



**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**

June 7, 2021

President Austin called the meeting to order at 6:42 p.m.

1. ROLL CALL

Present at Roll Call: President Austin and Trustees DeDobbelaere, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Also Present: Village Manager Barr, Assistant Village Manager Creer, Community Development Director Ungerleider, and Finance Director Potempa

Also Present (Electronically): Fire Chief Leahy, Police Chief Dalen, Public Works Director McLaughlin, and Clerk Tandle

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

3.1. COVID-19 Update: Village Manager Barr stated that Consent Agenda items 8.9 and 8.10 are contracts which exceed the \$25,000 bidding threshold, but they were not bid. Therefore, they will need to be approved by a two-thirds vote of the Trustees. He reported that the DuPage County Health Department has indicated that trends continue to be optimistic and that the vaccination effort is ongoing. Governor Pritzker has announced that the State intends to move to "Phase 5" effective June 11. The Village's Emergency Order is in effect through June 30.

3.2. President Austin announced that the biennial Strategic Planning session will be conducted on June 21, 2021 at 5:00 p.m., immediately prior to the Special Village Board meeting at 6:30 p.m. Both meetings will be conducted in the police station training room located at 448 Park Avenue and are open to the public.

3.3. Trustee Jordan moved concurrence with the reappointments of David Yandel to the Downtown Design Review Commission for a three-year term expiring on May 31, 2024 and Andriy Striltschuk to the Zoning Board of Appeals/Plan Commission for a five-year term expiring on May 31, 2026. Trustee Jorissen seconded.

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

Ayes: Trustees DeDobbelaere, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Nays: None

MOTION CARRIED

3.4. Assistant Village Manager Creer announced that *Dancin' in the Street* posters are being distributed around town. Two "Acoustic Music Nights" are scheduled on June 23 and 30 followed by four traditional concerts on July 7, 14, 21, and 28. He is uncertain whether the State will issue a liquor licence to operate the beer tent for the concerts. If the State does lift the Phase 4 requirements, he is uncertain whether a liquor license can be obtained in time for the concerts. The Board and staff discussed the possibility of allowing residents to purchase alcohol from establishments that hold a Class H outdoor liquor license for consumption on the permitted premises.

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

5. **RECESS TO STANDING COMMITTEE MEETINGS**

Trustee Jordan moved to recess to the Community and Intergovernmental Affairs, Finance, Land Use, Public Safety, and Public Services Committees at 7:00 p.m. Trustee Jorissen seconded.

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

Ayes: Trustees DeDobbelare, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Nays: None

MOTION CARRIED

Community and Intergovernmental Affairs

5.1. The Village's electric aggregation contract with MC Squared Energy Services, LLC ("MC2") expires in October 2021. Northern Illinois Municipal Electric Collaborative ("NIMEC"), the Village's electric aggregation consultant, conducted a competitive bid process for aggregate electrical pricing to determine if savings could be identified. None of the suppliers offered a lower rate than ComEd. It was the consensus of the Board to renew the contract with MC2 to maintain the Village's designation as an EPA Green Power Partner Community but to reduce the green energy option in order to receive a monthly civic contribution that can be applied to future sustainability projects. It was noted that MC2's rate will continue to be the same as ComEd's rate. Residents will continue to be able to opt in or opt out of the program. An Ordinance was presented for adoption, waiving first consideration, that approves the execution of a three-year renewal contract between the Village and MC2 to continue the electric aggregation program.

Finance

5.2. Daniel Berg, Audit Partner at Sikich LLP, presented a brief summary of the results of the Village's Comprehensive Annual Financial Report for the calendar year ended December 31, 2020. He commended the Village for again receiving an unmodified opinion and ending the year in a positive, unrestricted net position. Mr. Berg stated that Sikich LLP has also completed its compliance audit of the Village's Tax Increment Finance ("TIF") Fund and has issued the Compliance Report, which also received an unmodified opinion, and has issued the report on the allocation of pension amounts for the Illinois Municipal Retirement Fund. Mr. Berg noted that Sikich LLP again completed all of its audit testing remotely this year. He acknowledged Finance Director Potempa and Senior Accountant Krzemkowski for providing Sikich LLP with the documents necessary to complete the annual audit report one month earlier than last year.

