

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE MEETING
September 24, 2018**

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

ABSENT: None

ESTABLISH QUORUM

Chairperson Joseph Marchese called the meeting to order at 6:35 p.m. at City Hall Council Chambers, Darien, Illinois and declared a quorum present.

OLD BUSINESS

- a. Discussion – Consideration to amend the City Code provisions on storage of refuse containers in residential areas.**

Mr. Steve Manning, City Planner reported that at the last meeting Alderman Vaughn asked that an exemption be given to houses to allow storage of refuse containers in front where side or rear locations are not practicable or reasonable.

Mr. Manning reported that he canvassed the area and surveyed other towns of refuse containers used for screening.

Mr. Dan Gombac, Director reported that there are a lot of people who claim they do not have room in their garage to store the containers. He reported that staff is researching containers and will work with Home Depot to provide residents with a discount. Mr. Gombac stated that if changes are made that the Code will need to be amended.

Alderman Belczak and Alderman Chlystek stated that they had no issues as long as there was screening.

Mr. Gombac stated that he would provide an update at the next meeting.

NEW BUSINESS

- a. Discussion – Request from the Planning and Zoning Commission to amend the zoning variation standards.**

Mr. Lou Mallers, Chairperson - Planning and Zoning Commission reported that presented the Committee with an overview of the recent workshops, procedures and protocol that was provided by the City. He stated that the workshops have been beneficial and that the PZC felt that there are some codes that need updating.

Mr. Steve Manning, City Planner reported that the PZC looked at the standards and codes and focused on variation criteria and that the consensus was to reword the decision criteria. Mr. Manning stated that the updates address the issue that the Committee is facing and easy to read.

He reported that this was discussed with the City Attorney and that he is encourages the effort and supports the upgrade to the variation criteria.

Mr. Mallers stated that he has been a member of the PZC for six years and that the intention is to enhance and update the process to better understand the variations for the Committee as well as for the resident and what is required. He stated that the PZC would also like to enhance communication between the PZC and the City Council.

Alderman Chlystek stated that the wording seems to make it harder for the petitioner and how the positives outweigh the negatives.

Mr. Mallers stated that we have to look at what makes sense.

Alderman Belczak stated that he would like to get the PZC packets.

Mr. Mallers stated that they would like to see Aldermen presence at the PZC meetings.

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

Alderman Belczak made a motion and it was seconded by Alderman Marchese approval City Council review of the criteria and send back to the PZC for permanent changes.

Upon voice vote, THE MOTION CARRIED 2-0. Alderman Chlystek abstained.

- b. Resolution – Accepting proposals for the hardware and software updates from the following: Stenstrom Petroleum Services, for the Fuel Management hardware and software update in an amount not to exceed \$11,206.**

Mr. Dan Gombac, Director reported that the Public Works facility includes a fuel station for the City's various departments, local fire departments, Park District and School District. He reported that the City upgraded the gas pumps and tanks and the computer hardware and software. He further reported that approval of the resolution is to accept proposals for the hardware and software updates.

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 proposals for the hardware and software updates from the following: Stenstrom Petroleum Services, for the Fuel Management hardware and software update in an amount not to exceed \$11,206.

Upon voice vote, THE MOTION CARRIED 3-0.

- c. Resolution - Accepting proposals for the hardware and software updates from the following: Computerized Fleet Analysis (dba: CFA Software, Inc.) CFA hardware and software update in an amount not to exceed \$23,682.**

Mr. Dan Gombac, Director reported that the fuel inventory data is stored within the FuelMaster hardware and software which generates a report from the Computerized Fleet Analysis CFA. He reported that that the CFA software is over 20 years and is obsolete and has no further support

for updates and does not have the ability to be integrated to the City's network. Mr. Gombac reported that this resolution is for the hardware and software updates from CFA Software, Inc.

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 resolution accepting proposals for the hardware and software updates from the following: Computerized Fleet Analysis (dba: CFA Software, Inc.) CFA hardware and software update in an amount not to exceed \$23,682.

Upon voice vote, THE MOTION CARRIED 3-0.

- d. Resolution - Accepting a proposal from Associated Technical Services Ltd (ATS) for the 2018 water leak survey, in the amount of \$9,472.32 for the leak detection phase and a per unit cost for the leak location phase in the amount of \$420.00 per mainline or service leak, and \$95.00 per fire hydrant leak or mainline valve for a total amount not to exceed \$14,500.00.**

Mr. Dan Gombac, Director reported that approval of the resolution is for the Annual Water Leak Survey Program. He reported that the City has used the vendor for the last four years and that they have provided a good analysis.

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

Alderman Chlystek made a motion and it was seconded by Alderman Belczak approval of a resolution accepting a proposal from Associated Technical Services Ltd (ATS) for the 2018 water leak survey, in the amount of \$9,472.32 for the leak detection phase and a per unit cost for the leak location phase in the amount of \$420.00 per mainline or service leak, and \$95.00 per fire hydrant leak or mainline valve for a total amount not to exceed \$14,500.00.

Upon voice vote, THE MOTION CARRIED 3-0.

- e. Resolution - Authorizing the purchase of the following De-icing and Anti-Icing Equipment and Products.**

Mr. Dan Gombac, Director reported that this resolution is for the purchase of deicing and anti-icing equipment and products as presented in the agenda memo Items 1-5. He stated that the product breaks the bond and melts and that the goal is to have one assigned truck.

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 the following De-icing and Anti-Icing Equipment and Products.

Upon voice vote, THE MOTION CARRIED 3-0.

- f. Resolution - Accepting a proposal from Allied Door Inc., for the removal and replacement of five (5) garage bay doors, hardware and including motor controllers,**

at the Public Works Facility, located at 1041 South Frontage Road in an amount not to exceed \$26,349.82.

Mr. Dan Gombac, Director reported that this resolution is approval for the removal and replacement of five garage bay doors, hardware and motor controllers at the Public Works Facility.

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 Allied Door Inc., for the removal and replacement of five (5) garage bay doors, hardware and including motor controllers, at the Public Works Facility, located at 1041 South Frontage Road in an amount not to exceed \$26,349.82.

Upon voice vote, THE MOTION CARRIED 3-0.

g. Minutes – August 27, 2018 Municipal Services Committee

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 the minutes of the August 27, 2018 Municipal Services Committee Meeting.

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

DIRECTOR'S REPORT

Mr. Dan Gombac, Director had no report.

A Darien resident was present in the audience and asked what Darien's stance was on the Sterogenics situation in Willowbrook.

Mr. Gombac reported that Willowbrook has a website for information specifically regarding Sterogenics. He reported that the City of Darien is a liaison to the group and that there are a lot of moving parts and that Darien will keep residents updated. He further reported that the City Administrator Bryon Vana can be contacted directly regarding Sterogenics.

Alderman Chlystek stated that there was a spill there five years ago and that he would like to see an Ordinance moving forward in Darien.

NEXT SCHEDULED MEETING

Chairperson Marchese announced that the next Meeting is scheduled for Monday, October 22, 2018.

ADJOURNMENT

With no further business before the Committee, Alderman Belczak made a motion and it was seconded by Alderman Chlystek to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 8:13 p.m.

RESPECTFULLY SUBMITTED:

Joseph Marchese
Chairman

Thomas Belczak
Alderman

Thomas Chlystek
Alderman