

**Minutes
Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, October 19, 2015**

Call to Order

Village President Demos called the meeting to order at 6:37 p.m.

Roll Call

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Clark, Ladesic, and Senak answered "Present". Trustee Elliott arrived at 6:59 p.m.

In Attendance: Village Clerk Galvin, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Finance Director Coyle, Public Works Director Hansen, Planning and Development Director Hulseberg, Police Chief Norton Public Works Assistant Director Dave Buckley and Public Works staff Jennifer Brown, Bob Greenberg and Frank Frasco.

Pledge of Allegiance

President Demos asked Mr. Frank Frasco to lead the Pledge of Allegiance.

Central Business District LED Street Lights

Public Works Director Julius Hansen led the discussion regarding the potential replacement or upgrade of LED street lights in the Central Business District.

Staff is looking for some initial feedback and direction on the potential replacement or upgrade of the street lights in the Central Business District ("CBD"). This project has been identified in the Capital Improvement Plan (CIP) for the last few years and was budgeted this year to begin the program. However, there are many different alternatives and options to consider and we are simultaneously seeking input from the Capital Improvement Commission and Environmental Commission.

The existing street lights in the CBD were installed in 1985 and the fixtures are near the end of the useful life with repairs becoming more difficult. The 285 street lights and their specific locations in the CBD are depicted on the map (Exhibit B). These lights are a 150 high pressure sodium ("HPS") system that consumes 188 watts total per fixture while producing 1.5 foot candles of 2000 Kelvin warm of light. These lights cost more to operate and maintain than the Light Emitting Diode ("LED") street lights. Consequently, staff is seeking the Village Board's input on installing LED street lighting in the CBD in order to reduce annual maintenance costs and reduce electricity usage.

LED street lighting use 75% less electricity than the HPS street lighting the Village currently uses. Aside from the reduced electricity costs and overall benefits to the environment, less electrical consumption would also free up electricity capacity that the Village could use for other purposes in the CBD, such as for holidays and special events. Recall that the current electrical infrastructure in the CBD has limited capacity and adding more electrical demand to the existing circuits(s) would likely lead to overload.

Changing to LED's would free up some much needed capacity in the short term. For the long-term, additional electrical work would still need to be completed on the separate circuit that powers the 120 volt duplex receptacles to make the system more robust. Such work would include more duplex receptacles that could be installed by Public Works staff based on workload and Village priorities in order to defray those costs. However, contracting the work would likely allow the Village to complete the project more quickly.

The Village currently spends on average \$15,000 annually (\$235,000 over 15 years) for parts and labor to maintain the 285 street lights in the CBD. Total electrical costs on average is \$15,000 annual (\$225,000 over 15 years). Electricity savings should total \$170,000 over 15 years, given that LED uses 75% less electricity. Therefore, the total savings including electrical costs, parts and public works labor equals \$375,000 over a 15 year period or \$25,000 per year, exclusive of any inflationary cost factors, and factoring in some minor maintenance costs with LED lights.

The capital cost to change from HPS to LED street lights in the CBD is estimated to be \$100,000 to \$484,000 depending on the type of the LED component selected to make the change. This cost does not include labor, but if Public Works can complete this project with in-house labor, then an estimated \$100,000 could be saved.

Updating the lighting fixtures in the CBD, utilizing new LED technology, improving the look and feel of downtown, being more environmental conscious by reducing electricity use, and taking advantage of some nominal grant funding, are all reasons for the Village to consider updating the CBD street lighting. In addition, there is a significant upside if LED lights and fixtures have extended life cycles, as the annual savings would continue and improve the overall ROI. In summary, staff is seeking guidance from the Village Board, as well from various Commissions, on which specific luminaire is the best choice, and will take all this feedback into consideration before moving forward with a formal recommendation to the Village Board.

Representatives from Spring City, Sternberg and Holophane were available to answer any questions.

Trustee Ladesic asked about dark sky compliance. Director Hansen responded there is no legal requirement; it is a choice. President Demos asked if the lights are metered. Director Hansen responded that they are. Trustee Senak asked if there is an advantage/disadvantage from a public safety stand point. Director Hansen responded the more light the better; however you do not want to be obtrusive.

Fiscal Year 2016 Budget Discussion (Finance Director Coyle)

Library

Library Executive Director Dawn Bussey provided an overview of Library programs.

The summer meal program is 2 years old and feeds 1,105.

They are trying not to increase the levy but rather seek other sources of revenue. 95% of their funds come from tax revenue.

They recently received a \$7,500 grant from the Library Association and Disney; there were 400 applicants and 79 libraries received the grant. There are not a lot of grants available.

They recently started providing classes which are free to the Village. Perhaps the Village could assist with plowing, landscaping?

Trustee Elliott encouraged the Library to have a goal not to levy, that would be a meaningful step to the taxpayers. Trustee Senak added that he supports Trustee Elliott's view.

Planning and Development

Director Hulseberg provided an overview. Her Department consists of 7 full time and 9 part time employees.

Trustee Elliott asked if the cost for added training for some employees would be worth the cost of the added salary in lieu of hiring outside licensed professionals. Director Hulseberg will consider.

Director Hulseberg last purchased a copier 7 years ago and is in need of a new (used) copier. They are also looking to eliminate a part time intern and add a part time planner at 28 hours. The economy and development increase is almost at 2008 levels. In addition there are 2 big CBD projects and they need to update the Comprehensive Plan.

Currently they are behind on: annexations, right of way vacancies and code amendments. Planning and Development will also be taking over the Historical Commission.

Trustee Senak asked if they can outsource all inspections. Director Hulseberg responded it would result in an increase to the applicant. We pay an employee less than it would cost to outsource. We already hear that our costs are high. Manager Franz added that they need to conduct a permit fee review. Trustee Ladesic commented that the stormwater engineer was a great addition.

Trustee Senak asked if the Village could partner with other agencies with regards to landscaping and forestry to avoid a duplication of efforts. Director Hulseberg responded their role is regulatory and they have the capability in house to handle. Manager Franz responded there are other areas to partner with and the Village does it all the time. For example, the Glenbard Wastewater Authority is a partnership with Lombard, the Village is in a health insurance and risk pool and the Park District obtains salt and gas from the Village.

A short break was taken from 7:43 p.m. to 7:54 p.m.

Public Works

Assistant Public Works Director Buckley pointed out that \$5,000 was removed from Buildings & Grounds, \$5,000 for signs and \$25,000 in snow removal for the sidewalks along Route 38 for 4 inches or more in snow events.

Jennifer Brown, Superintendent of Streets & Forestry provided an update on EAB.

Frank Frasco, Fleet Manager provided an update on the Village Fleet vehicles, including emergency vehicles and fuel usage and pricing.

Trustee Senak asked when does the Village sell their vehicles. Manager Frasco responded it is based on the actual condition; they usually exceed their expected life.

Utilities Superintendent Bob Greenberg provided an update. Trustee Senak asked about water main testing and asked how often something is wrong. Superintendent Greenberg responded always. He added that they used to test every 5 years but they need to be accountable for water loss.

Trustee Ladesic asked what the warranty is for water meters. Superintendent Greenberg responded it is 10 years and that Lake Michigan water is very kind to the meters.

Trustee Elliott asked what percent of water is lost and how do we recoup that loss. Superintendent Greenberg responded the loss is 10% and 8-10% is considered an acceptable loss. He added the best way to change the amount of loss is more in house leak detection and to take a good look at the meters. Trustee Elliott stated he would like to see them be more aggressive in this area. President Demos added he would like to see them crunch the numbers to add a person in the summer to increase their efforts with leak detection.

Adjournment:

At 8:46 p.m. a motion was made by Trustee Elliott and seconded by Trustee Senak to adjourn to Executive Session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees, without returning to open session thereafter.

Upon roll call, Trustees Clark, Elliott, Ladesic, and Senak voted "Aye." Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk