Minutes
Special Board Meeting
Glen Ellyn Village Board of Trustees
Monday, May 11, 2015

Call to Order

Village President Demos called the meeting to order at 6:03 p.m.

Roll Call

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Burket, Clark, Elliott, Ladesic, McGinley and O'Shea.

In Attendance: Village Clerk Galvin, Village Manager Franz, Assistant Manager Stonitsch, Village Attorney Mathews, Finance Director Coyle, Public Works Director Hansen, Director of Planning and Development Hulseberg, Police Chief Norton, Volunteer Fire Company Chief Bodony, Village Links Acting General Manager Vesevick, Director of Economic Development Hannah and Professional Engineer Minix.

Pledge of Allegiance:

President Demos asked Chamber of Commerce Executive Director Mike Formento to lead the Pledge of Allegiance.

Mr. Formento announced that Taste of Glen Ellyn will take place May 14 – 18. This is the 38th Anniversary and Mr. Formento invited all to attend.

Agenda Item D. - Audience Participation

1. Clerk Galvin read a Proclamation into the record in recognition of 2015 National Police Week which was presented to Chief Norton.

2. Clerk Galvin read a Proclamation into the record in recognition of 2015 National Public Works Week which was presented to Public Works Director Hansen.

Agenda Item E. - Consent Agenda:

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

1. April 20, 2015 Special Board Meeting Minutes.

2. April 27, 2015 Regular Board Meeting Minutes.

3. Total Expenditures (Payroll and Vouchers) - $1,275,711.68. The vouchers have been reviewed by Trustee Ladesic and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

4. Resolution 15-06, A Resolution to Determine the Status of Minutes of Certain Executive Sessions held in 2014 and 2015.

5. Ordinance No. 6316, An Ordinance Granting Approval of a Special Use Permit to Allow Outdoor Storage of the Sunset Slush Classic Italian Ice Vendor Cart at Tap House Grill, 411 N. Main Street.

6. Authorize the execution of an intergovernmental agreement between the Village of Glen Ellyn and DuPage County regarding the construction of sidewalk along Geneva Road (County Highway 21).

7. Approve funding for the remaining four years of the Cartegraph Software and Service Contract, with Cartegraph Systems, Inc., of Dubuque, Iowa, for the continued use of OMS software, in the amount of $152,000 ($38,000 per year for four years), to be expensed equally to the Water and Sewer and General Funds.

8. Resolution No. 15-07, A Resolution Authorizing the Village to enter into a Real Estate Contract for the Purchase of 729 Riford Road.

Trustee McGinley requested that Consent Agenda Item 5 be removed from the Consent Agenda for additional discussion.

A motion was made by Trustee Ladesic and seconded by Trustee Burket to approve Consent Agenda Items 1-4 and Items 6-8 including Payroll and Vouchers totaling $1,275,711.68.

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

Consent Agenda Item 5 - Ordinance No. 6316, An Ordinance Granting Approval of a Special Use Permit to Allow Outdoor Storage of the Sunset Slush Classic Italian Ice Vendor Cart at Tap House Grill, 411 N. Main Street.

Mr. Eric Anderson, owner of Sunset Slush Classic Italian Ice is requesting approval of a Special Use Permit to allow his vendor cart to be stored outside beneath the metal staircase in back of Tap House Grill located at 411 N. Main Street. The subject property where the vendor cart would be stored is located on the east side of Main Street between Hillside Avenue and Duane Street in the C5A Central Business District Central Retail Core.

The petitioner is requesting approval of a Special Use Permit that would allow him to store his vendor cart below the metal staircase behind Tap House Grill. The storage space is approximately 8 ft. by 4 ft. which is ample to accommodate the 6 ft. by 3 ft. cart and would be used from about May 15th through September 15th when the vendor cart license agreement is in effect.

Mr. Anderson used this location to store his vendor cart last summer, unaware that a special use permit was required to store the cart outside.

The Plan Commission considered the Special Use Permit request at a public hearing on April 23, 2015 and recommended approval by a unanimous vote of 10-0. No members of the public spoke for or against the request.

Trustee O'Shea informed the Board he was recusing himself from the vote.

Trustee Elliott stated that he wants to see the Village promote a pro-business environment. Trustee Burket expressed concerns about the legality of Tap House being used for storage. Trustee Ladesic expressed concerns if the Blackberry property owner was aware of this. President Demos asked about the longevity of the Special Use Permit. Director Hulseberg responded it is tied to the use itself.

President Demos asked how many permits are there for outdoor storage. Director Hulseberg responded none in the last 10 years, Trustee Clark asked if any were denied; Director Hulseberg responded no.

Trustee Ladesic commented he is not sure if Mr. Anderson has access by crossing another's property. Director Hulseberg responded that the petitioner has already paid the $600 fee and the escrow fees. Trustee Ladesic urged the petitioner to obtain indoor storage and asked the Chamber of Commerce for their assistance.

Trustee Elliott commented about the seasonality of the business. If this is denied it could be a death sentence to his business this summer. This permit was almost shot down last summer over concerns with traffic, cars and children. All of these concerns ended up unfounded. This year there were suggested restrictions regarding background checks on minor employees. Trustee Elliott stated he has never seen this much scrutiny with any other business in Glen Ellyn. This permit was recommended with a 10-0 from the Plan Commission, so why are we threatening this business for the third time in 18 months.

Trustee Ladesic responded if the Board approves and the petitioner needs to come back with another request than we will have to start over anyway. Trustee Clark asked if there were any complaints last year. Director Hulseberg responded no. Trustee Ladesic expressed concerns with the owners of Blackberry Market.

President Demos commented that these deliberations are not onerous. This is the second time these issues have come before the Board and they are not just directed at Mr. Anderson. This is a new area of concern to the Village and these are concerns that need to be addressed. Trustee Elliott responded that he disagrees with President Demos' recitation of events, and that the Village's other food cart did not require background checks at the time.

Trustee Burket suggested that this item come back in 2 weeks for additional review and stated that he would not move forward with this right now. Mr. Anderson responded that a delayed vote was acceptable to him. Attorney Mathews recommended that a date be provided for future action on this.

A motion was made by Trustee Clark and seconded by Trustee Elliott to table this item until the May 26 Board Meeting.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic and McGinley and voted “Aye.” Motion carried.

Trustee O’Shea abstained.

Agenda Item F. - Crescent Boulevard Reconstruction Project Construction Cost Authorization and Engineering Agreement: (Presented by Professional Engineer Minix)

The Crescent Boulevard Reconstruction Project consists of the complete reconstruction of Crescent in concrete, including an improved intersection with Park and a new roundabout intersection at Crescent Court / Park Row; the installation of new parallel parking lanes; retaining walls; new storm sewer; various water system improvements including a median irrigation system and upgrade of a short section of water main; and replacement and new crosswalks and sidewalks. The length of the proposed improvement is approximately 1,600 ft. (0.30 miles). The project is necessary to address structurally deficient pavement, improve safety and aesthetics, and provide better separation between the different modes of travel in the corridor. The project design engineers are Burns and McDonnell.

Federal Surface Transportation Program (STP) funds totaling up to nearly $1,600,000 will be available to defray construction costs. An Illinois Transportation Enhancement Program (ITEP) grant was also obtained for various project landscaping, pedestrian crossing and sidewalk elements in the maximum amount of $73,440.

The Illinois Department of Transportation is the contracting agency for the project. The project was let on April 24, 2015. This memorandum will include a discussion of the bid results with a breakdown of project costs and recommendations for project funding by the Village Board.

Trustee Elliott stated he would like to see all engineering projects as an RFP with a fixed fee and was disappointed that was not done here. He is anxious to get away from hourly and would like to see a fixed fee on every contract up front to drive more competitive pricing. Engineer Minix responded there is a ceiling with which we can operate unless there are extreme or unusual circumstances. Trustee Elliott responded he wants to see more options and more contractors brought before the Board. President Demos advised Manager Franz to bring forth a policy to do this.

A motion was made by Trustee McGinley and seconded by Trustee Burket to approve the following in a single vote:

1. Approve payments to the Illinois Department of Transportation for the Local Agency share of construction costs in the amount of $1,480,000 to be expensed to Water, Capital Projects and Motor Fuel Tax Funds.

2. Approve award of a construction engineering services agreement to ESI Consultants of Naperville, Illinois, in the total fixed amount of $218,000 to be expensed to the Water and Capital Projects Funds.

Upon roll call, Trustees Burket, Clark, Elliott, Ladesic, McGinley and O’Shea voted “Aye.” Motion carried.

Agenda Item G. - Glenwood-Arbor-Ridgewood Improvements Project Construction Contract and Engineering Agreement: (Presented by Professional Engineer Minix)

The Glenwood-Arbor-Ridgewood (GAR) Improvements Project will reconstruct Glenwood between Greenfield and Turner, Glenwood between Hill and Hillside, Ridgewood between Brandon and Main, and Arbor Court between Glenwood and Main. The project will be comprehensive in scope, including extensive underground improvements in the water, sanitary sewer and storm sewer systems. The project design engineer was Hampton, Lenzini and Renwick.

More specifically, the proposed improvements consist of the reconstruction of 4,000 ft. of roadways and includes furnishing all labor, equipment, materials and incidentals for the removal of existing pavements and construction of combination concrete curb and gutter; full depth Hot-Mix Asphalt pavement; Portland Cement Concrete sidewalks and driveways; storm sewers; water mains; sanitary sewer repairs and new services; structure adjustments; restoration and all incidental and collateral work necessary to complete the project. Some new walks are proposed on sections of Glenwood and Arbor to fill in existing gaps in the sidewalk network in the project area.

Bids were received on April 30, 2015 for the project and opened and read by Deputy Village Clerk Patti Underhill. The bidding process was fairly typical, with the pre-bid conference scheduled for April 21; however no contractors attended. Thirteen sets of bidding documents were distributed to interested contractors in response to our Notice to Bidders, about average for this type of project.

Five contractors submitted bids, with Swallow Construction of Downers Grove submitting the low bid of just under $3,150,000 based on the as-read amounts.

Swallow Construction is an experienced contractor with an acceptable record of performance on Glen Ellyn projects. The firm was the general contractor for the 2013 Oak-Euclid-Forest-Alley project. That project did not finish within the prescribed contract timeframe, mostly due to early problems with the Oak Street water main lining work. Other than the lining work, the contractor’s effort was consistent and the construction team performed reasonably well. With no such specialty work planned for the GAR project and most of the same sub-contractors on-board, contract award to Swallow is recommended.

Engineering oversight for the project will be provided by a consultant. Responsibilities of the engineer will include conducting the preconstruction conference, general consultations/meetings, review of the project schedule, shop drawing review, spot grade checking, full time construction observation, material testing (using a sub-consultant), pay estimate and change order processing, final inspection and project close-out, including record drawing preparation.

Staff sought proposals from sixteen consultants for providing the required engineering services during construction (Phase III engineering) – please note the attached RFP. Eight firms responded with While most of the firms were relatively tightly bunched by cost, the Rempe-Sharpe proposal stood out with its significantly lower price point. I contacted one of the company’s principals, Jim Bibby, to discuss their proposal. Mr. Bibby was confident that the firm could perform the needed services at the $130,000 cost level and committed to completing the assignment without consideration of additional fees unless very unusual circumstances would occur. The firm is familiar with Swallow Construction and their proposed project team. They are anxious to provide the Phase III engineering services for Glen Ellyn.

Rempe-Sharpe is recommended for this assignment. The firm provided design and construction oversight services for the 2013 Duane-Glenwood Metra Parking Lot project and their performance was satisfactory. Their proposed resident engineer / inspection team is experienced and appears quite capable of handling this assignment. The GAR project, while comprehensive in nature, is relatively straightforward and on strictly local streets.

A motion was made by Trustee O'Shea and seconded by Trustee McGinley to approve the following in a single vote:

1. Approve award of a contract to Swallow Construction of Downers Grove, Illinois, for construction of the Glenwood-Arbor-Ridgewood Improvements Project in the amount of $3,245,000 (including a 3% contingency), to be expensed to Water, Sanitary Sewer and Capital Projects Funds.

2. Approve award of a construction engineering services agreement to Rempe-Sharpe and Associates of Geneva, Illinois, in the total fixed fee amount of $125,000 to be expensed to the Water, Sanitary Sewer and Capital Projects Funds.

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

Agenda Item H. - 2014 Street Resurfacing Project: (Public Works Director Hansen)

On March 24, 2014, the Village Board awarded a construction contract to Schroeder Asphalt Services for the 2014 Resurfacing Project with appropriated funds totaling $995,000. The Project included resurfacing approximately two miles of roadways throughout the Village along with ancillary work such as curbs, sidewalk, landscaping, and storm water items. The project was completed at a cost of $690,000 ($300,000 under the appropriated amount). With the project well under budget, staff requested expanding the scope of the project to include additional areas that qualify for repaving. In September, 2014, the Village Board authorized the expanded scope to include certain parts of the following streets: Maple, Western, Pershing, Elm, Chidester, and Lincoln for a total increase of $200,000. All totaled, the 2014 Resurfacing Project's final estimate will be approximately $900,000 ($100,000 under the appropriated amount).

The CY15 Budget includes two asphalt resurfacing items: 2015 Resurfacing Program ($300,000) and the 2015 Asphalt Street Major Patching Project / Annual Skip Paving Program ($50,000). The analysis presented in the table below indicates that the best value for our combined budget ($350,000) for asphalt paving is to increase the scope of our existing contract with Schroeder Asphalt Services via the 2014 Street Resurfacing Project. Schroeder has agreed to hold their asphalt price at $68.25/ton provided the work is started by mid-May (labor rates increase June 1). The other bid prices for asphalt ranged from $74/ton to $83/ton.

The quality of work performed by Schroeder Asphalt Services has been very impressive. To capitalize on the very competitive pricing, to address some immediate needs, to reduce future capital expenses, and to secure a high-quality firm, staff recommends increasing the available funding for the 2014 Resurfacing Project to include additional funds totaling $350,000 already in place in the 2015 Budget in the Capital Fund.

President Demos stated that while he is not a big fan of not bidding, the residents will experience a considerable amount of inconvenience this summer with the Crescent project. This will allow a lot of work to be accomplished early. Trustee Ladesic is more work can be negotiated. Director Hansen responded that 20 blocks will be done for this price.

President Demos asked if this is being engineered in house. Engineer Minix responded that Jeff Perrigo is overseeing this project.

A motion was made by Trustee Burket and seconded by Trustee Ladesic to approve Change Order No. 2 to the construction contract awarded to Schroeder Asphalt Services, of Huntley, Illinois, for the 2014 Street Resurfacing Project in a total amount of $350,000, to be expensed to the 2015 Capital Fund.

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

At 7:09 p.m. President Demos called for a short recess.

AT 7:23 p.m. the meeting was called back to order.

Agenda Item I. - Village Board and Library Board transition activities:

1. The residents being sworn into office this evening were officially elected for four year terms of office in the consolidated election of Tuesday, April 7, 2015. All Board members were sworn in by the Honorable John Demling.

2. Administration of Oath of Office to incoming Library Trustees: M. McGinnis Knapke, Barbara B. Rundell, Jill Clouse and Christopher Crawford.

3. Clerk Galvin read into the record proclamations for outgoing Village Trustees James Burket and Diane McGinley.

President Demos stated that Trustee McGinley's work ethic and communication skills are unbelievable. She was a great resource to learn and mentor from. She has redefined the budget process and moving forward, many of her recommendations are being adopted. As a token of appreciation Presidents Demos presented Trustee McGinley with a permeable paver and a plaque attached, recognizing her service as a Trustee.

President Demos remarked that Trustee Jim Burket never asked to serve but he had similar experience as a Trustee who resigned as the result of a move. After a process of considerations, Trustee Burket was his first choice. Among his qualifications he is direct, he had the financial background and he was willing to serve at a moment's notice. As a token of his appreciation, President Demos presented Trustee Burket with half of a permeable paver, with a plaque attached, recognizing his service for serving half of a term.

President Demos commented that Trustee Ladesic's historical knowledge of the Village is unparalleled and he should be appreciated for his commitment. As a token of appreciation for serving a third term, President Demos presented Trustee Ladesic with a DVD of the movie "Groundhog Day". The anniversary edition.

Mike Formento, Executive Director of the Chamber of Commerce thanked Trustees McGinley and Burket for their service to the community.

4. Comments by outgoing Village Board Members:

Trustee McGinley thanked the community and staff and also urged members of the community to considering running for office as it was a remarkable experience. She thanked the Village President and her fellow Board members since nothing on a Board can be accomplished alone – only as a team.

Trustee Burket enjoyed his time on the Board and working with his fellow Board members. Trustee Burket also was thankful for the support of Staff.

Trustee Ladesic stated that he has known Trustee McGinley since the Go Downtown organization was formed and Trustee Burket from his first campaign for Village Trustee. He acknowledged their long time support for the community.

5. Administration of Oath of Office to incoming Village Board Trustees: John Kenwood Pete Ladesic Mark Senak

6. The incoming Village Board Members were seated at the dais.

7. Convening of new Village Board.

8. Comments by incoming Village Board Members.

Trustee Kenwood thanked everyone for their support and acknowledged his parents who drove in from New Jersey to celebrate with him and his family.

Trustee Senak remarked that when you win by seven votes, you are appreciative of all voters. He acknowledged that the former Board set the bar pretty high and he is looking forward to respectfully engaging in debating the issues.

President Demos acknowledged the former Village Presidents in the room: Judge John Demling, Mr. Greg Mathews, Mr. Mark Pfefferman and Mr. Mike Formento.

Agenda Item J. - Reminders

1. A Village Board Workshop is scheduled for Monday, May 18, 2015 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.

2. A Village Board Special Meeting is scheduled for Tuesday, May 26, 2015 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

Adjournment

At 7:53 p.m. a motion was made by Trustee Senak and seconded by Trustee Kenwood to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk