

# Meeting Minutes

Village of Downers Grove - Council Meeting

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Council Chambers

2/5/2019

7:00 PM

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In order to give as many visitors as possible an opportunity to speak and in the interest of adjourning the meeting by 9:00 p.m., please limit your comments to 5 minutes in length, unless further time is granted by Council. Thank you.

## 1. Call to Order

Mayor Pro Tem William White called the regular meeting of the Village Council of the Village of Downers Grove to order at 7:00 p.m. in the Council Chambers of the Downers Grove Village Hall. He explained that Mayor Tully is out of town on business and would not be in attendance at tonight's meeting.

Pledge of Allegiance to the Flag

Mayor White led those present in the Pledge of Allegiance to the Flag.

## 2. Roll Call

**Council Attendance (Present):** Commissioner Walus, Commissioner Earl, Commissioner Waldack, Commissioner White, Commissioner Hosé, Commissioner Barnett

**Absent:** Mayor Tully

**Non-Voting:** Village Manager David Fieldman, Village Attorney Enza Petrarca, Village Clerk April Holden

The Council meeting is broadcast over the local FM radio station, WDGC. In addition, a tape recording and videotape of the meeting are being made using Village-owned equipment. The videotape of the meeting will be used for later rebroadcast of the Council meeting over the Village cable television Channel 6.

The Council will follow the rules of conduct for this meeting as provided in Sec. 2.5 of the Downers Grove Municipal Code. These offer the public the opportunity to comment at several points in the meeting. First, immediately following approval of the minutes of past meetings, an opportunity will be given for public comments and questions of a general nature. If a public hearing is scheduled for this meeting, an opportunity is given for public comments and questions related to the subject of the hearing. Finally, an opportunity is given for public comments and questions on items appearing on the Consent Agenda, the Active Agenda and the First Reading.

At the appropriate time the presiding officer will ask if there are any comments from the public. Individuals wishing to speak, should raise their hand to be recognized and, after acknowledgment from the presiding officer, approach the microphone and state their name. Remarks should be limited to five minutes, and individuals are asked to refrain from making repetitive statements.

Agendas are located on either side of the Council Chambers for the audience to follow the progress of the Council meeting.

## 3. Minutes of Council Meetings

MIN 2019-8055 — A. Minutes: Council Minutes - January 15, 2019

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**Motion:** Commissioner Earl moved to approve the minutes as presented. Commissioner Waldack seconded the motion.

Mayor White declared the motion carried by voice vote.

#### **4. Public Comments**

This is the opportunity for public comments.

There were no comments.

#### **5. Manager's Report**

Village Manager Dave Fieldman commented on the severe weather that has plagued the area recently, and recognized and thanked everyone on the snow and ice control team and all Public Works employees including drivers and supervisors, who have been working for the last ten days on a 24-hour work schedule.

Mr. Fieldman then asked Deputy Manager Mike Baker to present the report on the Village Facilities project.

Mick Baker, Deputy Village Manager, began by showing a video prepared by Village staff explaining the proposed project to construct a combined Village Hall/Police Department, which would improve public safety issues and bring those buildings up to ADA standards. The project will begin in 2019 with a proposed completion date in 2021. The project includes a medical office building and 10-12 townhomes. The revenues from the property sale combined with existing Village revenue will pay for approximately 85% of the cost of the project. No increase in property taxes is anticipated. Mr. Baker thanked Doug Kozlowski and Chris Derylo for preparing the video. He said that work on this project has been extensive over the last month for all Village departments. On January 15, the Village Council authorized a contract for pre-design services and the scope of work is nearly completed and proceeding on schedule. He noted items on tonight's agenda related to this project.

Mayor White said he thought this plan was excellent.

#### **6. Consent Agenda**

Todd Paradis, 417 67th Ct., asked about the facility contract with KLOA that had six bids. No table was shown as to the other bids made. He said the CCS project also had 12 bids but no tabulations were reported. He thought it would be helpful to include that information when multiple bids are involved.

Mr. Fieldman said the Village is committed to competitive selection processes. Bids are well defined. For professional services, the scope is not always well defined and the prices vary. He said that staff interviews and negotiates the scope and price. He said there is no bid or bid price. He noted that in these instances the Village is hiring a firm.

**COR 2019-8056** — A. Claims Ordinance: No. 6299, Payroll, January 18, 2019

**BIL 2019-8057** — B. Bills Payable: No. 6436, February 5, 2019

**RES 2019-8054** — C. Resolution: Authorize a Second Extension with KLF Enterprises, Inc. for Debris Hauling Services

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**Summary:** This authorizes a contract extension with KLF Enterprises of Markham, Illinois for debris hauling services until December 31, 2019. The contract includes a 2% increase from 2018 and a total not to exceed contract amount of \$79,824.69.

**A RESOLUTION AUTHORIZING EXECUTION OF A SECOND EXTENSION TO THE CONTRACT BETWEEN THE VILLAGE OF DOWNERS GROVE AND KLF ENTERPRISES, INC.**

**RESOLUTION 2019-05**

**RES 2019-8061** — D. Resolution: Authorize an Agreement with Kronos Incorporated for Automatic Scheduling Services for Village Fire Department Personnel

**Summary:** This migrates and upgrades the Workforce Telestaff automated scheduling software used by the Fire Department from an on-premise solution to a hosted software-as-a-service (SaaS) solution.

