

THE MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF ROSELLE
MARCH 14, 2022
Meeting Held at Roselle Village Hall
Council Chambers
31 S. Prospect
Roselle, IL. 60172
Streamed live on You Tube

1. CALL TO ORDER
The meeting of the Board of Trustees of the Village of Roselle was called to order at 7:00 p.m. by Mayor Pileski.
2. PLEDGE OF ALLEGIANCE – Led by Mayor Pileski.
3. ROLL CALL:
Upon Roll Call the following answered: Mayor Pileski, Trustees Berkshire, Della Penna, Domke, Lenisa, Piorkowski, and Trejo.

OTHERS PRESENT: Village Administrator Jason Bielawski, Assistant Village Administrator Brian Joanis, Village Attorney Jim Knippen, Finance Director Tom Dahl, Village Planner/Zoning Administrator Caron Bricks, Fire Chief Mark Bozik, Deputy Fire Chief Dave Gnad, Police Chief Steve Herron, Deputy Police Chiefs Shawn Kooistra and Robert Barreto, Public Works Director Karen Young, Assistant Public Works Director Kristin Mehl, Community Relations Coordinator Melissa Brito, Economic Development Analyst Matthew Galloway and Village Clerk Patty Burns.
4. PRESENTATION OF PREPARED AGENDA
Motion by Trustee Trejo, second by Trustee Domke, to Approve the Prepared Agenda as presented.
Upon voice vote: **MOTION CARRIED.**
5. CITIZEN COMMENTS/QUESTIONS
Terry Erickson read prepared comments highlighting issues and concerns for Roselle. 1) He would like the Village to organize a Village wide cleanup day to help make the Village look better for the upcoming Centennial activities. 2) He feels that he is being blocked in his communication efforts with the Village of Roselle officials and administration. 3) He still has concerns about sidewalk repairs and pedestrian access.
6. OFFICIALS AND STAFF REPORTS
 - 6A. MAYOR – No Report
 - 6B. VILLAGE TRUSTEES – No Report

- 6C. VILLAGE CLERK – No Report
 - 6D. VILLAGE ADMINISTRATOR – Staff would like to bring a renewed IGA between the Village and the Roselle Public Library for the parking lot license agreement to the Board at the next meeting.
 - 6E. VILLAGE ATTORNEY – No Report
 - 6F. TREASURER’S REPORT – No Report
7. UNFINISHED BUSINESS
8. **CONSENT AGENDA**
- A. PRESENTATION AND APPROVAL OF VILLAGE BOARD MINUTES OF FEBRUARY 28, 2022.
 - B. ADOPT RESOLUTION 2022-2493 TO CLOSE A STATE HIGHWAY FOR THE PURPOSE OF HOLDING AN ANNUAL PARADE.
Motion by Trustee Trejo, second by Trustee Domke, to Approve the Consent Agenda.
Upon voice vote: **MOTION CARRIED.**
- REGULAR AGENDA**
- 9. COMMUNITY DEVELOPMENT – Trustee Bruce Berkshire
No Report
 - 10. ADMINISTRATION – Trustee Thomas Piorkowski
 - 10A. APPROVE THE PURCHASE OF *ENVISIO STRATEGIC PLANNING SOFTWARE* IN THE AMOUNT OF \$27,500 AND AUTHORIZE THE VILLAGE ADMINISTRATOR TO SIGN A MASTER LICENSE AGREEMENT.
Motion by Trustee Piorkowski, second by Trustee Trejo, to Approve Item 10A.
Upon voice vote: **MOTION CARRIED.**
 - 11. FIRE – Trustee Lee Trejo
 - 11A. ADOPT RESOLUTION 2022-2494 AFFIRMING THE PURCHASE OF A TOYNE FIRE ENGINE FROM *DINGES FIRE COMPANY OF AMBOY, IL* IN THE AMOUNT OF \$688,067.98 SUBJECT TO PURCHASE CONTRACT APPROVAL BY THE VILLAGE ATTORNEY.

Motion by Trustee Trejo, second by Trustee Domke, to Approve Item 11A.

ROLL CALL:

AYES: Trejo, Domke, Berkshire, Lenisa, Della Penna, Piorkowski

NAYS: None

ABSENT: None

MOTION CARRIED.

12. POLICE – Trustee Tom Della Penna
No Report

13. PUBLIC WORKS –Trustee Wayne Domke

- 13A. ADOPT RESOLUTION 2022-2495 COMMITTING THE LOCAL MATCH TO THE *INVEST IN COOK FUNDING OPPORTUNITY* FOR THE ROSELLE ROAD PEDESTRIAN IMPROVEMENTS PRELIMINARY ENGINEERING IN THE AMOUNT OF \$65,000.00.

Motion by Trustee Domke, second by Trustee Trejo, to Approve Item 13A.

Upon voice vote: **MOTION CARRIED.**

14. FINANCE – Trustee Cheryl Lenisa

- 14A. ACCOUNTS PAYABLE

Motion by Trustee Lenisa, second by Trustee Trejo, to Approve the Accounts Payable List for March 14, 2022 in the amount of \$978,481.46 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

ROLL CALL:

AYES: Lenisa, Trejo, Della Penna, Berkshire, Piorkowski

NAYS: None

ABSTAIN: Domke

MOTION CARRIED.

15. NEW BUSINESS

16. CITIZENS COMMENTS/QUESTIONS

Tiffany Frey questioned whether the Village required multiple bids for the Fire Truck purchase. *Yes they did receive multiple bids and choice the lowest bid.*

David Stryk & Jacqueling King – a prepared statement was read by the Clerk. The statement included their concerns regarding the redevelopment of 1828 S. Roselle Road. Their primary concerns are flooding, traffic, aesthetics, noise, and safety.

Greg & Tiffany Frey also spoke about their concerns for the Village property being considered for redevelopment on Roselle Road, as well as the increased traffic from the Canadian Railway merger.

17. REDEVELOPMENT DISCUSSION FOR 1828 SOUTH ROSELLE ROAD, 6.5 ACRE VILLAGE OWNED SITE.

In early 2021 the Village Board directed staff to create an RFQ process to actively market the Village-owned 6.5-acre site located on Roselle Road south of I-390. Since that time, staff has received various development inquiries that were either not deemed desirable uses or did not progress beyond the inquiry stage. More recently, staff engaged with two developers interested in the property. Staff created a Statement of Interest process to determine the level of intent and seriousness for both developers.

The Village received one statement of interest which proposes a mixed-use development that consists of first floor office/retail and second and third floor residential. In order to determine and identify critical details of this proposed development, the appropriate next step in the process is to enter into a due diligence period with the developer through a Letter of Intent/Interim Agreement which provides a means for the developer to begin conceptual plans and other details regarding the feasibility of the this proposed development.

A Letter of Intent and due diligence is:

- A common practice in commercial real estate;
- A means to provide assurances to the developer that they can fund evaluations of the property without being undercut by another developer during the process;
- A means for the Village and developer to receive valuable information regarding existing wetland, producing site concepts, and conducting market analysis to assess potential for the proposed development.

A Letter of Intent and due diligence is **not**:

- A guarantee to the developer that any proposed development will be approved.
- A circumventing of the public development review process.

A Letter of Intent was approved by the Village Board in 2018 with Green Dot Builders LLC's to evaluate the same site for a proposed seven-story hotel. Ultimately, the development did not move forward, and the Village received no information or findings from the process. To ensure the Village receives valuable site information gathered through this process, staff recommends the Village conduct the wetland delineation and share the findings with the developer. A wetland delineation establishes the existence (location) and physical limits (size) of a wetland; thereby

determining the buildable site area. The estimated cost of the wetland delineation is \$5,500 which can be funded through use of TIF funds.

Staff recommends that the Village Board enter into the Letter of Intent/ Interim Agreement to provide the developer with a due diligence period of six (6) months to produce site concepts and evaluate the property for development suitability. Any development that proceeds beyond the Letter of Intent/ Interim agreement phase would need go through the customary development process with plan reviews by staff, public hearings before the Planning and Zoning Commission, and final approval by the Village Board.

If the Village Board concurs with staff's recommendation, staff will authorize Christopher Burke Engineering to proceed with the wetland delineation process, which will take 4-6 weeks to complete from the notice to proceed. The Letter of Intent will be placed on the March 28 Village Board agenda for approval.

Staff directed to proceed as recommended.

18. ROSELLE CHAMBER'S REQUEST FOR ROSE PARADE FUNDING

The Roselle Chamber has requested additional financial assistance from the Village to cover costs associated with the Roselle Parade. All Trustees were in agreement to provide additional financial assistance for the 2022 Rose Parade.

19. OTHER BUSINESS – None

20. EXECUTIVE SESSION

Motion by Trustee Della Penna, second by Trustee Trejo, to go into an Executive Session at 7:40 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 1 Appointment and Performance of Legal Counsel, 21 Executive Session Minutes, 5 Real Property, 12 Risk Management, 11 Litigation, and 3 Collective Bargaining and **Personnel**.

ROLL CALL:

AYES: Della Penna, Trejo, Berkshire, Piorkowski, Lenisa, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Domke, second by Trustee Domke, to Adjourn the Executive Session at 8:10 p.m.

Upon Voice Vote: **MOTION CARRIED.**

21. ADJOURN VILLAGE BOARD MEETING
Motion by Trustee Trejo, second by Trustee Domke, to Adjourn the Village Board Meeting at 7:41 p.m.
Upon voice vote: **MOTION CARRIED.**

Submitted on this 28th day of March, 2022.

Patty Burns, Village Clerk

DRAFT