

**MINUTES  
CITY OF DARIEN  
MUNICIPAL SERVICES COMMITTEE MEETING  
December 28, 2021**

**PRESENT:** Alderman Thomas Belczak -Chairman, Alderman Eric Gustafson, Alderman Joseph Kenny, Dan Gombac – Director

**ABSENT:** None

**ESTABLISH QUORUM**

Chairperson Thomas Belczak called the meeting to order at 6:00 p.m. at the City of Darien City Hall, 1702 Plainfield Road, Darien, Illinois. Chairperson Belczak declared a quorum present.

**a. PZC2021-05 Lee (1645 Walden Lane) – Petitioners seek approval for a Variation to City Code Section 5A-7-2-6 (A) of the Zoning Ordinance.**

Mr. Dan Gombac, Director reported that the subject property was platted in 1975 and is part of Gallagher and Henry's Brookhaven Manor Unit 7 Subdivision. He reported that the petitioner is proposing to construct a sunroom addition on the rear part of the existing residence.

Mr. Gombac reported that the residence maintains an existing 35' distance from the rear property line (southern lot line) and that the proposed sunroom would extend the home an additional 14' toward the rear property line, meaning the home would then maintain a setback of 21' from the rear lot line. He reported that given the property's zoning designation, which is R-2 Single-Family Residence District, there is a required rear yard setback of 30'.

Mr. Gombac reported that that there are no floodplain or drainage issues and that the PZC approved the petition 7-0 at their December meeting.

Mr. Dan Gombac, Director reported that the residents within 175 feet of the property received notices and that staff had no responses.

Chairperson Belczak questioned if the structure will be over the current pavement.

Mr. Gombac reported that the structure will be at the property line with an additional 10 feet.

The petitioners were present to answer any questions.

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

**Alderman Belczak made a motion, and it was seconded by Alderman Kenny approval of PZC2021-05 Lee (1645 Walden Lane) Approval for a Variation to City Code Section 5A-7-2-6 (A) of the Zoning Ordinance.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**b. PZC2021-06 Kozak (1813 Howdy Lane) – Petitioners seek approval for Variations to City Code Section 5A-7-1-6 (A)(1) of the Zoning Ordinance.**

Mr. Dan Gombac, Director reported that the subject property was platted in 1968 and is part of the Downers Fairview Subdivision. He reported that the residence maintains an existing 36.65' distance from the front property line (northern lot line) and 10' from the interior side property line (western lot line). Mr. Gombac reported that the proposed project would result in those distances being reduced to 29.31' and 5.1' and that there is a required front yard setback of 45' and a required interior side yard setback of 10'.

Mr. Gombac reported that although the petitioner is proposing to encroach into the side yard setback, the project will not encroach into the existing utility easement shown on the site plan in the staff agenda memo.

Alderman Eric Gustafson said he was surprised that the petitioner was not present. He reported that he received correspondence against the development.

Mr. Dan Gombac, Director reported that residents within 175 feet of the property were notified and that staff received no responses.

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

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of PZC2021-06 Kozak (1813 Howdy Lane) for Variations to City Code Section 5A-7-1-6 (A)(1) of the Zoning Ordinance.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**c. Resolution – Approving to execute a contract for the 2022 Landscape Fertilization Services with Eternally Green Lawn Care, Inc.**

Mr. Dan Gombac, Director reported that this Resolution is for approval to execute a contract with Eternally Green Lawn Care, Inc., for six (6) various fertilizer applications and (3) three applications for planting beds and weed control within rip rap areas and tree fertilization for 75th Street, in an amount not to exceed \$28,629.00 for the 2022 Landscape Fertilization Services at the designated areas noted in the Agenda Memo.

There was some discussion regarding if the City is getting money back from the County. Mr. Gombac reported that staff has asked the County for money for several years and have received nothing.

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

**Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution to execute a contract for the 2022 Landscape Fertilization Services with Eternally Green Lawn Care, Inc.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**d. Resolution – Authorization to execute a contract for the 2022 Landscape Maintenance Services with Lakewood Paving Company, LLC.**

Mr. Dan Gombac, Director reported that is authorization to execute a contract for the 2022 Landscape Maintenance Services between the City of Darien and Lakewood Paving Company, LLC in an amount not to exceed \$39,629.03 for the following locations: 75th Street Planting Beds Clock Tower City Hall Complex Entrance Way Planting Beds.

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

**Alderman Belczak made a motion, and it was seconded by Alderman Gustafson approval to authorize a contract for the 2022 Landscape Maintenance Services with Lakewood Paving Company, LLC.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**e. Motion - Authorizing a contingency with Lakewood Paving Company, LLC in the amount of \$20,000 for replacement of plant materials and plant enhancements for the 2022 Landscape Maintenance Services.**

Mr. Dan Gombac, Director reported that that this request includes a contingency with Lakewood Paving Company, LLC in an amount of \$20,000 for replacement of plant materials and plant enhancements for the 2022 Landscape Maintenance Services.

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

**Alderman Belczak made a motion, and it was seconded by Alderman Gustafson approval authorizing a contingency with Lakewood Paving Company, LLC in the amount of \$20,000 for replacement of plant materials and plant enhancements for the 2022 Landscape Maintenance Services.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**f. Resolution - Accept a proposal from Ziebell Water Service Products for Waterous Pacer fire hydrant repair parts.**

Mr. Dan Gombac, Director reported that DuPage County currently reads meters for their sewer system and uses these readings to do the water billing for the City of Darien. He reported that the original IGA was approved in December of 2010 and the City has been working with the County as part of a joint bid for the removal and replacement of the City's meters along with an Automated Meter Reading System (AMR).

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

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval authorizing a Resolution accepting a proposal from Ziebell Water Service Products for Waterous Pacer fire hydrant repair parts.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**g. Resolution - Authorizing the Mayor to enter into an intergovernmental agreement with the County of DuPage for meter reading, billing and transition to the Automated Meter Reading (AMR) technology.**

Mr. Dan Gombac, Director reported that the IGA includes costs for the AMR system to be implemented by 2025. He reported that the second component of the IGA is the transition to the AMR system.

Mr. Gombac reported that over the last several years, the City has been working jointly with DuPage County, Village of Woodridge and Lisle to implement the AMR foundation. He reported that Automatic Meter Reading (AMR) is the technology of automatically collecting consumption, diagnostic, and status data from water meters or energy metering devices (gas, electric) and transferring that data to a central database for billing, troubleshooting, and analyzing.

Mr. Gombac reported that since the City does not read or bill for metering services and the County requires readings for sewer usage it was agreed that the County would install all the infrastructure related to the AMR System at their cost. He reported that the benefits of the Automated Meter Reading Implementation will improve customer service and increase meter reading and meter efficiency.

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

**Alderman Belczak made a motion, and it was seconded by Alderman Kenny approval of a Resolution authorizing the Mayor to enter into an intergovernmental agreement with the County of DuPage for meter reading, billing and transition to the Automated Meter Reading (AMR) technology.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**h. Resolution – Approval for the Citywide Meter and Remote Replacement Program Contract with Core and Main/Sensus for the purchase of water meters, remote readers, meter appurtenances and installation in an amount not to exceed \$2,950,000.**

Mr. Dan Gombac, Director reported that this is approval of a Resolution for the Citywide Meter and Remote Replacement Program Contract with Core and Main/Sensus for the purchase of water meters, remote readers, meter appurtenances and installation in an amount not to exceed \$2,950,000.

Mr. Gombac reported that when the program is initiated that letters will be mailed to residents introducing the program. He reported that he and Alderman Gustafson discussed having a phone App in the future but that this would be an additional cost. He further reported that residents will have an option to opt out but that there would be additional costs.

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

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of Resolution for the Citywide Meter and Remote Replacement Program Contract with Core and Main/Sensus for the purchase of water meters, remote readers, meter appurtenances and installation in an amount not to exceed \$2,950,000.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- i. Preliminary approval of the 2022 Sidewalk, Apron and Curb and Gutter Removal and Replacement Program contract with Suburban Concrete, Inc.**

Mr. Dan Gombac, Director reported that this approval is for the annual 2022 Sidewalk, Apron and Curb and Gutter Program. He reported that eight (8) bids were received and the lowest bidder Suburban Concrete, Inc.

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

**Alderman Gustafson made a motion, and it was seconded by Alderman Kenny Preliminary approval of the 2022 Sidewalk, Apron and Curb and Gutter Removal and Replacement Program contract with Suburban Concrete, Inc.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- J. Minutes – November 22, 2021 Municipal Services Committee**

**Alderman Belczak made a motion, and it was seconded by Alderman Kenny approval of the November 22, 2021 Municipal Services Committee Meeting Minutes.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

### **DIRECTOR'S REPORT**

Mr. Dan Gombac, Director reported he will be introducing three ditch projects back into the budget.

### **NEXT SCHEDULED MEETING**

Chairperson Belczak announced that the next meeting is scheduled for Monday, January 24, 2022.

**ADJOURNMENT**

With no further business before the Committee, Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to adjourn. Upon voice vote, THE MOTION CARRIED unanimously, and the meeting adjourned at 7:20 p.m.

**RESPECTFULLY SUBMITTED:**

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**Thomas Belczak**  
**Chairman**

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**Eric Gustafson**  
**Alderman**

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**Joseph Kenny**  
**Alderman**