Minutes
Village Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, October 10, 2016

Call to Order

President Demos called the meeting to order at 7:05 p.m.

Roll Call:
Upon roll call by Village Clerk Galvin, President Demos and Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak answered "Present."

In Attendance: Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Planning and Development Director Hulseberg, Finance Director Coyle, Police Chief Norton and IT Manager Binkerd.

Pledge of Allegiance

President Demos asked Civic Betterment Party President Erik Ford to lead the Pledge of Allegiance.

Audience Participation

1. Civic Betterment Party President Erik Ford presented information on the process of nominating candidates for the December 3, 2016 Town Hall Meeting. Mr. Ford stated the Civic Betterment Party is a volunteer organization and a forum and means for citizens to run for local Village offices. He stated the December Town Hall is a caucus-like meeting to introduce the residents to the candidates. He stated the Civic Betterment Party does have openings on its Nominating Committee and invited residents to volunteer for this. He stated the Party does want to be inclusive of as many candidates as possible, and they do assist candidates in getting the appropriate signatures and then getting these candidates on the ballot. He stated the Party would like to see applications by the end of October, and there is information on this process on the Civic Betterment Party website or Facebook page. Trustee Senak thanked the Party and Mr. Ford for the work that they do.

2. Village Clerk Galvin read a proclamation in recognition of Fire Prevention Week 2016 which is October 9 through October 15, 2016. Glen Ellyn Volunteer Fire Company's Administrator John Chereskin stated the theme of this Fire Prevention Week is "Don't Wait – Check the Date." Mr. Chereskin stated the theme helps to remind people that fire extinguishers need to be changed out every 10 years, and you should check the batteries in your home's smoke detectors and carbon monoxide detectors.

3. Village Clerk Galvin read a proclamation in recognition of Community Planning Month 2016 during the month of October. Planning and Development Director Hulseberg stated the purpose of Community Planning Month is to increase awareness of village and city planners and what they do.

4. Mark Senak read a prayer focusing on the upcoming elections.

Agenda Item E - Consent Agenda:

The following items are considered routine business by the Village Board and were presented for a single approval in the form listed below:

1. September 12, 2016 Regular Village Board Meeting Minutes.

2. September 19, 2016 Special Village Board Workshop Minutes.

3. September 26, 2016 Regular Village Board Meeting Minutes.

4. Total Expenditures (Payroll and Vouchers) - $2,193,929.62.
The vouchers have been reviewed by Trustee O'Shea and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

5. Approve a license agreement with Euro Crepes, located at 584 Crescent Boulevard, to allow tables and chairs in the public right-of-way.

6. Approve award of a contract to CMS Solutions, of St. Louis, Missouri, for the purchase and installation of a ShoreTel System in an amount not to exceed $35,937.71, to be expensed to the Capital Projects Fund.

7. Resolution No. 16-14, A Resolution to Adopt the Lambert Lake Stewardship Pilot Program.

8. Ordinance No. 6441-VC, An Ordinance Amending the Village Code Regarding Special Events within the Village.

9. Ordinance No. 6442-VC, An Ordinance Amending the Village Code Regarding Commercial Filming within the Village.

Regarding Item #7, Trustee Ladesic stated he would like to see the attachments which were omitted from the packet: the Environmental Commissioner Van Gorp's Case Support for the Lambert Lake Stewardship Pilot Program and the Lambert Lake Site/Location Map. Trustee Ladesic stated he does have concerns regarding where this pilot program would be located as it could interfere with future development. President Demos removed Item #7 from the Consent Agenda to be considered at a future Board meeting.

Regarding Item #6, Trustee O'Shea asked about CMS Solutions role in an ongoing basis to which IT Manager Binkerd stated CMS Solutions will be not be involved in the day-to-day operations of the system. IT Manager Binkerd stated Sound Inc. is a telecommunications broker, and CMS Solutions is a vendor the Village has used for some time. IT Manager Binkerd stated the ongoing day-to-day maintenance will be handled in-house, and this quote is just of the installation of the new voice system at the new police facility. Trustee O'Shea asked about buying the equipment versus leasing to which IT Manager Binkerd stated the Village would buy the equipment outright as it is a better choice. There was a discussion regarding cost of this purchase and installation and reliability of such a system. Trustee Ladesic asked if this would provide one or more additional forms of redundancy to which IT Manager Binkerd stated there will be dark fiber between the Civic Center and new police facility, and this would be a redundant network connection of the phone system.

A motion was made by Trustee O'Shea and seconded by Trustee Elliot to approve Consent Agenda Items 1-6, 8-9.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item F – Replacement of the HVAC Roof Top Unit for the Civic Center

Assistant Village Manager Stonitsch presented information on this and stated one of the existing 30-ton roof top units is reached its useful life and needs to be replaced. He stated the Village had deferred replacement over the last few years, and the previous 5-year Facilities CIP has this unit scheduled for replacement in 2017. He stated the unit was deteriorating, and the staff approached the Village Board in December 2015 in order to request approval to expedite the replacement schedule of the unit. He stated at that time, the Board approved a not-to-exceed expenditure amount of $43,500.00 and authorized staff to procure the unit through competitive quotations. Assistant Village Manager Stonitsch stated earlier this year, the Village hired a new Facilities Manager, and before proceeding with quote solicitation, the staff wanted to allow the new Facilities Manager the opportunity to assess the unit and independently verify that the existing unit was sized appropriately, and that the overall replacement specifications were thorough and accurate. Assistant Village Manager Stonitsch stated Adept Energy Consultants were hired to render an independent opinion of the unit size, and based on the consultant's evaluation and opinions received from professional HVAC contractors, the staff confirmed that the existing 30-ton unit is sized appropriately.

Assistant Village Manager Stonitsch stated earlier this summer, staff contacted several vendors to obtain competitive quotes for the project, and Hayes Mechanical submitted the lowest responsible quote which was slightly higher than the Board-authorized expenditure. He stated the staff proposed a contract award to Hayes Mechanical at a July 2016 Board meeting, and the Board expressed some concern for the overall project cost and directed staff to competitively bid the project in order to determine if any further savings could be identified. He stated on Village solicited sealed bids and received six submittals. He stated Mechanical Concepts of Romeoville, Illinois, submitted the lowest responsive base bid in the amount of $52,000.00, and this overall project cost came in higher due to the addition of rooftop equipment screening.

Trustee Ladesic asked about the legal requirements to go out for a bid if there is an emergency situation to which Attorney Mathews stated the Board would be allowed to approve a waiver of the bids. Trustee Ladesic stated he has concerns about this possible unit due to potential plan for the revised building after the police department goes to its new facility and asked if the bidders had seen an updated plan for the building. Village Manager Franz stated the bidders did see a concept plan. Assistant Village Manager Stonitsch stated the bidders did size the unit with potential building remodels in mind. There was a discussion around concerns on the cost and the possible remodel of the building and how this could affect a new rooftop unit. Trustee Kenwood asked if the unit-sizing is based on cubic footage and what would happen if there are substantial changes to the potential building plan. Manager Franz stated there should not be major changes to this plan. Trustee Kenwood asked if there could be a retrofit if more tonnage is needed to which IT Director Binkerd stated it could not. Trustee Senak asked why they are not waiting another few months since this rooftop-unit replacement is budgeted in 2017 to which Assistant Village Manager Stonitsch stated they cannot go on any longer with the current unit.

A motion was made to approve an award of a contract to Mechanical Concepts of Illinois, Inc., of Romeoville, Illinois, to furnish and install a replacement 30 ton HVAC Carrier model roof top unit for the Civic Center, in the amount of $52,000, to be expensed to the Facilities Maintenance Reserve Fund by Trustee Clark and seconded by Trustee Kenwood.

Upon roll call, Trustees Clark, Elliott, Kenwood, O'Shea and Senak voted "aye." Trustee Ladesic voted "nay." Motion carried.

A motion was made to approve Ordinance No. 6444, an Ordinance amending the budget for the Fiscal Year ending December 31, 2016, to provide funds for the purchase of a replacement 30 ton HVAC roof top unit in the Facilities Maintenance Reserve Fund by Trustee Clark and seconded by Trustee Senak.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Agenda Item G - Village Strategic Plan 2016-2017

Village Manager Mark Franz presented information on the Village Strategic Plan for 2016-2017 and gave a Quarter 3 2016 update. He stated during last year's strategic planning sessions, the Board identified six strategic issues: development, business, attractions, communications and involvement, infrastructure and financial sustainability. He stated this plan includes both short-term and long-term goals, and this plan has been evolving over time. He stated in the plan, they have highlighted the highest priority projects in blue to indicate the level of importance to those particular goals, and of the 76 goals, the vast majority of them are on schedule and all are tracking on schedule or delayed indicating that we are making progress and could achieve the goals. He stated staff does not identify any goals that are currently off track. Village Manager Franz pointed out a few of the major goals that are on target such as additional annexations to the Village, the new police facility to be ready next year and storm water projects among other items.

Trustee Senak stated he is not sure about a possible pedestrian bridge and new train station as he is not sure if these are viable. He stated he sees no proof on the public safety portion to justify this expense. President Demos stated this could be important and needs to be addressed due to possible public safety issues, and this could become an economic aspect to the community if it affects possible new residents choosing Glen Ellyn as their new home. Trustee Senak stated this seems more of a convenience than an economic development or public safety issue and would like to see the public safety data on this.

Trustee O'Shea stated the staff and Board need to make a decision on electronic agendas for the Board and all commissions as this goal has been on these plans for a while. Village Manager Franz stated they are making progress with the electronic agendas, and it does help to save agendas on the back end. Trustee Elliott suggested making January 1, 2017 as a possible date for no more paper agendas. President Demos stated he feels paper agendas are still worth it, and Trustee Kenwood agreed. President Demos stated this could be discussed in an upcoming workshop, and anyone who wants to go electronic at this point can.

Trustee Ladesic asked about updates regarding the former Dominick's property, the GWA infrastructure projects and any possible new revenue sources and grant opportunities. Village Manager Franz stated these items would be discussed at upcoming budget meetings.

Agenda Item H - Reminders

1. A Special Village Board Workshop is scheduled for Thursday, October 13, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

2. A Special Village Board Workshop is scheduled for Monday, October 17, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

3. A Special Village Board Workshop is scheduled for Monday, October 24, 2016 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.

4. A Village Board Meeting is scheduled for Monday, October 24, 2016 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

Agenda Item I - Other Business

None

Adjournment

At 8:06 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Clark to adjourn. Motion carried.

Upon roll call, Trustees Clark, Elliott, Kenwood, Ladesic, O'Shea and Senak voted "aye."

Respectfully submitted,

Debbie Solomon
Recording Secretary