

**City of Darien**  
**Minutes of the Administrative Finance Committee**  
**Darien City Hall Conference Room**  
**July 13, 2009**

The meeting was called to order by Chairman Poteraske at 6:30 p.m. and a quorum was declared. Committee Members in attendance: Chairman John Poteraske, Alderman Halil Avci and Alderman Carolyn Gattuso.

The following staff members were present: City Administrator Bryon Vana, Chief of Police Robert Pavelchik, and Director of Municipal Services Dan Gombac

Elected Officials in Attendance: Alderman Joe Marchese arrived at 6:35 p.m.

**Sale of Vehicle, Dodge Ram Pickup**

As outlined in the agenda memo, staff requests Committee approval of an ordinance authorizing the sale of a seized 1997 Dodge Ram Pickup. Motion approved by unanimous vote.

**Purchase of Ammunition**

As outlined in the agenda memo, staff requests Committee approval of a purchase of ammunition. Alderman Poteraske commented that these ammunition purchases come to the Committee for approval after the purchase has been made due to the fluctuation of prices in the marketplace. Motion approved by unanimous vote.

**Repair of Roof – Police Department**

As outlined in the agenda memo, staff requests Committee approval for the expenditure of budgeted funds for the repair of rust spots on the metal roof of the police facility. The Committee questioned the wide variation of the different prices and wanted to make sure that the scope of the service was the same. Staff will check with the Better Business Bureau and on passed customers of the low bidder, “A Mark of Excellence Painting”. Motion approved by unanimous vote.

**Public Comment**

Alderman Marchese asked the Committee to consider Darien’s participation with other government agencies in banning the use of cell phones while driving on roadways. Administrator Vana suggested that this topic be brought up at the City Goal Setting Session. Alderman Marchese presented some internet research on laws from different states.

Administrator Vana mentioned a resident sent Alderman Poteraske an E-mail asking to institute rules associated with block parties. The committee concurred that no changes to the process is necessary.

(Chief Pavelchik left the meeting at 6:55 p.m.)

### **75<sup>th</sup> Street Widening**

Staff advised on June 9, 2009 the Administrative Finance Committee conducted a special meeting regarding the proposed 75<sup>th</sup> Street Widening Project between Lyman Avenue and Plainfield Road. The County of DuPage had presented preliminary plans for the proposed widening. During the last several weeks Staff has received comments from elected officials and residents regarding the proposed widening. City Staff has recently completed a review of the proposed plans and reviewed the recommendations. Staff is requesting formal approval by the City Council concurring with the recommendations. Upon approval by the Council, staff will submit the recommendations to the County. Motion to approve the recommendations approved by unanimous vote.

### **Traffic Study – 75<sup>th</sup> Street**

Staff advised on June 9, 2009 DuPage County presented plans to expand 75<sup>th</sup> Street and change traffic patterns on several intersections. DuPage County asked for questions and feedback from the City of Darien and residents on the plans. City Staff is currently in the process of reviewing the plans and commenting on certain aspects brought forward by elected officials and residents. In the past, Darien has used Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA) to provide professional traffic services in evaluating City roads. The City could retain KLOA specifically for this project to examine the plan, including the data and adequacy of the plans as provided by DuPage County, as well as advise on the impact upon the Towne Center area owned by the City of Darien. KLOA has provided an estimate of \$3,000 for the review and an additional fee for meetings, which should not exceed \$3,900. Motion to approve proposal approved by unanimous vote.

### **Sale of Surplus Property – Municipal Services Department**

Staff advised the Municipal Services department has vehicles and equipment that has been replaced and is no longer useful. Staff is requesting that the property to be declared as surplus property and auctioned on E-Bay. The list of vehicles and equipment was distributed to the committee. Motion to approve surplus property approved by unanimous vote.

### **Drainage Utility Easement**

Staff advised that residents Dinello, 610 Chippewa Lane and Hargot, 606 Chippewa Lane have recently requested of the City to review the rear and side yard drainage adjacent to their residences. The existing side yards between the properties do not have an existing easement. Prior to the City beginning the proposed Rear Yard Drainage project, a 10-foot side yard drainage easement is required. The proposed easement shall include 5-feet from each of the abovementioned properties and would be dedicated to the City of Darien as a drainage easement. Motion to accept easement approved by unanimous vote.

### **Release of Executive Session Minutes**

Staff advised that Executive session minutes are required to be reviewed in six month cycles. The executive session minutes that no longer require confidentiality are then released as all other public meeting minutes are. Staff presented a list showing the minutes currently classified as confidential that are recommended for release. Motion to recommend release of the list of executive session minutes approved by unanimous vote.

**The meeting was adjourned at 8:45pm.**

**Next scheduled meeting date is Monday, August 10, 2009.**

Approved:

John Poteraske, Chairman \_\_\_\_\_

Halil Avci, Member \_\_\_\_\_

Carolyn Gattuso, Member \_\_\_\_\_