

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE, 2020
JULY 27, 2020
Meeting Held virtually on Zoom
Streamed live on YouTube
Due to COVID-19
5:30 p.m.

1. CALL TO ORDER

The meeting of the Board of Trustees of the Village of Roselle was called to order at 5:30 p.m. by Mayor Maglio.

2. PLEDGE OF ALLEGIANCE – Led by Mayor Maglio.

3. ROLL CALL:

Upon Roll Call the following answered: Mayor Maglio, Trustees Berkshire, Devitt, Domke, Pileski, Sarno and Trejo.

ABSENT: None

OTHERS PRESENT: Village Administrator Jeff O'Dell, Assistant Village Administrator Jason Bielawski, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner Caron Bricks, Deputy Police Chief Shawn Kooistra, Public Works Director Karen Young, Management Analyst Brian Joanis 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.

ROLL CALL:

AYES: Trejo, Domke, Devitt, Pileski, Sarno, Berkshire

NAYS: None

MOTION CARRIED.

5. CITIZEN COMMENTS/QUESTIONS

Carlo Chirchirillo

Mr. Chirchirillo asked questions about the 2018-2021 Strategic Plan, the Village owned property on North Roselle Road and the old gas station recently demolished on North Roselle Rd. He also inquired about the most pressing concern in the Village budget caused by the Coronavirus pandemic. *Staff commented that since the pandemic has shut things down, there has not be any interest in the Village property on the north side of town. The Village is not aware of any interest in the old gas station site as well. Revenues and ability to continue providing Village services is the most pressing concern created by the COVID pandemic.*

6. OFFICIALS AND STAFF REPORTS

6A. MAYOR

6A1. CONSIDER A TRUSTEE COMMITTEE REPORT REGARDING HOME RULE AND DISCUSS POTENTIAL BENEFITS AND DETRIMENTS OF HOME RULE INCLUDING BUT NOT LIMITED TO, DEVELOPMENT OF ORDINANCES FOR REGULATING SHORT-TERM RENTALS.

On July 14, 2020, Mayor Maglio tasked the Village Board with exploring the feasibility of becoming a home rule municipality. The Board's consideration of a home rule referendum question is not a statement in support or against the initiative, but rather the desire to seek the input of residents as we pursue the best options to regulate and enforce short-term rentals.

A committee comprised of Trustee Trejo and Trustee Pileski met with staff and reviewed the following:

1. Impact of home rule status on the regulation and enforcement of short-term rentals,
2. Procedural requirements for a referendum,
3. Operational impact of home rule status on the Village, and
4. Implications of different timetables for a referendum question.

The committee determined that it is in the best interest of the residents to propose a home rule referendum question on the November 3, 2020 General Election ballot. The Board has received several public comments all expressing interest in short-term rental regulation in direct response to the murder and aggravated battery investigation dated June 27, 2020. It is prudent that the Village seek broad community input;

In addition, the Board should consider:

1. The Village's proposed application to regulate and enforce short-term rentals utilizing home rule authority, and
2. An internal policy regarding use of new home rule authorities.

The committee suggests that the Board provide clarity around desired future regulation and enforcement actions should the referendum pass. In addition, it recommends structuring an internal policy governing how the Board considers using new revenue generating authority similar to that of the Village of Westchester or the Village of Downers Grove. It is suggested to propose hosting and recording an online informational session in late August highlighting: (1) the authority granted to a municipality by home rule, and (2) the Village's proposed application to regulate and enforce short-term rentals utilizing home rule authority. In late September, hosting and recording an online town hall meeting to address questions from the public is recommended. Ongoing questions should be submitted and addressed via the weekly

E-News to continue the dialogue. This approach would allow for productive community conversations while utilizing staff's time and role efficiently.

Trustee Berkshire stated that he is not going to support home rule when an ordinance and zoning changes get the same result.

Trustee Pileski responded that home rule provides the teeth needed for enforcement of ordinances. Nuisance enforcement is the biggest concern.

Trustee Domke is in favor of pursuing home rule at this time.

Trustee Devitt is in agreement with Trustee Berkshire. Using ordinances and zoning can be done immediately vs. waiting for a referendum on home rule.

Trustee Trejo stated the Village should be pursuing both – get the process started with zoning ordinances while providing the residents the opportunity to weigh the pros and cons of home rule by the Village hosting several informational webinars so the residents can decide if they want to give the Village Home Rule authority or not.

Staff was directed to meet with the both the home rule committee and ordinance/zoning committee and provide an overview at the August 10 meeting.

