

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE
AUGUST 24, 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, Domke, Pileski, Sarno and Trejo.
ABSENT: Trustee Devitt

OTHERS PRESENT: Village Administrator Jeff O'Dell, Assistant Village Administrator Jason Bielawski, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner Caron Bricks, Police Chief Steve Herron, and Village Clerk Patty Burns.

4. PRESENTATION OF PREPARED AGENDA
Motion by Trustee Domke, second by Trustee Trejo, to Approve the Prepared Agenda as presented.
ROLL CALL:
AYES: Domke, Trejo, Berkshire, Sarno, Pileski
NAYS: None
ABSENT: Devitt
MOTION CARRIED.

Trustee Devitt joined the meeting at 5:35 p.m.

5. CITIZEN COMMENTS/QUESTIONS

Fred Leonard
320 Pinecroft

Mr. Leonard stated that the Village needs to be more proactive for resident's complaints against dog owners not being responsible. He lives on the corner and has invested a lot of money into his landscaping. He does not appreciate dog owners letting their pets use his yard for their waste. He has called the Police Department to complain and they would not respond.

6. OFFICIALS AND STAFF REPORTS

6A. MAYOR

1. CONSIDER THE RECOMMENDATION OF THE TRUSTEE SHORT-TERM RENTAL COMMITTEE REGARDING THE REGULATION OF SHORT-TERM RENTALS.

The short-term rental committee comprised of Trustees Berkshire and Devitt and staff have met several times in order to bring a recommendation to the Village Board regarding the regulation of short-term rentals within the Village. As previously discussed, regulating short-term rentals through the Zoning Ordinance will be the most effective way for the Village, as a non-home rule municipality, to control said uses.

The committee is seeking direction from the Village Board on the following recommendations that would be included in a text amendment to the zoning ordinance.

1. Make short-term rentals a permitted use in the R zoning districts, subject to the standards within the definition.
2. Create a definition for short term rentals.

Short term rental definition: Any rental of a residential dwelling unit, or of a bedroom within a dwelling unit, in exchange for payment, as residential accommodations for a duration of time.

(A) Short Term Rentals of Residential Dwellings

- 1) Unit must be an owner-occupied principal residence.
- 2) Rentals must be no less than three (3) days, no more than twenty-nine (29) days.
- 3) The owner must register with the Zoning Administrator to provide information on the short-term rental use and review for any additional safety requirements of a transient use.
- 4) Upon registration, the Village will notify adjoining properties that the dwelling unit is being used as a short term rental.

After the committee last met, the Village's Zoning Ordinance Update Consultant Teska & Ancel Glink provided a memo with additional background on short term rentals that will require further exploration by the committee. With input from the Village Board tonight, the committee will work with staff and the Village Attorney to prepare a draft text amendment for Village Board review on September 14. The memo from the Zoning Ordinance Consultant will also be shared with the Village Board.

As discussed at the last Village Board meeting, a text amendment to the Zoning Ordinance requires a public hearing, which can be held by the Village Board. A special Village Board meeting be scheduled on September 21 at 5:30 PM for a public hearing on the text amendment. This will provide adequate time to accommodate notification requirements as well as members of the public who

may desire to speak on the record regarding a proposed text amendment to the Zoning Ordinance.

Trustee Domke asked that the committee and staff provide plenty of zoning options so these changes can be tailored to Roselle. He also wondered how long residents will have to offer input.

Trustee Trejo questioned whether hotel and motel tax can be collected from the short term rental platforms. He also wants to insure that there are penalties and fines for those that violate the Zoning Ordinance.

Staff directed to proceed with setting up a public hearing.

- 6B. VILLAGE TRUSTEES – Trustees Domke, Devitt and Pileski attended the Grand Opening of the Little Market Polish Grocery Store.
- 6C. VILLAGE CLERK – No Report
- 6D. VILLAGE ADMINISTRATOR – No Report
- 6E. VILLAGE ATTORNEY – No Report
- 6F. CHAMBER of COMMERCE LIAISON – The Chamber Golf Outing is taking place August 26, 2020.
- 6G. TREASURER’S REPORT – By Finance Director Tom Dahl

7. **CONSENT AGENDA**

- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF AUGUST 10, 2020.
- B. APPROVE AND HOLD THE EXECUTIVE SESSION MINUTES OF AUGUST 26, SEPTEMBER 23 AND NOVEMBER 25, 2019, AND JANUARY 6, FEBRUARY 10, MAY 11, MAY 26, JUNE 8, JUNE 22 AND JUNE 29, 2020.
- C. APPROVE AND RELEASE THE EXECUTIVE SESSION MITUTES OF JANUARY 13, 2020.
- D. ADOPT RESOLUTION 2020-2303 AUTHORIZING THE VILLAGE ADMINISTRATOR TO EXECUTE A CONTRACT BETWEEN THE VILLAGE OF ROSELLE AND *MARCHESE & SONS, INC.* FOR LAND SURVEYING SERVICES IN AN AMOUNT NOT TO EXCEED \$8,000.00.
- E. ADOPT RESOLUTION 2020-2304 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR THE 2020-2021 TREE REMOVAL PROGRAM BETWEEN THE VILLAGE OF ROSELLE AND *CIOSEK TREE SERVICE.*

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

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

8. **REGULAR AGENDA**

9. COMMUNITY DEVELOPMENT – Trustee David Pileski

9A. ADOPT RESOLUTION 2020-2305 AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT BETWEEN THE VILLAGE OF ROSELLE AND *SB FRIEDMAN DEVELOPMENT ADVISORS* FOR PROFESSIONAL SERVICES RELATED TO THE FINANCIAL REVIEW OF THE AVGERIS PROJECT IN THE E. IRVING PARK TIF DISTRICT.

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

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

10. ADMINISTRATION – Trustee Barbara Sarno
No Report

11. POLICE – Trustee Wayne Domke

11A. ADOPT RESOLUTION 2020-2306 AUTHORIZING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE VILLAGE OF ROSELLE AND *THE METROPOLITAN ALLIANCE OF POLICE, ROSELLE POLICE CHAPTER #258*, REPRESENTING PATROL OFFICERS.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 11A.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

11B. PASS ORDINANCE 2020-4114 REPEALING AND REPLACING ARTICLE XXI, "TRUCK ROUTES" OF CHAPTER 10 "TRAFFIC CODE" OF THE CODE OF ORDINANCES OF THE VILLAGE OF ROSELLE.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 11B.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

12. PUBLIC WORKS –Trustee Bruce Berkshire
No Report

13. FINANCE – Trustee Lee Trejo

13A. ACCOUNTS PAYABLE

Motion by Trustee Trejo, second by Trustee Devitt, to Approve the Accounts Payable List for August 24, 2020 in the amount of \$949,691.07

in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

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

NAYS: None

ABSENT: None

ABSTAIN: None

MOTION CARRIED.

- 13B. DISCUSSION REGARDING STAFF'S RECOMMENDATION TO CHANGE
THE VILLAGE THIRD PARTY PROVIDER OF UTILITY BILL PRINTING
AND MAILING SERVICES.

The Village has been utilizing a third party provider, Sebis Direct, for utility bill printing and mailing services since 2016 following an RFP process. Due to recent billing and mailing issues, Finance Department staff has reached out to the second choice during the RFP process for pricing and scope of services. Third Millennium Associates, Inc (TMA) has offered the exact same services for \$0.006 per bill less than our current contract.

Staff directed to proceed as recommended.

- 13C. ADOPT RESOLUTION 2020-2307 AUTHORIZING THE MAYOR TO
EXECUTE A PROFESSIONAL SERVICE AGREEMENT FOR UTILITY BILL
PRINTING WITH *THIRD MILLENNIUM ASSOCIATES, INC.*

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

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

14. EXECUTIVE SESSION

Motion by Trustee Trejo, second by Trustee Devitt, to go into an Executive Session at 6:20 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 21 Executive Session Minutes, 5 Real Property, 12 Risk Management, 11 Litigation, and **3 Collective Bargaining** and Personnel.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Trejo, second by Trustee Devitt, to Adjourn the Executive Session at 6:35 p.m.

Upon Voice Vote: **MOTION CARRIED.**

15. FIRE – Trustee Patrick Devitt

15A. ADOPT RESOLUTION 2020-2308 AUTHORIZING A SIDE LETTER AGREEMENT BETWEEN THE VILLAGE OF ROSELLE AND THE *ROSELLE PROFESSIONAL FIREFIGHTERS ASSOCIATION, LOCAL 4051.*

Motion by Trustee Devitt, second by Trustee Trejo, to Approve Item 15A.

ROLL CALL:

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

NAYS: None

ABSENT: None

MOTION CARRIED.

16. OTHER BUSINESS – **Trustee Devitt** asked for consideration of extending Halloween Trick or Treating hours this year because the holiday is on a Saturday. Staff is working on upcoming events to decide how they will be handled given the current pandemic situation.

17. ADJOURN VILLAGE BOARD MEETING

Motion by Trustee Trejo, second by Trustee Devitt, to Adjourn the Village Board Meeting at 6:40 p.m.

Upon voice vote: **MOTION CARRIED.**

Submitted on this 14th day of September, 2020.

Patty Burns, Village Clerk