

**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**  
**December 17, 2024**

**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, Perez

Absent: Panicola

A quorum was present.

Staff Present: D. Schulze, L. Banovetz, J. Caracci, S. Flynn, M. Layva, K. Pozsgay, C. Williamsen

**PUBLIC HEARING:** President DeSimone opened the Public Hearing for Bond Issuance Notification Act (BINA) Public Hearing for the Intent to sell 2025 Limited Tax General Obligation Bonds for the Village of Bensenville, DuPage and Cook Counties Illinois, in an Aggregate Principal Amount not to Exceed \$1,400,000 at 6:31 p.m.

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

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

Absent: Panicola

A quorum was present.

Director of Finance, Lisa Banovetz provided an overview of the Public Hearing for Bond Issuance Notification Act (BINA) Public Hearing for the Intent to sell 2025 Limited Tax General Obligation Bonds for the Village of Bensenville, DuPage and Cook Counties Illinois, in an Aggregate Principal Amount not to Exceed \$1,400,000.

**Public Comment: Jon Cox, Bensenville, Illinois:** Mr. Cox asked where these Public Notices were Published. Staff informed Mr. Cox the Public Notices were posted in the Bensenville Independent and on the Village's website.

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Motion: Trustee Lomax made a motion to close the Public Hearing. Trustee Franz seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

President DeSimone closed the Public Hearing at 6:32 p.m.

**PUBLIC HEARING:** President DeSimone opened the Public Hearing for the Draft 2025 Annual Budget and Community Investment Plan at 6:33 p.m.

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

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

Absent: Panicola

A quorum was present.

Director of Finance, Lisa Banovetz provided an overview of the Public Hearing for the Draft 2025 Annual Budget and Community Investment Plan.

President DeSimone asked if there was any member of the Public that would like to make comment. There was none.

Motion: Trustee Franz made a motion to close the Public Hearing. Trustee Perez seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

President DeSimone closed the Public Hearing at 6:34 p.m.

President DeSimone made the following statement:

*When someone enters the public eye, they typically lose a significant amount of privacy as details about their personal life, opinions and activities can relatively be accessed, discussed by the Public and media. This can be stressful and overwhelming especially when dealing with negative commentary or personal attacks. As of late, it seems as though there are some who find fault at anything done by the Village. It seems that any undertaking is met with negative scrutiny. Having been here for eight years, I can tell you that there are good people living in the Village and a lot of good people working for the Village who do their best every day. Anyone who knows me is aware that I make myself available to all Residents at anytime and make time to discuss issues as they arise. I have attended every special event the Village has put on and we've put on more special events this year than ever before. The Board and I always put the interest of the Village first. The Village recently added several items to an upcoming election referendum that we felt were important and necessary and wanted to get feedback from the Residents that they wanted their government to operate. One of the referendums refers to the change in the form of government. We feel this is important cost saving measure, we feel that we can be more efficient and do more for the Village at less of a cost. Many other Illinois Cities and Towns have talked about instituting a 1% sales tax on groceries because they can't afford to lose that revenue that the Governor removed without raising taxes. We have gone eight years without raising taxes and that revenue is important to us too, but we want to give the Village Residents their voice. These referendums provide us with direction on topics that will shape the future of this Village. I want to remind you that I've lived here long before I entered Village Government. My family and I have been a Village Resident for twenty-three years. I've watched the prior Village Government going in a different direction and felt that I could do better, I hope you agree with me. In light of the Village successes, the Village continues to attract new businesses including Gem Car Wash, Cilantro Taco Grill, O'Reilly Auto Parts, Aria Apartment, Taste of Greek Food, Ciao Isabella, Extra Space Storage and Energy Volleyball and that's just to name a few. We are also currently working to update our website and will have information on these referendums after the 1<sup>st</sup> of the year. Please make sure you educate yourself on them and I encourage you to vote as your voice matters. Thank you.*

**PUBLIC COMMENT:**

**Jon Cox, Bensenville, Illinois 60106**

Mr. Cox addressed the Village Board regarding recent issues in Bensenville. Mr. Cox thanked the Village Board for their work and asked them to educate the Public with proposed referendum questions.

