

MINUTES OF THE WORKSHOP MEETING OF THE  
VILLAGE OF WESTERN SPRINGS  
PRESIDENT AND BOARD OF TRUSTEES  
Monday, March 14, 2016

President William T. Rodeghier, Presiding  
Call to Order, 7:00 p.m.  
Jeanine M. Jasica, Village Clerk

Board Members Present

Berry Allen  
Alice Gallagher  
Suzanne Glowiak  
Sheila Hansen  
James Horvath

Absent: Edward Tymick

Others Present

Patrick Higgins, Village Manager  
Matthew Supert, Director Municipal Svcs  
Grace Turi, Director Finance  
Pamela Church, Director Law  
Enforcement  
Tracy Alden, Director Recreation  
Patrick Kenny Director of Fire EMS  
Martin Scott, Dir. Community Development  
Michael Jurusik, Village Attorney

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**ROLL CALL**

As noted above.

Electronic attendance at meeting: None

**READING OF AGENDA – ADDITIONS - DELETIONS**

There were no changes.

**CITIZEN COMMENTS**

There were none.

**CONSIDERATION OF AGENDA ITEMS**

1) **PUBLIC WORKS AND WATER – TRUSTEE ALLEN**

A) Baxter & Woodman Engineering Service Report

Trustee Allen presented the Baxter & Woodman Engineering Service Report which detailed the project plan for the elevated tank and standpipe repairs and repainting, as well as Well No. 5 projects. The purpose of the plan is to fulfill the requirements of the Public Water Supply Loan Program administered by Illinois Environmental Protection Agency (IEPA) so that the project may be eligible for low interest loan funding through the State Revolving Fund. This is a budgeted item, however, the Infrastructure Committee is still studying the plan and a recommendation for action will come to the Board in the near future.

B) Capital Project Summary Report

Trustee Allen presented the Capital Project Summary report to the Board for their review. The report is designed to monitor the pace of open projects.

C) Water Systems Items – Status Update

The Board previously discussed the recommendation of the Infrastructure Commission and Public Works and Water Committee to move forward with the purchase of a replacement motor to be kept as a spare. The Board agreed with the recommendation. The approval of a necessary budget amendment to fund the purchase was reviewed by the Finance Committee. Trustee Horvath reported that the Finance Committee approved the purchase request in the amount of \$143,266.00. The committee also approved the delivery and shipping costs in the amount of \$2,400.00 as well as the disposal and decommissioning expense of \$12,533.00. The motor purchase approval was added to the March 28, 2016 omnibus vote list.

Well #1 Treatment options are still being studied. Acoustic Leak Detection was completed March 4, 2016. Several small leaks were located which will be outlined in the final report which will be presented to the Public Works and Water Committee once complete. Those leaks will be repaired over the next several weeks. Village staff is continuing to try to determine why the pumped water versus billed water is still not in balance.

The water meter testing pilot program is ongoing and results will be provided in April. Well #5 study is ongoing in the Infrastructure Commission. The Water Systems Action Report will be posted to the Village website.

D) Emerald Ash Borer (EAB) 2016 Contract Renewal

The contract renewal for Emerald Ash Borer treatment was presented and recommended for approval. The contract was bid in 2014 and awarded to TruGreen. The committee recommended renewal of the contract at 2014 prices. An omnibus motion to waive the bid process and award the contract at 2014 prices will be on the March 28, 2016 omnibus vote list.

**2) PROPERTIES AND RECREATION – TRUSTEE GALLAGHER**

Western Springs Community Center Association (WSCCA) Dissolution

Trustee Gallagher provided an update on the WSCCA at Grand Avenue. The organization is planning to dissolve and requested a meeting with Attorney Jurusik, which was held last week, to review the proper steps to accomplish the dissolution. The intention of the group is to dissolve by December 31, 2016 and provide the Village with a contribution in the amount of approximately \$20,000.00 in the form of either an outdoor sculpture and/or a plaque that gives their purpose on the Village Green or at Grand Avenue School. The Village will continue to provide the Community Center services through the Recreation Department. Village employee Mic Cagney handles the responsibilities that WSCCA formerly provided.

