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Village Board Meeting  
Committee of the Whole Meeting  
Thursday, July 6, 2006

I. Call to Order

II. Pledge of Allegiance

III. Roll Call.....Trustees Bianco, Levan and Kunesh absent.

IV. Swearing in for Village Clerk.....Anne Mereachen

V. Swearing in for Interim Police Chief.....Frank Bellasario

VI. Consent Agenda

- A. Payment of bills
- B. Approval of minutes
  - 1. Approval of Minutes - Regular meeting of June 15, 2006
  - 2. Approval of Minutes – Committee of the Whole meeting June 15, 2006
- C. Public Works Committee
  - 1. Award of contract for 2006 Knolls Sanitary Sewer Rehabilitation Project
  - 2. Award of contract for 2006 Interceptor Sewer Lining Project

\*Approved

VII. Open Forum

Harry Bosick – Woods of Cantigny. Favors being unincorporated. Wants no more taxes. Doesn't need Village services. Against annexation.

VIII. New Business

IX. Reports of General Business

X. Reports of Temporary Committee

Trustee Bajor – waiting for bids on Waterford Park

XI. Pending Business

- A. Zoning Code Update – R-4a and R-4b/Tear-downs/in-fill will be discussed soon
- B. R-7 Zoning Ordinance – Plan Comm addressing draft ordinance at Aug 2<sup>nd</sup> meeting.
- C. Town Hall Meetings
- D. Review of Commercial Zoning Districts
- E. Estate Residential Zoning District – Workshop held after last night’s Plan Comm. Meeting. Revised ordinance will be addressed at their Aug 2 meeting.
  
- F. Water and Sewer Account Deposits
- G. Review of status of Strategic Plan – Need to schedule a workshop session.
- H. Tree Preservation Ordinance – Environmental Concerns Comm. has it. Addressing methodology for valuing trees to determine appropriate payment amounts from developers.
- J. Trailer regulation – 8/2 Plan Comm. Meeting will hold public hearing. Then go to Board in Sept. Addresses construction equipment issue, parking commercial vehicles in residential areas and parking on lawns.

XII. Village Board Comments – Trustee Petitti – Pleasant Hill park issue up for vote at 8/2 Plan Comm. meeting. Sign allowances for hair salon come back to Board for final approval. There will be a 7/13 mtg of the Zoning Board of Appeals.

XIII. Other Village officials’ reports and comments

A. Village President

- 1. Appointment of Paul Oetjens to the Communications Commission. President Czech says he has relevant work experience in Communications. Appointment is retroactive to Jan 2006.

\*Approved.

B. Village Treasurer

C. Village Attorney

D. Village Manager Barlow reported on national incident management approach. Must follow national guidelines on disasters and have adequate training for personnel. Bob Brackett, WEMA Coordinator, spoke on the course requirements to be completed by Village personnel and Trustees by 10/1 in order to retain federal funding. WEMA has instructors for Village personnel. Set up schedule for Pres and Board members to be trained.

Also, there is a need to participate in a 3 Village drill with Wheaton, Glen Ellyn and us. This will occur in 2007. WEMA will help Glendale Heights with traffic control at their festival and with Good Old Days traffic control.

Village Manager Barlow commented on receiving several emails on engineering services for the Village. Trustee Levan emailed him about qualifications of various engineering firms. Levan emailed him about expanding the use of firms or possibly changing Village engineering firms. Barlow says this is a policy matter, but decision on which firm to use or how many to use is a Board decision, not a Village manager matter. After 3<sup>rd</sup> email from Trustee Levan, Barlow said he would bring it to the Board and put it on COW agenda. Barlow is confident in Rempe Sharpe’s capabilities. “It’s in our best interests to have a long term relation with them. As is the case with Village attorney also.” Also, in periods of turnover in Village Manager job, it is important to have engineering firm on a long term for the institutional knowledge.

Pres Czech will put this on a future agenda for discussion with full Board present.

E. Village Clerk

XIV. Adjourn to Committee of the Whole

Approved.

