

Clerk's Office
Village of Westmont

MINUTES OF THE BOARD MEETING HELD **Thursday, December 8th, 2016.**

Mayor Gunter called the meeting to order at **6:00 P.M.**

WESTMONT VILLAGE BOARD MEETING ROLL CALL:

PRESENT: Mayor Gunter P Clerk Szymiski P

TRUSTEES: Addington P Barker P
Barry P Guzzo P
Liddle P Nero P

STAFF:

May <u>P</u> (Village Mgr)	Parker <u>P</u> (Finance Director)	Ziegler <u>P</u> (Community Development Director)
Crane <u>A</u> (H.R. Director)	McIntyre <u>P</u> (Communications Director)	Liljeberg <u>P</u> (I.T. Manager)
Chief Gunther <u>P</u> (Police Dept.)	Dep Chief Brenza <u>A</u> (Police Dept.)	Dep Chief Gruen <u>A</u> (Police Dept.)
Chief Weiss <u>P</u> (Fire Dept.)	Dep. Chief Riley <u>A</u> (Fire Dept.)	Dep. Chief Connelly <u>A</u> (Fire Dept.)
Ramsey <u>P</u> (P.W. Director)	Noriega <u>A</u> (P.W. Asst Director)	Hennerfeind <u>A</u> (Village Planner)

ATTORNEY: Zemenak P Perez A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Chicago Tribune A Independent: Daniel Smrokowski A
Bugle A

CHAMBER OF COMMERCE DIRECTOR: Forssberg - P

VISITORS: Westmont Public Library Director Julia Coen

THOSE PRESENT RECITED THE PLEDGE OF ALLEGIANCE.

Mayor welcomed everyone to the meeting

OPEN FORUM: None

VOTING KEY: **A=ABSENT** **AB=ABSTAIN** **N=NO** **W=Withdrawn**
P=PRESENT **Y=YES** **V=VACATION**

Note: *The items listed in these minutes are summaries only and are not meant to be a direct transcript of the Mayor's, Manager's, Clerk's and Trustees' comments. For actual quotes of the referenced items please refer to the Archival video copy of this meeting.*

VOTING SUMMARY

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>R</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>E</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>M</u>	<u>Y</u>	<u>Y</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>O</u>	<u>Y</u>	<u>Y</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>V</u>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>E</u>	<u>Y</u>	<u>Y</u>
	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>		
TRUSTEE ADDINGTON	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		
TRUSTEE BARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		
TRUSTEE BARRY	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		
TRUSTEE GUZZO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		
TRUSTEE LIDDLE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		
TRUSTEE NERO	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>		

REPORTS

Mayor Gunter

- Holly Days Parade was well attended, thanked everyone who participated. The holidays are off and running. This is our only meeting in December and we would like to wish everyone a safe and happy holiday season.

Clerk Szymski

- Remind everyone that the filing for the spring election information should start coming in

on December 12th, Monday when we open and the end is December 19th at 5:00pm.
Anyone interested in running, get your stuff into us.

- The Ugly Sweater contest had 140 racers and the food for our runners were provided by George from Nature's Best.
- The water rate change will go into effect in January and the new rates are posted on the website. Wishes everyone a happy holiday, and a safe one, and a happy new year.

Attorney Zemenak

- Nothing, except happy holidays to all.

Village Manager May

- Nothing

Trustee Nero

- Recap of the Public Safety meeting
 - Police Dept
 - Police has a new training that the officers will go through as required by an unfunded mandate from the Justice Dept. on civil/human rights.
 - Justice Dept now requires that new officers have to go through two additional weeks of basic training.
 - New Chief has moved forward in his new position with the clean up of the control room, some internal committee and policy revisions, and adding a temporary sergeant position.
 - Will be focusing on public outreach in 2017.
 - Fire Dept
 - 2 new female lieutenants sworn in for EMA, a new deputy chief, 2 new captains and 2 new firefighters.
 - Revised the 635 radio agreement between communities.
 - Surplus 2 trucks to sell for the purchase of the new truck.
 - Dispatch Center should be moved to Addison by March of 2017.
 - North Fire District Consolidation is moving forward.
 - ISO revisit will hopefully mean an ISO 1 rating in 2017.
 - Invited Chief Weiss up to the podium to discuss fire safety tips.

Trustee Guzzo

- Finance meeting recap will be brief because the majority of items are on our agenda this evening. The cigarette tax possibility is still in review. The budget workshop for the 2017/18 year tentative dates are Monday, April 3rd or Saturday, April 8th.
- Thanks to Public Works for the wonderful job during the snow event, our town is always the best by far.
- The St. John's Council of the Knights of Columbus will be holding their pancake breakfast with Santa on Sunday, December 11th, at 25 N. Cass Avenue.
- A happy and safe Holiday Season to everyone.

Trustee Barker

- Asks everyone to shovel out the fire hydrant by their home, it could save your home and your neighborhood.
- Be a good neighbor and shovel your sidewalk for the kids walking to school and adults

walking to the train.

- Thank you to everyone that participated in the Stuff a truck program, we passed out over 1800 bags and the PRC has stated that full bags are coming back.
- Westmont First does not have a December meeting.

Trustee Barry

- Public Works has done a fantastic job on the snow removal and a wonderful job in participating in the Holly Days Parade. The Public Works staff gets involved in all the events and puts a lot of effort into the projects. Thanks to all of them.
- Environmental Improvement Commission had an appreciation dinner this last month, they have done so much in the Village. Right now they are working on the holiday light recycling events, and had a fundraiser yesterday for the Richmond Garden project at Cucinova Restaurant on Pasquinelli. The employee holiday lunch was yesterday and this fundraiser was supported along with other local restaurants.
- DJ's After Hours for the Chamber of Commerce was a great event for the holidays.

Trustee Liddle

- Holly Days Parade is on youtube and the pictures are on our website so you can check it out and see what fun it was if you were not in attendance.
- Village Employee Coat Drive is this month, there is a box in the lobby to donate your gently used coats for those in need.
- Happy Holidays and Happy New Year to all.

Trustee Addington

- Happy Holidays and Happy New Year, have a safe one but enjoy.
- DuPage Mayors and Managers new initiative to try and meet individually with the legislators in DuPage County. First one was a session with Patti Bellock and the towns around her area. A report was distributed.
- Holly Days celebration this Saturday is lunch with Santa at the Park and the following Saturday the 17th is breakfast with Santa.
- Lions Club Circus event sold 1800 tickets and the \$3300.00 net profit is split to the 100th anniversary committee with a \$1650.00 check presented to the Village.
- There are 2894 grocery stores in IL and the Daily Meal has presented Nature's Best in Westmont with the award of best grocery store in Illinois. A certificate was presented to George Kazantzis, owner of Nature's Best by Larry Forssberg of the Westmont Chamber of Commerce. Mr. Kazantzis thanked the Village for the support of Nature's Best.

PUBLIC HEARING:

PROPERTY TAX LEVY HEARING:

Board to conduct a public hearing regarding the property tax levy.

The Mayor introduced Finance Director Parker to explain the property tax levy public hearing. Finance Director Parker introduced the topic and explained that Library Director Julia Coen was here if there were any public questions for the library portion of the levy.

The Mayor opened the public hearing at 6:23 p.m., there were no members of the public to attend

the hearing. The Mayor closed the hearing at 6:23 p.m.

ITEMS TO BE REMOVED FROM CONSENT AGENDA: NONE

(1) CONSENT AGENDA [Omnibus Vote]:

Village Manager May addressed the Board on this agenda item.

Motion by **Trustee Nero** to approve the consent agenda.

(A) VILLAGE BOARD MINUTES:

Board to consider approving the minutes of the Village Board Meeting held on November 10, 2016.

(B) FINANCE ORDINANCE # 15: Dated **December 8, 2016**, in the amount of
\$ 3,004,099.53

(C) FINANCIAL REPORT: Board to consider a motion to accept the financial report submitted for the month of October, 2016.

(D) PURCHASE ORDERS:

11040358	Westmont Fire Department 2% Association	\$31,330.30
11040511	Identatronics	\$24,803.75
	Total of Purchase Orders	\$56,134.05
	Total of Purchase Orders and Finance Ordinance #15	\$3,060,233.58

Seconded by **Trustee Addington** and the motion passed

VOTE ON MOTION #1

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

UNFINISHED BUSINESS

NEW BUSINESS

(2) 8 1/2 N CASS AVENUE - CLEMENS ENTERPRISES

Community Development Director Ziegler addressed the Board on this item.

Motion by **Trustee Addington** to consider an ordinance approving a Development Permit request to allow the operation of an insurance office in the B-1 Limited Business District.

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #2

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(3) 31 NORTH CASS AVENUE - MAURA'S MEDITERRANEAN RESTAURANT

Community Development Director Ziegler addressed the Board on this item.

Motion by **Addington** to consider an ordinance approving a Downtown Development Grant request in the amount of \$5000 from Dr. Alhussaini in the B-1 Limited Business District.

Seconded by **Trustee Guzzo** and the motion passed.

VOTE ON MOTION #3

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(4) 6004B AND 6006 SOUTH CASS AVENUE - SUNSHINE MONTESSORI

Community Development Director Ziegler addressed the Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance approving a Special Use permit request to expand an existing school in the B-2 General Business District.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #4

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(5) 1801 35TH STREET - MAYSLAKE VILLAGE

Community Development Director Ziegler addressed the Board on this item.

Motion by **Trustee Barry** to consider an ordinance approving a request for Site and Landscaping Plan approval to allow for additional parking.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #5

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(6) 4 EAST OGDEN AVENUE - CATALYST EXHIBITS

Community Development Director Ziegler addressed the Board on this item asking that it be withdrawn at this time until a future meeting.

(7) ESTABLISHMENT OF SYCAMORE RUN SUBDIVISION SSA

Village Attorney Zemenak addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance establishing the Sycamore Run Subdivision Special Service Area in the Village of Westmont.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #7

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(8) TAX LEVY FOR THE SYCAMORE RUN SUBDIVISION SSA

Village Attorney Zemenak addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance adopting a Tax Levy for the Village of Westmont's Sycamore Run Subdivision Special Service Area.

Seconded by **Trustee Barry** and the motion passed.

VOTE ON MOTION #8

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(9) PROPERTY TAX LEVY.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance adopting the 2016 Tax Levy Ordinance in the amount of \$8,546,430.

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #9

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(10) ABATEMENT OF TAXES.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Guzzo** to consider an ordinance abating the taxes heretofore levied for the year 2016 to pay debt service on General Obligation Bonds (Alternate Revenue Source), Series 2013A and its General Obligation Bonds (Alternate Revenue Source), Series 2013B of the Village of Westmont, DuPage County, Illinois.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #10

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(11) 2016 WESTMONT FIRE DEPARTMENT DECLARE SURPLUS PROPERTY.

Fire Chief Dave Weiss addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance declaring Fire Department Tower Ladder Truck 1839 and Engine 1832 as surplus property.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #11

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(12) AMEND SEC.54-32 OF THE CODE OF ORDINANCES.

Police Chief Jim Gunther addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance to amend Sec.54-32. of the Westmont Code of Ordinances to increase the number of sergeants by one to total eight, and decrease the number of patrol officers by one to total 33.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #12

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(13) EAST RICHMOND WATER MAIN PROJECT PHASE 2.

Public Works Director Mike Ramsey and Manager May addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance authorizing an Engineering Service Agreement from Baxter and Woodman for the East Richmond Water Main Project Phase 2 and Street Improvement Project.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #13

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(14) VILLAGE OF WESTMONT IN LIEU OF SURETY BOND FOR IDOT.

Public Works Director Mike Ramsey addressed the Board on this item.

Motion by **Trustee Addington** to consider a resolution to the Illinois Department of Transportation for the years 2017 and 2018 that the Village of Westmont hereby pledges its good faith and

guarantees that all work shall be performed in accordance with conditions of all permits granted by the department.

Seconded by **Trustee Barker** and the motion passed.

VOTE ON MOTION #14

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(15) HAND HELD POWER TOOLS AGREEMENT

Public Works Director Mike Ramsey addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance authorizing a Participation Addendum for Hand Held Power Tools and Accessories.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #15

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(16) PAID TIME OFF (PTO) BANK - PART TIME EMPLOYEE POLICY.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Barry** to consider an ordinance adding Section 62-105 - Paid Time Off (PTO) Bank - Part Time Employees Policy to the Personnel Code of Ordinances.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #16

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

Seconded by **Trustee Nero** and the motion passed.

(17) HOLIDAY POLICY REVISED.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance approving revisions to Section 62-95 - Holidays of the Personnel Code of Ordinances.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #17

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(18) P-CARD/CREDIT CARD POLICY.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance approving the following:

1. Amending the special uses under which a corporate credit card or purchasing card may be used.
2. Authorizing the staff to approve future changes to the credit card/purchasing card policy.

Seconded by **Trustee Guzzo** and the motion passed.

VOTE ON MOTION #18

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(19) TRAVEL AND EXPENSE POLICY.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Guzzo** to approve an ordinance adopting the amended travel and expense policy.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #19

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(20) TIME CLOCK AND SCHEDULING SYSTEM.

Finance Director Spencer Parker addressed the Board on this item.

Motion by **Trustee Liddle** to approve an ordinance approving an agreement with Identatronics to purchase a replacement time clock and scheduling system for all Village Departments.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #20

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

(21) SCHEDULING SYSTEM FOR THE FIRE DEPARTMENT.

Finance Director Spencer Parker And Director May addressed the Board on this item.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #21

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.

MISCELLANEOUS:

Trustee Addington: A special thank you to Jill Ziegler and her staff for their assistance to the Mayslake Community with the parking lot addition. The pervious pavers might be more expensive for them, however it is the right way to go for the parking lot, and the staff was right to move them in that direction.

(22) ADJOURNMENT: Motion by **Trustee Liddle** to adjourn the executive session. Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION # 22

Ayes: Addington, Barker, Barry, Guzzo, Liddle and Nero.

Nays: None.

Absent: None.

Present: None.



Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

MEETING ADJOURNED AT 7:15 P.M.

ATTEST:

APPROVED:

Virginia Szymiski, Village Clerk

Ronald J. Gunter, Mayor

Dated this 8th day of December, 2016.