



Agenda  
Village of Glen Ellyn  
Village Board Workshop  
Tuesday, January 18, 2022  
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room  
Via Teleconference/Zoom Only

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*This meeting will be conducted by audio and video conference as well as broadcasted on cable and streamed online without a physically present quorum of the Village Board because of a disaster declaration related to COVID-19 and public health concerns affecting the Village of Glen Ellyn. The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. The Village has determined that an in-person meeting at the Civic Center is not practical or prudent because of the disaster. The Village Manager and Village Clerk will be in attendance at the Civic Center in compliance with the Act.*

*To participate in this meeting at the appointed date and time, please visit the following link:*

<https://us02web.zoom.us/j/88467421853?pwd=OHRXdjZNRkZKbG1ZdDIzWHNrekRMdz09>

*Passcode: 584985*

*Or by Telephone:*

*Dial (for higher quality, dial a number based on your current location):*

*US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or*

*+1 669 900 9128 or*

*+1 253 215 8782*

*Webinar ID: 884 6742 1853*

*Passcode: 584985*

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**

*Upon roll call by Village Manager Mark Franz, President Senak and Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson answered "Present".*

*Also in attendance: Village Manager Franz, Village Attorney Mathews, Finance Director Coyle, Public Works Director Buckley, Public Works Assistant Director John Hubskey, Community Development Director Springer, Utilities Superintendent Nick Burgoni, Police Chief Phil Norton*

- D. Audience Participation**

- 1) Open:

*The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. To participate in this meeting at the appointed date and time, please visit:*

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*In lieu of participating in the electronic meeting, the public may also complete a public comment form which will be read into the record during the meeting. This form can be found at [www.glenellyn.org/publiccomment](http://www.glenellyn.org/publiccomment). Members of the public are welcome to speak or submit public comment forms on any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public may speak up to (3) three minutes on those items or may submit public comment forms which will be read into the record during that agenda item. Individuals wishing to*

*address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.*

**E. Water Billing Cycle (Presented by Finance Director Coyle) (Discussion Only)**

- 1) Finance Director Coyle will brief the Board on updating the water and sewer billing cycle.

*Director Coyle summarized the status of the project to increase the efficiency of the water reading system to help eliminate the 6 to 8 weeks lag between reading the meters and the bill arriving.*

*March 1<sup>st</sup> Bill will include 1 additional week of usage on the bill until all of the accounts are within 2 weeks. The bills will be approximately \$35-\$40 higher than usual doing this process. The Village will still be offering payment plans and is following COVID shutoff procedures.*

*July billing will be "real time" billing.*

*Trustee Payne asked if the catchup was 4 months and 6 months and plans are to start with the 6-week group first.*

*Trustee Christiansen asked how long will the customers be allowed to take advantage of the payment plan. Currently there are only 5 residents on a payment plan.*

*Trustee Gould asked what the cost of the insert that will be included in the bills would be. Director Coyle advised several hundred to \$1,000 depending on color, etc.*

*Trustee Kalinich asked how customers, who do not receive a paper bill, will be informed of this change. Director Coyle advised that it will be handled through the Village's e-blasts and include a message on the statements as the change-over approaches.*

*Trustee Thompson asked for confirmation that those on auto-pay will only see 1 debit. Director Coyle affirmed there will only be a single debit for those on auto-pay.*

*Trustee Fasules asked if the \$40 per bill was a bit excessive and believes that the effective date should be March 1<sup>st</sup> and extend the catch-up plan to the end of the year*

*Director Coyle advised that by taking that approach, the Village would see \$1.2 million in lost revenue to the Water & Sewer fund and was looking to institute it now since water bills are lower as no one is using sprinkling systems at this time of year.*

*Trustee Payne asked if a 6 month and 8 month payback plan might be better.*

*Trustee Thompson is in agreement with the proposed plan especially since there are plans in place to support the residents and those plans should be strongly conveyed to the residents.*

*Trustee Kalinich is in agreement with the proposed and understands Trustee Fasules point and is supportive of either plan.*

*Trustee Gould stated she is also in support of proposed plan to make things easier for residents who may be moving and feels that as long as the insert is clear and concise confusion should be a minimum.*

*Trustee Christiansen is in agreement with the proposed options and suggested a third option for those who can pay the additional funds up front.*

*President Senak stated that the purpose of changing the billing process allows the Village to identify water loss and leakage and address problems sooner rather than later.*

**F. Architectural Review Process (Presented by Community Development Director Springer) (Discussion Only)**

- 1) Community Development Director Springer will lead a discussion on proposed changes to the architectural review process.

