

**VILLAGE OF HINSDALE  
SPECIAL MEETING OF THE  
VILLAGE BOARD OF TRUSTEES  
MINUTES OF THE MEETING  
August 14, 2018**

The specially scheduled meeting of the Hinsdale Village Board of Trustees was called to order by Village President Tom Cauley in Memorial Hall of the Memorial Building on Tuesday, August 14, 2018 at 7:36 p.m., roll call was taken.

Present: Trustees Christopher Elder, Michael Ripani, Luke Stifflear, Gerald J. Hughes, Matthew Posthuma, Neale Byrnes and President Tom Cauley

Absent: None

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Finance Director Darrell Langlois, Assistant Village Manager/Director of Public Safety Brad Bloom, Chief Brian King, Chief John Giannelli, Director of Public Services George Peluso, Director of Community Development/Building Commissioner Robb McGinnis, Village Engineer Dan Deeter, Administration Manager Emily Wagner, Management Analyst Jean Bueche and Village Clerk Christine Bruton

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF MINUTES**

a) **Meeting of July 17, 2018**

There being no changes to the draft minutes, Trustee Elder moved to **approve the draft minutes of the regular meeting of July 17, 2018, as presented.** Trustee Byrnes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** Trustee Hughes

**ABSENT:** None

Motion carried.

**CITIZENS' PETITIONS**

None.

**APPOINTMENTS TO BOARDS AND COMMISSIONS**

President Cauley asked for a motion to appoint the following individuals as designated:

Finance Commission

Mr. Ed Tobia re-appointed to a 3-year term through April 30, 2021

Historic Preservation Commission

Mr. Frank Gonzalez re-appointed to a 3-year term through April 30, 2021

Parks & Recreation Commission

Mr. John George re-appointed to a 3-year term through April 30, 2021

Mr. Gregory 'Nash' Moore appointed to fill the unexpired term of Patrick Conboy through April 30, 2020

Firefighters' Pension Board

Mr. Larry Emmons re-appointed to a 3-year term through April 30, 2021

Police Pension Board

Mr. Dean Teglia appointed to a 2-year term through April 30, 2020 to fill the expired term of Mr. Bill Moucka

Mr. Don Klink re-appointed to a 2-year term through April 30, 2020

Trustee Elder moved **to approve the appointments to Boards and Commissions as recommended by the Village President.** Trustee Hughes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

## **VILLAGE PRESIDENT'S REPORT**

President Cauley referenced the 2018 Accelerated Road Program, and thanked residents for their patience as the work continues. He explained the work is moving as quickly as possible, and he outlined the upcoming detour end dates, most of which are early October.

Mr. Luca Ripani addressed the Board regarding his Eagle Scout project. For his service project he is proposing installation of a memorial in front of the Police & Fire Departments. He explained that he and other volunteers will dig a path into the grass and add two concrete statues. He explained that he has purchased the statues with money he earned from a part-time job. The Board approved Mr. Ripani's proposal, and added their appreciation for his efforts.

## FIRST READINGS – INTRODUCTION

### Administration & Community Affairs (Chair Hughes)

**a) Accept and Place on File the Post-Issuance Tax Compliance Report**

Trustee Hughes introduced the item and explained that the Village auditing firm Chapman and Cutler advised the Village that it is good policy to file this report on an annual basis to show the Village is in compliance with the requirements to maintain tax exempt status on bond issues.

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

**b) Approve a 3-year agreement with Tyler Technologies for an enterprise resource planning (ERP) system in the amount of \$294,868, and 3 years of annual maintenance costs totaling \$247,011 or \$82,337 annually, for a total amount not to exceed \$541,879; and**

**c) Approve a contract with Baecore Consulting Schaumburg, Illinois, for Enterprise Resource Planning (ERP) implementation services in an amount not to exceed \$283,433**

The two items regarding the proposed ERP system were discussed at the earlier Committee of the Whole; final approval will be in September. The first item is the acquisition of technology; the second is for consulting services over the next 24 months. Trustee Elder explained that MUNIS is well-known in municipalities; our current software is more expensive and less functional than the proposed MUNIS system. The cost of ownership is less than the projected cost of the existing 25-year old system.

Trustee Hughes commented this will create an opportunity to look at how we do things, to provide a business processes and best practices analysis. Trustee Byrnes noted the cost of the consultant is large and wondered if there were alternatives. Trustee Hughes believes it would be foolish to proceed with this project without a consultant able to provide significant professional service support. He added references and quality of reputation are as important as cost.

Ms. Mary Smith, owner of Baecore Consulting, addressed the Board. She explained that software implementation is all they do; her team understands every department and how they interact with each other and residents. They provide customer and citizen improvement efficiencies, too. She described her work history and education, and the variety of skills on her team that includes mathematicians and lawyers which help to provide a strategic vision for the municipalities she works with.

The Board agreed to move both items forward for a second reading at their next meeting.

### Environment & Public Services (Chair Byrnes)

**d) Approve a Resolution adopting the DuPage County Natural Hazards Mitigation Plan as an official plan of the Village of Hinsdale**

Trustee Byrnes introduced the item that is a five year natural disaster plan developed by the County. He explained that if the Village needed Federal Emergency Management Association (FEMA) funds in the event of a disaster, this resolution needs to be adopted.

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

**Zoning and Public Safety (Chair Stifflear)**

**e) Approve an Illinois Commerce Commission Stipulated Agreement**

Trustee Stifflear introduced the item that provides for the maintenance of the reflective delineators on the railroad tracts that prevent vehicular turns unto the railroad tracks. He explained these are useful for pedestrians, too. They are installed at all railroad crossings, and there is no budget impact as they are maintained by BNSF.

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

**f) Approve an Ordinance Approving a Special Use Permit to Operate a Physical Fitness Facility (Martial Arts Studio) in the B-2 Central Business Zoning District at 5 W. Second Street – Prevail Jiu Jitsu Academy**

Trustee Stifflear introduced the item for the business that will be located at the Steinway piano location. There will be about 10 people in classes between 5:30 – 8:30 p.m. Students will use the parking lot closest to the building that is not used during this time period. The Plan Commission unanimously approved the request, there were no public comments.

The Board agreed to move this item forward for a second reading at their next meeting.

**g) Approve an Ordinance for a Major Adjustment to an Exterior Appearance and Site Plan to renovate the existing Land Rover Building to include the Jaguar brand**

Trustee Stifflear introduced the item regarding the site of the former GM training facility. In February 2018 the Board approved the relocation of the Land Rover dealership to this property. The applicant now wants to include Jaguar; two brands will require some modifications to the approved plan. Changes to the front yard setback are currently before the Zoning Board of Appeals. Changes to the site plan and elevation are included for the Board tonight. The Board can either approve the request or refer the matter to the Plan Commission for their review. The Board agrees this is a major adjustment and agrees the matter should be referred. The applicant and residents continue to meet to address the new plans, and it was noted that the changes are primarily in the front of the building facing Ogden Avenue.

The Board agreed to move this item forward for a second reading at their next meeting.

Additionally, the Board suggested two reads are not necessary on items that are a referral to another reviewing body. Village Manager Gargano said staff will review the policy, and get back to the Board with revisions.

**h) Approve an Ordinance Providing for the Regulation of and Application for Small Wireless Facilities**

Trustee Stifflear introduced the item that was discussed earlier at the Committee of the Whole. The ordinance is required by the State of Illinois, and will allow wireless companies to install equipment in the public right-of-way, usually on existing electric poles. However, the Village can still have some control over the design aesthetics of these installations. Trustee Stifflear will work with Village Planner Chan Yu to develop design guidelines.

The Board agreed to move this item forward for a second reading at their next meeting.

**CONSENT AGENDA**

**Administration & Community Affairs (Chair Hughes)**

**a) Trustee Byrnes moved Approval and payment of the accounts payable for the period of July 18, 2018 to August 14, 2018, in the aggregate amount of \$4,436,976.22 as set forth**

**on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

The following items were approved by omnibus vote:

- b) **Approve an Ordinance Authorizing Transfers of Appropriations within Departments and Agencies of the Village for the Fiscal Year May 1, 2017 to April 30, 2018** (*First Reading – July 17, 2018*)
- c) **Approve an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses\*\*\***

**Environment & Public Services (Chair Byrnes)**

- d) **Approve a Highway Authority Agreement, Environmental Land Use Control, and Environmental Indemnity Agreement with Exxon Mobil Corporation for 8 W. Chicago Avenue** (*First Reading – July 17, 2018*)
- e) **Award year two of the three year contract Bid #1635 to Lake Shore Recycling Systems in the year two amount of \$36,210, with approval to utilize the fully budget amount of \$46,665**

