

Meeting Minutes

Village of Downers Grove - Council Meeting

Council Chambers

1/24/2017

7:00 PM

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 Martin Tully 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.

Pledge of Allegiance to the Flag

Mayor Tully 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 (arr. 7:15 p.m.); Mayor Tully

Absent: None

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.

The Mayor stated that at the appropriate time the presiding officers 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.

Mayor Tully said there are agendas located on either side of the Council Chambers, and he invited the audience to pick up an agenda and follow the progress of the Council meeting.

3. Minutes of Council Meetings

MIN 2017-7236 — A. Minutes: Council Minutes: January 10, 2017

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Summary: Council Minutes: January 10, 2017

Motion: Commissioner White, seconded by Commissioner Waldack, moved to approve the minutes as presented.

Mayor Tully declared the motion carried by voice vote.

4. Public Comments

This is the opportunity for public comments.

Rick McLaren stated he was representing Alexander Bradley Burns American Legion Post 80. They are made up of 325 dues-paying veterans of the Armed Forces, and they have three major affiliated groups: The Legion Auxiliary, the Legion Riders, and the Sons of the American Legion. The American Legion was chartered by Congress in 1919, and Post 80 was chartered later that same year. They are a 501c charity and all donations are tax deductible. He said that they are located on Saratoga Avenue south of Ogden Avenue. Mr. McLaren said that they sponsor Boy Scout Troop 80 and have enabled 122 Eagle Scouts since 1936. They also sponsor Cub Scout Pack 80. In addition they give away \$8,500 in a variety of cash scholarships per year. They also sell honey from their honeybees. He noted that the Post receives about \$12,000 per year in donations and 100% of the donations they collect go to the veterans. He referenced many of the donations they make to veterans' organizations and reviewed a number of other services they provide including taking disabled Vets to nursing homes, providing wheel chairs, holiday parade participation for Memorial Day and the Fourth of July parade. In addition they provide honor guards for funerals and high school Veterans Day services. Mr. McLaren noted that they conduct flag retirement services for flags that are tattered and worn. Last year they disposed of 5,000 flags. Mr. McLaren explained that all of this is supported by their weekly Bingo on Tuesday nights, which is their main source of support.

Mayor Tully thanked Mr. McLaren for his presentation, and for the service by the American Legion members to our country and our community. The Mayor said that the next time Eagle Scouts are looking for a project, they should let the Village know.

Liz Chalberg, 1132 Gilbert, announced the recent passing of Montrew Dunham of the Downers Grove Historical Society. Ms. Chalberg gave background information on Ms. Dunham's life, including work with Ms. Wandschneider on two books of the history of Downers Grove. Ms. Chalberg said that Mrs. Dunham was an amazing woman truly dedicated to the Village and its historic preservation.

Mayor Tully thanked Ms. Chalberg for her comments saying he completely agrees with her sentiments.

5. Consent Agenda

COR 2017-7242 — A. Claims Ordinance: Payroll No. 6193, December 23, 2016

BIL 2017-7237 — B. Bills Payable: No. 6308, January 24, 2017

RES 2017-7229 — C. Resolution: Express Intent to Continue Participation in the Suburban Tree Consortium and to Authorize Certain Purchases for FY 2017

Summary: This expresses intent to continue the Village's participation in the Suburban Tree Consortium and to authorize tree supply and planting services in the amount of \$216,000.00 for FY 2017.

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A RESOLUTION EXPRESSING INTENT TO CONTINUE PARTICIPATION IN THE SUBURBAN TREE CONSORTIUM AND TO AUTHORIZE CERTAIN PURCHASES FOR FY 2017

RESOLUTION 2017-03

RES 2017-7231 — D. Resolution: Authorize an Extension to the Agreement with Western Gradall Corporation

Summary: This authorizes a contract extension for the provision of roadside drainage ditch reconstruction and maintenance services to Western Gradall Corporation of Naperville, Illinois in the amount of \$39,080.

A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND WESTERN GRADALL CORPORATION

RESOLUTION 2017-04

RES 2017-7232 — E. Resolution: Authorize a Second Extension to the Agreement with TNT Landscape Construction, Inc.

Summary: This authorizes a contract extension with TNT Landscape Construction, Inc. of Elgin, Illinois for sod installation and restoration services until December 31, 2017. There is no change in contract cost for this time extension for a contract total not to exceed \$73,580.

A RESOLUTION AUTHORIZING EXECUTION OF A SECOND EXTENSION TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND TNT LANDSCAPE CONSTRUCTION, INC.

RESOLUTION 2017-05

RES 2017-7233 — F. Resolution: Authorize an Extension to the Agreement with Marcott Enterprises, Inc.

Summary: This authorizes a contract extension with to Marcott Enterprises, Inc., of Villa Park, Illinois for supply of crushed limestone until December 31, 2017. The contract price shall increase by 2% which is an increase of \$765 for a total not to exceed \$39,015.

A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND MARCOTT ENTERPRISES, INC.

RESOLUTION 2017-06

RES 2017-7234 — G. Resolution: Authorize an Extension to the Agreement with K-Five Construction Corporation

Summary: This authorizes a contract extension with to K – Five Construction Corporation of Westmont, Illinois, for supply of hot asphalt until December 31, 2017. The contract price shall increase by 2% which is an increase of \$1000 for a total not to exceed amount of \$51,000.

A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND K-FIVE CONSTRUCTION CORPORATION

RESOLUTION 2017-07

RES 2017-7235 — H. Resolution: Authorize an Extension to the Agreement with Elmhurst Chicago Stone Company

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Summary: This authorizes a contract extension with to Elmhurst Chicago Stone Company of Elmhurst, Illinois for supply of ready mix concrete until December 31, 2017. The contract price shall stay the same for a total not-to-exceed amount of \$15,450.

**A RESOLUTION AUTHORIZING EXECUTION OF AN EXTENSION TO THE AGREEMENT
BETWEEN THE VILLAGE OF DOWNERS GROVE AND ELMHURST CHICAGO STONE
COMPANY**

RESOLUTION 2017-08

RES 2017-7240 — I. Resolution: Authorize a Three Year Extension to the Agreement with Total Administrative Services Corporation d/b/a Genesis Employee Benefits

Summary: This authorizes execution of a three-year renewal agreement with Genesis Employee Benefits.

**A RESOLUTION AUTHORIZING EXECUTION OF A THREE YEAR EXTENSION TO THE
AGREEMENT BETWEEN THE VILLAGE OF DOWNERS GROVE AND TOTAL ADMINISTRATIVE
SERVICES CORPORATION D/B/A GENESIS EMPLOYEE BENEFITS**

RESOLUTION 2017-09

RES 2017-7241 — J. Resolution: Authorize an Agreement with Total Parking Solutions, Inc. (Multi-Space Parking Pay Terminals)

Summary: This authorizes an agreement with Total Parking Solutions.

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE
OF DOWNERS GROVE AND TOTAL PARKING SOLUTIONS, INC. (Multi-Space Parking Pay
Terminals)**

RESOLUTION 2017-10

MIN 2017-7238 — K. Minutes: Note Receipt of Minutes of Boards and Commissions

Summary: Comprehensive Planning Ad Hoc Committee - November 14, 2016; Plan Commission - December 5, 2016

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

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

Nay: None

Mayor Tully declared the motion carried.

6. Active Agenda

ORD 2016-7169 — A. Ordinance: Amend Citation Provisions for Ordinance Violations

Summary: This amends citation provisions for ordinance violations.

AN ORDINANCE AMENDING CITATION PROVISIONS FOR ORDINANCE VIOLATIONS

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ORDNANCE NO. 5600

Motion: Commissioner White moved to adopt "An Ordinance Amending Citation Provisions for Ordinance Violations," as presented. Commissioner Waldack seconded the motion.

Votes: Yea: Commissioners White, Waldack, Walus, Earl, José, Barnett; Mayor Tully

Nay: None

Mayor Tully declared the motion carried.

ORD 2016-7222 — B. Ordinance: Classify Certain Fire Investigators as Peace Officers

Summary: This classifies certain fire investigators as Peace Officers.

AN ORDINANCE CLASSIFYING CERTAIN FIRE INVESTIGATORS AS PEACE OFFICERS BY THE VILLAGE OF DOWNERS GROVE

ORDNANCE NO. 5601

Motion: Commissioner White moved to adopt "An Ordinance Classifying Certain Fire Investigators as Peace Officers by the Village of Downers Grove," as presented. Commissioner Waldack seconded the motion.

Votes: Yea: Commissioners White, Waldack, Walus, Earl, José, Barnett; Mayor Tully

Nay: None

Mayor Tully declared the motion carried.

7. First Reading

8. Mayor's Report

Mayor Tully said that Montrew Dunham wrote about Downers Grove and embodied the history of Downers Grove. He said that she signed his version of *Downers Grove Revisited*, and both of her books are iconic guides to the Village. The Mayor said that Ms. Dunham had a number of programs in which she was featured on Cable TV and her shows will be running on Downers Grove TV 6 at various times. He was fortunate enough to speak at Oak Trace shortly before she died, and he had a chance to speak with her then. She will be sorely missed. The Village will recognize her contributions at a later date.

