, this change was made. There were no other changes to the agenda.

CITIZEN COMMENTS

There were none.

CONSIDERATION OF AGENDA ITEMS

1) PLANNING AND ZONING - TRUSTEE TYMICK

Foxford Station

Trustee Tymick stated that it had been about 12 months since the Board approved the ordinance for the Foxford Station development. The developer has been working on some changes since that time and those changes were presented to the Planning and Zoning Committee on Friday, February 5, 2016, were well received and accepted. The committee determined the changes should be presented to the Board at this meeting with the intention of taking action on February 22, 2016 on a revised ordinance covering the changes. Mr. John McFarland presented a description of the proposed final changes to the Foxford Station project and other background details to the Board of Trustees.

Director Scott provided the Board with a memo in the agenda packet outlining the modifications to the plans which have been modified to decrease the intensity of the project in the following ways:

- Reduction in the number of units: 52 apartments reduced down to 28 condos
- Increase in residential parking spaces: 2 spaces per unit versus 1 per unit
- Reduction in wall height of the rear, 2nd floor terrace along Johnson Avenue. Further reducing the bulk of the building.
- Reduction in the number hanging balconies along the south elevation (facing the Baptist Church).
- Reduction in the number of outdoor lighting fixtures. (The decrease in hanging balconies/patio doors requires less outdoor lighting along the south elevation).
- Significant reduction in the amount of metal louvers on the south and east elevations. The majority of these elevations, which face the Baptist Church and Johnson Avenue will now be constructed of brick.
- The east stair tower (facing Johnson Avenue) has been reduced in size.
- Minor reduction in the footprint of the building (20' x 60') near the ComEd substation.

An interactive discussion of the changes to the development followed. President Rodeghier expressed interest in construction on the project moving forward as expeditiously as possible. Staff will continue to review the plans and provide comments that will be added as conditions to the approval ordinance which will be presented to the Board on February 22, 2016. The ordinance before the Board on February 22, 2016 will approve minor amendments to the conditional use ordinance (Ordinance 15-2787). This ordinance will also be subject to final approval of the developer's plans.

2) PUBLIC WORKS AND WATER – TRUSTEE ALLEN

A) Capital Project Summary Report

Trustee Allen presented the Capital Project Summary report to the Board.

- B) Renewal of Contract for 2016 Programs
 - 1. Sidewalk Shaving
 - 2. Tree Removal
 - 3. Sidewalk Replacement

Trustee Allen presented requests to approve contract renewals for the 2016 sidewalk shaving, tree removal and sidewalk replacement programs. Each of the programs were bid out previously and include contract renewal options at same unit prices. The committee reviewed these requests and recommended the Board approve the contract renewals. Attorney Jurusik stated that a motion to waive the bid process should be included in the contract renewal motions. The renewals will be on the February 22, 2016 omnibus vote list.

- C) Request for Approval to Purchase Vehicle and Dispose of Surplus Vehicle

Trustee Allen presented a request from the Public Works Department to purchase two (2) 2016 Ford F250 pick-up trucks for their fleet. These are both budgeted items. In conjunction with this request, the Public Works Department requested permission to dispose of a 1996 Chevrolet pick-up truck which is no longer needed and nearing the end of its useful life. The 1996 truck will either be a trade-in or will be sold outright depending on the trade-in estimate. Director Supert noted that the purchases will be made through the State purchasing program. Attorney Jurusik stated that the approval would include a waiver of bidding process in lieu of purchasing through the State purchasing program. With no objection to the Board, the vehicle purchase requests and authorization for disposal of the 1996 truck were added to the omnibus vote list for February 22, 2016.

- D) 2016 Tree Trimming Bid Tab

On January 28, 2016, the Village opened the bids for the 2016 tree trimming program. Bidders were asked to provide unit prices for tree trimming at four different ranges of tree diameters. The Village received three bids. The low bidder was Winkler's Tree Service at a total cost of \$5,158.49 for 100 trees at the same tree diameter distributions. The Village has budgeted \$55,000.00 for tree trimming in 2016. The Public Works and Water Committee reviewed the bid results and recommend an award of contract to Winkler's Tree Service. This approval was added to the February 22, 2016 omnibus vote list.

- E) 2016 Street Sweeping and Disposal Bid Tab

The bid opening for the 2016 street sweeping and disposal program was conducted on January 28, 2016. The Village received two bids. The lowest

qualified bidder was Hoving Clean Sweep at a total contract cost of \$55,693.50. Hoving has provided the Village with sweeping services since 2013. The committee reviewed the bid results and recommended an award of contract to Hoving Clean Sweep for the 2016 contract. Approval of contract was added to the omnibus vote list on February 22, 2016.

F) 2016 Sewer Televising Program Bid Tab

On January 28, 2016, the Village opened bids for the 2016 sewer televising program which included two major bid items: CCTV storm sewer inspection and CCTV sanitary sewer inspection. The Village received a total of eight bids. The low bidder was Chicago Trenchless Rehabilitation with a bid in the amount of \$83,054.10. The Village has budgeted \$120,000.00 for sewer televising in 2016. The Public Works and Water Committee reviewed the bid results and recommended an award of contract to Chicago Trenchless. The approval was added to the February 22, 2016 omnibus vote list.

G) Water System Update

Trustee Allen presented an update to the Board on the committee's work on the three areas on the water system: Well #5 potential construction, backup equipment on hand for future maintenance, and pre-treatment for Well #1, if feasible. Staff provided preliminary information on all three areas to the committee at their last meeting. After discussion of the options for a back-up well motor, the Board agreed with the recommendation of the committee and Village staff to purchase a new motor for Well #3 which is estimated to cost between \$150,000.00 and \$160,000.00. This spare could be used in any of the Village's deep wells including a future deep well. Director Supert will continue discussions with Byron Jackson, who appears to be a sole source provider of this equipment, to secure a firm cost estimate and will present the proposal to the Board in the March meeting cycle. The acoustic leak detection program will be scheduled again this year and will cost approximately \$8,800.00. The committee is looking at other leak detection processes and will report to the Board on those options once firm pricing is available. The results of the acoustic leak detection will also be considered before moving forward with other leak detection processes. Leak detection programs were discussed at length. Manager Higgins said the variance between water leaving the plant and water billing may be a metering issue. Trustee Horvath reminded that approximately 40 residents will be contacted by the Village to change out their older meters which will allow the Village to evaluate the older meters to determine if they are defective.

Trustee Allen reported that the Infrastructure Committee will begin meeting monthly rather than bi-monthly. The Infrastructure Committee is also looking into pre-treatment options for Well #1. A discussion of treatment options for Well #1 followed. President Rodeghier said these are good issues for the Infrastructure Committee to study and provide recommendations to the Board.

Resident Beth Wallace asked for information on water issues. Director Supert and Trustee Allen indicated information is available on the Village website www.wsprings.com including neighborhood water testing results.

H) Resolution Approving Agreement with Cook County Assessor for GIS Data

The Cook County Assessor's Office has been providing annual Geographic Information System (GIS) data since 2007. An interagency agreement must be executed by the Village in order to access their data on properties located within the Village of Western Springs for 2016. A resolution providing for Board approval of the agreement will be included at the February 22, 2016 meeting.

I) 2016 Roadway Referendum

This agenda item was tabled.

3) PROPERTIES AND RECREATION – TRUSTEE GALLAGHER

A) Arbor Day Proclamation

Trustee Gallagher presented a 2016 Arbor Day proclamation. The Village of Western Springs has been recognized as a Tree City USA by the National Arbor Day Foundation because of our commitment to plant and maintain trees in our Village. Each year one day is designated for the planting of trees and to encourage residents to do the same. The date this year is April 29, 2016.

