



Village of Maple Park

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

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INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, January 31, 2017

7:00 p.m.

Maple Park Civic Center

302 Willow Street, Maple Park, IL

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Luke Goucher called the meeting to order at 7:01 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Chairman Luke Goucher, Trustee JP Dries, and Trustee Chris Higgins.

Others present: Village President Kathy Curtis, Trustee Brandon Harris, and Village Clerk Liz Peerboom.

Trustee Terry Borg arrived at 7:06 p.m.

2. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

Village President Kathy Curtis was in attendance to speak to the committee about the following items:

- ◇ The engineering firm, Rempe-Sharp, would like to give a presentation to the committee regarding certain engineering-related items at a reduced hourly rate. Trustee Goucher suggested that they might have an employee that could provide services that would closely match a Village Administrator position. The consensus was to listen to the pitch and then decide if they have anything of interest to the village, which would be within the village's budget.
- ◇ President Curtis advised that she would be attending the Legislative Drive Down on March 15, 2017, with Metro West Council of Government and plans to attend the Mayor's Caucus and possibly get information from the IEPA about grants.
- ◇ President Curtis also advised the committee that Shodeen will have three items on the Board of Trustees meeting agenda in February. She explained that she negotiated with Shodeen and has agreed to a \$375 reduction in building permits for each of the 40 lots. She added that this agreement will be on the agenda for approval by the full Board.
- ◇ President Curtis advised that the Police Chief is working with the Fire Chief and the Village Engineering to craft an Emergency Management Plan for the Village of Maple

Park and she has asked Trustee Dries to be her second in command, in case the emergency happens when she is out of town.

3. APPROVAL OF MEETING MINUTES

- December 20, 2016
- January 24, 2017

Trustee Dries made a motion to approve the meeting minutes of December 20, 2016 and January 24, 2017, seconded by Trustee Higgins. Motion carried by voice vote.

4. DISCUSSION OF GIS UPDATES

Trustee Goucher asked about pricing for the new GIS. Trustee Harris advised that there is a one-time \$1,200 fee for license and \$400 annual maintenance fee. He also added that the ESRI rep will get the process rolling once the budget is approved. Trustee Goucher advised that the ESRI will come to the next meeting. Trustees Borg and Higgins asked about the fees. Trustee Dries asked who the main user would be and Trustee Goucher said that Jeremy and Mike will have input in the process, but staff would likely be the main user, although the login could be shared. Trustee Dries asked about adding the GPS device to the budget. Trustee Goucher suggested waiting until after the first year to see if the device is necessary.

Trustee Goucher called Village Engineer Jeremy Lin on the phone; advising that Mr. Lin did not attend the meeting due to illness.

Trustee Goucher asked how GIS pertains to Mr. Lin and the village's contract with him. Mr. Lin suggested that he would issue a work order for each item that needs to be added to the GIS. Trustee Goucher asked for scope and price. Mr. Lin said that the first step would be to build the GIS and suggested a standard hourly not-to-exceed \$7,000 agreement. Trustee Goucher asked about the hourly rate, and Mr. Lin said that it is \$85/hour.

Trustee Goucher asked about what it would take to transfer the current GIS to the new GIS. Trustee Harris advised that it would be an easy process, depending on the quality of the current GIS.

Mr. Lin then discussed some of the goals of the GIS and Trustee Goucher asked him to put that on paper for the next committee meeting.

5. DISCUSSION OF MAINTENANCE PLAN

Trustee Goucher asked about pricing for seal coating. Mr. Lin said that he is having difficulty getting quotes for the project because most seal coating companies are off for the winter. Mr. Lin said that an estimate would be \$35,000 to \$40,000 for both Ashton and DeKalb. He also advised that this is the least expensive option.

Trustee Goucher and Mr. Lin also discussed seal coating in the Settlement Subdivision in 2018. Trustee Dries advised that there hasn't been anything done in the Settlement Subdivision since 2005.

Trustee Borg mentioned a few areas where there are micro cracks that were not crack sealed because they were too small. He said those areas are now breaking up and he feels they need to be cut out and patched. Trustee Goucher suggested that the village budget for patching in Heritage Hills and seal coating in Heritage Hills and leave the Settlement for 2018, which would be FY2019.

President Curtis asked for documentation to put into the Emergency Management Plan. Mr. Lin said he would have it done by the end of next week.

6. DISCUSSION OF CAPITAL IMPROVEMENTS PLAN

None.

7. DISCUSSION OF GRANT WRITING

- Discussion of deadlines for 2017 and all 2017 options

None.

8. FLEET DISCUSSION

Trustee Dries discussed the current fleet of vehicles and equipment, and discussed the fact that the police department is in need of a new vehicle and Public Works is in need of a new pickup truck for plowing. He suggested getting a new pickup truck or a new dump. He advised that the village could pay cash for a new vehicle for the chief and also replace the computers this budget year, and then purchase a vehicle for public works next year. The Committee discussed financing, but Trustee Dries said that the percentage rate makes it not a good deal for the village. President Curtis said that she thinks that police vehicles are needed. She said that snow equipment can be hired out during a large snow event, but you can't do that with a police vehicle.

