



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

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Approved by the Village of Maple
Park Board of Trustees on 6/3/14.

BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, May 6, 2014

7:00 P.M.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

President Curtis called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

Village Clerk Liz Peerboom called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee Greg Cutsinger, Trustee Steve Nowak, Trustee Pat Lunardon, and Trustee Terry Borg. Absent: Trustee Luke Goucher, and Trustee Armstrong.

Others present: Village Accountant Cheryl Aldridge, Police Chief Mike Acosta, Public Works Director Mike Miller, Village Attorney Kevin Buick and Village Clerk Liz Peerboom.

4. APPROVAL OF AGENDA / ADDITIONS-DELETIONS

Trustee Borg made a motion to pull the minutes from the 4-1-14 Board meeting and the 4-15-14 Committee of the Whole meeting, seconded by Trustee Lunardon. Motion carried by voice vote.

5. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so with a time limit of three to five minutes.*

President Curtis asked if anyone from the audience wished to address the Board. No one came forward.

6. CONSENT AGENDA – OMNIBUS VOTE

All items listed on the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member, in which event the item(s) will be removed from the Consent Agenda. Prior to a vote on the Consent Agenda, members of the public may request that a Trustee have an item removed from the Consent Agenda.

a) Approval of Board Minutes [*pulled – to be voted on separately*]

- Board Meeting – April 1, 2014
- Committee of the Whole Meeting – April 15, 2014

b) Receive and File

- Planning Commission Meeting – March 20, 2014
- c) Financial Report
- d) Acceptance of Cash and Investment Report as of March 31, 2014.
- e) Approval of Bills Payable and Manual Check Register #718.

ACCOUNTS PAYABLE:	\$22,465.13
MANUAL CHECKS:	5,422.59
TOTAL:	<u>\$27,887.72</u>

- f) Receive and File Water Report for March, 2014

Trustee Nowak made a motion to approve the consent agenda as amended, seconded by Trustee Cutsinger. Motion carried by roll call vote. Aye: Lunardon, Nowak, Borg, Cutsinger. Nay: None. Absent: Armstrong and Goucher.

4. LEGAL REPORT

President Curtis asked if there were any questions about the Foster and Buick monthly legal report, which contained the following:

- Village Prosecutions
- Electric Aggregation
- Meeting with village staff regarding impact fees

5. POLICE DEPARTMENT REPORT

President Curtis asked if there were any questions about the Police Department monthly report, which contained the following:

- 15 calls for service.
- 118 people served in the Drop-In Center.
- Chief Acosta attended Concealed Carry law update training.
- Kane County Chiefs of Police Memorial will be held at 7 p.m. at Mooseheart Chapel on May 15, 2014.
- Pulling For Special Olympics – May 18th, St. Charles Sportsman's Club in Elburn.
- DeKalb County Community Foundation Board of Directors voted to award the Maple Park Police Department a \$2,500 grant for the Drop-In Center.

6. PUBLIC WORKS REPORT

President Curtis asked if there were any questions about the Public Works monthly report, which contained the following:

- On April 25, 2014, Public Works staff installed the fountains in the Heritage Hills Phase III pond. Weeds are down, so the fountains are working fine. Staff

plans to treat the ponds with just dye unless there is a problem, then they will add herbicide. Staff found 208 dead fish.

- Sold both tractors – 1 John Deere and 1 International.
- Liberty Street water main project is complete.
- Staff is hoping to flush hydrants in May.
- Electronic Recycling event May 31, 2014 (8 a.m. to noon).
- Mowing has begun.

Trustee Borg had questions about the sale of the tractors. Public Works Director Mike Miller advised that the skidsteer replaced the two tractors. Trustee Borg asked what account received the proceeds from the sale, and Village Accountant Cheryl Aldridge advised that it was put into the general fund.

Trustee Lunardon asked if mowing would be completed behind the townhouses. Mr. Miller said they will roll first. Trustee Lunardon asked if staff could burn the weeds behind the berm by the townhouses. Mr. Miller advised that he will ask the fire department to burn.

7. ENGINEERING REPORT

President Curtis advised that Village Engineer Jeremy Lin is out of town, but can be reached by phone to answer questions. It was agreed that Mr. Lin would be called during the water rate discussion.

8. OLD BUSINESS

None.

9. NEW BUSINESS

a) MOTIONS

1) Motion to approve CDBG Wheelchair Lift Project Bid.

Village Accountant Cheryl Aldridge advised that on April 23, 2014, the Village received the following bids for the CDBG Wheelchair Lift project:

<u>Vendor</u>	<u>Bid Price</u>
Garaventa, USA, Inc.	\$31,880.00
Extended Home Living Services, Inc.	\$46,140.00
DME Access, LLC	\$55,500.00

Trustee Lunardon made a motion to approve the CDBG Wheelchair Lift Bid to the lowest bidder, Garaventa USA, Inc, in the amount of \$31,880.00, seconded by Trustee Cutsinger.

Trustee Lunardon asked if the bid included a guarantee. Ms. Aldridge advised that a 2 year warrantee is included, with an option for an extended warrantee, but that price was not included.

Trustee Borg had questions about the difference between the machines. Mr. Miller recommended the lowest bidder.

Trustee Lunardon as about completion date. Ms. Aldridge advised the project should be completed within 90 days.

Trustee Borg asked if a user can they enter from both levels. Mr. Miller advised that he was confident it could be used from both levels, adding that it was the intent of the staff that it was to be accessed from both levels.

Motion carried by roll call vote. Aye: Nowak, Borg, Cutsinger, Lunardon. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

2) Motion to approve the Willow Street Stormwater Replacement project in the not to exceed amount of \$20,000.

Trustee Cutsinger made a motion to approve the Willow Street Stormwater Replacement project in the not to exceed amount of \$20,000, seconded by Trustee Lunardon.

President Curtis advised that Mr. Lin is working with the contractor to get both projects done at the same time.

Trustee Borg asked about the 8,000 project ticket. Ms. Aldridge advised that #4 is for the engineering piece of the project.

Trustee Lunardon asked has the project been bid out. President Curtis suggested that Cheryl get Village Engineer Jeremy Lin on the phone to answer questions.

Mr. Lin explained that there would be a savings of about \$1,600 if the projects were done at the same time.

Trustee Borg asked if the project was bid. Mr. Lin advised that it not a hard bid but they did get proposals, adding that they did get bidders on the watermain bid, and the same company was the lowest bid, so they went with Neri because of the cost savings.

Trustee Borg asked if this would fix the problem on Broadway. Public Works Director Mike Miller explained the project and that this is a start to what needs to be done to completely fix the problem. President Curtis explained that the problem on Broadway has been addressed.

Trustee Borg asked if this project was in the budget. Ms. Aldridge advised that it was budgeted.

3) Motion to approve Lintech Engineering Project Ticket in the not to exceed amount of \$5,000 for the Liberty Street Watermain Repair.

Ms. Aldridge advised that this is the Engineering piece for the work that was done on an emergency basis on Friday.

Trustee Nowak made a motion to approve the Lintech Engineering Project Ticket in the not to exceed amount of \$5,000 for the Liberty Street Watermain Repair, seconded by Trustee Borg.

Motion carried by roll call vote. Aye: Cutsinger, Lunardon, Nowak, Borg. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

4) Motion to approve Lintech Project Ticket in the not to exceed amount of \$8,000 for the Willow Street Storm Sewer Replacement.

Trustee Cutsinger made a motion to approve the Lintech Project Ticket in the not to exceed amount of \$8,000 for the Willow Street Storm Sewer Replacement.

Trustee Borg asked Mr. Lin about the watermain construction cost. Mr. Lin advised that he just received what would most likely be the final invoice and the total was just at \$18,000.

Motion carried on a roll call vote. Aye: Lunardon, Nowak, Borg, Cutsinger. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

5) RESOLUTIONS

**1) RESOLUTION 2014-08 FOSTER & BUICK LAW GROUP AGREEMENT
A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT OR HER
DESIGNEE TO APPROVE AN AGREEMENT WITH THE FOSTER &
BUICK LAW GROUP FOR VILLAGE LEGAL SERVICES.**

President Curtis advised that this is just a renewal of the Foster & Buick Law Group Agreement.

Trustee Nowak made a motion to approve the Foster & Buick Law Group Agreement, seconded by Trustee Cutsinger. Motion carried by roll call vote. Aye: Nowak, Borg, Cutsinger, Lunardon. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

6) ORDINANCES

**1) ORDINANCE 2014-11 ELECTRIC AGGREGATION RENEWAL
AN ORDINANCE AUTHORIZING AGGREGATION OF ELECTRICAL
LOAD.**

Trustee Borg advised the Board that the City of Sycamore chose to wait until ComEd sets their rates. Village Attorney Kevin Buick said that although Sycamore has chosen to wait until ComEd sets its rate, they already bid, and they will re-bid once the rates are in. Trustee Borg said some communities are waiting until ComEd sets their rates. He also added that Edwardsville got around 4 cents. Mr. Buick advised that those rates are from a different area and a different provider.

After a brief discussion, Trustee Nowak made a motion to approve Ordinance 2014-06 Electric Aggregation Renewal, seconded by Trustee Cutsinger. Motion carried by roll call vote. Aye: Borg, Cutsinger, Lunardon, Nowak. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

**2) ORDINANCE 2014-XX WATER RATE INCREASE
AN ORDINANCE AMENDING TITLE 9, ARTICLE A OF THE VILLAGE
CODE OF THE VILLAGE OF MAPLE PARK, CHAPTER 1, SECTION 91A-1,
“WATER SERVICE RATES & CHARGES”.**

President Curtis advised that the village clerk had provided a draft ordinance with blanks for discussion purposes only. She advised that Village Accountant Cheryl Aldridge will go over proposed rates. She asked that Trustee Nowak lead the discussion in regard to true dollars per gallon and that Trustee Borg lead the discussion on length of gallons.

There was discussion about the current water rates and the proposed water rates.

Trustee Borg asked about the true costs and amortizing the actual maintenance and upkeep of the system. Ms. Aldridge advised that it is hard to quantify when you are looking at an aging system.

Trustee Nowak expressed his concern that capital projects are not built into the budget. Ms. Aldridge advised that 50 cents per thousand gallons are transferred into an account for capital projects, but we've spent more than we have collected.

Trustee Borg said he wants to know how much is enough and how much is too much. Trustee Nowak advised that in order to break even there should be a 19% increase.

Trustee Borg suggested increasing the water portion more than sewer portion. He also asked about Public Works staff salaries. Ms. Aldridge advised that 17% of their salaries come from the water fund, and 17% comes from the sewer fund.

Trustee Borg said he thinks that percentage is high. President Curtis agrees that a portion of the salary should come out of water, adding that the percentage could be evaluated, but it doesn't take away from the maintenance cost.

Trustee Borg asked if the Board had to commit to a rate increase. President Curtis advised that the Board would be committing to a rate increase and voting on the ordinances at the June Board meeting.

Trustee Borg stress that there should be a middle ground between being able to raise the rate enough to cover costs, but not too much that the residents can't afford it.

Trustee Borg asked several times if the Board was approving the ordinance at this meeting. President Curtis advised him that two ordinances will be brought back for approval at the June Board meeting. Mr. Buick advised the desire is to give as much notice to residents as possible and allow public comment on an ordinance that actually has numbers in it.

Ms. Aldridge will provide numbers for maintenance and repair cost for both water and sewer via email.

Trustee Borg brought up the salaries piece again and suggested shifting sewer maintenance funds over to the water maintenance fund. There was a short discussion on re-directing funds. President Curtis said that having no savings in sewer makes no sense to her.

Trustee Borg asked Mr. Lin what the cycle should be for the maintenance of the water and sewer system. Mr. Lin said that different items have different life cycles, adding that it is a balancing act and that it's not that simple. Mr. Lin said that you can't generalize, and that a study may actually show that the rates should be increased more than what is being proposed.

The Board discussed what was enough for capital maintenance, and how much things might cost if a catastrophe happens. Mr. Lin laid out some things that could happen in a catastrophe and what those things might cost. Mr. Lin added that the village is doing the best they can, but it is difficult to say that it is underfunded. He also said that in his opinion this discussion needs to take place each year.

Trustee Nowak made a motion to direct staff to place two ordinances on the June Board meeting agenda; one for a water rate increase and one for a sewer rate increase, seconded by Trustee Lunardon.

Trustee Borg asked if he could abstain. Mr. Buick advised that abstentions generally are reserved for conflicts of interest.

Motion carried on roll call vote. Aye: Cutsinger, Lunardon, Nowak, Borg. Nay: None. Absent: Armstrong and Goucher. (4-0-2)

10. VILLAGE PRESIDENT REPORT

- Electronics Recycling Event – Village Clerk Liz Peerboom distributed a signup sheet to Board members to help with the event on May 31, 2014.
- REO Funding – President Curtis advised the Board that, although there has been a staffing change, village staff is working on getting the Letter of Credit established for Squire’s Crossing.

11. TRUSTEE REPORTS

None.

12. EXECUTIVE SESSION

None

13. MATTERS REFERRED FROM EXECUTIVE SESSION

None

14. ADJOURNMENT

Trustee Nowak made a motion to adjourn the meeting, seconded by Trustee Cutsinger. Motion carried by roll call vote.

Meeting adjourned at 8:31 p.m.