



NOTICE AND AGENDA

**NOTICE IS HEREBY GIVEN
THAT A COMMITTEE OF THE WHOLE MEETING**

WILL BE HELD ON

March 16, 2020

6:00 PM

Location: Oswego Village Hall

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. CONSIDERATION OF AND POSSIBLE ACTIONS ON ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING**
- D. PUBLIC FORUM**
- E. OLD BUSINESS**
- F. NEW BUSINESS**

F.1. COVID-19 Update

[Board memo 031620 DDSRev.docx](#)

Posted: _____
Date: _____
Time: _____
Place: _____
Initials: _____

Tina Touchette
Village Clerk

- F.2. Discussion and Direction Regarding Building Code Update from 2008 NEC and 2009 ICC to 2017 NEC and 2018 ICC Codes and Local Building Amendments.

[building code update discussion.docx](#)

- F.3. Continued Budget Workshop Discussion from the March 14, 2020 Special Committee of the Whole (If Necessary)

G. CLOSED SESSION

- G.1. a. Pending and Probable Litigation [5 ILCS 120/2(c)(11)]
b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel [5 ILCS 120/2(c)(1)]
c. Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules [5 ILCS 120/2(c)(2)]
d. Sale, Lease, and/or Acquisition of Property [5 ILCS 120/2(c)(5) & (6)]
e. Security Procedures and the Use of Personnel and Equipment to Respond to an Actual, Threatened, or a Reasonably Potential Danger to the Safety of Employees, Staff, the Public, or Public Property [5 ILCS 120/2(c)(8)]

H. ADJOURNMENT

AGENDA ITEM

MEETING TYPE: Committee of the Whole
MEETING DATE: March 16, 2020
SUBJECT: Village’s COVID-19 Response

ACTION REQUESTED:

Discussion of the Village’s COVID-19 preparation and response.

BOARD/COMMISSION REVIEW:

NA

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
NA	NA	NA

DEPARTMENT: Administration

SUBMITTED BY: Christina Burns, Assistant Village Administrator

FISCAL IMPACT:

Unknown

BACKGROUND:

On March 10, the World Health Organization declared the current spread of the novella coronavirus COVID-19 a global pandemic. As of March 11, 938 cases have been confirmed in the U.S., and 25 cases have been confirmed in Illinois. The [Centers for Disease Control and Prevention](#), the [Illinois Department of Public Health](#), and the [Kendall County Health Department](#) have continued to provide guidance on appropriate measures to slow the spread of the virus.

DISCUSSION:

The top priority of the Village is protecting the health and safety of our residents and employees. To that end, staff continues to prepare for and monitor the spread of COVID-19. Our plan is to focus in on education, planning and ensuring continuity of operations.

Staff preparedness

We are taking several proactive measures to prepare our staff ahead of any potential coronavirus

contamination, both for staff health and safety and continuity of operations. Current preparations include:

- Staff information: We are distributing updates and educational information to staff regarding the virus. Communication includes good hygiene, staying home if you are ill, and how to prevent exposure based on job duties.
- Workplace cleanliness: The Village has ramped up cleaning protocols, especially in shared spaces. The Village has procured and our janitorial contractor is using EPA-recommended cleaning products to disinfect common and shared areas on a routine basis. We are installing additional hand sanitizing stations and provided hand sanitizers throughout buildings. We have added one additional cleaning day per week to all Village facilities, ensuring that doorknobs, handrails and surfaces are disinfected.
- Personal protective equipment (PPE): CDC recommends latex gloves and N95 respirators as appropriate PPE for any individuals who may need to be in contact with an infected or potentially infected person. Staff has inventoried available resources and has ordered additional masks, gloves, gowns, and safety glasses. Indications are that additional PPE will be available through regional and state resources in the event of widespread virus outbreak, but also want to ensure we have the resource necessary to protect our staff.
- Procedure modification: Community exposure risk is highest for police personnel. To that end, the Police Department is modifying certain procedures to limit potential contact with potentially infected individuals.

Public Preparedness

The Village is relaying information from the Kendall County Health Department, as our regional health resource, through our social media resources. Additionally, we are regularly reviewing CDC information and monitoring other state and federal resources for updates. Our current goal is to provide public information to ensure that our residents are getting timely, factual updates regarding the virus.

Pandemic preparation

The management team continues to discuss steps necessary for operations continuity. We have identified critical operations, and what, if any, impact COVID-19 would have. We will continue to refine these plans as needed based on the progression of the virus in Illinois and in our region. Discussions have included building closures, teleworking, and event postponement and cancelation. We do not foresee any problems continuing critical operations with minimal staffing and remote work.

The situation is rapidly evolving in the U.S., and in Illinois. Staff is continuing to meet and discuss any necessary changes in plans based on the latest developments.

RECOMMENDATION:

NA

ATTACHMENTS:

NA



AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: March 16, 2020

SUBJECT: Building Code Update

ACTION REQUESTED:

Discussion and Direction Regarding Building Code Update From 2008 NEC and 2009 ICC to 2017 NEC and 2018 ICC Codes and Local Building Amendments.

BOARD/COMMISSION REVIEW:

NA

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
NA		

DEPARTMENT: Building and Zoning

SUBMITTED BY: Building and Zoning Manager James Hoover

FISCAL IMPACT:

\$1,500

BACKGROUND:

The Village of Oswego currently utilizes nationally recognized codes to review building plans and construction standards. Most recently, the Village adopted the 2008 National Electric Code (NEC) and the 2009 International Code Council (ICC) for building codes. These codes are updated occasionally, approximately every three years, to reflect new building trends and to address issues in the construction industry. In the past, the Village has adopted an updated version of the Codes relatively frequently, to insure safe construction standards within the Village. The Village typically does not adopt Codes when they are first released to allow time for the building community to react and adapt to any new standards that may be in the current codes.

DISCUSSION:

It has been some time since the Village adopted updated versions of the building codes. Staff is exploring the option of adopting the 2017 NEC and the 2018 ICC regulations for construction within the Village. There are several reasons that staff believe it is an appropriate time to update the building regulations. First, the current set of regulations are approximately 10 years old. The 2017 NEC and 2018 ICC are designed to accommodate current building standards and techniques and could assist the building community by providing a path for construction and/or redevelopment techniques which are not recognized or permitted in our current codes.

Secondly, the current codes adopted by the Village include several local amendments that the Village believed were appropriate beyond the strict requirements of the Code. This includes items such as specific electrical and plumbing requirements and the optional exemption from requiring residential sprinklers for all single-family residential homes. The new codes have since incorporated many of the local amendments that the Village has adopted. This serves to simplify the regulations for the development community.

The new Codes are more in-line with other State regulations that the Village must also enforce such as the 2018 Illinois Energy Conservation Code and the National Americans with Disabilities Act requirements and the ANSI Standards.

Finally, it would bring the Village's Codes to a similar level to other communities. The list below identifies several neighboring communities and the date of their Code.

- Aurora 2015
- Batavia 2005
- Bolingbrook 2006
- Kendal County 2108
- Montgomery 2015
- Naperville 2018
- North Aurora 2009
- Plainfield 2015
- St. Charles 2015
- Shorewood 2018
- Sugar Grove 2015
- Warrenville 2015
- Wheaton 2012
- Yorkville 2018

Having a similar code with our neighbors will help to place the Village on an even playing field when developers look for locations for projects in the area.

The Codes are hundreds of pages in length, a full analysis of the changes will be presented prior to adoption. Some examples of the types of changes that are notable are:

Increased Requirements: There have been additions to the base level codes. These include:

Decking requirements- The IRC and IBC have expanded this chapter significantly for all decks attached to the primary structure for support. The changes include calculation models for loads, as well as footing size charts and better definitions. This section was needed based on deck failures over the several decades.

Solar Panels- A whole chapter has been added to the IRC to address and clarify the requirements for single family solar installations. Although many of the requirements existed, they were not located in the same area of the document. The 2018 IRC has accomplished that.

ISPPSC- International Pool and Spa Code. This is a long-anticipated addition. This code makes clear the requirements for pools including anti-suction cut off switches, and barrier requirements. Previously found in an optional Appendix, this code is now a stand-alone book. We will recommend adopting this code standard as well.

Synchronization/ Clarification: The ICC standards have been adopted or used as the basis for many other code standards that the Village follows or is required to implement.

Illinois ADA is more in keeping with ICC now than in 2009.

Illinois Energy Code is almost entirely the same as the IECC 2018 with a few amendments.

Illinois Radon Resistant Code 420 ILCS 52/1 does not conflict with the updated codes and aligns with them.

Reductions/ Amendments: The new standards provide an opportunity to reduce local amendments as well as eliminate some of the amendments that have now been incorporated into the code. For example, the codes recognize the need to protect manufactured trusses from fire with drywall and therefore makes our local amendment regarding that obsolete.

The maximum height for a landing and stairs that require railings will be reduced closer to match the national standard.

Municipalities are directed to require operational permits for businesses that contain open flames, such as restaurants, welding/cutting operations and repair facilities. We would recommend striking this section of the Code.

These are just a few examples of the types of code changes we will be proposing.

Next Steps

To adopt the updated Codes, staff recommends the following process and timeline as follows:

- March 2020 – Introduction to the Village Board and kick-off of the Code Update process
- April 2020 – Outreach to the building community notifying them of the potential Code update.
- June 2020 – Review of local Code amendments and revisions
- July 2020 – Hold a workshop inviting the building community to discuss the proposed code update
- August 2020 – Provide the Village Board with final set of Codes for adoption
- September 2020- Adoption of new Building Codes
- October 2020 to Jan 2021 – grace period for applications to comply to new regulations
- Jan 1, 2021 – new Codes come into effect.

It is staff's intention that any new applications submitted after January 1, 2021 should comply with the new regulations. All previous applications may continue work following the previous codes and regulations.

RECOMMENDATION:

Staff recommends taking action to move to adopt the 2018 ICC and 2017 NEC codes with the timeline as proposed.

ATTACHMENTS: