



**MINUTES OF A SPECIAL
VILLAGE BOARD MEETING OF
THE VILLAGE OF CLARENDON HILLS
PRESIDENT AND BOARD OF TRUSTEES**

**Village of Clarendon Hills
One North Prospect Avenue, Clarendon Hills, Illinois**

April 5, 2021

President Austin called the meeting to order at 6:34 p.m.

1. ROLL CALL

Present at Roll Call (Audio/Car): President Austin

Present at Roll Call (Electronically): Trustees DeDobbelaere, Hall, Jordan, Jorissen, and Knoll
Trustee Freve joined the meeting at 6:42 p.m.

Also Present: Village Manager Barr

Also Present (Electronically): Assistant Village Manager Creer, Community Development Director Ungerleider, Finance Director Potempa, Fire Chief Leahy, Police Chief Dalen, Public Works Director McLaughlin, and Clerk Tandle

Trustee Hall moved to appoint Trustee Jordan to facilitate this evening's meeting. Trustee Jorissen seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

3.1. COVID-19 Update: Village Manager Barr reported that trends are beginning to worsen in DuPage County, mirroring what is happening in many parts of the country. The 7-day average of new cases in the county has risen to 207 from 124 two weeks ago; the positivity rate has risen from 3.7% in early March to 6% today; and there has been an increase in the number of hospitalizations. DuPage County health officials reported that there have been 41 new cases in the Village in the last two weeks. They also reported that approximately 19.67% of county residents have been fully vaccinated; approximately 318,000 of county residents have received the first dose of the vaccine (versus 200,000 three weeks ago); and approximately 58% of county residents age 65 and over have been fully vaccinated. The county is receiving approximately 19,000 first doses of Pfizer and Moderna vaccines per week, but supplies should increase with the arrival of the Johnson & Johnson vaccine. DuPage County health officials have expressed concerns regarding vaccine hesitancy.

They are encouraging municipalities to provide information to residents to support the vaccination effort.

3.2. Resident Robert Duncan painted a scenic view of “Blue Lake” and donated it to the Village. The painting is currently on display at the Village Hall before it is permanently relocated to the Clarendon Hills Historical Society building. The Board expressed appreciation for Mr. Duncan’s thoughtful donation to the Village.

4. **ADDRESSES FROM THE AUDIENCE – NON-AGENDA ITEMS** – There were none.

5. **RECESS TO STANDING COMMITTEE MEETINGS**

Trustee Knoll moved to recess to the Community and Intergovernmental Affairs, Finance, Land Use, and Public Services Committees at 6:45 p.m. Trustee Hall seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

Community and Intergovernmental Affairs

5.1. On January 19, 2021, Frank Spreitzer and Dillon Walentin made a brief presentation to the Board regarding their intention to open a tap room and bottle shop (“The Open Door Taproom and Bottle Shop”) at 20 S. Prospect Avenue. They are proposing to renovate the existing storefront to accommodate a brewhouse that offers craft beers, wines, ciders, and meads. Those craft products will be served on tap and by the can and will be available for purchase. They would also like to host tastings and provide outdoor seating. Messrs. Spreitzer and Walentin recently submitted an application requesting a liquor license and an outdoor seating license. Police Chief Dalen reported that background checks conducted by the Illinois State Police and the Federal Bureau of Investigation indicate that Messrs. Spreitzer and Walentin are in good standing. Staff believes that the requested use most closely fits into the current Class J liquor license category, with minor amendments. An Ordinance was presented for adoption that amends Chapter 33 of the Village Code to revise the Class J liquor license classification language and to increase the number of allowed Class J and Class H liquor licenses for issuance to The Open Door Taproom and Bottle Shop.

Finance

5.2. On March 10, 2021, the Economic Development Commission considered a draft document and application describing the proposed Downtown Tax Increment Financing (“TIF”) Grant Program. The draft document reaffirms the grant program’s purpose, ties back to the Downtown Master Plan, and establishes the procedures for review and approval, eligible improvements and expenses, and the process for selection by the Village. Eligibility for grant funding will be divided into two categories: aesthetic improvements and capital improvements. Each category will be assigned a maximum funding amount and percentage of eligible expenses for funding. After discussion, the Board agreed that all proposed projects should be evaluated on an individual basis

and that the grant program should be reevaluated during the budget process every year. The Board directed staff to draft the appropriate Resolution to formally establish the Downtown TIF Grant Program.

Land Use

5.3. Staff recently received notification from attorney Allan Alongi that Sadie Belman, owner and operator of The English Garden Flower Shop located at 8 S. Prospect Avenue, is under contract to purchase the building immediately south of her present location at 10-14 S. Prospect Avenue. Ms. Belman intends to significantly renovate the building to accommodate the flower shop on the first floor and her residence on the second floor. Ms. Belman is seeking financial assistance from the Village for costs associated with installing a fire alarm, a fire suppression system, an elevator, and ADA-compliant restrooms as well as costs associated with restoring the building's façade and mansard roof. Ms. Belman asked for consideration of the reimbursement of both eligible capital improvements and façade improvements from the funds generated by the Downtown TIF District for a maximum eligibility of \$162,686.58. Board members agreed that this is the type of project for which the Downtown TIF District was developed. Staff was directed to proceed with preparing the necessary documents for review and approval at the April 19 Village Board meeting.

Public Services

5.4. On September 21, 2020, the Board authorized reimbursing the Hinsdale Golf Club to replace 580 feet of Village storm sewer on its property. The project could not be accomplished last year. Therefore, the Hinsdale Golf Club has asked to reschedule the work for this Fall. The Board budgeted \$150,000 in Calendar Year 2020 to have the storm sewer replaced and the golf course restored. A Resolution was presented for adoption that approves reimbursing the Hinsdale Golf Club for Village stormwater improvement costs in an amount not to exceed \$134,982.

5.5. On June 15, 2020, the Board approved a contract with Leopardo Companies, Inc. to oversee building repairs and updates to the Public Works garage. Due to the COVID-19 pandemic, the project was delayed. On March 17, 2021, the Public Services Committee (the "Committee") met to review updated pricing and to provide direction regarding items to be included or excluded from the scope of the project. At this time, the Committee recommended addressing the exterior of the garage to be certain it is a weather-tight structure. The scope of work includes replacing the roof, the siding, and the garage doors and tuckpointing where necessary. It also includes replacing the Ann Street Water Station roof. The Committee recommended that the Capital Projects Fund cover 65% of the project (\$431,827) and the Water Fund cover 35% of the project plus 100% of the cost to replace the Ann Street Water Station roof (\$259,667). A Resolution was presented for adoption that authorizes Leopardo Companies, Inc. to move forward with the maintenance and repairs at the Public Works garage and the roof replacement at the Ann Street Water Station in the amount of \$691,494.

5.6. On October 7, 2019, the Village entered into a fixed works construction contract with John Burns Construction Co. for the Downtown Revitalization-Train Station Improvement Project in the amount not to exceed \$6,247,825. The Board was apprised of several potential known issues

going into the project, including the removal of contaminated soil, BNSF fees and additional fencing, but there were also some unanticipated issues that arose. Most of those changes have been discussed with the Board in the past. The Village has been billed almost \$5.7 million of the original contract amount. To date, there are change orders in the amount of \$481,722 and staff anticipates that there will be at least one additional change order resolution to the contract. A Resolution was presented for adoption that approves a change order which increases the contract amount with John Burns Construction Co. from \$6,247,825 to \$6,729,547. It was noted that this has been a complicated project but that the Village's contribution is well below the budgeted amount due to increased grant funding. It was also noted that most of the costs to date have been paid from METRA grants.

5.7. On March 9, 2021, the Downtown Design Review Commission ("DTDRC") reviewed multiple design concept plans that were developed by Legat Architects and Village staff for the proposed Burlington Plaza. On March 30, 2021, the DTDRC reviewed the updated plans which were revised to incorporate ideas and directions expressed during the previous meeting. The DTDRC unanimously approved the updated design concept plans and recommended that they be presented to the Board for review and approval. Legat architect Evan Menk made a presentation highlighting the design features of the project and answered questions from Board members. After discussion, it was the consensus of the Board to direct staff to proceed with formal construction plans and to develop bid documents for the Burlington Plaza as depicted in the DTDRC-endorsed design plans and reconstruction of the adjacent Burlington Avenue alley. Community Development Director Ungerleider thanked Legat Architects and the DTDRC for their time and efforts to bring this project to fruition.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Freve moved to reconvene the Village Board meeting at 8:12 p.m. Trustee Hall seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

7. ADDRESSES FROM THE AUDIENCE – AGENDA ITEMS – There were none.

8. CONSENT AGENDA/OMNIBUS VOTE

Trustee Freve moved to approve the Consent Agenda as itemized by Trustee Jordan. Trustee Hall seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

8.1. Approval of the Special Village Board Meeting Minutes of March 15, 2021 – OMNIBUS VOTE

- 8.2. Waive First Consideration, Second Consideration/Adoption of “An Ordinance Amending Chapter 33, Sections 33.11 and 33.12 of the Clarendon Hills Village Code in regard to Class J Liquor Licenses” (Ordinance No. 21-04-06) – OMNIBUS VOTE
- 8.3. Approval of Claims No. 21-03-01M in the amount of \$58,014.66 – OMNIBUS VOTE
- 8.4. Approval of Claims No. 21-04-01 in the amount of \$317,798.77 – OMNIBUS VOTE
- 8.5. Adoption of “A Resolution Approving the Reimbursement to the Hinsdale Golf Club for Village Stormwater Improvement Costs in the Amount Not to Exceed \$134,982” (Resolution No. R-21-15) – OMNIBUS VOTE
- 8.6. Adoption of “A Resolution Authorizing Payment to Leopardo Companies, Inc. for the Maintenance and Repairs of the Public Works Facility and the Roof Replacement of the Ann Street Water Station in the Amount of \$691,494” (Resolution No. R-21-16) – OMNIBUS VOTE
- 8.7. Adoption of “A Resolution Approving a Change Order in the Amount of \$481,721.69 to the Contract between the Village of Clarendon Hills, Illinois and John Burns Construction Company Relative to the Downtown Revitalization-Train Station Improvement Project Contract” (Resolution No. R-21-17) – OMNIBUS VOTE

9. NON-CONSENT AGENDA ITEMS

- 9.1. Trustee Freve moved to adopt “A Resolution Authorizing Waiving the Bidding Process and Approving the Purchase of Fixed Cameras from Motorola Solutions in the Amount of \$62,635” (Resolution No. R-21-18). Trustee Knoll seconded.
On the call of the roll, the vote was as follows:
Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll
Nays: None
MOTION CARRIED

10. REPORTS OF OFFICERS

- Village Manager Barr reported that staff has received numerous emails and telephone calls from residents with questions regarding the new refuse service, which started today. He thanked Assistant Village Manager Creer and Executive Assistant Vicki Pries in particular for assisting those residents. He reported that Metra notified him today that additional trains have been added to the schedule. He stated that the Village Hall Board Room will be used as an alternate voting site tomorrow because the Clarendon Hills Park District facility is being renovated. After election results are announced, staff anticipates conducting orientation sessions for new Trustees before they are seated at the second Village Board meeting in May. He also stated that the Board will be convening into executive session after tonight’s meeting to discuss the sale or lease of property owned by the Village.

- Assistant Village Manager Creer reported that the majority of refuse and recycling cans have been picked up by Republic Services. Staff will assist any residents who may have missed both pick-up days to have their cans returned to Republic Services. He thanked both Republic Services and the new vendor, Lakeshore Recycling Systems, for their assistance with the transition. He also announced that the Village will be hosting two summer concerts in June and four in July.
- Finance Director Potempa reported that she and Senior Accountant Kari Krzemkowski met virtually with auditors from Sikich, LLP last Tuesday for the audit fieldwork exit conference. She stated that the CY 2020 audit proved to be another successful audit. She noted that the audit process started one month earlier than last year thanks to the diligence and efficiency of the Finance Department staff.
- Police Chief Dalen had no report, but he responded to a comment from Trustee DeDobbelaere that the weekly Manager's Reports appear to indicate an increase in domestic disputes. Chief Dalen stated that there has been an increased number of domestic disputes this year which could possibly be pandemic related.
- Community Development Director Ungerleider announced that Dr. Hamel's ground-breaking event occurred this morning for the dental practice's building addition and façade improvements.
- Public Works Director McLaughlin reported that Public Works crews are preparing for spring by cleaning out planting beds and preparing them for plantings, locating large watermain areas and filling them with dirt, addressing ruts that occurred over the winter months, and will then begin raising roadway edges.

11. OTHER BUSINESS – There was none.

12. EXECUTIVE SESSION

Trustee Hall moved to recess to Executive Session under Section 2(c)(5) of the Open Meetings Act to discuss the purchase or sale of real property at 8:28 p.m. Trustee Knoll seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

13. RECONVENE THE VILLAGE BOARD MEETING

The Village Board meeting was reconvened at 9:45 p.m., with the following Village Board members present: President Austin and Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll.

14. ADJOURNMENT

There being no further business to come before the Board, Trustee Knoll immediately moved to adjourn the meeting at 9:45 p.m. Trustee Jorissen seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees DeDobbelaere, Freve, Hall, Jordan, Jorissen, and Knoll

Nays: None

MOTION CARRIED

Dawn M. Tandle
Village Clerk