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND KRONOS INCORPORATED**

**RESOLUTION 2019-06**

**RES 2019-8062** — E. Resolution: Authorize an Agreement with Kronos Incorporated for Automatic Scheduling Services for Village Police Department Personnel

**Summary:** Migrates and upgrades the Workforce Telestaff automated scheduling software used by the Police Department from an on-premise solution to a hosted software-as-a-service (SaaS) solution.

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND KRONOS INCORPORATED**

**RESOLUTION 2019-07**

**RES 2019-8060** — F. Resolution: Authorize an Agreement with CCS International, Inc. for Owner's Representation Services for the Village Facilities Project

**Summary:** This authorizes execution of an agreement for Owner's Representation Services between the Village of Downers Grove and CCS International, Inc. for the Downers Grove Police Department/Village Hall Project.

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND CSS INTERNATIONAL, INC.**

**RESOLUTION 2019-08**

**MOT 2019-8065** — G. Motion: Authorize \$28,000 to Kenig, Lindgren, O'Hara and Aboona (KLOA, Inc.), Chicago, Illinois, for a Professional Services Contract for Preparation of a Traffic Engineering Report for the Village Facilities Project

**Summary:** This authorizes execution of a professional engineering services contract with Kenig, Lindgren, O'Hara and Aboona, Inc. (KLOA), in the amount of \$24,470 plus a \$3,530 contingency for a total not-to-exceed amount of \$28,000 for the Police Station/Village Hall Facilities Project traffic and parking study.

**MOT 2019-8066** — H. Motion: Authorize Approval of Emergency Repairs to the HVAC System at Fire Station #5

**Summary:** This approves emergency repair service to the HVAC system at Fire Station #5 in the amount of \$16,600 payable to McDonough Mechanical Services, Inc.

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**MOT 2019-8067** — I. Motion: Approve an Agreement for the 2019 Fire Lieutenant's Promotion Process

**Summary:** This approves an agreement for the 2019 Fire Lieutenant's promotion process.

**Motion:** Commissioner Earl moved to approve the Consent Agenda as presented. Commissioner Waldack seconded the motion.

**Votes:** Yea: Commissioners Earl, Waldack, Walus, Hosé, Commissioner Barnett; Mayor White

Nay: None

Mayor White declared the motion carried.

## 7. Active Agenda

**RES 2019-8034** — A. Resolution: Grant Historic Landmark Designation for 5 Jacqueline Drive

**Summary:** This grants historic landmark designation for 5 Jacqueline Drive.

### **A RESOLUTION GRANTING HISTORIC LANDMARK DESIGNATION FOR 5 JACQUELINE DRIVE**

#### **RESOLUTION 2019-09**

**Motion:** Commissioner Earl moved to adopt "A Resolution Granting Historic Landmark Designation for 5 Jacqueline Drive," as presented. Commissioner Waldack seconded the motion.

Christine Martin, 701 Maple, said she was delighted to have this landmark request up for a vote and thanked the Village staff for their work.

Mayor White said he is excited with the speed by which the Village is moving forward with landmarking. He said that the owner will be given a certificate for the landmarking of their home. The property is known as the H.M. Patton House.

**Votes:** Yea: Commissioners Earl, Waldack, Walus, Hosé, Barnett; Mayor White

Nay: None

Mayor White declared the motion carried.

**ORD 2019-8048** — B. Ordinance: Amend Solicitation Provisions

**Summary:** This amends the Municipal Code with respect to solicitation provisions.

### **AN ORDINANCE AMENDING SOLICITATION PROVISIONS**

#### **ORDINANCE NO. 5750**

**Motion:** Commissioner Earl moved to adopt "An Ordinance Amending Solicitation Provisions," as presented. Commissioner Waldack seconded the motion.

**Votes:** Yea: Commissioners Earl, Waldack, Walus, Hosé, Barnett; Mayor White

Nay: None

Mayor White declared the motion carried.

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## 8. First Reading

### ORD 2019-8063 — A. Ordinance: Amend Parking Permit Provisions for Residents

Village Attorney Enza Petrarca explained that this Ordinance regulates provisions for parking permits and clarifies provisions for commuter lots A, B, C, D, F, and L for Downers Grove residents. She noted that for Lot R for overnight parking, one must provide proof of residency. Lot R parking is not available for residents residing in recently constructed developments that provide on-site parking.

## 9. Mayor's Report

Mayor White extended his congratulations and appreciation to the staff for taking such fine care of Village streets under difficult situations during the recent storms. He also said he is very pleased and excited about the Village facilities plan.

## 10. Attorney's Report

Pursuant to Section 2.5 of the Downers Grove Municipal Code, the following are presented for Village Council consideration:

1. An ordinance amending parking permit provisions for residents

## 11. Council Member Reports

Commissioner José extended his thanks to the Public Works staff for their hard work this season.

Commissioner Waldack echoed the comments of Mayor White and Commissioner José. He then announced that the Ice Festival will be held on Friday and Saturday, February 8 and 9. He said additional information on specifics of the Festival can be found at [www.downtowndg.org](http://www.downtowndg.org). Commissioner Waldack also announced that there would be a breakfast on Saturday morning at the First Congregational Church.

Commissioner Walus extended her thanks to the Public Works staff, noting that they have done a wonderful job.

## 12. Adjournment

Mayor White asked for a motion to adjourn.

**Motion:** Commissioner Earl moved to adjourn. Commissioner Waldack seconded the motion.

Mayor White declared the motion carried by voice vote and the meeting adjourned at 7:20 p.m.

Respectfully submitted,

April Holden

Village Clerk