

**MINUTES  
CITY OF DARIEN  
MUNICIPAL SERVICES COMMITTEE  
April 28, 2014**

**PRESENT:** Joseph Marchese - Chairperson, Alderman Tina Beilke, Alderman Joerg Seifert, Michael Griffith - Senior Planner, Dan Gombac – Director; Elizabeth Lahey - Secretary

**ABSENT:** None

**ESTABLISH QUORUM**

Chairperson Marchese called the meeting of the Municipal Services Committee to order at 6:30 p.m. at the City Hall – City Council Chambers, Darien, Illinois and declared a quorum present,

**NEW BUSINESS**

- A. Ordinance - Text Amendment to the Zoning Ordinance, Medical Cannabis: Consideration of a text amendment to Section 5A-9-4-4, I-1 General Industrial District of the Zoning Ordinance, listing medical cannabis cultivation and dispensing centers as special uses.**

Mr. Michael Griffith, Senior Planner reported that in August, 2013 the State of Illinois approved the use of medical cannabis. He reported that the law allows local jurisdictions to enact reasonable zoning ordinances regulating locations where cannabis cultivation and dispensing centers may locate, as long as it is not in conflict with state law.

Alderman Beilke questioned if this had anything to do with the recent Economic Development Report.

Mr. Dan Gombac, Director reported that there was a broker representing a client who was interested in the property for a trucking sales and repair facility which fell through.

Mr. Griffith reported that he has received a few phone calls but he believed that they were primarily inquiring about what Darien is doing.

Alderman Seifert stated that even if the ordinance is not passed that the property is still available.

Mr. Griffith reported that the state law has distance requirements from schools and day care centers which also limit the available locations for these uses. He stated that the state envisions that the locations need to be spread out.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve an Ordinance - Text Amendment to the Zoning Ordinance, Medical Cannabis: Consideration of a text amendment to Section 5A-9-4-4, I-1 General Industrial District of the Zoning Ordinance, listing medical cannabis cultivation and dispensing centers as special uses.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**B. Discussion - Neighborhood Parking Issues - Hinsdale South High School**

Mr. Michael Griffith, Senior Planner reported that at the last Committee Meeting, staff was directed to prepare language for signage. He reported that the language is presented on page six of the agenda memo.

Mr. Griffith reported that staff worked with the City's Traffic Consultant and that there will be three signs posted on each side of each street and that the signs will state that there will be no high school or event parking.

Dan Gombac, Director reported that the Ordinance number will also be visible on the sign for enforcement purposes.

Mr. Gombac stated that the signs will be a prismatic reflection and the poles will cost \$600 and the signs \$600 for a total of \$1200. He reported that this was not placed in the budget but that there is room in the budget under miscellaneous.

Alderman Beilke stated that she spoke with a resident who is concerned about safety and that there is not enough room when cars are parked on both sides of the street. She stated that she would like to see some rules to go along with the signs notifying residents to inform their guests when having a party to only park on their side of the street. She questioned if residents would need to contact the police for large parties.

Mr. Gombac stated that the common sense approach is the most logical and that the police will figure it out when cars are parked on the street when there is not a school event.

Alderman Beilke stated that she would like a letter notifying residents of the results of the survey along with guidelines.

Mr. Gombac stated that he will put together a question and answer sheet along with the results prior to the sign installation.

Chairperson Marchese stated that he would also like to see that the letter include recommendations to residents to contact the police if they have guests.

Alderman Seifert stated that there is a common sense factor.

There was no one in the audience wishing to present public comment.

**C. Resolution - Accepting a Storm Sewer Easement from 122 Iris Road, 126 Iris Road 130 Iris Road.**

Mr. Dan Gombac, Director reported that this resolution accepts a storm sewer easement from 122, 126 and 130 Iris Road. He reported that the residents agreed to grant a storm sewer easement to the City in anticipation of the upcoming ditch maintenance program on Iris Road. He further reported that the work includes installing an under drain pipe through the proposed side yard easements of the properties and connect to a storm sewer structure.

Alderman Seifert stated the homeowner may have to deal with the existing garage being in the proposed easement and when they go to sell their home there may be further implications. He stated that they will need to insure over the easement. Alderman Seifert recommended that staff acknowledge the proposed condition through a letter.

The Committee agreed to have a special meeting prior to the City Council meeting after staff coordinates a letter of understanding with the property owner.

There was no one in the audience wishing to present public comment.

**D. Motion - Directing staff to proceed with a design and build plan and cost estimates for the Darien Pointe Redevelopment parcel located at Plainfield Road and Cass Avenue.**

Mr. Dan Gombac, Director reported that motion pertains to directing staff to proceed with a design and build plan and cost estimates for the Darien Pointe Redevelopment parcel located at Plainfield Road and Cass Avenue.

Mr. Gombac reported that the City Council approved the architectural building rendering, an independent fountain with a park-like setting and incorporate the clock tower into the fountain. He further reported that ShiveHattery revised the estimate cost for the fountain and the clock tower to approximately \$165,000 with the Clock Tower at \$120,000 and the Fountain \$45,000.

Chairperson Marchese stated that he thought that the engineering was negotiated and that the buyer was going to pay for the Clock Tower and Fountain. He stated that he would like to see something there and that people are excited about what is going to go there. Director Gombac responded that the developer will participate at half the cost up to \$50,000 based on a \$100,000 project cost.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve staff to proceed with a design and build plan and cost estimates for the Darien Pointe Redevelopment parcel located at Plainfield Road and Cass Avenue.**

Upon voice vote, **THE MOTION CARRIED unanimously 3-0.**

- E. Ordinance - Ascertaining the prevailing rate of wages for laborers, workman and mechanics employed on Public Works projects for the City of Darien, County of DuPage, Illinois.**

Mr. Dan Gombac, Director reported that annually, the state law requires that municipalities ascertain the prevailing wages to be paid on Public Works projects within the community.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve an Ordinance - Ascertaining the prevailing rate of wages for laborer, workman and mechanics employed on Public Works projects for the City of Darien, County of DuPage, Illinois.**

Upon voice vote, **THE MOTION CARRIED unanimously 3-0.**

- F. Resolution - To enter into an engineering agreement with Christopher B. Burke Engineering, Ltd. for professional services related to a Controlled Wetland Management Burn at the Dale Road Basin in an amount not to exceed \$6,000.00.**

Mr. Dan Gombac, Director reported that this is an engineering agreement for a controlled burn for the detention basin. He reported that the basin was constructed in 2004-2005 by the County and turned over to the City for maintenance. Mr. Gombac reported that the basin consists of cattails that are approximately 5-6 feet tall. He reported that there has been no maintenance performed on the basin since construction.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - entering into an engineering agreement with Christopher B. Burke Engineering, Ltd. for professional services related to a Controlled Wetland Management Burn at the Dale Road Basin in an amount not to exceed \$6,000.00.**

Upon voice vote, **THE MOTION CARRIED unanimously 3-0.**

- G. Resolution - Authorizing the Mayor to execute a three year Intergovernmental Agreement with the County of DuPage for mowing along County roads and rights of way.**

Mr. Dan Gombac, Director reported that the City is compensated by DuPage County for performing the mowing along specified DuPage County maintenance jurisdictions. He reported that the contract reimbursable amount is \$28,742.00. Gombac also reported that the reimbursement has been cut in half due to revised field measurements.

Alderman Beilke questioned if this is in the budget.

Mr. Gombac reported that he would have to double check with the City Administrator.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Authorizing the Mayor to execute a three year Intergovernmental Agreement with the County of DuPage for mowing along County roads and rights of way.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- H. Resolution - Authorizing the City to add quantities to the proposed current contract for Suburban Concrete Inc. for the removal and replacement of concrete aprons as required for various capital and storm water projects for a period of May 1, 2014 through April 30, 2015 at the contract unit prices.**

Mr. Dan Gombac, Director reported that during the year staff removes and replaces various storm sewers and culvert pipes across driveway aprons and roadways for various capital and storm water projects. He reported that restoration for the driveway aprons and/or curb and gutter includes establishing uniform cuts, concrete removal and replacement. The quantities for these concrete products have been budgeted for through their respective line accounts.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Authorizing the City to add quantities to the proposed current contract for Suburban Concrete Inc. for the removal and replacement of concrete aprons as required for various capital and storm water projects for a period of May 1, 2014 through April 30, 2015 at the contract unit prices.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- I. Resolution - Authorizing the purchase of one new 2014 International 7400 SFA 4x2, cab and chassis from Rush Truck Centers in the amount of \$73,561.00.**

Mr. Dan Gombac, Director reported that the new truck will be used primarily for material handling, snow plowing, and de-icing operations for the street division. He reported that this replaces Unit 103 which has 60,308 miles and the truck and body is rusted and faded. Also presented as part of the agenda item was the Vehicle Replacement rating sheet.

Director Gombac informed the Committee that this request was for the cab and chassis and the department was out to bid for the dump body and snow plow package. Typically these items are presented under one agenda item. Since the truck was part of the State

Joint Purchase, staff was notified that a order cutoff date of May 6, 2014 existed. Gombac also reported that the equipment package for the cab and chassis would be presented under a future agenda memo.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Authorizing the purchase of one new 2014 International 7400 SFA 4x2, cab and chassis from Rush Truck Centers in the amount of \$73,561.00.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**J. Resolution - Temporarily waiving certain building permit fees.**

Mr. Dan Gombac, Director reported that this year the budget contemplated a temporary waiver of certain building permit fees to encourage home improvements and provide a financial incentive for residents. He reported that residents will be informed of this through the current media portals.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Temporarily waiving certain building permit fees.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**K. Resolution - Illinois Department of Transportation authorizing the expenditure of Motor Fuel Tax Funds.**

Mr. Dan Gombac, Director reported that the City utilizes Motor Fuel Tax Funds for expenditures related to various street maintenance functions. He reported that the City Council is required to adopt a resolution authorizing the expenditure of the proposed funding related to the general maintenance items.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Illinois Department of Transportation authorizing the expenditure of Motor Fuel Tax Funds.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**L. Resolution - Authorizing the Mayor to execute a contract with Classic Fence, Inc. in an amount not to exceed \$20,810.00 for the purchase and installation of hand rails for the City Hall and the northern entrance of the Police Department.**

Mr. Dan Gombac, Director reported that the proposed hand rail and concrete replaces a deteriorated hand rail and concrete stairs, ramps and decks at City Hall and the northern entrance of the Police Department. He reported that the project requires two vendors and coordination efforts between the two vendors would be overseen by staff.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Authorizing the Mayor to execute a contract with Classic Fence, Inc. in an amount not to exceed \$20,810.00 for the purchase and installation of hand rails for the City Hall and the northern entrance of the Police Department.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- M. Resolution - Authorizing the Mayor to execute a contract with Martino Concrete, Inc. in an amount not to exceed \$20,484.63 for the removal and replacement of sidewalk, stairs and ADA ramps for the City Hall and the northern Entrance of the Police Department.**

Mr. Dan Gombac, Director reported that this is for the removal and replacement of sidewalk, stairs and ADA ramps for City Hall and the northern entrance of the Police Department. Coordination efforts would be coordinated with staff and includes the previous agenda item.

There was no one in the audience wishing to present public comment.

**Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve a Resolution - Authorizing the Mayor to execute a contract with Martino Concrete, Inc. in an amount not to exceed \$20,484.63 for the removal and replacement of sidewalk, stairs and ADA ramps for the City Hall and the northern entrance of the Police Department.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- N. Resolution - Authorizing the Mayor to execute an Intergovernmental Agreement with the County of DuPage as it relates to City owned infrastructure and certain maintenance responsibilities as part of the 75th Street DuPage County Construction project.**

Mr. Dan Gombac, Director reported that the Intergovernmental Agreement pertains to the City owned infrastructure and certain maintenance responsibilities for the 75th Street reconstruction project. He reported that the County has agreed to undertake certain water main improvements and upgrades as part of their improvement project and that the City agrees to reimburse the County for certain engineering costs, water appurtenances, street light rewiring costs and environmental remediation as per the agreement.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve a Resolution - Authorizing the Mayor to execute an Intergovernmental Agreement with the County of DuPage as it relates to City owned infrastructure and certain maintenance responsibilities as part of the 75th Street DuPage County Construction project.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- O. Resolution - Authorizing the Mayor to execute a contract between the City of Darien and Muscat Painting and Decorating Inc. for the 2014 Fire Hydrant Painting Phase 2 in an amount not to exceed \$36,435.00.**

Mr. Dan Gombac, Director reported that the budget includes funding for the sandblasting, priming and painting of 480 of the 1,430 fire hydrants that the City owns and operates. He reported that this is considered Phase 2, Year 2 of a 3 year program. He further reported that a contingency for up to 20 additional fire hydrants has been added.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve a Resolution - Authorizing the Mayor to execute a contract between the City of Darien and Muscat Painting and Decorating Inc. for the 2014 Fire Hydrant Painting Phase 2 in an amount not to exceed \$36,435.00.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

- P. Resolution - Authorizing the Mayor to execute a contract with Behm Pavement Maintenance, Inc. in an amount not to exceed \$111,090.00 for the 2014 Crack Fill Program.**

Mr. Dan Gombac, Director reported that crack sealing is a routine maintenance treatment that will significantly delay roadway deterioration. He reported that the sealing material is applied to the cracks before they become too large and before the freeze-thaw cycles have an opportunity to shift the pavement and develop larger cracks.

Due to the severe winter and premature cracking of recently completed roadways an additional product would be utilized this year and was included within the FY14-15 Budget.

There was no one in the audience wishing to present public comment.

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve a Resolution - Authorizing the Mayor to execute a contract with Behm Pavement Maintenance, Inc. in an amount not to exceed \$111,090.00 for the 2014 Crack Fill Program.**

Upon voice vote, **THE MOTION CARRIED unanimously 3-0.**

**Q. Minutes – March 24, 2014 Municipal Services Committee**

**Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve the March 24, 2014 Municipal Services Committee Meeting Minutes.**

Upon voice vote, **THE MOTION CARRIED unanimously 3-0.**

**DIRECTOR'S REPORT**

**a. IDOT ITEP Grant Denial**

Mr. Dan Gombac, Director reported that the County is one month behind schedule on the 75<sup>th</sup> Street Project. He reported that businesses will be allowed to have temporary signs during construction.

**NEXT SCHEDULED MEETING**

Chairperson Marchese announced that the next regularly scheduled meeting is scheduled for Tuesday, May 27, 2014 at 6:30 p.m.

**ADJOURNMENT**

**With no further business before the Committee, Alderman Seifert made a motion and it was seconded by Alderman Beilke to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 8:37 p.m.**

**RESPECTFULLY SUBMITTED:**

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**Joseph Marchese**  
**Chairman**

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**Tina Beilke**  
**Alderman**

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**Joerg Seifert**  
**Alderman**