



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Regular Meeting
Tuesday, May 26, 2020
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Attendee Name	Title	Status	Arrived
Diane McGinley	Village President	Present	
Bill Enright	Village Trustee	Present	
Gary Fasules	Village Trustee	Present	
Craig R. Pryde	Village Trustee	Present	
Kelli E. Christiansen	Village Trustee	Present	
Steve Thompson	Village Trustee	Present	
Mark Senak	Village Trustee	Present	
John Chereskin	Village Clerk	Present	
Mark Franz	Village Manager	Present	
Greg Mathews	Village Attorney	Present	
William Holmer	Assistant Village Manager	Present	
Christina Coyle	Finance Director	Present	
Julius Hansen	Public Works Director	Present	
Staci Springer	Director	Present	
Phil Norton	Chief of Police	Present	
Megan Plahm	Communications Coordinator	Present	
Rich Daubert	Professional Engineer	Present	
Justin Chiappetta	IT Manager	Present	
Chris Clark	Fire Chief	Present	
Meredith Hannah	Economic Development Coordinator	Present	

D. Village Recognition: (Village Clerk)

1. The Village would like to thank the following Board and Commission members for their service to the community: James Meyer (over 25 years of service), Board of Fire and Police Commissioners; Michael Lane, Capital Improvements Commission; Peter Blatchford (Student Commissioner), Environmental Commission; Ben Harrington (Student Commissioner), Finance Commission; Robert Dieter, Historic Preservation Commission; James Manak, Historic Preservation Commission; Sofia Hadley (Student Commissioner), Recreation Commission; Maddie Greenleaf (Student Commissioner), Zoning Board of Appeals

E. Presentation

1. Economic Development Coordinator Meredith Hannah, Communications Coordinator Megan Plahm, Glen Ellyn Chamber Executive Director Dawn Smith and Glen Ellyn Alliance Executive Director Carol White will provide an update on efforts made to support our businesses and community.

The Alliance of Downtown Glen Ellyn's Executive Director, Carol White, provided a summary of support and marketing efforts to assist in supporting businesses during the COVID-19 pandemic. Executive Director White stated the Alliance of Downtown Glen Ellyn is focusing on holding virtual events and using social media to continue to support businesses.

The Glen Ellyn Chamber's Executive Director, Dawn Smith, provided a summary of support and marketing efforts to assist in supporting businesses during the COVID-19 pandemic. Executive Director Smith stated the Chamber is focusing on marketing (dining and shopping), services and generating revenue (Survival Kits and Glen Ellyn Cares).

Economic Development Coordinator Meredith Hannah provided a summary on how the Village is supporting businesses during the COVID-19 pandemic. Economic Development Coordinator Hannah stated the Village is partnering with the Alliance and Chamber and assisting in supporting their efforts. Economic Development Coordinator Hannah stated the Village has created an interactive dining map as well as Facebook page for residents. Additionally, the Village has contributed to the Chamber's Survival Kit, provided curbside pick-up signs for businesses and purchased face masks to distribute to businesses. Economic Development Coordinator Hannah also stated the Village has a focus on business education and communication.

Finance Director Christina Coyle provided a summary how the Finance Department is supporting businesses during the COVID-19 pandemic. Finance Director Coyle stated the Food and Beverage Tax payments have been delayed for two months, utility billing penalties have been waived and there are no water shut offs. Finance Director Coyle also stated the Village Board will be voting to prorate the 2020-2021 liquor license fees.

Community Development Director Staci Springer provided a summary on how the Community Development Department is supporting businesses during the COVID-19 pandemic. Community Development Director Springer stated all permit processes have been converted to be completed online, payments can be made over the phone, code enforcement deadlines have been deferred, Administrative Adjudication has been delayed and there is no code enforcement on temporary signage.

Communication Coordinator Megan Plahm also stated the Village has created the Glen Ellyn United campaign and the Home Town Hero campaign.

President McGinley thanked the presenters and all Village staff for their work. President McGinley stated staff has done a great job in supporting businesses and the community. President McGinley also thanked our businesses for continuing to support each other and the community.

Trustee Pryde stated the presentation was incredible, and provided a special thank you to the Alliance of Downtown Glen Ellyn and Executive Director White for all their work and support.

Trustee Senak asked if the changes to completing permits electronically in Community Development has increased or decreased the time it takes to issue a permit. Community Development Director Springer stated the time it takes to complete a permit is the same; however, there has been an increase in permits being submitted and issued as more people are at home. Trustee Senak encouraged Community Development Director Springer to see if the changes that have been temporarily made should be kept as long term changes.

F. Audience Participation

1. Open:

Jaime Lewandowski wrote regarding the 5G rollout and delaying the deployment of new sites.

Julia Malkowski wrote regarding the 5G rollout, delaying the deployment of new sites and proposed Ordinance additions.

Jennifer Walter wrote regarding the 5G rollout and proposed Ordinance additions.

Blake Chido wrote regarding the 5G rollout and proposed Ordinance additions.

Diana Kalfas wrote regarding the 5G rollout and stated she does not believe there is a gap in cell phone coverage in the Village

Gia Abata wrote regarding the 5G rollout and proposed Ordinance additions.

G. 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:

RESULT:	APPROVED [6 TO 0]
MOVER:	Gary Fasules, Village Trustee
SECONDER:	Kelli E. Christiansen, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

Motion to approve the following items including Payroll and Vouchers totaling \$858,249.32. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's purchasing policy (Trustee Enright)

1. Total Expenditures (Payroll and Vouchers) - \$858,249.32

Trustee Sneak wanted to remind staff that we are still unsure of the future financial impacts due to COVID-19, and staff needs to make sure not to spend money on unessential items. Village Manager Franz stated staff continues to be diligent with spending.

2. Approve the Recommendation of Village President Diane McGinley for the Appointment of Environmental Commissioner Chair, Christy Truitt, for a Term Ending May 31, 2021

3. Resolution No. 20-11, A Resolution to Extend the Deadline to File Liquor License Renewal Applications for 2020-2021 and to Prorate the 2020-2021 Liquor License Fees (Village Attorney Mathews)

Trustee Senak asked how much money the Village will lose if liquor licenses are prorated for three months. Finance Director Coyle stated the Village typically receives \$120,000 in liquor license renewal fees.

4. Resolution No. 20-12, A Resolution Authorizing the Village to Enter Into a License Agreement with Everstream GLC Holding Company LLC, to Construct and Maintain a Fiber Optic Line in the Right of Way, from the Eastern Corporate Limit of the Village, to the Western Corporate Limit, Along Roosevelt Road, Pershing Avenue, Nicoll Way and Taft Avenue (Village Attorney Mathews)

Trustee Senak asked for clarification on what the purpose of the cable is. Village Attorney Mathews stated the request is to run a line of fiber optic cable from Lombard to Wheaton. Village Attorney Mathews stated the request is from a company who provides secure internet to businesses. Village Attorney Mathews stated the company will mirror what lines are already in place. Village Attorney Mathews stated the Village will issue a 5 year license for a fee.

Trustee Senak asked if the license fee is annual or one time occurrence. Village Attorney Mathews stated there is a one-time license fee of \$2,500 that will last for the length of the license.

Trustee Senak asked if fiber optic cables and 5G wireless installation is similar. Village Attorney Mathews stated they are not at all related.

Trustee Senak asked if fiber optic cable installation is planned for the CBD Streetscape project. Professional Engineer Daubert stated there is no plan to install fiber optic cables from the Streetscape project, but there may be several conduits that are installed.

Trustee Senak asked if it is possible to survey the Alliance and Chamber members to see if they are interested in the potential of having fiber optic cables in the future.

6. Ordinance No. 6783, An Ordinance Granting Exterior Appearance Approval for Wendy's Restaurant located at 305 Roosevelt Road (Community Development Director Springer)
7. Approve a Facade Improvement Award request, in the amount of \$15,000, to Wenzak Land Management LLC, for the property located at 305 Roosevelt Road to be expensed to the General Fund (Economic Development Coordinator Hannah)
8. Approve a Lease Agreement Between the Village of Glen Ellyn and Bensidoun, USA for the Glen Ellyn French Market, Subject to Attorney Review (Community Development Director Springer)
9. Motion to Approve an Intergovernmental Agreement with the Village of Lombard concerning Fire Protection and EMS Services for Certain Properties located within the North Fire Special Service Area (Village Manager Franz)

Trustee Thompson asked Village Manager Franz if he could provide a brief overview of this agreement.

Village Manager Franz stated the area in question could have better response times if they are serviced by the Village of Lombard. Village Manager Franz stated the SSA Funds the Village receives from this area would be given to the Village of Lombard so they can provide services. Village Manager Franz stated EMS calls would go through the Village of Lombard as well.

Trustee Thompson asked if there is no access to this area without driving through Lombard. Village Manager Franz confirmed this is correct.

Fire Chief Clark stated staff has been working with the Village of Lombard on this agreement for about a year. Fire Chief Clark stated it is a very difficult area to get to, and there have been a lot of new single family homes constructed in the area. Fire Chief Clark stated the area in question is much closer to the Lombard Fire Station, and the residents would be served better through Lombard.

Items Pulled from the Consent Agenda to be Voted on Independently

5. Resolution No. 20-13, A Resolution to Temporarily Authorize the Community Development Director and Liquor Control Commissioner to Administratively Approve Requests for Outdoor Seating for Restaurant Service, Outdoor Tents, and Outdoor Merchandise in the Village Rights of Way and on Private Property (Village Attorney Mathews)

Village Manager Franz stated Illinois is set to move to Phase 3 of the Restore Illinois Plan on Friday, May 29. Village Manager Franz stated part of the plan is to allow outdoor seating. Village Manager Franz stated the Village is focusing on the following:

1. *Support new and existing sidewalk cafes*
2. *Create dine out pocket parks on streets throughout the Downtown*
3. *Working with restaurants to use private parking lots for outdoor dining*
4. *Dine on Duane Tent*
5. *Retail component and sidewalk shopping*

Village Manager Franz stated the Village plans on facilitating the above by:

1. *Investing in public areas/sidewalk cafes*
2. *Simply necessary approvals*
3. *Work with businesses to see how the Village can support them*
4. *Promoting and communicating with businesses*

Village Manager Franz stated feedback from restaurants directed the Village to focus on their carryout programs. Village Manager Franz stated the Dine on Duane tent will support businesses without impacting their carryout business.

President McGinley stated no new liquor licenses will be added, but approval would allow those who have liquor licenses to serve for outdoor dining.

Village Manager Franz stated this approval would allow Community Development Director Springer to review and approve plans as they are submitted, without needing approval by the Village Board.

Trustee Christiansen asked in regards the sections 2 and 4 of the Resolution, what criteria would the Village be using. Village Attorney Mathews stated the Community Development Department would review each application like they always have; this approval would allow the Community Development Department to make the judgement call in regards to code compliance.

Trustee Christiansen asked who would be in charge of the inspections. Community Development Director Springer stated Village staff would continue to complete all inspections.

Trustee Christiansen asked who is responsible for the Dine on Duane tent sanitation. Village Manager Franz stated there will be Reserve 22 staff, as well as staff from Downtown businesses to manage the tent.

Trustee Thompson stated he is concerned about alcohol being taken out of restaurants to dining areas. Trustee Thompson stated this area needs to be staffed appropriately and questioned if the Police Department would be staffing the tent. Police Chief Norton stated the Police Department is still formulating the plan. Police Chief Norton stated the Police Department is not planning on managing the tent. Police Chief Norton stated the staff managing the tent will contact the Police Department if there are any issues.

Trustee Fasules stated all dining locations on the street should require approval from the Fire Chief and police Chief. Trustee Fasules stated as the Village does not have all the details, he is not ready to vote on this item. Trustee Fasules stated the Village needs to continue to develop a plan to make sure we keep all residents safe.

Trustee Senak stated the Village should suggest all businesses reach out to their dram shop insurance to make sure they are covered to sell carryout liquor.

Trustee Fasules stated businesses should have to submit a copy of the insurance to the Village. Village Attorney Mathews stated all liquor license holders have a copy of their insurance on file at the Village.

Trustee Thompson asked if the Village will need additional insurance. Village Attorney Mathews stated our liability is covered by our insurance.

Trustee Christiansen asked what the Village's plan is if we see an increase in COVID-19 cases as outdoor seating opening. Village Manager Franz stated the Village will continue to follow recommendations by the Governor.

Trustee Thompson stated he would like the Village Board to ratify all approvals made under this Resolution and the following Village Board Meeting. Trustee Thompson stated he would like the Village Board to continue to provide oversight.

President McGinley stated the Village Board should have faith that Village staff is going to approve the right requests, and they have the best interest for all residents. President McGinley stated asking staff to bring this back to the Village Board every meeting would be a burden on staff. Trustee Pryde stated he does not think the Village Board has to review the plans after they have been approved.

Trustee Fasules stated he believes the Village is moving too fast without knowing all the details.

Trustee Enright moved for the approval of Resolution Number 20-13, A Resolution to Temporarily Authorize the Community Development Director and Liquor Control Commissioner to Administratively Approve Requests for Outdoor Seating for Restaurant Service, Outdoor Tents, and Outdoor Merchandise in the Village Rights of Way and on Private Property. Trustee Senak seconded.

Trustee Thompson moved for an amended motion to keep the Village Board of Trustees in its legislative oversight function and approve the site plan at its next regular scheduled Village Board meeting. Trustee Senak seconded.

Trustee Fasules moved for an amended motion to have the Police Chief and Fire Chief review and approve all site plans that will be located in the street. Trustee Senak seconded.

RESULT:	APPROVED [4 TO 2]
MOVER:	Gary Fasules, Village Trustee
SECONDER:	Mark Senak, Village Trustee
AYES:	Fasules, Pryde, Senak, Thompson
NAYS:	Christiansen, Enright
PRESENT:	McGinley

H. 685 N. Park Boulevard Zoning Variation (Presented by Community Development Director Springer) (Trustee Christiansen)

1. Ordinance No. 6784, An Ordinance Approving a Construction Necessitated Zoning Variation from the Maximum Permitted Lot Coverage Requirement for an Existing Addition on the Property Located at 685 N. Park Blvd

RESULT:	APPROVED [6 TO 0]
MOVER:	Kelli E. Christiansen, Village Trustee
SECONDER:	Mark Senak, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

I. 2020 Utility and Roadway Improvement Project (Presented by Professional Engineer Daubert) (Trustee Thompson)

1. Motion to authorize the Village Manager to execute a contract with Schroeder Asphalt Services, Inc. of Huntley, Illinois, in the amount of \$1,298,381 for the 2020 Utility and Roadway Improvement Project #2 to the Capital Projects Fund and Water & Sewer Fund.

RESULT:	APPROVED [6 TO 0]
MOVER:	Steve Thompson, Village Trustee
SECONDER:	Craig R. Pryde, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

2. Motion to authorize the Village Manager to execute an agreement with Engineering Resource Associates, of Warrenville, Illinois, in the not-to-exceed amount of \$79,685, for construction engineering services for the 2020 Utility and Roadway Improvement Project #2 to be expensed to the Capital Projects Fund and Water & Sewer Fund.

RESULT:	APPROVED [6 TO 0]
MOVER:	Steve Thompson, Village Trustee
SECONDER:	Kelli Christiansen, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

J. Board Room AV System (Presented by IT Manager Chiappetta) (Trustee Pryde)

1. Motion to authorize the Village Manager to execute a purchase contract with ACP CreativIT for an amount not-to-exceed \$140,000 to be expensed to the General Fund

IT Manager Chiappetta provided a brief overview of the proposed project. IT Manager Chiappetta stated staff is requesting the Board to approve an agreement with ACP CreativIT to complete the required improvements.

Trustee Thompson stated there are reported issues with the video not broadcasting correctly on Comcast tonight. Assistant Village Manager Holmer stated there has been issues with all our cable stations from time to time.

Trustee Pryde asked how quickly the new system can be in place. IT Manager Chiappetta stated it will take 4 weeks to obtain the material and another 2 weeks to install.