XV. Committee of the Whole

A. Old Business

1. Public Works Committee – Trustee Bajor commented on the Village’s capital improvement program and the exemplary job done by Rempe-Sharpe.

a) Intergovernmental agreement with the DuPage Water Commission (DPWC) regarding the 2<sup>nd</sup> service connection – 2<sup>nd</sup> connection to water tower. This one will be at south end of the Village, near intersection of Lincoln and Winfield Rd. Connection will run to the Garfield Pumping Station. First connection is in Kline Creek area. Village pays for the costs of the 2<sup>nd</sup> connection to protect the integrity of water delivery in the Village. Use bond money from water sewer bond fund and work with DPWC to follow their guidelines. Work for Phase I will be bid out. DPWC approved it at their June meeting. Move to Board agenda next meeting.

b) Proposal for the conduct of a water and sanitary sewer connection fee study Barlow recommends having Rempe-Sharpe for their knowledge of our situation. Regarding fees for Shelburne Farms, for example, new customers pay fees to help pay for the existing system. Those fees help to generate funds for future maintenance. This is a Rempe-Sharpe proposal and we can take their lower cost option of \$13k and use Village staff for some of the work.

Trustee Bajor – This is an important study as it relates to other studies we’ve done. Move to next agenda.

Trustee Birutis asked if fees can be per dwelling unit. Engineer Dan Watson said it can be per unit or per population equivalent. It will take 16 wks to do, but Dan says it possibly can be done faster.

Czech said that some of our fees haven’t been reviewed since 1989. It’s important to move on this.

c) Proposal for the conduct of engineering for the sanitary sewer extension for the southeast corner of County Farm Road and St. Charles Road

Bajor said we have inadequate sewer and water at this location. For the proposed commercial/retail development we need better capability there. The proposed sports academy could be supported but probably not the nice retail development that has been proposed. Pre-annex agreement says that Village would be prepared with sewer and water main. Money is allocated in bond fund for water main expenses, but it was anticipated to be needed in later years for St Charles Rd down County Farm to National St. For sewer we have an interim solution in our agreement with Carol Stream. CS would take the sewage short term. We have a proposal from Rempe-Sharpe through design and bidding phases. Site plans have been reviewed on sports academy and so we need to get this done.

Birutis asked when do we get list of priorities? Barlow said the Patrick Engineering meeting is tomorrow and they will report on priorities for capital projects. Barlow will have list of priorities tomorrow.

Move to agenda.

- d) Proposal for the conduct of engineering for the County Farm Water Main Extension (see above)
- e) Proposal for the installation of a new flow meter at the West Chicago Waste Water Treatment Plant – Bajor reported on meetings with WC. Proposal from construction company that the construction has to be done while plant is still operating. It's required that we cut the pipe and stop the flow for a short period overnight. Village needs to have our own meters to insure that we aren't being overcharged by WC. Project is of high importance. Birutis said expected expenses are \$42k vs budget of \$50k. Bajor said this will help us to assess how much is being pumped to WC. Move to agenda.

## 2. Environmental Concerns Commission

ECC is considering shortening the water restriction period by a month. But at any time we can change. Village Board and Mgr can institute water restrictions. Current system is to use odd/even addresses for watering.

Czech wants to switch from even/odd to hours of the day you can water. He prefers watering all hours outside of the 10-4 restriction because of evaporation during the day.

Watson commented that 4pm to 10am is time to water and is outside the evaporation period. Bajor said that the need for another water tower is not too far away given our average daily usage.

- a) Water Conservation Ordinance

## B. New Business

1. Building Plan Review and Inspection Service Proposal – A firm was hired after former building inspector left. A Request For Proposals was issued to get one firm to do review and inspection. B&F is our current contractor and has proposed services long term. Ability for them to be here at Village hall during working hours of the Village has been good. Place on 7/20 agenda, per Barlow. Finance Commission is reviewing all development related fees. Better pricing from the RFP process and is consistent with our purchasing policy. Barlow recommends B&F. Carrie supports recommendation. Next finance meeting is 7/29.

Birutis asked about long term pricing. Proposals were for 3 yrs.

2. Recruitment assistance for new Police Chief from the Illinois Chiefs of Police Association – Barlow - Help for recruitment is \$8k from the ICPA. Last time Village hired a firm for \$18k. The work performed is comparable. ICPA can get the word out throughout other communities. This includes an assessment process to understand management style, handling of stress, how they might respond, etc. ICPA is ready to start. This will be on 7/29 agenda. This project can be funded by not having to pay Chief's salary.

Birutis asked about OT expense by being 1 short? Barlow- no impact to budget.

Birutis asked if we should look internally prior to going outside with the search. Barlow thinks ICPA will generate more interest in our position than we would get otherwise. By conducting our own search, you get candidates looking for a job. Headhunters go to people not on the job market and who will refer candidates to us. Yes, we could start process on our own and see what happens, but that could prolong the process. Rather do the process right from the start. We can't do the assessment center ourselves, which is what ICPA brings to the table. We've already received resumes just from the newspaper article on Kruger leaving.

Birutis: Do we spend the \$8k when you hire an internal candidate? Yes.

Bajor: Did ICPA give you their track record/history? Barlow will supply list of villages that have used ICPA.

Birutis: Are we in a rush? Not really.

Czech: Staff need to have direction on this. Public and media needs to know what we are doing to replace Chief. ICPA says it typically takes 5-6 months.

Birutis: We had interim Village Mgr for over a year. She leans toward doing it on our own and save \$8k.

Petitti: We did a fine job on hiring Village Mgr. without spending \$8k.

3. Discussion on proposed Demolition Ordinance – Requested by Petitti. Barlow said there were concerns were about the old gas station demolition and residential demolitions.

Expose public to flyable asbestos? Old vinyl floors may contain asbestos as well as wall and insulation materials. Many have occurred in haphazard fashion and can expose residents to problems. What is proper technique in taking down buildings? Problem at Winfield and Oak St – knocked out power to neighborhood, started fire, turned over his bobcat. Cost of \$150 to properly handle materials. Protect contractors and workers and neighbors. It is important to notify neighbors that it is to occur.

Czech: Carrie, (Community Development Director) is notification required? Carrie thinks not.

Village attorney: You must notify property owners within 250 ft of the public hearing.

Czech: what does our ordinance require? Attorney said demolition permit is required for any structure. Need a permit to take down my shed? Needs clarification on when the permit is required. Other materials other than asbestos?

Czech: The initial concern was over the tear down of single family homes, particularly with neighborhood kids around.

Petitti: IL EPA has guidelines. Village must regulate teardown with new one going up. Asbestos is not the only concern.

Barlow will work with attorney on adding definitions. Hazardous material is defined by state law. Ordinance requires separating hazardous and non-hazardous materials for proper removal and disposal. Don't want to place undue burden on residents on small structure demolitions.

Bajor: What about well and septic issues involved with demolitions? A well has to be sealed, etc. and we should include a reference to that.

4. Discussion on status of Key Development Area 6 – Roosevelt Road Corridor

Barlow – Winfield doesn't want to annex people who are not interested. Not all people appreciate the Winfield services. There is no intent to impose Winfield on outsiders.

Reason for bringing this up are the conversations with property owners to the south.

Among some, there is still a lagging doubt that we will implement commercialization of Roosevelt Road. We have the opportunity to take final action on this issue to clarify the Village's intent. Plan Comm in 2002 made recommendation to change land use plan for area 6 from residential to commercial for lots fronting Roosevelt. Plan Comm's recommendation was not acted upon and it has sat. Some have the impression that the Village is pro-commercialization of Rossevelt from discussion in 10/05 based on report done by Trustees Bianco and Levan. Other trustees voiced opposition but the report by 2 trustees was passed out and made public and that has not helped the cause to know that the general development plan for that area remains intact. Other report by Birutis and Bajor addressed issue but that report didn't seem to have same impact as previous report.

Village Board told the Plan Comm. to not consider commercialization proposals in the

residential areas along Roosevelt. Nov. 2002 recommendation was brought to the Village Board, and was tabled. Boundaries of area 6 were modified. Barlow is recommending that Village Board adopt ordinance to repudiate the 2002 Plan Comm. recommendation so there is an official act of the Village Board to uphold the general development plan to maintain status quo as estate residential.

Czech: Put this on the agenda for vote at next meeting?

Birutis: I support original land use plan for area 6. It's a good plan for beauty of the area and for revenue generation.

Bajor: It's important to formally approve this issue.

Petitti: The comprehensive plan of 2001 is what we decided and we want to re-affirm this at the next meeting to keep key area 6 as estate residential.

Comments from the residents:

Jim Cummings – It's about time. Thank you.

Bob Sambourg – Thank you for the clarification.

Tom Hornbach – Thank you for taking the action and for Barlow's report. He is a Director of WestWin Homeowners. WestWin's goal is to maintain rural environment. Against commercial development of Roosevelt.

Harry Bosick – Thank you. We can't afford any more taxes.

Deb Barclay – Thank you for taking this action.

#### 5. Discussion on Key Development areas 1A and 1B/2

TESKA was requested to review the plan for this area. Update on plans for this area will go to Plan Comm including design standards. Conn Savoy with TESKA, Village Planner. County Farm and St Charles extending east to Carol Stream boundary. Land use in this planning area is largely industrial – contractor offices, light industrial, mix of businesses, limited industrial area. Some wetland areas and detention areas. Bike trail. South is Kline Creek Development. North is 40 acre Carol Stream park area.

Preserve open space in flood plain area. Preserve bike trail. Retail and commercial ok along County Farm – mid box type operations, but not big box. Higher density residential use there to promote some retail/commercial business. Something other than single family. Very narrow lots and aren't adequate for most retail uses. Think of this as a market analysis for the area. Go from commercial to residential for some of this area.

Recommend gateway improvements – signs, streetscape, pedestrian path, etc.

Czech: There is too much residential being recommended. Issues about our need to increase commercial. Whatever is commercial and industrial should remain so. Need to maintain residential areas as residential. We shouldn't reduce our commercial or industrial zoned areas. Along county farm could be multi-family, but would not want to change to residential for any more of the area.

Birutis: Favors maintaining the comprehensive plan and keep this commercial. This is another opportunity to grow commercial business.

Petitti: Proposal from current business owners who want to annex into Winfield? Area 1 ok as mixed use commercial in front and residential in back. St Charles needs to remain commercial. Mix of residential and commercial is not good in many areas. Keep area 1 as mixed use and the rest as commercial.

Bajor: Maintain integrity of comprehensive plan. That issue was the driving force of the last campaign. Look to northern corridor for revenue growth out of commercial and industrial. He likes the recommendations on streetscape improvements.

TESKA – Area 1A – existing use. Next to forest preserve. Old barn structure. Limited access to area. You have to access it from st Charles Road. Recommend to extend estate residential area. Enhance gateway access. Basic tenets of 1A have not changed.

Barlow: Forward all of this to Plan Comm.

6. Payment to West Chicago for Capacity Charge

Barlow: Nov thru Apr charges. Vote on this at next Board meeting.

7. Involuntary annexation ordinance for Reliable Wrecking

Barlow – property owner does want to sell and allow land to be single family. Owner has stalled for 4 yrs. It’s an island of commercial property in a residential area. Village Board has given him enough time and needs to move on this issue of involuntary annexation.

Letter sent with time limit to owners. Hopefully, this can be resolved without involuntary annexation action.

XVI. Requests for future Committee of the Whole Agenda items from the Trustees

XVII. Public Comments

Jeannie Sigman: Thank you for decision tonight on Roosevelt Road.

XVIII. Village Board Comments

Bajor: Thank you to ECC and to Public Works Commissions.

Also, hope that Joel Kunesh gets to feeling better.

Czech: Joel won’t be back until late August because of complications of surgery.

Schedule for future commission meetings? Village Clerk will maintain.

ECC is Tues, 7/11 to address the tree preservation ordinance.

XIX. Executive Session

A. Collective Bargaining (5ILCS 120/2 (C) (2)).

B. Personnel (5ILCS 120/2 (C) (1)).

C. Land Acquisition (5 ILCS 120/2 (C) (5)).

XX. Adjournment