

**MINUTES OF A SPECIAL MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
April 22, 2019**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Gail Johnson called the meeting to order at 6:36 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Physically Present: President Gail Johnson and Trustees Ryan Kauffman, Karin McCarthy-Lange, Pam Parr, Luis Perez, Judy Sollinger and Joe West.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Jay Hoover, Building & Zoning Manager; Jenette Sturges, Community Engagement Coordinator, Marketing; Carri Parker, Purchasing Manager; Joe Renzetti, IT Manager; and David Silverman, Village Attorney.

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

There was no one who participated electronically.

**RECOGNITIONS/APPOINTMENTS**

**D.1. Historic Preservation Commission**

a) Announcement from the Commission Chairperson

Kelly Schomer, Chairperson for the Historic Preservation Commission, addressed the Board regarding the walking tour scheduled for houses near the downtown area. The tour is free, but attendees will be required to register. She also noted that the Commission is looking for members.

b) Proclamation of National Preservation Month- May 2019

President Johnson recognized the Commission and read the Proclamation.

**PUBLIC FORUM**

Public Forum was opened at 6:40 p.m. There was no one who requested to speak; the Public Forum was closed at 6:40 p.m.

**STAFF REPORTS**

Administrator Di Santo- noted that this meeting is the last meeting with four of the Board members; he thanked the Board and noted it was a pleasure to work with them.

**CONSENT AGENDA**

- G.1. April 9, 2019 Committee of the Whole Minutes
- G.2. April 9, 2019 Regular Village Board Minutes
- G.3. April 9, 2019 Closed Session Minutes (Approve, but Not Release)
- G.4. Resolution Authorizing the Village of Oswego to Renew the Conservation in Our Community Program with the Conservation Foundation. **Pulled for separate discussion and vote.**
- G.5. Resolution Authorizing Execution of a Settlement Agreement and Assignment of Recapture Rights. **Resolution No. 19-R-32**

- G.6. Resolution Approving a Temporary Construction Easement Agreement Between the Village of Oswego and Oswegoland Park District for Hudson Crossing Park. **Resolution No. 19-R-33**
- G.7. Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego. (First Read of Ordinance; Waiver of Second Read) **Ordinance No. 19-25**

A motion was made by Trustee Kauffman and seconded by Trustee Perez to approve the Consent Agenda; Approving the April 9, 2019 Committee of the Whole Minutes; Approving the April 9, 2019 Regular Village Board Minutes; Approving, but Not Releasing the April 9, 2019 Closed Session Minutes and approving the following ordinance and resolutions:

**Ordinance No. 19-25;** Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego. (First Read of Ordinance; Waiver of Second Read)

**Resolution No. 19-R-32;** Resolution Authorizing Execution of a Settlement Agreement and Assignment of Recapture Rights.

**Resolution No. 19-R-33;** Resolution Approving a Temporary Construction Easement Agreement Between the Village of Oswego and Oswegoland Park District for Hudson Crossing Park.

Aye:	Ryan Kauffman	Karin McCarthy-Lange
	Pam Parr	Luis Perez
	Judy Sollinger	Joe West

Nay: None

Absent: None

The motion was declared carried by an omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

- G.4. Resolution Authorizing the Village of Oswego to Renew the Conservation in Our Community Program with the Conservation Foundation. **Resolution No. 19-R-31**

Administrator Di Santo addressed the Board regarding the Conservation in Our Community Program. Last year was Oswego's third year in the Conservation in Our Community program, and the Village benefited from this partnership. The Conservation Foundation provided workshops to promote their Conservation @ Home program, rain barrels, rain gardens and other topics including "Controlling Invasive Species." They also worked with the Hilltoppers Garden Club and hosted a Local Fox River art exhibit at the Little White School Museum. The 2019 workplan attempts to make this coming year even more successful than the previous two. The planned activities include increasing participation in the Conservation @ Home program, work with the Hilltoppers Garden Club, continuing to educate homeowners associations on detention basin management, promoting rain barrel sales, having a local artist paint Oswego sites on the Fox River, assistance with a public art project, and other public outreach.

Board and staff discussion focused on the Village and the Conservation Foundation both contribute \$3,000 annually; good partnership; seeing the value the Village is getting; receiving a service. There was no further discussion.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Sollinger to approve the Resolution Authorizing the Village of Oswego to Renew the Conservation in Our Community Program with the Conservation Foundation.

Aye:	Ryan Kauffman	Karin McCarthy-Lange
	Pam Parr	Luis Perez
	Judy Sollinger	Joe West

Nay: None

Absent: None





Hummel Trails Neighborhood 10

A concept plan was approved as part of the Hummel Trails Annexation Agreement. In that plan, Neighborhood 10 was identified to have 93 single-family residential lots with a minimum square footage of 6,600 square feet and a minimum lot width of 50 feet. The proposed subdivision identifies 98 single family lots with a minimum lot size of 6,600 square feet and a minimum lot width of 55 feet. The Annexation Agreement allows for a 5% adjustment in the number of lots, so the 98 lots are in substantial compliance with the approved concept plan. The additional lots are located at the southeast corner of the project (Lots 56-62) as the stormwater detention facility anticipated in the concept plan has been removed from this location. Exhibit “F” of the annexation agreement indicates that of the Neighborhood 10 would have a front, rear, and corner side yard of 20 feet and an interior side yard of 5 feet. The proposed subdivision meets these requirements. The road layout is consistent with the concept plan with one access point onto Woolley Road and future road connections into the remainder of the Hummel Trails development. Neighborhood 10 contains the parcel set aside for the community’s clubhouse which will be developed at a later date.

Hummel Trails Neighborhood 14

A concept plan was approved as part of the Hummel Trails Annexation Agreement. In that plan, Neighborhood 14 was identified to have 168 single-family residential lots with a minimum square footage of 10,000 square feet and a minimum lot width of 75 feet. The proposed subdivision identifies 169 single family lots with a minimum lot size of 10,000 square feet and a minimum lot width of 75 feet. The Annexation Agreement allows for a 5% adjustment in the number of lots, so the 169 lots as proposed are in substantial compliance with the approved concept plan. Exhibit “F” of the annexation agreement indicates that of the neighborhoods that contain 10,000 square foot lots, the average lot size would be 12,000 square feet. In this neighborhood, the average lot size is 11,068 square feet. The 12,000 square foot average applies to the 10,000 square foot lots as a whole. There is a future 10,000 square foot lot neighborhood to the northeast that could increase the average lot square footages.

The proposed development of 10,000 square foot minimum lots, with an average lot size of 11,068, is consistent if not greater than the neighboring single-family developments. The proposed lot sizes are consistent with the approved concept plan and the neighboring single-family residential lots to the west. The 12,000 square foot average lot size will not have a visual impact on the character or perceived density of the development. With a minimum 75-foot lot width requirement, increasing the lot square footage would result in deeper lots creating larger back yards which are not visible from residents on the street. The proposed lot sizes are consistent with the approved concept plan and the neighboring single-family residential lots to the west. The road layout is consistent with the concept plan with one access point onto Woolley Road, two access points to the west into the Ashcroft/Ashcroft Place developments, one access to the east and one access point to the west. There is a park site identified in the southwest corner of the development adjacent to the Ashcroft park site.

There was no further discussion.

A motion was made by Trustee Perez and seconded by Trustee Kauffman to approve an Ordinance Approving the Preliminary PUD and Subdivision Plat for Hummel Trails Neighborhood 10. (First Read of Ordinance, Waiver of Second Read)

Aye: Ryan Kauffman	Karin McCarthy-Lange
Pam Parr	Luis Perez
Judy Sollinger	Joe West

Nay: None

Absent: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.4. Ordinance Approving the Preliminary PUD and Subdivision Plat for Hummel Trails Neighborhood 14. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 19-29**



J.6. Ordinance Granting a Second Minor Amendment to the Final PUD for Lot 2 of the Resubdivision of Lots 7, 8, and 9 of Oswego Commons for Giordano's Located at 2870 US Highway 34; Additional Signage. (First Read of Ordinance, Waiver of Second Read)  
**Ordinance No. 19-30**

Director Zenner addressed the Board regarding additional signage for Giordano's. The applicant is requesting a second minor amendment to the Final PUD. The minor amendment would allow for additional signage on the rear façade of the Giordano's building. The building currently exceeds the allowable signage permitted by both the sign ordinance and the PUD regulations for the site. The Village has the ability to allow greater signage through the PUD process and did so with the approval of Ordinances #04-104 and #12-47 for this site. The request for additional signage will add 52 square feet to the current amount of signage and will bring the building more out of compliance with the regulations for the site.

The rear elevation, where the sign is proposed, is currently blank; however, a temporary banner had been installed and will now be removed. The blank area gives the building an incomplete look or even the appearance that this is a vacant tenant space. This elevation is visible to traffic along the internal drive isle of Oswego Commons. A sign will bring attention to the building and help identify the use from the rear. The building would look more aesthetically appealing with the additional sign. In the past, signs have been allowed on the rear of buildings that faced an internal road. Examples of this additional signage are AT&T and Five Guys.

