

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE MEETING
March 26, 2018**

PRESENT: Alderman Joseph Marchese–Chairman, Alderman Thomas Belczak, Alderman Thomas Chlystek, Dan Gombac – Director, Steve Manning - City Planner

ABSENT: None

ESTABLISH QUORUM

Chairman Joseph Marchese called the meeting to order at 6:32 p.m. at City Hall Council Chambers, Darien, Illinois and declared a quorum present.

NEW BUSINESS

- a. Resolution – Approval of a resolution accepting a proposal from Culy Contracting, Inc., for storm water manholes on Seminole Road, between Plainfield Road and 69th Street, in an amount not to exceed \$15,675.**

Mr. Dan Gombac, Director reported that staff identified 10 storm water manholes requiring maintenance. He reported that the existing structures are in good condition and that the goal of the maintenance is to restore structural integrity and eliminate infiltration within the structures.

Alderman Belczak questioned the price difference in vendors.

Mr. Gombac reported that staff checked references and that the vendor rates favorably.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a resolution accepting a proposal from Culy Contracting, Inc. for storm water manholes on Seminole Road, between Plainfield Road and 69th Street in an amount not to exceed \$15,675.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

- b. Resolution – Approval of a resolution authorizing the Mayor and City Clerk to execute a contract with Rag's Electric, Inc., for the 2018/19 Street Light Maintenance Contract beginning May 1, 2018 through April 30, 2019.**

Mr. Dan Gombac, Director reported that this is a contract with Rag's Electric, Inc. for costs to repair street lights, hourly rates for labor, equipment, and lamp costs. He reported that Rag's Electric, Inc. was overall the lowest bidder however two items were not. Mr. Gombac reported that staff negotiated the other two items and the vendor agreed to the lower unit pricing. He reported that the pricing schedule for the two additional option years is included in the Agenda Memo.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion and it was seconded by Alderman Chlystek approval of a resolution authorizing the Mayor to execute a contract with Rag's Electric Company, Inc. for the 2018/19 Street Light Maintenance Contract beginning May 1, 2018 through April 30, 2019.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

- c. Resolution – Approval of a resolution accepting the unit price proposal for analytical soil testing fees from Testing Services Corporation at the proposed unit prices for certain waste for a period of May 1, 2018 through April 30, 2019.**

Mr. Dan Gombac, Director reported that excavated materials from various Public Works projects must pass the IL EPA requirements for uncontaminated soil fill operations.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of a resolution accepting the unit price proposal for analytical soil testing fees from Testing Service Corporation at the proposed unit prices for certain waste for a period of May 1, 2018 through April 30, 2019.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

- d. Resolution – Approval of a resolution authorizing the purchase of one new Vermeer BC1800XL Brush Chipper, to be awarded to Vermeer Midwest, in an amount not to exceed \$71,606.**

Mr. Dan Gombac, Director reported that this is the last chipper to be replaced for the next 10-12 years. He reported that the chipper has exceeded its useful life.

Mr. Gombac reported that staff selected Vermeer Corp to supply the equipment and is awarding the National Joint Purchasing Alliance -NJPA for equipment sales to municipalities nationally. He reported that this purchased is \$2,900 under budget.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a resolution authorizing the purchase of one new Vermeer BC1800XL Brush Chipper, to be awarded to Vermeer Midwest, in an amount not to exceed \$71,606.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

- e. Ordinance - Approval of an ordinance authorizing the disposal of surplus property.**

Mr. Dan Gombac, Director reported that the Agenda Memo lists the property that will be declared as surplus property and auctioned using an on-line auction service, public surplus, or disposed.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion and it was seconded by Alderman Chlystek approval of an Ordinance authorizing the sale of personal property owned by the City of Darien.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

f. PZC 2018-02 2000 Manning Road - Petitioners seek approval of a zoning variation for a new driveway and site plan review for their proposed expansion project at the Elizabeth Ide Elementary School.

Mr. Steve Manning, City Planner reported that School District 66 is requesting a zoning variation for a new driveway and site plan review for an expansion project at the Elizabeth Ide Elementary School. He reported that the proposed building additions include \$14,000 square feet in the front and in back where the new main building entry will be relocated. Mr. Manning reported that a new parking lot is planned north of the building having access from a new driveway off Fairview Avenue with 59 spaces and stacking space for 25 vehicles for visitor parking and drop-off and pick-up.

Mr. Manning reported that the District is proposing a new separate bus lane west of the building with stacking for 10 buses and that the 35 parking spaces south of the building would be designated for teachers and staff. He stated that the objective is provide more space within the building for student activities and to separate bus traffic for safety and to take stacking off of Manning Road.

Mr. Manning reported that the PZC reviewed the plan in great detail and approved with the following conditions:

1. To establish a school speed zone on Fairview Ave.
2. Additional signage and street striping added where appropriate.
3. A recommendation to review the additional screening for properties on Judd and Wilton Court.
4. At the completion of the project, review the existing/new traffic conditions and parking requirement and periodic review of the development of an additional parking plan on school property and adjoining properties.

Mr. Manning reported that the site plan will be reviewed by the Committee. He stated that the plan is to store water underground for controlled release to the City's detention pond. Mr. Manning reported that there will be a new water main and determination of who will have jurisdiction.

Mr. Dan Gombac, Director reported that staff recommends that the water main loop rather than dead end. He reported that there will be a dedicated easement and when repairs needed, will be handled by the City. He further reported that the City as a general practice has been working on school property and charging them back.

Chairperson Marchese questioned if the driveway along the west is only for buses and if there will be an entrance for teachers to the building

Mr. Gombac reported that the driveway is only dedicated for buses. He stated that there will be no parking on Fairview or Manning and an entrance for teachers from the designated parking lot.

Alderman Chlystek questioned the visibility on Manning.

Mr. Manning reported that there was team that conducted a study and that it is physically possible. He reported that the school times of day is not peak traffic for the area and that only one bus will be making a right hand turn. He further reported that staff feels that this is an acceptable situation.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a zoning variation for a new driveway and site plan review for their proposed expansion project at the Elizabeth Ide Elementary School with the following conditions:

- A. City install centerline on Fairview Avenue.**
- B. City install school speed limit zone on Fairview Avenue.**
- C. School District install stop signs for exiting traffic from the driveways on Fairview Avenue and Manning Road.**
- D. School District install cross walk striping across driveways on Manning Road.**
- E. City staff will periodically review for light glare after the school expansion is complete and then work with the School District on any adjustments that may be appropriate.**
- F. City staff will periodically review parking and traffic safety conditions after the school expansion is complete and then work with the School District on any adjustments that may be appropriate.**

Approval of the site plan components of engineering, landscaping, building elevations, and photo metrics as presented with the follow conditions:

- A. Approval of use of the City detention facility for school site runoff.**
- B. Final engineering plans to be in substantial conformance with the plans herein presented.**

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

- g. PZC 2018-03 6624 Richmond Ave. - Petitioners seek approval of a variation to the Darien Zoning Code for lot depth on Lot 2 of a proposed two lot single-family subdivision.**

Mr. Steve Manning, City Planner reported that the petitioner was invited but is not present. He reported that he is seeking approval of a variation to split the existing lot in half and build two new homes. Mr. Manning reported that the house on Lot 1 will face Richmond Avenue and the house on Lot 2 face High Ridge Court. He reported that Lot 2 meets all the setback requirements however the lot depth would be 100 feet where 120 is required.

Mr. Manning reported that the PZC reviewed the proposal and recommended approval. He reported that the petitioner is obtaining the zoning variation approval and then will return for subdivision approval.

Mr. Manning reported that stormwater drainage will be directed to the detention pond to the north but that it has not been determined if it is large enough. He stated that this still needed to be determined.

Mr. Dan Gombac, Director reported that the stormwater will have to meet all of the stormwater management requirements.

Chairperson Marchese questioned if the City will get into any bind if the zoning is approved before the engineering.

Mr. Gombac stated that it will not be an issue and that this is still part of the process. He stated that the Committee can also place a contingency in the motion.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of PZC 2018-03 6624 Richmond Ave. subject to final engineering and stormwater review.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

Mr. Manning reported that this will be forwarded back to the PZC with final engineering plans.

h. Minutes – February 26, 2018 Municipal Services Committee

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of the minutes of the February 26, 2018 Municipal Services Committee Meeting.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

DIRECTOR'S REPORT

Mr. Dan Gombac, Director reported that the City banners have been installed.

There was much discussion regarding a resident asking for an authorized payment plan from the City regarding a resident/City project. Mr. Gombac reported that the City can place a lean on the property but that the resident is asking for 18-24 months for payment.

The Committee discussed charging a percentage but agreed to incorporate a service fee at the end of payment.

Alderman Belczak stated that he was in favor of the payment plan and stated that not having the resident in the plan will cost the other residents \$300-\$400 more each.

The Committee agreed that the money should be paid within the fiscal year. They also agreed that credit card payments need to be incorporated.

Mr. Gombac stated that he would discuss the options with the City Administrator and schedule a meeting to discuss options with the resident.

NEXT SCHEDULED MEETING

Chairperson Marchese announced that a Special Meeting is scheduled for April 2, 2018.

ADJOURNMENT

With no further business before the Committee, Alderman Chlystek made a motion and it was seconded by Alderman Belczak to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:40 p.m.

RESPECTFULLY SUBMITTED:

**Joseph Marchese
Chairman**

**Thomas Belczak
Alderman**

**Thomas Chlystek
Alderman**