

**MINUTES OF A REGULAR MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
February 4, 2020**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Troy Parlier called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Physically Present: President Troy Parlier and Trustees James Marter, Terry Olson, Pam Parr, Judy Sollinger and Brian Thomas.

Absent: Trustee Luis Perez.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, Asst. Village Administrator/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Mark Horton, Finance Director; Jennifer Hughes, Public Works Director; Susan Quasney, Village Engineer; Rod Zenner, Community Development Director; Julie Hoffman, Community Engagement Coordinator, Special Events; Joe Renzetti, IT/GIS Manager; Jay Hoover, Building & Zoning Manager; Carri Parker, Purchasing Manager; Corinna Cole, Economic Development Director; and Ryan Morton, Village Attorney.

CONSIDERATION OF AND POSSIBLE ACTIONS ON-ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING

None

RECOGNITIONS/APPOINTMENTS

D.1. Employee Service Awards

a. Cathleen Nevara- 15 Years of Service (Police Department)

She was unable to attend. President Parlier recognized her for her 15 years of service.

D.2. Proclamation- 100th Anniversary of The League of Woman Voters

President Parlier read the proclamation and presented a copy of the proclamation to Tania Traverso, a member of The League of Woman Voters. Several other members were present and were called up to the podium to have a group picture taken with President Parlier and Tania Traverso.

D.3. Character Counts Awards

Susan McMahan read the awards summaries, and along with President Parlier, presented the awards to the recipients and had their pictures taken.

PUBLIC FORUM

Public Forum was opened at 7:13 p.m. There was no one who requested to speak; the Public Forum was closed at 7:13 p.m.

CONSENT AGENDA

G.1. January 14, 2020 Committee of the Whole Minutes

G.2. January 14, 2020 Regular Village Board Minutes

- G.3. Ordinance Amending Title 3 Chapter 7; Increase Class "G" Liquor License for Oswegoland Park District/Fox Bend Golf Course Located at 3516 US Highway 34, Unit A. **Ordinance No. 20-08**
- G.4. 2020 Road Maintenance Project:
 - a) Rescinding of Resolutions 19-R-88 and 19-R-89. **Resolution No. 20-R-09**
 - b) Approval of a Resolution for Maintenance Under the Illinois Highway Code in the Amount of \$600,000 for FY20 for the 2020 Pavement Resurfacing Program of Various Streets Utilizing Motor Fuel Tax Funds. **Resolution No. 20-R-10**
- G.5. Resolution Authorizing a Contract with Copenhagen Construction Inc. for the Stonehill Road Lift Station Decommission and Sanitary Sewer Extension project in an Amount Not to Exceed \$123,000. **Resolution No. 20-R-11**
- G.6. Ordinance Amending Title 3 Chapter 33; Mobile Food Vendors. **Ordinance No. 20-09; this item does not include the approval of the elimination of the Food & Beverage Tax; tax item will be brought back at a future meeting.**

A motion was made by Trustee Sollinger and seconded by Trustee Thomas to approve the Consent Agenda; Approving the January 14, 2020 Committee of the Whole Minutes; Approving the January 14, 2020 Regular Village Board Minutes; and approving the following ordinances and resolutions:

Ordinance No. 20-08; Ordinance Amending Title 3 Chapter 7; Increase Class "G" Liquor License for Oswegoland Park District/Fox Bend Golf Course Located at 3516 US Highway 34, Unit A.

Ordinance No. 20-09; Ordinance Amending Title 3 Chapter 33; Mobile Food Vendors.

Resolution No. 20-R-09; Rescinding of Resolutions 19-R-88 and 19-R-89.

Resolution No. 20-R-10; Approval of a Resolution for Maintenance Under the Illinois Highway Code in the Amount of \$600,000 for FY20 for the 2020 Pavement Resurfacing Program of Various Streets Utilizing Motor Fuel Tax Funds.

Resolution No. 20-R-11; Resolution Authorizing a Contract with Copenhagen Construction Inc. for the Stonehill Road Lift Station Decommission and Sanitary Sewer Extension project in an Amount Not to Exceed \$123,000.

Aye: James Marter II Terry Olson
 Pam Parr Judy Sollinger
 Brian Thomas

Nay: None

Absent: Luis Perez

The motion was declared carried by an omnibus roll call vote with five (5) aye votes and zero (0) nay votes.

BILL LIST

H.1. Approve Bill List Dated February 4, 2020 in the Amount of \$897,335.92.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to approve the Bill List Dated February 4, 2020 in the Amount of \$897,335.92.

Aye: James Marter II Terry Olson
 Pam Parr Judy Sollinger
 Brian Thomas

Nay: None

Absent: Luis Perez

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

J.1. Resolution Approving an Intergovernmental Agreement with the Chicago Metropolitan Agency for Planning (CMAP) to Update the Village's Zoning Ordinance and Subdivision Regulations to Create a Unified Development Ordinance. **Resolution No. 20-R-12**

Director Zenner addressed the Board regarding an agreement with CMAP for the updating of the zoning ordinance and subdivision regulations. The Village utilizes two main sets of requirements for the development of property within the Village of Oswego:

- Zoning Ordinance
 - Lists permitted and special uses within each of the various zoning districts and establishes bulk regulations, such as height and setback requirements
 - Has existed for several decades and has been amended from time to time to address specific issues that come before the Village
 - Last updated in 2008
- Subdivision and Development Regulations
 - Provides the technical aspects for development including right-of-way design, engineering requirements, and various construction detail specifications

The Village is looking to update both of these regulations and to create a single Unified Development Ordinance (UDO) to provide the development community with a single document to determine the rules and regulations for development within the Village of Oswego. In Spring 2019, the Village applied to CMAP to participate in their Local Technical Assistance program to assist in the creation of a new Unified Development Ordinance. The Village's proposal to CMAP was to develop a Unified Development Ordinance. The new Ordinance would update the Zoning Ordinance and Development Regulations by incorporating principles of best management practices for new development, consider environmental impacts and mitigating techniques for new development, and to strategically grow consistently with the goals and objectives of the Village's 2015 Comprehensive Plan. The Ordinance would also consider process changes that could simplify the development process and provide opportunity to establish regulations to assist the redevelopment of the Downtown.

The Village learned that CMAP had selected Oswego as a recipient of their assistance program. The project could take up to 24 months to complete and would include participation of the Village, residents, and the development community in drafting of the new regulations. The total project cost is estimated to be between \$100,000 and \$120,000. The Village is being asked to provide a total of \$30,000 (two payments of \$15,000 each) plus staff assistance as the Village's contribution. The remainder of the cost will be covered by CMAP.

Board and staff discussion focused on staff, residents, development community, ad-hoc committees and Planning & Zoning members would have input in the drafting of the new regulations. There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee Parr to approve a Resolution Approving an Intergovernmental Agreement with the Chicago Metropolitan Agency for Planning (CMAP) to Update the Village's Zoning Ordinance and Subdivision Regulations to Create a Unified Development Ordinance.

Aye: James Marter II Terry Olson
Pam Parr Judy Sollinger
Brian Thomas

Nay: None

Absent: Luis Perez

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

J.2. Resolution Authorizing the Execution of an Agreement Frank Marshall Electric, Aurora, IL, for the Well 6 & 8 Electrical Upgrade Project Construction Phase in the Amount Not to Exceed \$302,170.00. **Resolution No. 20-R-13**

Director Hughes addressed the Board regarding an agreement for Well 6 & 8.

- Well 6
 - Located at 245 Lennox
 - Been in service since 1992
 - Produces 1,000 gallons per minute and was last serviced in 2010
 - A generator, switchgear, and transformers were added to the site in 2016
 - Master control center and associated components are at the end of their useful life and need to be replaced
- Well 8
 - Located at 3700 Grove Rd.
 - Been in service since 2001
 - Produces 1,000 gallons per minute and was last serviced in 2017
 - Step-up transformer is original, and the variable frequency drive needs to be replaced

Public Works has been working with consultant Baxter & Woodman on the necessary repairs needed to Well 6 & 8. The design phase of the project and the bid process has been completed. The Village opened two bids on January 28, 2020. AMS was the low bidder at \$269,750 for the base work. Frank Marshall was second with a bid of \$274,700 which is \$4,950 above AMS' bid. The contract contemplates conductor and conduit that may be required and will be paid at the contract unit price for materials and installation. AMS bid ranged from \$703.89 to \$1,804.82 for 10 feet of conductor of various sizes and \$5,637.96 to \$13,505.35 for 10' of conduit in various sizes. Frank Marshall's bid ranged from \$56.00 to \$124.00 per foot for conductor and \$268.00 to \$541.00 per foot for conduit in various sizes. If the Village were to install just 10' of conduit, Frank Marshall would be the cheaper alternative. Frank Marshall has performed work satisfactorily for the Village in the past.

Board and staff discussion focused on why Well 8 was not addressed in 2017; needed to budget for Well 8; too expensive; how long the repairs will take; whether there were additional wells that need repair; last five years staff has been pulling wells for routine maintenance; addressing through capital programs. There was no further discussion.

A motion was made by Trustee Marter and seconded by Trustee Parr to approve a Resolution Authorizing the Execution of an Agreement Frank Marshall Electric, Aurora, IL, for the Well 6 & 8 Electrical Upgrade Project Construction Phase in the Amount Not to Exceed \$302,170.00.

Aye: James Marter II Terry Olson
Pam Parr Judy Sollinger
Brian Thomas

Nay: None

Absent: Luis Perez

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

PRESIDENT'S REPORT

He noted the upcoming events:

LunaFest (benefit for Mutual Ground); Pam Parr is attending; 6 th year she has attended; a lot of fun.	Feb. 8 th ; 3pm-8pm	Village Hall	Purchase tickets in advance by 2/7= \$23.91 At the door= \$28
Oswego Senior Center Valentine Dinner Dance	Feb. 8th; 5pm-9:30pm; buffet at 6pm	at American Legion	Purchase tickets by 2/5; \$20 each/2 for \$35
State of the Village; come out and hear all the exciting things.	Feb. 19 th at 3:30pm	at Kendall 11	

Midwest Conflicts Wall of Honor is coming to Oswego May 22nd-May 31st. This is the first time the Wall will leave the state of Oregon; working with Herschel Luckinbill on all the events planned; event schedule coming soon.

Thoughts and prayers go out to the family of Noah McIntyre.

TRUSTEE REPORTS

Trustee Thomas- condolences to Noah's family; inquired into the procedures when a homeowner's mailbox is damaged due to snow or a plow; Director Hughes explained the process as stated in Village Code.

Trustee Marter- condolences to Noah's family; enjoys 30-minute meetings.

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

A motion was made by Trustee Marter and seconded by Trustee Sollinger to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:28 p.m.

Tina Touchette
Village Clerk