Land Use

5.3. As presented and discussed during several Village Board meetings, Sadie Belman, owner and operator of The English Garden Flower Shop located at 8 S. Prospect Avenue, is under contract to purchase the building located at 10-14 S. Prospect Avenue. Ms. Belman intends to significantly renovate the building and has asked for consideration of the reimbursement of both eligible capital improvements and façade improvements from funds generated by the Downtown Tax Increment Financing (“TIF”) District for a maximum eligibility of \$152,690. An Ordinance was presented for second consideration and adoption that authorizes the Village to enter into a Redevelopment Agreement with Ms. Belman for the 10-14 S. Prospect LLC development, comprising a part of the Downtown TIF District.

5.4. The Zoning Board of Appeals/Plan Commission recently reviewed and unanimously recommended approval of a Plat of Consolidation of the property located at 206 Oxford Avenue, a plat of subdivision consolidating two parcels into a one-lot single-family residential subdivision. Once consolidated, the lot and house will comply with the Village’s minimum lot and bulk standards in accordance with the R-1 Single-Family Residential District. A Resolution was presented for adoption that grants approval of the requested Plat of Consolidation.

Public Safety

5.5. Based on the Downtown Revitalization Plan, staff recommended amending Section SA41.2 of the Village Code to codify time limit parking on both sides of Burlington Avenue (between Prospect Avenue and 136 Burlington Avenue) and Golf Avenue (between Burlington Avenue and the alley north of Burlington Avenue). An Ordinance was presented for first consideration that amends the Village Code regarding time limit parking.

5.6. Staff requested authorization to waive the bidding requirement and to hire Proxit, Inc., the Village’s IT consultant, to purchase, install, integrate, and maintain the new train station and downtown camera system. A Resolution was presented for adoption that authorizes the purchase and installation of a new camera system for an amount not to exceed \$25,597.79.

Public Services

5.7. As the property owner of 99 Park Avenue proceeds with the property’s environmental cleanup, which will be overseen by TriCore Environmental, LLC and the Illinois Environmental Protection Agency, staff believes it would be in the Village’s best interest to replace the water main on that block while the road is closed and a major portion of the block is dug up. Staff recommended waiving the bidding requirement and hiring TriCore Environmental, LLC to install and oversee the water main installation. The Village’s Water Operator will conduct inspections and standard testing before the water main is placed into service. A Resolution was presented for adoption that approves an agreement between the Village and TriCore Environmental, LLC to install a new water main on Eastern Avenue between Park Avenue and Ann Street.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Jordan moved to reconvene the Village Board meeting at 8:18 p.m. Trustee Jorissen seconded.

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

Ayes: Trustees DeDobbelaere, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Nays: None

MOTION CARRIED

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

8. CONSENT AGENDA/OMNIBUS VOTE

Trustee Jordan 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, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Nays: None

MOTION CARRIED

8.1. Approval of the Special Village Board Meeting Minutes of May 17, 2021 – OMNIBUS VOTE

8.2. Waive First Consideration, Second Consideration/Adoption of “An Ordinance Authorizing the Renewal of Aggregation Program for Electrical Load” (Ordinance No. 21-06-12) – OMNIBUS VOTE

8.3. Approval of Claims No. 21-05-02M in the amount of \$57,681.73 – OMNIBUS VOTE

8.4. Approval of Claims No. 21-06-01 in the amount of \$260,879.15 – OMNIBUS VOTE

8.5. Acceptance of the Village of Clarendon Hills Comprehensive Annual Financial Report for the Calendar Year Ended December 31, 2020 – OMNIBUS VOTE

8.6. Second Consideration/Adoption of “An Ordinance Authorizing a Redevelopment Agreement with 10-14 S Prospect LLC for the Development of 10-14 S Prospect Avenue Comprising a Part of the Downtown TIF District of the Village of Clarendon Hills” (Ordinance No. 21-06-13) – OMNIBUS VOTE

8.7. Adoption of “A Resolution Granting Subdivision Plat Approval for the Plat of Consolidation of 206 Oxford Avenue” (Resolution No. R-21-22) – OMNIBUS VOTE

