



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

Village Board Meeting

November 19, 2020

6:00 p.m.

Note: This meeting will be a blended meeting held remotely and with in-person attendance to allow for social distancing requirements. For remote attendance, the meeting will be streaming live on the Village's YouTube channel: <https://www.youtube.com/VillageofWestmont>. A remote Open Forum is available for the community to participate in the meeting remotely if so desired, to submit comments/questions by filling out the online public comment form by visiting <https://westmont.illinois.gov/meetinginfo> or by calling (630) 981-6195. If you are calling in a comment please do so 2 hours prior to the start of meeting time. If there are questions on how to submit a form please email clerk@westmont.il.gov

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Public Comment is subject to the public comment rules and procedures adopted by the Village. Citizens can submit remote public comment by filling out an online form, or by phone call.

- The Online Public Comment Form can be found by visiting [HTTPS://WESTMONT.ILLINOIS.GOV/533/MEETING-Information](https://westmont.illinois.gov/533/MEETING-Information)
- By phone: Call 630-981-6195 and leave your full name, address, and comment.
- A comment made by phone must be submitted 2 hours prior to the start of the Village Board Meeting.
- If there are any questions on how to make public comments, email clerk@westmont.il.gov.

**Background of
Subject Matter**

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Type

Discussion Only

5. Reports

a. Board Reports

- Mayor
- Clerk
- 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 November 5, 2020.

<i>Background Of Subject Matter</i>	Required Parliamentary Procedure
<i>Type</i>	Motion

Documents:

[2020-11-05 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. Finance Ordinance

i. Finance Ordinance #14

Total to be announced at the meeting.

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

c. Purchase Orders

i. PO 21201050

NCR Payment Solutions \$42,000.00

<i>Background Of Subject Matter</i>	Credit Card fee estimates for remainder of fiscal year for Utility Billing and Parking Tickets. This is an open purchase order, and actual payments will be made as used.
<i>Additional Background</i>	Previously fees were netted from amounts processed by the vendor. With a change in system, this allowed us to convert the payment process to a standard vendor method.
<i>Type</i>	Purchase Order
<i>Budgeted</i>	Yes
<i>Budgeted Explanation</i>	Not On Hold

Documents:

[21201050.PDF](#)

ii. PO 21201051

Marathon Petroleum \$120,000.00

<i>Background Of Subject Matter</i>	Annual Fuel. This is an open purchase order, and actual payments will be made as used. This replaces PO 21200007 to Bell Fuels approved at the 5/7/2020 meeting.
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Additional Background We utilized the vendor Bell Fuels to purchase fuel for our own fueling center, and will likely do something similar after we construct our new fueling center. In the interim, we are purchasing fuel through use of a Superfleet card.

Type Purchase Order

Budgeted Yes

Budgeted Explanation Not On Hold

Documents:

[21201051.PDF](#)

iii. **PO 21200944**

Baxter & Woodman \$24,300.00

Background Of Subject Matter 63rd St. Water Main Extension

Additional Background Agreement was approved by the Village Board at the 11/5/2020 meeting.

Type Purchase Order

Budgeted No

Documents:

[21200944.PDF](#)

iv. **PO 21201019**

DuPage Metropolitan Enforcement Group \$108,284.00

Background Of Subject Matter DUMEG Pass-through

Type Purchase Order

Budgeted Other

Budgeted Explanation The Village is acting as a pass-through agency, where the Village receives grant money for DUMEG, and then passes it on to DUMEG

Documents:

[21201019.PDF](#)

v. **PO 21201040**

Industrial Organization \$24,000.00

Background Of Subject Matter Sergeant examination process for promotion

Type Purchase Order

Budgeted Yes

Budgeted Explanation Not On Hold

Documents:

[21201040.PDF](#)

vi. **PO 21201020**

Zoll Medical Corporation \$30,706.26

Background Of Subject Matter	Cardiac Monitor/Defibrillator
Type	Purchase Order
Budgeted	Other
Budgeted Explanation	As discussed at Public Safety Committee, \$25,000 of this will come from funds set aside in connection with the dissolution of the North Westmont Fire Protection District to be used for fire equipment. This was not identified as On Hold in the budget.

Documents:

[21201020.PDF](#)

vii. **Total Of Purchase Orders**

\$ 349,290.26

Background Of Subject Matter	*
Type	Purchase Order

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

Total to be announced at the meeting.

