

**VILLAGE OF CARPENTERSVILLE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
February 2, 2021**

Virtual Zoom Board Meeting

The regular meeting of the Village Board of Trustees was called to order at 7:00 p.m. Those virtually present for roll call via Zoom were Trustees Garcia, Malone, O’Sullivan, Andresen, Frost, and Vela. Also present were Village Manager Johnson and Village Clerk Mastera. Attorney Stewart and Village President Skillman attended via Zoom from the Village Board Room at Village Hall.

The Pledge of Allegiance was led by President Skillman.

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS – None.
APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH – None.

PUBLIC COMMENT

Chris Kious (Kane County Board Member)

- The County finished taking apps for the CARES Act funding for the 1st and 2nd round for businesses.
- The County is working with the State Housing and Development Authority on a program to use the \$15 million in grant for low-income rental assistance, which will probably be launched in March.
- For vaccination information, people can go to kanehealth.com and follow the link in the COVID section to a Committee of the Whole where someone explains where the County is at.

Clerk Mastera confirmed there were not any written comments which had been submitted.

CONSENT AGENDA –

President Skillman asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. No removals were requested.

Motion to approve the Consent agenda by Trustee O’Sullivan.

Trustee Frost requested that Item H be removed for discussion. Trustee Garcia requested that Item D be removed for further discussion.

Trustee O’Sullivan reformed his motion to accept the Consent Agenda minus Items D and H. Trustee Andresen seconded the motion.

- A. Approval of Bills
 - Fiscal Year 2020 Bills List and Payroll Totaling: \$333,549.21
 - Fiscal Year 2021 Bills List and Payroll Totaling: \$943,567.05
- B. Approval of Minutes
 - Regular Board Meeting Minutes from January 5, 2021

- C. A Resolution Authorizing the Purchase of Eight (8) Ricoh IM C4500 Copiers through US Communities/Omnia from Stan's-LPS Midwest in the Amount of \$58,546.00
- ~~D. An Ordinance Granting a Special Use Permit for A Used Car Automobile Dealer (1670 S. Kennedy Drive)~~
- E. An Ordinance Amending Section 10.16.010 of the Carpentersville Municipal Code, to Establish the Speed on Bolz Road
- F. A Resolution Approving Entry into a Professional Services Agreement with Retail Coach, LLC for Consulting Services
- G. An Ordinance Authorizing the Disposal of Items of Personal Property Owned by the Village of Carpentersville
- ~~H. A Resolution Accepting a Proposal for Professional Services Related to Water Main Valve Exercising and Entering into a Two Year Contract with the M.E. Simpson Co. for the Village's Water Main Valve Exercising Program in an Amount Not to Exceed \$59,850 in FY2021, and \$61,275 in FY2022~~

Vote on Motion:

- 7 – ayes (Garcia, Malone, O'Sullivan, Frost, Andresen, Vela, and Skillman)
- 0 – nay
- 0 – absent

Motion passed, approved by omnibus vote.

REPORTS OF THE MANAGER AND STAFF –

Administration Update - Manager Johnson

- He reminded Board members to keep an eye on their mail for letters from the auditors, as well as the annual Economic Interest Statement from the County.
- There was a large snow event over the weekend, and the Public Works fleet had only one minor issue over the 28-hour event where 11 inches of snow accumulated.
- The new Quint has arrived and is at one of the fire stations. If the Trustees want an up-close look they should contact Chief Schilling.
- Community Development Director Mason and he are both excited about entering into the agreement with Retail Coach which was just approved. He thinks they'll be a great partner to track some of the larger franchises and opportunities.

OLD BUSINESS – None.

NEW BUSINESS –

Previously Item D on the Consent Agenda:

An Ordinance Granting a Special Use Permit for A Used Car Automobile Dealer (1670 S. Kennedy Drive)

Trustee Garcia said he listened to a recording of the Planning and Zoning meeting. He wants staff to review the limitations being placed on the business owner such as ones dealing with the number of cars for sale, if the hoods are open or closed, and how many, if any, banners and signs

are allowed. He believes there are too many regulations for this business. Trustee O’Sullivan asked if those are the same restrictions that were on the previous used car business in the same place. Trustee Garcia said he understood that the previous owner could have the hoods open and other options.

Director Mason said the limited number of vehicles in the lot is due to the location and shared building with other tenants so as to ensure there will still be adequate parking for the other businesses. Director Mason said in general the Village sign code limits pennants, balloons, flags, and banners for businesses. He said he understands the previous owner left the car hoods open, and limiting that was intended to help the business fit in with the other businesses in that area.

Attorney Stewart said procedurally the business is seeking the special use permit to operate and he suggests in a business friendly manner the Board could approve the ordinance as currently presented and then the business owner could work with the Village to seek any variations regarding signage.

Trustee O’Sullivan said he thinks the yardstick needs to be fairness between past and future owners. Attorney Stewart said to allow the business to continue its planned operation, the current ordinance should be approved, and then a request for variation would be needed. He said that staff could reach out to the owner to help facilitate the variation option or the Board could informally instruct Code Enforcement regarding the signage. President Skillman said staff could follow-up on the variation.

Trustee Frost motioned to approved Item D as long as the Village staff reaches out to the owner regarding the variation, seconded by Trustee O’Sullivan.

Vote on Motion:

- 7 – ayes (Garcia, Malone, O’Sullivan, Frost, Andresen, Vela, and Skillman)
- 0 – nay
- 0 – absent

Motion passed.

Previously Item H on the Consent Agenda:

A Resolution Accepting a Proposal for Professional Services Related to Water Main Valve Exercising and Entering into a Two Year Contract with the M.E. Simpson Co. for the Village’s Water Main Valve Exercising Program in an Amount Not to Exceed \$59,850 in FY2021, and \$61,275 in FY2022

Trustee Frost said he noticed this was another no-bid contract given to an out-of-state contractor. He wanted to know if there were local companies in the county or state which could do this work. Public Works Director Gray said their main office is based out of Valparaiso, Indiana, but their office for this work is out of Waukegan, Illinois. Answering a question from President Skillman, Director Gray stated this company has been used since 1995. Trustee Frost asked Manager Johnson to provide him with a breakdown of payments to M.E. Simpson since 1995. President Skillman said that he agrees if a local company can beat these prices then they should be used. Trustee Frost asked how staff would know what the prices are if it doesn’t go out to bid.

Director Gray stated valve exercising is specialized work and he did find another company based out of Alberta, Canada that also had an office in New York and a third in Villa Park. He said that M.E. Simpson does a full assessment of the valves and provides a written report to staff, based on data they have from previous years.

President Skillman explained to the Board members that they can have a future discussion about how to handle professional service agreements.

Trustee O'Sullivan motioned to approved Item H, seconded by Trustee Vela.

Vote on Motion:

4 – ayes (O'Sullivan, Andresen, Vela, and Skillman)

3 – nay (Garcia, Malone, and Frost)

0 – absent

Motion passed.

TRUSTEE AND COMMITTEE REPORTS

Trustees Vela, Andresen, and O'Sullivan had no report.

Trustee Frost had the following report:

- He complimented Public Works for their great job on the roads after the snow.

Trustee Garcia had the following report:

- He congratulated Chief Schilling and the Fire Department on the arrival of the new quint which he got to see when he visited Fire Station 91 last week.

- He thanked Police Chief Kilbourne and the police department for keeping people safe.

- He thanked Director Gray for the clean roads after he drove from another suburb and encountered many roads in not great conditions yet after the snowfall. Director Gray thanked Superintendent Self for all the coordinatio, Keith Lavender, and the plow drivers.

Trustee Malone had the following report:

- He thanked Public Works employees and the Public Safety Departments for keeping us safe during the last few storms.

- He especially thanked the workers who were up all night to clean the roads.

President Skillman had the following report:

- He talked about coming back to in-person meetings as things are beginning to reopen. He wanted to hear what others thought of it. Trustee Garcia asked Chief Schilling for his input regarding COVID guidelines. Chief Schilling said that Kane and DuPage counties may soon be in Phase 4 which is less restrictive, numbers are staying low locally and across the state, and as long as people continue to pass good Covid safety precautions with masks and distancing he does not see any issue with going back to in-person meetings. All the Trustees said they were fine withy coming back to the meetings as long as people stayed socially distant.

- He told Public Works great job. He said he gets complaints but he always works with Manager Johnson to work with staff to resolve the issues, as sometimes residents may not have all the correct information.

CLOSED SESSION – None.

DISCUSSION CONCERNING OTHER VILLAGE BUSINESS – None.

ADJOURNMENT

As there was no further business, Trustee Garcia motioned to adjourn the meeting, seconded by Trustee O’Sullivan. Roll call: Aye – 7 (Garcia, Malone, O’Sullivan, Andresen, Frost, Vela, and Skillman), Nay – 0, Absent – 0.

The meeting adjourned at 7:31 p.m.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk