

Minutes

Village of Glen Ellyn Board of Trustees

Special Meeting

Monday April 7, 2014

Call to Order

President Pro Tem McGinley called the meeting to order at 6:02 p.m.

Roll Call

Upon Roll Call by Clerk Galvin, Trustees Burket, Ladesic, McGinley and O'Shea answered "Present".
Trustee Elliott arrived at 6:03 p.m. President Demos arrived at 6:56 p.m.

Staff present: Village Manager Franz, Assistant Village Manager Stonitsch, Finance Director Wachtel, Administrative Intern Keenan, Planning and Development Director Hulseberg, Police Chief Norton, Deputy Police Chief Action, Assistant Finance Director Coyle, Assistant Public Works Director Buckley, Professional Engineer Minix, Utilities Superintendent Greenberg, GEVFC Chief Bodony, Assistant Fire Chief Clark, GEVFC Treasurer Chereskin and Village Attorney Mathews.

Also Present: Finance Committee Chairman Ford.

Pledge of Allegiance

President Pro Tem McGinley asked Trustee Jim Burket to lead the Pledge of Allegiance.

Sunset Slush Vendor Cart in Central Business District:

At the March 24 meeting, the Village Board discussed a request by Erik Anderson with Sunset Slush to allow a portable Italian ice cart in front of the Citibank building at 444 N. Main Street. After some discussion, this item was tabled and scheduled for further consideration at the April 7 special meeting of the Village Board.

There was some discussion at the March 24 meeting about other communities' regulations related to vendor carts and some Trustees suggested that the Village should take a broader look at the issue. There has not historically been a large demand for vendor carts in Glen Ellyn. Therefore, specific regulations for vendor carts are not contained in the Village Code. Instead, Chapter 8 of the Code simply requires approval of a license agreement to allow vendor carts to operate in the public right-of-way. Among other things, the standard license agreement requires that a 5-foot wide area be maintained on the sidewalk free of any obstructions, that trash receptacles be provided and that the applicant maintain liability insurance with the Village being named an additional insured.

The proposed license agreement for Sunset Slush would be valid until December 31 of this year. Therefore, one option would be to approve the proposed license agreement for the 2014 calendar year during which time staff could research potential vendor cart regulations. This would not be unlike the one-year agreement previously entered into for the gelato cart. It would also allow staff time to develop proposed regulations specific to vendor carts and give the Board a chance to consider the issue without delaying action on the current application. Some of the regulations that staff has found in other Codes that the Board may want to consider as part of a potential vendor cart Ordinance include such things as establishing a maximum number of available licenses, giving preference to existing businesses and establishing a minimum distance from which vendor carts would need to be located from restaurants.

Trustee Ladesic expressed safety concerns with the location near the railroad tracks and backing up traffic. Trustee Burket also expressed safety concerns. Chief Norton expressed his concerns. Trustee Burket would like to see Sunset Slush at another location that would be safer. Trustee O'Shea responded this could not be any different than parents dropping their kids off at Einstein's bagels across the street.

Mr. Erik Anderson, 654 Euclid, Glen Ellyn expressed his willingness to locate to an area deemed safer. Mr. Anderson originally thought he needed to find a location on a private sidewalk – that is why he approached Citibank but would be willing to move near Olive & Vinnie's across the street. Trustee Elliott asked how this would be safer. Trustee Ladesic responded it would be different due to safety concerns and the flow of traffic. The Board was polled and reached a consensus on relocating. Trustee Elliott suggested that the Board move forward to approve the petitioner's request.

Trustee Burket responded that he wants to discuss the location now. Manager Franz recommended they approve but develop regulations. They need to discuss the threshold number of vendors, how close to a restaurant and allow existing restaurants a first shot at carts. Trustee Elliott agreed that the Village needs criteria in place.

Mr. Joe Snellgrove, Heaven-Lee Hot Dogs, 526 Crescent Street, Glen Ellyn approached the Board to inquire about his status with the Village. Mr. Snellgrove heard that his permit is being held up. Manager Franz responded that the Village is creating an Ordinance and putting regulations in place that will affect him. Mr. Snellgrove responded that in 2010 the State of Illinois passed regulations and he pays the same state fees and taxes as a restaurant. Mr. Snellgrove added that he pays sales tax.

Trustee Burket asked if he is on private property. Mr. Snellgrove responded that he pays rent for the sidewalk space he utilizes on private property. Trustee O'Shea commented that the agreement should not change this year; any changes should not take place until next year.

A motion was made by Trustee Elliott and seconded by Trustee Clark to consider a license agreement with Sunset Slush to allow for a vendor cart to serve Sunset Slush products in the Central Business District.

Upon roll call, Trustees Clark, Elliott, McGinley and O'Shea voted "Aye."

Trustees Burket and Ladesic voted "Nay".

Motion carried.

Agenda Item F. Fire Department - GEVFC Chief Bodony and Finance Director Wachtel

1. Fire Services Fund
2. General Fund
 - a. Emergency Medical Services
 - b. Fire Department
3. Volunteer Fire Company Budget
 - a. GEVFC 2014 Operating Budget

The Fire SSA and the Ambulance Service Charge used to be in the General Fund. This will be moving into the newly created Fire Services Fund. The SSA funds will be used for the vehicles.

Trustee Elliott inquired about the SSA and the EAV and commented that he wants to make sure that the fees are fair and that Glen Ellyn residents are not overburdened.

Chief Bodony explained that the Fire Company has a committee system. The Finance committee meets with all of the committees. Needs vs. wants are determined, spending is determined by their revenue stream and any surplus is put aside for the vehicles. Over the last few years the reserves were worked down as one quarter of the residents were providing the revenue stream for the GEVFC. Chief Bodony also explained that most of the members purchase their own uniforms; the exception is their turn out gear.

The Fire Company has allocated half a million from their reserves for the purchase of new pumpers. Trustee O'Shea commented that this seems like a fair budget and hopes they can bring back some of the social programs for volunteers.

Chief Bodony thanked the Board for their support and for what they are doing and have done to create a better revenue stream.

Trustee McGinley asked if their budget had an increase for I.T. Chief Bodony responded yes, that the Fire Company needs a new server.

President Demos commented that he is happy with the Fire Company budget; and he appreciates the efforts of the GEVFC. Manager Franz informed the Board that the Intergovernmental Agreement between the Village and the GEVFC will be brought before the Board at the April 21 meeting.

G. Recreation Department - Recreation Director Matt Pekarek

Trustee O'Shea asked if they should have had a ten year plan for the Links prior to starting the construction project. Director Pekarek responded that was done before the Board approved. Manager Franz responded that the Finance Committee provided assistance with the ten year plan. Trustee Ladesic asked what the total sales have been since the restaurant opened. Trustee Elliott stated that he would like to see a monthly report detailing the restaurant operations. Finance Committee Chairman Ford added that drilling down on the reporting will provide a higher level of detail.

Trustee O'Shea asked if the restaurant is running as efficiently as possible. Director Pekarek responded that they are trying different things such as the Sunday Brunch. Trustee Ladesic asked if any weddings are scheduled. Director Pekarek responded that 2 weddings are scheduled. Trustee Ladesic mentioned that he would like to see more weddings at the Links. Trustee O'Shea responded that they will never get any large weddings as the banquet room is too small.

Manager Franz commented that part of the reason the Links remodel was done was due to the facility falling apart. Trustee McGinley responded the Village needs the Links to be a year round profit center. Director Pekarek responded that public golf courses throughout DuPage County used tax dollars for their remodels and expansions. The Village used a different model and did not utilize tax dollars. Their projections have been modest.

President Demos stated he would like to see reports from the Links on a monthly basis. Trustee Elliott added that he would like to see their revenue and projection. Trustee O'Shea commented that this is a make or break year for the Links.

Director Pekarek also discussed the Links marketing. The Maude Group has provided assistance with signage, templates for brochures and outings and dining. They need to increase their marketing.

A short break was taken from 8:25 p.m. to 8:48 p.m.

H. Public Works Department - Assistant Director of Public Works Dave Buckley

1. Water and Sewer Fund
2. Motor Fuel Tax Fund
3. Parking Fund

The Water and Sewer Fund is based on usage and projections. They audit to look for ways to reduce usage. Their next budget will include a leak detection service. Trustee Elliott asked about loss. Utilities Superintendent Greenberg responded that the current loss is approximately 10%. Some of that loss can be attributed and tracked with water main breaks. Assistant Director Buckley added that there is a water main that runs under Illinois Route 53 and the DuPage River. The project to re-line this water main will be contracted out.

President Demos asked if the Village's buildings are metered. Utilities Superintendent Greenberg responded that they are.

Assistant Director Buckley commented that since they have started in house televising, 10 miles have been televised; 3.25 miles have been cleaned.

With regards to flooding, they are considering a rear yard cost share initiative. That is not in the current budget, but a possibility in the future.

With regards to travel, Utilities Superintendent Greenberg stated that they are required to attend water and sewer classes to maintain licenses. The electricians require training for process controls.

Costs associated with maintenance of the right of way after a water main breaks include: material, gravel, concrete or asphalt, soil testing, spoil hauling and landscaping.

Utilities Superintendent Greenberg addressed the fire hydrants. The Village owns 1,258 hydrants. 300 hydrants are due to be painted, repaired or replaced this year.

The RTU is their largest equipment expenditure. It has been running for 23 years and is no longer supported. Public Works will be moving to an Allen-Bradley. Sixty-three percent of water departments are now using Allen-Bradley. The cost includes labor and hardware.

Engineer Minix addressed the 15-18 parking lots and the Parking Fund. Assistant Director Buckley stated that they will conduct a rate study in order to evaluate revenue. The MFT will be utilized to evaluate costs of salt, salt storage and street lighting.

I. Administration Department - Administrative Intern Justin Keenan

1. Solid Waste Fund

Some of the budgeted funds are for totter replacement. Toters have not needed replacement as often as thought. They are looking to replace approximately 10 of the 50-60 garbage cans in the CBD this year at a cost of \$4,500.

Trustee McGinley asked about purchasing a Big Belly for the same price as replacing the 10; this is solar powered and compacts as well. One could be purchased in this budget year as a trial with additional added over time.

Reminders

1. A Special Village Board Workshop is scheduled for Thursday, April 10, 2014 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Regular Village Board Meeting is scheduled for Monday, April 14, 2014 at 7:00PM in the Galligan Board Room, with a Special Workshop beginning at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

Adjournment

At 10:10 p.m. a Motion was made by Trustee Clark and seconded by Trustee Burket to adjourn to Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees and adjourning thereafter without returning to open session.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea voted "Aye." Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk