

**Special Workshop Meeting
Glen Ellyn Village Board of Trustees
Monday, June 12, 2017**

Pledge of Allegiance

President McGinley asked Attorney Mathews to lead the Pledge of Allegiance

Call to Order

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

Roll Call

Upon roll call by Village Clerk Chereskin, President McGinley and Trustees Enright, Fasules, Kenwood, Ladesic, Pryde and Senak answered "Present."

In Attendance: Recording Secretary Solomon, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Planning and Development Director Hulseberg, Public Works Direct Hansen, Finance Director Coyle, Police Chief Norton and Economic Development Coordinator Hannah.

Audience Participation

None

Agenda Item E. – 2017 Refuse and Recycling Program (Discussion Only)

Assistant Village Manager Stonitsch presented information on the recent Request for Proposal (RFP) process for the Village's refuse and recycling program as the contract with Republic Services, Inc. does expire on August 1, 2017. Assistant Village Manager Stonitsch stated there are questions around the service level, a multi-day pick-up, outsourcing customer billing, a possible sticker-based curbside collection for electronics, a possible expansion of the curbside composting program from 8 months to 12 months, a possible "Clean Up Week," and a possibility of exploring to an automated "Pay as You Throw" pricing model in the future.

Assistant Village Manager Stonitsch referred to Table A in the packet and stated Republic Services submitted the lowest and most responsive proposal as Lakeshore and Advanced Disposal submitted higher bids as a one-day a week collection is a higher cost. Assistant Village Manager Stonitsch stated in Years 2-5 of the contract, the price increase would be adjusted annually each August based upon the percentage of change published in the Chicago-Gary-Kenosha Consumer Price Index (CPI) during the proceeding calendar year. Assistant Village Manager Stonitsch stated the Base proposal includes the Environmental Commission's recommendations for a one-time informational postcard sent to all 7,400 residents regarding the "Do's and Don'ts of Recycling" and information on the Village's curbside composting program and retrofitting all 7,400 recycling containers with an educational decal on the lid about what items can be recycled in the Village's program.

Trustee Enright asked what a 3 or 4-day a week collection would look like to which Assistant Village Manager Stonitsch stated the Village would be split into zones, and each zone would have its own weekly collection day.

Trustee Senak asked about quantifying the cost the Village pays internally to keep the billing in-house to which Assistant Village Manager Stonitsch stated Table A and Table B show the cost difference of about

\$30,000 to outsource the billing. President McGinley asked what the administrative fee is on the current refuse bill to which Finance Director Coyle stated it is \$1.25. Finance Director Coyle stated the residents get one bill which covers water, sewer, refuse and fire so taking the refuse billing out of these bills does remove some workload from the staff but not all. Trustee Senak asked about a cellular reading for water meters to which Finance Director Coyle stated the Board will be looking at this later this summer or early fall 2017.

Trustee Fasules asked how often the Village gets complaints about the lack of refuse collection to which Assistant Village Manager Stonitsch stated this happens occasionally, and it is usually due to someone putting their garbage out early before a vacation or moving out of a home.

Trustee Pryde asked how many residents take advantage of the online payment to which Finance Director Coyle stated 50% use the Auto-Pay. Attorney Mathews asked if the residents would then get two bills if the refuse billing was not done in-house to which Finance Director Coyle stated they would. Finance Director Coyle stated the residents could more than likely then set up Auto-Pay on the outsourced refuse billing.

Trustee Enright stated he would like to keep the one-day (Monday) collection. Trustee Ladesic stated the residents do value a one-day collection. Trustee Kenwood referred to the survey data in the packet and stated 58% of the residents who responded indicated they would be in favor of changing to a multi-day collection if it saves money. Assistant Village Manager Stonitsch stated according to the survey data, 30% of the residents who responded are strongly favor of this and 28% of the residents who responded are somewhat in favor of this. Assistant Village Manager Stonitsch stated there would be an appreciable increase in the back-door collection with a multi-day.

Trustee Fasules and Trustee Pryde both stated they would like to keep a one-day (Monday) collection.

Assistant Village Manager Stonitsch stated there is a possibility of offering a new service of adding a sticker-based program for the curbside collection of electronics ("E-waste"). Trustee Ladesic asked if the direct cost would go to the resident for this to which Assistant Village Manager Stonitsch stated there would be a special electronic waste sticker that would be a different color that the residents would pay for. Assistant Village Manager Stonitsch stated these stickers could be purchased at the same places the residents get the regular refuse stickers now. Trustee Fasules expressed concerns over the stickers being taken off the electronic waster and resold or reused. The Trustees did support the sticker-base program for curbside collection of electronics.

Assistant Village Manager Stonitsch stated the Village is in Year 2 of its voluntary Curbside Composting program, and due to the program's success in Year 1, curbside composting was included in the Village's "Base Scope of Services." Assistant Village Manager Stonitsch stated despite the program's success to date, there are some gaps in the program, including the existing program is only offered for 8 months of the year (April through November) and the current program prohibits meats and soiled papers due to the licensing restrictions that Republic has with its contractual compost facility.

Trustee Ladesic asked what the cost is to the Village to run the composting program is to which Assistant Village Manager Stonitsch stated the costs were in-house as during the pilot program, kitchen containers were purchased and given to residents. Assistant Village Manager Stonitsch stated the staff thought around 75 residents would sign up for the composting program in Year 1, but in actuality, 200 residents signed up to participate in this.

Trustee Kenwood asked what the cost difference is going from 8 months to 12 months to which Assistant Village Manager Stonitsch stated with Republic Services, it is \$10.54 a week for the 8 months and \$11.31

a week for the 12 months. President McGinley asked what the survey data showed for the participants who wanted 12 months to which Assistant Village Manager Stonitsch stated 70% of the respondents would take the 12-month program. The Trustees did support the 12 months for the Curbside Composting program. Trustee Ladesic stated he fully supported this as long as there is no cost to the Village.

President McGinley asked for feedback on a "Clean Up Week." Village Manager Franz stated this is paid for on the bill every other year. The Trustees did support this.

Bob Pfister, Municipal Marketing Manager for Advanced Disposal, thanked the staff for putting together a well-thought out RFP. Mr. Pfister stated he would like to put a plug-in for multi-day collection as his company had the lowest bid for this. Mr. Pfister stated the minimum savings to the Village would be around \$125,000 per year so about \$500,000 over the life of the 5-year contract. Mr. Pfister stated if the Village stays on Mondays, only Republic Services will be able to do this. Mr. Pfister referred to the survey data and stated 82% of the respondents either favored multi-day or were neutral to this as long as there was a lower cost. Trustee Pryde asked where the trucks would come from. Mr. Pfister stated the trucks come from Batavia, either down Roosevelt Road or Geneva Road and then branch off to the smaller arteries.

Trustee Senak stated he liked the idea of multi-day collection. President McGinley stated this would add 30% to the rear-door service which would most likely affect the seniors in the Village. Trustee Senak stated he would then prefer to stay with a Monday-only collection.

President McGinley summed up the Trustees responses and stated the Board would like a Monday-only collection, in-house billing, a 12-month composting program, a sticker-based curbside electronics collection and a "Clean Up Week."

Agenda Item F. – Proposed Annexation of 1N450 Highland Avenue – Poss Trail Subdivision (Discussion Only)

Planning and Development Director Hulseberg presented information on the proposed annexation of 1N450 Highland Avenue which was originally discussed by the Village Board in May 2016. Planning and Development Director Hulseberg stated at that time, the Board supported moving outside the Village's planning jurisdiction even though the boundary line agreement with Glendale Heights has been expired for many years. Planning and Development Director Hulseberg stated the developer went before the Plan Commission on April 27, 2017 to discuss the concept plan for this proposed development. Planning and Development Director Hulseberg stated many of the property owners who are within 250 feet of the subject property did attend the meeting and stated concerns around the possible lot width of 50 feet and a need for a buffer between the proposed subdivision and their existing subdivision. Planning and Development Director Hulseberg the Plan Commission was generally supportive of the project as it addresses a housing need within the Village and the proposed plans are attractive and appropriate for the location.

Planning and Development Director Hulseberg stated the developer is proposing 50-foot wide lots for 22 detached single-family homes. Planning and Development Director Hulseberg stated there is a 30-foot drop from the west side of the property to the east side of the property so the proposed homes on the west side would have walk-out basements.

Trustee Senak asked if there were any concerns from the Police Department and Fire Company about response times to this development to which Police Chief Norton stated he is not largely concerned with response time. Village Clerk Chereskin stated the Fire Company already responds to the Center Ice of

DuPage building which is directly to the east of the proposed development.

Trustee Senak asked if there were any concerns from School District 41 or School District 87. Planning and Development Director Hulseberg stated any students living in this development would go to District 41, and they have not heard from District 87 on this development. President McGinley stated she met with Dr. Gordon from District 41, and he was in favor of the annexed development as it would bring sidewalks and streetlights to this area as well as the collection of fees.

Trustee Pryde asked if the Village would establish an R-6 zoning neighborhood as this proposed development does not fit any other residential zoning guidelines in the Village. Planning and Development Director Hulseberg stated the Village would not establish a new district as through Planning and Development, they can encourage creative design in this development without having to set up a new district that would not apply anywhere else in the Village.

Trustee Kenwood asked if the developer wishes to be annexed to Glen Ellyn. Planning and Development Director Hulseberg stated the developer looked at DuPage County, Glendale Heights and Glen Ellyn, and Mr. Dubin wishes to be annexed into Glen Ellyn.

Trustee Kenwood asked about the delta in pricing from 35-foot wide lots to 50-foot wide lots. Developer David Dubin from Dubin Consulting, Inc. in Northbrook, Illinois, stated these lots would be more like 40 feet wide. Mr. Dubin stated there would be 3-foot sideyards so there would be 6 feet between each house. Trustee Pryde stated he would be in favor of narrower lots and prefers a zero lot line. Trustee Ladesic stated the Village needs more housing like this for empty-nesters and encourage 1 to 2-bedroom homes or 2 to 3-bedroom homes.

The Trustees did support the annexation of this development. President McGinley stated there may be other meetings set up with the Trustees to get more feedback and information on this proposed subdivision.

Agenda Item G. – Review of Development Procedures (Discussion Only)

Planning and Development Director Hulseberg presented information on the possible improvements to the permit and commission review processes. Planning and Development Director Hulseberg stated this has been on staff's radar for about six years, and this process adds time and some issues for residents, applicants and staff. Planning and Development Director Hulseberg stated the improvements to the permit and commission review processes would help to enhance economic development, increase customer service and to be more business-friendly. President McGinley stated there have been concerns over the length of the process and multiple meetings.

Planning and Development Director Hulseberg stated only 13% of towns in the greater Chicagoland area have a process similar to Glen Ellyn with a design-review process. Planning and Development Director Hulseberg stated they are proposing to combine the Plan Commission (PC) and the Architectural Review Commission (ARC) into a single recommending body, and the new group would assume the role of both commissions, with the exception of exterior appearance review which Village staff would be responsible for. Planning and Development Director Hulseberg stated Village staff would then make a recommendation to the Village Board regarding exterior appearance.

Trustee Ladesic stated he supports combining the commissions. Trustee Senak asked if any developers walked away due to the current process. Planning and Development Director Hulseberg stated the current process defers improvements to the property owners, and there have been issues with some developers

over this. President McGinley stated there are developers who will not bring anything to Glen Ellyn due to this process.

Trustee Fasules stated he feels there are many moving parts in this process which may not have been considered yet. Trustee Kenwood agreed with this and stated he would like to see a defined process. Trustee Ladesic stated they will need to take this one step at a time, and Trustee Pryde stated they will need to continually look at the whole process. Village Manager Franz stated they are always looking to improve processes if needed.

Trustee Senak asked to see a comparison of the process for Glen Ellyn versus other communities that move quicker in this process.

PC Chairman Mary Locke stated she supports the combining of the PC and ARC. PC Chairman Locke stated the petitioner gives the presentation twice, and residents are not sure which meeting they should be asking questions at. PC Chairman Locke stated by dividing up the responsibilities of the ARC, the same things will be viewed between PC and the staff.

ARC Chairman Jim Burket stated he has been involved in the ARC in one way or another for the past six years, and this combining of commissions should have been done a few years ago. ARC Chairman Burket stated this is the right thing to do and the right time to do it. Planning and Development Director Hulseberg stated this new process has not been presented to the ARC yet.

President McGinley stated one member of the new PC would be a non-voting member and a liaison. President McGinley stated the PC will also go from 11 members to 9 members due to the PC having too many members and attendance issues.

Trustee Fasules stated he would like to see a memo or chart that thoroughly defined the new process. Planning and Development Director Hulseberg stated she would put this together so the Board can see who will be covering what pieces. President McGinley asked if the Board would like to delve in to see how Planning and Development works to which Trustee Fasules stated he would like to see a well-defined process to ensure the ARC's processes are fully covered. Planning and Development Director Hulseberg stated the ARC does landscape review and sign code variations which will now be reviewed by the PC, and the ARC's architectural review will now be a design review by staff.

There was a discussion regarding how to proceed, the possibility of more discussion on this and how the process will be divided out.

Agenda Item H. – Credit Card Acceptance Policy (Discussion Only)

This will be discussed at a future Village Board Workshop.

I. Other Items

None

Minutes
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J. Adjournment

At 7:48 p.m., a motion was made by Trustee Kenwood and seconded by Trustee Enright to adjourn.
Motion carried.

Respectfully submitted,

Debbie Solomon
Recording Secretary

Reviewed and approved,

John A. Chereskin
Village Clerk