9. Manager's Report

10. Council Member Reports

Commissioner Walus extended her sympathies to the Dunham family. She noted that *Downers Grove Revisited* is available on Amazon and at the Historical Museum.

Commissioner White asked if the videos that were shown on Channel 6 could be put onto DVDs and sold.

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11. Council Governance Discussion - Committee Room

Mayor Tully said that the Village's governance meeting is typically held after an election and is a meeting of how the Council does business. He indicated that they have an uncontested election; they know what the Council makeup will be for the next 2-1/2 years, and so they are holding the meeting at this time.

The Mayor asked for a motion to recess to the Committee Room to discuss the Council Governance.

Commissioner White moved to recess to the Committee Room. Commissioner Waldack seconded the motion.

Mayor Tully declared the motion carried by voice vote and a recess was called at 7:22 p.m.

The Council then moved to the Committee Room for the governance meeting, and reconvened at 7:30 p.m.

Mayor Tully explained that the basic concept of the governance discussion is for each Council member to speak directly to one another with respect to how they conduct themselves as an elected body. There have been some suggestions for discussion.

As to seating arrangements, there will be no changes. There were also no changes recommended for the way Council meeting agendas are prepared.

Concerning Monday morning phone calls, the Mayor said that the practice has evolved over time. In the Village Code it specifies that the Mayor pro tem is the communication point between Council members regarding any issues. The manager prior to David Fieldman made those calls. Mayor Tully said he likes to know ahead of time if there will be any concerns, objections, etc., at the upcoming meeting. Commissioner White said, if there are no objections, he will call Council members Sunday afternoon and Monday morning. The Mayor offered that the Council could call him as well if they wished.

Mayor Tully said the practice of email questions has evolved as well. The questions are published for the Council and the public to see.

Commissioner Waldack spoke about the variety of ways of calling Council members in the past. An improvement is greatly appreciated. As far as the questions, they are working out well and he is glad they are made available to the public.

Commissioner Barnett said that it would be nice to start getting calls. He thinks that would be great.

With regard to responses to Council questions, no concerns were expressed.

Concerning the number of Council meetings per month, no concerns were expressed.

As to placement of items on Consent, Active or First Reading Agendas, Commissioner Waldack said that sometimes controversial items are placed on the Consent Agenda, and he thinks they could pull back on those. It is a very compressed schedule of publication with the agenda coming out on Friday, and the meeting taking place on Tuesday. He would recommend that they be less aggressive on the Consent Agenda.

Commissioner Barnett asked whether there is another timing sequence that could be done. He felt that Commissioner Waldack's concern is reasonable.

Commissioner White asked why Tuesday was picked for meetings.

Mayor Tully said they used to be held on Mondays. The timing of the agenda is consistent with other communities. He's fine with the way it is.

Commissioner Earl asked whether they could add future, upcoming items to the agenda. Mayor Tully said that they used to do that. Commissioner Earl said it might be helpful to at least say that something might be coming up in a few weeks or more.

Commissioner White said that, on balance, being able to pull an item from the Consent Agenda is a safeguard.

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Commissioner Waldack said they should be more aware of putting things on the Consent Agenda with more flexibility to move an item. The Mayor said he didn't think there would be any difficulty with moving an item if a Council member felt they needed more time to review an item.

Mayor Tully responded further that the consensus would be for the staff, Mayor and Mayor pro tem to use their best judgment.

Regarding New Business, Mayor Tully encouraged the Council to introduce New Business for consideration.

Commissioner White said that staff can spend as much time as they want on an item.

Mayor Tully commented that the four-hour rule is imposed so one Council member cannot monopolize staff's time.

Commissioner White said he is fine leaving this the way it is.

Commissioner Waldack discussed the 9:00 a.m. deadline. He thought they should be more open to timing.

Commissioner Barnett thought a 9:00 a.m. deadline to be restrictive. Things might come up on a Monday morning or Tuesday night.

Mr. Fieldman said that because the Council members introduce an item, it usually doesn't take too much staff time to put an item on the agenda.

Commissioner Waldack said he doesn't see a need for major changes, but for more awareness.

With respect to Standing Committees, Mayor Tully provided background information on the use of the Standing Committees, which worked fine for a while.

Mr. Fieldman said that Standing Committees have basically been replaced with Committees as a whole.

Mayor Tully said that basically the Committees are the Council members.

Commissioner White suggested leaving them dormant. He would discourage the use of Standing Committees.

Commissioner Earl agreed with him.

Commissioner Waldack also agreed. He said the meetings educated Commissioners as well as the public. It was a great education.

Commissioner Barnett asked whether there are changes to the Standing Committees and Boards and Commissions that could affect the workload. He asked whether there is a way to use these groups to address the workload.

Commissioner White said they would need to have specific tasks.

As to Boards and Commissions, Mayor Tully said there are 15 Boards and Commissions staffed by community volunteers. The issues involve the appointment process, formal interaction, and expertise of the appointees. He said at one time they had formal liaisons to the Boards and Commissions. The Council member would then make the recommendations for appointments. He said that the Council member's attendance changes the vibe in the room. People feel that their attendance influences the outcome of meetings, but he does not recommend prohibiting attendance. Some Council members didn't recommend appointments and they got way behind in appointments.

Mayor Tully said he tries to choose qualified people, and tries to find a balance. He's open to suggestions of people who may be interested in positions. He has tasked Commissioner Waldack to make recommendations to the Human Services Commission. He noted that there has been discussion about a retreat for Board and Commission members. The Mayor said that they owe it to the volunteers to have expectations, guidance, training, etc. He would like to do that again, and would also like a formal program of recognition.

Commissioner Walus asked whether there is a procedure in place to encourage people to reapply. Mr. Fieldman replied that they provide people with the status of their application.

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Commissioner White asked whether they provide the list of vacancies on the Village website.

Commissioner José said that they have viewed Boards and Commissions as places to workshop Council ideas. He suggested that perhaps they should turn that around so that Boards and Commissions suggest ideas to the Council.

Mayor Tully replied that they don't want to create a mini-Council. They need to look at the fundamental role of the Boards and Commissions in the Village. He said the Council must manage expectations.

Commissioner White noted that some Boards are petition-driven and they help develop a record to allow the Council to develop a policy. They almost need a thermometer to determine how much a Board is petition-driven and how much it's mission-driven.

Commissioner Waldack suggested perhaps giving them a process for introducing new business. Commissioner White said this could be made part of the retreat. The Mayor reiterated that he would like to see the retreat happen.

Commissioner Earl asked about specific training for land-use Boards and recommended training books. Village Attorney Petrarca replied that there is a training schedule for the Zoning Board of Appeals, the Plan Commission, and the Architectural Design Review Board. Mayor Tully said that they have been effective with the ad hoc committees.

Regarding Coffee With the Council, Mayor Tully said he is a huge fan of Coffee With the Council. He thinks it is an important expectation in the community, and works well during the summer. He asked whether there are other things that they can do during the rest of the year.

Commissioner Earl said that the Library seems to be a popular location.

Commissioner Barnett said they should look for ways to move around, and use social media to target residents.

Commissioner Earl said she likes the idea of using the Fire Stations.

Commissioner Waldack commented that he would like to see better reporting post Coffee With the Council.

Mr. Fieldman noted that he does a Google doc summary and will share that.

Commissioner White said that the Council members can share information with the staff as well.

In terms of communicating with the public, Mayor Tully said that they are both Council members and individuals with their own personal ideas; however, he advocates that the Village business should come through the Village platform. A public issue should be public to everyone. There's no way to prevent issues from appearing on social media. He doesn't think there have been any real issues to date. Information put out by the Village is available to more people and is factual.

As to responding to inquiries from the press, the Mayor said that press relations should be managed through official channels, which would be through Doug Kozlowski.

Responding to residents' inquiries and requests for service, Mayor Tully said that most of this is forwarded to staff, and he has not seen any issues on this topic.

Concerning groundbreaking, ribbon cuttings, etc., Mayor Tully asked other Council members to attend an event if he is unable to do so, or if Council members are asked to attend. He doesn't think this has been a problem.

With regard to neighborhood meetings, Mayor Tully said these are usually held in conjunction with land use issues, and he typically does not go to these meetings.

Mr. Fieldman said that meetings on road resurfacing projects, etc., are attended by staff engineers. If there is a scope or policy level issue, staff tries to check in with the Council.

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Mayor Tully brought up the concept of Town Hall meetings, and whether the Council should have a more formalized town hall meeting on a regular basis. He noted that they could have electronic participation, and could perhaps bring in State legislators.

Commissioner White suggested doing so on an ad hoc basis. He recommended not having one just to have one, but they should not hesitate to have one if needed.

12. Adjournment

Motion: Commissioner White moved to adjourn. Commissioner Waldack seconded the motion.

Mayor Tully declared the motion carried by voice vote and the meeting adjourned at 9:05 p.m.