



Village Board Meeting February 1, 2018 6:00 p.m.

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Public Comment is subject to the public comment rules and procedures adopted by the Village.

5. Reports

a. Board Reports

- Mayor
- Clerk
- Trustees

*Background Of
Subject Matter*

*

Type

Discussion Only

Budgeted

N/A

6. Items To Be Removed From Consent Agenda

7. Consent Agenda (Omnibus Vote)

a. Village Board Minutes

i. Board Meeting Minutes

Board to consider approving the minutes of the Village Board meeting held January 18, 2018.

*Background Of
Subject Matter*

Required parliamentary procedure

Type

Motion

Documents:

[2018-01-18 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. Finance Ordinance

i. Finance Ordinance # 19

Total to be announced at the meeting.

*Background Of
Subject Matter*

*

Type Motion

c. Purchase Orders

i. PO 11043609

RMC Inc West Town Mechanical \$51,697.00

Background Of Subject Matter Replace 2 HVAC Units at Westmont Center

Additional Background After approval of PO 11043266 at the 12/7/17 meeting, staff was able to obtain a quote for a lower cost from a different vendor. This PO replaces the previously approved PO.

Type Purchase Order

Budgeted Yes

Documents:

[PO 11043609.PDF](#)

ii. PO 11043692

Baxter & Woodman Inc \$32,500.00

Background Of Subject Matter Burr Oak Drive Watermain Engineering Design

Type Purchase Order

Budgeted Other

Budgeted Explanation The budget anticipated design for replacement of a different watermain at a higher cost. Due to the relative number of watermain breaks, that project has been postponed to allow this project to proceed first.

Documents:

[PO 11043692.PDF](#)

iii. PO 11043661

Westmont Chamber of Commerce & Tourism Bureau \$20,875.00

Background Of Subject Matter FY 2017-18 Tourism Services - 1 of 2 Payments

Additional Background This is included in the Finance Ordinance, which will be approved simultaneously with the purchase order.

Type Purchase Order

Budgeted Yes

Documents:

[PO 11043661.PDF](#)

iv. Total Of Purchase Orders

\$ 105,072.00

Background Of Subject Matter	*
Type	Purchase Order
Budgeted	N/A

d. **Total Of Purchase Orders And Finance Ordinance**

Total to be announced at the meeting.

Background Of Subject Matter	*
Type	Motion

8. **Unfinished Business**

9. **New Business**

a. **24 N Cass Ave - Pot Belly Pub**

Board to consider an ordinance approving a Downtown Development Grant request in the amount of \$1,936 for Pot Belly Pub in the B-1 Limited Business District.

Background Of Subject Matter The pub requests grant assistance with costs of improving the building facade with a new awning. Exterior facade improvements are eligible for a matching grant up to \$5000, or 50%, whichever is less.

Additional Background Facade improvements meet adopted Downtown Design Guidelines and the business has been open for longer than 1 year. If approved, approximately \$520 remains in the facade grant fund.

Type Ordinance

Budgeted Yes

Documents:

[POTBELLY PUB AWNING DETAIL.PDF](#)

b. **Administrative Adjudication Text Amendment**

Board to consider an ordinance approving a text amendment to the Municipal Code to establish an Administrative Adjudication system.

Background Of Subject Matter Staff recommends amending Municipal Code to allow Administrative Adjudication of local ordinance violations. This provides a local forum to hear civil code actions. It enhances code compliance, & is more convenient for residents than a local field court.

Additional Background Staff presented background information on Administrative Adjudication at two Community Development Committee meetings, and provided a draft ordinance on 1/18/18, with support from the Committee to move forward.

Recommendation Local field court has resulted in some compliance for code enforcement in 2017, but data after a year shows that the system can be cumbersome and inefficient for the Village. Staff recommends approval of Administrative Adjudication.

Type Ordinance

Documents:

[ADMINISTRATIVE HEARING PROCEDURE ORD.PDF](#)
[ADMINISTRATIVE ADJUDICATION IML PRESENTATION.PDF](#)
[ADMIN ADJUDIC BACKGROUND.PDF](#)

c. **Approve Agreement With Aaron Reinke**

Board to consider an ordinance approving an agreement with Aaron Reinke to act as Westmont's administrative adjudication hearing officer.

Background Of Subject Matter Aaron Reinke has over 15 years experience as an attorney and 8 years of experience as a Certified Municipal Administrative Hearing Officer, presiding in Lombard, Lisle, Clarendon Hills, Hinsdale, and Darien.

Additional Background Hearing officer determines liability of alleged violations of Village Codes, issues findings of fact, & may impose fines, penalties & corrective action. He will work with staff to improve the system & suggest potential code amendments.

Recommendation Staff has interviewed Mr. Reinke to discuss Westmont's specific needs, has watched one of his hearings in Clarendon Hills, finds his resume to be highly sufficient, & recommends appointment of Mr. Reinke.

Type Ordinance

Documents:

[REINKE RESUME.PDF](#)
[REINKE PROPOSAL.PDF](#)

d. **Approve Contract With Thompson Elevator Inspection Services, Inc.**

Board to consider an ordinance approving an agreement with Thompson Elevator Inspection Service, Inc. to perform elevator inspections.

Background Of Subject Matter The Fire Department is requesting the Village enter into a contract with Thompson Elevator Inspection Service, Inc. as part of its opt out of the Office of the State Fire Marshal administered elevator safety program.

Additional Background See attached contract.

Recommendation Approve.

Type Ordinance

Documents:

[THOMPSON 2017 CONTRACT.PDF](#)

e. **IMRF Resolution**

Board to consider a Resolution to Include Cash Payments Related to Health Insurance as Illinois Municipal Retirement Fund Earnings.

Background Of Subject Matter Staff presented information at the Admin/Finance Committee Meeting, from IMRF General Memorandum #672 which explains

the reason for this resolution.

**Additional
Background**

Since the Village has an Opt Out Program for Health Insurance with a monetary incentive, the Village needs to adopt and file this resolution with IMRF.

Recommendation Approve

Type Resolution

Documents:

[FORM 6-75 RESOLUTION TO INCLUDE CASH PAYMENTS RELATED TO HEALTH INSURANCE AS IMRF EARNINGS.PDF](#)

10. Miscellaneous

11. Executive Session

This Board may adjourn to closed session to discuss matters so permitted and may act upon such matters upon returning to open session.

12. Adjourn

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 9:00 A.M. to 5:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting.