



31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6200

Village Board Meeting February 20, 2014 7:00 p.m.

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Participants are advised that the Open Forum procedure is a privilege and should not be abused. Persons will be recognized, given the chance to speak and then the question or request will be answered, if necessary, referred to Village Staff for a response. Rules of Order and common courtesy will be rendered and expected. Time limit for each person is 3 minutes, unless previous arrangements with the Mayor have been agreed upon.

Items that will take more than 3 minutes should be placed on the next Regular Village Board Meeting Agenda. Contact the Village Manager for placement on the agenda.

5. Reports

a. Board Reports

- Mayor - Fire Department Awards
- Clerk
- Attorney
- Manager
- Trustees

*Background Of
Subject Matter* *

Type Discussion Only

6. Items To Be Removed From Consent Agenda

7. Consent Agenda (Omnibus Vote)

a. Village Board Minutes

i. Village Board Minutes

Board to consider approving the minutes of the Village Board Meeting held February 6, 2014.

*Background Of
Subject Matter* Required parliamentary procedure.

*Additional
Background* *

Recommendation Approval.

Type Motion

Budgeted N/A

*Budgeted
Explanation* *

Documents: [2014-02-06 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. **January Financial Report**

Board to consider a motion to accept the financial report submitted for the month of January 2014.

<i>Background Of Subject Matter</i>	At the suggestion of our auditors, while we typically discuss our financial reports in more detail as part of the Administration & Finance Committee, we will now be submitting a financial report for Village Board approval on a monthly basis.
<i>Additional Background</i>	As the report shows and the memo explain, our finances are doing well financially. Our operating accounts are tracking right where we would want them to be at this point in the fiscal year.
<i>Type</i>	Motion

Documents: [JANUARY 2014 - FINANCIAL REPORT MEMO.PDF](#), [JANUARY 2014 - FINANCIAL REPORT.PDF](#)

c. **Finance Ordinance**

i. **Finance Ordinance #21**

Total to be announced at meeting.

<i>Background Of Subject Matter</i>	*
<i>Type</i>	Ordinance

d. **Purchase Orders**

i. **PO 11032913**

Don Morris Architects P.C. \$13,493.20

<i>Background Of Subject Matter</i>	January 2014 Building Reviews, Clerical, and Inspections.
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11032913.PDF](#)

ii. **PO 11032901**

Westmont Park District \$7,865.79

<i>Background Of Subject Matter</i>	Salary reimbursement - R. Fleck
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11032901.PDF](#)

iii. **PO 11032823**

The Sandbagger Corporation \$6,000.00

<i>Background Of Subject Matter</i>	Sandbag Machine - Gravity fed, 2 chute.
<i>Type</i>	Purchase Order
<i>Budgeted</i>	No

Documents: [PO 11032823.PDF](#)

iv. **PO 11032748**

Atlas Bobcat Inc. \$5,856.00

<i>Background Of Subject Matter</i>	68" Angle Broom - replacement equipment for bobcat
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes

Documents: [PO 11032748.PDF](#)

v. **PO 11032856**

Remes Auto Body \$5,695.84

<i>Background Of Subject Matter</i>	Repair damage to Squad 34
<i>Additional Background</i>	Reimbursed by IRMA
<i>Type</i>	Purchase Order

Documents: [PO 11032856.PDF](#)

vi. **Total Of Purchase Orders**

\$38,910.83

<i>Background Of Subject Matter</i>	*
<i>Type</i>	Purchase Order

e. **Total Of Purchase Orders And Finance Ordinance #21**

To be announced at meeting.

<i>Background Of Subject Matter</i>	*
<i>Type</i>	Motion

f. **Community Events**

i. **2014 Taste Of Westmont**

Board to consider an ordinance approving the following requests from the Westmont Special Events Corporation for the 2014 Taste of Westmont to be held on July 10, 11, 12 & 13, 2014:

1. Carnival/Amusement Fee Waiver.
2. Liquor License Fee Waiver for two locations.
3. Issuance of sound amplification licenses and live entertainment request for all four days of the event during regular event hours.
4. Street closures for all four days of the event, outlined in the permit request.
5. Temporary One-Way Traffic Plan, outlined in the permit request.
6. Geographic description and related issues as shown on the event map.
7. Safety cones/barriers at alleys on Irving west of Cass, and permission to use traffic safety devices to ensure safe crossing of pedestrians from the Taste of Westmont event on Irving to the Methodist Parking Lot at the corner of Lincoln and Irving.

<i>Background Of Subject Matter</i>	The WSEC has established a positive/cooperative relationship with the Village to operate a successful
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festival. The Taste fosters a sense of community among residents, supports local restaurants & businesses while establishing a positive image of Westmont.

***Additional
Background***

WSEC coordinates & finances the festival. WSEC will seek grant funds from the Hotel/Motel Tax Fund to assist in financing the event & promote the event; seeking to bring guests in from around the area to enjoy the festival & seek overnight accommodations.

Recommendation

Police, Fire, Public Works & Communications have reviewed this request & recommends approval.

Type

Ordinance

8. Unfinished Business

a. Amendment To Ordinance No. 14-12

Board to consider an ordinance to amend Ordinance No. 14-12 to clarify compensation to Village Trustees and the Planning and Zoning Commission to reflect current practices.

***Background Of
Subject Matter***

Ordinance #14-12 that was just passed, is worded as such to reinstate commission and board members pay for special meetings (Section 2 C) which has not been the practice of the Village.

***Additional
Background***

This is a housekeeping item to clarify the Village Board's intent regarding meeting compensation. This ordinance will also address Planning & Zoning Commission's compensation to a member secretary given the Board's recent independent contractor action.

Type

Ordinance

Budgeted

No

9. New Business

a. 2014 Olympic Luge Tryouts

Board to consider a motion to close Cass Avenue from 55th Street north to East Dallas Street 7:00 am - 6:00 pm on May 17, 2014 - May 18, 2014 for the purpose of hosting the Olympic Luge Team Tryouts.

***Background Of
Subject Matter***

The actual team tryouts will be from 9:00am - 5:00pm each day.

***Additional
Background***

Public Work staff will complete all street resurfacing of that section of Cass Avenue before that date.

Type

Motion

b. 2014 Westmont Street Fair

Board to consider an ordinance approving the following requests from the Westmont Special Events Corporation for 2014 Westmont Street Fair events held on Thursdays from June through August:

1. Permission to close Cass Avenue from Burlington Avenue to Norfolk Street to accommodate Westmont Street Fair including Cruisin' Nights/Fresh Market from 4:00 p.m. to 9:30 p.m.
2. Restrict parking in the Cass Avenue and Irving Street parking lot (next to Toons) to accommodate Classic Car parking only from 4:30 p.m. to 9:30 p.m. on each night of the event.
3. Permission to close Irving Street from the alley west of Cass Avenue to the alley

east of Cass Avenue from 4:30 p.m. to 9:30 p.m. on each night of the event.
4. Issuance of a license for amplified sound (as required by Section 38-52 of the Village code) for live music and/or DJ during all nights of the event from 5:00 p.m. to 9:15 p.m.

Background Of Subject Matter	This is the 19th year for Cruisin'Nights and the 3rd year for Fresh Market. This year, the entire Westmont Street Fair will be from 5-9pm. These events will be on Thursdays from June-August in Downtown Westmont, WSEC is the host.
Additional Background	WSEC volunteers work closely with staff on this event. If Hotel/Motel Tax Grants are available, WSEC would like to apply for funds to assist with promotion & bringing guests to our community with the intent of encouraging overnight stays in Westmont.
Recommendation	Police, Fire, Public Works & Media Relations have reviewed this request and recommend approval.
Type	Ordinance

c. **417 North Warwick**

Board to consider an ordinance authorizing a real estate contract for the purchase of 417 North Warwick by the Village of Westmont.

Background Of Subject Matter	The Village has negotiated a purchase contract for 417 N. Warwick as part of the Village's efforts to mitigate storm water problems in the northeast acres area. Funding for this purchase will come from the bonds recently issued by the Village.
Additional Background	The ordinance authorizes the real estate contract and directs the Village Manager and the Village Attorney to take the necessary steps to close this transaction.
Recommendation	Approval - This property purchase is for a proper public purpose as the property will be used for public storm water mitigation.
Type	Ordinance
Budgeted	No
Budgeted Explanation	Bond funds will be available for this purchase.

d. **Zoning Code Text Amendment**

Board to consider an ordinance approving a text amendment to the zoning code to update regulations for A-Frame signs in the B-2 General Business district.

Background Of Subject Matter	The text amendment was prompted by a recommendation from the Building & Zoning Committee at their meeting on 1/23/14 that A-Frame signs be allowed in the B-2 district with similar requirements to the B-1 district.
Additional Background	Staff introduced the text amendment to Planning & Zoning Commission on 2/12/14 & received input & positive feedback. The Commission made a unanimous positive recommendation with several improvements to the text. The updated proposed language is attached.
Type	Ordinance
Budgeted	N/A

Documents: [PROPOSED TEXT AMENDMENT LANGUAGE.PDF](#), [STAFF REPORT - SIGNS - TEXT AMENDMENT.PDF](#), [BUILDING AND ZONING MINUTES.PDF](#)

e. **Construction Fence Text Amendment**

Board to consider an ordinance approving a text amendment to the municipal code to require perimeter safety fences to be 6' in height and chain link with a locking gate.

Background Of Subject Matter	In October 2013 & January 2014, the Building and Zoning Committee discussed updating the requirements for construction sites to have chain link perimeter fencing rather than snow fencing, to be more secure and to act as more of a deterrent to trespassing.
Recommendation	Research regarding other local Village's requirements is attached. Staff recommends approval of the proposed text amendment (also attached) following a positive recommendation from the Building and Zoning Committee.
Type	Ordinance

Documents: [CONSTRUCTION FENCE DATA.PDF](#)

f. **Blackhawk Drive Water Main Extension - Services Agreement**

Board to consider an ordinance authorizing an agreement for Phase 2 and Phase 3 Design and Construction Engineering Services regarding the Blackhawk Drive Water Main Extension Project.

Background Of Subject Matter	The construction project consists of approximately 400 linear feet of water main extension on Blackhawk Drive with new 6" water main. Work includes new valves, hydrant, & other related work.
Additional Background	It is understood that this project will be added as a Change Order to the existing North Hudson Street Main Replacement Project with current contractor Patnick Construction.
Recommendation	We have negotiated Engineering (phase 2 & 3) Design & Construction Supervision Services for the project with Baxter & Woodman in an amount not to exceed \$14,140.00.
Type	Ordinance

Documents: [BAXTER AND WOODMAN BLACKHAWK DRIVE WATER MAIN EXTENSION.PDF](#)

g. **Postage Machine Lease**

Board to consider an ordinance approving a lease with NeoPost for a postage machine.

Background Of Subject Matter	Due to our postage machine's age, we can now lease a new machine for \$1,200 less annually than it costs us to maintain our current machine. The lease payment will be \$125.88 per month, for a total of \$7,930.44 over the life of the 63-month lease.
Additional Background	As discussed at the 2/6 meeting, by signing the lease in the first two weeks of January, we were able to save about \$1,600 over the life of the lease. Therefore, this action will be approving the lease retroactively.
Recommendation	Yes. Expenses will be even less than budgeted
Type	Ordinance
Budgeted	Yes

Documents: [POSTAGE MACHINE LEASE 2014.PDF](#)

h. **Surplus Property - Police Department**

Board to consider an ordinance declaring certain outdated Motorola Radio equipment as surplus property to be sold at auction using Obenauf Auction Services, Inc.

Background Of Subject Matter	The following two way transmitters & cabinets are no longer serviceable or of use to the Police Dept. This equipment does not meet federal requirements to be narrow-banded. It is recommended the items be placed up for auction.
Additional Background	1. Model # MSR 2000 Serial # 482CNG0096 2. Model # MSR 2000 Serial # 482CNG0095 3. Model # C53RTB-1145C Serial # SA185T 4. Model # C05RTB-6108B Serial # 273CLY0085
Recommendation	Staff recommends that the Village board approve declaration of property as surplus to be sold or otherwise disposed of at the direction of the Village Manager.
Type	Ordinance

i. **Employment Agreement**

Board to consider an ordinance approving an Employment Agreement with the Chief of Police.

Background Of Subject Matter	*
Type	Ordinance
Budgeted	Yes

j. **Employment Agreement**

Board to consider an ordinance approving an Employment Agreement with the Fire Chief.

Background Of Subject Matter	*
Type	Ordinance
Budgeted	Yes

k. **Liquor License Amendment**

Board to consider an ordinance amending Chapter 10, Section 10-84 of the Village Code of Ordinances to provide a limited exception to operating hour restrictions for licensed premises.

Background Of Subject Matter	At least one licensed establishment has asked for flexibility in operating hours to accommodate special events, special days of the year, etc.
Additional Background	Request is to allow licensed establishments to open 1 hour earlier or stay open 1 hour later up to 4 times per year upon advance notice to the liquor commissioner. Under no circumstances will a licensed establishment be allowed to stay open past 2:00 a.m.
Recommendation	The Liquor Commissioner & Police Chief Support this request. This change may be reviewed & amended as needed by the Village Board.
Type	Ordinance
Budgeted	N/A

l. **Liquor License Waiver**

Board to consider the following motions:

1. A motion granting a waiver of the hours of operation restrictions for liquor establishments to Walsh's Grill to allow Walsh's to be open from 6:30 a.m. to 9:00 a.m., without the sale or service of alcoholic beverages, for Olympics Hockey viewing parties.
2. A Motion authorizing the Local Liquor Commissioner to grant identical waivers with the same restrictions to other liquor establishments upon request.

Background Of Subject Matter	Chapter 10 of the Code of Ordinances does not allow patrons inside of liquor establishments when such establishments are not authorized to sell alcohol; typically, 1:00 a.m. or 2:00 a.m. to 9:00 a.m.
Additional Background	This waiver would allow Walsh's Grill & potentially other licensed establishments to open to patrons between 6:30 a.m. and 9:00 a.m. to watch Olympics Hockey, without the sale or service of alcohol. These waivers apply only to 2014 Olympics Hockey games.
Recommendation	The Local Liquor Commissioner & police Chief support these requests.
Type	Motion
Budgeted	N/A

m. **Property Conveyance Intergovernmental Agreement**

Board to approve an ordinance acting on an amended property conveyance Intergovernmental Agreement with the Westmont Park District.

Background Of Subject Matter	On February 12, 2014 the Westmont Park Board approved an amended property conveyance agreement to include two (2) additional parcels.
Type	Ordinance
Budgeted	Yes

Documents: [PARK DISTRICT CONVEYANCE 2014.PDF](#)

n. **Resolution Of Support For The PARC Grant Application**

Board to consider a resolution supporting the Westmont Park District in their application for a PARC Grant through the Department of Natural Resources.

Background Of Subject Matter	The Westmont Park District application for a PARC Grant will enable the building of an Arts Building at Ty Warner Park. This multipurpose building has been part of the master plan of the park, awaiting funds to complete.
Type	Resolution
Budgeted	N/A

10. Miscellaneous

11. Executive Session

This Board may adjourn to closed session to discuss matters so permitted and may act upon such matters upon returning to open session.

12. Adjourn

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting

should contact Mr. Ronald Searl ADA Compliance Officer, 9:00 A.M. to 5:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6200 voice, or (630) 981-6300 TDD, within a reasonable time before the meeting.