**Christopher McCullough – 829 Brentwood Drive, Bensenville, IL**

Mr. McCullough addressed the Village Board with his opposition to the proposed change in Government in Bensenville.

**APPROVAL OF MINUTES:**

4. The November 19, 2024 Special Village Board Meeting minutes were presented.

**Motion:**

Trustee Frey made a motion to approve the minutes as presented. Trustee Franz seconded the motion.

## ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Perez

NAYS: None

All were in favor. Motion carried.

The November 26, 2024 Special Village Board Meeting minutes were presented.

**Motion:**

Trustee Franz made a motion to approve the minutes as presented. Trustee Frey seconded the motion.

## ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Perez

NAYS: None

All were in favor. Motion carried.

The December 4, 2024 Special Village Board Meeting minutes were presented.

**Motion:**

Trustee Perez made a motion to approve the minutes as presented. Trustee Frey seconded the motion.

## ROLL CALL:

AYES: Carmona, Franz, Frey, Lomax, Perez

NAYS: None

All were in favor. Motion carried.

**WARRANT NO.**

**24/19:**

5. President DeSimone presented **Warrant No. 24/19** in the amount of \$7,523,801.31.

**Motion:**

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

**ROLL CALL:**

AYES: Carmona, Franz, Frey, Lomax, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.**

**R-180-2024:**

6. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-180-2024** entitled a **Resolution Granting the Advice and Consent of the Village Board of Trustees to the Village President's Appointment of Lisa Banovetz as Village Treasurer.**

Interim Village Manager, Dan Schulze stated there currently sits a vacancy for the appointment of Village Treasurer.

Mr. Schulze stated the Village President has recommended the appointment of Lisa Banovetz as a Village Treasurer with a term commencing on December 17, 2024 and expiring April 30, 2025.

**Motion:**

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

**ROLL CALL:**

AYES: Carmona, Franz, Frey, Lomax, Perez

NAYS: None

All were in favor. Motion carried.

**Resolution No.**

**R-181-2024:**

7. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-181-2024** entitled a **Resolution Appointing an Authorized Agent to the Illinois Municipal Retirement Fund (IMRF).**

Mr. Schulze stated Staff recommends that the Village Board appoint the Finance Director, Lisa Banovetz, as the authorized agent for IMRF. Mr. Schulze stated the authorized agent is responsible for signing respective IMRF documents, including, but not limited to, forms for new or terminating employees and IMRF employee change forms. Mr. Schulze stated this appointment will be delegating the authority to this appointee to petition and/or vote for new IMRF Trustees as part of this authorization.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-182-2024:**

8. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-182-2024** entitled a **Resolution Designating Signatories of the Village of Bensenville.**

Mr. Schulze stated the Village practices on authorization of banking transactions, and a change of staff necessitates the updating of the approved signatories listing.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-183-2024:**

9. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-183-2024** entitled a **Resolution Authorizing the Procurement of Copiers and Printers from the Village's Equipment Replacement Fund, Not to Exceed \$130,000.**

Mr. Schulze stated the Village has instituted an equipment replacement program to ensure that its equipment remains both functional and aligned with the latest technological advancements.

Mr. Schulze stated this initiative is designed to boost the efficiency and productivity of the Village's workforce.

Mr. Schulze stated typically, copiers and printers have a projected lifespan of approximately five years, with warranties generally corresponding to this duration. Mr. Schulze stated the current equipment replacement strategy spreads the cost of acquiring new computer technology over this period, thereby evenly distributing both financial expenditure and installation time across the years.

Mr. Schulze stated furthermore, the Village plans to purchase copiers and printers in bulk, enabling it to negotiate more advantageous terms with vendors and thereby reduce costs.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-184-2024:**

10. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-184-2024** entitled a **Resolution Authorizing the Procurement of Computer Technology Related Items from the Village's Equipment Replacement Fund, Not to Exceed \$159,662.**

Mr. Schulze stated the Village has instituted an equipment replacement program to ensure that its equipment remains both functional and aligned with the latest technological advancements. Mr. Schulze stated this initiative is designed to boost the efficiency and productivity of the Village's workforce.

Mr. Schulze stated typically, computer technology related items have a projected lifespan of approximately five years, with warranties generally corresponding to this duration. Mr. Schulze stated the current equipment replacement strategy spreads the cost of acquiring new computer technology over this period, thereby evenly distributing both financial expenditure and installation time across the years.

Mr. Schulze stated furthermore, the Village plans to purchase computer technology related items in bulk, enabling it to negotiate more advantageous terms with vendors and thereby reduce costs.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-185-2024:**

11. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-185-2024** entitled a **Resolution Adopting the 2025 Meeting Schedules for the Village of Bensenville.**

Mr. Schulze stated pursuant to the Open Meetings Act, these schedules establish a regular monthly meeting schedule for the Village Board and the Committee of the Whole meetings while providing flexibility to respond to mission critical or other time sensitive matters.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-186-2024:**

12. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-186-2024** entitled a **Resolution Adopting the State of Illinois Holiday Schedule for the Village of Bensenville.**

Mr. Schulze stated as a municipality in the State of Illinois, currently the Village has operated and recognized certain days within State Holiday Schedule. This resolution will create uniformity and run parallel to the State's recognized holiday schedule permanently.

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



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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-187-2024:**

13. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-187-2024** entitled a **Resolution of the Village of Bensenville, DuPage and Cook Counties, Illinois Providing for the Submission of an Advisory Referendum Question of Whether the Village of Bensenville Shall Impose a One Percent Local Grocery Sales Tax.**

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-188-2024:**

14. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-188-2024** entitled a **Resolution of the Village of Bensenville, DuPage and Cook Counties, Illinois Providing for the Submission of an Advisory Referendum Question of Whether the Village of Bensenville Shall Continue to Charge a Fee to License a Domestic Pet.**

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

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
67-2024:**

15. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 67-2024** entitled an **Ordinance Granting a Special Use Permit (Motor Vehicle Repair and/or Service) at 477 Thomas Dr. Bensenville.**

Director of Community and Economic Development, Kurtis Pozsgay stated the Petitioner, Advance Transport Inc., is seeking approval of a Special Use Permit, Motor Vehicle Repair and/or Service, for the property they are renting at 477 Thomas Drive, Unit C.

Mr. Pozsgay stated they seek to perform maintenance solely on semi-trailers owned by them.

Mr. Pozsgay stated at this location, they have 30 existing car parking spaces, 11 loading dock spaces, and 8 proposed trailer parking spaces.

Mr. Pozsgay stated there have been previous applications for Motor Vehicle Repair and/or Service in the past at this location.

Mr. Pozsgay stated the garage for maintenance is located at the rear of the property.

Motion: Trustee Lomax made a motion to adopt the ordinance as presented. Trustee Perez seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
68-2024:**

16. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 68-2024** entitled an **Ordinance Granting a Special Use Permit (Vocational School) at 6 S Addison St. Bensenville.**

Mr. Pozsgay stated the Petitioner, Oro Solido PMU International Inc., is seeking approval of a Special Use Permit, Vocational School, to open a school for barbers and hairdressers at 6 S Addison.

Mr. Pozsgay stated 6 S Addison is located on the ground floor of a mixed-use building in downtown Bensenville.

Mr. Pozsgay stated the Petitioners have said that they will be offering a variety of classes across different times of day- they project about 10-15 students per class.

Mr. Pozsgay stated the mixed-use development has a parking lot- they would have roughly 20 spots within the lot, and the site is located in close proximity to the Metra station.

Motion: Trustee Lomax made a motion to adopt the ordinance as presented. Trustee Franz seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
69-2024:**

17. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 69-2024** entitled an **Ordinance Granting a Variation, Solar Energy Collection System Ground-Mounted Systems Location, at 950-990 Supreme Dr. Bensenville.**

Mr. Pozsgay stated the Petitioner, SunVest Solar, is seeking a variance to locate the mechanical portion of a solar energy collection system in the front yard.

Mr. Pozsgay stated the property, 950 Supreme, is a corner side lot with two front yards, and based on an aerial inspection, may be legal non-conforming with on the west side of the building in regard to the minimum interior side setback.

Mr. Pozsgay stated the rear yard of the property is used for outdoor storage, within the 25% allowable limit.

Mr. Pozsgay stated the west side of the property is also adjacent to a railroad spur.

Mr. Pozsgay stated the petitioner has indicated that they would screen the proposed equipment on three sides in accordance with Village Code.

Mr. Pozsgay stated the property falls within an I-2 General Industrial District.

Motion: Trustee Franz made a motion to adopt the ordinance as presented. Trustee Perez seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.**

\_\_\_\_\_:

18. President DeSimone gave the summarization of the action contemplated in **Ordinance No. \_\_\_\_\_** entitled an **Ordinance Denying a Variation, Solar Energy Collection System Ground-Mounted Systems Location, at 1010 Foster Ave. Bensenville.**

Mr. Pozsgay stated the Petitioner has requested this matter be referred back to the Community Development Commission.

Motion: Trustee Lomaz made a motion to refer this matter back to the Community Development Commission. Trustee Frey seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.**

\_\_\_\_\_:

19. President DeSimone gave the summarization of the action contemplated in **Ordinance No. \_\_\_\_\_** entitled an **Ordinance Approving Tax Increment Financing Incentive by and Between the Village of Bensenville and Energy VBC, Inc for Property Located at 1005 Commerce Ct. Bensenville.**

Mr. Pozsgay stated this matter is still being worked on by the Village Attorney and will be presented at a later date.

*No Action was taken by the Village Board on this matter.*

**Ordinance No.**

**70-2024:**

20. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 70-2024** entitled an **Ordinance Approving Amendments to Administrative Adjudication Code.**

Mr. Pozsgay stated the new code will allow a continuous 'ticket window', meaning CED will be able to write tickets at any time. Currently CED can only write during specific times each month.

Mr. Pozsgay stated the new code cleans up language around the hearing officer, code proceedings, and adjudication processes

Motion: Trustee Perez made a motion to adopt the ordinance as presented. Trustee Fray seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
71-2024:**

21. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 71-2024** entitled an **Ordinance Establishing the South Industrial Special Service Area.**

Mr. Pozsgay stated necessary repairs to the South Industrial District include utility upgrades, fully reconstructed roadways with new concrete curb and gutter, new concrete driveway aprons, new and repaired concrete sidewalk, replacement of pavement subbase, and a new reinforced concrete pavement.

Mr. Pozsgay stated the project is set to begin in 2025.

Mr. Pozsgay stated the project is expected to come in around \$9,413,000. Mr. Pozsgay stated the Village is putting \$3,000,000 in DCEO grant funds towards the project.

Mr. Pozsgay stated the Village will also pay an additional estimated \$1,706,500 in capital improvement funds to cover half of the total project costs.

Mr. Pozsgay stated the SSA bond will cover the remaining portion and be paid back by the property owners over a 20 year period.

Mr. Pozsgay stated this ordinance sets a public hearing date of January 28 at 6:30pm at Village Hall.

Motion: Trustee Lomax made a motion to adopt the ordinance as presented. Trustee Franz seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
72-2024:**

22. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 72-2024** entitled an **Ordinance Adopting the Annual Budget for the Village of Bensenville for the Fiscal Year Commencing January 1, 2025, and Ending December 31, 2025.**

Director of Finance, Lisa Banovetz stated the 2025 annual budgeted total revenues are \$79,457,167 and total budgeted expenditures are \$82,649,004.

Mrs. Banovetz stated key highlights of the 2025 Annual Budget and Community Investment Program are:

- No Property Tax Increase: The Village will not raise property taxes in 2025.
- Police Pension Funding: Tax levy aligns with the actuary's 2025 recommendation.
- Non-Union Salary Adjustments: Placeholder for salary increases ranging from 0% to 5%.
- Union Salary Increases: Adjusted per collective bargaining agreements.
- Insurance Premiums: 6% increase in property, casualty, workers' comp, and medical insurance.
- Inflation Adjustments: Factored into contracted services for 2025.
- Sales Tax Reduction: Projected decrease due to the departure of a major business in 2025.
- State Shared Revenue: Based on Illinois Municipal League's 2024 per-capita estimates for:
  - State Income Tax
  - State Use Tax
  - Motor Fuel Tax
  - Cannabis Tax

Motion: Trustee Perez made a motion to adopt the ordinance as presented. Trustee Lomax seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-189-2024:**

23. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-189-2024** entitled a **Resolution Establishing the Refuse and Recycling and Yard Waste Collection Services Rates with Republic Services for the Village of Bensenville Effective January 1, 2025.**

Mrs. Banovetz stated in October 2018, the Village entered into a refuse and recycling and yard waste collection services agreement with Republic Services (Allied Waste) establishing rates refuse and recycling services for the Village. Mrs. Banovetz stated pursuant to the agreement, all fees for solid waste, yard waste, and recycling services increased by three (3)% starting January 2021.

Mrs. Banovetz stated in August 2023, the Village adopted Ordinance No. 33-2023 authorizing the execution of an amendment to the Village's current residential solid waste, yard waste, and recycling services agreement with Allied Waste Services of North America LLC (D/B/A Republic Services of Melrose Park) dated August 23, 2023. This amendment to the ordinance approved a three (3) year extension of the contract that includes an annual four (4)% rate increase beginning on January 1, 2024.

Mrs. Banovetz stated Staff recommends adopting the established rates for refuse and recycling and yard waste collection services listed in Attachment A of Ordinance No. 33-2023. Mrs. Banovetz stated these rates will be effective January 1, 2025, and will be assessed for all Village customers who receive refuse collection services. Mrs. Banovetz stated this is strictly a pass-through charge. Mrs. Banovetz stated the Village is charging its customers the same rates its vendor is charging the Village for this service.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-190-2024:**

24. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-190-2024** entitled a **Resolution Authorizing the Execution of the PACE Paratransit Local Share Agreement for Participation in the 2025 Ride DuPage Program and Purchase Order in the Amount of \$50,000.**

Director of Public Works, Joe Caracci stated the Ride DuPage Program is run in partnership with PACE through the Inter Agency Paratransit Coordinating Council (IAPCC) and offers 24-hour / 7-days per week service anywhere within the DuPage County boundary limits. Mr. Caracci stated rider fees are established by Ride DuPage and are \$2 base fee plus \$1 per mile. Mr. Caracci stated the Program is only offered to seniors and disabled individuals.

Mr. Caracci stated in 2024, we had 260 clients registered in the Program. Mr. Caracci stated the average monthly cost has been around \$4,000 a month. As ridership changes, so do our monthly invoices. Mr. Caracci stated Staff feels comfortable with a \$50,000 budget for this program.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-191-2024:**

25. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-191-2024** entitled a **Resolution Authorizing the 2025 Approved Vendor List for Village Departments Utilizing Parts, Equipment, and Services.**

Mr. Caracci stated State Statute requires any purchase or project in excess of \$25,000 to be formally bid and approved by the governing body of the municipality. Mr. Caracci stated the Village's purchasing policy is more restrictive and limits purchases and bid at \$10,000.



Mr. Caracci stated the work requirements of Village departments routinely require the purchase of various products and equipment which do not meet the bid threshold set forth in the Village's Purchasing Policy individually but may exceed the limit in aggregate. Mr. Caracci stated all purchases made, whether by bid or otherwise, are accomplished through issuance of standard purchase orders, which are reported individually on Village warrants, and collectively, at the end of each budget year.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-192-2024:**

26. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-192-2024** entitled a **Resolution Authorizing the Execution of a Purchase Order to Al Warren Oil Company, Inc. to Provide Fuel Tank Rental and Fleet Fueling Services in the Not-to-Exceed Amount of \$241,500.**

Mr. Caracci stated the Village purchases bulk fuel as a cost benefit to purchasing retail from local gas stations. Mr. Caracci stated purchasing is typically based off current OPIS (Oil Price Information Service) average rack pricing plus an overhead and delivery cost.

Mr. Caracci stated the Village utilizes two 2,500 gallon above ground storage tanks for our unleaded and road diesel fuel. Mr. Caracci stated the Village also has an additional 2,500 gallon above ground storage tank for off-road diesel fuel to supply our two backup generators at the Wastewater Treatment Plant (WWTP). Mr. Caracci stated the Village prefers above ground tanks as underground tanks have the potential to leak causing need for costly and time-consuming mitigation of contaminated soils.

Mr. Caracci stated the Village uses fuel management software to track fuel use for budgeting and commodity control purposes. Mr. Caracci stated Police and Public Works are the largest department fuel users.

Mr. Caracci stated in 2012, the Village Board passed Resolution R-67-2012 authorizing a contract with Al Warren Oil Co., Inc. to provide the tanks and fuel services.

Mr. Caracci stated in 2015, the Village passed Resolution R-73-2015 authorizing a contract extension that included a month to month contract at a reduced rate of \$0.10 above the Chicago OPIS rack average rate. Mr. Caracci stated for 2025, the price will be Chicago OPIS average plus \$0.10 (as it has been since 2015).

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

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

NAYS: None

All were in favor. Motion carried.

**Ordinance No.  
73-2024:**

27. President DeSimone gave the summarization of the action contemplated in **Ordinance No. 73-2024** entitled an **Ordinance Designating Certain Property as Surplus and Authorizing the Disposition of the Same.**

Mr. Caracci stated the Village routinely declares equipment, material, and assets surplus if there is no longer a need for them.

Mr. Caracci stated in an effort to clear out items that are no longer useful to the Village business and operations, all departments were asked to determine if any equipment should be declared surplus.

Motion: Trustee Lomax made a motion to adopt the ordinance as presented. Trustee Frey seconded the motion.

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-193-2024:**

28. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-193-2024** entitled a **Resolution Authorizing the Execution of a Purchase Order to PremiStar for the Edge II Ice Rink Compressor #1 Rebuild in the Not-to-Extend amount of \$22,550.**

Mr. Caracci stated there are three (3), 6-cylinder compressors at the Edge rink on Jefferson St. Each of the two rinks needs only one compressor per rink to operate unless the temperature outside gets above 90-degrees F. Mr. Caracci stated these compressors operate or run 24x7x365 in order to maintain the 18-degree F temperature of the floor ice rinks. Mr. Caracci stated being mechanical, they require service to ensure they will continue to operate as they should. Mr. Caracci stated each of these compressors is required to have what is referred to as a top end rebuild after 6,000 hours of operation and a full rebuild after 12,000 hours of operation.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-194-2024:**

29. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-194-2024** entitled a **Resolution Authorizing the Execution of a Preventative Maintenance Agreement for Edge and John Street Ice Rinks with PremiStar Mechanical Services in the Not-to-Exceed Amount of \$35,000.**

Mr. Caracci stated Staff sought proposals from three qualified firms to provide the maintenance services. Premistar Mechanical Services provided the lowest hourly rate to perform the work.

Mr. Caracci stated the Village seeks to continue our relationship with PremiStar Mechanical Services to provide preventative maintenance for these five (5) compressors and four (4) dehumidification systems.

Mr. Caracci stated monthly maintenance responsibilities are outlined within their proposals.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-195-2024:**

30. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-195-2024** entitled a **Resolution Authorizing the Execution of a Final Balancing Change Order #1 with Acqua Contractors Corporation for the 2023 CDBG – Browngate Subdivision Improvements Project for an Increase of \$156,402.40, for a Revised Final Contract Amount of \$2,056,402.40.**

Mr. Caracci stated the project is now complete, and the final contract value is \$2,056,402.40, which is an increase of \$156,402.40 to the original approved contract value. Mr. Caracci stated the increase in costs is attributed to field conditions resulting in additional landscape restoration, aggregate base course, sidewalk removal and replacement, drainage structures and storm sewers, fire hydrant, sanitary sewer service adjustments and cleanouts, and all driveways replaced with PCC pavement.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-196-2024:**

31. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-196-2024** entitled a **Resolution Authorizing the Execution of a Final Balancing Change Order #1 with Schroeder Asphalt Services, Inc. for the 2024 MFT Pavement Patching Program for an Increase of \$24,377.00, for a Revised Final Contract Amount of \$213,863.50.**

Mr. Caracci stated the project is now complete, and the final contract value is \$213,863.50, which is an increase of \$24,377.00 to the original approved contract value. Mr. Caracci stated the increase in costs is attributed to field conditions resulting in additional pavement patches. Mr. Caracci stated in particular, patching along the alley between Addison Street/Center Street and Wood Avenue/Green Street were added at the request of the Village Manager.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-197-2024:**

32. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-197-2024** entitled a **Resolution Authorizing the Execution of a Local Public Agency Amendment #1 with the Illinois Department of Transportation (IDOT) for Grant Funding and Authorizing the Appropriation of Required Local Matching and Non-Participating Funds Associated with the Main Street and Church Road Resurfacing and Sidewalk Construction Project.**

Mr. Caracci stated the Village applied for and received Federal Surface Transportation Program (STP) grant funds for the resurfacing project on Church Road (Grove Ave to IL-19) and Main Street (Church Rd to York Rd). Mr. Caracci stated the Village Board approved Resolution R-17-2024 executing a Local Public Agency (LPA) Agreement on February 13, 2024. Mr. Caracci stated this Agreement identified the cost of the project and the associated Federal and Local match responsibilities.

Mr. Caracci stated the time the agreement was approved, the estimated project cost was \$1,174,402. Mr. Caracci stated this cost was distributed between Federal participation of \$607,750 and local participation of \$566,652.

Mr. Caracci stated Staff consistently monitors available funding through the STP Program administered through DMMC. Mr. Caracci stated in March, after the project was formally bid, staff requested additional funding from DMMC in the amount of \$87,951.

Mr. Caracci stated the Transportation Committee approved our request and forwarded documentation to IDOT for processing.

Mr. Caracci stated the attached Amendment #1 to the original Agreement reflects the increase in Federal funding and a decrease in local participation. Mr. Caracci stated the Agreement also modifies the cost to reflect as bid costs instead of estimated costs. Mr. Caracci stated the new project cost is \$1,070,311. Mr. Caracci stated the modified cost distribution is Federal participation of \$694,713 and local participation of \$375,598. Mr. Caracci stated this is a reduction in local participation and a savings to the Village of \$191,054.

Mr. Caracci stated Village Board approval is sought to allow the Village President to execute the required documents.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-198-2024:**

33. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-198-2024** entitled a **Resolution Authorizing the Execution of a GIS Consortium Service Provider Contract with Municipal GIS Partners, Inc. (MGP) for the 2025 Calendar Year in the Not-to-Exceed Amount of \$96,129.24.**

Mr. Caracci stated our GIS membership to the Consortium includes an on-site GIS Specialist at our facilities two days a week. Mr. Caracci stated behind the scenes development and management of our account is also included.

Mr. Caracci stated as a component of joining the GIS Consortium, the Village annually enters into a Service Provider Agreement with Municipal GIS Partners, Inc., a consultant providing Consortium members staffing and technical assistance. Mr. Caracci stated the cost for the contract this year is \$96,129.24. Details of the costs are attached.

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

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

NAYS: None

All were in favor. Motion carried.

**Resolution No.  
R-199-2024:**

34. President DeSimone gave the summarization of the action contemplated in **Resolution No. R-199-2024** entitled a **Resolution Authorizing the Approval of a Purchase Order to Core & Main for Sensus Water Meters Annual Maintenance and Software Replacement Program in the Not-to-Exceed Amount of \$34,376.**

Mr. Caracci stated the Village Board approved use of Sensus water meters in March 2013 (R-24-2013). Mr. Caracci stated the Village switched to the Automatic Meter Read (AMR) Sensus meters from Core & Main (previously d/b/a HD Supply Waterworks) to monitor and reduce the water loss rate percentage and enhance customer service capabilities.

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

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

NAYS: None

All were in favor. Motion carried.

**PRESIDENT'S  
REMARKS:**

President DeSimone announced the Village's Holiday Light Recycling Program; full details can be found on the Village's Website.

President DeSimone announced the Village's Snowplow Naming Contest; full details can be found on the Village's Website.

**INTERIM  
MANAGERS  
REPORT:**

Interim Village Manager, Dan Schulze, announced Village Hall will be closing at 4:00pm on December 19<sup>th</sup> for an employee event.

Mr. Schulze announced the Village's Holiday hours.

**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, P. Joseph Montana, stated there was not a 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, Perez
- NAYS: None
- All were in favor. Motion carried.
- President DeSimone adjourned the meeting at 7:24 p.m.