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**AGENDA  
VILLAGE BOARD MEETING,  
COMMITTEE OF THE WHOLE MEETING  
THURSDAY, JANUARY 8, 2009 - 7:00 P.M.**

**REGULAR MEETING**

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Present: President Czech, Trustees Bajor, Birutis, Kunesh, Oakley, Vade Bon Coeur; Trustee Mortenson via telephone. Village Clerk Anne Mareachen; Village Manager Bill Barlow; Attorney Kathie Elliott

Staff in attendance: Finance Director Nadine Alletto, Development Coordinator Peter Krumins and Dan Watson Engineer with Rempe-Sharpe.

IV. Consent Agenda

A. Payment of Bills

1. List of Bills

B. Approval of Minutes

1. Regular Village Board Meeting of December 18, 2008

C. Public Works

1. Acceptance of proposal for bumper crane for Public Works vehicle

2. Final payment for Winfield Commons letter of credit related improvements

3. 2009 Hourly Rates for Village Engineering Services

Passed unanimously. Trustee Vade Bon Coeur thanked Rempe Sharp for extending their 2008 fees into 2009

V. Open Forum

A. Public Comments

None

VI. New Business

None

VII. Reports of General Business

A. Plan Commission

1. Ordinance approving final plan and final plat of subdivision for Wheaton Christian Grammar School

Passed unanimously. Trustee Mortenson confirmed that the village engineer and the county had approvals.

VIII. Reports of Temporary Committees

A. *Safe Routes to School* – Trustee Birutis

No report

IX. Future Business

A. Active

1. Discussion on the possible nuisance problems at 0S257 Summit Drive

B. Forthcoming

1. Implementation of a cadet program for Village departments – Trustee Oakley is working on a proposal
2. Anti-monotony ordinance for new housing projects – Matter has been referred to Plan Commission
3. Policy on maintenance of stormwater facilities – Work has begun on the inventory; policy will be deliberated by Public Works Committee first
4. Policy on distribution of impact fees – Matter has been referred to the Administration and Finance Committee
5. Sign Ordinance – Referred to staff
6. Creation of a Bicycle System Committee – Scheduled for January 15, 2009 meeting

X. Village Board Comments

Trustee Bajor announced ECC meeting Tuesday, January 13<sup>th</sup>.

Trustee Mortenson reported that the building demolition permit for 27W365 Jewel Rd passed the Plan Commission unanimously and the demolition for 0S033 Church Street passed on a 4 to 1 vote.

XI. Other Village Official's Reports and Comments

A. Village President

1. Approval of a professional services contract for Interim Village Manager  
Approved unanimously. Phil Page was hired as interim manager.

President Czech presented a service plaque to outgoing manager Bill Barlow and thanked Mr. Barlow for his service, dedication, knowledge and hard work on behalf of Winfield

B. Village Attorney

No report

C. Village Treasurer

No report

D. Village Manager

Asked to make his comments at close of meeting

E. Village Clerk

Mrs. Mareachen announced that the petitions for public office for the upcoming April election can be filed at village hall January 19<sup>th</sup> at 8am until January 26<sup>th</sup> 5pm.

XII. Other Business

None

XIII. Adjournment

7:18pm

**COMMITTEE OF THE WHOLE**

I. Old Business

A. Riverwalk Committee

1. Presentation on walk-through for Riverwalk layout

Jill Brosig - Riverwalk Committee Chairman and Gary Weber, landscape architect, presented the plan for Riverwalk trails extending from Geneva Road to Highlake Rd. The new plans will feature

scenic overlooks, connections to Winfield Road, native plant restoration, and some additional selective plantings. More will be worked out with CDH, the Town Center Development and other features along trails.

**B. Plan Commission**

**1. Reduction of Letter of Credit - Acceptance of Bill of Sale of Public Improvements for Winfield Town Center I**

Mark Christianson with Winfield LLC, developer of the HSA building at Winfield Road and Highlake Road was present to assure the board that he has money available for the repairs and corrections. The problems include drainage along the sidewalks below Winfield Road; lack of required landscaping and required streetscape. Mr. Watson discussed disagreements over how to remedy the problem of drainage/freeze-thaw and the brick pavers below Winfield Rd.

**2. Ordinance to amend an annexation agreement between the Village of Winfield and M & I Homes (Shelburne Farms Project).**

A representative of M&I homes was present, he advised the board that they are near an agreement with Kimball Hill homes and should be moving forward. They are asking that the impact fees be frozen while Phase 1 and Phase 3 are completed. Trustee Mortenson reported that a compromise has been reached with the sprinkler systems, in phase 3 they will be required to install sprinklers in the furnace room and the kitchen. Mortenson and Barlow stated that M&I are good builders, have listened and responded to the requests of the village, are ready to build quality homes.

