

Village of Bensenville
Board Room
12 South Center Street
Bensenville, Illinois 60106
Counties of DuPage and Cook

MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING

April 11, 2023

CALL TO ORDER: 1. President DeSimone called the meeting to order at 6:30 p.m.

ROLL CALL: 2. Upon roll call by Village Clerk, Nancy Quinn, the following Board Members were present:

President DeSimone, Carmona, Franz, Frey, Lomax, Panicola, Perez

Absent: None

A quorum was present.

Staff Present: E. Summers, J. Caracci, S. Flynn, J. McManus, K. Pozsgay, D. Schulze, C. Williamsen

**Snowplow Contest
Winner:**

Village President, Frank DeSimone announced the winning name for the Snowplow Contest: "Benny Da Plow"; submitted by Lillian Nicole Callahan.

PUBLIC COMMENT: There was no Public Comment.

**APPROVAL OF
MINUTES:**

4. The March 14, 2023 Village Board Meeting minutes were presented.

Motion: Trustee Carmona made a motion to approve the minutes as presented. Trustee Frey seconded the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**WARRANT NO.
23/05:**

5. President DeSimone presented **Warrant No. 23/05** in the amount of \$1,284,877.26.

Motion: Trustee Franz made a motion to approve the warrant as presented.
Trustee Panicola the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**WARRANT NO.
23/06:**

6. President DeSimone presented **Warrant No. 23/06** in the amount of \$1,994,134.32.

Motion: Trustee Perez made a motion to approve the warrant as presented.
Trustee Frey the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

Motion: 7. Trustee Panicola made a motion to approve the Consent Agenda
as presented. Trustee Lomax seconded the motion.

All were in favor. Motion carried.

**Ordinance No.
9-2023:**

Ordinance Authorizing the Village of Bensenville to Borrow Funds from the Public Water Supply Loan Program for the Water Supply Pressure Adjusting Station Replacement Project. (Consent Agenda)

**Ordinance No.
10-2023:**

Ordinance Authorizing the Village of Bensenville to Borrow Funds from the Public Water Supply Loan Program for the Belmont Avenue and Church Road Water Tower Rehabilitation Project. (Consent Agenda)

**Resolution No.
R-32-2023:**

Resolution Designating and Directing the Village Manager as the Authorized Representative to Sign PWSLP (Public Water Supply

Loan Program) Loan Application Documents and all Other Documents Related to the Water Supply Pressure Adjusting Station Replacement Project. (Consent Agenda)

Resolution No.
R-33-2023:

Resolution Designating & Directing the Village Manager as the Authorized Representative to Sign PWSLP (Public Water Supply Loan Program) Loan Application Documents and all Other Documents Related to the Belmont Avenue and Church Road Water Tower Rehabilitation Project. (Consent Agenda)

Resolution No.
R-34-2023:

Resolution Establishing Guidelines and Procedures for 2023 Senior/Disabled Grass Cutting Program. (Consent Agenda)

Resolution No.
R-35-2023:

Resolution Authorizing the Execution of a Contract with Tomas Herrera Landscaping for the 2023 Senior/Disabled Grass Cutting Program. (Consent Agenda)

Resolution No.
R-36-2023:

Resolution Authorizing the Execution of a Contract with Panoramic Landscaping for the 2023 Senior/Disabled Grass Cutting Program. (Consent Agenda)

Resolution No.
R-37-2023:

Resolution Authorizing the Execution of a Contract with L.A.R. Lawn & Ground Corp. for the 2023 Senior/Disabled Grass Cutting Program. (Consent Agenda)

Resolution No.
R-38-2023:

Resolution Authorizing the Execution of a Contract with KSK Landscaping & Handyman Corp. for the 2023 Senior/Disabled Grass Cutting Program. (Consent Agenda)

Resolution No.
R-39-2023:

Resolution Authorizing a Facility Usage License Agreement with Hmura Hockey Development (HHD Hockey). (Consent Agenda)

Resolution No.
R-40-2023:

Resolution Authorizing a Facility Usage License Agreement with Play Hockey USA. (Consent Agenda)

Resolution No.
R-41-2023:

Resolution Authorizing a Facility Usage License Agreement with 200 x 85, LLC for the ChiTown Shuffle Youth Hockey

Tournament. (Consent Agenda)

Motion: Trustee Panicola made a motion to approve the Consent Agenda as presented. Trustee Lomax seconded the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.
R-42-2023:**

8. President DeSimone gave the summarization of the action contemplated in **Resolution No. 42-2023** entitled a **Resolution Authorizing a Retail Sales Agreement with AVI Systems, Inc. for the Senior Center Build in the not to Exceed Amount of \$164,825.00.**

Village Manager, Evan Summers stated the Village of Bensenville is building out a new Senior Center space to fit various needs such as presentations, video conferencing calls, community activities, etc. Mr. Summers stated this is inclusive of a large 2-way divisible meeting room and a smaller conference room.

Mr. Summers stated the Senior & Community Center is a divisible space, allowing the large room to split into two smaller rooms that may operate independently. Mr. Summers stated when combined, the space functions as a single room that may allow for town hall meetings while still retaining functionality. Mr. Summers stated the room supports video conferencing, flexible video routing, and a premium audio solution.

Mr. Summers stated the additional Meeting Room 002 allows for Bring Your Own Device (BYOD) meetings, featuring both wired and wireless content presentation. Mr. Summers stated an all-in-one conferencing soundbar allows for hybrid video conferencing using a user's laptop, allowing freedom in conferencing platform. USB and HDMI peripherals may be accessed wirelessly.

Motion: Trustee Lomax made a motion to approve the resolution as presented. Trustee Franz seconded the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.
R-43-2023:**

9. President DeSimone gave the summarization of the action contemplated in **Resolution No. 43-2023** entitled a **Resolution Authorizing a Retail Sales Agreement With AVI Systems, Inc. For the Studio & Control Room Relocation Build in The Not to Exceed Amount of \$101,079.00.**

Village Manager, Evan Summers stated the Village of Bensenville are restructuring their existing onsite media production studio and technical facilities. Mr. Summers stated the key restructuring changes will include:

- Relocating the media production studio and control room from the basement to the second floor of their 12 South Street Center Street building.
- An equipment refresh and signal workflow redesign for the studio and control room production facilities.
- The relocation of select existing systems components from the basement A/V room into the new studio control room on the second floor including:
- The Blackmagic ATEM production switcher and associated production support equipment.
- The contents of existing TX rack.
- Select A/V feeds from the second-floor boardroom will be re-directed into the new control room on the second floor.

Mr. Summers stated the basement Comcast rack will have some additional equipment added and will be moved to a new wall position by others.

Motion:

Trustee Lomax made a motion to approve the resolution as presented. Trustee Franz seconded the motion.

ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.
R-44-2023:**

10. President DeSimone gave the summarization of the action contemplated in **Resolution No. 44-2023** entitled a **Resolution of the Village of Bensenville, DuPage and Cook Counties, Illinois Approving the Temporary Appointment of the Village Manager to the Office of the Village Treasurer.**

Village Manager, Evan Summers stated currently, the Village Finance Director serves as the Village Treasurer for the Village of Bensenville. Mr. Summers stated recently, with the resignation of the Finance Director Julie McManus, a vacancy shall occur at the end of the month. Mr. Summers stated under the Village Code, the Village President has the authority to appoint a qualified person to fill the upcoming vacancy. Mr. Summers stated he has selected the Village Manager, Evan K. Summers.

Mr. Summers stated the acting Village Finance Director is the currently the Village Treasurer. Mr. Summers stated with her recent resignation, it is required that we appoint a qualified person to serve as the interim Village Treasurer. Mr. Summers stated the Village Manager, Evan K. Summers has been selected.

Mr. Summers stated it is anticipated that the title of Village Treasurer will revert back to the Finance Director position once that position has been filled.

Mr. Summers stated there is no additional compensation associated with this appointment.

Motion:

Trustee Panicola made a motion to approve the resolution as presented. Trustee Carmona seconded the motion.

ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.
R-45-2023:**

11. President DeSimone gave the summarization of the action contemplated in **Resolution No. 45-2023** entitled a **Resolution**

Authorizing the Execution of a Proposal with GovHR USA for the Village of Bensenville Finance Director Recruitment and Selection Process, for the Not-to-Exceed Amount of \$28,000.

Village Manager, Evan Summers stated the Finance Director announced her resignation from the Village of Bensenville effective the end of April 2023. Mr. Summers stated it is recommended that the Village Board contract with an Executive Recruitment firm to manage the recruitment and selection process of the next Finance Director in Bensenville.

Mr. Summers stated GovHR USA is a public management consulting firm serving municipal clients and other public sector entities on a national basis. Mr. Summers stated the President of the firm is Heidi Voorhees, who has conducted more than 400 recruitments in her management consulting career. Mr. Summers stated the firm provides high quality, state-of-the-art processes that provide a high level of success and satisfaction.

Mr. Summers stated the position of Finance Director is one of the most complex positions to hire for in local government right now.

Mr. Summers stated the total cost of the services is not to exceed \$28,000.00.

Motion: Trustee Panicola made a motion to approve the resolution as presented. Trustee Frey seconded the motion.

ROLL CALL: AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**Ordinance No.
11-2023:**

12. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 11-2023** entitled an **Ordinance Authorizing the Vacation of a Public Alley Dividing the Existing Parcels within the Property Commonly Known as 1180 W Irving Park Road.**

Director of Community and Economic Development, Kurtis Pozsgay stated During the public entitlement process for the proposed self-service storage facility at 1180 W Irving Park Road, it was

determined that the vacation of the alley dividing the parcels was necessary for development of the property.

Mr. Pozsgay stated the subject alley located within the site is undeveloped and does not provide sole access to Rights-of-Way for any surrounding properties. Mr. Pozsgay stated it was determined that the alley was not necessary or practical and could be vacated.

Mr. Pozsgay stated a Public Hearing was conducted on Friday March 3, 2023 on the proposed vacation. Mr. Pozsgay stated there were no comments received and no interested parties attended.

Mr. Pozsgay stated the subject public alley is undeveloped and the Village has no plans to develop the alley.

Mr. Pozsgay stated the vacation allows for the orderly development of the self-service storage facility proposed and approved for 1180 W Irving Park Road.

Mr. Pozsgay stated the vacation of the public alley is a condition of approval for the project.

Motion:

Trustee Panicola made a motion to adopt the ordinance as presented. Trustee Lomax seconded the motion.

ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

Police Pension Fund:

Director of Finance, Julie McManus, stated the Police Pension Fund incorporates transactions within the Bensenville Police Pension Plan. Ms. McManus stated the Village is responsible for funding the plan in order to provide benefits to the plan participants. Ms. McManus stated funding is made annually to the plan in accordance with regulations and as prescribed by an annual actuarial study. Ms. McManus stated more recently the village has provided additional payments to the pension fund pursuant to its new Surplus Allocation Policy in order to help bring the fund to a fully funded status.

Ms. McManus stated each year an actuarial study is completed to determine the Village's funding requirements, and the value of the the unfunded pension liability (amount owed) by the Village. Ms. McManus stated as part of the study, a discount rate is adopted in

order to estimate the amount of earnings existing investment assets of the plan will earn going forward, amongst other things. Ms. McManus stated a higher discount rate produces a lower contribution calculation for the Village since they both share the responsibility of funding the plan in any given year.

Ms. McManus stated discount rates are most effective when they closely align with actual average results within the plan as it pertains to earning. Ms. McManus stated if the discount rate is set higher than actual resulting earnings activity, Village contributions will increase to make up for any shortfall.

Ms. McManus stated the Plan's actuarial discount rate has been 7% for many years. Ms. McManus stated most recently the Bensenville Plan funds were pooled at the State for the purposes of investing. IPOPIF is utilizing a 6.75% discount rates as it applies to the funds.

Ms. McManus stated staff is recommending a change to the actuarial discount rate to 6.75%, consistent with that used by IPOPIF.

Ms. McManus stated this change would typically cause Village's annual payments to increase within the current year and going forward; however excess contributions made through the annual surplus allocation to pre-fund the Plan should completely mitigate this increase. Ms. McManus stated the excess payments will also mostly mitigate the increase in the unfunded pension liability to the Village.

Ms. McManus stated furthermore, the decrease in the discount rate will reduce the risk of increased pension funding requirements in a long-term investing strategy.

Consensus from the Village Board directed Staff to move forward with the change to the actuarial discount rate of 6.75%, consistent with that used by IPOPIF.

**Resolution No.
R-46-2023:**

13. President DeSimone gave the summarization of the action contemplated in **Resolution No. 46-2023** entitled a **Resolution Authorizing the Execution of a Change Order Number One (1) with MidWest Sport and Turf Systems for an Increase of \$110,440.00 for the Field Turf Installation Project for a Revised Contract Cost of \$535,440.00.**

Director of Recreation, Sean Flynn stated the Village approved Resolution R-13-2023 in the amount of \$425,000.00 for the sales agreement to replace the turf field with MidWest Sport and Turf Systems, LLC on February 14, 2023. Mr. Flynn stated construction

on the project began on March 10th with a final construction completion date of March 31.

Mr. Flynn stated upon removal of the field turf that was installed in 2011, it was determined that the base e-layer has buckled badly and has hardened considerably. Mr. Flynn stated multiple cracks, fractures and divots were discovered at this time as well. Mr. Flynn stated the base e-layer is estimated to be over 20 years old. Due to the age and wear and tear it is impossible to install a turf field on top of the outdated material.

Mr. Flynn stated two proposals were presented to fix the issue:

Scenario 1- Demo e-layer, disposal of e-layer and adding 1" of P210 topstone and fine grade for \$110,440.00

Scenario 2- Demo e-layer, disposal of e-layer and adding 1/2" of P210 topstone and fine grade, add Brock SP-14 Shock Pad for \$190,460.00.

Mr. Flynn stated staff recommends Scenario 1 for an addition of \$110,440.00 for a total contract cost of \$535,440.00 which will come in under the \$575,000.00 budgeted amount.

Motion:

Trustee Lomax made a motion to approve the resolution as presented. Trustee Frey seconded the motion.

ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

**PRESIDENT'S
REMARKS:**

President DeSimone congratulated Rosa Carmona, Nicholas Panicola Jr., and Marie Frey for their re-election on Village Trustees.

President DeSimone announced the Senior Center build out is currently ongoing.

President DeSimone announced the next Senior Lunch will be held on May 2nd.

President DeSimone announced free mulch delivery is starting soon; all information can be found on the Village's website.

President DeSimone announced Music in the Park schedule has been released; all information can be found on the Village's website.

**MANAGERS
REPORT:**

Village Manager, Evan Summers, announced the Village is currently conducting a lead service line survey as per the IEPA.

Mr. Summers announced Republic Services has begun yard waster collections.

Mr. Summers provided an update regarding O'Hare Airport. Mr. Summers stated airport traffic has increased to 67% usage of the southern airfield. Mr. Summers stated a joint letter from the Village President and Village Manager has been sent to the Director of the FAA asking for the northern field of the airport to be used more often to assist in the reduction of air traffic over Bensenville.

**VILLAGE ATTORNEY
REPORT:**

Village Attorney, P. Joseph Montana, stated he had no Village Attorney Report.

**UNFINISHED
BUSINESS:**

There was no unfinished business.

NEW BUSINESS:

There was no new business.

**EXECUTIVE
SESSION:**

Village Attorney, Joseph Montana, stated there was no need for Executive Session.

ADJOURNMENT:

Trustee Perez made a motion to adjourn the meeting. Trustee Frey seconded the motion.

ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Panicola, Perez

NAYS: None

All were in favor. Motion carried.

President DeSimone adjourned the meeting at 6:51 p.m.

Nancy Quinn
Village Clerk

PASSED AND APPROVED by the President and Board of Trustees of the Village of Bensenville this 25th day, April 2023