

**VILLAGE OF CARPENTERSVILLE
BOARD OF TRUSTEES
REGULAR BOARD MEETING
January 5, 2021**

Virtual Zoom Board Meeting

The regular meeting of the Village Board of Trustees was called to order at 7:00 p.m. Those virtually present for roll call via Zoom were Trustees Garcia, Malone, O’Sullivan, Frost, and Andresen. Also present were Village Manager Johnson and Village Clerk Mastera. Attorney Stewart and Village President Skillman attended via Zoom from the Village Board Room at Village Hall. Trustee Vela was absent from the meeting.

The Pledge of Allegiance was led by President Skillman.

PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS – None.
APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH –
PUBLIC COMMENT – None.

CONSENT AGENDA –

President Skillman asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. Trustee Frost requested that Item D be removed.

Motion to approve the Consent agenda as is except for Item D by Trustee Garcia, seconded by Trustee O’Sullivan.

- A. Approval of Bills
 - Fiscal Year 2020 Bills List and Payroll Totaling: \$2,127,481.37
- B. Approval of Minutes
 - Regular Board Meeting Minutes from December 1, 2020
- C. A Resolution Accepting a Service Agreement with Commonwealth Edison (ComEd) for Construction Services Related to the Automatic Transfer Operator (ATO) Switch Replacement at the Wastewater Treatment Facility (WWTF) in the Amount of \$53,143.84
- D. ~~A Resolution Accepting a Proposal from Engineering Enterprises, Inc., (EEI) for the Development of a Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) within the Water and Wastewater Treatment Facilities in an Amount of \$98,500.00~~
- E. A Resolution Authorizing the Purchase of One 2021 Ford Transit-350 Heavy Duty Van through the Suburban Purchasing Cooperative Program from Currie Motors Fleet in the Amount of \$41,085.00
- F. A Resolution Authorizing the Purchase of One Bobcat S76 T4 Skid Steer Loader from Atlas Bobcat in an Amount Not to Exceed \$52,411.00
- G. A Resolution to Enter into a Local Agency Agreement for Federal Participation for Associated Costs between the Village of Carpentersville and the Illinois Department of Transportation (IDOT) for the Bolz Road Improvement Project
- H. A Resolution Accepting the “Construction Engineering Services Agreement for Federal Participation” with HR Green, Inc. for the Bolz Road Improvement Project for Phase III Engineering Services in the Amount of \$208,864.88

- I. An Ordinance Amending Chapter 5.12 of the Carpentersville Municipal Code, as Amended, Regarding the Maximum Number of Liquor Licenses Issued

Vote on Motion:

6 – ayes (Garcia, Malone, O’Sullivan, Frost, Andresen, and Skillman)

0 – nay

1 – absent (Vela)

Motion passed, approved by omnibus vote.

REPORTS OF THE MANAGER AND STAFF –

Administration Update - Manager Johnson

- He wished everyone a Happy New Year
- The Fire Department staff started receiving COVID-19 vaccinations this week. Police and Public Works employees are anticipated to be part of the next wave of employees on the priority list, depending on vaccination availability.
- Staff from the Fire Department has been working with Sherman Hospital to get certified to conduct the COVID-19 rapid test for Village employees in place of using a third party, which will save both time and money. He said we are the first department in the Elgin area to get this certification.
- The Village has now posted signs on the M&M property that as of 1/1/2021 the Village is now the owner of the property. There likely will need to be cleanup on the site, which will be subtracted from the purchase price, per the contract.
- Audit preparation started today and it appears that it will be another virtual audit due to COVID-19. He stated that he also sent out to the Board members via email the 2021 schedule for the Audit and Finance Commission.
- The Huntley Square demolition continues to progress. Staff continues to meet with potential developers.

Trustee Garcia inquired which of the vaccinations the first responders were getting. Chief Schilling stated that it’s the Moderna vaccination, which is a two part vaccination.

Trustee Frost asked if any soil tests had been done on the M&M property. Manager Johnson confirmed that prior to the purchase of the property an environmental study had been performed, and tests came back clean.

OLD BUSINESS – None.

