

COMMITTEE OF THE WHOLE
FEBRUARY 12, 2017
Meeting Held at Roselle Village Hall
Council Chambers
31 S. Prospect
Roselle, IL. 60172

7:30 P.M.

Chaired by Mayor Maglio

PRESENT: Mayor Maglio, Trustees Berkshire, Devitt, Domke, Pileski, Pransky and Trejo.

OTHERS PRESENT: Jeff O'Dell, Jason Bielawski, Jim Knippen, Steve Herron, Roman Tarchala, Mark Bozik, Pat Watkins, Caron Bricks, Tom Dahl, Victor Ramirez, and Patty Burns.

2. APPROVE PREPARED AGENDA

Motion by Trustee Devitt, second by Trustee Trejo, to Approve the Agenda as Presented.

Upon voice vote: **MOTION CARRIED.**

3. CITIZEN COMMENTS/QUESTIONS – None

4. LINEAR LIGHTING TEXT AMENDMENT

The Planning and Zoning Commission recommended in favor (6-0) of the approval of an amendment to the Village's Sign Ordinance to define and prohibit linear (rope) lighting. The text amendment was considered by the Planning and Zoning Commission for aesthetic purposes. Many businesses throughout the Village have begun to use this type of lighting to attract attention to their storefronts. No members of the audience spoke in favor of or against the request.

The definition of linear lighting that was agreed upon during the public hearing between staff and the Planning and Zoning Commission is as follows:

All types of illumination, static or flashing, internal or external, and primarily intended to highlight or outline doors, windows, and other structural/building elements in order to attract attention or used as a means of identification or advertisement, not including holiday decorations.

Prohibition of the linear lighting would be added to Section 17-21 Sign regulations in all zoning districts, subsection (1) prohibited signs, all zoning districts.

Trustee Berkshire questioned how those businesses that are already using rope lighting will be handled. *Educate them and help them in removing their lighting.*

Trustee Berkshire also questioned whether Code Enforcement will be used for this issue. *No, it is expected that staff will be able to handle this.*

Trustee Pileski wondered what initiated this text amendment. *Complaints.* He also wondered if this ban on rope lighting is unique to Roselle. *No, other communities have it as well.* Trustee Pileski is on the fence about this issue.

Trustee Domke questioned if the ban will be in effect for certain months, or is this just about strobing lights. *The ban will not affect the Christmas time holiday lights that businesses may use.* He is on the fence about this issue as well.

Trustee Devitt stated that he supports this issue and agrees that there should be and allowance for holiday decorations.

Trustee Trejo stated that he may ask to have this amendment pulled off of the consent agenda at the next meeting.

Staff was directed to move forward following the P&Z recommendation.

5. NORTH ROSELLE ROAD PROPERTY DEVELOPMENT

In December of 2017, the Letter of Intent for the development of the Village owned property at the southwest corner of Roselle and I-390 expired. The agreement ended due to the number of constraints still associated with the site before it would be “pad ready”. Staff is recommending that the Village continues to market the property in a “soft” manner while addressing the individual site constraints as other opportunities and TIF funds become available.

The soft marketing will include using the Village’s website and contacts that staff interacts with on a monthly basis concerning development opportunities in the community. The marketing will also include taking advantage of the exposure offered through the International Council of Shopping Center (ICSC), Location One Information Services (LOIS), and the I-390 Corridor Marketing Group (that involves nine communities including Roselle). All of these organizations offer exposure directly to developers throughout the region.

The site constraints that will be addressed as the other opportunities and funds become available will include engineering costs related to site development, earth moving, stormwater management, recreational paths, traffic analysis, and the need for additional land acquisition. This will allow staff to move towards getting the site “pad ready” (which will progressively make it more attractive for development) while remaining open to marketplace interest.

Staff feels that the property has strategic importance for a couple of reasons. First, the overall redevelopment on the North Roselle corridor needs a dynamic use versus a basic commercial or residential use. A dynamic use as previously proposed (hotel with an out lot) should generate momentum that continues onto adjoining parcels, creating a positive ripple effect throughout the corridor. Secondly, the Village has a limited number of remaining acres devoted to commercial use. Commercial use is significant due to its tax impact on the community (sales tax, eating establishment tax, and hotel tax). Thus it is important to protect the land that is suitable for commercial use so that it doesn’t get developed as residential or industrial uses (which are predominately just property tax revenue streams).

Trustee Domke feels that the neighborhood esthetics hurts the value of the property. When some of the surrounding areas get cleaned up, the property will be worth more. He agrees with using the soft approach, while cleaning up surrounding area.

Trustee Pileski asked about the excess soil on the site. Will removal of the soil require additional soil testing? *It may. The soil should be removed to make the property more attractive, but removal is expensive.*

Trustee Trejo supports the soft marketing idea.

Staff directed to proceed as recommended.

6. SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) SYSTEM FOR WASTEWATER TREATMENT.

The Village operates SCADA systems in both the water and wastewater operations of the utility services. A SCADA system is comprised of software and hardware that are used to monitor and control these operations. Both systems are currently on the same software platform but operate and communicate independently because of the different operations. The water SCADA system functions fine. However, the wastewater SCADA system has reliability issues, fails at times, sends erroneous information, and is at the end of its useful life. The system is over fifteen years old and there are ongoing problems that continue to get worse with time. A reliable SCADA system is critical to maintain IEPA compliant wastewater operations as it must communicate accurate real-time data and operational information.

The replacement of the SCADA system was identified in the Wastewater Facility Master Plan as a priority issue and subsequently programmed in the FY 2018 budget at a cost of \$800,000. Village staff undertook a thorough process for evaluating SCADA system installers. The Village issued a "Request for Qualifications" in September, 2017. Seven firms responded to the request and submitted their qualifications and resumes. The firms were evaluated on:

- Firm experience
- Project team and staff knowledge
- Approach to the project
- Demonstration of ability to design and implement a SCADA system
- References

After reviewing the submittals, staff determined three firms were lacking in one or more of the qualifications and were eliminated. Four firms were selected for interviews.

Following the interviews, staff analyzed all attributes of each firm including reference checks and visiting wastewater treatment plants that had SCADA systems installed by selected firms. As a result of this process, staff selected Tri-R Systems Inc. as the most qualified vendor for the installation of the SCADA system. The company has a thorough, reasonable, and sound approach to the project. They have excellent references and a solid, knowledgeable team to address the Village's SCADA needs.

Staff negotiated a project scope with Tri-R Systems that is defined in each of the three attached proposals and the costs associated with each sub-project are as follows:

Devlin WWTP include Option 1	\$321,000
Botterman WWTP include Option 1	\$187,750
Lift Stations (9)	<u>\$130,000</u>
	\$638,750

These costs were reviewed against recently completed SCADA projects in other communities and are at or below the costs for such services in the industry. Staff recommends the selection of Option 1 at both the Devlin and Botterman Treatment Plants. Option 1 provides a fiber optic ring for in-plant communication. The current configuration relies on radios. Fiber will provide a higher quality and more reliable method of data communication and will be capable of accommodating the growth in data over the next twenty year operational period.

In discussions with the Village Attorney, because the SCADA system installation is a public improvement in excess of \$25,000, it must be awarded to the lowest responsible bidder unless otherwise approved by a two-thirds vote of the Trustees. However, this project did not lend itself to a traditional "Bid process" because each firm's approach to a SCADA project isn't standardized and therefore staff believed the RFQ process was in the best interest of the Village. The RFQ process allowed the Village to more closely examine the firm's capabilities and approach towards the project including installation timeline. In working with the selected firm, Tri-R Systems, staff was able to rely on the experience and technical knowledge of the firm to develop a SCADA solution that best addresses the SCADA needs in the Wastewater Treatment Division.

Trustee Pileski noted that the work does not include computers. Are the current computers going to be compatible with the new system? *The specs of the current computers meet the minimum requirements of the new system, however, as a part of the annual IT upgrades, new computers will be available.*

Staff directed to move forward as recommended.

7. 2016-2018 STRATEGIC PLAN STATUS REPORT #3

The Village Board adopted its 2016 – 2018 Strategic Plan on August 8, 2016. Staff has provided the Village Board with Status Reports #1 and #2 outlining progress on the various Action Items on January 23, 2017 and July 10, 2017. The purpose of Status Report #3 is to update the Village Board on progress since our meeting last July and to confirm a date(s) to begin the process for establishing a new Strategic Plan.

Staff is asking if the Village Board would confirm dates to begin the process for establishing a new Strategic Plan.

April 27-28, 2018 is the confirmed date. Staff directed to reaffirm current initiatives but don't start over with the whole process.

8. JULY 3, 2018 PARTY IN THE PARK SPECIAL EVENT

This year's July 3 Party in the Park special event will occur on a Tuesday night. Mission Church will again partner with the Village of Roselle to provide the community with a band concert and fireworks show at the Lake Park High School West Campus. The Church will be responsible for the band concert portion of the event while the Village will be responsible for securing a vendor to produce the fireworks show and providing for all of the public safety and public works personnel.

Staff directed to proceed as recommended.

9. EXECUTIVE SESSION

Motion by Trustee Trejo, second by Trustee Devitt, to go into an Executive Session at 8:26 p.m. pursuant to the requirements of the Illinois Open Meetings Act under Exemptions 5 ILCS 120/2 (c) to discuss **21 Executive Session Minutes**, 5 Real Property, 12 Risk Management, 11 Litigation, and 3 Collective Bargaining and Personnel.

ROLL CALL:

AYES: Trejo, Devitt, Pransky, Berkshire, Pileski, Domke

NAYS: None

ABSENT: None

MOTION CARRIED.

ADJOURN EXECUTIVE SESSION

Motion by Trustee Devitt, second by Trustee Domke, to Adjourn the Executive Session at 8:35 p.m.

Upon Voice Vote: **MOTION CARRIED.**

10. CITIZEN COMMENTS/QUESTIONS - None

11. OTHER BUSINESS – The Town Hall meeting was discussed. All elected officials are expected to attend and participate with their respective committees. The meeting date is February 22, 2018 at 7 p.m. in the Village Board council chambers.

12. MOTION TO ADJOURN COMMITTEE OF THE WHOLE MEETING.

Motion by Trustee Devitt second by Trustee Trejo to Adjourn Committee of the Whole at 8:40 p.m.

Upon Voice Vote: **MOTION CARRIED.**