- 6B. VILLAGE TRUSTEES – **Trustee Domke** reported that Sister Cities has developed a marketing video to help find a German sister city for Roselle.
- 6C. VILLAGE CLERK – No Report
- 6D. VILLAGE ATTORNEY – No Report
- 6E. VILLAGE ADMINISTRATOR – No Report
- 6F. CHAMBER of COMMERCE LIAISON – No Report
- 6G. TREASURER'S REPORT – Provided under Regular Agenda

7. **CONSENT AGENDA**

- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF JULY 13, 2020.
- B. ADOPT RESOLUTION 2020-2293 APPROVING AN INTERGOVERNMENTAL AGREEMENT FOR PARTICIPATION IN THE *DUPAGE COUNTY* LOCAL GOVERNMENT COVID-19 REIMBURSEMENT PROGRAM.
- C. ADOPT RESOLUTION 2020-2294 AUTHORIZING PAYMENT OF SUPPLEMENTAL RETIREMENT BENEFITS TO PATRICK WATKINS

BASED ON HIS 27 YEARS OF LOYAL PUBLIC SERVICE TO THE
VILLAGE OF ROSELLE.

- D. ADOPT RESOLUTION 2020-2295 AUTHORIZING THE EXECUTION OF A CONTRACT IN THE AMOUNT OF \$58,300.00 TO *SCHROEDER ASPHALT SERVICES, INC.* FOR THE 2020 STREET PAVEMENT PATCHING PROGRAM.
- E. APPROVE THE SIXTH PARTIAL PAYMENT FOR THE DEVLIN INFLUENT PUMP & SCREENING IMPROVEMENTS PROJECT TO *WILLIAMS BROTHERS CONTRACTING, INC.* IN THE AMOUNT OF \$344,872.01.
- F. ADOPT RESOLUTION 2020-2296 AUTHORIZING THE APPROVAL OF PAYMENT TO *HARTFORD EXTERIORS* FOR THE DEVLIN WASTEWATER TREATMENT PLANT ROOF REPLACEMENT IN THE AMOUNT OF \$12,510.00.

Motion by Trustee Trejo, second by Trustee Domke, to Approve the Consent Agenda.

ROLL CALL:

AYES: Trejo, Domke, Devitt, Berkshire, Sarno, Pileski

NAYS: None

ABSENT: None

MOTION CARRIED.

8. **REGULAR AGENDA**

9. COMMUNITY DEVELOPMENT – Trustee David Pileski

- 9A. ADOPT RESOLUTION 2020-2297 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE VILLAGE OF ROSELLE AND *WALKER CONSULTANTS*, CANCELING THE PREVIOUS CONTRACT, WITH UPDATED INSURANCE COVERAGE APPROVED BY THE VILLAGE ATTORNEY PRIOR TO EXECUTION.

Motion by Trustee Pileski, second by Trustee Devitt, to Approve Item 9A.

ROLL CALL:

AYES: Pileski, Devitt, Sarno, Berkshire, Trejo, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

10. ADMINISTRATION – Trustee Barbara Sarno

- 10A. TREASURER'S REPORT – Presented by Finance Director Tom Dahl

- 10B. CONSIDER AND PROVIDE FURTHER DIRECTION ON VILLAGE ADMINISTRATORS RECOMMENDATION REGARDING THE VILLAGE'S COVID-19 BUDGET RESPONSE PLAN.

Based on the Village's current financial position, status of the COVID-19 Pandemic, and daily operations of the organization, staff recommends the Village Board consider the following:

- 1. Defer the 2020 Street Improvement and Water Main Replacement Programs until 2021.**
- 2. Fill the position vacancies of Vehicle Mechanic and Engineering Technician while keeping vacant the positions of Deputy Fire Chief, Lead Water Operator, and Public Works Manager.**

Staff directed to proceed as recommended.

- 10C. RECOMMEND THE ADOPTION OF A SIZE, WEIGHT, LOAD AND PERMIT ORDINANCE FOR THE PERMITTING AND ENFORCEMENT OF OVERWEIGHT AND OVERSIZED VEHICLES WITHIN THE VILLAGE.

The Village currently relies on state and county permitted overweight and oversized vehicles to contact the Village's Public Works Department and complete an informal form to monitor, record, and route over-dimensioned vehicles utilizing Village streets. It is staff's recommendation that the Board consider adopting a new size, weight, load and permit ordinance that will better define truck routes under the local jurisdiction of the Village with the size, weight, and load limitations provided by state law. In addition, the new ordinance will establish a formal permitting process that will officially monitor, track, and record all over-dimensioned vehicles utilizing Village streets. Overall, staff will become more proactive in monitoring, tracking, and reporting all over-dimensioned vehicles using Village streets while generating revenue that is currently uncaptured to help offset the impact of said vehicles on Village streets. The essentials of the new ordinance and permit process are described in greater detail below.