RESULT:	APPROVED [5 TO 1]
MOVER:	Steve Thompson, Village Trustee
SECONDER:	Craig R. Pryde, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson
NAYS:	Senak
PRESENT:	McGinley

K. A Toda Madre License Agreement and Streetscape Cost Share (Presented by Village Manager Franz) (Discussion Only)

1. Village Manager Franz will lead a discussion regarding A Toda Madre's license agreement and streetscape cost share.

Village Manager Franz stated the Village has been encouraging sidewalk cafes for many years to enhance the CBD and support restaurants as a key component of our restaurant niche downtown.

Village Manager Franz stated A Toda Madre's owner, Patrick Neary, has long been interested in expanding their restaurant and providing outdoor seating on Pennsylvania Avenue. Village Manager Franz stated due to the streetscape planning process and plans to reconstruct the streets and sidewalks in the CBD, the Village has not been able to support these efforts to date.

Village Manager Franz stated due to the delay caused by Frida and the COVID-19 pandemic, staff is recommending that the Village support these efforts to improve and enhance the exterior of the restaurant and this time.

Village Manager Franz stated necessary infrastructure improvements including widening the sidewalk, storm sewer upgrades and relocating the traffic signage are some of the improvements planned for this area. Village Manager Franz stated the improvement will be built on the Village's right of way as permanent improvements, thereby, a license agreement would be necessary to allow a private entry to use public property.

Village Manager Franz stated the Village has not finalized the agreement or agreement fee and would have to bid out this work to determine the public improvement cost associated with the owner.

A Toda Madre Owner, Patrick Neary, stated he would like to have this project move forward at this time so they can start the necessary planning process. Mr. Neary also stated outdoor dining has been a long term plan for A Toda Madre, and they are ready to commit and move forward.

Trustee Senak asked if this project would be vacating the right of way. Village Manager Franz stated this project would not include vacating the right of way, but would be a license agreement.

Trustee Senak asked if this project would qualify for the Village's Façade Award Program. Economic Development Coordinator Hannah stated previously A Toda Madre received interior awards, but they have never received a façade award.

Trustee Thompson asked what the Village's timeframe is to when work can begin on this project.

Professional Engineer Daubert stated this project could begin as early as the 3rd quarter of 2020, or early next year depending on approval time.

Trustee Senak asked the proposed length of the license agreement. Village Manager Franz stated the exact details of the license agreement is still being finalized.

Trustee Pryde stated he is in support of moving this project forward. Trustee Pryde also stated he would like to see an ADA door entrance on the outdoor deck, and provided suggested changes to the site plans.

Trustee Christiansen stated she is in support of this project. Trustee Christiansen asked what is the Village doing to encourage other downtown businesses to enter into a similar agreement. Trustee Christiansen stated she wants all businesses to have the same opportunities. Village Manager Franz stated this site has been on the Village's strategic plan for many years. Village Manager Franz also stated this type of agreement is always on the table for businesses. Village Manager Franz also stated the Village has promoted this idea with the Chamber and Alliance.

Trustee Enright stated he is in support of this project. Trustee Enright asked Mr. Neary how curbside is going. Mr. Neary stated businesses is not going as well as before COVID-10, but they are doing well for the time. Mr. Neary stated there has been a large support from the community and Village.

Trustee Senak asked if these plans will affect the Frida mural planned to be painted on A Toda Madre. Mr. Neary stated either the size or location of the mural would have to change.

Trustee Senak stated he is in favor of moving forward with the project this year, if possible.

Trustee Thompson stated he is in favor of moving forward with the project.

Trustee Fasules stated he is in favor of moving forward with the project. Trustee Fasules also stated he would like to see Patrick Neary receive a Façade Award for the work.

President McGinley stated this project has the support of the Village Board to move forward and support to start as soon as this year.

RESULT:	DISCUSSION ONLY
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L. Reminders

1. A Village Board Workshop is scheduled for Monday, June 15, 2020 at 7:00 PM.
2. A Village Board Meeting is scheduled for Monday, June 22, 2020 at 7:00 PM.

M. Other Business

N. Adjournment

RESULT:	APPROVED [6 TO 0]
MOVER:	Bill Enright, Village Trustee
SECONDER:	Gary Fasules, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

Respectfully Submitted, Lindsey Kaminsky Executive Assistant

Reviewed and Approved, John A. Chereskin Village Clerk