**C. Administration and Finance Committee**

**1. An ordinance amending Article 3 – Business and License Regulations, creating Chapter 16 - Motor Vehicle Licenses of the Village Code**

Trustee Bajor presented proposed vehicle sticker fees including \$30 for cars, \$15 for seniors and \$20 for motorcycles. This is a measure to pay for street and infrastructure maintenance. A public hearing is scheduled for February 5<sup>th</sup>. Trustee Oakley had an objection to adding this fee at this time in the economy and asked whether the Obama administration would have grant money available for street maintenance; the other trustees are inclined to accept the fees after considered review of the public hearing in February.

**2. Costs for recreational vehicle/trailer special use application**

Trustee Vade Bon Coeur stated that currently the village is not recouping the costs of the hearings at \$150. Fee. \$300 is the fee being proposed, it was agreed that the costs should be covered by the fee.

**D. Other**

**1. E-mail Policy Review**

Discussion about trustee use of personal versus village email for official communications. Trustee Oakley expressed concern that the use of the personal email rather than the village email is improper and would cause trouble in the event of Freedom of Information requests of trustee email communications. Using village email makes the responsibility of complying with requests a staff function, not relying on the trustees to furnish emails from their home email. In the past, the village email was not reliable or accessible. Trustee Oakley said improvements to the system have been made and the trustees should now have full access to the village email.

**II. New Business**

**A. Administration and Finance Committee**

**1. Pro-forma review of the Village's finances at the 6 month time period**

Nadine Alletto delivered the report. Finances are running in the black. Mrs. Alletto highlighted some causes: A surplus of \$187,000 is projected at fiscal year-end., the surplus is due to some one time revenue collections from FEMA, IRMA and CDH; there has been an increase in police fines and the cost of the special census was less than projected. The last 6 months has seen no

impact fees; state revenues are low in 2008 and health care pensions are increasing. 2008 was very wet year costing extra money in sanitary improvements and repairs. The public works department continues to improve the water mains meaning fewer breaks and less expense. Mrs. Alletto also expressed sadness for the departure of Manager Bill Barlow.

#### B. Public Works Committee

##### 1. Engineering for water main related street improvements

Repair and restoration of three streets due to last years water main improvements. Parts of Winfield, Beecher and Jewel Roads. Cost is expected to be \$267,000. Mr. Barlow reminded the board that many residents still have basement sumps and downspouts draining into village sanitary sewers; this creates extra pressure on the sanitary system. It is something that a future board should address.

#### C. Other

##### 1. Winfield Public Library Bond Referendum

Several members of the library board and Mr. Suddarth, the director, made a presentation to the board for improvements to the library that will require a referendum for bond issue at the April 2009 election. The library is required to seek village board approval. The improvements will be an expansion of 1300 square feet of library space on the north end of the building but most importantly a new ADA compliant entrance. The new entrance and installation of an elevator will allow people with physical limitations access to the entire library. Currently, there are two entrances to the library, one is at the parking lot with access to the lower level and restrooms; the other is from Sunnyside with access to the upper level only. The sole link to the two levels is via stairs, or walking around through the parking lot and street; the library does not have an elevator. The bond issue is for \$1,800,000 and will cost a home valued at \$300,000 an additional \$38.00 annually.

##### 2. Succession planning

Discussion of the system of preparing employees for job rotation, cross training, job backup and mentoring. This system allows employees greater knowledge of each others jobs if the need arises to fill open positions or replace key personnel. The board acknowledges the value of this planning procedure agreed that it is an administration function.

#### III. Discussion of requests for future Committee of the Whole Agenda items from the Trustees (Requests Require the Concurrence of at Least Two Members of the Village Board)

None

#### IV. Public Comments

A resident spoke in favor the library referendum

#### V. Village Board Comments

Trustee Bajor read a heartfelt statement commending Mr. Barlow's time and contribution to the Village of Winfield. He listed Barlow's many professional accomplishments such as negotiating labor contracts, the new public works building and water main improvements, the new General Winfield Scott Park and work on the underpass. All of the trustees added their own thanks and appreciation for all Mr. Barlow has added to Winfield.

Mr. Barlow made a statement to the trustees and residents of Winfield. He thanked them for their trust and guidance, expressed gratitude for his three years here, describing himself as a "missionary manager" not inclined to stay in any one place too long. He reminded the trustees what a great staff they have and with the 2009-2010 budget process about to begin told them that all fat has already been trimmed from the staff budgets and asked the board to trust in their department heads with their budget requests. Mr. Barlow also expressed regret for his temper and any conduct that may have caused problems with the residents and staff.

VI. Executive Session

- A. Collective negotiating matters between public employers and their employees or representative 5  
*ILCS 120/2(c)(2)*

VII. Adjournment

9:35pm