Ordinance

It is staff's recommendation to repeal and replace Article XXI, "Truck Routes" of Chapter 10 "Traffic Code" with a new ordinance that better defines the local truck routes of the Village and establishes a local permitting process for overweight and oversized vehicles. The new ordinance will define truck routes as Class II Highways subject to the weight, length, and width limitations as described in state law. In addition, the truck routes under the new ordinance will only include streets and highways under local jurisdiction. Only one signage change will need to occur off north bound Rodenburg Rd and Central Ave. The new ordinance will also define a fee structure, types of permits, and enforcement of a new overweight and oversized permit process.

Staff directed to proceed as recommended.

10D. RECOMMEND APPROVAL OF A THREE YEAR EXTENSION TO THE AGREEMENT BETWEEN THE VILLAGE OF ROSELLE AND *PRESCIENT SOLUTIONS* FOR ONGOING PROFESSIONAL INFORMATION TECHNOLOGY SERVICES.

The Village's onsite IT consulting company, Prescient Solutions, was first retained in June, 2014 through an initial 3-year agreement that ended on July 29, 2017 and subsequently extended another 3 years to July 31, 2020. The initial agreement was for 1 network/server engineer who works 40 hours per week onsite. The agreement was amended in February, 2017 to add a help desk engineer who works 16 hours per week onsite. In 2019, the agreement was further amended to increase the help desk engineer hours to 24 per week. Staff recommends that the Village Board approve another extension through July 31, 2023. Over the last six years, Prescient Solutions has been a valued partner to the Village as it effectively and efficiently executes a wide range of IT tasks related to network performance, reliability, stability, security, and management.

The agreement includes a provision for annual increases based on the consumer price index (CPI). The last increase was 2% in 2018. For the most recent 12 month period of August 1, 2019 – July 31, 2020 there was no contract increase as a result of the Village approving additional helpdesk hours in 2019. The current annual value of the agreement is approximately \$276,500. Staff discussed options for annual increases with Prescient given the current economic environment and the timing of the last increase being 2018. Two options were discussed 1) 0% increase for 2020-2021 with 3% increase for 2021-2022 and 2022-2023 or 2) 2% increase for 2020-2021 and future increases would be based upon CPI for the remaining two years. Historically the annual increases have averaged about 2%. The below table compares Option 1 and Option 2, which depicts the historical 2% increases for years 2 and 3.

	2020-2021	2021-2022	2022-2023	3 Year Total
Option 1	\$276,500	\$284,795	\$293,338	\$854,633
Option 2	\$282,030	\$287,670	\$293,424	\$863,124

Staff directed to proceed with the 3 year contract extension with Prescient using Option 1.

The Village Board stated that staff should anticipate going out to bid at the end of this new contract to insure that the Village is getting the best service for the dollar paid.

ROLL CALL:

AYES: Sarno, Trejo, Berkshire, Domke, Devitt, Pileski

NAYS: None

ABSENT: None

MOTION CARRIED.

11. FIRE – Trustee Patrick Devitt
No Report

12. POLICE – Trustee Wayne Domke
No Report

13. PUBLIC WORKS –Trustee Bruce Berkshire
No Report

14. FINANCE – Trustee Lee Trejo

14A. ACCOUNTS PAYABLE

Motion by Trustee Trejo, second by Trustee Domke, to Approve the Accounts Payable List for July 27, 2020 in the amount of \$921,774.08 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

AYES: Trejo, Domke, Devitt, Berkshire, Sarno, Pileski

NAYS: None

ABSENT: None

MOTION CARRIED.

15. EXECUTIVE SESSION - None

16. OTHER

16A. DIRECTION TO STAFF REGARDING AUDIO AND VISUAL UPGRADES TO THE COUNCIL CHAMBERS.

The preliminary cost to upgrade the audio and visual capabilities in the council chambers to accommodate virtual board meetings is \$50,000. This expense could possibly be reimbursed as a COVID related expense from DuPage County.

Trustee Pileski stated that the cost is higher than desired considering the current financial position of the Village.

Trustee Berkshire is in favor of looking into this in more detail.

Trustee Trejo recommends that staff get an updated proposal with product life detail.

Trustee Domke asked staff to check with DuPage County before proceeding to insure reimbursement is possible.

Staff directed to contact DuPage County and get more product information and report back.

17. ADJOURN VILLAGE BOARD MEETING

Motion by Trustee Devitt, second by Trustee Trejo, to Adjourn the Village Board Meeting at 6:50 p.m.

ROLL CALL:

AYES: Devitt, Trejo, Domke, Sarno, Pileski, Berkshire

NAYS: None

ABSENT: None

MOTION CARRIED.

Submitted on this 10th day of August, 2020.

Patty Burns, Village Clerk