NEW BUSINESS –

The below item had been removed from the Consent Agenda:

- D. A Resolution Accepting a Proposal from Engineering Enterprises, Inc., (EEI) for the Development of a Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) within the Water and Wastewater Treatment Facilities in an Amount of \$98,500.00

Trustee Frost inquired if the project had went out to bid given the price, or if it was a recommendation. Public Works Director Kevin Gray stated that because this was a professional services agreement, it is not bid out, per the municipal code. Director Gray stated that a request for qualifications or proposals is

done when it is a federally funded project due to a requirement by the Illinois Department of Transportation.

Trustee Garcia asked for further clarification on what exactly this plan is for. Director Gray stated that it is a requirement of the 2018 American Water Infrastructure Act to develop a risk and resilience assessment as well as an emergency response plan of the wastewater and water facilities for any threats which needs to be submitted to the U.S. Environmental Protection Agency by June 30, 2021.

Trustee Frost asked if there were any contractors who did this type of work who were located in the Carpentersville-area or in Kane County, as EEI has been with the Village for a long time. Director Gray stated that they try to use different engineering consultants instead of always the same one which is why they work with Baxter and Woodman, HR Green, Christopher Burke Engineering, and RJN Group.

Trustee O'Sullivan asked if it wasn't competitively bid and the Village doesn't work with the company that often, how did the contractor get picked for the job. Director Gray said based the short window to get this done, key Public Works staff sat down with staff from EEI and based on the company's recent history with the wastewater facility, believed this company could get it done in a timely fashion and quality service.

Trustee Frost requested that Manager Johnson provide a past performance ledger for work that EEI has done for the Village in the last ten years. Manager Johnson also noted that staff had budgeted \$125,000 for the project and were able to negotiate the pricing down to \$98,500, reiterating that staff does work with the company for a fair price.

Motion to approve Item D by Trustee Garcia, seconded by Trustee O'Sullivan.

Vote on Motion:

- 5 – ayes (Garcia, Malone, O'Sullivan, Andresen, and Skillman)
- 1 – nay (Frost)
- 1 – absent (Vela)

Motion passed.

Trustee O'Sullivan asked to be recognized by President Skillman so he could discuss something. President Skillman consented. Trustee O'Sullivan proposed that the Board do a better job of observing the normal rules of order and ask the President to be recognized formally in order to speak and that members don't speak out of turn. He said remarks should be confined to the time given under Trustee Reports. He asked if the rest of the Board would be okay with adhering to those rules. He asked for a motion.

Attorney Stewart stated that the Board cannot entertain a motion that was not listed on the agenda. Trustee O'Sullivan asked that it be added to an upcoming agenda.

TRUSTEE AND COMMITTEE REPORTS

Trustee Frost had the following report:

- He thanked Tom Roeser and his foresight on the Huntley Square project. Trustee Frost said it puts a smile on his face to see the progress being made on what he considered an eyesore. He believes people are seeing that the Board is moving forward with projects and not sitting back to let the town deteriorate.
- He thanked both the Police and Fire Departments for professionally handling a situation that happened in Kimball Farms recently.
- He thanked Local #4790 Firefighter Union for hosting a food pantry the other night which had around 100 families.
- He wished Happy New Year to everyone and that he hopes they have a safe 2021.

Trustee Malone had no report.

Trustee Garcia had the following report:

- He wished everyone a Happy New Year.
- He thanked Director Gray and the Streets Department for keeping the streets clean and safe during the last snow and ice event.

Trustee O’Sullivan had the following report:

- He said he was in another suburb during the last snow event and not one town between Wheaton and Carpentersville had done a better job than Carpentersville where every street was clear. He thanked Director Gray and his staff for the wonderful job they did.

Trustee Andresen had no report.

President Skillman had the following report:

- He echoed what everyone else said by thanking Public Works, Police, and Fire staff.
- He wanted to emphasize that there are projects going on throughout the Village and to bring businesses to all different parts of the community, not just a single area.
- He said he and Director Mason will try to highlight new businesses that recently opened every couple of board meetings.
- He is excited to see the demolition progress at Huntley Square. He stated there are four to five different investment groups which are interested in the site.

CLOSED SESSION – None.

DISCUSSION CONCERNING OTHER VILLAGE BUSINESS – None.

ADJOURNMENT

As there was no further business, Trustee Malone motioned to adjourn the meeting, seconded by Trustee Garcia. Roll call: Aye – 6 (Garcia, Malone, Frost, O’Sullivan, Andresen, and Skillman), Nay – 0, Absent 1 (Vela).

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk