



COMMITTEE OF THE WHOLE

MEETING AGENDA

September 19, 2023

This meeting will convene immediately following the Village Board Meeting.

Meetings can be watch on the [Village's YouTube Channel](#)

Questions regarding meeting participation should be directed to the Deputy Clerk at deputyclerk@itasca.com or (630) 228-5623.

1. Call to Order; Roll Call
2. Pledge of Allegiance
3. Presentation of Meeting Minutes
 - a. Committee of the Whole – September 5, 2023
Documents:
[20230905 COW Minutes.pdf](#)
4. President's Comments
5. Community Development Committee
Chair Trustee Gavanis; Co-Chair Trustee Leahy

6. Capital & Infrastructure Committee

Chair Trustee Aiani; Co-Chair Trustee Madaras

- a. Discussion and possible action regarding Accepting the Low Bid from Concrete Savers LLC for the 2023 Concrete Leveling/Lifting Program in the amount of \$64,550

Documents:

[Cap A - Accepting Low Bid Concrete Leveling Program - 091423.Pdf](#)

- b. Discussion and possible action regarding approving a Resolution of Support for Submission of a Project Application to the Illinois Environmental Protection Agency for funding under the Green Infrastructure Grant Opportunities Program

Documents:

[Cap B - GIGO Application Resolution - 091323.Pdf](#)

7. Finance & Operations Committee

Chair Trustee Powers; Co-Chair Trustee Daly

8. Intergovernmental Committee

Chair Trustee Leahy; Co-Chair Trustee Aiani

9. Department Head Reports

10. Village Administrator Report

11. Old Business

12. New Business

13. Audience Participation

Documents:

[Rules For Public Comment - 081222.Pdf](#)

14. Closed Session

15. Adjournment



Village of Itasca
Committee of the Whole Regular Meeting
Tuesday, September 5, 2023
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 7:26 p.m.

Roll Call

PRESENT: Mayor Jeff Pruyn, Trustee Jeff Aiani, Trustee Dino Gavanese, Trustee Ellen Leahy, Trustee Patrick Powers.

ABSENT: Trustee Brendan Daly, Trustee Frank Madaras.

Others Present: Director of Police Bob O'Connor, Public Works Director Mike Subers, Village Engineering Consultant Mark Wesolowski, Finance Director Jennifer Ramsay, Community Development Director Vijay Gadde, Village Administrator Carie Anne Ergo, Assistant to the Village Administrator Deanne Curelo, Village Attorney Yordana Wysocki, Village Clerk Jody Conidi.

2. Pledge of Allegiance

Recited at the preceding Village Board Meeting.

3. Meeting Minutes

a. Committee of the Whole Meeting Minutes – August 15, 2023

Trustee Powers moved to approve the Committee of the Whole Meeting Minutes for Tuesday, August 15, 2023. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

4. President's Comments

No President Comments.

5. Community Development Committee Report

Chair: Trustee Gavanese, Co-Chair: Trustee Leahy

a. 1519 East Industrial Drive – Special Use and Class I Site Plan Review

Trustee Aiani moved to recommend approval of a Special Use for a minor automobile repair business in the M, Limited Manufacturing District and a Class I Site Plan Review requested by petitioner Vitaliy Kaplun for V&M Motorworks, LLC at 1519 East Industrial Drive (PC 23-013). Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

6. Capital and Infrastructure Committee Report

Chair: Trustee Aiani, Co-Chair: Trustee Madaras

a. Wastewater Treatment Plant Biosolids Disposal – Contract Amendment

Trustee Aiani moved to recommend approval of amending Resolution 1454-23, “A Resolution Accepting a Proposed Contract from Dahm Enterprises, Inc. for Biosolids Hauling”, approved on July 11, 2023, to account for statutory changes to the Prevailing Wage Act requiring the hauling of biosolids from a water treatment plant to work requiring prevailing wage. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

b. Backflow Assembly Database / Testing Notification Maintenance – Subscription

Trustee Aiani moved to recommend approval of a five-year subscription agreement with Backflow Solutions, Inc. for an annual fee of \$495.00 to maintain the backflow assembly database and prepare annual testing notifications to testing companies and assembly owners. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

7. Finance and Operations Committee Report

Chair: Trustee Powers, Co-Chair: Trustee Daly.

a. Replacement Copiers – Contract Approval

Trustee Powers moved to recommend approval of a 60-month proposal from Braden Business Systems for the replacement of the Administration, Community Development, Police Department, and Police Records copiers for a total estimated cost over the life of the lease and service agreement of \$80,566.00. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

b. Code of Ordinance – Class C-1 Liquor Licenses

Trustee Powers moved to recommend approval of Ordinance 2082-23, “An Ordinance Amending Chapter 112 of the Itasca Municipal Code: Alcoholic Beverages”, to amend Section 112.18 regarding Class C-1 Liquor Licenses to allow for retail sale of alcoholic beverages not manufactured on the premise for consumption off the premises. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

c. Code of Ordinance – Class C-1 Liquor Licenses

Trustee Powers moved to recommend approval of Ordinance 2083-23, “An Ordinance Increasing the Number of Class C-1 Liquor Licenses from One to Two (Barleyhaus). Trustee Gavanese seconded.

Roll Call:

Aye – Trustees Aiani, Gavanese, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

8. Intergovernmental Committee Report

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

No Intergovernmental Committee Report.

9. Department Head Reports

Police Department

Safety Director O’Connor reported the Police Department and Fire Protection District 1 are planning an active shooter exercise at Gift of Hope; and Police Officer Keith Endress was invited to throw the first pitch at the inaugural Bennet Taft Memorial Wiffle Ball Tournament on Sunday, September 3, 2023.

Public Works Department

Public Works Director Subers reported the new electronic sign was installed at the Municipal Complex; and three test meters for the Advanced Metering Infrastructure (AMI) Project were installed last week to enable staff to perform data testing, an educational video regarding the installation of the meters is being produced, and a second notice regarding the installation of the meters is being mailed.

Engineering Services

Engineering Consultant Wesolowski reported the installation of curbs on Division, Oak, and Maple Streets was completed; driveway replacements are continuing; and the last section of sidewalk to be installed on Bloomingdale Road was completed.

Administration

Assistant to Village Administrator Curelo reported the fall 2023 issue of The Village News was mailed; an educational video regarding the installation of the new meters will be posted soon; and an education video regarding fall planting is being planned.

Community Development Department

Community Development Director Gadde reported Community Development and Public Works staff meet with Stericycle regarding new mandates from the Environmental Protection Agency (EPA).

Finance Department

Finance Director Ramsay reported staff are reviewing proposals for the water and sewer rate study and a recommendation will be presented to the Village Board.

10. Village Administrator Report

Village Administrator Ergo reported a developer for the unincorporated properties on Marino Court will be seeking annexation and rezoning; the grant application for the renovation of the Wesley G. Usher Memorial Park is due next month; the closing on the Kean's Bakery property is complete and staff are accessing the building; and meeting with DuPage Visitors and Convention Bureau regarding the PGA's Presidents Cup at Medinah Country Club in 2026.

Village Attorney

No Village Attorney Report.

Village Clerk

No Village Clerk Report.

11. Old Business

No Old Business.

12. New Business

Trustee Aiani reported Community Development Committee Workshops will be scheduled for Tuesday, September 26, 2023 and Tuesday, October 24, 2023.

13. Audience Participation

No Audience Participation.

14. Closed Session

No Closed Session.

15. Adjournment

Trustee Powers moved to adjourn the Committee of the Whole Meeting at 8:02 p.m. Trustee Leahy seconded.

Roll Call:

Aye – Trustees Aiani, Gavanos, Leahy, Powers.

No – None.

Absent – Trustees Daly, Madaras.

MOTION APPROVED.

Submitted this 5th day of September 2023.



VILLAGE PRESIDENT

JEFFERY J. PRUYN

VILLAGE CLERK

JODY A. CONIDI

VILLAGE ADMINISTRATOR

CARIE ANNE ERGO

VILLAGE TRUSTEES

JEFF AIANI

BRENDAN DALY

DINO GAVANES

ELLEN LEAHY

FRANK J. MADARAS

PATRICK POWERS

MEMORANDUM

TO: Carie Anne Ergo, Village Administrator
FROM: Michel Subers, Public Works Director
DATE: September 14, 2023
SUBJECT: Accepting the Low Bid from Concrete Savers LLC for the 2023 Concrete Leveling/Lifting Program

RECOMMENDED MOTION: Move to approve Accepting the Low Bid from Concrete Savers LLC for the 2023 Concrete Leveling/Lifting Program

INTRODUCTION

Public Works held a public bid opening on September 11, 2023, for our 2023 Concrete Leveling and Lifting Program. One bid was received from Concrete Savers LLC., who proposed a project cost of \$64,550.

DISCUSSION

In 2022, Public Works created a pilot program for leveling sidewalk trip hazards using a two-part polyurethane rather than slab replacement. Last year's pilot program leveled 21 slabs for \$4,800. The average cost per slab adjusted was \$229.76 or \$9.19 per square-foot for an average five-foot by five-foot sidewalk square. In addition to the cost savings of leveling rather than removal/replacement last year, little or no restoration was required - lessening the construction burden on residents.

The 2023 proposal includes prevailing wage, which was considered appropriate by legal, addresses upwards of 190 sidewalk squares for a total cost of \$64,550. The addition of prevailing wage for the project increased the proposed average adjustment cost 48% to a proposed average adjustment of \$339.74 or \$13.59 per square foot.

In comparing concrete leveling and removal/replacement, the Village has received good pricing on concrete removal and replacement costs in the Roadway and Infrastructure Phase 2 Project of \$10.75 a square foot, other projects such as our 2023 Roadway and Maintenance Program has seen higher costs of \$21.00 per square foot due to lower volumes. With the price increase this year, the cost for leveling is nearing the cost of replacement, but the added value of low impact to the residents should again be considered.

The original surveyed area for the project only identified repairs on the North side of the Metra tracks. Public Works is requesting an additional 25% funding above the proposed project cost to address additional hazards that will be identified south of the Metra track during the project for a NTE of \$80,687. The remainder of the budgeted project can then be used for removal and replacement by staff or a supplemental contract.

FISCAL IMPACT

The Village currently allocated \$118,000 budgeted in 30-00-63053 towards construction for the Annual Sidewalk Program project number STR-17-007.

STAFF RECOMMENDATION

Staff recommends the item be forwarded to the Committee of the Whole on September 19, 2023, for consideration and approval.

ATTACHMENTS

Bid Tabulation - RFQ 2023-04 2023 Concrete Leveling/Lifting Program

Village of Itasca

Bid Tabulation



Bid Number: RFQ2023-04

Project Name: 2023 Concrete Leveling/Lifting Program

Bid Openng Date: 9/11/23

Concrete Savers LLC			
Differential Height Adjustment	Quantity	Unit Price	Amount
< 1 inch	75	\$ 320.00	\$ 24,000.00
1 inch - < 2 inch	75	\$ 350.00	\$ 26,250.00
2 inch - < 3 inch	20	\$ 355.00	\$ 7,100.00
3 inch - < 4 inch	20	\$ 360.00	\$ 7,200.00
			\$ 64,550.00



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PATRICK POWERS

MEMORANDUM

TO: Carie Anne Ergo, Village Administrator
FROM: Michel Subers, Public Works Director
DATE: September 13, 2023
SUBJECT: Resolution of Support for Submission of a Project Application to the Illinois Environmental Protection Agency for funding under the Green Infrastructure Grant Opportunities Program

RECOMMENDED MOTION: Move to approve Resolution of Support for Submission of a Project Application to the Illinois Environmental Protection Agency for funding under the Green Infrastructure Grant Opportunities Program

INTRODUCTION

Robinson Engineering has identified a grant opportunity to assist with funding of the proposed excavation of the Schiller Street Detention Basin located at the intersection of Schiller Street and Broker Ave.

DISCUSSION

On July 26, 2023, the IEPA announced a grant opportunity with \$10 million in funding projects that will improve water quality in Illinois. The Green Infrastructure Grant Opportunities (GIGO) Program has been made possible by Governor Pritzker's bipartisan Rebuild Illinois capital plan.

The GIGO Program provides funding for projects to construct green infrastructure best management practices (BMPs) that prevent, eliminate, or reduce water quality impairments by decreasing stormwater runoff into Illinois' rivers, streams, and lakes. Projects that implement treatment trains (multiple BMPs in series) and/or multiple BMPs within the same watershed may be more effective and efficient than a single large green infrastructure BMP.

For GIGO, green infrastructure means any stormwater management technique or practice employed with the primary goal to preserve, restore, mimic, or enhance natural hydrology. Green infrastructure includes, but is not limited to, methods of using soil and vegetation to promote soil percolation, evapotranspiration, and filtering or the harvesting and reuse of precipitation. BMPs are one type of project that may be funded through GIGO.

GIGO may provide up to 75% of the approved project costs. The remaining 25% is the responsibility of the grantee and constitutes the match. Match may include money spent or in-kind services utilized to complete the approved project tasks. Match can be provided by the grantee, sub-contractor, or project partners (e.g., State programs, private foundations, landowners). A grantee may match greater than 25%. The anticipated

start date for approved projects is January 31, 2024. Project length is two years (24 months), unless otherwise approved by Illinois EPA.

The excavation of the Shiller Street Detention basin is part of the overall Roadway and Infrastructure Plan and provides needed storage within the watershed due to the widening of the roadways within the project. The storage volume will be increased at the basin to account for all five phases of the Roadway and Infrastructure Project in conformance with DuPage County storm water regulations. The project is currently budgeted in the current fiscal year and is planned to be constructed in early spring.

FISCAL IMPACT

The Village currently allocated 45% of the project cost in 30-00-63050 and 55% of the cost in 55-51-63022 listed as CIP Project STR-17-020. Additional Funding for the project will offset capital costs.

STAFF RECOMMENDATION

Staff recommends the item be forwarded to the Committee of the Whole on September 19, 2023, for consideration and approval.

ATTACHMENTS

Resolution of Support for Submission of a Project Application to the Illinois Environmental Protection Agency for funding under the Green Infrastructure Grant Opportunities Program

RESOLUTION NO. _____

A RESOLUTION OF SUPPORT FOR SUBMISSION OF A PROJECT APPLICATION TO THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY FOR FUNDING UNDER THE GREEN INFRASTRUCTURE GRANT OPPORTUNITIES PROGRAM

WHEREAS, the Village of Itasca (“The Village”) is a municipality in accordance with the Constitution of the State of Illinois; and,

WHEREAS, the Village of Itasca supports the Green Infrastructure Grant Opportunities Program that provides and supports green infrastructure and BMP creation to enhance water quality and reduce stormwater runoff; and,

WHEREAS, the Village Staff, under the direction of the Village of Itasca President and Board of Trustees, will prepare one (1) application for submission to the Illinois Environmental Protection Agency (IEPA) for consideration under the Green Infrastructure Grant Opportunities Program (GIGO); and,

WHEREAS, the Village of Itasca is the local sponsor for an eligible GIGO project entitled: Schiller Street BMP.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Itasca, DuPage County, Illinois, as follows:

SECTION ONE: The Village of Itasca fully supports the submission of an application for the Schiller Street BMP project to the Illinois Environmental Protection Agency for funding consideration under the Green Infrastructure Grant Opportunities Program.

SECTION TWO: The Village of Itasca commits to providing the necessary 25% Local Match funds to complete this project, should they be approved, understanding that this is a reimbursement program, not a grant program, that provides up to 75 percent for construction costs.

SECTION THREE: The Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

	Trustee Aiani	Trustee Daly	Trustee Gavanes	Trustee Leahy	Trustee Madaras	Trustee Powers	Mayor Pruyn
Aye	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPROVED and ADOPTED by the Village President and Board of Trustees of the Village of Itasca this 3rd day of October, 2023.

APPROVED:

Village President Jeffery J. Pruyne

ATTEST:

Village Clerk Jody Conidi



VILLAGE PRESIDENT

JEFFERY J. PRUYN

VILLAGE CLERK

JODY A. CONIDI

VILLAGE ADMINISTRATOR

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RULES FOR PUBLIC COMMENT

It shall be the policy of the Village of Itasca, that any person shall be allowed to address public officials at any board, committee, or commission meeting subject to the Illinois Open Meetings Act. These comments may pertain to items on the agenda or can be more general. The following rules shall apply to all such public comment periods:

Speakers:

- a) Any person wishing to speak during any portion of an open meeting shall sign in before the meeting's starting time, stating their name, resident status, and topic to be discussed. Residents will be called first to speak during public comment time. Failure to identify resident status or topic will not bar a person from speaking.
- b) No person shall be permitted to speak until being recognized by the presiding officer of the meeting. All comments shall be received from the podium and addressed to the presiding officer of the meeting.
- c) Speakers must identify themselves by name and provide whether they are a resident or non-resident of Itasca before their comments. If they choose, speakers may also give their residential address.
- d) Speakers will refrain from repeating testimony and comments that have previously been provided to the governing board. Whenever possible, groups of residents shall consolidate their comments and avoid repetition through the use of representative speakers. It is acceptable for speakers to state that they agree/disagree with previously provided comments and testimony to avoid repetition.
- e) Speakers may not use public comment to harass board or commission members or staff. Public Comment is not for asking questions of officials or staff or engaging in a dialogue or debate. Profanity will not be tolerated.

Time Limits:

- a) The total time for public comment shall be limited to thirty (30 minutes) at the end of each meeting, unless extended by the majority of the board/committee.
- b) All individuals shall be limited to a maximum of 3 minutes each and may speak only once, unless extended by the majority of the board/committee. If more than 10 people sign up for public comment, the 30-minute time period will be allotted evenly.
- c) No speaker may give their allotted minutes to another person.
- d) Time limits shall not apply to Public Hearings.

Responses:

- a) Members of the governing body are not required to answer questions or to otherwise respond to public comments. Comments may be taken under advisement and may be referred to the appropriate staff member for response outside the meeting.

Decorum:

- a) All speakers, and the audience, shall respect the presiding officer's directions in furtherance of maintaining proper order, respect, and decorum during the meeting.
- b) Members of the audience shall refrain from noisy outbursts or other distracting actions such as applauding, cheering, or booing during or at the conclusion of any remarks made by any speaker, staff member, or Village official.
- c) Any person who violates these rules or who otherwise disrupts the order and decorum of the meeting may be removed.