B) Tower Trot and Bear Necessities

A proposed agreement between the Village of Western Springs and Bear Necessities Pediatric Cancer Foundation was presented by Trustee Gallagher for the years 2016 and 2017. The dates for the races are May 28, 2016 and May 27, 2017. The Tower Trot is moving back to its historical route on the north side of the railroad tracks. The substance of the agreement is essentially the same as in years past. The Properties and Recreation Committee has reviewed this agreement and recommended that the Village enter into this two year agreement with Bear Necessities. This matter was placed on the February 22, 2016 omnibus list.

C) Janitorial Contract Renewal

Trustee Gallagher reported that the Village awarded a contract to Best Quality Cleaning Service in January of 2014 for cleaning services. Best Quality Cleaning has contacted the Village and requested that the contract be renewed for another year at the same unit prices. The committee recommended approval of the

contract renewal. The approval was added to the February 22, 2016 omnibus vote list.

D) Landscaping Contract Renewal

Trustee Gallagher reported that the Village had previously awarded a contract to Brickman Landscaping in 2012. Brickman requested to renew the Brickman Landscaping contract for 2016 work at the 2012 pricing schedule. The committee recommended waiver of the bidding process and contract renewal for 2016. This approval was added to the February 22, 2016 omnibus vote list.

4) **GENERAL GOVERNMENT – TRUSTEE GLOWIAK**

A) Gathering on the Green June 10, 2016 Liquor License Request

Trustee Glowiak reported that the Western Springs Business Association (WSBA) requested a Class “J” special event license to sell and serve alcohol at the 2016 Gathering on the Green. The Class “J” classification allows for beer and wine on public property. The Gathering is scheduled for June 10, 2016, from 5 to 10 p.m. WSBA conducted this event last year with a Class “J” license and no problems were reported. The committee recommended issuance of the license for 2016. The ordinance approving issuance of the license was added to the February 22, 2016 omnibus vote list. WSBA President Mark Ptacek was in attendance at the meeting.

B) Lyons Township Area Communications Center (LTACC) Request for Qualifications for Architectural Services for Design of Public Safety Dispatch Center

Trustee Glowiak reported that LTACC is currently in the process of seeking qualifications for architectural services for the design of the dispatch center which will be in LaGrange. More information will be provided as the process moves forward and a recommendation is made by LTACC. The major costs of the buildout will be the equipment. The other buildout costs will be to remodel an existing space and to incorporate a separate HVAC and fire suppression system. The agreement includes a pro-rata allocation in the event that a partner decides to leave the LTACC. Manager Higgins also noted that a fourth community has expressed strong interest in joining LTACC which would reduce costs to the existing three members.

C) Historical Water Tower Quasiquicentennial Celebration in 2017

In 2017, the Village plans to recognize the 125th anniversary of the Historic Water Tower located on the Village Green. The General Government Committee is looking for input from the Board for ideas to recognize this anniversary.

5) **PUBLIC HEALTH AND SAFETY – TRUSTEE HANSEN**

A) Request for Stop Signs North-South Approach on Garden Avenue at Oak Street

Trustee Hansen reported that the Public Health and Safety Committee received a request from Lindsay and Joe Crocker to review the intersection of Oak and Garden to determine if a stop sign might be installed at that location. The Transportation and Safety Commission met and were unable to come to a decision on whether or not some sort of traffic signal was warranted at this location. At that meeting, Engineer Dan Schoenberg of James J. Benes and Associates, Inc. provided a very detailed study about the criteria established by the State of Illinois and the Manual of Uniform Traffic Control Devices (MUTCD) for determining the need for installation of sign control at intersections. This particular intersection does not meet the criteria for the State. This matter was discussed at the January 26, 2016 Public Health and Safety Committee meeting. One important consideration is that the Village is exposed to liability by installing stop signs where they are not warranted by the MUTCD.

