

# MINUTES OF A REGULAR VILLAGE BOARD MEETING

Village of Clarendon Hills  
One North Prospect Avenue, Clarendon Hills, Illinois

October 3, 2011

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

## 1. ROLL CALL

Present at roll call: President Karaba, Trustees Alongi, Flood, Pedersen, Reid, and Wallace.  
Absent: Trustee Williams. Also present: Village Manager Recklaus, Finance Director Hartnett, Fire Chief Leahy, Public Works Director Hays, Community Development Director Brown, Management Analyst Burns, and Clerk Tandle. Absent: Interim Police Chief Jenkins.

## 2. PETITIONS AND COMMUNICATIONS/PRESIDENT'S REPORT

Trustee Alongi moved approval of a Proclamation declaring October 5, 2011 "International Walk to School Day" in Clarendon Hills. Trustee Flood seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees Alongi, Flood, Pedersen, Reid, and Wallace

Nays: None

Absent: Trustee Williams

MOTION CARRIED

## 3. RECESS TO COMMITTEE MEETINGS

Trustee Wallace moved to recess to Finance, Community and Intergovernmental Affairs, Public Safety, and Public Services Committees at 7:05 p.m. Trustee Flood seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees Alongi, Flood, Pedersen, Reid, and Wallace

Nays: None

Absent: Trustee Williams

MOTION CARRIED

### Finance

1. Fred Lantz, audit partner with Sikich LLP, presented a brief summary of the results of the Village's Comprehensive Annual Financial Report for the year ended April 30, 2011. Mr. Lantz reported that the Village's General Obligation Bonds rating was upgraded by Standard and Poor's to AAA, its highest credit rating. He stated that the Village again received a clean, unqualified opinion and ended the year in a sound financial position, but noted that expenses have continued to increase, while revenues have remained stagnant or have declined. He also stated that the Village must strive to increase its revenue stream in order to remain structurally balanced in the challenging economic years ahead. He recommended that the Village evaluate the General Fund Balance Policy annually and

consider increasing the minimum fund balance above the current 40% to deal with the uncertainty of the state-shared revenues. Trustee Pedersen acknowledged Finance Director Hartnett and Accountant Phyllis Wertheimer for assisting with the audit process and for preparing the Comprehensive Annual Financial Report.

2. The proposed annual fund balance transfer was presented for discussion. Given the uncertainty of the Village's General Fund revenues, staff requested authorization to reserve the entire amount of excess funds in the General Fund and to make no year-end transfer to the Capital Projects Fund for fiscal year 2011. The Board concurred with staff's recommendation to retain the excess funds in the General Fund until revenues stabilize, but requested that staff look into tracking those funds separately from other General Fund Reserves so that there will be the option to reallocate them to the Capital Projects Funds, if possible and financially advisable, at a later date.

### **Community and Intergovernmental Affairs**

1. The Secretary of the Notre Dame Teacher Endowment Fund requested approval of two raffle licenses and waiver of the fidelity bond requirement. The first raffle, "Win IT and Spend IT," will be held on January 28, 2012. Raffle tickets will be sold from November 9, 2011 through the raffle date. The second raffle, "ND3," will be a daily raffle from November 1, 2011 through April 30, 2012.

### **Public Safety**

1. The Police Department is in possession of a court-awarded vehicle, a 2000 Volvo. Staff requested authorization to dispose of the vehicle through an eBay auction. An ordinance was presented for passage that authorizes the sale.

### **Public Services**

1. A bid opening was conducted on September 16, 2011 for the fiscal year 2011/12 sidewalk removal and replacement program. Six bids were presented for consideration. Staff recommended awarding the bid to Globe Construction, Inc., the lowest responsible bidder, in the amount of \$22,490.00 (\$21,390.00 for sidewalk removal and replacement; \$500.00 for combination curb and gutter removal and replacement; and \$600.00 for detectable warning panels). In order to take advantage of this year's favorable unit costs, staff also requested approval of a change order not to exceed the budgeted amount of \$30,000.00 to replace additional defective sidewalks in the Village.

2. On July 18, 2011, the Board rejected all bids received for the Department of Commerce and Economic Opportunity (DCEO) infrastructure improvement project in the Central Business District (CBD) and for the Prospect Avenue water main replacement project because bids came in significantly higher than the Village Engineer's estimate. Staff recommended that the projects be re-bid for March or April 2012 construction and that replacement of the

Fairview Court water main also be included in the scope of the projects. Staff also recommended that the specifications for the Prospect Avenue water main replacement project be revised to provide the contractor unrestricted access to the CBD from 7:00 a.m. to 5:00 p.m. for five consecutive business days, and by another five business days once individual water services are ready to be transferred. During construction, parking and through traffic will be prohibited. Staff will discuss the CBD closures with the Chamber of Commerce and individual business owners. A proposal from Christopher B. Burke Engineering, Ltd. was presented for approval for design and construction engineering services related to the DCEO CBD enhancement project and the Prospect Avenue and the Fairview Court water main replacement projects.

**4. RECONVENE**

The Board reconvened at 8:40 p.m.

Present at roll call: President Karaba, Trustees Alongi, Flood, Pedersen, Reid, and Wallace.  
Absent: Trustee Williams.

**5. ADDRESSES FROM THE AUDIENCE - AGENDA ITEMS – There were none.**

**6. CONSENT AGENDA/OMNIBUS VOTE**

Trustee Wallace moved approval of the Consent Agenda as itemized by President Karaba. Trustee Alongi seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees Alongi, Flood, Pedersen, Reid, and Wallace

Nays: None

Absent: Trustee Williams

MOTION CARRIED

6.1. Approval of the Minutes of the September 19, 2011 Regular Village Board Meeting – OMNIBUS VOTE

6.2. Claims Ordinance 11-10-01 – OMNIBUS VOTE

6.3. Claims Ordinance 11-10-01M – OMNIBUS VOTE

6.4. Authorization to reserve \$957,040.00 of excess funds in the General Fund with no year-end transfer to the Capital Projects Fund for FY 2011 – OMNIBUS VOTE

6.5. Authorization to issue a raffle license to the Notre Dame Teacher Endowment Fund for its “Win IT and Spend IT” raffle to be held on January 28, 2012 and to waive the fidelity bond requirement – OMNIBUS VOTE

- 6.6. Authorization to issue a raffle license to the Notre Dame Teacher Endowment Fund for its "ND3" raffle to be held daily from November 1, 2011 through April 30, 2012 and to waive the fidelity bond requirement – OMNIBUS VOTE
- 6.7. Waive first consideration, second consideration/passage of an Ordinance Authorizing the Sale of Certain Police Department Equipment Owned by the Village of Clarendon Hills and authorization to dispose of the property through an eBay auction (2000 Volvo) – OMNIBUS VOTE
- 6.8. Authorization to award the bid for sidewalk removal and replacement, including combination curb and gutter and detectable warning panels, to Globe Construction, Inc. in the amount of \$22,490.00 for the FY 2011/12 program and approval of a change order not to exceed the budgeted amount of \$30,000.00 for the replacement of additional defective sidewalks – OMNIBUS VOTE
- 6.9. Approval of the proposal from Christopher B. Burke Engineering, Ltd. in the amount of \$60,912.00 for professional design and construction engineering services associated with the DCEO Grant and the CBD/Fairview Court water main replacement – OMNIBUS VOTE
7. **APPROVAL OF MINUTES** – See Agenda Item 6.1.
8. **REPORTS FROM STANDING COMMITTEES**
  - 8.1. **Public Services** – No report.
  - 8.2. **Finance** – No report.
  - 8.3. **Administrative/Legislative** – No report.
  - 8.4. **Community and Intergovernmental Affairs** – No report.
  - 8.5. **Land Use** – No report.
  - 8.6. **Public Safety** – No report.
9. **REPORTS OF OFFICERS**
  - Manager Recklaus reported that he attended Flagg Creek's progress meeting last week. He stated that pavement restoration should be finalized this construction season, and that the work may begin as early as next week. He commended Public Works Director Hays and Assistant Public Works Director Wagner for their diligent efforts to resolve this issue. Manager Recklaus acknowledged Finance Director Hartnett and Village staff for their assistance with the preparation and distribution of materials for last Saturday's Goal

Setting retreat. Finally, Manager Recklaus congratulated Fire Chief Leahy, Interim Police Chief Jenkins, and the members of their departments for hosting a very successful Fire Department Open House last Saturday. He noted that approximately 1,500 people attended this year's event.

- Finance Director Hartnett reported that the Village received \$23,000.00 from FEMA as reimbursement of a portion of the Village's costs associated with last February's winter storms. She also noted that the annual Ogden Avenue TIF Joint Review Board meeting is scheduled on October 17, 2010 at 6:30 p.m. in the Village Hall Board Room.
- Public Works Director Hays reported that Flagg Creek is scheduled to perform additional pavement restoration on Park Avenue next week. He also announced that new sidewalks have been installed on Holmes Avenue between 57th and 58th Streets to provide a safer pedestrian route to Holmes School and the Clarendon Hills Christian Church. A new crosswalk will also be installed at that location as well as a new stop sign pending approval by the Village of Willowbrook.

#### **10. OTHER BUSINESS**

President Karaba congratulated Management Analyst Christina Burns (Collison), who was married on September 24, 2011.

#### **11. ADDRESSES FROM THE AUDIENCE – NON-AGENDA ITEMS**

Resident Mike Calteaux (325 Park Ave.) asked for clarification of the work that is currently being performed on Park Avenue. Director Hays responded that approximately 250 lineal feet of curbs and gutters are being replaced prior to the final roadway paving. Mr. Calteaux also asked if the Home Rule Research Committee had made a final decision regarding home rule status. Manager Recklaus responded that the Home Rule Research Committee approved its final report, recommending that the Village pursue home rule status, and that its recommendation will be presented to the Village Board. He noted that, if the Village Board chooses to pursue home rule status, no formal action will be taken until public meetings have been held so that residents are provided with information regarding changing to a home rule community, and that, ultimately, a referendum would have to be held in order for this issue to move forward.

#### **12. EXECUTIVE SESSION**

Trustee Flood moved to adjourn into Executive Session under Sections 2(c)(21) and 2(c)(1) of the Open Meetings Act to approve Executive Session minutes and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or employees of the Village at 8:53 p.m. Trustee Pedersen seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees Alongi, Flood, Pedersen, Reid, and Wallace

Nays: None

Absent: Trustee Williams

MOTION CARRIED

The Board reconvened at 9:10 p.m.

Present at roll call: President Karaba, Trustees Alongi, Flood, Pedersen, Reid, and Wallace.

Absent: Trustee Williams.

### **13. ADJOURNMENT**

There being no further business to come before the Board, Trustee Pedersen immediately moved to adjourn the meeting at 9:10 p.m. Trustee Wallace seconded.

On the call of the roll, the vote was as follows:

Ayes: Trustees Alongi, Flood, Pedersen, Reid, and Wallace

Nays: None

Absent: Trustee Williams

**MOTION CARRIED**