



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

Village Board Meeting January 22, 2015 5:30 p.m.

1. Call To Order

2. Pledge Of Allegiance

3. Roll Call

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/Chief Weiss
- New Candidates
- Downers Grove Township Volunteer of the Year - Lynn Dralle.
- **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. Board Meeting Minutes

Board to consider approving the minutes of the Village Board Meeting held January 8, 2015.

*Background Of
Subject Matter* Required parliamentary procedure.

Type Motion

Documents: [2015-01-08 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. December Financial Report

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

Background Of *

Subject Matter

Type Motion

Documents: [MONTHLY REVENUE AND EXPENSE SUMMARY DECEMBER 2014.PDF](#), [DECEMBER 2014 FINANCIAL REPORT MEMO.PDF](#)

c. Finance Ordinance

i. Finance Ordinance #18

To be announced at meeting.

**Background Of
Subject Matter** *

Type Motion

d. Purchase Orders

i. PO 11035297

Baxter & Woodman \$31,500.00

**Background Of
Subject Matter** Design Engineering for West End & Park Street Water Main Project.

**Additional
Background** In accordance with service contract approved at the 1/8/15 Board Meeting.

Type Purchase Order

Budgeted Other

**Budgeted
Explanation** Washington St was the budgeted water main replacement, not Park St. To match road resurfacing with water main replacement, we are proposing moving forward with Park & postponing Washington. Cost exceeds the budget by \$20,000 there other funds are available.

Documents: [PO 11035297.PDF](#)

ii. PO 11035298

Baxter & Woodman \$59,500.00

**Background Of
Subject Matter** Construction Engineering for West End & Park Street Water Main Project.

**Additional
Background** In accordance with service contract approved at the 1/8/15 Board Meeting.

Type Purchase Order

Budgeted Other

**Budgeted
Explanation** Washington St was the budgeted water main replacement, not Park St. To match road resurfacing with water main replacement, we are proposing moving forward with Park & postponing Washington. Cost exceeds the budget by \$20,000 there other funds are available.

Documents: [PO 11035298.PDF](#)

iii. PO 11035356

Don Morris Architect \$9,075.00

**Background Of
Subject Matter** December Plan Review & Inspections.

Type Purchase Order

Budgeted Yes

Documents: [PO 11035356.PDF](#)

iv. **PO 11035335**

HD Supply Waterworks \$19,440.00

**Background Of
Subject Matter** Water Meters.

Type Purchase Order

Budgeted Yes

Documents: [PO 11035335.PDF](#)

v. **PO 11035088**

Air One Equipment \$5,507.59

**Background Of
Subject Matter** Flow Testing of SCBA Units

**Additional
Background** The payment is included in the finance ordinance, which will be approved simultaneously with the purchase order.

Type Purchase Order

Budgeted Yes

Documents: [PO 11035088.PDF](#)

vi. **Total Of Purchase Orders**

\$125,022.59

**Background Of
Subject Matter** *

Type Motion

Budgeted Yes

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

To be announced at meeting.

**Background Of
Subject Matter** *

Type Motion

f. **Community Events**

i. **Westmont Chamber Of Commerce & Tourism Bureau Open House**

Board to consider an ordinance approving the following requests for the 2015 semi-annual Westmont Chamber of Commerce Open Houses scheduled for February 18th and September 16th:

1. Waive the special event liquor license fee.
2. Grant a request to serve alcohol on Village property, Westmont Centre.

**Background Of
Subject Matter** The Westmont Chamber of Commerce & Tourism Bureau will be hosting 2 open house events this year: Wednesday, February 18th & Wednesday, September 16th. The events will be held from 5:00pm until 7:00pm at Westmont Centre, 1 South Cass Avenue.

Additional Background	Beer and wine will be served to guests.
Recommendation	Staff recommends approval of this request.
Type	Ordinance

8. Unfinished Business

9. New Business

a. ERP Consultant Agreement

Board to consider an ordinance authorizing staff to engage Baecore Group as an ERP software selection consultant.

Background Of Subject Matter	The Village is considering implementing a new ERP (Enterprise Resource Planning) or business management, software to improve efficiency, security, and customer service. Baecore's \$20,800 was the lowest of the proposals submitted.
Additional Background	Baecore is highly recommended by the staff of agencies who have worked with them previously. They will aid staff by identifying requirements, drafting the RFP, facilitating selection, and negotiating with the selected vendor.
Recommendation	Staff recommends approval.
Type	Ordinance
Budgeted	Yes

b. Elevator Inspections Text Amendment

Board to consider an ordinance approving a text amendment to the municipal code that will eliminate local elevator inspections.

Background Of Subject Matter	In 2009, Village entered into an agreement regarding inspections with the Illinois State Fire Marshall for the elevator safety program. In 2014, the Village decided to turn the elevator safety program back over to the State Fire Marshall for enforcement.
Additional Background	Although elevator inspections have been turned over to the state, an electrical permit for commercial elevators may be required. Elevator permits not covered by the act (i.e. private residential elevators) are still required.
Recommendation	The draft ordinance is attached and staff recommends approval. The concept was reviewed and discussed by the Building and Zoning Committee in 2014.
Type	Ordinance

Documents: [2015-01-22 BLDG CODE AMENDMENT-RESIDENTIAL ELEVATOR.PDF](#)

c. North Adams And Ogden Avenue Water Main Extension

Board to consider an ordinance awarding the bid proposal from J. Condon Sewer Service for the North Adams and Ogden Avenue water main extension and authorizing a contract consistent with the bid documents.

Background Of Subject Matter	400' of 8" water main to be installed along Ogden Avenue from N. Adams to N. Washington. Two new valves and one new hydrant will be installed.
Additional Background	On December 9th, 2014, the Village received bid proposals from five (5) contractors. The low bidder, J. Condon, has a bid in the amount of \$87,190.00.

Type	Ordinance
Budgeted	No
Budgeted Explanation	The item is not budgeted, amount will be reimbursed.

Documents: [WEST OGDEN WATER MAIN EXTENSION.PDF](#)

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 the ADA Compliance Officer, 9:00 A.M. to 5:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting.