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**AGENDA**  
**VILLAGE BOARD MEETING,**  
**COMMITTEE OF THE WHOLE MEETING**  
**THURSDAY, JANUARY 3, 2008 - 7:00 P.M.**

**REGULAR MEETING**

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

>> All present

IV. Consent Agenda

>> Birutis, Bajor had some corrections on the minutes.

A. Payment of Bills

B. Approval of Minutes

1. Regular Village Board Meeting of December 20, 2007

2. Committee of the Whole Meeting of December 20, 2007

C. Reduction of Letter of Credit – Rebecca Lane subdivision

D. Award of bid for Public Works Department sewer camera equipment

V. Open Forum

A. Public Comments

>> Karen Skillman thanked public works, village manager for sidewalk snow removal along Winfield Rd.

>> Dirk Enger thanked the board and administration for their service last year. He also announced he was running for county board and has been going door to door talking to residents. He said their main concern is development. They don't want Winfield to become a Berwyn with strip malls along the outskirts of town and nothing downtown. Residents want downtown development. Birutis responded that there is an open house Thursday, Jan. 10 at 7pm to get resident input on how they want town center developed.

VI. New Business

VII. Reports of General Business

A. Plan Commission

1. CVS Outlot Signs

>> approved

B. Administration and Finance Committee

1. Renewal of life, vision and dental insurance for Village employees

>> approved

2. An Ordinance defining meeting and amending Title 1 – Administrative, Chapter 1 – official Village Code, by adding Section 5 - adopting procedures for electronic attendance at meetings

>> approved

VII. Reports of Temporary Committees

1. *Downtown Riverwalk Initiative Task Force* – **Trustee VadeBonCouer**  
>> Met 1/2 and will meet again 1/16.
2. *Fire Sprinkler Regulations* – **Trustee Petitti**
3. *Town Center Marketing and Capacity Study* – **Trustee Birutis**  
>> There is an open house Thursday, Jan. 10 at 7pm to get resident input on how they want town center developed.
4. *Safe Routes to School* – **Trustee Birutis**

VIII. Future Business

- A. Active
- B. Forthcoming
  1. **General Development Plan - Key Development Areas 1a, 1b, and 2/ St. Charles Road area annexation initiative** – Will be presented to the Plan Commission
  2. **Policy on maintenance of stormwater maintenance facilities** – Work has begun on the inventory; policy will be deliberated first by Public Works Committee
  3. **Policy on distribution of impact fees** – Matter has been referred to the Administration and Finance Committee

IX. Village Board Comments

>> Saturday, January 26<sup>th</sup> from 9-11am there will be a town hall meeting. Residents are encouraged to come.

X. Other Village Official's Reports and Comments

- A. Village President
  1. Re-appointment of Robert Capua to the Zoning Board of Appeals for a term to expire August 31, 2010.  
>> approved  
>> Czech reported he received a letter from the mayors of Aurora and Batavia requesting him to contact his congressman regarding federal funds that were tagged for FermiLabs and are now being cut. Many jobs will be cut. Many of those affected live in these cities, including Winfield. Czech encouraged the board to do the same.
- B. Village Treasurer
- C. Village Attorney
- D. Village Manager  
>> Barlow reported public works worked a long time during the last storm (it lasted 24 hours and then winds blew snow back) and that we are going over the salt budget. He also said the village hall ceiling needs repairs because the train vibrations are causing the wallboard to separate from the beams. They are gluing and screwing to repair.  
>> Czech requested Barlow to add a reminder in the next newsletter telling residents NOT to shovel/plow snow back into the street.
- E. Village Clerk  
>> Reminder for residents – January 8<sup>th</sup> is the last day to register for the Feb. 5<sup>th</sup> election.

XI. Other Business

XII. Adjourn to Committee of the Whole

**COMMITTEE OF THE WHOLE**

I. Old Business

- A. Public Works Committee
  1. Grant Agreement for Pedestrian Underpass Project  
>> This is from the state. Fortman was able to obtain additional funds due to the increase in costs to build the underpass. Czech said he has received a favorable response for the underpass from residents.

II. New Business

- A. Public Works Committee

1. Stormwater Management Utility – presentation from Manhard Engineering on establishing a utility

>> This is to start a program to evaluate the Winfield's current system and recommend a long term maintenance plan. This firm will also work with the village to obtain grants. One concern is how this effort would work with the county's efforts. This county is responsible for storm water management in the county and all the streams that go through Winfield are the county's responsibility. Barlow provided the example of Beecher/Liberty where the county acquired these properties due to flooding and would like to see storm water management built there. Petitti wants to ensure Winfield does its homework prior to committing funds to this, such as contacting the Army Corp of Engineering. Funding is an issue. Current maintenance is done through the water/sewer revenues but this does not cover proactive maintenance that is needed. Czech said this is not in the 2007-08 budget. Board directed administration to put the Request for Information/Quote together in preparation of future funding.

2. Easement Agreements

>> Older lots typically do not have utility easements on them. With teardowns and 2 lot subdivisions, the village has been requesting easements to be added. This requires a surveyor and adds delays and costs. Barlow (per engineer Dan) is recommending the village adopt a simplified policy that Naperville uses that does not require a surveyor. Mortenson commented that this should be referenced in the teardown ordinance the plan commission is working on. Board recommended that this move to the Jan. 17 board meeting for a vote.

3. Assumption of snow removal services for the Klein Creek Town Homes Condominiums

>> The roads are not public and are narrow. Public works did not support the request. Attorney Elliot is concerned that this would not be in the public's interest since the roads are not public. This will go to vote on Jan. 17<sup>th</sup> so that the decision is formalized.

B. Finance Committee

1. Contract for Information Technology and Computer Support Services

>> The village lacks consistent, dedicated support for IT. Currently the police chief provides most of the network support which keeps him away from his police responsibilities. The village allocated \$23,000 for 2007-08. Barlow received two bids. Graph Tech for \$4,000 per month. Nova for \$65 per hr, as needed. Finance committee and administration is recommending Nova due to costs. Petitti would like data on IT expenses over the last 3 years or other comparable data. She would also like to know what other municipalities Nova has supported. Petitti also wants to know who the system administrator, or point of contact if Nova is chosen. Barlow said he would be. Petitti was also concerned with availability during emergencies since Nova states it will respond within 24 hours. Vade Bon Coeur said Nova should be able to provide support remotely, including accessing the network. This too raised a security concern. Mareachen asked if there was an IT policy. Barlow said there is only one regarding email.

2. Adjudication program

>> This program allows municipalities to process some types of contested offenses such as parking tickets and municipal ordinances. Currently, these are handled by the county court and the county gets a portion of the fine. With this, Winfield would get the entire fine and additional "court costs" can be charged if guilty. Warrenville and West Chicago are starting this. There are also many more in the Chicago area that use the adjudication program. Oak Park is the model program. Barlow said it pays for itself, reduces costs, there is less OT for police since they wouldn't have to wait at the county court and this program allows other officers to testify "hear say" for another officer. The "judge" is a certified adjudication officer. Certification is an 8 hour training program. The village would also have to administer the program including the hearing dates and follow-ups for missed dates. Barlow said this program provides convenience for the alleged offender since the village can set the dates and hours, including evening hours. Barlow recommends Winfield do this jointly with Warrenville and/or West Chicago. Czech wants the police chief to review the proposal. Czech is concerned over the resources needed to run the program since Winfield is so small and recommends the program be carefully watched if the board decides to support the program. Petitti and Birutis

want additional information to determine the break even point. Bajor would like to see this program supported.

3. Vehicle Tax Sticker Program

>> The finance committee and administration is recommending the adoption of a vehicle sticker program to generate additional revenues to fund road maintenance. A list of fees is available, some are: \$30 for cars, \$40-160 for trucks, \$20 for motorcycles, discounts for seniors. With present funds for 2008, most likely only Cooley and Park will be improved. Ideally a 15 year cycle would be implemented. A 2006 study rated many of the streets as poor. Winfield receives \$200,000 from IL motor fuel tax. \$492,000 is needed. The sticker fee would generate approximately \$232,000 per year. Kunesh raised concerns that this is another tax and huge compared to the rate currently paid to Winfield from property taxes, especially if there are multiple vehicles in a family. Joel asked about going to referendum or borrowing so that the residents can vote on whether this is supported or not. This can be considered.

4. Electrical Utility Tax

>> postponed due to time

5. Business License Fees

>> postponed due to time

C. Other

1. Hourly Rates for Village Engineering Services

>> Dan from the engineering firm said their rates for 2008 are low for DuPage County.

III. 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*)

IV. Public Comments

V. Village Board Comments

>> Bajor asked if we have acted on the new rates for the recapture agreements. Barlow said no and that it will be added to the finance committee agenda.

VI. Executive Session

A. Collective Bargaining

>> Attorney Elliot asked that for pending litigation to be added.

VII. Adjournment