



COMMITTEE OF THE WHOLE MEETING AGENDA

September 15, 2020

Village Hall Boardroom, 2nd Floor

This meeting will convene immediately following the Village Board Meeting, which begins at 7 p.m.

MEETING REQUIREMENTS UNDER COVID

Due to COVID-19, new requirements are in place for the use of the Village Boardroom. Changes include:

- **Registration:** To ensure the Village does not exceed capacity requirements of Phase 4, members of the public wishing to attend any in-person meeting, must pre-register with the Village Hall. Please email your name, telephone number, number of attendees, and the date and meeting name you wish to attend to deputyclerk@itasca.com. Submissions should be made no later than 3:00 p.m. on the day of the meeting. A confirmation email will be sent if approved.
- **Face Coverings and Social Distancing Requirements:** All members of the public will be required to wear a face covering when inside Village Hall for the duration of their visit. Visitors must also maintain social distancing requirements when in the presence of non-household members.

Questions & Comments may also be emailed to prior to the meeting to deputyclerk@itasca.com. In order to be read into the record, statements must be received no later than 3:00 p.m. on the day of the meeting.

1. **Call to Order; Roll Call**
2. **Pledge of Allegiance**
3. **Audience Participation**
4. **Presentation of Meeting Minutes**

a. Committee of the Whole – September 1, 2020

Documents:

[20200901 COW Mtg Minutes.pdf](#)

5. President's Comments

6. Community Development Committee

Chair Trustee Latoria; Co-Chair Trustee Gavanis

7. Capital & Infrastructure Committee

Chair Trustee Aiani; Co-Chair Trustee Latoria

a. Discussion and possible action regarding PW Administration Building and West Pump Station Roof Rehabilitation (Res. 1234-20)

Documents:

[Cap A - PW Pump Station Roof Rehab - Bid Award.pdf](#)

8. Finance & Operations Committee

Chair Trustee Madaras; Co-Chair Trustee Linsner

9. Intergovernmental Committee

Chair - Trustee Leahy; Co-Chair Trustee Aiani

10. Department Head Reports

11. Village Administrator Report

12. Old Business

13. New Business

14. Closed Session

15. Adjournment



Village of Itasca
Committee of the Whole Regular Meeting Minutes
Tuesday, September 1, 2020
Immediately Following the Village Board of Trustees Meeting
Itasca Municipal Complex, Board of Trustees Room

1. Call to Order

Mayor Pruyn called to order the Committee of the Whole Regular Meeting at 7:32 p.m.

Roll Call

PRESENT: Mayor Jeff Pruyn, Trustee Dino Gavanis, Trustee Ellen Leahy, Trustee Jeff Aiani, Trustee Frank Madaras, Trustee Kathy Linsner, Trustee Mike Latoria.

ABSENT: None.

Others Present: Director of Police Bob O'Connor, Community Development Director Shannon Malik Jarmusz, Village Engineering Consultant Mark Wesolowski, Village Administrator Carie Anne Ergo, Village Attorney Chuck Hervas, Village Clerk Jody Conidi.

2. Pledge of Allegiance

Recited at the preceding Village Board Meeting.

3. Audience Participation

No Audience Participation.

4. Meeting Minutes

a. Committee of the Whole Meeting Minutes – August 18, 2020

Trustee Linsner moved to approve the Committee of the Whole Meeting Minutes of August 18, 2020, 2020. Trustee Gavanis seconded. Motion carried by unanimous voice vote.

5. President's Comments

Mayor Pruyn had no comments.

6. Community Development Committee Report

Chair: Trustee Latoria, Co-Chair: Trustee Gavanis

a. Detached Garage and Driveway Variances – 503 East Center Street

Trustee Latoria introduced variances for a second story on a detached garage and a second curb-cut and driveway for 503 East Center Street by Petitioners Daniel and Diane Flaherty. The Plan Commission conducted a public hearing on Wednesday, August 19, 2020 and recommended approval with conditions (PC 20-012). Mayor Pruyn reported communication was received from Bernie Gandras, 509 East Center Street, not in favor of the variances, and Patrick and Faith Bernardi, 308 North Cherry Street, in favor of the variances. Community Development Director Malik Jarmusz reported the development plans do not require a DuPage County Storm Water Survey or a variance for lot coverage. Petitioners confirmed being okay with Plan Commission conditions. Trustee Latoria moved to recommend approval of PC 20-012 for variances for a second story and second driveway and petitioner can

park an RV on either one driveway or the other but not both. Trustee Leahy seconded. Motion carried by unanimous voice vote.

b. Fence Variance – 444 South Bonnie Brae Avenue

Trustee Leahy moved to recommend approval of a variance to allow a four-foot tall privacy fence at 444 South Bonnie Brae Avenue by Petitioners Marco and Jamie Reyes. The Plan Commission conducted a public hearing on Wednesday, August 19, 2020 and recommended approval with conditions (PC 20-013). Trustee Latoria seconded. Motion carried by unanimous voice vote.

c. Fence Variance – 460 South Princeton Avenue

Trustee Latoria introduced a variance to allow a five-foot privacy fence at 460 South Princeton Avenue by Petitioners Rosalia Damato and Jacob Hehr. The fence will only be on the Princeton Avenue and George Street sides of the property. The Plan Commission conducted a public hearing on Wednesday, August 19, 2020 and recommended approval with conditions (PC 20-014). Trustee Latoria moved to recommend approval of PC 20-014 as recommended by the Plan Commission with fence height amended to a five-foot solid and one-foot lattice fence for total height of six feet. Trustee Leahy seconded. Motion carried by unanimous voice vote.

d. Entranceway Landscaping Contract – Ruff Landscaping

Trustee Latoria moved to recommend approval of a contract with Ruff Landscaping to restore and revitalize landscaping at the nine entranceways at a cost of \$23,975.00 with an increase up to \$40,000.00 with the approval of the Village Administrator Ergo or Public Works General Services Superintendent Dave Sloan. Trustee Aiani seconded. Motion carried by unanimous voice vote.

7. Capital and Infrastructure Committee Report

Chair: Trustee Aiani, Co-Chair: Trustee Latoria
Trustee Aiani had no report.

8. Finance and Operations Committee Report

Chair: Trustee Madaras, Co-Chair: Trustee Linsner
Trustee Madaras had no report.

9. Intergovernmental Committee Report

Chair: Trustee Leahy, Co-Chair: Trustee Aiani
Trustee Leahy had no report.

10. Department Head Reports

Police Department

Safety Director O'Connor reported the Police Department lobby was opened as a cooling center last week; School District Superintendent Craig Benes wrote a letter thanking the Police Department for attending the opening and closing of the first day of school and assisting with safety measures for outside classrooms; police officers were able to safely intervene with a man under emotional distress threatening to leap from the Eaglewood Resort and Spa; a road rage incident with gun shoots hitting a passenger vehicle occurred early Sunday morning at I-290 and I-390; and a resident returned to his home at Medinah Terrace after a week and discovered a gun stolen from Carol Stream, a stash of money, and gym shoes on his terrace.

Community Development Department

Community Development Director Malik Jarmusz reported the Itasca Bucks Program has generated \$46,860.00 in reimbursements and \$174,000.00 in total restaurant spending; most Itasca Bucks were spent at Tree Guys Pizzeria Pub and Naxos A Greek Island Restaurant; Market Place in the Westin Hotel opted into the Itasca Bucks Program; department processes are being compiled into standard operating procedures; and complaints of vehicle damage have been received in the area near the Bridge development.

Administrative Services Department

Administrative Services Manager Spencer absent; no report.

Engineering Services

Village Engineer Wesolowski reported the Street Patching and Lining Project and Sidewalk Trip Hazard Project are scheduled to begin this month.

Public Works Department

Public Works Director Hitchcock reported absent; Village Engineer Wesolowski reported Public Works is working on the Rohlwing Road Water Main Lining Projects..

Village Attorney

Village Attorney Hervas had no report.

Village Administrator Ergo reported a Freedom of Information Act (FOIA) request was submitted for communication regarding Haymarket DuPage, the FOIA officer will gather the requested records stored on Village equipment, any records on personal devices should be forwarded to the FIOA officer; and staff will investigate if posting FIOAs and FIOA responses is feasible.

Village Clerk

Village Clerk Conidi had no report.

11. Village Administrator Report

Village Administrator Ergo reported Oktoberfest will be a drive-thru event October 12-13, 2020 at Village Hall with a dinner menu, piped-in German music, service by the Itasca Lions Club, and beer-to-go from Itasca Brewing Company and Church Street Brewing Company.

12. New Business

Trustee Latoria requested the Police Department investigate starting a program similar to the dissipated McGruff House Program due to the increased number of individuals moving around outdoors and through the Village.

Trustee Latoria reported the boardwalk in the Springbrook Nature Center needs assistance for trip hazards.

13. Old Business

No Old Business.

14. Closed Session

No Closed Session.

15. Adjournment

Trustee Leahy moved to adjourn the Committee of the Whole Regular Meeting at 8:37 p.m. Trustee Linsner seconded. Motion carried by unanimous voice vote.

Submitted this 1st day of September 2020.

Jody A. Conidi, Village Clerk



MEMORANDUM

TO: Carie Anne Ergo, Village Administrator
FROM: Michael Subers, Public Utilities Superintendent
THROUGH: Ross Hitchcock, Director of Public Works
DATE: September 10, 2020
SUBJECT: PW Administration Building and West Pump Station Roof Rehabilitation

INTRODUCTION

We opened bids for the Public Works Administration and West Pump Station Roof Rehabilitation Project on September 8, 2020, we had five qualified contractors participate. The low bidder was L. Marshall with a combined sum of \$167,000.

DISCUSSION

The scope of the project is to overlay the entire PW administration building and remove and replace the roofing above the pump room and generator room at our West Pump Station facility.

FISCAL IMPACT

We have budgeted \$231,000 split equally between three budget lines (06-00-82200, 30-01-60302, and 30-02-60302) to perform the work. A previous quote of the roof replacement was \$202,000. I have check references and verified that the installer is certified by the manufacturer.

STAFF RECOMMENDATION

I recommend that this item be forwarded to the Committee of the Whole meeting on September 15, 2020 for consideration and approval.

ATTACHMENTS

Bid Tabulation Sheet

Bid Tabulation List Admin and WPH Roofing Rehabilitation					
	Bid Bond	Addendum 1	Addendum 2	Addendum 3	Total Price
Metal Master					
Ridgeworth Roofing					
McCannon Roofing					\$ 325,500.00
Seal Tight Exteriors					
Tecta America	x	x	x	x	\$ 179,655.00
All American					
Premier Contractors					
L. Marshall	x	x	x	x	\$ 167,000.00
Bee Liner Lean Services	x	x	x	x	\$ 190,300.00
DCG Roofing	x	x	x	x	\$ 199,000.00