**Zoning and Public Safety (Chair Stifflear)**

- f) **Approve an Ordinance Amending Parking Regulations in Section 6-12-8, Schedule VIII (No Parking Zones) relating to Vine Street Between Walnut and Hickory** (*First Reading – July 17, 2018*)
- g) **Approve the resurfacing of the Fire Department apparatus bay floor by American Floor Coatings, 25 West 111 Cape Road, Naperville, Illinois, for an amount not to exceed \$26,253.30**

Trustee Hughes moved **to approve the Consent Agenda, as presented.** Trustee Byrnes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

## SECOND READINGS / NON-CONSENT AGENDA – ADOPTION

### Administration & Community Affairs (Chair Hughes)

- a) **Approve the issuance of a blanket purchase order in the amount of \$50,000 to GovTempUSA, LLC for professional services** (*First Reading – July 17, 2018*)

Trustee Hughes introduced the item and explained that Trustees will be notified by Manager's Notes and email when professional services expenditures are recommended by staff. Assistant Village Manager/Finance Director Darrell Langlois added Trustees would be polled for input, as well.

Trustee Hughes moved to **Approve the issuance of a blanket purchase order in the amount of \$50,000 to GovTempUSA, LLC for professional services.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

- b) **Reject the bid proposal for Bid #1648 for Platform Tennis Court Improvements at Katherine Legge Memorial Park and Burns Field as submitted by Reilly Green Mountain Platform Tennis**

Trustee Hughes said staff is recommending the bid be rejected. The courts can last another year, and these funds can be used to replace the heaters on the courts instead.

Trustee Hughes moved to **Reject the bid proposal for Bid #1648 for Platform Tennis Court Improvements at Katherine Legge Memorial Park and Burns Field as submitted by Reilly Green Mountain Platform Tennis.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

### Environment & Public Services (Chair Byrnes)

- d) **Award the Engineering Services for Design of the 2019 Infrastructure Project to HR Green, Inc. in the amount not to exceed \$151,950** (*First Reading – July 17, 2018*)

Trustee Byrnes introduced the item which is for the design of next year's road work projects. HR Green was the lowest bid, and they have done great work for the Village in the past. He referenced previous discussion with respect to attorney fees and liability issues on the first contract. This has been reviewed, and there are no additional concerns.

Trustee Byrnes moved to **Award the Engineering Services for Design of the 2019 Infrastructure Project to HR Green, Inc. in the amount not to exceed \$151,950.** Trustee Hughes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** None

Motion carried.

**e) Award professional services agreement amendment No. 1 to HR Green in an amount not to exceed \$13,198 for additional hydrologic/hydraulic stormwater modeling from Chicago Avenue to Interstate I-294**

Trustee Byrnes introduced the item that will look at how to improve the drainage issues on South Elm and Orchard Place and assess the feasibility of underground storage in this area. Due to time sensitivity, the first reading has been waived. President Cauley added that the Village is in negotiations with the Tollway Authority and it might be possible to turn this over to them.

Trustee Byrnes moved to **Award professional services agreement amendment No. 1 to HR Green in an amount not to exceed \$13,198 for additional hydrologic/hydraulic stormwater modeling from Chicago Avenue to Interstate I-294.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** None

Motion carried.

### **DISCUSSION ITEMS**

**a) Hinsdale Paddle Tennis Association (HPTA) update**

Trustee Hughes introduced the discussion item stating he wants the Trustees to have a good recap of the issues regarding paddle tennis, and for the Board to provide direction regarding parameters for a new operating model, the fee structure and their appetite for an alternative to a Village managed program. He, along with staff and HPTA representatives, have been working on this for a few years, but are still not there, however, all feel some urgency as the new season approaches.

Trustee Hughes reviewed a slide presentation he prepared for the Board beginning with Village objectives for a new platform tennis operating and governance structure shared with HPTA in September 2017. He acknowledged the ambiguity in the current arrangement, which produces friction and surprises the Village would like to avoid, such as unexpected maintenance issues. The goal is a high quality program that will attract and retain members. He illustrated program positioning and management structure options, and a Village proposal and framework for a potential agreement that addresses cost sharing, operating lease, asset planning, maintenance, etc. HPTA provided a counter proposal which changed some of the cost sharing splits. Trustee Hughes provided an analysis of the Village subsidy, historically and Village and HPTA proposed, illustrated as the 'hard cost shortfall'. Village subsidy has averaged between \$5,000 - \$6,000 in recent years, and the Village proposal moving forward

would maintain that level of contribution. However, the HPTA counterproposal has the Village contribution between \$35,000 - \$40,000, a much larger number. Trustee Hughes stated this is where the conversation stalled. There is a willingness on the part of the Village to support this program, but our proposal has the fees covering the costs. A comparison of fees of participant communities indicate that Hinsdale charges substantially less than the others.

Ms. Alice Waverley, Chair of the Parks & Recreation Commission addressed the Board stating she has been a dedicated and enthusiastic participant in the paddle tennis program since 2010. She reported of the 600 members, half are Hinsdale residents, but only half are paying dues because of life-time memberships. She noted the loss of members to private clubs, and while there is a lot of opportunity for growth, our facility has aged. She believes the Hinsdale courts are the most used in the area. She said the Parks & Recreation Commission is recommending a fee increase, but the hut needs renovation, the courts needs resurfacing and the heaters aren't reliable. She explained that they aren't recommending a higher fee increase because of these deficiencies.

President Cauley stated he is concerned about the unknowns. If something breaks, who is going to pay what. The Village has limited resources; costs have to be tied to use. The Village wants to help finance the paddle tennis program, but the Board has to consider other community at-large expenses. He would like the Village to have a set budget amount, the HPTA puts in some, and capital costs are split.

Mr. Marty Brennon, President of the Hinsdale Paddle Tennis Association, addressed the Board regarding the \$400,000 hut renovation, suggesting HPTA would pay the Village back over seven years. With respect to fees, he explained the lower fee structure because HPTA will manage the program. Some of the north shore fees go to paying staff to run programs. Discussion followed regarding a flat annual subsidy amount from the Village, hut costs and amortization, and whether existing deferred maintenance costs would be included in a future flat rate. Mr. Brennan said they want to start with good operating standards. New heaters will cost about \$20,000 and raising the courts will be about \$60,000.

President Cauley believes these issues can be worked out, but we will need firmer numbers.

**b) Road construction update**

President Cauley addressed this item during his comments at the top of the agenda.

**c) Refuse contract update**

Administration Manager Emily Wagner reported that Friday, August 17 is the last day for residents to specify any changes to their service, noting the default pick up will be curbside.

**d) Burlington Northern Santa Fe (BNSF) Railroad update**

President Cauley reported there have been conversations with BNSF as part of the widening of I-294, regarding the installation of temporary tracks when the current bridge is taken down during construction. Once I-294 is completed a new bridge will be built with the addition of a fourth track, called a tie down. The purpose of this track is to store railroad maintenance equipment. The Village has objected to this plan because this track is visible from both Veeck and Peirce Parks, and could be an attractive nuisance and a safety hazard for kids playing in the area; however, BNSF intends to move forward with their plans, despite the objections of the Village. However, they have verbally stated that they will not use the tie down to park equipment more than once every three months, they will only use the tie down to park equipment used to repair tracks between the equipment storage facilities to the east and west

of Hinsdale, they won't store maintenance equipment overnight, and no full size freight cars or trains would be parked there. While the Village opposed the tie down, the limitations on its use seemed acceptable and reassuring. On July 20, President Cauley stated he sent BNSF a letter to ask them to put these representations in writing. Their reply stated that BNSF cannot make representations as to the size of the equipment nor the duration of storage, they cannot exclude the need to modify the use of the tie down track in the future, and depending on their need they will store equipment on the Hinsdale side as necessary. President Cauley stated he feels this is important for the Village, and that these are reasonable requests. He noted the Village has State Senator Chris Nybo, State Representative Deanne Mazzochi and RTA Board Chairman Board Kirk Dillard helping on this issue.

### **DEPARTMENT AND STAFF REPORTS**

- a) Treasurer's Report
- b) Community Development
- c) Economic Development
- d) Parks & Recreation
- e) Fire
- f) Engineering
- g) Public Services

The report(s) listed above were provided to the Board. There were no additional questions regarding the content of the department and staff reports.

### **REPORTS FROM ADVISORY BOARDS AND COMMISSIONS**

No reports.

### **OTHER BUSINESS**

None.

### **NEW BUSINESS**

None.

### **CITIZENS' PETITIONS**

None.

### TRUSTEE COMMENTS

Trustee Elder thanked Emily Wagner, Jean Bueche, Brad Bloom and Kathleen Gargano for their time and effort on the ERP project. President Cauley thanked Trustee Elder for his work on the project, too.

### ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Hughes moved to **adjourn the specially scheduled meeting of the Hinsdale Village Board of Trustees of August 14, 2018.** Trustee Stifflear seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Hughes

Motion carried.

Meeting adjourned at 9:21 p.m.

ATTEST: \_\_\_\_\_  
Christine M. Bruton, Village Clerk