



THE MINUTES OF THE MEETING

OF THE BOARD OF TRUSTEES

VILLAGE OF ROSELLE

February 27, 2023

Meeting Held at Roselle Village Hall

Council Chambers

31 S Prospect St

Roselle, IL 60172

Streamed Live on YouTube

1) Call To Order

The meeting of the Board of Trustees of the Village of Roselle was called to order at 7:00 PM by Mayor Pileski.

2) Pledge of Allegiance

Led by Mayor Pileski

3) Roll Call

Present (5)

Mayor Pileski, Trustees Della Penna, Domke, Lenisa, Piorkowski, Trejo

Absent (1)

Berkshire

Also Present:

Village Administrator Jason Bielawski, Assistant Village Administrator Brian Joanis, Village Attorney Michael Castaldo, Finance Director Tom Dahl, Police Chief Steve Herron, Deputy Police Chief Shawn Kooistra, Fire Chief Mark Bozik, Deputy Fire Chief Timothy Smeltzer, Public Works Director Karen Young, Public Works Assistant Director Kristin Mehl, Community Development Manager Caron Bricks, Economic Development Analyst Matthew Galloway, Community Relations Coordinator Emily Glimco, and Village Clerk Amanda Hausman

4) Approval of the Agenda

Trustee Trejo made a motion to change Item 15 "Executive Session" to Item 18, seconded by Trustee Domke. Upon *voice vote*: **MOTION CARRIED.**

Approval of *amended* agenda

Moved by Trustee Della Penna, seconded by Trustee Trejo

Upon voice vote: **MOTION CARRIED.**

5) Village Board Public Comment

- a) Dale King of Rosemont Rd, Roselle, IL was concerned about sewer line responsibility following a street collapse. He wanted to understand why residents are responsible for this type of damage. His opinion is that groundwater is deteriorating the sewer lines and that these types of repairs shouldn't fall on property owners. He also asked why his street has not yet been prioritized for repair and where sewer fees go.

Mayor Pileski said that where sewer lines connect from the house to the b-box is the responsibility of the property owner. He also mentioned the meeting on March 15th to get public input on how the Village is going to fund upcoming, mandated infrastructure projects. Public Works Assistant Director Mehl said that through streets with higher levels of traffic are given priority with additional improvements being considered holistically so that many services can be fulfilled in one round. Mayor Pileski acknowledged that sewer fees go toward projects that are less visible yet impact all residents, such as sewer treatment.

6) Officials and Staff Reports

- a) **Mayor**

No Report.

- b) **Village Trustees**

- i) **Trustee Piorkowski** wanted to remind everyone that the Flags for Roselle subscriptions are now open with only two months left to go. They are available on the Flags for Roselle website, at Village Hall, and at the History Museum. He also reminded everyone about the Roselle UMC's 2nd annual fundraiser gala on April 29th. Tickets are available on their site and via their Facebook page.
- ii) Trustee Domke announced that Trustee Piorkowski will be the star attraction at the Roselle History Museum's *Halls of Power: Stories of the Sometimes Ridiculous Trials and Tribulations of National Leaders* event at Trinity Lutheran on April 15. A wine and cheese reception starts at 6 PM and the presentation begins at 7 PM.

- c) **Village Clerk**

- i) **Clerk Hausman** said that the Friends of the Roselle Public Library District's next book sale is this weekend, Saturday from 9:30 AM to 4 PM and Sunday from 1-4 PM.

KEY:

Roselle Red – Ordinance

Light Green – Resolution

- ii) She also thanked everyone who has contributed to the plastic film recycling campaign hosted by Green Roselle and the Lake Park Earth Clubs. The organizations are already halfway to their goal. She also thanked the volunteers who have collected, weighed, & dropped-off and said they're actively recruiting additional volunteers.

d) Village Attorney

No Report.

e) Village Administrator

No Report.

f) January Treasurer's Report presented by Finance Director Tom Dahl

Some highlights:

- Revenues exceeded Expenditures by \$377,886
- Commuter parking permits nearly doubled from Jan 2022

7) Unfinished Business

None.

8) Approval of the Consent Agenda

- a) **Adopted Resolution 2023-2626** approving and authorizing the execution of a contract by and between the Village of Roselle and Pyrotecnico Fireworks, Inc. (July 3rd Fireworks Show).
- b) **Passed Ordinance 2023-4261** establishing the Timberleaf Townhomes Special Service Area in the Village of Roselle, Illinois.
- c) **Adopted Resolution 2023-2627** authorizing the execution of a contract in the amount of \$1,228,405.07 to Schroeder Asphalt Services, Inc. for the 2023 Street Improvement Program.
- d) **Adopted Resolution 2023-2628** approving and authorizing the execution of an agreement by and between the Village of Roselle and Confluence, Inc. in an amount not to exceed \$147,500.