Background Of Subject Matter	*
Type	Motion

8. Unfinished Business

9. New Business

a. **Proposed Aggregate Tax Levy**

Board to consider a motion determining the proposed aggregate tax levy.

Background Of Subject Matter	The Tax Cap law allows revenues to increase by CPI (2.3%) & new growth, which we expect to capture by levying a 4.99% increase. The proposed aggregate levy is \$9,363,978.
Type	Motion
Budgeted	N/A

b. **Proposed Aggregate Tax Levy - Westmont Special Service Area 2**

Board to consider a motion determining the proposed aggregate levy for Westmont Special Service Area 2

Background Of Subject Matter	The Village performs fire protection services for the area formerly served by the North Westmont Fire Protection District
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and receives compensation through a special service area.

**Additional
Background**

It was agreed that the levy would increase over a period of time to approximate the rate paid by residents for fire and ambulance services. This year's levy is \$87,220, a 16.7% increase.

Type

Motion

Budgeted

N/A

c. **Intergovernmental Agreement - DuPage County**

Board to consider an ordinance approving an Intergovernmental Agreement (IGA) with DuPage County for the installation and maintenance of folding stop signs at signalized county highway intersections.

**Background Of
Subject Matter**

This IGA states that the Village of Westmont is responsible for the entire cost of installing and maintaining the emergency folding stop signs at every county intersection in Westmont.

**Additional
Background**

The County will have the right to have the Village correct any operational or compliance issues with the stop signs. The entire Intergovernmental Agreement is attached.

Type

Ordinance

Budgeted

Other

Documents:

[IGA - DUPAGE STOP SIGN MAY 8 2020.PDF](#)

d. **Boundary Line Agreement - Willowbrook - 3rd Amendment**

Board to consider an ordinance authorizing an amendment to the Intergovernmental Jurisdictional Boundary Line Agreement with the Village of Willowbrook.

**Background Of
Subject Matter**

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Type

Ordinance

Documents:

[WESTMONT WILLOWBROOK BOUNDARYAGR THIRD AMENDMENT.DOCX.PDF](#)

e. **Economic Relief Program Amendment**

Board to consider an ordinance amending the Village of Westmont Economic Relief Program to include a Community Event Continuity Grant.

**Background Of
Subject Matter**

This grant is designed to provide economic relief to non-governmental entities that received Hotel/Motel Grants in the pre-COVID environment.

Type

Ordinance

Budgeted

Yes

Documents:

[DRAFT COMMUNITY EVENT CONTINUITY GRANT RULES AND APPLICATION.PDF](#)

f. **COVID-19 Economic Assistance Payments**

Board to consider an ordinance authorizing COVID-19 Economic Assistance Payments to Westmont businesses that pay Places for Eating tax.

Background Of Subject Matter	This would authorize a payment to all businesses that are current on Places for Eating tax payments and in good standing with the Village. The estimated cost is approximately \$80,000.
Type	Ordinance
Budgeted	Yes

g. **Refund Of Fees**

Board to consider an ordinance approving the following:

1. Refund of paid 2020 business license fees for all businesses established by March 1, 2020
2. Partial refund of paid 2020 liquor license fees for all restaurants and bars which hold a Class 1, 2, 3, 4, or 8 liquor license established by March 1, 2020.

Background Of Subject Matter	The idea to assist all business license holders based on the annual cost of a license was agreed to at the 5/7 meeting of the Admin/Finance meeting and is estimated to cost approximately \$65,000.
Additional Background	The 10/8 Admin/Finance meeting suggested we identify assistance for restaurants/bars after meeting with them. The clear area for assistance identified at the 11/6 restaurant meeting was assistance with the liquor license fees. Estimated cost is \$40,000.
Type	Ordinance
Budgeted	Yes

h. **Utility Billing And Mailing Service Amendment**

Board to consider an ordinance amending the agreement with Infosend to provide for ebilling services.

Background Of Subject Matter	Several months ago the Village was forced to move to a new online service for water bill payments. The new service does not store copies of the bills, so customers were forced to receive hardcopy bills in the mail, even if they preferred electronic bills.
Additional Background	This amendment has Infosend, the company which usually mails our bills, send emails of the bills to our customers who have elected ebilling. It is expected to cost slightly less than the postage & printing costs for mailing the bills.
Recommendation	Approve
Type	Ordinance
Budgeted	Yes

Documents:

[DRAFT INFOSEND SERVICE AGREEMENT AMENDMENT.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.