



# THE MINUTES OF THE MEETING

## OF THE BOARD OF TRUSTEES

VILLAGE OF ROSELLE

Monday 13, 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 (7)**

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

#### **Absent (0)**

None.

#### *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 Roberto Barreto, 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 as Presented

**Moved by** Trustee Domke, seconded by Trustee Trejo  
Upon *voice vote*: **MOTION CARRIED.**

### 5) Village Board Public Comment

- a) **Re: Street repair where clay drain lines are breaking and charging citizens to repair**, Robert Hossa of 203 W Devon Ave writes: “There should be an amendment to change this law. We are being charged a capital improvements fee each month which should be more than enough to cover these expenses. If not, why not add a \$10 monthly fee for these replacements. We are having too much semi-truck traffic driving thru our streets.”

*Mayor Pileski remarked that infrastructure overall will be discussed on Wednesday, but for now, Mayor Pileski has asked staff to come up with some possible options for the Board.*

- b) **Re: Chickens**, Brett Weinstein of Roselle writes: “I was wondering about allowing Chickens in Roselle. I see that it is not allowed, but feel that is dated. My sister in law has Chickens in her town and my kids love them. I think they'd be fun and provide value to my family. They are safe and easy to maintain. There are constantly alerts on my ring app for loose dogs around town. To me that poses more of a danger to young kids and families. How do we go about making that part of a meeting? Thank you for your consideration!”

*Mayor Pileski said he will ask the Board to comment on this during Item 19.*

## 6) Officials and Staff Reports

### a) Mayor

- i) **Mayor Pileski** provided an update on the Investing in Infrastructure Community Forum scheduled on March 15 at 7PM in the Council Chambers.

### b) Village Trustees

- i) **Trustee Domke** mentioned the History Museum’s Historical Evening on April 15<sup>th</sup> at 7 PM at Trinity Lutheran. Mayor Pileski will give the introduction.
- ii) Trustee Piorkowski plugged the Lake Park Educational Foundation’s Golf Classic on March 29<sup>th</sup> and the Roselle UMC’s 2<sup>nd</sup> Annual Gala on April 29<sup>th</sup>.

### c) Village Clerk

- i) **Clerk Hausman** shared that rain barrel pre-ordering has begun. You can find the new online order form, courtesy of Community Relations Coordinator Emily Glimco, on our website at [roselle.il.us/rain-barrel](http://roselle.il.us/rain-barrel). In order to be included in the first shipment, please pre-order by March 22. However, shipments will be scheduled monthly through July.

### d) Village Attorney

#### KEY:

Roselle Red – Ordinance

Light Green – Resolution

No Report.

**e) Village Administrator**

No Report.

**7) Unfinished Business**

None.

**8) Approval of the Consent Agenda**

- a) **Approved** Village Board Minutes of February 13, 2023.
- b) **Approved** Village Board Minutes of February 27, 2023.
- c) **Passed Ordinance 2023-4267** establishing the Salerno-Summerfield Lake Street Special Service Area in the Village of Roselle, Illinois.
- d) **Adopted Resolution 2023-2630** to close a state highway for the purpose of holding the Annual Rose Parade.
- e) **Adopted Resolution 2023-2631** authorizing the Mayor to execute an agreement for the 2023 Devlin Basin Sanitary Sewer Flow Monitoring between the Village of Roselle and RJN Group in the amount of \$95,300.

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

----- *REGULAR AGENDA* -----

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

- a) **Opened** the public hearing for the pre-annexation of 22W118 Irving Park Road, Roselle, Illinois. Notice was posted in the Daily Herald and filed with the Clerk's Office on February 24, 2023.

**KEY:**

**Roselle Red – Ordinance**  
**Light Green – Resolution**

Moved by Trustee Domke, seconded by Trejo  
AYES (6) Domke, Trejo, Berkshire, Della Penna, Lenisa, Piorkowski  
NAYS (0)  
ABSENT (0)  
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.

- b) **Closed** the public hearing for the pre-annexation of 22W118 Irving Park Road, Roselle, Illinois.

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

- c) **Passed Ordinance 2023-4268** approving and authorizing the execution of an amendment to the pre-annexation agreement for the property commonly referred to 22W118 Irving Park Road, Roselle, Illinois.

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

- d) **Opened** public hearing for the Amendments to the Pre-Annexation Agreements for 6N736 & 6N744 Medinah Road. Notice was posted in the Daily Herald and filed with the Clerk's Office on February 24, 2023.

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

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

**KEY:**

**Roselle Red – Ordinance**

**Light Green – Resolution**

There were no questions or comments from the Board.

- e) **Closed** public hearing for the Amendments to the Pre-Annexation Agreements for 6N736 & 6N744 Medinah Road.

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

- f) **Passed Ordinance 2023-4269** approving and authorizing the execution of an Amendment to the Pre-Annexation Agreement for the Property Commonly Referred to as 6N736 Medinah Road, Medinah, Illinois.

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

- g) **Passed Ordinance 2023-4270** approving and authorizing the execution of an Amendment to the Pre-Annexation Agreement for the Property Commonly Referred to as 6N744 Medinah Road, Medinah, Illinois.

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

#### 10) Administration (*Trustee Tom Della Penna*)

- a) **Adopted Resolution 2023-2632** supporting Tax Increment Financing (TIF).

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

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**11) Fire (Trustee Cheryl Lenisa)**

None.

**12) Police (Trustee Lee Trejo)**

None.

**13) Public Works (Trustee Bruce Berkshire)**

None.

**14) Finance (Tom Piorkowski)**

- a) **Approved** the Accounts Payable List for March 13, 2023 in the amount of \$3,205,075.52 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, Berkshire, Della Penna, Domke, Lenisa  
NAYS (0)  
ABSENT (0)  
Upon roll call: **MOTION CARRIED**

- b) **Passed Ordinance 2023-4271** amending the FY 2022 Budget for the General Fund, Foreign Fire Insurance Fund, Gary Avenue Business District Fund, Irving Park Rd Business District Fund, American Rescue Plan Act Fund, TIF #4 East Irving Park Road Fund, Water/Sewer Operating Fund, Parking Lot Operating Fund, Information Technology Fund and Firefighters' Pension Fund.

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

**15) New Business**

- 16) **1900 S. Roselle Road Annexation & Rezoning Request** presented by Community Development Manager Caron Bricks

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1900 S. Roselle Road is an unincorporated property located at the corner of Roselle Road and Schreiber Avenue. The property was recently purchased by Kristin Selmeczy, a Roselle resident who also lives on Schreiber Avenue. Ms. Selmeczy owns and operates a Molly Maid business currently located in Glendale Heights. Her intention upon purchasing 1900 S. Roselle was to operate her business out of that property. In January, Ms. Selmeczy began operating her business out of the property. The Village received numerous complaints from the residents of the neighborhood. However, as the property is unincorporated, all complaints related the use of the land is under the jurisdiction of Cook County. As the property is zoned residential, the business use was not permitted, and Ms. Selmeczy has temporarily relocated her business operations to comply with county code.

Ms. Selmeczy has submitted a petition to annex 1900 S. Roselle Road into the Village. As part of this petition, she is requesting B-2 Convenience Shopping Center Zoning in order to operate the Molly Maid office out of the existing home. The office use is a permitted use in the B-2 Zoning District. Prior to scheduling a public hearing before the Planning & Zoning Commission regarding the zoning change and spending additional money, staff is soliciting feedback from the Village Board on this request. As this would be subject to an annexation agreement, the Village can include reasonable conditions on the property owner to make improvements that would lessen the impact of the office use on the neighborhood.

Included is a site plan prepared by Ms. Selmeczy that includes the proposed improvements she would like to make to address concerns from the neighborhood. This includes a new parking lot for her employees and Molly Maid vehicles. The parking lot would be accessed by the existing driveway on Schreiber Avenue but would be located north of the building on the property along Roselle Road. This would direct vehicles away from the residences directly to the west. She also intends on installing landscaping along the west and north property lines. If the Village were to approve the commercial zoning and annexation, she would be permitted to install a 10-foot privacy fence along parts of the west and north property lines to further screen the property from the neighbors. These items can also be included as a condition within the annexation agreement.

The properties directly east (across Roselle Road) are zoned B-2 Convenience Shopping Center District. This includes the ReMax Center, Metro Asian Services, and Southern Café. The future land use map in the 2016 Comprehensive Plan identifies the subject property as “Multi-Family Residential.”

If a majority of the Village Board is supportive of considering the rezoning and annexation of this property, then the petitioner will proceed through the public hearing process at the Planning and Zoning Commission (P&Z). The Commission’s recommendation on the rezoning will then be presented to the Village Board along with the public hearing for the annexation. If a majority of

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the Village Board is not supportive of considering rezoning and/or annexation, then the petitioner will withdraw their petition and therefore not seek rezoning and annexation.

Ms. Selmeczy was present at the meeting to answer any questions and provide more information on her business, intentions with the property, and impact to the surrounding neighborhood.

### **Implications**

**Is this item budgeted?** N/A

**Estimated cost:** N/A

**Any other implications to be considered?**

The subject property and the property directly to the north (1852 S. Roselle Road) are wholly surrounded by the Village limits and therefore eligible for involuntary annexation by an ordinance approved by the Village Board.

