

COMMITTEE OF THE WHOLE
APRIL 9, 2018
Meeting Held at Roselle Village Hall
Council Chambers
31 S. Prospect
Roselle, IL. 60172

7:15 P.M.

Chaired by Mayor Maglio

PRESENT: Mayor Maglio, Trustees Berkshire, Devitt, Domke, Pileski, and Pransky.

ABSENT: Trustee Trejo

OTHERS PRESENT: Jeff O'Dell, Jason Bielawski, Jim Knippen, Steve Herron, Roman Tarchala, Dan Anderson, Mark Bozik, Pat Watkins, Caron Bricks, Tom Dahl, Victor Ramirez, and Patty Burns.

2. APPROVE PREPARED AGENDA

Motion by Trustee Devitt, second by Trustee Domke, to Approve the Agenda as Presented.

Upon voice vote: **MOTION CARRIED.**

3. CITIZEN COMMENTS/QUESTIONS – None

4. TOP GEAR POWERSPORTS SPECIAL USE PERMIT

The Planning and Zoning Commission recommended to the Village Board approval of the Special Use Permit with a 6-0 vote at their meeting on April 3, 2018, with the following condition: all special events must be contained onsite at 65 W. Irving Park Road.

The petitioner, Mr. Tony DeSimone, on behalf of his business, Top Gear Powersports, would like to consolidate their retail sales that currently takes place at 487 N. Roselle Road and repair business that currently takes place in a temporary space in Schaumburg into a single location. The petitioner would lease 7,000 sf. of the available 14,000 sf. of space at 65 W. Irving Park Road. Staff originally suggested a condition on capping the number of people permitted for a special event due to concerns of the site size and close proximity to a residential neighborhood. After a thorough discussion between the Planning & Zoning Commission, the petitioner, and the property owner, the condition of containing all events to the site itself was agreed upon.

Trustee Berkshire asked for clarification from the owner as to what specifically do their "special events" include and if they have followed the special event permit procedure in the past. *Invitations are sent out, third party activities are brought in. Yes, they have applied for the special event permit in the past.*

Trustee Pileski voiced concern regarding the close proximity of the surrounding residential neighborhood. *This has been discussed.*

Trustee Domke asked how the special events are controlled and how do the owners stop them from becoming too large. *Events considered too large for the property would be held offsite. Size is controlled by invite only. Most large events bring in about 250 bikes. Is alcohol ever served? Never*

Mayor Maglio voiced concern about the capacity of the site – he does not feel the site is large enough to hold that many bikes safely.

Trustee Pileski stated he is concerned about capacity as well.

Trustee Devitt suggested that the owners work with the Village staff when they are planning any future events to assure that all staff is aware of the event in case things get out of hand. He also asked if food trucks were ever brought in.

No, not at this type of event.

Village Administrator Jeff O'Dell suggested that the Special Event permit be required for all planned events. This would enable staff to be on top of event and determine beforehand if it may be too large.

All Trustees agreed.

As a provision of the Special Use Permit, the owner must apply for a Special Event permit for all planned events. Staff was directed to proceed, including this provision in the agreement.

5. 208 TOWN ACRES, 243 GRANVILLE & 259 GRANVILLE – LAND DIVISION & EICHHOLZ RESUBDIVISION

The Planning and Zoning Commission recommended to the Village Board approval of the resubdivision with a 5-1 vote at their meeting on April 3, 2018. Todd Eichholz, on behalf of himself, his brother, and his mother, has petitioned the Village to resubdivide the family's properties located at 208 Town Acres, 243 Granville, and 259 Granville.

There is currently a vacant lot between 243 Granville and 259 Granville that the family owns and uses as open space. The Eichholz family would like to add a portion of this vacant lot to 243 Granville and the remainder to 208 Town Acres in order to ensure that the area remains open. The addition of the property to 208 Town Acres would also give that property the ability to construct an in-ground pool without a variation for rear yard setback and/or lot coverage. 259 Granville would remain the same.

Staff directed to proceed as proposed.

6. DEVLIN INFLUENT PUMP STATION AND SCREENING PROJECT

The Wastewater Facility Master Plan and the IEPA Loan Facility Plan included, among other projects, six priority improvements to be funded through the State revolving low interest loan program over a five year period. Design and/or construction has been initiated on four of the six projects: Devlin Digester Covers and FOG Removal System, Botterman Digester and Belt Filter Press, Jewel-Ventura Lift Station, and the Kennedy Lift Station. The remaining projects are: Devlin Influent Pump Station and Screening Project and the Botterman Oxidation Ditch.

When the Jewel-Ventura Lift Station Construction Project was awarded, the total engineering and construction costs were determined to be \$2,671,710.08. This is \$1,124,710 over the IEPA loan amount. Questions were raised as to whether any of the remaining projects would be over original estimates and what would be the impact on the funding. The single largest project is the Devlin Influent Pump Station and Screening Project. Staff engaged Trotter and Associates, Inc. (TAI) to perform preliminary engineering in late 2017 and develop an updated cost estimate to assess the accuracy of the original estimate and impact on funding, if any. The estimate comparison is as follows:

RHMG	Construction	\$8,762,000	Engineering	\$1,180,000
TAI	Construction	\$9,166,681	Engineering	\$1,180,000
IEPA Loan amount		\$9,942,000		

Therefore, the TAI construction estimate is \$405,000 higher than the RHMG estimate and IEPA Loan amount. Staff reviewed the Water and Sewer Capital Improvement Plan Funding on this and other needed improvements through FY 2031. There are a few ways to address the projected shortfall in funding. After much analysis, staff recommends utilizing Water/Sewer Capital Fund and Water and Sewer Operating Fund reserves to fund this difference rather than request a loan amendment. There are adequate reserves in these funds to address this and staff felt this approach was more fiscally responsible than adding to debt service if we did not have to.

Trustee Pileski asked about the flexibility of the IEPA loan – can the amount the Village borrows be changed. *We can go back and ask for more but staff feels it is in the best interest of the Village to use fund balances.*

Trustee Berkshire suggested that there be a marketing campaign to explain to residents what is going on – this project is all underground and unseen. Residents need to understand why this type of project has such a large price tag. The Town Hall meeting could be used to educate residents about this type of project.

Staff was directed to proceed as proposed.

7. PURCHASE OF COMPUTERS AND INSTALLATING OF COMPUTER AND CAMERA SYSTEMS IN POLICE DEPARTMENT VEHICLES

The FY 2018 budget includes \$83,000 for the purchase of replacement laptops for Police Department vehicles. Police Department staff and IT have evaluated several different laptop options including Panasonic, Dell, Fujitsu, and Durabook. Staff is recommending the purchase of 13 Panasonic Toughbooks – Model CF-33, which are on State Contract with CDS Technologies. The Model CF-33 is targeted towards public safety as it's a fully-rugged 2-in-1 tablet that can be removed from the vehicle and used by the officer in the field for community policing activities and other law enforcement/investigative activities.

With the purchase of the new tablets and in-vehicle docking stations as well as the previously approved purchase of the in-car camera systems and 5 new Police vehicles (3 patrol vehicles, one detective vehicle, and one CSO vehicle), there will be a considerable amount of time required for the coordination and installation of the various equipment in a total of 16 Police vehicles. In discussions with Public Works Fleet Division, it was determined that it is necessary to contract out the majority of the installation work to ensure the work is completed in an expedited manner that doesn't disrupt Police Department operations. Quotes from Radco/Illinois Com, which is staff's recommended contractor for completing the installations. The contractor has previously completed work for the Village and is located in Bloomingdale, which cuts down the distance for delivering vehicles to/from Roselle. The total estimated cost for the installations is \$22,280 within a time period of 495 hours or 12-13 weeks.

Staff directed to proceed with recommended acquisition.

8. TRAIN STATION SUBLEASE – COFFEE VENDOR

Since 2009, the Village has subleased space at the Train Station to Tazza Coffee, which is operating a coffee shop. The owner of Tazza Coffee gave notice to the Village that the business will close and vacate the property by April 30, 2018. Upon receiving the notice, staff began to identify possible new tenants for the space.

Three interested parties contacted the Village to discuss operating a coffee shop in this space. At this time, the discussions with one of the interested parties, Maple Leaf Roasters, has reached a point that staff requests further direction from the Village Board. Maple Leaf Roasters is located at Irving Park Road and Lawrence Avenue and is owned and operated by Roselle residents. They intend on purchasing equipment from Tazza Coffee and would agree to the terms in the current lease with Tazza Coffee, which include a month to month lease with rent of \$425 per month.

Trustee Berkshire asked the owner of Maple Leaf Roasters to provide an update of his business plan for the trustees. Trustee Berkshire was concerned about the new business taking on additional financial responsibilities so soon after opening his new business. *The owner replied that he was prepared for this next step.*

Trustee Berkshire recommended approval of the new sublease and further recommended that the Village offer two months of free rent as a part of the agreement.

All Trustees were in agreement.

Staff directed to proceed as directed.

9. EXECUTIVE SESSION - None

10. CITIZEN COMMENTS/QUESTIONS – None

11. OTHER BUSINESS – The Roselle Park District is holding some strategic planning sessions and they have requested that some officials from the Village participate.
12. MOTION TO ADJOURN COMMITTEE OF THE WHOLE MEETING.
Motion by Trustee Devitt second by Trustee Domke to Adjourn Committee of the Whole at 8:40 p.m.
Upon Voice Vote: **MOTION CARRIED.**