

**APPROVED 04/11/2022**

THE MINUTES OF THE MEETING  
OF THE BOARD OF TRUSTEES  
VILLAGE OF ROSELLE  
MARCH 28, 2022  
Meeting Held at Roselle Village Hall  
Council Chambers  
31 S. Prospect  
Roselle, IL. 60172  
Streamed live on You Tube

1. CALL TO ORDER  
The meeting of the Board of Trustees of the Village of Roselle was called to order at 7:00 p.m. by Mayor Pileski.
2. PLEDGE OF ALLEGIANCE – Led by Mayor Pileski.
3. ROLL CALL:  
Upon Roll Call the following answered: Mayor Pileski, Trustees Berkshire, Domke, Lenisa, Piorkowski, and Trejo.  
ABSENT: Trustee Della Penna  
  
OTHERS PRESENT: Village Administrator Jason Bielawski, Assistant Village Administrator Brian Joanis, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner/Zoning Administrator Caron Bricks, Fire Chief Mark Bozik, Deputy Fire Chief Dave Gnad, Police Chief Steve Herron, Public Works Director Karen Young, Community Relations Coordinator Melissa Brito, Economic Development Analyst Matthew Galloway and Village Clerk Patty Burns.
4. PRESENTATION OF PREPARED AGENDA  
**Motion** by Trustee Trejo, second by Trustee Domke, to Approve the Prepared Agenda as presented.  
Upon voice vote: **MOTION CARRIED.**
5. CITIZEN COMMENTS/QUESTIONS  
Jennifer Crowley – A prepared statement was read by the Village Clerk asking the Village Board to consider an amendment to the Home Based Business ordinance. After the statement was read, Ms. Crowley personally addressed the Board on this subject. 34 additional public comment requests were submitted, in support of Ms. Crowley and her request for consideration of the home-based business ordinance.
6. OFFICIALS AND STAFF REPORTS
  - 6A. MAYOR – Mayor Pileski traveled to Springfield this week, with Village Administrator Jason Bielawski, to meet with legislators regarding reinstating full funding of all property tax revenues to the municipalities.

- 6B. VILLAGE TRUSTEES – Trustee Tom Piorkowski reminded everyone that the Flags of Roselle application period is still open.
- 6C. VILLAGE CLERK – No Report
- 6D. VILLAGE ADMINISTRATOR – No Report.
- 6E. VILLAGE ATTORNEY – No Report
- 6F. TREASURER’S REPORT – By Finance Director Tom Dahl

7. UNFINISHED BUSINESS

8. **CONSENT AGENDA**

- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF MARCH 14, 2022.
- B. PASS ORDINANCE 2022-4204 AMENDING ORDINANCE NO. 80-949 ESTABLISHING A PAY PLAN FOR VILLAGE OFFICERS AND EMPLOYEES.
- C. ADOPT RESOLUTION 2022-2496 AUTHORIZING THE MAYOR TO SIGN A LETTER OF INTENT/INTERIM AGREEMENT WITH *AMERICAN HOME REAL ESTATES (AHRE)* FOR THE DUE DILIGENCE EVALUATION AND DEVELOPMENT CONCEPT FOR 1828 SOUTH ROSELLE ROAD, THE 6.5 ACRE VILLAGE OWNED SITE.
- D. PASS ORDINANCE 2022-4205 ADOPTING THE 2022 VILLAGE OF ROSELLE OFFICIAL ZONING MAP.  
**Motion** by Trustee Trejo, second by Trustee Lenisa, to Approve the Consent Agenda.  
ROLL CALL:  
AYES: Trejo, Lenisa, Domke, Berkshire, Piorkowski  
NAYS: None  
ABSENT: Della Penna  
**MOTION CARRIED.**

**REGULAR AGENDA**

- 9. COMMUNITY DEVELOPMENT – Trustee Bruce Berkshire  
No Report
- 10. ADMINISTRATION – Trustee Thomas Piorkowski  
No Report

11. FIRE – Trustee Lee Trejo  
No Report

12. POLICE – Trustee Tom Della Penna  
No Report

13. PUBLIC WORKS –Trustee Wayne Domke

13A. ADOPT RESOLUTION 2022-2497 AUTHORIZING THE EXECUTION OF A CONTRACT FOR THE 2022 SIDEWALK REPLACEMENT AND UTILITY DIG UP PROGRAM BETWEEN THE VILLAGE OF ROSELLE AND STRADA CONSTRUCTION CO. IN THE AMOUNT OF \$111,800.00.

**Motion** by Trustee Domke, second by Trustee Trejo, to Approve Item 13A.

Upon voice vote: **MOTION CARRIED.**

13B. ADOPT RESOLUTION 2022-2498 AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR CONSTRUCTION OBSERVATION SERVICES FOR THE CHERRY STREET FORCEMAIN REPLACEMENT BETWEEN THE VILLAGE OF ROSELLE AND HR GREEN, INC. IN THE AMOUNT OF \$90,860.00.

**Motion** by Trustee Domke, second by Trustee Trejo, to Approve Item 13B.

Upon voice vote: **MOTION CARRIED.**

13C. ADOPT RESOLUTION 2022-2499 AUTHORIZING THE MAYOR TO EXECUTE AN EXTENSION TO A CONTRACT BETWEEN THE VILLAGE OF ROSELLE AND UNO MAS LANDSCAPING FOR THE 2022 LANDSCAPE MANAGEMENT PROGRAM.

**Motion** by Trustee Domke, second by Trustee Trejo, to Approve Item 13C.

Upon voice vote: **MOTION CARRIED.**

14. FINANCE – Trustee Cheryl Lenisa

14A. ACCOUNTS PAYABLE

**Motion** by Trustee Lenisa, second by Trustee Trejo, to Approve the Accounts Payable List for March 28, 2022 in the amount of \$1,326,360.70 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

AYES: Lenisa, Trejo, Domke, Berkshire, Piorkowski

NAYS: None

ABSENT: Della Penna

**MOTION CARRIED.**

15. NEW BUSINESS

16. CITIZENS COMMENTS/QUESTIONS - None

17. DUPAGE CONVENTION & VISITORS BUREAU AND DUPAGE SPORTS  
COMMISSION MEMBERSHIP.

Staff was approached by a new management team at the Village's Holiday Inn Express Hotel in FY21 to evaluate a DCVB membership that could help market the hotel and increase overnight stays within the Village. FY21 was the Village's best year for Hotel/Motel tax revenue at over \$102,000. The revenue is to be used to attract overnight stays within the Village. With the increased revenues seen in FY21 and a strengthened partnership with management at the Holiday Inn Express, a membership with DCVB would be an appropriate use of these funds.

Currently, the Village is a member of Meet Chicago Northwest which provides the Village with advertising and tourism leads throughout the west suburban region. Having dual membership will provide the Village with greater exposure throughout the region through increased social and traditional media, targeted marketing campaigns, and collaboration with Holiday Inn Express Hotel for regional event stays. As a part of membership with DCVB, they will provide the Village with five complimentary memberships to be shared with select community organizations and businesses. These memberships can be given to the Mainstreet Merchants and Park District to help them promote their events, initiatives, and highlight their presence in the community.

In response to the negative economic impact caused by the Covid-19 pandemic and to assist in regional economic recovery, DCVB and the DuPage Sports Commission is offering Roselle a discounted three (3) year membership opportunity. The Village does not have the number of hotels required for DCVB to charge a percentage of the Village's Hotel/Motel Tax as does Meet Chicago Northwest. Instead, the pricing of the membership follows an annual flat fee. Pricing for each year and the respected discounts are as follows:

- 2023 - \$5,000 (\$10,000 with 50% COVID discount, now and extended through April 2023)
- 2024 - \$7,500 (\$10,000 with 25% discount) – May 1, 2023 through December 31, 2024
- 2025 - \$10,000 (normal rate) – January 1, 2025 through December 31, 2025

Membership with DCVB provides the Village with a suite of benefits which include:

- Reports on trends, forecasts, research and product development for hospitality industry.
- ROI/economic impact reports from DCVB/DSC events.

- Search engine optimization (SEO) for activities in the Village.
- Inclusion in DCVB monthly, seasonal promotional and integrated campaigns.
- Promotion of Roselle events on multiple sites and social media platforms including visitchicagoland.com.
- Sales leads for sports groups, small meetings, seminars, wedding receptions, class reunions, family reunions and more that may or may not have hotel rooms associated with the event.
- Sports leads for tournaments for Roselle and surrounding areas.
- Seat on DCVB, Sports Commission Board of Directors or committees at fiscal year.
- Five Complimentary memberships for local organizations or businesses.

A membership with DCVB at this time would help the Village advertise centennial events taking place throughout this year. The increased visibility and social media presence would help ensure people throughout the DuPage County region are informed about the businesses and events taking place in Roselle. In addition to advertising, DCVB can help the Village analyze how the centennial and other events impact the local economy by providing reports and data on consumer spending, distance traveled, and lodging.

Staff directed to move forward as recommended.

#### 18. MANGY DAWG TIF GRANT EXTENSION

On October 25, 2021, the Village Board authorized a TIF Grant Agreement with Mangy Dawg's for interior and exterior improvements to the property. The TIF Grant Agreement provided Mangy Dawg's one hundred and eighty (180) days from authorization of the agreement to complete all work approved under the grant. Currently, over 75% of the work has been completed. However, the owner recently informed staff about material supply issues created by the Covid-19 pandemic and delays in financing due to a change in banks that have caused delays in the project's completion. Due to those reasons, there is a possibility that final inspections and processing of required grant documentation may not be completed by the April 25, 2022, deadline.

Staff recommends that the Village Board authorize a thirty (30) day extension to the Mangy Dawg's TIF Grant Agreement to allow them time to complete all work.

Staff directed to proceed with the 30-day extension.

#### 19. RECAPTURE AGREEMENTS

On October 25, 2021 staff presented an overview of current outstanding recapture ordinances which were approved by the Village as a means to recapture a pro-rated portion of the costs incurred for installing public infrastructure such as

streets, sewers, traffic-signals, water mains, etc. from properties which benefit from the infrastructure. Some of the largest recaptures in Roselle go back to the 1970's and 1980's when the Village was growing, and developers were building new subdivisions. The recaptures often included compounded interest at high rates, which have added in some cases significant costs to current day property owners who wish to annex into the Village and/or connect to Village owned utilities. Staff was directed to meet with a working group comprised of Trustees Berkshire and Lenisa to evaluate outstanding recaptures and make recommendations that address the additional costs put onto property owners.

To better track outstanding recaptures, staff updated parcels subject to a recapture ordinance in the Village's financial software, Munis, to indicate the recapture agreement owed per parcel. The working group met recently and discussed several issues surrounding recapture agreements, annexations and the Village's next steps. The first recommendation is, as of May 1, 2021, waiving the remaining recapture fees for 20 specific recapture ordinances. These ordinances:

- 1) Date as far back as 1972
- 2) Charged high interest rates
- 3) Reflect the Village collecting a total of 97% of the original construction costs across the 20 recaptures.
- 4) Reflect the Village collecting at least 75% of the original construction costs for 14 recaptures with 4 exceeding 100% of the costs.
- 5) Reflect recaptures with low levels of collection and lower probability of any future collection on infrastructure installed several decades ago.

Overall, these recommendations are made to reduce the financial burden of future annexations or connection to utilities and eliminate the tracking of this data across 1,000's of individual properties. Many of these properties are highly unlikely to annex or connect to Village utilities in the future and thereby will never pay any recapture fees to the Village as they will not benefit from the public infrastructure.

The working group continues to meet and evaluate recaptures as well as the Village's approach to annexations. The group is expected to make a future recommendation related to the recaptures on Exhibit B, which will at a minimum reduce the amount owed per property owner by eliminating the accrued interest.

Staff directed to proceed as recommended.

20. OTHER BUSINESS – **Trustee Berkshire** requested that a discussion amending the Home-based business ordinance be placed on the April 11, 2022 agenda. All trustees were in favor.
21. EXECUTIVE SESSION  
**Motion** by Trustee Trejo, second by Trustee Domke, to go into an Executive Session at 7:38 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 1

Appointment and Performance of Legal Counsel, **21 Executive Session Minutes**, 5 Real Property, 12 Risk Management, 11 Litigation, and **3** Collective Bargaining and **Personnel**.

ROLL CALL:

AYES: Trejo, Domke, Berkshire, Piorkowski, Lenisa

NAYS: None

ABSENT: Della Penna

**MOTION CARRIED.**

ADJOURN EXECUTIVE SESSION

**Motion** by Trustee Trejo, second by Trustee Lenisa, to Adjourn the Executive Session at 7:50 p.m.

Upon Voice Vote: **MOTION CARRIED.**

22. ADJOURN VILLAGE BOARD MEETING

**Motion** by Trustee Trejo, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:40 p.m.

Upon voice vote: **MOTION CARRIED.**

Submitted on this 11<sup>th</sup> day of April, 2022.

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Patty Burns, Village Clerk