VILLAGE OF HINSDALE VILLAGE BOARD OF TRUSTEES MINUTES OF THE MEETING September 15, 2015

The regularly scheduled meeting of the Hinsdale Village Board of Trustees was called to order by President Tom Cauley in Memorial Hall of the Memorial Building on Tuesday, September 15, 2015 at 7:32 p.m.

Present: President Tom Cauley, Trustees J. Kimberley Angelo, Gerald J. Hughes, Laura LaPlaca and Bob Saigh

Absent: Trustees Christopher Elder and Luke Stifflear

Also Present: Village Manager Kathleen A. Gargano, Police Chief Brad Bloom, Fire Chief Rick Ronovsky, Director of Public Services George Peluso, Director of Community Development Robb McGinnis, Assistant Finance Director Christopher Webber, Village Engineer Dan Deeter, Village Planner Chan Yu, Management Analyst Suzanne Ostrovsky, Interim Economic Development Coordinator Emily Wagner and Village Clerk Christine Bruton

PLEDGE OF ALLEGIANCE

President Cauley led those in attendance in the Pledge of Allegiance.

APPROVAL OF MINUTES

Trustee Hughes suggested a clarification to the draft minutes of September 1, 2015. Trustee LaPlaca moved to approve the draft minutes of the regularly scheduled meeting of September 1, 2015, as amended. Trustee Hughes seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion carried.

Trustee Hughes moved to approve the draft minutes of the closed session meeting of September 1, 2015, as presented. Trustee Saigh seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion carried.

PROCLAMATION – CONSTITUTION WEEK

President Cauley read the proclamation for Constitution Week.

CITIZENS' PETITIONS

None.

VILLAGE PRESIDENT'S REPORT

None.

FIRST READINGS - INTRODUCTION

Administration & Community Affairs (Chair Hughes)

 a) Approve an Ordinance Amending Title 2 (Boards and Commissions), Chapter 13 (Economic Development Commission) of the Village Code of Hinsdale Relative to Economic Development Commission Membership, Powers and Duties

President Cauley explained that staff has requested a reduction in the total number of commission members from nine to seven in order to reduce the quorum necessary to conduct meetings from five to four commissioners. Staff is also recommending a change in the composition of the members; reduce the retail members from three to two and the residents at large from four to three. President Cauley noted that Economic Development Chair John Karstrand concurs with this recommendation

The Board agreed to move this item to the consent agenda of their next meeting.

Environment & Public Services (Chair LaPlaca)

b) Approve an Ordinance Authorizing the Vacation of a Certain Portion of an Unimproved Alley Situated West of and Adjoining 418 S. Quincy Street in the Village of Hinsdale, DuPage an Cook Counties, Illinois at a Purchase Price of \$12,000

President Cauley explained this is a routine request and the consensus has been if it is not a through alley, and can't be driven through anyway, vacating is not a problem. He noted the firm that valued the alley is the same as used before.

The Board agreed to move this item to the consent agenda of their next meeting.

Zoning & Public Safety (Chair Saigh)

c) Approve an Ordinance Approving a Major Adjustment to a Planned Development to Allow Expansion of a Private School - 125 S. Vine Street

President Cauley provided background stating that in 2004 the Board approved an ordinance to allow a private school to operate on this parcel. The use had lapsed and in 2012 Nurturing Wisdom known as Vine Academy asked for a special use to reopen the school for 50 students; there was a second major adjustment in 2012 to allow a music school and tutoring service as well. He noted the current proposal requests permission to use all 10 classrooms, increasing the enrollment to 180

students and requiring 30 teachers. He stated this is a much more intensive use of the property, and he believes this matter should be heard by the Plan Commission.

Ms. Amanda Vogel, from Vine Academy, addressed the Board and explained that it will take time to increase the enrollment to those numbers. President Cauley believes that because this is a residential neighborhood, community input should be allowed, which would happen at a public hearing by the Plan Commission. Director of Community Development Robb McGinnis stated staff could look into interim options. Ms. Vogel explained this proposal is for long term planning, but for now an increase to 66-72 students would do.

Trustee Saigh wondered if the intent is for a dedicated school building; the hours of operation were clarified.

Mr. Keith Larson, from the Zion Lutheran property board, addressed the Board and confirmed that the expansion of Vine Academy would limit the use of space for other activities. Zion Lutheran's goal would be to have only one tenant.

Trustee LaPlaca suggested making a motion to modify the current ordinance and increase the student enrollment to 70.

Trustee Hughes agreed this matter should be moved to the Plan Commission. Discussion followed regarding the parking requirement, and Ms. Vogel noted the rental agreement for parking with the church is year to year; President Cauley recommended the parking be tied to the enrollment proposal. The Board agreed to forward this matter to the Plan Commission for a public hearing, but agreed to a modification of the number of students permitted to be brought forward at the next Board meeting.

CONSENT AGENDA

<u>Administration & Community Affairs (Chair Hughes)</u>

Accounts Payable

Trustee Angelo moved Approval and Payment of the Accounts Payable for the period of September 2, 2015 through September 15, 2015 in the aggregate amount of \$1,233,270.78 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk. Trustee LaPlaca seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion carried.

The following Consent Agenda items were approved by omnibus vote:

a) Approval of an Intergovernmental Agreement between the Village of Hinsdale and the Village of Oak Brook for the Shared Use of a Technology Support Specialist (First Reading – September 1, 2015)

Environment & Public Services (Chair LaPlaca)

- b) Award year two of contract #1575 for Street Sweeping Services to DeJana Industries, Inc in the amount of \$34,526 (First Reading September 1, 2015)
- c) Award the replacement of Forestry Truck Unit #12 to Forestry Equipment of VA (FEVA) in an amount not to exceed \$137,855 (First Reading September 1, 2015)
- d) Approve a Resolution Authorizing Waiver of Construction Noise Hours Limitations Pursuant to Section 9-12-2 of the Village Code of Hinsdale Oak Street Bridge Construction Process (R2015-20) (First Reading September 1, 2015)

Zoning & Public Safety (Chair Saigh)

e) Approve an Ordinance Authorizing the Sale by Auction or Disposal of Personal Property Owned by the Village of Hinsdale (O2015-31) (First Reading – September 1, 2015)

Trustee LaPlaca moved to **approve the Consent Agenda**, **as presented**. Trustee Saigh seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion carried.

SECOND READINGS / NON-CONSENT AGENDA - ADOPTION

Administration & Community Affairs (Chair Hughes)

Approval of Recommended Changes to Personnel and Staffing

President Cauley introduced the item and reminded the Board this was discussed in Closed Session on September 1st. Currently, there are vacancies in three key staff positions. Village Manager Gargano and Director of Public Services George Peluso used this as an opportunity to suggest changes to the structure of the Public Services and Administration Departments to accomplish several goals. Staff believes this reorganization will provide a more streamlined reporting and operation structure, build in staff redundancies in key areas and provide better response to large snow events.

The proposed changes represent a slight in increase in full-time employees (1.3), but result in an approximate payroll savings of \$12,000/per year. The Assistant Director of Public Services position is eliminated and replaced by a Superintendent of Water & Sewers and a Superintendent of Public Services. Two new part-time positions will be

Village Board of Trustees
Regular Meeting of September 15, 2015
Page **5** of **8**

created; a mechanic's helper and a worker who would be a 'floater' as needed, but can offer assistance for snow removal. Administrative support will be provided by Management Analyst Suzanne Ostrovsky, who will devote half her time to Public Services.

On the Administrative side, a new position will be created to cover the functions of former employees Economic Development Director Tim Scott and Administration Manager Sandy Mikel. Ms. Emily Wagner will be the Economic Development Coordinator/Administration Manager and will act as the liaison to the business community and manage human resources. Additionally, a part-time business development position will be filled in the future to assist with business development.

The Board agreed with the proposed staffing changes; President Cauley thanked Public Services Union Local 150, and Public Services employees for working on these changes. He thanked the Board for working to improve our Public Services Department and to improve response to snow events by approving these staffing changes and new equipment purchases.

Trustee Saigh moved to approve Eliminating the position of Assistant Director of Public Services and replacing with two Superintendent positions: Superintendent of Water and Sewer and Superintendent of Public Services; and Eliminating a Public Services supervisory position and replacing with the position of Crew Leader; and Creating two part-time positions: part-time Mechanic's Helper and part-time Crew Worker; and Eliminating the Positions of Economic Development director and that of Administration Manager; and Replacing these positions with the full-time position of Economic Development Coordinator/Administration Manager and creating the Position of part-time Business Development Coordinator. Trustee Hughes seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion carried.

President Cauley thanked Ms. Gargano and Mr. Peluso for their work on this matter. On behalf of Public Services employees, Ms. Gargano thanked the Board for their support with new staffing and equipment.

DISCUSSION ITEMS

Oak Street Bridge Update - Engineering

Village Engineer Dan Deeter reported the pile driving and concrete work continue. Hillgrove commuters were relocated, but will be back to normal parking tomorrow. The south portion of Hillgrove will be poured this week; hospital exit traffic will be relocated this weekend. Chicago Avenue traffic will switch from the north to the south side next week.

Kenny Construction has asked have some work hours on Sunday. Mr. Mike Zika, project manager from Kenny Construction, addressed the Board. He explained that due

to limited work hours in coordination with BNSF and anticipated seasonally limited hours, Sunday work hours would help to keep to the projected December 1st completion date. He noted they would like crews to work a full day, but would not start before 8:00 a.m., nor would it be heavy construction work, thereby reducing the noise level substantially.

President Cauley commented that he, too, would like to see this project completed. The Board agreed to authorize two Sundays of work between now and the next Board meeting to see if there is resident concern. The matter can be revisited at the next meeting. Ms. Gargano assured the Board that area residents would be notified of the test period and that the matter can be brought back to the Board for further review and approval by resolution at their next meeting. The Board agreed to this plan.

New Village Website

Management Analyst Suzanne Ostrovsky made the website presentation for the Board. She pointed out the new logo and the overall design of the new website. She said all department representatives are working on their pages, and staff expects to go live by the end of the month. She made note that the intent was to make this an easy website for stakeholders to navigate; there is a comprehensive search bar and headers are intuitive. Residents will be able to report a concern and upload pictures of the problem as well as track their request. The Public Services Department will be able to track requests internally, too, and will get a feel for what issues people are concerned with.

She pointed out that the website uses the new logo designed by former Director of Economic Development Tim Scott. Ms. Gargano pointed out the logo is more up to date, and is based off the Distinctly Hinsdale colorway and coordinates with various Village signage around town.

The new website includes a page called the 'transparency portal'. This page contains the financial information that residents would most likely be looking for; action items, budget information, contracts, and bid postings. This will interface with future Enterprise Resource Planning (ERP) financial software that will allow, for example, online bill payments. Ms. Gargano commented that the site itself is approximately 90% complete, but staff wanted to share this with the Board for their input.

Review of Installation of Bollards on the 10 block of Washington

President Cauley referenced a recent Police Department report of another car driving up on the sidewalk in the Central Business District (CBD). He commented that something has to be done before someone gets hurt. He said the issue with bollards is they are expensive, unattractive and complicate snow removal.

Village Engineer Deeter said there are several issues for consideration; parking, vehicle overhang, ADA accessibility, proximity to buildings. He said an alternative may be weighted, fixed obstacles, such as large planters or solid benches.

Ms. Gargano said staff will review these options and bring these materials to a future Committee of the Whole meeting for further Board review.

Street Closure for St. Isaac Jogues Oktoberfest and Street Closure Policy

President Cauley said he has no thought to oppose St Isaac Jogues' request, but sees this as more a policy issue. These types of items used to go to the Administration and Community Affairs (ACA) Committee. He said one thought would be that since the Police Department is most in the know regarding the impact of street closings, perhaps the Police Department could have the right to close the streets.

The Board agreed with this idea; discussion followed regarding communicating street closures to the Board. Chief Bloom would like to provide them in Manager's Notes to be timely, and to allow those parties who may be turned down time to come to the Board to appeal the Police Department decision if they wanted to.

DEPARTMENT AND STAFF REPORTS

- a) Treasurer's Report
- b) Public Services
- c) Engineering
- d) Fire

None.

The reports listed above were provided to the Board. Assistant Finance Director Chris Webber informed the Board the water meter project is about 77% complete and the final phase will begin next month. Mr. Peluso explained that sewer cleaning and root cutting is done annually, one third of the town per year. He explained that if complaints are received, those areas are addressed as needed. There were no additional questions regarding ther contents.

REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

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TRUSTEE COMMENTS

Trustee Hughes referenced an email regarding the Park Avenue and Chicago Avenue crosswalk. Chief Bloom explained that the area was cleared of sightline issues; overgrown bushes were cut back. The street will be repainted, advance warning signs recommended by Manual on Uniform Traffic Control Devices (MUTCD) will be installed by JULIE.

Trustee LaPlaca mentioned that this intersection is not an official school crossing, people should cross at Garfield, the identified route, but it is appropriate to make this a safer crossing. Trustee Hughes pointed out that the crosswalk at Oak and Chicago will be brick soon, the idea is this may be a model for crosswalk designs. He wondered what it would take to install bricks at Park and Chicago. Chief Bloom said it comes down to cost. Mr. Deeter explained it is much easier to stripe a thermoplastic crosswalk than bricks and if the street is bituminous it is a more costly installation than a concrete street. Trustee Hughes asked that this information be compiled to determine specific costs. Mr. Peluso explained the type of paint that is normally used for these applications.

ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Hughes moved to adjourn the meeting of the Village Board of Trustees of September 15, 2015. Trustee LaPlaca seconded the motion.

AYES: Trustees Angelo, Hughes, LaPlaca and Saigh

NAYS: None ABSTAIN: None

ABSENT: Trustees Elder and Stifflear

Motion ca	rried.
Meeting a	djourned at 8:30 p.m.
ATTEST:	
	Christine M. Bruton, Village Clerk