*Director Springer provided a background on how the ARC came into existence and how the process worked from 1975 to 2017 when the ARC was disbanded and outlined a new AAC (Architectural Appearance Committee) proposed structure and how the Committee would interact with the Planning Commission to reach plans for final recommendations, as well as, sharing how the process would flow through the AAC and Planning and Development.*

*President Senak asked if there was any public comment.*

*Ms. Kathy Cornell asked what the difference was between Commissions and Committees. Director Springer explained that per legal counsel the names Commission or Committee do not have any specific distinctions nor does one have more power or authority as the power of either is outlined by the Village Ordinance under which either is created.*

*Ms. Kathy Cornell asked how is "downtown" defined. Director Springer C5A and C5B*

*Tim Loftus asked what would happen if the Village Board did not approve the AAC recommendations and possible effects of the changes required going back to the Plan Commission or does it go back to the AAC. Director Springer advised that she cannot recall any situation where the Village Board made an absolute rejection of a plan, but they can refer back and recommend small changes.*

*Ms. Pam Albrecht commented expressed her appreciation for re-instating the AAC and would recommend a board of 5-7 members and collaboration with the Historical Society for project reviews as she feels it would improve the quality of the design and construction and that the commission should strive to include an architect, landscape architect and passionate residents.*

*Ms. Albrecht read notes from Heather Meese in support of the AAC.*

*Ms. Albrecht feels that the Roosevelt Corridor is just as important as the downtown area.*

*Ms. Cornell stated that community input is important and is in agreement with Option 4.*

*Emails from:*

*Mr. Zach Wilson and Ms. Christine Wilson expressed support for forming a new AAC that reports directly to the Village Board and the members should be more than 5.*

*Trustee Christiansen stated she is amenable to a 5 to 7 person members. Environmental member, C5-A and C5-B any in a TIF and in any historic district. Need to nail down the Comp plan and revise the necessary documents to give the new committee guidelines for their judgements.*

*Trustee Fasules stated he was good with recommendations.*

*Trustee Gould, does want the AAC guidelines to apply to all areas; would like to see 7 members. Director Springer explained that pre-application meeting is very, very conceptual designs and does not have the entire packet and it is better to wait until they submit a full packet before moving to forward with reviews.*

*Trustee Kalinich is in favor of the Committee structure and is favor of 5 members, but is not opposed to 7 members and agrees with Trustee Christiansen that an Environmental member needs to be added. Favors Committee over Commission for the title to try and eliminate the titles for residents.*

*Trustee Payne agrees to a 5-person Committee and open to 7 with Environmental added and is agreeable to the work flow presented. Feels that this should not be restricted to the historical district in downtown.*

*Trustee Thompson agrees that the entire village should fall under the purview of the AAC and also agreed with the idea of using Commission as "Committee" seems to have the connotation of not having much authority. Trustee Thompson ass he would like a minimum of 7 members and to include at least 2 members of the public and asked how members will be selected. Director Springer stated that she feels the members will come from experienced members of the community and be appointed by the Village President.*

*President Senak stated that the title should not be a focus as the legal counsel has already advised there really is no authoritative difference between the two and feels the Village Ordinances need to be updated to include review by AAC.*

*Commission so it is in the code an on the same footing as other Commissions.*

*No concerns with making it part of the Village Ordinances*

*Trustee Christiansen feels that this would be a Commission that would meet on an ad hoc basis.*

*Director Springer, stated that it should be included in the code so their composition, roles and responsibilities could be finalized. Director Springer advised that the former ARC had 2 scheduled meetings per month and they would be scheduled on the agenda with the Plan Commission and feels that starting out at once per month would be a good start.*

*Manager Franz asked that the discussions regarding the AAC being applied to the historic residential district be tabled until further review can be thoroughly done.*

*The Board reached an agreement of a 7-member commission consisting of: 3 Architects, 1 Landscape Architect, 1 Planning Commission member, 1 Historical Commission member, 1 Environmental Commission member and with the understanding that all members are residents who reside within the Village.*

*Flow Chart as presented was approved.*

*Village Manager Franz made the recommendation this code be revised as quickly as possible and placed on an agenda for Village Board approval versus the item coming back to another workshop.*

**G. American Rescue Plan Act Update (Presented by Finance Director Coyle)  
(Discussion Only)**

- 1) Finance Director Coyle will update the Village Board on the use of American Rescue Plan Act Funds.

*Director Coyle provided an update of ARPA funding and use. Director Coyle advised that at the end of 2021 there was an option that allows a \$10 million-dollar standard election that is an option which can be claimed for revenue loss, which does not need to be substantiated, and be utilized in any fashion as long as the use is deemed as government services, such as lead piping; as the Village has a need for and highly recommends the Village taking advantage of this election.*

*Director Coyle stated that this additional funding will not be available until September and that most of the anticipate funds for the initial ARPA funding have already been allocated to various projects.*

*Trustee Christiansen asked if there were any cons to taking the funds that is being overlooked. Director Coyle stated there are none that she can see, as it opens up additional uses that the funds can be used for.*

*Trustee Thompson highlighted Item #6 which lists items that the funds are not allowed to be used for, specifically park improvements, playground equipment, road and bridge maintenance. Director Coyle stated that there is a caveat as those items are deemed as “government services”, and in the new ARPA rules, “road maintenance” is specifically listed as an example for which these funds can now be used this under new exemption, while Items 1-5 as outlined are still classified as unallowable.*

*Trustee Thompson asked about park improvements and playground equipment. Director Coyle stated that it is her understanding that as parks fall under government services, funding for them would be allowable under this funding election as it is tied to a loss of revenue claim. Director Coyle gave the example of funding debt service or pension payments would not be allowed as it is not a “government service” like paving streets, facilities improvements are considered.*

*Trustee Thompson noted that he attended a recent government webinar on funding of water project and where it was suggested that Water Lead Pipes under the Jobs Bill and not use ARPA funding as water project are specifically stated and included under the Jobs Bill and feels the Village might want to apply for funding for the lead pipe project.*

*Director Coyle stated that is an option that can be investigated when evaluating the ARPA funds as well as grants available.*

**H. Lead Pipe Infrastructure (Presented by Assistant Public Works Director Hubsky)  
(Discussion Only)**

- 1) Assistant Public Works Director Hubsky will update the Board on the Village's responsibility for lead service lines.

*Assistant Director Hubsky outlined current testing requirements and new regulations regarding copper and lead piping (LCRR) that were passed in December 16, 2021. Assistant Director Hubsky outlined the steps that need to be taken with the Lead Service Line Replacement (LSLR) & Notification Act and the steps that must be instituted. IEPA requires every village to submit an inventory of all lead pipes throughout the Village.*

*First step to identify the number of meters versus service lines. 90% of lead is located in the public side versus the private side, which means the Village can easily address the problem more efficiently. Assistant Director Hubsky noted that the Village has been proactive in replacing any lead pipes when construction for new connections is being done, to save time and costs down the road.*

*Homeowners will need to replace anything that is galvanized as well as research has shown galvanization can degrade over time.*

*Costs to Village \$900,000 to \$1.5 million dollars to address the 300-500ft of lead piping: Homeowner costs are approximately \$90/ft and 35% of private costs are \$472,500-\$790,000. Assistant Director Hubsky noted that while these numbers are estimates, he does not anticipate any surprise of the final numbers being higher, in fact, he anticipates final numbers being lower.*

*Assistant Director Hubsky stated that a preliminary replacement plan is due in April 2024, with 2022 and 2023 to be spent researching and generating inventory; then a final plan must be submitted by April 2027. Assistant Director Hubsky noted that the Village will have 15 years by law to replace lead lines with a target of 7% per year to be replaced.*

*If a resident refuses, the Village will be responsible for documenting their refusal and move on.*

*Feedback on timeframe and budgeting. Ongoing investigations of residential homes being conducted and then tracking updated.*

*Trustee Thompson re-stated that funding through the Jobs Bill would cover the project and asked how the funding program worked? Assistant Director Hubsky stated that the funding is through the IEPA's SRF (State Revolving Fund) and that based on the scope of the work to be done in the Village, it is most likely that the Village will not be eligible to receive any funds as other communities will most likely be the beneficiary of the funding as they are in worse condition than the Village. Assistant Director Hubsky stated that the process for applying for funding requires a lot of hoops that need to be jumped through and there are no guarantees we will receive any funding and if all the effort that will need to go into the application process would be worth it due to the small total of the project. Trustee Thompson, asked if the Village can utilize the funds for other water projects within the village or how can the Village get a chance of the SRF funds. Director Coyle stated that the program Assistant Director Hubsky is referring to is actually a loan project and Village typically follows a "pay as you go" model to avoid interest payments, but SRF loans are typically utilized by the Glenbard Wastewater Authority. Mr. Franz as consultants are hired to*

*assist on various projects, evaluating funding options and finding grant opportunities are a component that is always included in the engineering services agreements; additionally, the Village's membership in the DuPage Mayr and Managers Association allows the Village to stay abreast of opportunities and Director Buckley belongs to public works associations where information of this nature is also shared. Trustee Thompson asked if the "we" is the Village, a Glenbard or would the Village have to share the information with Lombard since both Villages work together because of the Glenbard Wastewater Authority. Manage Franz stated that the Village of Lombard would pursue resolution of their own water issues as Glenbard deals solely with wastewater treatment for both Villages and would not be involved with this project.*

*President Senak stated that a staff accountant to the Finance Department and one of the core duties will be to more aggressively pursue grant funding than the Village has in the past.*

*Trustee Payne, asked Assistant Director Hubskey if the properties that currently have red dots, are the residents aware that they have services lines that contain lead. Assistant Director Hubskey stated that at this time he does not have any information of those who do know; however, the Village will be responsible for communicating lead information to residents on an annual basis.*

*Trustee Kalinich expressed support for addressing the problem sooner rather than later and asked how the 30 sites are selected. Assistant Director Hubskey advised the village has 80 IEPA approved testing sites throughout the Village and the IEPA is dictating where and when the samples are taken from and are typically focusing on sites known to be lead or copper piping sites.*

*Trustee Gould agrees with tackling the problem sooner rather than later; and asked why the sampling technique was changed. Assistant Director Hubskey explained that they realized that by taking the 1<sup>st</sup> liter, the water was in the copper piping of the home while the 5<sup>th</sup> liter should would be pulling water from the water that is sitting in the pipe before entering the house. Trustee Gould asked how a non-compliant household would be noted. Assistant Director Hubskey stated that is something that has yet to be determined, but the Village will work with the homeowner to try encourage them to replace their portion of the line at the same time the Village is replacing it's portion in order to realize cost savings for the resident; however, if a resident refuses, then they will be asked to sign a form that they are refusing to update their piping and if they refuse to sign the declination form, that will be noted on the form as well. Assistant Director Hubskey stated that this become more common knowledge people buying homes will be diligent in their research about lead piping in homes.*

*Trustee Christiansen asked for confirmation that while this issue is important and but at this time is not an extremely urgent issue and the water supply is safe.*

*Director Buckley reiterated Trustee Christiansen's comment that the water supply is safe and this is something the Village is work towards and ask Assistant Director Hubskey to highlight the amount of testing being done.*

*Assistant Director Hubskey stated monthly testing is very stringent, bacteria (E.coli), by products of chlorine that can cause cancer, unregulated contaminants, and with Lake Michigan as a source water, the Village is at low risk of encountering these issues.*

*Trustee Thompson, asked about the pumping of local water in addition to Lake Michigan water. Assistant Director Hubskey explained that Glen Ellyn maintains two back-up wells to provide a back-up source in the event there is a problem with Lake Michigan supply, which would only be used for emergency situation; however, one of the back-up wells is not in the greatest condition at this time.*

*President Senak stated that Village tends to take the quality for granted as since the switch to Lake Michigan water, we have had no worries*

**I. Other Business**

*Trustee Thompson raised an issue that Glen Ellyn is going to be divided amongst three congressional districts and wonders if there is anything the Village can do.*

*Trustee Kalinich stated that she did not think there was anything that the Village can do other than making the residents aware.*

*Trustee Thompson asked if Manager Franz should investigate and submit a memo to the Board.*

*Mr. Franz stated he would investigate the situation and try to provide clarification as he has past experience with this in his previous position.*

*Trustee Christiansen noted that 2022 dates for Tea with the Trustees have been scheduled; with the meeting locations changing to make it more convenient for residents to attend and asked fellow Trustees to attend as many as they wish. President Senak expressed his support with the project and will stated they will be increasing the budget in 2023.*

*President Senak wished Phil Hartwig a speedy recover.*

**J. Motion to adjourn to Closed Executive Session to discuss the purchase or lease of real property for the use of the public body pursuant to 5 ILCS 120/2 (c)(5), without returning to open session thereafter.**

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>Approved [6 TO 0]</b>                                |
| <b>MOVER:</b>    | Christiansen                                            |
| <b>SECONDER:</b> | Kalinich                                                |
| <b>AYES:</b>     | Gould, Kalinich, Thompson, Payne, Fasules, Christiansen |
| <b>NAYS:</b>     | <b>None</b>                                             |