Moved by Trustee Trejo, seconded by Domke
AYES (5) Trejo, Domke, Della Penna, Lenisa, Piorkowski
NAYS (0)

KEY:

Roselle Red – Ordinance

Light Green – Resolution

ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

----- REGULAR AGENDA -----

9) **Community Development (Trustee Wayne Domke)**

- a) **Passed Ordinance 2023-4262** adopting comprehensive amendments to the Roselle Zoning Ordinance, as amended (1985), and to be known as the Village of Roselle Zoning Ordinance of 2023.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

- b) **Passed Ordinance 2023-4263** repealing Chapter 6, Article III, Division 4 of the Code of Ordinances of the Village of Roselle, Illinois.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (0)
Upon roll call: MOTION CARRIED

- c) **Passed Ordinance 2023-4264** amending Chapter 8 Article II and Chapter 15 of the Code of Ordinances of the Village of Roselle, Illinois.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

- d) **Appointed** Hiren Patel, Chair; Terry Walloch, Vice-Chair; Jason Wurtz; Nimish Jani; Brian Boos; Lydia Galante; and Joseph Lewis to the newly combined Planning and Zoning Commission, effective February 27, 2023.

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Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

Mayor Pileski added that current serving members from each board were invited to remain and of those an internal review was done to randomly select commissioners for the consolidated board. As people roll off, the Village will continue to solicit members from the community, but considering the consolidation, they decided to select from the existing group initially.

- e) **Opened** public hearing for an amendment to the pre-annexation agreement for 818 Juniper, Medinah. Notice was posted on February 10, 2023 with the Daily Herald and was filed with the Village Clerk's office.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

There were no questions from the public.
No one spoke in favor of nor against the petition.
There were no questions or comments from the Board.

- f) **Closed** public hearing for an amendment to the pre-annexation agreement for 818 Juniper, Medinah.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

- g) **Passed Ordinance 2023-4265** approving and authorizing the execution of an amendment to the pre-annexation agreement for the property commonly referred to as 818 Juniper Drive, Medinah, Illinois previously referred to as 22W324 Juniper Drive, Medinah, Illinois.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski

KEY:

Roselle Red – Ordinance

Light Green – Resolution

NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

- h) **Opened** public hearing for an amendment to the pre-annexation agreement for 817 Crest, Medinah. Notice was posted on February 10, 2023 with the Daily Herald and was filed with the Village Clerk's office.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

There were no questions from the public.
No one spoke in favor of nor against the petition.
There were no questions or comments from the Board.

- i) **Closed** public hearing for an amendment to the pre-annexation agreement for 817 Crest, Medinah.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

- j) **Passed Ordinance 2023-4266** approving and authorizing the execution of an amendment to the pre-annexation agreement for the property commonly referred to as 817 Crest Avenue, Medinah, Illinois previously referred to as 22W331 Crest Avenue, Medinah, Illinois.

Moved by Trustee Domke, seconded by Trejo
AYES (5) Domke, Trejo, Della Penna, Lenisa, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

10) Administration (*Trustee Tom Della Penna*)

None.

KEY:

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11) Fire (Trustee Cheryl Lenisa)

None.

12) Police (Trustee Lee Trejo)

None.

13) Public Works (Trustee Bruce Berkshire)

- a) **Adopted Resolution 2023-2629** approving and authorizing the submittal of a grant application for the Local Transportation Alternatives Program (Irving Park Road Multi-Use Path and Pedestrian Bridge).

Moved by Trustee Lenisa, seconded by Trejo
AYES (5) Lenisa, Trejo, Della Penna, Domke, Piorkowski
NAYS (0)
ABSENT (1) Berkshire
Upon roll call: MOTION CARRIED

14) Finance (Tom Piorkowski)

- a) **Approved** the Accounts Payable List for January 23, 2023 in the amount of \$1,513,517.46 in order that the amounts approved by the Board of Trustees agree with the amounts posted in the General Ledger.

Moved by Trustee Piorkowski, seconded by Trustee Trejo
AYES (6) Piorkowski, Trejo, Della Penna, Domke, Lenisa
NAYS (0)
ABSENT (0)
Upon roll call: **MOTION CARRIED**

15) New Business

16) Lead Service Line Replacement Policy presented by Public Works Director Karen Young

Executive Summary

Based on the direction provided by the Village Board at the November 14th and 28th, meetings, staff has prepared a Lead Service Line Replacement Policy which is attached. The policy defines ownership and responsibility for replacement.

KEY:

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Maple Avenue Project Update

Based on feedback from the Village Board, staff sent a survey to residents impacted by the Maple Avenue Watermain Improvements. The survey provided information on the project, lead service line requirements, the upcoming project meeting, and asked for feedback on their interest in utilizing the Village's contractor to complete their private side lead service line replacement. The initial survey results showed that 11 of the 14 respondents were interested in utilizing the Village's contractor to complete the work though many noted it would depend on the actual cost of the work.

The intent of allowing the residents to utilize the Village's contractor is to allow them to get a good price while also getting quality work inspected as part of the Village's project with the standard warranty of one year required on all Village work. The Village will bid out the 2023 Watermain Replacement Program to include a line item for private side lead service line replacement. This unit price would then be available for any resident that wished to utilize it. The work would be done at the same time as the Village's watermain work and the replacement of the public side water service line which would eliminate the need for coordination with private contractors or the use of water filters.

On January 30, 2023, the Mayor and staff met with the residents impacted by the project to discuss the overall project scope, lead service line requirements and their options 2 moving forward. There were 8 of the 24 properties impacted represented at the meeting. Most of the feedback related to the unknown cost of the replacement of the private side service at this time and how work could be coordinated if they chose to go with a private contractor.

As discussed at the meeting, the first step in potentially using the Village's contractor is to set up a home assessment. The home assessments are completed by a member of the Village's engineering consultant, EEI, and a member of the Village's Water Division. The assessments look to verify pipe material, meter location in the home, and any potential challenges or hazardous materials (such as asbestos) that may be encountered during the replacement of the private side service. Having a home assessment completed does not mean that a resident is obligated to use the Village's contractor, it just means that they can if they choose to. Copies of home assessments can be provided to the property owners to help them in getting pricing from private contractors if they would like.

On February 13th and 16th, home assessments were completed on 19 of the 24 homes. Staff was not able to contact or set up assessments with the remaining 5 property owners despite multiple attempts. With the home assessments completed, staff and EEI will finalize the construction bid documents and the project will go out for bid. The anticipated schedule for the remainder of the project is as follows:

- Mid-March: Project will go out to bid

KEY:

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- Early April: Bid opening
- April 10 or April 24: Contract brought to the Village Board for approval
- Mid-April to Mid-May: Staff will work with residents to determine if they will use the Village's contractor for the private side replacement based on the bid prices.
 - If they choose to move forward, the following items must be completed:
 - Temporary Construction Easement Agreement
 - Financial Agreement
 - If they choose not to move forward, they must sign the IDPH Waiver form unless they will have the work completed prior to the start of the Village's project.
- Early June: Start of Construction
- Mid-July: Completion of watermain project including any private side lead service line replacements.
- Late-July to Mid-August: Maple Avenue resurfacing Financial Offerings

As part of the Policy, staff has evaluated financial considerations and payment arrangements that the Village Board may wish to incorporate into the Policy including:

- Waiving Village permit and tap on fees for any lead service line replacement
- 12-month, zero interest deferred payment through the Village
 - Equal monthly payments included on water bill
 - Lien placed against the property
 - Payment due in full at time property changes ownership
 - Only homeowners utilizing Village contractor are eligible
 - Only costs for the actual replacement of the service line from the b-box to the meter are eligible
 - Failure to comply with payment arrangement will not result in water shutoff/red-tag process
- Staff spoke with Itasca Bank and Associated Bank, which both offered to provide below market rate loan options for homeowners.

Implications

Is this item budgeted? N/A

Estimated cost: N/A

Any other implications to be considered?

During the home assessments, 10 properties that were thought to have full lead service lines were identified as potentially having a copper private side service line which would not require replacement. To assist the residents and avoid delays during construction, Village staff will hydroexcavate at the b-box to determine if the copper service seen in the house goes all the way to the b-box. If this is the case, these residents will not have any work to do on their private side service line.

KEY:

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Strategic Priority

Reliable Infrastructure

Trustee Trejo mentioned that he previously asked about a grant program for lower income residents, but didn't notice it in the bullet points. Village Administrator Bielawski said that at this point staff would need direction from the Board to create a proposal for a need-based grant program. Trustee Trejo added that something data-driven and tiered in relation to the poverty line would be nice to see. Mayor Pileski asked if Trustee Trejo would want the Village or a private lender to be responsible for the grant. The board deliberated on lending responsibility. Trustee Domke asked if there would be an insurance issue if a resident signs an EPA-waiver. Public Works Director Young said she didn't know if there would be an insurance concern, but that if a resident sells their home, they will be responsible for disclosing that they have a lead service line. Trustee Domke is wondering how much interest would be lost if the Village were to offer 0% interest loans. Finance Director Dahl said that number is unknown, because the Village does not yet have the true cost. Trustee Della Penna asked what would happen if the Village became the lender and residents didn't pay their bill. Village Administrator Bielawski said the Village could shut the water off on annexed properties. Trustee Della Penna said he'd rather not see the Village act as the bank, but would rather send them to a private lender. Trustees Piorkowski and Lenisa felt that they'd prefer the Village to be the lender since (a) poverty-level residents might have difficulty securing private loans and (b) the Village would then be able to oversee the resident's experience and ensure they're not left to "go it alone." Trustee Domke said there is merit to both arguments. Trustee Piorkowski and Trustee Trejo each expressed interest in having the Village offer loans at 100% of the cost rather than up to a specific limit.

17) Village Board Public Comment (Revisited)

None.

18) Convened To Executive Session

Moved by Trustee Trejo, seconded by Trustee Della Penna
Pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss 5 Real Property and 3 Personnel.
Upon voice vote: **MOTION CARRIED** at 7:56 PM.

19) Adjourned Village Board Meeting from Executive Session

Moved by Trustee Trejo, seconded by Trustee Della Penna

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Upon *voice vote*: **MOTION CARRIED** at 8:14 PM.

Submitted on this 13th day of March 2023.

Amanda Hausman, Village Clerk

KEY:

Roselle Red – Ordinance

Light Green – Resolution