### **Strategic Priority**

Operational Sustainability

*Trustee Berkshire was concerned about whether or not rezoning to B-2 would limit, in any way, the Village-owned property just north of this address or, if sold in the future, create more re-zoning concerns. Community Development Manager Bricks advised that all of Roselle's shopping centers are zoned B-2 and it's the most limited zoning. Any future owners of the property will have to follow that zoning. Trustee Domke was curious how residential and commercial zones are determined, especially in areas where small commercial properties are surrounded by residential – is it a case-by-case basis or formulaic? Community Development Manager Bricks shared that they have to consider the overall impact so it is mostly case-by-case, but there must be some justification – like being near other commercial zones and a minimal impact business (e.g., office). Mayor Pileski added that the Village-owned property is zoned residential and there is an incorporated lot between that parcel and the parcel in question. Ms. Selmeczy expressed that the change shouldn't have any large impact on neighbors and she advised she is willing to make business changes so as to make this right with the community.*

17) **Lead Service Line Replacement Policy** presented by Village Administrator Jason Bielawski and Finance Director Tom Dahl

At the February 27 Village Board meeting, the Village Board agreed with the overall terms of the attached Lead Service Line Replacement policy. Staff was directed to provide additional information that the Village Board could consider for a potential grant assistance component to the financial offerings section. Attached is information about existing income-based limits that

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are used for various government programs. The Village's current senior utility tax rebate program utilizes the HUD FY 2022 Income Limits. The Low Income Home Energy Assistance Program is administered by DuPage County and provides assistance for water and sewer utility bills for qualifying residents among other things. The Low Income Senior Citizens Assessment Freeze is a property tax exemption available through the State. Staff research shows that no property tax bills for property impacted by the Maple Avenue watermain project currently have the Senior Assessment Freeze exemption.

Utilizing the HUD FY 2022 Income Limits from the Village's senior utility tax rebate program, staff developed a potential grant assistance program for the Village Board's consideration.

**Implications**

**Is this item budgeted?** No, grant assistance funding is not included in the budget.

**Estimated cost:** N/A

**Any other implications to be considered?**

N/A

**Strategic Priority**

Reliable Infrastructure

*Trustee Trejo liked that there is already a framework that can be used so the Village can remain consistent with policies. He also remarked that he was comfortable with the rate. The board provided direction to staff to move forward as proposed.*

**18) Downtown Train Horn Quiet Zone** presented by Village Administrator Jason Bielawski

In 2016, the Village obtained a 24-hour quiet zone at the Rodenburg Road crossing through the Federal Railroad Administration (FRA). In 2017, the Village Board authorized submitting an application to the FRA for a 24-hour quiet zone at the three crossings in the downtown. Currently there is a partial quiet zone between midnight and 5AM. The application included installing safety measures at the three crossings that would be paid for by the Village. In 2019, the attached letter from the FRA informed the Village that it does not have jurisdiction to consider the application and therefore could not approve it. Village staff spoke with Illinois Commerce Commission (ICC) staff to understand a possible path forward for implementing a 24-hour quiet zone since it previously approved the Village's partial quiet zone. After communication between ICC, Metra, Canadian Pacific, and the Village, ICC staff told Village staff that it should file a petition with the ICC to initiate a formal review process for implementing a 24-hour quiet zone. Ideally this process results in a stipulated agreement between all parties that spells out the responsibilities of each party to implement a 24-hour quiet zone. It is expected that the safety measures originally proposed with the Village's application to the FRA in 2017 would need to be installed to implement a 24-hour quiet zone. The safety measures

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include installing traffic channelization devices at the three crossings, as depicted in the attached exhibits.

### **Implications**

**Is this item budgeted?** No; however, the Final Environmental Impact Statement from the Surface Transportation Board does recommend that Canadian Pacific fund the creation and implementation of quiet zones including the costs for installing safety measures.

**Estimated cost:** In 2019, the cost to design and install the traffic channelization devices was estimated to be about \$100,000.

### **Any other implications to be considered?**

A final decision from the Surface Transportation Board on the proposed merger of Canadian Pacific and Kansas City Southern railways is expected within the next month which could result in up to 11 additional freight trains through the downtown crossings.

### **Strategic Priority**

Focused Redevelopment

*Trustee Berkshire asked if the Village would lose the existing deal if we petition for a 24-hour quiet zone and lose. Village Administrator Bielawski said staff doesn't know what would happen. Trustee Berkshire would like to see what the repercussions would be if CPKC violates their agreements. Trustee Domke noted how many other communities have quiet zones in their downtowns, but Roselle doesn't. He thinks we should highlight how we've been excluded over the years and that we should go for it regardless. Trustee Della Penna agrees that he would move forward as well. Staff was given direction to move forward with the petition.*

## **19) Other Business**

- a) **Mayor Pileski** asked the Board their thoughts on entertaining a proposal from staff on chickens. **Trustee Piorkowski** said it would be a good opportunity to look at all animal policies. There was consensus from the Board to move forward with a proposal.

## **20) Village Board Public Comment (Revisited)**

None.

## **21) 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 3 Personnel.

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Upon roll call: **MOTION CARRIED** at 7:56 PM.

**22) Adjourned Village Board Meeting from Executive Session**

**Moved by** Trustee Trejo, seconded by Trustee Della Penna  
Upon *voice vote*: **MOTION CARRIED** at 8:14 PM.

*Submitted on this 27th day of March 2023.*

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Amanda Hausman, Village Clerk

**KEY:**

**Roselle Red – Ordinance**

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