

**MINUTES OF A REGULAR MEETING OF THE
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
April 11, 2017**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Gail Johnson called the meeting to order at 7:07 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Physically Present: President Gail Johnson; 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; Linda Ebinger, Recording Secretary; Jennifer Hughes, Public Works Director; Jeff Burgner, Police Chief; Rod Zenner, Community Development Director; Michele Brown, Community Relations Manager; Mark Horton, Finance Director; Jay Hoover, Building & Zoning Manager; Corinna Cole, Economic Development Director; Joe Renzetti, IT/GIS Manager; Annie Callahan, Purchasing Manager; and James Murphy, 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. Adjudication Officer

- a. Reappoint Carlo Colosimo for a Term to Expire 4/30/18
- b. Reappoint Linda M. Salfisberg for a Term to Expire 4/30/18

Cultural Arts Commission

- a. Reappoint Angie Hibben for a Term to Expire 4/30/20
- b. Reappoint Jennifer Putzier for a Term to Expire 4/30/20

ECO Commission

- a. Reappoint Michele Falesch for a Term to Expire 4/30/20
- b. Reappoint Tamara Moore for a Term to Expire 4/30/20
- c. Reappoint Ellen Von Ohlen for a Term to Expire 4/30/20

Historic Preservation Commission

- a. Reappoint Karen Knight for a Term to Expire 4/30/19
- b. Reappoint Kelly Schomer for a Term to Expire 4/30/20

Police Commission Board

- a. Reappoint Jeffrey Hahn for a Term to Expire 4/30/20

Police Pension Board

- a. Reappoint Mark Horton for a Term to Expire 4/30/19

President Johnson read the appointments.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Sollinger to Approve the appointments as read.

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

Nay: None

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

K.4. Proclamation- Motorcycle Safety Awareness Month, May 2017- Item moved up from the President’s Report.

President Johnson read the proclamation and presented a copy to Cliff and Linda Olsen from A.B.A.T.E. of Illinois, Inc.

PUBLIC FORUM

The Public Forum was opened at 7:12 p.m.

There was no one who requested to speak; the Public Forum was closed at 7:12 p.m.

STAFF REPORTS

Village Administrator- the April 18, 2017 Committee of the Whole and Regular Village Board meeting is being canceled.

Asst. Village Administrator-introduced Annie Callahan, the new Purchasing Manager. She will split her time between Oswego and Yorkville as defined in the intergovernmental agreement. This is her third week on the job. Asst. Administrator Burns briefly spoke about her background and duties.

Public Works-

F.1. Department of Agriculture-Annual Gypsy Moth Spray Treatment

Director Hughes addressed the Board regarding gypsy moths. The European Gypsy Moth is an invasive species from Europe and is one of the most damaging forest and tree pests in the United States. The caterpillars of the moth eat the leaves of oak trees. The Illinois Department of Agriculture listed Kane, Kendall, Will and LaSalle as under quarantine. Any materials moved out of the area need to be inspected to ensure the eggs or moths are not present in the material. The Illinois Department of Agriculture will be spraying along the Fox River in May. The helicopter used for this aerial application will be spraying the biological pesticide which disrupts the productive system of the gypsy moth. The pesticide is not harmful to people or animals. The Village will provide more information to residents once it is received. Board and staff discussion focused on making sure the Park District is aware of the spraying. There was no further discussion.

IDOT will be resurfacing US Route 30 from Lincoln Station to Plainfield Road. The road will be down to one Lane; starting soon and continuing through the summer; look for alternate routes. The work will be done during the daytime hours. Be alert for reduced speed zones.

CONSENT AGENDA

- G.1. March 21, 2017 Committee of the Whole Minutes
- G.2. March 21, 2017 Regular Village Board Minutes
- G.3. Resolution Approving a Memorial Day Parade and the Temporary Closure of U.S. Highway 34 in the Village of Oswego. **Resolution No. 17-R-30**
- G.4. Resolution Adopting the Fiscal Year 2018 Salary Ranges. **Resolution No. 17-R-31**
- G.5. Resolution Authorizing the Purchase of Builders Risk Insurance for the New Police Headquarters in the Amount of \$23,136. **Resolution No. 17-R-32**

- G.6. Resolution Awarding the Proposal for the Design, Print, and Distribution of the Quarterly Newsletter for Summer 2017 Through Spring 2018 to Trend Graphics in the Amount of \$2,552.00 Per Issue.
Resolution No. 17-R-33; Trend Graphics is the Village’s current printer; proposal price is lower than the current price the Village is paying.
- G.7. Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego; Public Works Vehicle, Salt Spreader and Plows. (First Read of Ordinance, Waiver of Second Read)
Ordinance No. 17-14

A motion was made by Trustee Sollinger and seconded by Trustee Kauffman to approve the Consent Agenda; Approving the March 21, 2017 Committee of the Whole Minutes; Approving the March 21, 2017 Regular Village Board Minutes; and approving the following ordinance and resolutions:

Ordinance No. 17-14; Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego; Public Works Vehicle, Salt Spreader and Plows.

Resolution No. 17-R-30; Resolution Approving a Memorial Day Parade and the Temporary Closure of U.S. Highway 34 in the Village of Oswego.

Resolution No. 17-R-31; Resolution Adopting the Fiscal Year 2018 Salary Ranges.

Resolution No. 17-R-32; Resolution Authorizing the Purchase of Builders Risk Insurance for the New Police Headquarters in the Amount of \$23,136.

Resolution No. 17-R-33; Resolution Awarding the Proposal for the Design, Print, and Distribution of the Quarterly Newsletter for Summer 2017 Through Spring 2018 to Trend Graphics in the Amount of \$2,552.00 Per Issue.

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

Nay: None

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

BILL LIST

H.1. Approve Bill List Dated April 11, 2017 in the Amount of \$872,206.89.

A motion was made by Trustee Sollinger and seconded by Trustee West to Approve the Bill List Dated April 11, 2017 in the Amount of \$872,206.89.

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

Nay: None

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

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

J.1. Public Hearing on the Fiscal Year 2018 Draft Village Budget.

President Gail Johnson opened the Public Hearing at 7:20 p.m.

Director Horton addressed the Board regarding the revised draft budget. A Public Hearing is required by State statute. A brief summary of the draft budget was presented. The final draft budget was included in the Board packet. The Budget has total revenues for all Funds of \$34.6 million compared to total expenditures for all Funds

of \$58.9 million. There were no public comments or questions regarding the budget.

President Gail Johnson closed the Public Hearing at 7:21 p.m.

- J.2. Ordinance Adopting the Budget for All Corporate Purposes of the Village of Oswego, Kendall and Will Counties, Illinois, in Lieu of the Appropriation Ordinance for the Fiscal Year Commencing on May 1, 2017 and Ending on April 30, 2018. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 17-15**

There was no discussion.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to Approve an Ordinance Adopting the Budget for All Corporate Purposes of the Village of Oswego, Kendall and Will Counties, Illinois, in Lieu of the Appropriation Ordinance for the Fiscal Year Commencing on May 1, 2017 and Ending on April 30, 2018. (First Read of Ordinance, Waiver of Second Read)

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

Nay: None

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

- J.3. Ordinance Adopting the Capital Improvement Plan 2018-2037 of the Village of Oswego, Kendall and Will Counties, Illinois. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 17-16**

Director Horton addressed the Board regarding the Capital Improvement Plan (CIP) that was created by staff in 2016. The plan details over \$82 million in capital improvements identified for completion within the next five years. The CIP is a planning document created to allow staff and the Village Board to discuss the improvements and plan for their completion. The CIP is reviewed and updated annually with projects being prioritized and funding determined for project completion. It is intended to be a working document and not meant to suggest everything in the document will be completed as scheduled.

There was no further discussion.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee West to Approve an Ordinance Adopting the Capital Improvement Plan 2018-2037 of the Village of Oswego, Kendall and Will Counties, Illinois. (First Read of Ordinance, Waiver of Second Read)

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

Nay: None

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

- J.4. Ordinance Allocating the 2017 Village of Oswego Volume Cap of \$3,395,500 to Upper Illinois River Valley Development Authority. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 17-17**

Director Horton addressed the Board regarding the allocating of the Village's volume cap. The Upper Illinois River Valley Development Authority (UIRVDA) requested the transfer of the Village's 2017 Home Rule Volume Cap for economic development and housing projects. UIRVDA has developed relationships with home rule communities and other regional development authorities to work together to accommodate the Volume Cap needs of their projects. The relationship between communities, counties and other regional development authorities has

allowed the sharing of this valuable resource for the benefit of the region. The Village has not received any requests from a developer for the use of the Village's 2017 Volume Cap. The Village may transfer the 2017 Volume Cap to the UIRDA, or let the allocation be reserved back to the Governor's Office for reallocation.

Board and staff discussion focused on the amount based on \$100 per capita; just under \$3.4 million; Oswego does not currently have a project that would qualify; Yorkville may qualify based on a current project; whether there would ever be a reason for the volume cap to go to the Governor's office; transferring to UIRVDA allows for it to stay in the community versus the State; State cannot take it and give it to the schools.

There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee West to Approve an Ordinance Allocating the 2017 Village of Oswego Volume Cap of \$3,395,500 to Upper Illinois River Valley Development Authority. (First Read of Ordinance, Waiver of Second Read)

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

Nay: None

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

J.5. Ordinance Granting a Special Use Permit for an Amusement Establishment for BJ's Shooting Located at 1565 and 1567 US Highway 34. (First Read of Ordinance, Waiver of Second Read)

Director Zenner addressed the Board regarding a request for a special use permit to allow for an amusement establishment in the B-3 Commercial Service and Wholesale District. The petitioner proposes to open a new business called BJ's Shooting which will feature indoor marksmanship simulation training geared toward entertainment and education. The virtual simulation training is similar to a "life-sized video game." No live ammunition or live weapons will be used. The proposed amusement establishment will occupy two (2) tenant spaces, located at 1565 and 1567 US Highway 34. The estimated number of people per group party will be five (5) people per simulator room. The maximum number of people to occupy the business at one time is estimated to be thirty (30) people. Staff does not anticipate any parking issues due to the shared parking available at the property site. The petitioners, Bhairvi Brown and Joseph Bonifas, presented the concept of the amusement facility.

Board and staff discussion focused on ordinary citizens practicing with many scenarios through simulation; how the Police Chief feels about the concept; unique idea; Chief has not heard of the concept before; concerns with intermingling live weapons with simulated weapons; establishment will provide lockers to lock-up personal weapons; business personnel will request to see a conceal carry card; scenarios for children will be limited; a few businesses in other states have simulated ranges; this will be the first in Illinois; would allow firearms to promote gun safety; how many businesses in town allow firearms; there are a few that have signs not allowing firearms; others are required to prohibit based on the type of business; whether the petitioners were married to the concept to allow firearms; model is based off of other cities; Board member requested the petitioners change the model to not allow live guns; allowing live weapons is a deal breaker; how the owners will know if someone comes in with live weapons; no metal detectors; owners will rely on the honor system; what the simulations allow; whether violence towards police or women will be depicted; software used is from the same company that provides simulation to the police and military; does not simulate violence towards police or women; mature content involves scenarios escalating.

Administrator Di Santo suggested the item go to first read with staff bringing the item back to the May 2, 2017 Board meeting for vote. Administrator Di Santo requested the Village Board provide the petitioners an idea on whether they are open to discussing the item further if they allow live weapons. Majority of the Board is not open

to discussion if the concept involves live weapons.

No motion was made.

- J.6. Resolution Authorizing the Village Administrator to Enter into an Agreement with ID Solutions for the Installation and Upgrading of Audio Visual Equipment in the Village Hall's Boardroom and Executive Conference Room in an Amount not to Exceed \$119,630.18. **Resolution No. 17-R-34**

Manager Renzetti addressed the Board regarding the upgrading of equipment in the Village's boardroom and executive conference room. The current audio/video equipment is 10 years old and designed to aid in audio recordings, power the lights/shades, and audio conferencing. At times, the system malfunctions and has been repaired on several occasions throughout the last few years. Upgrading to newer technology will improve system reliability and reduce the cost of maintaining the system. A request for proposals was distributed in February. Staff reviewed three proposals. General items that staff requested in the upgrade were:

- Reduction in size of equipment on dais to obtain an increase in available work space
- Overhaul of sound system within the boardroom
- Master audio volume control for two front seats on boardroom dais
- Portable microphone in boardroom
- Capability for effective electronic Board meeting attendance for Board members
- Video conferencing capabilities in the Executive Conference Room
- Overhaul of visual presentation equipment within the Boardroom to obtain high definition capabilities
- Relocating the head end of the A/V equipment racks from A/V control room to back of Boardroom closet, which maintains a better temperature for the equipment.
- Updates to and simplification of lighting automation system

The selection committee reviewed the top two proposals and recommended ID-Solutions. ID-Solutions proposed:

- Boardroom
 - All high definition equipment
 - New HD monitors with low profile stands
 - New microphones
 - New HD camera
 - New projector
 - New 16:10 projector screen
- Executive Conference Room
 - Smart board

The biggest change will be moving the head end equipment from the small control room to the larger A/V closet. ID-Solutions offers a one year help desk support and manufactures warranty for the first year. After the first year, the total annual fee for the video conferencing solution is \$1,200. Maintenance packages can be renewed annually. The first year is included in the upgrade. Quarterly, ID-Solutions will come onsite to do maintenance checks and optimize the system settings. With the onboarding of the new police headquarters' A/V system, staff will evaluate the maintenance contracts to cover all the Village's A/V equipment.

Board and staff discussion focused on how low profile the monitors will be; monitors will be 17" and have the capability of sitting lower on the dais; screens will be bigger and in HD; executive conference room is upstairs; light controller in the Closed Session room will be replaced; Closed Session room will be more usable; control room was originally designed to have an A/V tech on staff to do what our Community Relations Manager

currently does at meetings; with technology advances there is no need for an A/V tech; work and updates should be completed within the next two months; most labor intensive part is moving everything to the back A/V closet; haven't had a recording system in a long time; Clerk needs to use a hand recorder as back-up because the equipment is not up to par; none of the overhead speakers work.

There was no further discussion.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to Approve a Resolution Authorizing the Village Administrator to Enter into an Agreement with ID Solutions for the Installation and Upgrading of Audio Visual Equipment in the Village Hall's Boardroom and Executive Conference Room in an Amount not to Exceed \$119,630.18.

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

Nay: None

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

J.7. New Police Headquarters Construction:

- 1) Resolution Authorizing Gilbane Building Company to Award Contracts for Construction of the New Police Headquarters for Structural Steel/Misc. Metals to Lenex Steel Company in the Amount of \$1,560,000.00. **Resolution No. 17-R-35**

Chief Burgner addressed the Board regarding the bid results for structural steel/misc. Metals and elevators for the new police facility. Bids were opened on April 4, 2017. The low bids totaled \$1,780,000 which is \$331,362 (22%) higher than the Construction Document estimate of \$1,448,638. The main cause for the estimate overage is in the structural steel/misc. metals bids. The Development Team is in the process of furthering the value analysis strategies to mitigate the difference between the Construction Document estimate and the bid results. The construction manager thoroughly reviewed all bids and conducted interviews with the winning bidders. Gilbane Building Company recommended the awarding of the bids to Lenex Steel Company and ThyssenKrupp Elevator. The following are the bid results:

<u>Structural Steel/Misc. Metals</u>	<u>Bid Amount</u>
K&K Iron Works, LLC	\$1,781,000.00
Lenex Steel Company	\$1,560,000.00
Waukegan Steel, LLC	\$1,639,000.00
<u>Elevators</u>	<u>Bid Amount</u>
ThyssenKrupp Elevator	\$220,000.00

Board and staff discussion focused on bid alternates for internal features are being identified; reviewing the alternates later; site work currently taking place; trailer coming soon; wanting to make sure the Village is not just going with the lowest bidder; whether it is good quality steel for the money; Gilbane vets the lowest qualified bidder which includes everything from steel to safety; how the Village only received one bid for the elevator work; elevators are a specialty item; Gilbane reached out to elevator companies with two stating they were submitting a bid package; the two companies did not submit; elevator work for the police facility is a very small project compared to other projects; why the bid package is 22% higher than the estimate; steel is a volatile industry; not shocked at the price difference; steel is a small percentage of the overall project cost; 500 tons of steel is projected for the new police facility; what percentage of the project is over budget; Gilbane is committed to keeping the project within budget; what the realistic goal for the development team is; unsure what the bids will be in bid package #3; design and construction contingencies.

There was no further discussion.

A motion was made by Trustee West and seconded by Trustee Kauffman to Approve a Resolution Authorizing Gilbane Building Company to Award Contracts for Construction of the New Police Headquarters for Structural Steel/Misc. Metals to Lenex Steel Company in the Amount of \$1,560,000.00.

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

Nay: None

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

2) Resolution Authorizing Gilbane Building Company to Award Contracts for Construction of the New Police Headquarters for Elevators to ThyssenKrupp Elevator in the Amount of \$220,000.00.

Resolution No. 17-R-36

Discussion took place in item #1.

A motion was made by Trustee Sollinger and seconded by Trustee West to Approve a Resolution Authorizing Gilbane Building Company to Award Contracts for Construction of the New Police Headquarters for Elevators to ThyssenKrupp Elevator in the Amount of \$220,000.00.

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

Nay: None

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

J.8. Resolution Authorizing the Execution of a Professional Services Contract with Rubino Engineer for Quality Assurance Testing for the New Police Station Located at 3355 Woolley Road in an Amount of \$69,998.50 (Subject to Village Attorney and Village Administrator Approval) **Resolution No. 17-R-37**

Director Hughes addressed the Board regarding a contract for soil and concrete inspections. The Village needs to hire professional engineers to assure the quality of the soils and concrete installed at the new police headquarters site. The soil and concrete inspections are done to prove that the materials will support the design loads of the structure and occupants. They estimated the total contract cost based upon unit costs, hourly rate, the scope of work and Gilbane's projected schedule.

Board and staff discussion focused on whether this item was budgeted in the CIP; contract is covered through the police department project budget.

There was no further discussion.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to Approve a Resolution Authorizing the Execution of a Professional Services Contract with Rubino Engineer for Quality Assurance Testing for the New Police Station Located at 3355 Woolley Road in an Amount of \$69,998.50 (Subject to Village Attorney and Village Administrator Approval)

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

Nay: None

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

J.9. Resolution Authorizing the Execution of a Development Agreement with Development Solutions AP, LLC, for Ashcroft Place Unit 3 Improvements to Woolley Road Improvements. (Subject to Village Attorney and Village Administrator Approval) **Resolution no. 17-R-38**

Director Hughes addressed the Board regarding an agreement for the widening of Woolley Road. In 2005, the Village entered into an annexation agreement with Wiseman Hughes Enterprises for Ashcroft Place Units 2 and 3. Although Wiseman started Unit 2, they did not start work on Unit 3. In early 2014, Development Solutions AP, LLC approached the Village about restarting the Unit 3 and completing Unit 2. The later unit is located directly south of the new police station on Woolley Road. The Annexation Agreement required the Developer to reconstruct Woolley Road to a three lane cross section, bury the overhead utility lines, and construct a bike path along the south side of Woolley Road. The agreement further allowed for the Developer to enter into recapture agreements for the pro rata share of the improvements. When the Village purchased the new police station site, it became subject to potential recapture. Rather than establishing a recapture agreement, the Developer and Village will enter into a Development Agreement for Woolley Road. The Agreement would create an escrow account of which the Village would deposit 55% of the estimated construction into this account and the developer will administer the construction and pay invoices as they occur. The Developer has 60 days from the execution of the agreement to commence construction (estimated to be on or about June 12, 2017) and must complete work within 150 days of commencing work (estimated to be on or about November 9, 2017). The Developer has partially completed improvements in Unit 3. The Village is holding project surety in the amount of \$2,685,790. The Village agrees to reduce the surety to \$1,510,790.00 upon completion of the Woolley Road improvements, watermain improvements, and bike path.

Board and staff discussion focused on the improvements being completed before the new police headquarters opens; working with the developer and their attorney in reducing the letter of credit; road will have right turn lanes on each side of the road; 91 single family homes; 200 townhomes; agreement and improvements will open up the development for construction; some roads in the development are only partially completed; reducing the letter of credit from \$2.7 down to \$1.5.

There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee Kauffman to Approve a Resolution Authorizing the Execution of a Development Agreement with Development Solutions AP, LLC, for Ashcroft Place Unit 3 Improvements to Woolley Road Improvements. (Subject to Village Attorney and Village Administrator Approval)

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

Nay: None

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

J.10. Resolution Authorizing the Execution of a Contract with Commonwealth Edison to Bury Overhead Electric Lines Along Woolley Road in the Amount of \$206,908.88. **Resolution No. 17-R-39**

Director Hughes addressed the Board regarding the burying of overhead lines along Woolley Road. Village Staff and engineers for ComEd, Ashcroft Place, and the Police Headquarters Team have worked together to locate the buried line in a location that minimizes interference with both projects. The police headquarters contractor will install conduit to serve the new ComEd line and the police headquarters; ComEd will install the electric lines. The contract cost for ComEd's work does not include the cost of conduit. Those costs will be assigned to the road

and police station projects and split 50/50. ComEd will complete this work by early summer to allow time to complete the road and provide electric service to the building in early fall.

There was no discussion.

A motion was made by Trustee West and seconded by Trustee Sollinger to Approve a Resolution Authorizing the Execution of a Contract with Commonwealth Edison to Bury Overhead Electric Lines Along Woolley Road in the Amount of \$206,908.88.

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

Nay: None

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

J.11. Ordinance Creating Title 4 Chapter 13 of the Code of Ordinances for the Village of Oswego; Temporary Structures. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 17-18**

Manager Hoover addressed the Board regarding the creation of Village code for temporary structures. The code clarifies the definition of tents and canopies that are up for 180 days or less and which structures do not require a permit. The creation of the code was to simplify the code and have it in one single location. A summary of the proposed changes are as follows:

- Provides definitions of temporary structures
- Clarifies when a permit is needed
- Provides a checklist of the information needed for the permit application
- Provides for the inclusion of a high wind action plan to be submitted
- Set time limits on duration and removal of the structure
- Sets a \$50.00 permit fee for temporary structures not associated with a special event permit
- Provides parameters for inspections and enforcements of the provisions

The Board thanked staff for their work in simplifying the code. Director Zenner, Clerk Touchette and Chief Building Inspector Fox worked together to ensure the code was friendly for all.

There was no further discussion.

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to Approve an Ordinance Creating Title 4 Chapter 13 of the Code of Ordinances for the Village of Oswego; Temporary Structures. (First Read of Ordinance, Waiver of Second Read)

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

Nay: None

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

J.12. Ordinance Creating Title 3 Chapter 34 of the Code of Ordinances for the Village of Oswego; Farmers Markets. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 17-19**

Manager Hoover addressed the Board, on behalf of Clerk Touchette, regarding the creation of Village code for farmer's markets. The code sets the parameters for farmer's markets, establishes what is allowed and not allowed,

and refers back to the temporary structure requirements just approved. There is no specific fee attached to these events; rather, the events themselves are processed as part of the Village's Special Events Permit process. The following is a description of some of the proposed language to be added to Village code:

Uses Permitted:

- Articles for human consumption including, but not limited to, fruits, vegetables, edible grains, nuts, berries, apiary products, dairy products, eggs, cheese, meats, fish, poultry, baked goods, maple sugars, syrups and ciders
- Articles not for human consumption including, but not limited to, cut fresh and dried flowers, potted flowers, potted plants, and animal food products
- Services, artwork, and hand-crafted items, provided that vendors that offer these items and services do not make up more than 25% of the total vendors at the event

Prohibited Uses:

- Live animals
- Unwholesome or spoiled food

Regulations & Requirements:

- Must obtain a Special Event Permit
- Must comply with all ordinances, codes and regulations through the Village of Oswego, Health Department and Fire Protection District
- Must obtain a health permit
- Markets may take place on a weekly basis from April 1st – October 31st

The Board thanked staff for their work on the code and for noting that other communities were reviewed as part of the code amendment. Clerk Touchette spearheaded the update with assistance and input from Director Zenner, Manager Hoover and Chief Building Inspector Fox.

There was no further discussion.

A motion was made by Trustee Kauffman and seconded by Trustee West to Approve an Ordinance Creating Title 3 Chapter 34 of the Code of Ordinances for the Village of Oswego; Farmers Markets. (First Read of Ordinance, Waiver of Second Read)

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

Nay: 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- Earth Day, April 22, 2017
- K.2. Proclamation- Arbor Day, April 28, 2017
- K.3. Proclamation- Building Safety Month, May 2017
- K.4. Proclamation- Motorcycle Safety Awareness Month, May 2017; see Recognitions/Appointments section.
- K.5. Proclamation- Rain Barrel Month, May 2017

President Johnson read the titles of the Proclamations.

TRUSTEE REPORTS

Trustee Kauffman

- Thanked staff for streamlining Village code.

President Johnson welcomed Annie Callahan and thanked Executive Asst. Linda Ebinger for assisting with the Board meetings as the Clerk and Deputy Clerk were both not feeling well today.

CLOSED SESSION

There was no Closed Session

ADJOURNMENT

A motion was made by Trustee Kauffman 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 8:36 p.m.

Tina Touchette
Village Clerk

Linda Ebinger
Recording Secretary