Board and staff discussion focused on the Village has allowed this in the past; whether there is a way to make this process more efficient; staff has that solved now. There was no further discussion.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Perez to approve an Ordinance Granting a Second Minor Amendment to the Final PUD for Lot 2 of the Resubdivision of Lots 7, 8, and 9 of Oswego Commons for Giordano's Located at 2870 US Highway 34; Additional Signage. (First Read of Ordinance, Waiver of Second Read)

Aye: Ryan Kauffman	Karin McCarthy-Lange
Pam Parr	Luis Perez
Judy Sollinger	Joe West
Nay: None	
Absent: None	

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.7. Resolution Authorizing the FY2020 Budgeted Purchases of Four (4) Vehicles and Equipment: One (1) 2019 F-150 XL From Hennessey's River View Ford in an Amount Not to Exceed \$35,988; One (1) New Ford Utility Interceptor Vehicles From Currie Motors Commercial Center in an Amount Not to Exceed \$34,466; One (1) 2020 International 4300 Truck Chassis From Rush Truck Center in an Amount Not to Exceed \$77,976; One (1) Snow Plow and One (1) Dump Body from Monroe Truck Equipment in an Amount Not to Exceed \$78,905; and One (1) 2019 F-550 Stake Bed with Plow and Salt Spreader From Hennessey's River View Ford in an Amount Not to Exceed \$64,380.40. Grand Total of Not to Exceed \$316,082.40 For FY2020 Budgeted Vehicle Purchases and Waiving of the Competitive Bidding Requirement for the Local Purchases. **Resolution No. 19-R-35**

Manager Parker addressed the Board regarding the purchase of various vehicles and equipment. In the Fall of 2018, staff met to discuss the Capital Improvement Plan, specifically, the Vehicle Replacement Fund. It was determined that four vehicles should be included in FY20 budget based on vehicle condition and need for the department. There are three departments that will benefit from these purchases:

### Building & Zoning

- 2019 Ford F-150 XL
  - Two quotes
    - ✓ SPC= \$35,138
    - ✓ **Hennessey's River View Ford= \$29,256; staff recommendation**

### Police

The police department determined that it is preferred to purchase utility vehicles over sedans. The additional interior room and slightly higher ride height and visual field were mentioned as the primary factors.

- 2020 Ford Utility Interceptor.
  - **SPC Contract #152= \$34,466; staff recommendation**
  - Hennessey's River View Ford= \$37,525
  - Quotes are only for the vehicle; does not include any police-specific equipment that will need to be added; Staff tried to reach out to the State to obtain a quote, but there is not a current State bid at this time for this specific vehicle
  - **Additional equipment= \$24,833; staff recommendation**
  - Total cost= \$59,299

### Public Works

- 2020 International 4300 truck chassis, snow plow and dump body
  - Vehicle is not available through the State of Illinois joint purchasing program
  - **Rush Truck Center for the chassis= \$77,976; staff recommendation**
  - **Monroe Truck Equipment for the snow plow and dump body= \$78,905; staff recommendation**
  - Total cost= \$156,881.

The new truck will be outfitted with a lower bed height to have the ability to use the vehicle year-round for a variety of tasks including pavement patching, infrastructure repairs, moving cargo, and special events.

- 2019 F-550 Stake Bed with plow and salt spreader
  - Vehicle is in the State of Illinois joint purchasing program, but they are not able to provide a vehicle as they are out of stock at this time and do not know when the next shipment will be available
  - **Hennessey's River View Ford= \$64,380.40; staff recommendation**

This vehicle will be outfitted with the latest snow removal technology including 10-foot plow; four corner LED strobe lights and a stainless-steel v-box salt spreader. The aluminum 9-foot flatbed has removable sides that will be installed to maximize usage of the vehicle between snow removal operations. The flatbed will be used for moving large objects or several smaller items such as barricades and special event equipment. Currently, the Village does not own a large flatbed vehicle capable of performing these tasks.

Board and staff discussion focused on the purchases are under budget; no more vehicle purchases for FY20; One (1) 2019 F-150 XL from Hennessey's River View Ford in an Amount Not to Exceed \$35,988 was incorrectly noted in the ordinance title. The motion will reflect the correct purchase amount of \$29,256. There was no further discussion.

A motion was made by Trustee Perez and seconded by Trustee Kauffman to approve the Resolution Authorizing the FY2020 Budgeted Purchases of Four (4) Vehicles and Equipment: One (1) 2019 F-150 XL from Hennessey's River View Ford in the Amount Not To Exceed \$29,256; One (1) New Ford Utility Interceptor Vehicles from Currie Motors Commercial Center in the Amount Not To Exceed \$34,466 and Required Equipment in the Amount Not To Exceed \$24,833 for a Not To



Exceed Total of \$59,299; One (1) 2020 International 4300 Truck Chassis from Rush Truck Center in the Amount Not To Exceed \$77,976 and a Snow Plow and Dump Body from Monroe Truck Equipment in the Amount Not To Exceed \$78,905 for a Not To Exceed Total of \$156,881; and One (1) 2019 F-550 Stake Bed with Plow and Salt Spreader from Hennessey's River View Ford in the Amount Not To Exceed \$64,380.40, for a Grand Total of Not To Exceed \$309,816.40 for FY2020 Budgeted Vehicle Purchases and to Waive the Competitive Bidding Requirement for the Local Purchases.

Aye: Ryan Kauffman  
Pam Parr  
Judy Sollinger

Karin McCarthy-Lange  
Luis Perez  
Joe West

Nay: None

Absent: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

### **PRESIDENT'S REPORT**

K.1. Proclamation- Arbor Day, April 26, 2019; a tree will be planted this Friday.

K.2. Proclamation- Building Safety Month; May; President Johnson noted May as Building Safety Month.

K.3. Proclamation- Drinking Water Week, May 5-11, 2019; President Johnson noted May 5-11, 2019 as Drinking Water Week.

K.4. Proclamation- Motorcycle Awareness Month, May 2019; President Johnson noted May as Motorcycle Awareness Month.

K.5. Proclamation- Municipal Clerk's Week, May 5-11, 2019; President Johnson noted May 5-11, 2019 as Municipal Clerk's Week and thanked the Village Clerk for keeping all the t's crossed and the I's dotted.

K.6. Proclamation- Rain Barrel Month, May 2019; President Johnson noted May as Rain Barrel Month.

K.7. Proclamation- Small Business Week, May 5-11, 2019; President Johnson noted May 5-11, 2019 as Small Business Week.

President Johnson announced that the new Oswego Police headquarters earned two national awards for its design and construction. The American Public Works Association named the Police headquarters its Project of the Year for structures \$25-\$75 million. Previously, the Oswego Police headquarters has been awarded locally at the APWA Fox Valley branch and regionally at the APWA Chicago Metro Chapter levels. The Police headquarters has also been named a recipient of the 2019 American Institute of Architects – Justice Facilities Review Award. The project will be on display in the gallery during the AIA Conference on Architecture in Las Vegas with the official recognition occurring during the Academy of Architecture for Justice at the Fall conference in October in San Diego. President Johnson thanked those who worked on the Police headquarters which included HOK, Schoppe Design Associates, Gilbane Building Co., MWL, Village staff, elected officials, residents and the officers of the Oswego Police Department.

President Johnson- wanted the Board and staff to know they have touched her life and it will stay with her for a lifetime; it's been a sheer joy; will miss it terribly, but she has no regrets. Thank you all.

### **TRUSTEE REPORTS**

Trustee Kauffman- the last four years have been the best years of his life; had a lot of fun; he thanked the staff who are exceptional and incredible; it was a privilege and honor to serve with them; President Johnson's vision has been enormous and she leaves huge shoes to fill; thank you to the residents he was able to serve for the past four years; nothing but good things to say; wonderful time to live here.

Trustee Parr- no report

Trustee Sollinger- she thanked the outgoing Board members; done an outstanding job; will watch for the new Board members coming in.

Trustee West- he thanked the Board, staff and citizens for supporting him as served on the Board.

Trustee Perez- honor to serve and become friends with the Board members; Trustee Kauffman has the longest runway; he will be great again; Trustee McCarthy-Lange is wonderfully deep rooted with a huge heart for the community; the community will be poor without her; Trustee West served his Country and then volunteered to serve his community; it's a win for us; a lot of respect; he thanked President Johnson for appointing him; she is a leader who is full of class and he would run through a wall for her; vision resonated four years ago.

Trustee McCarthy-Lange- it has been an honor to serve; been one of the best experiences of her life; had the first female President and first majority female Board and she doesn't take that lightly; whole team is awesome; still plans on keeping in touch.

### **CLOSED SESSION**

There was no Closed Session held.

### **ADJOURNMENT**

A motion was made by Trustee Kauffman and seconded by Trustee West to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:13 p.m.

Tina Touchette  
Village Clerk