**3) GENERAL GOVERNMENT – TRUSTEE GLOWIAK**

**A) Western Springs Business Association (WSBA) Gathering on the Green Class J Liquor License Request**

Trustee Glowiak reported on the WSBA's request for a Class "J" special event license to sell and serve alcohol at the 2016 Gathering on the Green which the Board discussed last month. 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. Proper notice was provided as required by Village code. No objections were received by Director Scott in response to the notice. WSBA Board Members Mark Ptacek and Mark O'Brien were in attendance at the meeting. The approval ordinance and license agreement were added to the March 28, 2016 omnibus vote list.

**B) Reinstating Title of Fire Marshal in Municipal Code**

Trustee Glowiak reported that Captain Kurt Schlueter will be retiring from his position as Paramedic/Code Enforcement Officer in May. The Paramedic/Code Enforcement Officer position originally had fire suppression duties as part of the essential functions in the job description. Director Kenny recommended that the position be revised and that reinstatement of the Fire Marshall position be made. This position does not require a budget change but is a retitling of a current position. The ordinance amending Village code was presented and will be considered on May 28, 2016 on omnibus.

C) French Market Agreement

The General Government Committee met on March 9 and reviewed a request from Leslie Cahill of Bensidoun to renew the expired Market License Agreement between the Village of Western Springs and Bensidoun USA for the French Market. The committee discussed the French Market, which is currently conducted on Thursday afternoons from 2:00 – 7:00 p.m., at length. Trustee Glowiak asked that Ms. Cahill be more involved with the WSBA organization to promote better communication with that group. Bensidoun is considering a possible pilot on one or two Saturdays or Sundays in June and/or July to better energize the market. Discussion about the number and types of vendors at the market also occurred. Set-up and take down of the market was also a topic of discussion and the draft agreement includes three options for the market. The options in the draft include the Village continuing the set-up/take-down function, the vendors providing their own tents, and Bensidoun finding local help to provide the set-up and take-down. Director Supert stated that for the majority of the year, the set-up and take-down is not overly burdensome. President Rodeghier said that a significant decline in the number and quality of vendors has been expressed by residents.

In general residents are in favor of the market but some of these items need attention. Manager Higgins said the timeline is tight to the beginning of the French Market season. The committee reviewed the proposed three year agreement which includes a reduction in term of the agreement to allow the Village to reassess the market and determine whether or not to continue. Attorney Jurusik said the draft addendum presented to the Board includes a reduction in term of agreement, some flexibility in the use of premises (set-up/take down) area, marketing (signage), and a temporary location provision which favors the Village to accommodate the work on the train platforms which are expected this season. Trustee Glowiak stated she would like to insure that the number of vendors are monitored to be sure Bensidoun is in compliance. Trustee Gallagher noted that the Saturday or Sunday pilots would be in addition to the regular Thursday market day.

Trustee Horvath asked about sales tax collection and reporting. Director Scott said all vendors are listed by Bensidoun and each are required to have a sales tax number to collect and report sales tax. Director Turi said there is a new report expected from the Department of Revenue which may provide more information in this area but until the new reports are available, she was not sure what the level of detail would be. Manager Higgins said he shared some concerns about the market including the number and type of vendors. Manager Higgins also noted these markets are labor intensive and require a manager such as Leslie Cahill to develop a relationship with vendors and insure they come to the market on a regular basis with quality products. Trustee Glowiak also noted that the residents must support the market for it to be successful. Trustee Hansen said the market is

a good thing in that it brings people into downtown Western Springs, however, it needs to be jazzed up a little bit. The set-up/takedown is still being finalized for this season and the contract will include all three options to accommodate this. Director Scott said set-up/takedown for the proposed pilot programs on Saturday or Sunday would not be done by the Public Works crew. Trustee Glowiak said the committee recommended approval of the three year agreement with close inspection and review of the market during the term. Attorney Jurusik said he recommended the non-compete clause in the contract be removed. The Board concurred with this recommendation.

Joe Lane of Casey's Market provided feedback on the market from the business community. He polled local businesses and the owners were in consensus that Saturdays should not be an option for the market as there is already a very high amount of traffic on Saturdays. Adding the French Market on Saturday would strangle local businesses. Sundays would be acceptable for a pilot program. Trustee Hansen noted that several years ago she received push-back from several local pastors to a story festival, family event scheduled on a Sunday. President Rodeghier said one of the issues addressed by prior Boards is the conflict on Saturdays with local businesses due to heavy traffic in the downtown area. Trustee Allen asked Mr. Lane if the current location of the French Market was good for the local businesses. Mr. Lane said the center of town is the ideal spot.