An interactive discussion about criteria for installation of stop signs followed. Village resident Lindsay Crocker presented her request for intersection control at Garden Avenue at Oak Street. She spearheaded the request and also provided the Board with a petition with 53 signatures from residents in the neighborhood in support of intersection control at Garden Avenue and Oak Street. The Public Health and Safety Committee were not able to provide a recommendation on how to make this intersection more safe and whether or not to install a stop sign at this location. Attorney Jurusik agreed with the suggestion to try to obtain further data on the traffic and pedestrian count. If the numbers reached the State minimum, the Village could justify the stop sign or some other traffic calming device. If the numbers do not meet the State minimum, the Village runs the risk of losing its' tort immunity and violates the State manual. If someone were to get into an accident at that intersection with a stop sign that isn't properly placed and warranted, the Village could lose tort immunity protection. After much discussion, the Board determined further study by the Transportation and Safety Commission and the Public Health and Safety Committee, with a determination of what additional data they would like to see, would be the next best step.

B) Board Recommendation on Criteria for Implementation of Traffic Control Signs

This agenda item was addressed in the discussion of agenda item 5A. The Village will follow the State Manual of Uniform Traffic Control Devices (MUTCD).

C) Request for Approval to Purchase One (1) 2016 Chevrolet Tahoe Vehicle for the Department of Fire and EMS and Authorization to Dispose of Surplus Vehicle

Trustee Hansen presented a memo from Director Kenny requesting approval to dispose of a 2005 Ford Expedition vehicle [1781] which the Department of Fire and EMS would like use as a trade-in on a new 2016 Chevrolet Tahoe vehicle. The estimated trade-in value of the 2005 vehicle has not yet been determined. A determination of trade-in versus outright sale will be made once the trade-in value is known. The purchase of the new vehicle was included in the 2016 budget. This purchase would be through Advantage Chevrolet of Hodgkins who has agreed to meet the State purchase price. The approval would include a waiver of bidding process in lieu of purchasing through the State purchasing program. The committee recommended the approval of declaration of surplus vehicle for trade-in as well as approval of the purchase on the omnibus vote list scheduled for February 22, 2016.

D) After Action Report

In September 2015, an emergency management drill involving the communities of Clarendon Hills, Hinsdale, LaGrange and Western Springs was conducted regarding a tornado event. Trustee Hansen said several Village officials attended the drill. An After Action Report was prepared and submitted to DuPage and Cook County Emergency Management. Deputy Chief Mayor thanked all the attendees and said information regarding next year's drill will be shared in the near future. President Rodeghier stated drills such as these are imperative to determine how best to deploy essential services.

6) **FINANCE – TRUSTEE HORVATH**

A) Fire Pension Fund Update

Trustee Horvath stated that the Fire Pension Board will be meeting on February 22, 2016 and will welcome new Board member Margaret Fahrenbach. Ms. Fahrenbach is taking Christopher Dallavo's place on the Board.

B) Police Pension Fund Update

Trustee Horvath reported that the Police Pension Fund Board met on January 20, 2016 to review a number of items. The performance of one of the managers that manage the \$13.4 million in the fund has not been performing well and will be replaced. This process will likely take place in the April timeframe. The results for YE 2015 for the pension fund were disappointing. The beginning year balance was \$13.387 million and the yearend balance was \$13.408 million. Director Turi advised that the annual State mandated cost of living allowance (COLA) of 3%, starting January 1, 2016, which is a compounded 3%, was put forth. The Board will meet again in April 2016.

C) 2015 Budget Amendment Resolution

A resolution and budget amendment related to 2015 was presented for the Board's review. Director Supert made the request to cover Well #3 maintenance cost which exceeded the budgeted maintenance project cost of \$135,000.00 by \$28,133.00. A resolution providing for approval was added to the omnibus vote list scheduled for February 22, 2016.

7) **VILLAGE PRESIDENT RODEGHIER**

No report.

8) **VILLAGE MANAGER HIGGINS**

No report.

9) **VILLAGE ATTORNEY JURUSIK**

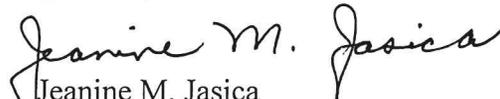
No report.

ADJOURN

MOTION:

Trustee Tymick moved, seconded by Horvath, to adjourn at 9:17 p.m. The motion passed on a unanimous voice vote.

Respectfully submitted,


Jeanine M. Jasica
Village Clerk