



**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**

August 16, 2021

President Austin called the meeting to order at 6:33 p.m.

1. ROLL CALL

Present at Roll Call: President Austin and Trustees Jordan and Lazar

Also Present (Electronically): Trustees DeDobbelaere and Lannert

Absent: Trustee Jorissen

Also Present: Village Manager Barr, Community Development Director Mendel and Clerk Tandle

Also Present (Electronically): Assistant Village Manager Creer, Finance Director Potempa, Fire Chief Leahy, Deputy Fire Chief Krupp, Police Chief Dalen, and Public Works Director McLaughlin

2. PLEDGE OF ALLEGIANCE

3. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

3.1. Trustee Jordan moved concurrence with President Austin's appointment of Allyson Russo to serve Taps Gallagher's unexpired term as Village Trustee through April 30, 2023. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, and Lazar

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

The Oath of Office was administered to Trustee Russo and she took her seat at the dais.

3.2. Trustee Jordan moved concurrence with President Austin's recommendations for new Village Board Standing Committee assignments. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

Administrative & Legislative:

Chair – Megan Lazar
Vice Chair – Greg Jordan
Member – Matt DeDobbelaere

Community & Intergovernmental Affairs:

Chair – Meredith Lannert
Vice Chair – Carol Jorissen
Member – Allyson Russo

Finance:

Chair – Carol Jorissen
Vice Chair – Matt DeDobbelaere
Member – Meredith Lannert

Land Use:

Chair – Greg Jordan
Vice Chair – Meredith Lannert
Member – Megan Lazar

Public Safety:

Chair – Matt DeDobbelaere
Vice Chair – Allyson Russo
Member – Greg Jordan

Public Services:

Chair – Allyson Russo
Vice Chair – Megan Lazar
Member – Carol Jorissen

- 3.3. Trustee Jordan moved concurrence with President Austin’s appointment of Assistant Village Manager Zach Creer to fill the vacant position on the Police Pension Board for a two-year term expiring April 30, 2023. Trustee Russo seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

- 3.4. Trustee Jordan moved to approve a Proclamation Recognizing the 2021 Dancin’ in the Street sponsors and volunteers. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

President Austin acknowledged former Trustee Ken Hall for his dedicated service as Chair of the Special Events Committee and the Special Events Working Group for the past 13 years. Mr. Hall stated that he has enjoyed his time serving on both Committees. He suggested getting the Chamber of Commerce more involved in the process of acquiring sponsors and volunteers going forward. He acknowledged Village staff members Zach Creer, Vicki Pries and Katy Cesarini and Public Works Department staff members for their considerable efforts to help make the concert series so successful.

- 3.5. President Austin announced that Village offices will be closed on Monday, September 6, in observance of the Labor Day holiday. He also announced that the next Village Board meeting will be held on Monday, September 20.

4. ADDRESSES FROM THE AUDIENCE – NON-AGENDA ITEMS

Resident Roberta Schwinn stated that she called the Police Department yesterday to report damage to new rose bushes and sod in front of her condominium which was caused by a neighbor's dog. She expressed concern that the Sergeant who answered her call refused to send an officer to address her concerns.

Resident Debra Sobottke expressed concern that a new ladder truck has not yet been ordered for the Fire Department even though it has been budgeted for the past 19 years. She believes this is a safety concern for residents and that Ladder Truck 86 should be replaced to avoid sharing a ladder truck with neighboring municipalities.

Village Manager Barr read emails that were sent from residents Cynthia Davenport, Rosemary Bellaire, Mary Henthorn, Carolyn Hahn, Ann Marie Woods, Debra Sobottke, and Carolyn Owen supporting the replacement of the Fire Department's Ladder Truck 86.

Resident Valerie Cote requested that the Board consider asking Lakeshore Recycling Systems to delay refuse pick-ups until 8:00 a.m. Her route usually starts at approximately 7:00 a.m. and it is disruptive to her young family. Village Manager Barr stated that a 6:00 a.m. start time is standard for all commercial contractors in the Village and that it would be difficult to request that only this one vendor change its hours of operation.

5. RECESS TO STANDING COMMITTEE MEETINGS

Trustee Russo moved to recess to the Administrative and Legislative, Community and Intergovernmental Affairs, Finance, Land Use, Public Safety, and Public Services Committees at 7:03 p.m. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

Administrative and Legislative

5.1. Staff was able to secure grant funding for pedestrian safety improvements for the ICC Railroad Crossing Project on Prospect Avenue and also educational signs at the Chestnut alley and the train station property. Staff believes it is important to have Legat Architects oversee the railroad crossing project and design and coordinate the placement of the educational signs to be certain that both projects meet the Village's expectations. A Resolution was presented for adoption that approves a Professional Services Agreement between the Village and Legat Architects to complete the scope of work for both projects in the amount of \$19,500.

Community and Intergovernmental Affairs

5.2. The Clarendon Hills Park District is scheduled to host its annual Family Fall Festival on September 18, 2021 in Prospect Park. The Park District requested issuance of a Class T-Temporary Special Event Retailer's Liquor License and waiver of the liquor license fee for the event. The Park District provided the appropriate proof of insurance and has agreed to comply with Operation Straight ID, wristband, and clear cup requirements.

Finance

5.3. Finance Director Potempa presented the 2nd Quarter Treasurer's Report for calendar year 2021 for the period of April 1, 2021 through June 30, 2021.

Land Use

5.4. The Village owns the parcel of land at 301 Park Avenue. Brad Smith of Pine Grove Partners, LLC has submitted a Letter of Intent ("LOI") to purchase the property and develop it with the adjacent property at 104 Walker Avenue. Mr. Smith would like to develop the properties into a multi-family building which will meet the goals of the Village's Downtown Master Plan. It was noted that the sale is contingent upon the successful completion of the full process, including Village approvals through a likely Planned Unit Development process. Because Mr. Smith successfully completed and operates the building at 229 Park Avenue, staff is confident that he can develop a quality product for this site. Therefore, staff recommended approving the LOI to sell the 301 Park Avenue parcel for the purchase price of \$340,000.

Public Safety

5.5. The Village hired McGrath Consulting Group, Inc. last year to conduct an Operational Assessment/Department Leadership-Team Study (the "Study") of the Fire Department. The Study recommended that the Village consider several options to maximize efficiencies, including sharing command functions and vehicles with neighboring municipalities. Village Manager Barr provided an update regarding ongoing discussions. He stated that sharing a ladder truck was the initial and most significant issue that was discussed with the Village of Hinsdale. He stated that it has been difficult to reach a consensus between either the Village of Hinsdale or internally and that a final decision regarding this issue will most likely not be reached until the end of the year.

The Board and staff had a lengthy discussion regarding the Fire Department's preference to continue with its current practices and equipment versus the exorbitant expense of purchasing a new ambulance, pumper truck and aerial ladder truck this year. Village Manager Barr suggested that the Board consider authorizing the purchase of a new ambulance and pumper truck at this time and continue discussions regarding sharing or purchasing a new ladder truck. The Board unanimously supported purchasing a new ambulance now and continuing discussions regarding the purchase of a new pumper and/or ladder truck.

Public Services

5.6. On September 4, 2021, the Board adopted Resolution No. R-21-36 which approved a Professional Services Agreement (the "Agreement") between the Village and Legat Architects for construction design and management services for the Train Station Improvement Project. However, Resolution No. R-21-36 did not include reimbursable expenses which were included in the approved Agreement. The reimbursable expenses were an estimate at the time but are now known through the completion of the project. A reconciliation process by the Village's Finance and Administration Departments determined that the additional amount necessary to close out the Agreement is \$24,250. Therefore, a Resolution was presented for adoption that amends Resolution No. R-21-36 by increasing the reference to the estimated amount of the Agreement to \$377,750.

5.7. A bid opening was conducted on June 16, 2021 for the Burlington Plaza and Alley Project. Based on staff's recommendation, the Board rejected all bids at the July 19, 2021 meeting. After reviewing the scope of the project and the associated costs, staff recommended waiving the bidding requirement and awarding the contract to Blinderman Construction Co., the second lowest bidder. A Resolution was presented for adoption that waives the bidding requirement and awards the contract for the Burlington Plaza and Alley Project to Blinderman Construction Co. in an amount not to exceed \$630,000.

5.8. Construction engineering and observation services are required for the alley work, drainage improvements, perimeter curb, and sidewalk and grading at the Burlington Plaza and Alley Project. A proposal has been submitted from Christopher B. Burke Engineering, Ltd. ("CBBEL") to provide those services. Legat Architects will then assume responsibility for supervising the electrical work, specialty concrete pours, benches, stage area, fencing, and landscaping. A Resolution was presented for adoption that approves a Construction Engineering/Observation Services Agreement for a portion of the Burlington Plaza and Alley Project between the Village and CBBEL in the amount of \$29,739. Legat Architect's Professional Services Agreement dated December 7, 2020 will be increased by \$24,000 to provide construction oversight for the project.

5.9. An electric charging station had been included in the preliminary plans for the new train station project. Staff recommended removing it because of the complexities and cost involved and the limited benefit it would provide. If grant funding becomes available, staff may ask the Board to reconsider installing it. The Board supported staff's recommendation.

6. RECONVENE THE VILLAGE BOARD MEETING

Trustee Jordan moved to reconvene the Village Board meeting at 8:55 p.m. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelare, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

7. ADDRESSES FROM THE AUDIENCE – AGENDA ITEMS

Residents Kim Lowe and Mark Howard asked for additional information regarding the Letter of Intent to purchase the Village-owned parcel located at 301 Park Avenue by Pine Grove Partners. Specifically, they asked about proposed development plans, whether the parcel had ever been for sale for non-development, and buffering. President Austin stated that the Village purchased that parcel many years ago with the intention of land banking it for potential future development. Village Manager Barr noted that the sale of the Village's parcel is contingent upon Pine Grove Partners' ability to purchase the adjoining property. Although no plans have been submitted, staff assumes that the development will be similar to the 229 Park Avenue project which fits within the Downtown Master Plan. Brad Smith of Pine Grove Partners explained that this is the beginning of a very lengthy process. If the project moves forward, several public hearings will be held for residents to address any concerns they may have and the project will have to be reviewed and approved by the Downtown Design Review Commission, the Zoning Board of Appeals/Plan Commission, and the Village Board.

Resident Lad Kucera stated that the current standard operating procedure of posting a ladder truck first on the scene of a fire will be gone forever if the Village does not purchase a new ladder truck. He also commented that he read an article which indicated that the annual cost to provide a municipal electric car charging station is nominal.

Resident Kevin Swan expressed concern regarding the high risk of accidents that could occur on Middaugh Road because of heavy traffic, cars that are parked on the east side of the street every day from Monday through Friday, and line of sight issues due to the hill immediately north of Chicago Avenue. He requested that the Village consider extending "No Parking" restrictions from the north edge of 211 Middaugh Road to the south edge of 205 Middaugh Road. Village Manager Barr stated that staff will review this matter and bring a recommendation to the Board.

8. CONSENT AGENDA/OMNIBUS VOTE

Consent Agenda Item 8.10 was removed for a roll call vote. Trustee Jordan moved to approve the Consent Agenda as amended and then itemized by President Austin. Trustee Russo seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

- 8.1. Approval of the Special Village Board Meeting Minutes of July 19, 2021 – OMNIBUS VOTE
- 8.2. Adoption of “A Resolution Authorizing a Professional Services Agreement between the Village of Clarendon Hills and Legat Architects for Oversight of the ICC Railroad Crossing Installation at Prospect Avenue and the Design and Coordination of Educational Signs at Chestnut Alley and the Train Station Properties for an Amount Not to Exceed \$19,500” (Resolution No. R-21-34) – OMNIBUS VOTE
- 8.3. Approval to Waive the Liquor License Fee and Authorize the Issuance of a Class T-Temporary Special Event Retailer’s Liquor License for the Clarendon Hills Park District Family Fall Fest to be held on Saturday, September 18, 2021 from 3:30 p.m. to 6:30 p.m. – OMNIBUS VOTE
- 8.4. Acceptance of the Treasurer’s Report for the Period of April 1, 2021 through June 30, 2021 – OMNIBUS VOTE
- 8.5. Approval of Claims No. 21-07-02M in the amount of \$1,025.00 – OMNIBUS VOTE
- 8.6. Approval of Claims No. 21-07-03M in the amount of \$55,137.92 – OMNIBUS VOTE
- 8.7. Approval of Claims No. 21-07-04M in the amount of \$618.00 – OMNIBUS VOTE
- 8.8. Approval of Claims No. 21-08-01 in the amount of \$142,568.93 – OMNIBUS VOTE
- 8.9. Approval of Claims No. 21-08-02 in the amount of \$297,767.67 – OMNIBUS VOTE
- 8.10. Authorization to Accept a Letter of Intent from Pine Grove Partners to Purchase 301 Park Avenue from the Village in the Amount of \$340,000 – [REMOVED FOR ROLL CALL VOTE]
- 8.11. Adoption of “A Resolution Amending Resolution No. R-18-36, Approved on September 4, 2018, Entitled ‘A Resolution Authorizing a Professional Services Agreement between the Village of Clarendon Hills and Legat Architects for the Clarendon Hills’ Train Station Professional Construction Design and Management Services for an Amount Not to Exceed \$353,500’ to Clarify the Inclusion of Reimbursable Expenses and Increase the Authorized Amount to \$377,750” (Resolution No. R-21-35) – OMNIBUS VOTE

- 8.12. Adoption of “A Resolution Approving a Construction Engineering/Observation Services Agreement between the Village of Clarendon Hills and Christopher B. Burke Engineering, Ltd. for Engineering/Observation Services for a Portion of the Burlington Plaza and Alley Improvement Project in the Estimated Amount of \$29,739” (Resolution No. R-21-36) – OMNIBUS VOTE

Immediately following the Consent Agenda:

- 8.10. Trustee Jordan moved for Authorization to Accept a Letter of Intent from Pine Grove Partners to Purchase 301 Park Avenue from the Village in the Amount of \$340,000. Trustee Russo seconded.
On the call of the roll, the vote was as follows:
Ayes: Trustees DeDobbelaere, Jordan, Lannert, and Russo
Nays: None
Abstain: Trustee Lazar
Absent: Trustee Jorissen
MOTION CARRIED

9. NON-CONSENT AGENDA ITEMS

- 9.1. Trustee Jordan moved to adopt “A Resolution Waiving the Bidding Process and Awarding a Fixed Works Construction Contract for the Burlington Plaza and Alley Improvement Project to Blinderman Construction Co. in the Amount Not to Exceed \$630,000.” (Resolution No. R-21-37). Trustee Lazar seconded.
On the call of the roll, the vote was as follows:
Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo
Nays: None
Absent: Trustee Jorissen
MOTION CARRIED

10. REPORTS OF OFFICERS

- Village Manager Barr introduced and welcomed Community Development Director Jonathan Mendel to his first Village Board meeting. He stated that, because of the increase in COVID-19 transmissions, he anticipates the September 20 Village Board meeting will be a “special” meeting starting at 6:30 p.m. He will keep the Board apprised of any changes.
- Community Development Director Mendel reported that he has been in contact with a potential developer of the former Tracy’s Tavern property. The project is at a preliminary, conceptual stage right now. He also reported that he has spent a significant amount of time over the past three weeks meeting with various members of the business community.
- Assistant Village Manager Creer reported that the Chamber of Commerce was administratively approved to host four music nights every Wednesday from August 18 through September 8 from 5:30 p.m. to 8:30 p.m. in the Sloan Triangle.

- Finance Director Potempa responded to a question from Trustee DeDobbelaere during her 2nd Quarter Treasurer's Report. She stated that income taxes are up by 40% compared to this time last year; 22% compared to 2019; and 39% compared to 2018.
- Police Chief Dalen announced that the Board of Fire and Police Commissioners interviewed a candidate this afternoon to fill a vacant police officer position and that the candidate is already a certified police officer. Chief Dalen confirmed that a car burglary occurred in the Village on August 4 at approximately 5:30 a.m. by an armed subject. He reminded residents to always lock their cars and houses and to keep garage doors closed.
- Public Works Director McLaughlin reported that Flagg Creek Sanitary District will be performing a point repair to the sanitary sewer main at the intersection of Norfolk and Prospect Avenues tomorrow. The intersection will be inaccessible to motorists. Detour signs will be set up by the contractor.

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 Russo moved to adjourn the meeting at 9:40 p.m. Trustee Lazar seconded.

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

Ayes: Trustees DeDobbelaere, Jordan, Lannert, Lazar, and Russo

Nays: None

Absent: Trustee Jorissen

MOTION CARRIED

Dawn M. Tandle
Village Clerk