The resolution providing for approval of the contract extension was added to the March 28, 2016 omnibus vote list.

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

No report.

**5) FINANCE – TRUSTEE HORVATH**

**A) Fire Pension Fund Update**

Trustee Horvath stated that the Fire Pension Board met and welcomed new Board member Margaret Fahrenbach.

**B) Police Pension Fund Update**

Trustee Horvath reported that the Police Pension Fund Board will meet in the near future to discuss 2016 year-to-date results.

**C) Budget Amendment**

Trustee Horvath stated that as mentioned during the Public Works and Water Committee report, the Finance Committee met and reviewed a request to approve the purchase of a motor for back-up purposes. The Finance Committee

recommended approval of the budget amendment by resolution including the additional costs for shipping the new motor and disposal of the old motor. The approval of the budget amendment of \$158,219.00 was added to the March 28, 2016 omnibus vote list.

D) **Vehicle Sticker Reminder**

Trustee Horvath reminded everyone that the vehicle sticker due date was moved forward from March 31 to April 30. New stickers must be displayed by May 1, 2016. Residents will be able to purchase vehicle stickers and animal tags on two Saturdays, April 23 and 30, at Village Hall.

6) **PLANNING AND ZONING – TRUSTEE GLOWIAK**

St. James Lutheran Church Conditional Use and Minor Subdivision Request

Trustee Glowiak reported that the Plan Commission met on February 29, 2016 to hear a request from St. James Lutheran Church for a conditional use and to re-subdivide and develop their parking lot, and another lot, into single family residence lots. After an extensive Plan Commission hearing, and with the recommendation of Village Engineer Ziegler and Director Scott for approval, the Plan Commission issued Plan Commission Recommendation 16-01 providing for approval of the plan by St. James Lutheran Church. Members of the Church were in attendance at the meeting. The Plan Commission unanimously voted to approve the request. President Rodeghier complimented the thorough work done by the Church in presenting the request. With no objection from the Board, consideration of the approval of the minor re-subdivision was added to the March 28, 2016 omnibus vote list. Trustee Horvath asked if this approval will cover the sale of all three lots and Attorney Jurusik indicated that is the case. The conditions for driveway and parking improvements will carry forward with the sale and will need to be taken care of by the subsequent owner.

7) **Village Clerk Jasica**

Clerk Jasica reminded everyone that Tuesday, March 15, 2016 is Election Day and encouraged all to go to the polls to cast their votes. She also noted there are several websites including “Vote Judges”, the Chicago Tribune website and the Chicago Bar Association site which include voting recommendations.

She also noted that SEASPAR celebrated their 40<sup>th</sup> anniversary last week and two of the gentlemen from the original five communities that formed SEASPAR were in attendance at the event which included punch and cake.

8) **VILLAGE PRESIDENT RODEGHIER**

A) Appointment of William P. Siffermann to the Transportation and Safety Commission for a three year term to expire in March 2019

President Rodeghier announced his intention to appoint William P. Siffermann to the Transportation and Safety Commission for a three year term to expire in March 2019. With no objection from the Board, the appointment was added to the March 28, 2016 omnibus vote list.

B) Water System

President Rodeghier noted that as discussed earlier the Board recommended moving forward with the purchase of a motor for back-up purposes.

C) Proposed 2016 Bond Issue Referendum

President Rodeghier reported that several years ago the Village went to a referendum on a roadway issue which was successful. He said it is a good idea to continue that program and he asked that the General Government Committee steward the process of a referendum on roadway repair.

9) **VILLAGE MANAGER HIGGINS**

Manager Higgins invited Board members to attend the West Central Municipal Conference (WCMC) annual meeting and dinner to be held on May 13, 2016 at the Stephens Convention Center in Rosemont, Illinois. Manager Higgins announced that President Rodeghier will be appointed as President of WCMC for one year that evening. Those interested in attending the dinner should contact Deputy Clerk Haeske.

10) **VILLAGE ATTORNEY JURUSIK**

No report.

**ADJOURN**

MOTION:

Trustee Horvath moved, seconded by Hansen, to adjourn at 7:51 p.m. The motion passed on a unanimous voice vote.

Respectfully submitted,

  
Jeanine M. Jasica  
Village Clerk