

**VILLAGE OF HINSDALE
VILLAGE BOARD OF TRUSTEES
MINUTES OF THE MEETING
April 21, 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, April 21, 2015 at 7:31 p.m.

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

Absent: None

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Finance Director Darrell Langlois, Police Chief Brad Bloom, Assistant Fire Chief Tim McElroy, Director of Community Development/Building Commissioner Robb McGinnis, Director of Public Services George Peluso, Director of Parks & Recreation Gina Hassett, Village Planner Chan Yu, Village Engineer Dan Deeter, Information Technology Coordinator Amy Pisciotto, Management Analyst Suzanne Ostrovsky and Village Clerk Christine Bruton

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES

Trustee LaPlaca moved to **approve the draft minutes of the regularly scheduled meeting of April 7, 2015, as presented.** Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: Trustee Haarlow

ABSENT: None

Motion carried.

Trustee Hughes moved to **approve the draft minutes of the regularly scheduled Committee of the Whole meeting of April 13, 2015, as presented.** Trustee Saigh seconded the motion.

AYES: Trustees Elder, Angelo, Hughes and Saigh

NAYS: None

ABSTAIN: Trustees Haarlow and LaPlaca

ABSENT: None

Motion carried.

President Cauley explained that the Standing Committee meeting minutes before the Board for approval were from the last meetings held before the Board agreed to implement a Committee of the Whole meeting structure.

Trustee Elder moved to **approve the draft minutes of the regularly scheduled Administration & Community Affairs (ACA) meeting of December 8, 2014, as presented.** Trustee Hughes seconded the motion.

AYES: Trustees Elder, Angelo, Hughes and LaPlaca

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Trustee Hughes moved to **approve the draft minutes of the regularly scheduled Environment & Public Services (EPS) meeting of November 10, 2014, as presented.** Trustee LaPlaca seconded the motion.

AYES: Trustees Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Trustee Saigh made corrections to the draft minutes. Trustee Saigh moved to **approve the draft minutes of the Special Zoning & Public Safety (ZPS) meeting of November 18, 2014, as amended.** Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo and Saigh

NAYS: None

ABSTAIN: Trustee Haarlow

ABSENT: None

Motion carried.

President Cauley explained that with respect to Closed Session minutes, the Board is being asked to approve minutes as noted, to approve a resolution to release recommended approved minutes and another resolution to destroy audio recordings of minutes older than 18 months. He noted that the written documents are the permanent record of closed sessions, not the recordings.

Trustee Saigh moved to **approve the Closed Session minutes from May 21, 2013, July 16, 2013, July 23, 2013, December 10, 2013, February 4, 2014, June 3, 2014, July 7, 2014, November 4, 2014, January 20, 2015, February 16, 2015 and March 3, 2015, as presented.** Trustee Hughes seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approve a Resolution Approving the Release of Certain Closed Session Meeting Minutes of the Board of Trustees of the Village of Hinsdale (R2015-08)

President Cauley read the following recommended items into the record:

September 20, 2005	-	All (some portions were previously released)
October 4, 2005	-	All
November 19, 2005	-	All
December 5, 2005	-	All
March 21, 2006; 8:21 p.m.	-	All
January 9, 2007	-	All (some portions were previously released)
May 21, 2013	-	All
June 3, 2014	-	All
July 7, 2014	-	All
November 4, 2014	-	All
January 20, 2015	-	Partial - Real Estate item only
March 3, 2015	-	All

Trustee Hughes moved to **approve a Resolution Approving the Release of Certain Closed Session Meeting Minutes of the Board of Trustees of the Village of Hinsdale**. Trustee Saigh seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approve a Resolution Approving the Destruction of Certain Closed Session Meeting Recordings of the Board of Trustees of the Village of Hinsdale (R2015-09)

Trustee LaPlaca moved to **approve a Resolution Approving the Destruction of Certain Closed Session Meeting Recordings of the Board of Trustees of the Village of Hinsdale**. Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

CITIZENS' PETITIONS

None.

VILLAGE PRESIDENT'S REPORT

No report.

FIRST READINGS

Administration & Community Affairs (Chair Hughes)

Approve the lease agreement with Hinsdale Tennis Association for a period of one year at the rate of \$1,575 to instruct competitive tennis lessons at Village courts

President Cauley introduced the item and asked Director of Parks & Recreation Gina Hassett to provide additional information. She stated this is an agreement with the contractual vendor and this number represents a 5% rate increase from last year. Trustee LaPlaca asked whether the vendor had supplied the financial information requested last year, to which Ms. Hassett stated they had supplied those records. The Board agreed to move this item to the Consent Agenda of their next meeting.

Approval of Blanket Purchase Orders for FY 2015-16 totaling \$615,300 and Waiving Competitive Bid Requirements where Applicable

President Cauley introduced the item and explained this is an annual procedure that gives staff authority to purchase items above the purchase limit of \$20,000 for frequent vendors. Discussion followed regarding some of the vendors on the list and when an item would come back to the Board for approval. The Board agreed to move this item to the Consent Agenda of their next meeting.

Zoning & Public Safety (Chair Saigh)

Approve an Ordinance Authorizing the Sale by Auction or Disposal of Personal Property owned by the Village of Hinsdale

President Cauley introduced the item and explained that some of the equipment on the list is no longer needed because of the switch to Du-Comm. Police Chief Bloom confirmed.

The Board agreed to move this item to the Consent Agenda of their next meeting.

Approve a Resolution Approving and Accepting a Consolidated Plat of Subdivision for the Property Commonly Known as 330 Chestnut Street in the Village of Hinsdale, County of DuPage

Director of Community Development Robb McGinnis explained this is a housekeeping matter for this property. The original plat of survey had several underlying lots of record, easements in the wrong location and unmarked utilities. This will clean up the record for the project.

There was Board consensus on the item; as a zoning matter it will receive a Second Reading at the next meeting of the Village Board.

Approve a Resolution Approving and Accepting a Plat of Subdivision to Re-subdivide the Properties Commonly Known as 950-954 S. Madison Street

President Cauley introduced the item and stated it is in regards to the Belloumini's property. Belloumini's was grandfathered, but the property is zoned R-4 residential. He said that he received several calls from people who wanted to put a new bar or something other than a residential use on the property. He cautioned them that they would have to go through the process of changing the zoning and this would be an uphill climb. This developer has proposed four code-compliant single-family homes, if the alley is vacated. He believes this is a good project; property values will increase in the area, and it is consistent with reverting to underlying zoning. He talked about the approval process for a subdivision of this size. The final plat was approved at the Plan Commission by a vote of 7-2. There is one more procedural step in the process which is site plan review by the Plan Commission. He explained this is not a step that requires more information from the applicant.

President Cauley addressed the matter of the vacation of the alley. He noted this alley has not been usable for a long time nor is it a throughway. Additionally, the developer needs the vacation to make the two Thurlow properties conforming. The alternative would be to go to the Zoning Board of Appeals for a variance. The question was raised at the Plan Commission as to what the alley is worth. President Cauley believes we have a procedure in place; we have vacated lots of alleys, and there is an advantage to the Village to do things the same way. The appraiser valued the alley at \$34,000, which is less than some others, but the appraisal is location specific and this alley is off 55th Street.

President Cauley reported there are two parkway trees on the property that Village Forester John Finnell says are worth saving. He explained that if the developer wanted to remove the trees they would have to go to the Tree Board. They are willing to keep the trees, but are concerned about the punitive steps that kick in if one were to die. If the Village thinks the developer took all steps necessary to protect the tree and it dies, they want assurances they won't be penalized.

One of the Plan Commission members thought the developer should install sidewalks on 55th Street and on Thurlow. President Cauley said we have a master sidewalk plan and these areas are not on the plan. Chief Bloom stated he has concerns about a sidewalk on the north side of 55th Street because it is too close to the road and it would not be contiguous to anything else. It was also noted there is a sidewalk on the south side of the street.

There was also concern expressed at the Plan Commission regarding the line of sight for a right turn from Madison to 55th Street because of proposed fencing and landscaping. President Cauley stated this is controlled by the code and can be hashed out when the fence is being built.

Mr. Kevin Seay, from Weekley Homes, addressed the Board. He illustrated the existing landscape plan, and stated they would rather not put in a sidewalk on 55th Street because of the safety concerns. He explained that Thurlow will be closed off with a fence and landscaping so that people cannot get through to 55th Street. He stated they will save the trees, and will do additional studies so as sewer and water can be installed to best protect the trees. With respect to one of the other parkway trees, they might have to move a driveway, but he believes it won't be too close to the intersection or too close to the drip line of the tree.

Trustee Angelo commented that the sidewalks make no sense, and with respect to the vacation, he agrees it is important for the Village to be consistent and accept the appraiser's valuation.

Trustee Saigh commented on the tree survey and while there were many scrub trees to be removed, he thought there were some other more mature trees that might be saved. Mr. Seay said some trees were being removed to get a larger more usable yard for the homes, but if there is a tree on the perimeter of the lot it might be able to be saved. Pursuant to a question from Trustee Saigh, Mr. Seay replied that aesthetically they wanted homes that would fit in the area and conform to the Village code. The style is a classical, craftsman style and includes a mixture of stone and hardy board shingles. Trustee LaPlaca agrees this is a good development; she also agrees with the alley consistency concept. She objects to sidewalks that lead nowhere and thinks those monies would be better served in a sidewalk fund where they could be used appropriately.

Trustee Elder commented that he thought he wanted the 55th Street sidewalk, but Chief Blooms concerns with the safety have swayed him. He is okay with Thurlow if it is blocked, but commented there are a lot of kids walking in 55th Street. Discussion followed regarding fencing and child safety.

President Cauley remarked how happy he is that this is a code compliant project and reiterated this matter will go back to the Plan Commission for site plan review, they will issue findings of fact and the final approval will be before the Board at their second meeting in May.

Environment & Public Services (Chair LaPlaca)

Recommend Adoption of an Ordinance Authorizing the Vacation of a Certain Portion of an Unimproved Alley Situated West of and Adjoining 950-954 S. Madison Street at a Purchase Price of \$34,000

This item was discussed in conjunction with the previous item.

There was Board consensus on the item; as a zoning matter it will receive a Second Reading at the next meeting of the Village Board.

Approve entering into an Intergovernmental Agreement between the County of DuPage, Illinois and the Village of Hinsdale for the Graue Mill Flood Control Project; and

Approve entering into an Agreement between the Village of Hinsdale, Illinois and Graue Mill Homeowners Association, Inc. for the Graue Mill Flood Control Project

President Cauley introduced the items and said that he has reviewed these agreements multiple times. He explained there is some urgency on Graue Mill's part to get this done, and according to the contract with the engineering firm, we can have them start right away so no time is lost. The total funding commitment from the Village is \$104,000. He talked about two components of the project; compensatory storage of water and flood protection. The Village will receive invoices for flood protection, and the Illinois Emergency Management Agency (IEMA) will pay them, so this is a pass through expense. The Graue Mill homeowners are responsible for cost over runs.

Trustee Hughes asked for clarification of those two components; discussion followed regarding risk and maintenance responsibilities. Village Engineer Dan Deeter addressed the flood protection structures which will be installed; all should be low maintenance, but there should be annual inspections. Graue Mill will hire an engineering firm to inspect these protection structures.

The Intergovernmental Agreements are in effect to 2018; President Cauley suggested a survival provision for the maintenance be added to the agreement. Trustee Hughes wants a simple schedule of what the maintenance will be and an annual reporting of what is done. President Cauley commented it is the Village's and Graue Mill's best interest to protect what needs to be done and it should be memorialized. He doesn't believe this can be done now, but the engineers may have some idea of what could be expected.

Ms. Sarah Hunn, Chief Engineer from DuPage County Stormwater Management, explained the County is required to maintain in perpetuity the compensatory storage area and they will work out an agreement with the Forest Preserve. She explained that it is a State requirement and a County Ordinance that the compensatory storage must be completed prior to any other phase of the project on the Graue Mill property. She said the Stormwater Committee met and the IGA was discussed and will go straight to the full committee for approval.

The Board agreed to move this item forward for a Second Reading, with the suggested changes identified for a final review.

CONSENT AGENDA

Administration & Community Affairs (Chair Hughes)

Trustee Elder moved **Approval and Payment of the Accounts Payable for the Period of April 8, 2015 through April 21, 2015 in the aggregate amount of \$1,198,748.38 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Angelo seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

The following items were approved by omnibus vote:

- a) **Adopt a Policy for the Administration and Approval of Block Parties** (*First Reading – April 7, 2015*)

Environment & Public Services (Chair LaPlaca)

- b) **Award year two of Contract #1553 for Custodial Services to All Cleaners, Inc. in the amount not to exceed \$64,392** (*First Reading – April 7, 2015*)
- c) **Award year two of signed contract for Mosquito Abatement to Clarke Environmental Mosquito Management, Inc. in an amount not to exceed \$55,496** (*First Reading – April 7, 2015*)
- d) **Waive the Competitive Bidding Requirement in Favor of a Joint Purchasing Agreement and Approve the Purchase of Fuel from Heritage FS, Inc., through the DuPage County Division of Transportation on an as needed basis at a cost of \$.19 over OPIS per gallon** (*First Reading – April 7, 2015*)
- e) **Award year two of Contract #1557 for Tree Maintenance to Homer Tree Care, Inc. not to exceed the proposed budgeted amount of \$133,000** (*First Reading – April 7, 2015*)
- f) **Award year two of contract for Elm Inoculation to Balanced Environments, Inc. in the bid price of \$10.49 per inch not to exceed the proposed budgeted amount of \$118,088** (*First Reading – April 7, 2015*)
- g) **Approve an Ordinance Amending the Village Code of Hinsdale Relative to the Tree Board (O2015-12)** (*First Reading – April 7, 2015*)
- h) **Approve a Resolution for the 2014 Reconstruction Project Construction Contract Change Order Number 1 in the Amount of \$146,875 Deduction to John Neri Construction Company, Inc. (R2015-10)** (*First Reading – April 7, 2015*)

Trustee Saigh asked and it was confirmed that the Block Party policy states alcohol cannot be sold, but that there is no prohibition on alcohol at block parties. Trustee LaPlaca moved **to approve the Consent Agenda, as presented.** Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

SECOND READINGS / NON-CONSENT AGENDA

Administration & Community Affairs

Approve the FY2015-2016 Annual Performance Budget, as presented *(Reviewed by the Committee of the Whole on April 13, 2015)*

Trustee Hughes stated that he misstated at the Committee of the Whole and clarified his remarks regarding personnel expenses with respect to the percentage of revenues. He suggested that going forward, the Board should think about staying below a certain threshold. Trustee Hughes moved to **approve the FY2015-2016 Annual Performance Budget, as presented**. Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approve the FY2015-2016 Pay Scales *(Reviewed by the Committee of the Whole on April 13, 2015)*

Trustee LaPlaca moved to **approve the FY2015-2016 Pay Scales**. Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Zoning & Public Safety (Chair Saigh)

Approve an Ordinance Approving Site Plan and Exterior Appearance Plan for Façade Improvements to a Commercial Building at 11 E. First Street – 10 Friends LLC (O2015-13)

(First Reading – April 7, 2015, Board Consensus)

Trustee Saigh moved to **approve an Ordinance Approving Site Plan and Exterior Appearance Plan for Façade Improvements to a Commercial Building at 11 E. First Street – 10 Friends LLC**. Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Approve an Ordinance Approving a Major Adjustment to a Site Plan/Exterior Appearance Plan at 330 Chestnut Street – Hinsdale Land Restoration and Preservation, LLC (O2015-14)

(First Reading – April 7, 2015, Board Consensus)

Trustee Saigh moved to **approve an Ordinance Approving a Major Adjustment to a Site Plan/Exterior Appearance Plan at 330 Chestnut Street – Hinsdale Land Restoration and Preservation, LLC**. Trustee Hughes seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

DISCUSSION ITEMS

Historical Society Kitchen Walk Event on May 8, 2015

Chief Bloom described the request he received for the Historical Society event to be held on May 8th. They have proposed setting up a tent at Dips and Dogs, a trolley shuttle to the various kitchens, and valet service to the trolley. He noted that no permit is required, staff will inspect the tent, there will be a minimum impact to traffic and there will be no additional parking downtown. Discussion followed regarding the parking. The Board agreed to the Historical Society proposal.

Oak Street Bridge Update – Engineering

Village Engineer Dan Deeter informed the Board that ComEd is working to relocate the power poles north of the bridge. The preconstruction meeting with the Illinois Department of Transportation (IDOT) will be on May 8th. It will be determined at the meeting when the bridge will be removed. Trustee LaPlaca reported that information about the bridge closing will be sent to residents in sufficient time. Flyers will be placed on cars parked at the Highland Station and materials will be posted at all three train stations. Comprehensive information will be on the website and residents within 250 feet of the bridge and in the Highland area will also be noticed by delivery to their homes. Village Manager Kathleen A. Gargano said there will be daily web updates and after the May 8th preconstruction meeting with IDOT a construction schedule will be available.

Mr. Deeter explained how the bridge will be removed; stating it will be a challenge, a structural engineer will create a plan which will require BNSF approval.

Trustee Hughes asked about an all Village mailing; Ms. Gargano noted the information can go in the water bills and there can be a special mailing. She also noted there will be signage by the bridge and in that general area.

Mr. Deeter noted the Lincoln Street crossing work is expected to be done on May 7th.

Capital Improvement Plan (CIP) Items - Finance and Administration Department

Assistant Village Manager/Finance Director Darrell Langlois outlined the Finance and Administration Department Capital Improvement Plan items for the Board. Scheduled for this year is a project to replace the Board room video and broadcast equipment. The current equipment is very old, beyond its useful life, parts and maintenance are no longer available. He noted that the cost could be offset by franchise agreement with Comcast at a rate of \$0.35 per month per customer and collection of 1% PEG fee from other video service providers.

He noted that personal computers, servers and related software are no longer included in the operating budgets of each department, but have been consolidated and included in Finance and Administration. This year they plan to replace the Police and Fire computer servers, to implement a more effective virtual server environment.

Also budgeted is \$50,000 to start the replacement project of the Village Enterprise Resource Planning (ERP) system. Hinsdale has had the same financial software since the late 1980's and it is no longer functional. This amount will provide for a consultant who will establish a needs analysis and shop for the right software. All financial, payroll and Community Development systems will be replaced. Actual software costs, data conversion and training would be incurred after the consulting phase. He noted that we no longer get much support or maintenance from our current software vendor and residents want to perform various transactions on-line that are not currently supported. Ms. Gargano noted the budget process would be improved and information could be retrieved in a much shorter time, as basic business tools are not available due to antiquated system.

Discussion followed regarding the \$50,000 consultant fee. Mr. Langlois explained the work they would do to help keep the process moving forward and that he had a favorable experience using a consultant at his last position. He said the alternative would be for staff to go shopping and watch vendor demonstrations, but he would be concerned the Village might not get exactly what is needed. Trustee Elder agreed to participate in the project as it moves forward.

Mr. Langlois also talked about future projects included in the CIP for the update of email servers and replacement of phone system hardware.

President Cauley suggested that in conjunction with the replacement of broadcast equipment, microphones for the audience be included.

DEPARTMENT AND STAFF REPORTS

Police Department, Fire Department, Public Services and Engineering reports were provided to the Board for review in their packets. Ms. Gargano asked if there were any questions on these materials. Trustee Saigh asked for more information about a computerized link on the website for overnight parking requests. Chief Bloom explained the process and noted that permission will be automatically granted at the time of the request.

REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

No reports.

OTHER BUSINESS

None.

NEW BUSINESS

None.

CITIZENS' PETITIONS

None.

TRUSTEE COMMENTS

None.

ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn into closed session. Trustee LaPlaca **moved to adjourn the meeting of the Hinsdale Village Board of Trustees of April 21, 2015 into Closed Session for the purpose of discussing litigation, not to reconvene.** Trustee Elder seconded the motion.

AYES: Trustees Elder, Angelo, Haarlow, Hughes, LaPlaca and Saigh

NAYS: None

ABSTAIN: None

ABSENT: Trustee

Motion carried.

Meeting adjourned at 9:02 p.m.

ATTEST: _____
Christine M. Bruton, Village Clerk