

Village Board Meeting Minutes
Monday, February 24, 2020

1. Call to Order

Village Vice President, Jerry Bollig, called the Regular Village Board meeting to order at 5:00 p.m. on Monday, February 24, 2020.

2. Roll Call

Present: Jenna Jacobson, Cory Horton, Amanda Peterson, Jerry Bollig, David Donovan, and Randy Glysch.

Absent: Jeanne Carpenter

Also Present: Village Administrator Mike Gracz, Library Director Jennifer Endres Way, Lt. Jenny Pagenkopf, Finance Director Lisa Novinska, Director of Public Works Jeff Rau, Village Planner Elise Cruz, Village Attorney Laura Callan leaving at 5:07 p.m., Village Clerk Peggy Haag and members of the public.

3. Public Appearance

- a) Discussion with Village Attorney Laura Callan and Possible Action re: Water Impact Fee Needs Assessment (From September 9, 2019, Village Board Meeting: Board directed the Village Attorney to prepare the necessary ordinance to adjust the water impact fee.)

Recommended Motion: Set Monday, April 13, 2020, as the public hearing date to consider amending section 13.11 of the Village of Oregon Code of Ordinances to Update Public Water Facilities Impact Fee.

Callan was before the Board last year. At that time, the Board recognized needing to update the water impact fee considering some planned improvements. The impact fee will apply to all new development. It will help fund the new growth share of water system improvements, Well No. 6, and an elevated storage tank. The amendment will also modify the water impact fee administration or implementation provisions consistent with state law. Stafford prepared a water impact needs assessment providing the legal basis for the Village to amend the water impact ordinance. The existing residential equivalent unit impact fee is \$1,800. The new water impact fee for the residential equivalent unit will be \$1,202. Water impact fees will be refunded to the payer with accrued interest if not used within eight years of collection to pay capital costs imposed. The eight-year limitation cannot be extended.

Table nine, in the handout, shows the maximum fees the Village could charge, which is consistent with §66.0617. The Village may also consider increasing the fee amount by an inflationary factor.

The next step in the process includes a public hearing notice and letting the public view the information.

Glysch moved, seconded by Peterson, to approve setting Monday, April 13, 2020, as the public hearing date to consider amending section 13.11 of the Village of Oregon Code of Ordinances to Update Public Water Facilities Impact Fee.

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Soft costs are defined as legal and engineering fees. The Village can add 10% to the capital or hard costs to account for the soft costs.

The decrease will take effect in April of 2020 after the ordinance is passed and published. The fee change is for in the budget.

Motion carried 6-0.

4. Approval of Minutes
a) There were none.

5. Approval of Vouchers
Donovan moved, seconded by Horton, to approve vouchers dated February 24, 2020, in the amount of \$ 4,140,885.21.

Roll call vote: Horton – yes; Peterson – yes; Bollig – yes; Donovan – yes; Glysch – yes; and Jacobson – yes.

Motion carried 6-0.

6. Community Input. This part of the agenda allows members of the public to provide information to the Village Board, including on items not listed on the Board’s agenda. Under the Open Meetings Law, this section of the agenda allows the Board to receive information, and to ask questions of a presenter to facilitate a better understanding of the information. Fifteen (15) minutes will be provided; otherwise, the agenda will proceed as posted. Note for Board Members and Public: After receiving information from a member of the public, Board members need to be careful about how they discuss an issue among themselves. Board members may discuss procedural matters relating to the information, such as whether the information should be directed to staff, referred to a committee, or placed on a future Village Board agenda. However, Board members may not expand their discussion beyond such procedural matters. (This note will not be read at Board meetings.)

There was no discussion.

7. Proclamations and Announcements

- a. Board Comments:

There was no discussion.

- b. Staff Comments:

- 1) Upcoming Meetings:

- a) March 2, 2020 – Board Meeting
- b) March 16, 2020 – Board Meeting
- c) March 30, 2020 – Possible Special Board Meeting for Highlands of Netherwood Park Project and Committee Meetings
- d) April 6, 2020 – No Night Meeting due to Election
- e) April 13, 2020 – Board meeting
- f) April 20, 2020 – Board Meeting
- g) April 21, 2020 – Organizational Board Meeting

Clerk Haag mentioned there will be training for anyone interested in becoming a poll worker. Anyone interested can attend training on Tuesday, March 10th from 9 am-noon or Thursday, March 12th from 1 pm – 4 pm in the Village Hall Community Room. Poll workers are compensated for their time.

8. Communication and Miscellaneous Business

- a) Oregon Area Fire/EMS District Smoke Detectors Program
Chief Linzmeier issued a media release notifying residents of free smoke detectors. Contact the Fire Department for a smoke detector.
- b) FYI - Applications continue to be accepted – Village is seeking applications to fill a vacant Alternate Park Board Member Position. More information on the Village’s Web Page.
- c) Pam Hinz resigned as a Village Representative on the Oregon Area Fire/EMS Joint Board – Thank You to Pam for her service.
- d) Discussion and Possible Action re: 2020 Street Resurfacing & Maintenance Contracts –
Recommended Motion: #1: Award Contract A – Milling and Resurfacing contract to Payne and Dolan, Inc. in the amount of \$334,012.25.
Recommended Motion #2: Award Contract B – Crack Filling and Chip Sealing contract to Fahrner Asphalt Sealers, Inc. in the amount of \$226,617.00

Motion #1: Horton moved, seconded by Jacobson, to award Contract A – Milling and Resurfacing contract to Payne and Dolan, Inc. in the amount of \$334,012.25.

Payne and Dolan do an exceptional job on the milling and resurfacing. Rau recommends awarding the contract to them.

Motion carried 6-0.

Motion #2: Horton moved, seconded by Peterson, to award Contract B – Crack Filling and Chip Sealing contract to Fahrner Asphalt Sealers, Inc. in the amount of \$226,617.00.

Motion carried 6-0.

- e) Discussion and Possible Action re: 2020 Sanitary Sewer & Manhole Rehabilitation Contract Award –
Recommended Motion: Award the 2020 Sanitary Sewer and Manhole Rehabilitation Contract to McCann’s Underground in the amount of \$166,913.25

Horton moved, seconded by Jacobson, to award the 2020 Sanitary Sewer and Manhole Rehabilitation Contract to McCann’s Underground in the amount of \$166,913.25.

This contract is the first contract anticipated to help reduce infiltration and inflow (I & I) in the Village’s sanitary system. Flows are higher than would be expected. The Village will want to do a project like this annually until infiltration and inflow are reduced to an acceptable level.

The contract will return to the Board if a change order is necessary.

Motion carried 6-0.

- f) Discussion and Possible Action re: 2020 Street and Utility Improvements – Park Street & Janesville Street Contract Award – **Recommended Motion: Award the 2020 Street and Utility Improvements – Park Street & Janesville Street Contract to Fischer Excavating, Inc. of Freeport, Illinois in the amount of \$1,969,881.00.**

Horton moved, seconded by Glysch, to Award the 2020 Street and Utility Improvements – Park Street & Janesville Street Contract to Fischer Excavating, Inc. of Freeport, Illinois in the amount of \$1,969,881.00.

Town and Country have heard good things about Fischer Excavating.

There was a discussion about the timing of this project and the Department of Transportation project. Rau thinks the timing and road closures might work well at the same time. There was a discussion if there would be a conflict with the Department of Transportation bridge project. Regardless, there will be one lane always opened both ways.

The timeline will be shared with businesses.

Painting the crosswalks on Janesville Street and Park Street is difficult because of the traffic. The crosswalks will be embedded in thermoplastic. There is high visibility, good traction, and it looks nice. It is more expensive, but there is zero maintenance.

Motion carried 6-0.

- g) FYI Only -- Accurate Appraisal is required to send this letter to properties they are visiting in 2020 per the Department of Revenue.
- h) Spring Election 02-18-2020 Results
There were approximately 1400 voters for a turnout of just over 20%.
- i) Discussion and Possible Action re: Ordinance #20-04 Amending Section 1.37 of the Code of Ordinances Renaming Room Tax Commission to Tourism Commission
- **Possible First Motion to Consider: The Board by a 2/3 vote of the Board members may suspend the rules and waive the 1st and 2nd Readings at tonight's meeting.**
 - **Possible Second Motion to Consider: If the Board chooses to suspend the rules, the Board may then consider adopting Ordinance #20-04.**

Motion #1: Peterson moved, seconded by Jacobson, to suspend the rules and waive the 1st and 2nd Readings at tonight's meeting.

When staff started preparing a grant application, it was noted, most other commissions call their Room Tax Commission a Tourism Commission.

Motion carried 6-0.

Motion #2: Donovan moved, seconded by Jacobson, to approve and adopt Ordinance #20-04.

Motion carried 6-0.

9. Report of Committees

- a) There were none.

10. Minutes Not Requiring Action

- a) There were none.

11. Unfinished Business

- a) There was none.

12. New Business

- a) Approval of Pending NEW Operator Licenses – (Recommended Approval by Police Department)
There were none.

- b) Approval of Pending RENEWAL Operator Licenses – (Recommended Approval by Police Department)
There were none.

- c) Approval of Pending NEW Operator Licenses – (Memo provided by Police Department)
There were none.

- d) Approval of Pending RENEWAL Operator Licenses – (Memo provided by Police Department)
There were none.

13. Future Agenda Items

- a) TIF #4 must close no later than September 15, 2035
b) Park Shelter Fees
c) Review of 2019 & 2020 Master Calendar
d) Tom Dorn regarding request for Tax Increment Financing (TIF) Assistance for Dorn's Phase I Project
e) Janesville Street/South Perry Parkway Intersection Evaluation & Warrant Analysis
f) Joint Meeting with Library Board on Monday, June 15th, 2020, to Review Fundraising Status and Construction Manager's and Owner's Representative's Roles in the Design and Construction Process

14. Adjournment

**Peterson moved, seconded by Jacobson, to adjourn the Regular Village Board at 5:34 p.m.
Monday, February 24, 2020.**

Motion carried 6-0.

Submitted by,
Peggy Haag, Village Clerk