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PRE-COUNCIL WORK SESSION — 7:00 P.M.

Agenda of the Regular Meeting

of the City Council of the

CITY OF DARIEN

December 16, 2024

7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Declaration of Quorum
5. Questions, Comments and Announcements — **General (This is an opportunity for the public to make comments or ask questions on any issue – 3 Minute Limit Per Person, Additional Public Comment Period - Agenda Item 18)**
6. Approval of Minutes
 - A. City Council — November 18, 2024
 - B. Goal Setting — November 20, 2024
7. Receiving of Communications
8. Mayor's Report
 - A. Recognition of 2024 Holiday Home Decorating Contest Winners
9. City Clerk's Report
10. City Administrator's Report
11. Department Head Information/Questions
 - A. Police Department Monthly Report — November 2024
 - B. Municipal Services
12. Treasurer's Report
 - A. Warrant Number — 24-25-15
 - B. Warrant Number — 24-25-16
 - C. Monthly Report — November 2024
13. Standing Committee Reports
14. Questions and Comments — **Agenda Related (This is an opportunity for the public to make comments or ask questions on any item on the Council's Agenda – 3 Minute Limit Per Person)**

15. Old Business

16. Consent Agenda

- A. Consideration of a Motion to Approve a Resolution Accepting A Proposal From Sutton Ford, Inc., for the Purchase of a 2025 Ford F550 4x4 Xl Super Chassis Cab Model with a Service Box Body, Snow Plow Equipment Package, Lighting Accessories, and Hydraulic Controls, Crane, Lighting Pertinent Controls and Hardware in an Amount not to Exceed \$119,349.00
- B. Consideration of a Motion Authorizing a Contingency in the Amount of \$2,000.00 for the Graphic Decals of the New Ford F550
- C. Consideration of a Motion to Approve a Resolution Authorizing Titan Safety Management to Assist the Public Works Department in Further Developing their Safety Program and Providing Employee Safety Training Services to the Employees in Public Works in an Amount not to Exceed \$10,427.04
- D. Consideration of a Motion Authorizing the Purchase of Safety Related Equipment as Necessitated from the Safety Training Program in an Amount not to Exceed \$10,000.00
- E. Consideration of a Motion to Approve a Resolution Accepting a Proposal from JC Landscaping and Tree at the Schedule of Prices for the Placement of Topsoil and for the Purchase and Placement of Fertilizer and Sod for Landscape Restoration Services for a Period of May 1, 2025 through April 30, 2026
- F. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ferguson Waterworks for Culvert Metal Pipes, Metal Bands and Metal Flared End Sections and Fittings on a Cost per Unit Basis as Required for Various Public Works Projects for a Period of May 1, 2025 Through April 30, 2026
- G. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for High Density Polyethylene Pipes (HDPP), Bands, Flared End Sections and Fittings at the Proposed Unit Prices for Various Public Works Projects For a Period of May 1, 2025 through April 30, 2026
- H. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Norwalk Tank Company for Specific Storm Sewer Structures and Concrete Adjusting Rings as Required for Various Public Works Projects for a Period of May 1, 2025 through April 30, 2026
- I. Consideration of a Motion to Approve a Resolution Accepting a Proposal from EJ USA, Inc., for Specific Iron Sewer Grates as Required for Various Public Works Projects for a Period of May 1, 2025 Through April 30, 2026
- J. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Shreve Services, Inc., for Topsoil at the Specified Unit Prices for Various Public Works Projects for a Period of May 1, 2025 through April 30, 2026
- K. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ferguson Waterworks for Smith and Blair Stainless Steel Water Main Repair Clamps Style 226 with Stainless Steel Bolts for the Maintenance of the Water System, at the Proposed Unit Pricing for a Period of May 1, 2025 through April 30, 2026

- L. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for Type K Copper Pipe for the Maintenance of the Water System for a Period of May 1, 2025 through April 30, 2026
- M. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Underground Pipe & Valve, Co., for Mueller Brand Brass Fittings at the Proposed Unit Prices for the Maintenance of the Water System for a Period of May 1, 2025 through April 30, 2026
- N. Consideration of a Motion to Approve a Resolution Accepting A Proposal from Core & Main for Various Water Valves for the Maintenance of the Water System at the Proposed Unit Price for a Period of May 1, 2025 through April 30, 2026
- O. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Underground Pipe and Valve Co., for the Clow Eddy Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
- P. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Underground Pipe and Valve Co., for the Clow Medallion Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
- Q. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Water Products Company for the Clow F2500 Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
- R. Consideration of a Motion to Approve a Resolution Accepting a Proposal from EJ USA, Inc., for the East Jordan WaterMaster 5BR250 and East Jordan WaterMaster 5CD250 Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
- S. Consideration of a Motion to Approve an Ordinance Authorizing the Sale of Personal Property Owned by the City of Darien (PD)
- T. Consideration of a Motion to Approve an Ordinance Authorizing the Sale of Personal Property Owned by the City of Darien (MS)
- U. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for Pressure Pipe as Required for Various Public Works Projects at the Proposed Unit Pricing, for a Period of May 1, 2025 through April 30, 2026
- V. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ziebell Water Service Products, Inc., for Smith and Blair Stainless Steel Water Main Repair Clamps Style 238 with Stainless Steel Bolts at the Proposed Unit Prices in Various Sizes for the Maintenance of the Water System for a Period of May 1, 2025 through April 30, 2026
- W. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for Mueller Super Centurion Fire Hydrants and Auxiliary Valves for the Maintenance of the Water System as Required for a Period of May 1, 2025 through April 30, 2026
- X. Consideration of a Motion to Approve a Resolution Accepting a Proposal from EJ USA, Inc., for East Jordan CD250 Fire Hydrant, Valves and Accessories at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026

- Y. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for Waterous Pacer Fire Hydrants, Auxiliary Valves and Accessories at the Proposed Unit Prices as Required for a period of May 1, 2025 through April 30, 2026
 - Z. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Underground Pipe and Valve Co., for Clow Medallion Fire Hydrants, Auxiliary Valves and Accessories at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
 - AA. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ziebell Water Service Products, Inc., for the Traverse City Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
 - BB. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for the Traverse City Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
 - CC. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ziebell Water Service Products, Inc., for the Waterous Pacer Fire Hydrant Repair Parts as Required for a Period of May 1, 2025 through April 30, 2026
 - DD. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for the Waterous Pacer Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
 - EE. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Ziebell Water Service Products, Inc., for the Mueller Super Centurion Fire Hydrant Repair Parts as Required for a Period of May 1, 2025 through April 30, 2026
 - FF. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for the Mueller Super Centurion Fire Hydrant Repair Parts at the Proposed Unit Prices as Required for a Period of May 1, 2025 through April 30, 2026
 - GG. Consideration of a Motion to Approve a Resolution Accepting a Proposal from Core & Main for the U.S. Pipe Fire Hydrant Repair Parts as Required for a Period of May 1, 2025 through April 30, 2026
17. New Business
- A. Consideration of a Motion to Approve an Ordinance Authorizing the Sale of Personal Property Owned by the City of Darien (2012 International Truck)
 - B. Consideration of a Motion Approving a Policy to Implement Advertising at the Marquee Sign Located at 7702 Cass Ave (Southwest Corner of Cass and Plainfield Road)
 - C. Consideration of a Motion to Approve an Ordinance Amending Section 1-7-1 and Section 1-7-2 of the Darien City Code Position Created- Director of Finance
 - D. Consideration of a Motion to Approve the Appointment of Director of Finance – Julie Saenz

- E. Consideration of a Motion Approving the Following:
 - 1. Incorporating a New Full Time Staff Position Responsible for Special Events and Business Outreach - Director of the Business Alliance and Community Events
 - 2. Creating the Darien Business Alliance
 - 3. Budgeting for a Part Time Employee to help with Special Events and Certain Business Outreach Duties

- 18. Questions, Comments and Announcements — **General (This is an opportunity for the public to make comments or ask questions on any issue – 3 Minute Limit Per Person)**

- 19. Adjournment

CITY OF DARIEN

RULES FOR COMPLIANCE WITH PUBLIC COMMENT REQUIREMENTS OF THE ILLINOIS OPEN MEETINGS ACT

I. PURPOSE OF RULES.

The purpose of these Rules is to comply with the requirement of Section 2.06 of the Illinois Open Meetings Act that a public comment section be provided at each meeting subject to the Open Meetings Act.

II. DEFINITION OF “PUBLIC BODY” or “BODY.”

For purposes of these Rules, the term “Public Body” or “Body” shall mean the City Council, any Committee of the City Council, and any Board and Commission established by the City Council.

III. RULES GOVERNING PUBLIC COMMENT.

A. Unless otherwise allowed by a majority vote of the Body, the public comment periods shall be as follows:

1. For the City Council, as set forth on the attached **Agenda template**.
2. For Council committees and advisory committees, at the conclusion of the meeting immediately before adjournment. At the direction of the Body, the floor may be opened for public comment in conjunction with specific agenda items.

B. Individuals seeking to make public comment to the Body shall be formally recognized by the Chair.

C. Individuals addressing the Body shall identify themselves by name, but need not provide their home address.

D. Individuals addressing the Body shall do so by addressing their comments to the Body

itself and shall not turn to address the audience.

E. Public comment time shall be limited to three (3) minutes per person.

F. An individual will be allowed a second opportunity to address the Body only after all other interested persons have addressed the Body and only upon the majority vote of the Body.

G. In the case of a special meeting, public comment will be limited to subject matters germane to the agenda of the special meeting.

IV. PUBLIC HEARING REQUIREMENTS.

Additional public comments periods will be allowed as required by law in the case of public hearing, subject to the same time constraints.

Approved by a Motion on November 17, 2014

Policy establishing guidelines pertaining to the adoption of a requested ceremonial document, proclamation, and/or resolution supporting the activities or endeavors of the requestor

I. Purpose

The purpose of this policy is to establish guidelines for the issuance of ceremonial documents, proclamations, and supporting resolutions by the City of Darien. These documents are strictly honorary and do not carry any legislative or legal significance. The issuance of ceremonial documents, proclamations and supporting resolutions recognize and celebrate significant achievements, milestones, and events within the City of Darien.

II. Policy

It is the policy of the City Council to consider requests for ceremonial documents, proclamations, and supporting resolutions only when:

1. such issuance positively and directly impacts the Darien community, pertain to a Darien event, person, organization, or cause with local implications
2. such issuance proclaims certain events or causes when such proclamations pertain to a Darien event, person, organization, or cause with direct local implications at determined by the city.
 - a. Examples of acceptable recognition include, but is not limited to:

- Matters of public awareness about an issue for a community organization.
 - Arts, cultural or historical occasions.
 - A commemoration of a specific accomplishment, time, period, or event that impacts Darien residents.
 - Recognizing the diverse cultures in Darien
 - Recognition of action/service above and beyond the call of duty
 - Recognition of extraordinary action or achievement.
- b. Examples of unacceptable recognition include, but is not limited to:
- Events or organizations with no direct relationship to or location within the corporate limits of the City of Darien
 - Campaigns for events contrary to Darien's policy or the wellbeing of its businesses or residents
 - Political, religious or foreign issues not within the immediate responsibility or sphere of influence of the City as determined by the City.
 - Anything that may suggest an official city position on a matter under consideration by the city

All requests for a ceremonial document, proclamation, or a supporting resolution shall be submitted to the Mayor.

Approved by Resolution No. R-57-24 on June 3, 2024