



**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**

May 3, 2021

President Austin called the meeting to order at 6:37 p.m.

1. ROLL CALL

Present at Roll Call: President Austin and Trustees Freve, Hall and Knoll

Present at Roll Call (Electronically): Trustees DeDobbelaere, Jordan and Jorissen

Also Present: Village Manager Barr and Assistant Village Manager Creer

Also Present (Electronically): Community Development Director Ungerleider, Finance Director Potempa (joined at 7:00 p.m.), Fire Chief Leahy, Public Works Director McLaughlin, and Clerk Tandle

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

- 3.1. COVID-19 Update: Prior to presenting the COVID-19 update, Village Manager Barr outlined the process that is observed when a new Board is seated following a biennial Consolidated Election. Traditionally, outgoing Board members are present at roll call and approve minutes and expenses from their tenure before they leave the Board. Oaths of Office are then administered to the new Trustees, they take their seats at the dais, roll is called again, and the meeting proceeds as usual.

Village Manager Barr reported that approximately 36% of DuPage County residents have been fully vaccinated (compared to 28.5% from two weeks ago) and approximately 453,000 DuPage County residents have received a first dose of the vaccine (compared to 397,000 from two weeks ago). He also reported that approximately 81% of DuPage County residents age 65 and over have been fully vaccinated and more than 88% have received at least one dose of the vaccine. DuPage County health officials indicated that, although vaccines are readily available, some residents are hesitant to receive them. The DuPage County Health Department's goal is for at least 80% of all eligible residents to be vaccinated by July 1.

- 3.2. Trustee Jordan moved to adopt Resolutions individually Recognizing Trustees Wil Freve, Ken Hall and Don Knoll for their years of outstanding service to the Village. 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

Trustees Freve, Hall and Knoll each spoke briefly. President Austin extended his thanks on behalf of the Village Board, the Village staff, and the community for their commitment and combined years of dedicated service to the Village.

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

5. **RECESS TO STANDING COMMITTEE MEETINGS**

Trustee Freve moved to recess to Administrative and Legislative, Community and Intergovernmental Affairs and Public Safety Committees at 7:00 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

Administrative and Legislative

5.1. The Village Code authorizes the Board of Fire and Police Commissioners to appoint up to five police sergeants. Due to recent events, there will be one vacant police sergeant position. Staff requested authorization for the Board of Fire and Police Commissioners to promote one police officer from the current police sergeant promotional list to fill that vacancy. In addition, staff requested authorization for the Board of Fire and Police Commissioners to appoint one new police officer to fill the vacancy created by the new police sergeant position. An Ordinance was presented for adoption regarding police department membership. It was noted that the Board may reverse this action when the police department is fully staffed.

Community and Intergovernmental Affairs

5.2. The owners of the property at 30 S. Prospect Avenue are planning to open an Italian restaurant in June and have applied for a Class C liquor license and a Class H outdoor seating/dining license. The owners indicated that they also intend to feature specialty wines for consumption on premises and to purchase for consumption off-premises. Because the sale of packaged goods is not included in the Class C liquor license classification, a new Class O liquor license was created as an adjunct license to a Class C liquor license. An Ordinance was presented for adoption that amends Chapter 33 and Chapter S33 of the Village Code to increase the number of available Class C and Class H liquor licenses and to add a new Class O liquor license classification and annual fee.

5.3. The Hinsdale Golf Club applied for a permit to conduct its annual fireworks display on July 4, with a rain date of July 5. Melrose Pyrotechnics, Inc. will again be the vendor for the fireworks.

5.4. In April 2016, the Board approved a Ground Lease Agreement (the “Original Agreement”) with the United States Postal Service (“USPS”) which allowed ten post office vehicles to be parked in the Village-owned lot located at 318 Park Avenue. The Original Agreement was renewed in April 2017 for two years and a second two-year renewal was approved in June 2019. After discussing another renewal with a representative from the USPS, staff recommended renewing the Original Agreement for a third two-year period (through April 30, 2021) at the rate of \$6,600 per year. All other terms of the Original Agreement are anticipated to remain unchanged. An Ordinance was presented for adoption that approves a third two-year renewal of the Original Agreement between the Village and the USPS.

Public Safety

5.5. The Police Department recently purchased a new administrative vehicle, a 2021 Ford Explorer, to replace a 2007 Ford Explorer. Staff believes that maintaining the 2007 model is no longer prudent and requested authorization to dispose of it. An Ordinance was presented for first consideration that authorizes selling the surplus vehicle through an on-line auction service.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Jordan moved to reconvene the Village Board meeting at 7:10 p.m. Trustee DeDobbelaere 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 Knoll moved to approve the Consent Agenda as itemized by President Austin. Trustee DeDobbelaere 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 April 19, 2021 – OMNIBUS VOTE

8.2. Waive First Consideration, Second Consideration/Adoption of “An Ordinance Amending Section 6.3 of the Clarendon Hills Village Code in regard to Membership” (Ordinance No. 21-05-07) – OMNIBUS VOTE

8.3. Waive First Consideration, Second Consideration/Adoption of “An Ordinance Amending Chapter 33 and Chapter S33 of the Clarendon Hills Village Code in regard to an Increase

in the Number of Class C and Class H Liquor Licenses and the Creation of a Class O License and Fee” (The 30 Restaurant LLC d/b/a Il Mio) (Ordinance No. 21-05-08) – OMNIBUS VOTE

- 8.4. Authorization to issue a permit for the Hinsdale Golf Club fireworks display to be held on July 4, 2021 (rain date – July 5, 2021)” – OMNIBUS VOTE
- 8.5. Approval of Claims No. 21-04-01M in the amount of \$25,535.09 – OMNIBUS VOTE
- 8.6. Approval of Claims No. 21-04-02M in the amount of \$55,295.12 – OMNIBUS VOTE
- 8.7. Approval of Claims No. 21-05-01 in the amount of \$247,347.94 – OMNIBUS VOTE
- 8.8. First Consideration of “An Ordinance Authorizing the Sale of Surplus Property (2007 Ford Explorer) through an ‘On-Line’ Auction Service” – OMNIBUS VOTE

9. NON-CONSENT AGENDA ITEMS

- 9.1. Trustee Jordan moved to Waive First Consideration, Second Consideration/Adoption of “An Ordinance Approving a Ground Lease Agreement Extension between the Village of Clarendon Hills and the United States Postal Service for an Annual Amount of \$6,600” (Ordinance No. 21-05-09). 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 noted that Police Chief Dalen is absent this evening due to illness. Manager Barr also stated that he anticipates discussing potential dates for this year’s strategic planning session and summer schedules at the next Village Board meeting.
- Assistant Village Manager Creer reported that staff recently discovered that the 2018 stipend schedule for Public Works employees had been approved rather than the 2019 schedule, which was based on the updated Public Works Department restructuring. He requested that the Board review and approve the correct stipend schedule at the May 17 Village Board meeting. Mr. Creer announced that the Special Events working group met last week to finalize details for the Dancin’ in the Street Summer concerts. Unfortunately, the State denied the Village’s liquor license application unless a formal distancing plan is provided to address COVID-19 issues. He stated that, given the structure of the event, it will be difficult to develop a plan that fits within the State guidelines. Staff will reapply for a liquor license if the State moves to a different phase prior to the first concert or will consider alternatives to the beer tent. Mr. Creer noted that two additional Big Belly cans have been installed in the central business district. Staff will monitor refuse over the summer months and may remove a few excess cans. Mr. Creer also noted that staff is

preparing the annual Community Needs Survey. He requested that Board members provide staff with any questions or topics they would like to be included in this year's survey. He will also ask the incoming Trustees to provide feedback.

- Finance Director Potempa reported that the County has indicated that the Village will receive approximately \$143,000 in property tax revenue this year from the Downtown Tax Increment Financing ("TIF") District. She anticipates that revenues will grow significantly over the coming years. She plans to contact Jennifer Tammen of Ernst & Young for assistance with future projections. Ms. Potempa announced that vehicle stickers are available for purchase starting today. Residents should have received a pre-printed application with purchase instructions. Residents may also purchase vehicle stickers and pet licenses at the Village Hall and at the Police station.
- Public Works Director McLaughlin reported that a preconstruction meeting is scheduled tomorrow regarding the Eastern Avenue pedestrian bridge replacement project. Work is anticipated to begin next week. The Village's road patching program is underway. After patching is completed, crack filling will begin. Staff has completed a review of the Village's reduced pressure zone ("RPZ") test records, which is a type of backflow prevention device used to protect water supplies from contamination, and will be mailing letters to property owners who do not have a recent RPZ test on file.

11. **OTHER BUSINESS** – There was none.

12. **EXECUTIVE SESSION** – There was none.

13. **ADJOURNMENT**

There being no further business to come before the Board, Trustee DeDobbelaere moved to adjourn the meeting at 7:28 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

Dawn M. Tandle
Village Clerk