The Committee discussed the difference between purchasing an SUV-type vehicle versus a Sedan-type vehicle. Trustee Dries said that the chief was the one that said he would prefer the Explorer. Trustee Borg suggested buying used, but Trustee Dries said that from experience you really don't want to buy a used vehicle because the maintenance costs are very high.

Consensus was that the committee would move this forward as a Sedan-type vehicle purchase instead of an SUV-type vehicle purchase.

Trustee Goucher made a motion to purchase a vehicle in the not-to-exceed amount of \$34,700, seconded by Trustee Dries. Motion carried by voice vote.

9. DISCUSSION OF POLICY FOR LEASING MUNICIPAL INFRASTRUCTURE

The Committee discussed the reasons for the village needing such a policy. Consensus was that it is important for the village to have this type of policy. Trustee Goucher will reach out to other communities to see what they have in their policies. The Committee also discussed insurance concerns. Trustee Goucher will put together a draft policy and bring it to the next meeting.

10. OTHER ITEMS

Trustee Borg asked about WOW, the internet company. President Curtis said that they had completed their assessment in December and won't be moving forward until the middle of the year.

Trustee Dries asked about getting a deadline for the punchlist for Squires.

11. ADJOURNMENT

Trustee Higgins made a motion to adjourn the meeting, seconded by Trustee Dries. Motion carried by voice vote.

Meeting adjourned at 8:10 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:

Trustee Goucher, Chair
Trustee Borg

Trustee Higgins
Trustee Dries

VILLAGE OF MAPLE PARK

ORDINANCE NO. 2017-01

**AN ORDINANCE TEMPORARILY SUSPENDING
CERTAIN PROVISIONS OF CHAPTER 17, FEES AND PENALTIES
IN TITLE 12, SUBDIVISION REGULATION,
IN THE MAPLE PARK VILLAGE CODE**

DRAFT

**ADOPTED BY
THE BOARD OF TRUSTEES
OF THE
VILLAGE OF MAPLE PARK**

ORDINANCE 2017-01

**TEMPORARILY SUSPENDING CERTAIN PROVISIONS OF
CHAPTER 17, FEES AND PENALTIES IN TITLE 12,
SUBDIVISION REGULATION, IN THE MAPLE PARK
VILLAGE CODE**

WHEREAS, the Village of Maple Park has undertaken a review of existing fees associated with development in the Village; and

WHEREAS, the Village Board believes that the temporary suspension, for a fixed period of time, of certain fees associated with the development of real estate within the Village of Maple Park is appropriate and in the best interest of the Village of Maple Park;

BE IT HEREBY ORDAINED by the President and Board of Trustees of the Village of Maple Park, Illinois, as follows:

That the following Development Contributions otherwise required to be paid shall be suspended from the period beginning on the effective date of this Ordinance until June 6, 2017:

- 1) **12-17-3: DEVELOPMENT CONTRIBUTIONS TO LIBRARY DISTRICT**
- 2) **12-17-4: DEVELOPMENT CONTRIBUTIONS TO FIRE PROTECTION DISTRICT**
- 3) **12-17-5: DEVELOPMENT CONTRIBUTIONS TO VILLAGE** for Roads, Police, Facilities, and Community Development
- 4) **12-6-1: CASH CONTRIBUTIONS FOR PARK LAND ACQUISITION**

PASSED this ____ day of _____, 2017, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2017.

(SEAL)

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

VILLAGE OF MAPLE PARK

ORDINANCE NO. 2016-10

**AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9,
UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2,
ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN
THE VILLAGE OF MAPLE PARK**

DRAFT

**ADOPTED BY
THE BOARD OF TRUSTEES
OF THE
VILLAGE OF MAPLE PARK**

**Published in pamphlet form by authority of the Board of Trustees of the Village of
Maple Park, Kane and DeKalb Counties, Illinois, this 7th day of September, 2016.**

ORDINANCE NO. 2016-10

**AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9,
UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2,
ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN
THE VILLAGE OF MAPLE PARK**

WHEREAS, the Village of Maple Park has previously passed Ordinance 2016-03 imposing a temporary moratorium, for a fixed period of time through September 1, 2016, of certain fees associated with utility service connection fees within the Village of Maple Park; and

WHEREAS, The Village Board believes that further extending the temporary moratorium on such fees until June 6, 2017 is appropriate and in the best interest of the Village of Maple Park; and

WHEREAS, the Village of Maple Park was previously subject to the terms of an Annexation Agreement between Mohammad and Shirley Akrabawi and the Village to remit a portion of sanitary sewer connection charges to the Akrabawis, but such Annexation Agreement has now expired and is no longer in effect; and

WHEREAS, the expiration of the Akrabawi Annexation Agreement renders a need to update Code provisions to eliminate references to the "Akrabawi share" of such connection charges in Title 9, Chapter 2, Article B.

BE IT HEREBY ORDAINED by the President and Board of Trustees of the Village of Maple Park, Illinois, that the following shall be modified as follows:

SECTION ONE: Section 9-1-5 C. (relating to Water Service) shall be deleted in its entirety and replaced with the following:

C. Service Connection Fees:

1. A service connection fee shall be paid to the village clerk prior to issuance of any permit and the service connection fee for such connection shall be as follows:

| | <u>Fee</u> |
|--|---|
| Single-family residence | \$0.00/until March 7, 2017 \$5,000.00/after March 7, 2017 |
| Multi-family residence | \$0.00/until March 7, 2017 \$5,000.00/after March 7, 2017 |
| Commercial/industrial, i.e., nonresidential | Service connection fee determined by diameter of water service pipe: |

| | |
|------------|-------------|
| 1 inch | \$ 5,000.00 |
| 1.5 inches | 7,250.00 |
| 2 inches | 8,500.00 |
| 3 inches | 10,000.00 |
| 4 inches | 13,000.00 |
| 6 inches | 20,000.00 |
| 8 inches | 51,000.00 |

2. No service connection fee, nor water meter connection, shall be required for a fire sprinkler system.

SECTION TWO: Section 9-2B-1 B. (relating to Sanitary Sewer service) shall be deleted in its entirety and replaced with the following:

B. Sewer Treatment Charges:

1. Rates Imposed: Prior to the connection of any building with any sanitary sewer which is part of the village sanitary sewer system, the owner of the property for which service by said system is desired shall pay to the village, through its building inspector, in addition to other sanitary connection service charges and before a building permit is issued, a sewer treatment charge as follows:

| | |
|---|---|
| a. Single-family residential buildings | \$0.00/until March 7, 2017 \$1,500.00/after March 7, 2017 |
| b. Multi-family residential buildings, per unit | \$0.00/ until March 7, 2017 \$1,000.00/after March 7, 2017 |

c. Restricted business, general business and industrial, per building based upon size of water meter installed in each building as follows:

| <u>Diameter of Water Service Pipe</u> | <u>Estimated Water Use (Gallons Per Day)</u> | <u>Sanitary Sewer Service Charge</u> |
|---------------------------------------|--|--------------------------------------|
| Up to 1 inch | 1,250 | \$1,500.00 |
| 1 ½ inches | 2,000 | \$2,400.00 |
| 2 inches | 3,000 | \$3,600.00 |
| 3 inches | 6,250 | \$7,250.00 |
| 4 inches | 12,500 | \$14,500.00 |
| 6 inches | 12,000 | \$23,000.00 |

d. A separate charge shall be computed for each residential building, dwelling unit, restricted business, general business or industrial building.

2. Charges Where Schedule Inapplicable: In the case of any application for sanitary sewage service connection permit to which the application of the schedule of charges as

above set forth are not definitely applicable, the village board shall determine the charges to be made in the particular situation.

~~**SECTION THREE:** Section 9-2B-1 C. (relating to Sanitary Sewer service and the former Akrabawi Share) shall be deleted in its entirety and replaced with the following:~~

~~C. Water Sewer Impact Fee:~~

~~1. Charges Imposed: For the privilege of connection to the existing sanitary sewerage system, the following connection charges shall apply and shall be paid to the village prior to the connection of either a building sanitary sewer service or a new sanitary sewer lateral extension:~~

| <u>Demand Classification</u> | <u>Charge</u> |
|---|--------------------|
| Single-family residential, per lot | \$6,866.63 |
| Multi-family residential, per permissible dwelling unit | \$6,866.63 |
| Restricted business or general business lot, per permissible 1,000 square feet of building area | \$1,425.00/100 GPD |
| Industrial lot or tract, per acre | \$2,150.00/100 GPD |

~~2. Extending System: Payment of the proper sanitary sewer connection charges shall give the applicant the right to extend the village sanitary sewerage system to serve the lot or lots set forth in the application after receipt of proper payment.~~

~~3. Payment In Full Required: All sewer charges are due at the time the permit is issued, and no permit will be issued until charges are paid in full.~~

~~4. Annual Increase: Said connection fees shall be increased annually on the first of May based upon the prior year's consumer price index (Midwest Size Class D) with a minimum increase of 2% and a maximum increase of 4 1/2%.~~

~~Further, that the entirety of Section 9-2B-2 shall be, and is, repealed.~~

PASSED this ____ day of _____, 2017, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2017.

(SEAL)

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

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STATE OF ILLINOIS)
) SS
COUNTIES OF KANE AND DEKALB)

PUBLICATION IN PAMPHLET FORM

I, Elizabeth Peerboom, certify that I am the Village Clerk of the Village of Maple Park, Kane and DeKalb Counties, Illinois, and as such officer I am the keeper of the records, files and proceedings of the corporate authorities of said municipality.

I further certify that, as of the date hereof, Ordinance No. 2017-02, adopted by the corporate authorities on _____, entitled "AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9, UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2, ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN THE VILLAGE OF MAPLE PARK," has been duly published in pamphlet form in accordance with Section 1-2-4 of the Illinois Municipal Code.

IN WITNESS WHEREOF, I have hereunto affixed my official hand and the seal of the municipality this ____ day of _____, 2016.

(SEAL)

Elizabeth Peerboom, Village Clerk
Village of Maple Park
Kane and DeKalb Counties, IL