

VILLAGE OF ITASCA COMMITTEE OF THE WHOLE MEETING MINUTES

February 7, 2017 – Immediately Following Village Board Meeting

- Call to Order:** Mayor Jeff Pruyn called the meeting to order at 7:20PM.
- Roll Call:** Present: Trustees – Marty Hower, Jeff Aiani, Frank Madaras, Mike Latoria, Ellen Leahy, Lucy Santorsola; Deputy Village Clerk – Jake Lawrence.
- Also present: Village Administrator – Evan Teich; Deputy Chief of Police – Barry Kauther; Director of Public Works – Ross Hitchcock; Community Development Director – Nancy Hill; Finance Director – Julie Ciesla; Village Attorney – Chuck Hervas; Village Engineering Consultant – Mark Wesolowski.
- Absent: Village Clerk – Melody Craven; Director of Police – Bob O’Connor.
- Pledge of Allegiance:** Recited at the preceding Village Board Meeting.
- Audience Participation:** None.
- Minutes:** Mayor Pruyn presented the Committee of the Whole Meeting minutes of January 3, 2017. Hearing no objections, Trustee Latoria made a motion to approve; Trustee Hower seconded. Motion carried by a unanimous voice vote.
- (Committee of the Whole Minutes of January 3, 2017)
- Mayor Pruyn presented the Committee of the Whole Meeting minutes of January 17, 2017. Hearing no objections, Trustee Santorsola made a motion to approve; Trustee Latoria seconded. Motion carried by a unanimous voice vote.
- (Committee of the Whole Minutes of January 17, 2017)
- President’s Comments:** Mayor Pruyn reported he and Trustee Hower would attend an O’Hare Noise Compatibility Commission (ONCC) subcommittee meeting to discuss the Fly Quiet program and runway rotation plan.
- Community Development Committee:** Trustee Latoria presented discussion and possible action concerning PC 17-001 (404 Broker Avenue) for a Setback Variance. The petitioner was present in the audience. Hearing no objections, Trustee Latoria made a motion to recommend approval; Trustee Aiani seconded. Motion carried by a unanimous voice vote.
- Trustee Latoria, Chairperson (PC 17-001, 404 Broker Avenue, for a Setback Variance)
- Trustee Latoria presented discussion and possible action concerning PC 17-002 (300 Park Boulevard) for Sign Variations. The petitioner was present in the audience. Hearing no objections, Trustee Latoria made a motion to recommend approval; Trustee Madaras seconded. Motion carried by a unanimous voice vote.
- (PC 17-002, 300 Park Boulevard, for Sign Variations)

(Community Development
Department Annual Report 2016)

Trustee Latoria open the floor for Ms. Nancy Hill, Community Development Director, to present the Community Development Department Annual Report for 2016. Ms. Hill presented the report in five sections, corresponding to the five major functions of the department: Building, Code Enforcement, Land Use Planning, Historic Commission, and Economic Development. Ms. Hill noted the department's major accomplishments, including processing over 1,000 permits; managed 941 code enforcement violation cases; developed the Village's first-ever Economic Development Plan; issued 18 new business licenses; among many more.

Administration Committee:
Trustee Santorsola, Chairperson

Trustee Santorsola had no report.

Environment Committee:
Trustee Leahy, Chairperson
(DuPage Seniors Council)

Trustee Leahy reported on a letter from the DuPage Seniors Council asking the Village for a contribution. The Council provides a Meals on Wheels program and also performs wellness checks on 40 seniors in Itasca. The Council's recommended contribution is \$3,000. Trustee Leahy recommended the Village contribute the recommended amount.

(KNOX-BOX Recommendation)

Trustee Madaras also recommended initiating a senior citizen KNOX-BOX program, a rapid entry system providing non-destructive emergency access to residential property through the Police Department.

Finance Committee:
Trustee Hower, Chairperson
(Ordinance Authorizing
Waterworks and Sewerage
Revenue Bonds)

Trustee Hower presented discussion and possible action concerning an Ordinance authorizing the issuance of Waterworks and Sewerage Revenue Bonds of the Village in an aggregate principal amount not to exceed \$6,500,000 for the purpose of financing improvements to the sewerage system of the Village, which bonds are expected to be issued in connection with the "Water Pollution Control Loan Program" offered to the Village by the Illinois Environmental Protection Agency.

Ms. Julie Ciesla, Finance Director, explained the history of the bond and how it interacts with the IEPA loan process.

Discussion ensued on whether or not to set the ordinance higher than originally opposed. Mr. Aaron Fundich of Robinson Engineering noted that Stanley Consultants was confident the Village would not borrow the full amount of \$6.5 million; however, the reason to cap it at such a high amount was to cover any contingencies.

Further discussion ensued on the list of items proposed to fix with the funds from this loan versus the list of items deferred. Trustee Santorsola asked staff to provide the Board with a refresher of these items at the next meeting. Trustee Hower reported the aim is to get consensus to recommend approval

for this ordinance; therefore, this will be a separate item in the next meeting under Finance Committee.

Public Safety Committee:
Trustee Madaras, Chairperson

Trustee Madaras had no report.

Public Works/Infrastructure Committee:
Trustee Aiani, Chairperson
(2017 WWTP Sludge Disposal Contract)

Trustee Aiani presented discussion and possible action concerning 2017 WWTP Sludge Disposal Contract. Hearing no objections, Trustee Aiani made a motion to recommend approval; Trustee Latoria seconded. Motion carried by a unanimous voice vote.

(Payment Estimate #2 and Final - 2016 Street Resurfacing Program)

Trustee Aiani presented discussion and possible action concerning Payment Estimate #2 and Final - 2016 Street Resurfacing Program. Hearing no objections, Trustee Aiani made a motion to recommend approval; Trustee Hower seconded. Motion carried by a unanimous voice vote.

(Arlington Heights Road Extension)

Trustee Aiani reported he and several others met before the meeting in regards to the \$6.5 million loan issuance, but also the Arlington Heights Road extension. In regards to the road extension, it appears the Village would have to self-fund it.

(Upcoming Bids)

Trustee Aiani also reported on several bids going out. The 2016 Manhole Rehabilitation Bid is occurring on February 14. The 2017 MFT Program Bid is occurring on February 28.

(Stanley Consultants and the IEPA Loan Review)

Trustee Aiani also reported on Stanley Consultant's schedule in regards to the IEPA loan. Stanley's plans are nearly finished and they are currently at the IEPA for review. By March, the Village will receive direction and/or approval from the IEPA. The plan is still to go out to bid in the spring.

(Call for Executive Session)

Trustee Aiani called for an Executive Session at the end of the meeting to discuss probable, imminent, and pending litigation; Trustee Latoria seconded. Motion carried by a unanimous voice vote.

Department Heads:

Deputy Chief Barry Kauther reported the Itasca Police Department Subaru car is currently at the Chicago Auto Show.

Community Development Nancy Hill reported she is sitting on a Chicago Metropolitan Agency for Planning Committee for infrastructure Planning. The committee is identifying present and future truck routing near O'Hare; Ms. Hill's concern is to ensure Irving Park Road in Itasca does not become a truck route. In addition, Ms. Hill reported Community Development applied for a grant to DuPage County to aid in the upcoming Springbrook stabilization project.

Community Development Intern Chris Strom had no report.

(Call for a Community Development Committee Meeting)

Trustee Latoria made a motion for a Community Development Committee meeting on February 21 at 6:00PM; Trustee Aiani

seconded. Motion carried by a unanimous voice vote.

Village Engineering Consultant Mark Wesolowski reported on the two upcoming bids, the 2016 Manhole Rehabilitation and the 2017 MFT Program. He also reported on a White House memorandum affecting the DuPage flood maps; the maps were scheduled to be reviewed in June. The memorandum freezes this review and delays it further by 60-90 days.

Public Works Director Ross Hitchcock reported the Village sent out 42 certified letters of non-compliance of backflows. It is an ongoing process.

Finance Director Julie Ciesla reported she is working on long-term financial plans and several other projects.

Village Administrator Evan Teich reported he is putting the date for the Shape of Itasca together. In addition, he reported staff is currently in negotiations with the current garbage vendor. Mr. Teich also reported the RFP for actuarial services will soon be on the table.

Mr. Teich also reported on a JDA Aviation Technology Solutions report sent to the O'Hare Noise Compatibility Commission.

Deputy Village Clerk Jake Lawrence reported on key usage metrics from the website. He also reported he and Dan Corcoran have started working with the Village's website vendor, Civic Plus, on creating a mobile app for the Village. It will be out on the App Store and Play Store by May 1.

Village Attorney Charles Hervas had no report.

- Recess:** Mayor Pruyn called for a recess at 9:10 pm before going into Executive Session to discuss probable, imminent, and pending litigation.
- Executive Session:** Mayor Pruyn called the Executive Session to order at 9:16PM.
- Reconvene:** Mayor Pruyn reconvened the Committee of the Whole meeting at 10:31PM
- Adjournment:** Trustee Madaras made a motion to adjourn the Committee of the Whole Meeting at 10:32PM; Trustee Santorsola seconded the motion. Motion carried by a unanimous voice vote.

Minutes by: Jake Lawrence, Deputy Village Clerk