

**VILLAGE OF HINSDALE
VILLAGE BOARD OF TRUSTEES
MINUTES OF THE MEETING
April 20, 2021**

The regularly scheduled meeting of the Hinsdale Village Board of Trustees (conducted electronically) was called to order by Village President Tom Cauley on Tuesday, April 20, 2021 at 7:31 p.m., roll call was taken.

Present: President Tom Cauley

Participating electronically: Trustees Matthew Posthuma, Scott Banke, Luke Stifflear, Gerald J. Hughes, and Neale Byrnes

Absent: Trustee Laurel Haarlow

Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Director of Public Safety Brad Bloom and Village Clerk Christine Bruton

Participating electronically: Police Chief Brian King, Fire Chief John Giannelli, Assistant Finance Director Alison Brothen, Director of Community Development/Building Commissioner Robb McGinnis, Director of Public Services George Peluso, Superintendent of Parks & Recreation Heather Bereckis, and Village Engineer Dan Deeter, Village Planner Bethany Salmon, Human Resources Consultant Tracy McLaughlin

VILLAGE PRESIDENT - INTRODUCTION

Good evening. Due to the ongoing public health emergency, and consistent with the Governor's most recent emergency declaration, various Executive Orders entered by the Governor, and the recent amendments made to the Open Meetings Act in Public Act 101-640, it has been determined that an in-person meeting is not practical or prudent at this time, and this meeting will therefore be conducted electronically.

Public comment is permitted during the Citizens Petitions portions of the meeting. I will ask persons wishing to make public comment to identify themselves before speaking, spelling their last name and stating their address.

If anyone wishing to speak has difficulty connecting to the meeting with ZOOM, please call Assistant Village Manager Brad Bloom at 630.789.7007

APPROVAL OF MINUTES

a) **Regular Meeting of April 6, 2021**

There being no changes to the draft minutes, Trustee Posthuma moved to **approve the draft minutes of the regular meeting of April 6, 2021, as presented.** Trustee Hughes seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

VILLAGE PRESIDENT'S REPORT

President Cauley reported that pool passes are available, and new vehicle stickers must be displayed by May 1. The water main construction on Chicago Avenue is approximately 30% complete, and he asked that residents follow any detour signs that will be in place. He appreciates everyone's patience during this time.

He said the Farmer's Market and Art Fair are scheduled to take place, but all summer programs are contingent on compliance to State regulations. Due to the success of outdoor dining, the Village approved extending the current arrangement until the end of June. Staff is working with a consultant to develop a recommendation to review permanent outdoor dining options that balance the dining with the needs of retailers in the central business district.

President Cauley reported COVID-19 statistics including immunization numbers. The DuPage County Fairgrounds is open Monday through Saturday and taking registrations for the vaccine.

He asked Trustees to start to think about conducting Board meetings in person again. He noted that Plexiglass barriers have been installed at the dais between each seat. He also added that a hybrid might be possible, where Trustees can attend in person or by Zoom. He asked Trustees to contact the Village Clerk with their preference.

OATH OF OFFICE – VILLAGE TREASURER

President Cauley introduced Ms. Andrea Lamberg who will join the Village as the next Finance Director and Village Treasurer effective May 3. He outlined her accomplishments, and administered the Oath of Office. He believes she will be a great addition and is looking forward to working with her.

RECOGNITION OF FIRE DEPARTMENT PERSONNEL

Retirement of Deputy Fire Chief Tim McElroy

President Cauley announced the retirement of Deputy Fire Chief Tim McElroy who has served with the Village of Hinsdale for 48 years. He added he has been a great addition to the Village and is greatly respected by his peers. He expressed gratitude and appreciation for his service, and congratulated him on his retirement.

Deputy Chief McElroy thanked President Cauley and the Board for their kind words, saying his time in Hinsdale has been a great experience and he will miss everyone.

Former Fire Chief Pat Kenny added he brought Tim on in September 2000 as Fire Inspector and that it was the best hire ever made. When Chief Kenny retired, new Chief Mike Kelley made Tim the Assistant, which provided stability and continuity in the organization. He is proud to have served next to him.

Village Manager Kathleen Gargano added she received a message of congratulations for Tim from Firefighter Dan Majeski.

Fire Chief John Giannelli thanked Tim for everything. He said he could not have asked for a better mentor; Tim helped him when he was promoted from Captain to Chief. He will be missed.

CITIZENS' PETITIONS

None.

FIRST READINGS – INTRODUCTION

Administration & Community Affairs (Chair Hughes)

- a) **Approve the CY2021 Pay Plan for Part-time employees effective May 1, 2021 through April 30, 2022**

Trustee Hughes introduced the item related to the pay plan for part-time employees; there are 15 part-time employees across a variety of departments. It is good housekeeping practice to review periodically. Discussion followed regarding minimum and maximum pay ranges. HR Consultant Tracy McLaughlin explained the Village will have to review the pay plan as the State of Illinois raises the minimum wage in order to stay competitive. She explained the step plan, and added she expects staff will review this again next year.

The Board agreed to add this item to the consent agenda of their next meeting.

Zoning & Public Safety (Chair Stifflear)

- b) **Approve an Ordinance Amending Title 9 (Building Regulations), Chapter 1 (Administrative Provisions), Section 9-1-4 (Permit Fees) of the Village Code of Hinsdale Relative to Permit Fees**

Trustee Stifflear introduced the housekeeping item, explaining that in 2019 the Board approved an increase to permit fees tied to the Consumer Price Index (CPI). The increase last year was 1.4% resulting in fees that included penny amounts. However, there have been complaints about the odd penny amounts. This ordinance recommends rounding to the nearest nickel for purposes of convenience.

President Cauley suggested rounding to the nearest dollar. Trustee Stifflear said that was discussed, but staff was sensitive to the appearance of a ‘money grab’; however, he would be open to that recommendation. Discussion followed regarding how best to manage an equitable rounding up or down. Recommended changes will be incorporated into a revised ordinance for final review.

The Board agreed to move this item forward for a second reading at their next meeting.

CONSENT AGENDA

Administration & Community Affairs (Chair Hughes)

- a) Trustee Banke moved **Approval and payment of the accounts payable for the period of April 5, 2021 through April 16, 2021, in the aggregate amount of \$1,187,212.87 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Posthuma seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

The following items were approved by omnibus vote:

- b) **Approve a Resolution Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency (IRMA)** (First Reading – April 6, 2021)
- c) **Approve the CY2021 Pay Plans for Full-time, Public Services and Seasonal employees effective May 1, 2021 – April 30, 2022** (First Reading – April 6, 2021)

Environment & Public Services (Chair Byrnes)

- d) **Award of Bid #20-445-1335 to Oak Brook Mechanical for the Hinsdale Police/Fire Station Boiler Replacement project in the amount of \$128,750** (First Reading – April 6, 2021)
- e) **Award year two of the three year contract with Clark Environmental Mosquito Management, Inc. for annual mosquito abatement services in an amount not to exceed \$55,496**

Trustee Byrnes moved to **approve the Consent Agenda, as presented**. Trustee Banke seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

SECOND READINGS / NON-CONSENT AGENDA – ADOPTION

Administration & Community Affairs (Chair Hughes)

- a) **Approve an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses** (Discussion as First Reading – April 6, 2021)

Trustee Hughes introduced the item for an increase in the number of allowable B2-Restaurant licenses to accommodate the request from the owner of Yia Yia's Pancake House. This was a discussion item at the last meeting of the Village Board.

Trustee Hughes moved to **Approve an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses**. Trustee Byrnes seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

Zoning & Public Safety (Chair Stifflear)

- b) **Approve an Ordinance Approving Variations Relative to Phase II of the Replacement and/or Construction of New Improvements for Hinsdale Central High School at 5500**

S. Grant Street, Hinsdale, Illinois – Hinsdale Township High School District 86 – ZBA Case Number V-06-20 *(First Reading – April 6, 2021)*

Trustee Stifflear introduced this item and the following stating both are for the Phase 2 expansion of Hinsdale Central High School. These items encompass a one-story fine arts building and entry plaza, a two-story student services and special education building, replacement of the grandstand and press box, a ticket booth, backstop replacements, fence installations, and parking lot lighting. On January 20, the Zoning Board of Appeals (ZBA) held a public hearing and, under their authority, approved construction of the grandstand and press box. The other variation requests were recommended unanimously to the Village Board for approval. He noted the standards for granting variances were met; Mr. Nick Graal, architect for the project provided a project overview to the Board at their last meeting. There were no additional comments or questions at that time.

Trustee Stifflear moved to **Approve an Ordinance Approving Variations Relative to Phase II of the Replacement and/or Construction of New Improvements for Hinsdale Central High School at 5500 S. Grant Street, Hinsdale, Illinois – Hinsdale Township High School District 86 – ZBA Case Number V-06-20.** Trustee Banke seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

c) **Approve an Ordinance Approving an Exterior Appearance and Site Plans for Phase II Improvements for Hinsdale Central High School at 5500 S. Grant Street – Hinsdale Township High School District 86** *(First Reading – April 6, 2021)*

Trustee Stifflear introduced the item as described above, adding this was reviewed and unanimously recommended by the Plan Commission. There were no resident objections.

Trustee Stifflear moved to **Approve an Ordinance Approving an Exterior Appearance and Site Plans for Phase II Improvements for Hinsdale Central High School at 5500 S. Grant Street – Hinsdale Township High School District 86** . Trustee Posthuma seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

d) **Approve an Ordinance Approving a Lot Coverage Variation at 33 S. Garfield Street, Hinsdale, Illinois – Flynn- ZBA Case Number V-02-21** *(First Reading – April 6, 2021)*

Trustee Stifflear introduced the item to approve a variance request unanimously recommended by the ZBA following a public hearing held on February 17. This is a request for relief from the total lot coverage requirement of 80% to 86.3%. He added this is a 118-

year old building, tenants will remain the same, and approval will make this property a legal non-conforming property. There were no resident concerns regarding this request. Trustee Stifflear moved to **Approve an Ordinance Approving a Lot Coverage Variation at 33 S. Garfield Street, Hinsdale, Illinois – Flynn- ZBA Case Number V-02-21**. Trustee Banke seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

DISCUSSION ITEMS

a) Tollway update

Assistant Village Manager/Director of Public Safety Brad Bloom reported there is no update at this time.

b) Computer System Conversion (ERP) update

Ms. Gargano introduced Mr. Dave Vannorsdel, the project manager working on the MUNIS conversion. He has been working with Finance Department staff since 2020.

Mr. Vannorsdel described the legacy environment. He said the financials and payroll have been converted. Still in process is utility and general billing, and some minor HR enhancements. It is anticipated that next year citizen self-service, permitting, and the switch to a more compatible credit card gateway will be implemented. He hopes to have utility billing and general billing tested and ready to go on July 1. This date coincides with the expiration of the current software license for these applications. He asked Trustees to make water rate changes by May 18 to allow time to test and implement. He added that parking systems are not budgeted, but hopes to look at this when everything else is done. He reported the costs to date, but noted the project is still on budget. Trustee Hughes pointed out that hard dollar costs do not include substantial staff time. Providing modern, automated services should result in some efficiency improvements. It will take time to find them, but these improvements should lead to some hard dollar savings.

DEPARTMENT AND STAFF REPORTS

a) Community Development

b) Engineering

The report(s) listed above were provided to the Board. There were no additional questions regarding the content of the department and staff reports.

REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

None.

CITIZENS' PETITIONS

None.

TRUSTEE COMMENTS

Trustee Hughes referenced the proposed May 18 deadline suggested by Mr. Vannorsdel for water rate changes. He reported a meeting a month ago with Finance Commission members that resulted in a good discussion. They explored different scenarios, and provided a more detailed analysis of the impact on the overall revenue picture, identifying specific water accounts and customer groups. They had to build a model including all 6,000 accounts, noting usage patterns, fixed fees, and rate structures. These are our tools to close the revenue gap. The goal is to get to more environmentally responsible incentives, and be less sensitive to low usage years, and to minimize the impact to low volume users.

Trustee Posthuma asked about the deadline. Ms. Gargano explained the revenue impact, and that staff would like to do parallel testing. After June 30, the Village will lose current software support. She explained the attempts to negotiate with the provider for month-to-month support, but they would only consider a full year. She said staff is sensitive to accuracy because this goes to resident's homes, and the goal is for it to be as seamless as possible.

Mr. Vannorsdel added if the Board wants to implement this at a later date, it can be done. Trustee Hughes noted we are going into the heavy revenue months, and Trustee Byrnes cautioned this is a complicated application, and the May 18 deadline may be difficult.

ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Byrnes moved to **adjourn the regularly scheduled meeting of the Hinsdale Village Board of Trustees of April 20, 2021.** Trustee Hughes seconded the motion.

AYES: Trustees Posthuma, Banke, Stifflear, Hughes, and Byrnes

NAYS: None

ABSTAIN: None

ABSENT: Trustee Haarlow

Motion carried.

Meeting adjourned at 8:29 p.m.

ATTEST: _____
Christine M. Bruton, Village Clerk