8.8. First Consideration of “An Ordinance Amending Section SA41.2 of the Clarendon Hills Village Code in regard to Time Limit Parking Zones” – OMNIBUS VOTE

- 8.9. Adoption of “A Resolution Authorizing the Purchase and Installation of Cameras from Proxit, Inc. of LaGrange, IL for the Commuter Train Station in the Amount of \$25,597.79” (Resolution No. R-21-23) – OMNIBUS VOTE
- 8.10. Adoption of “A Resolution Approving an Agreement between the Village of Clarendon Hills and TriCore Environmental, LLC of Naperville, IL for the Installation of Water Main on Eastern Avenue between Park Avenue and Ann Street in the Estimated Amount of \$119,334.57” (Resolution No. R-21-24) – OMNIBUS VOTE

9. NON-CONSENT AGENDA ITEMS – There were none.

10. REPORTS OF OFFICERS

- Village Manager Barr acknowledged Finance Director Potempa and Senior Accountant Krzemkowski for their significant efforts and assistance with the completion of another successful audit. Because remote meetings have worked relatively well throughout the COVID-19 pandemic, Manager Barr proposed a hybrid approach for attendance at future Village Board meetings by allowing those Department Heads who have no matters on the agenda to attend and participate in meetings remotely. The Board supported Manager Barr’s recommendation.
- Assistant Village Manager Creer stated that the Village’s new refuse contract provides for two curbside e-waste pickups per year. He suggested scheduling the first pickup in August and the second in the spring to avoid the winter months. He will contact Lakeshore Recycling Systems (“LRS”) regarding their procedure for the disposal of electronic items. After a date is scheduled and residents are notified of all acceptable e-waste items, residents will be responsible for contacting LRS directly to notify them of the items that will be out for removal. The Board supported Asst. Manager Creer’s recommended timeframe for e-waste pickup service.
- Finance Director Potempa announced that vehicle stickers are still available for purchase and that stickers are required to be displayed by July 1. She noted that there are only 50 *Dancin’ in the Street* vehicle stickers left. They are no longer available online, but they can be purchased at the Village Hall or at the Police station.
- Fire Chief Leahy reported that he and Deputy Fire Chief Krupp have applied for several FEMA and COVID-19-related grants throughout the pandemic. He recently received notification that the Village was awarded approximately \$25,000 in grant funds.
- Police Chief Dalen reported that he met with the General Manager of the Hinsdale Golf Club regarding its annual 4th of July fireworks display. He stated that additional officers will be present at the event to assist with park control and pedestrian and vehicular traffic. Several Board members commented that they have heard loud fireworks in Village parks very late at night. Chief Dalen stated that the State recently passed new fireworks regulations which prohibit the private, unauthorized use of all fireworks, other than novelty items such as sparklers and snakes, and that residents should be made aware of the new

regulations. Chief Dalen also reported that the Daisy Dash organizers have indicated that they would like to host the annual race in September this year rather than on Fathers' Day.

- Public Works Director McLaughlin reported that crews have been busy watering parkway grass seed from stump grinding and wheel ruts from cars driving and parking off the concrete ribbons. He also reported that new parkway trees are expected to be delivered this week. Trustee Gallagher stated that he has received complaints that the grass behind the Walker School baseball field fence is not being mowed. Director McLaughlin indicated that the field is Park District property, but that Public Works crews have assisted with mowing at times. He has also received similar concerns regarding Prospect Park and will contact the Park District Superintendent to share these concerns.
- Community Development Director Ungerleider stated that June 18 will be his last day of work. He has accepted a new position and will be moving out of state. He expressed his appreciation to serve the Village for the past nine years. He acknowledged the Village Board, the Village staff, the Chamber of Commerce, and the many volunteer committee members for their support and friendship over the years. Director Ungerleider was commended by the Board for his creativity, diligence and accomplishments during his tenure.

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 Jordan moved to adjourn the meeting at 8:53 p.m. Trustee Jorissen seconded.

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

Ayes: Trustees DeDobbelaere, Gallagher, Jordan, Jorissen, Lannert, and Lazar

Nays: None

MOTION CARRIED

Dawn M. Tandle
Village Clerk