



1200 Wilmette Avenue
WILMETTE, ILLINOIS 60091-0040

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD
OF TRUSTEES OF THE VILLAGE OF WILMETTE, ILLINOIS HELD IN THE
COUNCIL ROOM OF SAID VILLAGE HALL, 1200 WILMETTE AVENUE,
WILMETTE, ILLINOIS ON TUESDAY, FEBRUARY 27, 2018.**

The Village President called the meeting to order at 7:31 p.m.

1.0 ROLL CALL

Trustees

Julie Wolf
Daniel Sullivan
Senta Plunkett
Kathy Dodd
Joel Kurzman

President

Stephen M. Leonard
Bob Bielinski

Staff Present:

Timothy J. Frenzer, Village Manager
Michael Braiman, Assistant Village Manager
Jeffrey M. Stein, Corporation Counsel
Barbara Hirsch, Deputy Village Clerk
John Prejzner, Assistant Director of Administrative Services
Lisa Roberts, Assistant Director of Community Development
Brigitte Berger-Raish, Director of Engineering & Public Works
Melinda Molloy, Director of Finance

2.0 PUBLIC COMMENT

Anne Sullivan, 510 Lake Avenue, said she was speaking on behalf of the League of Women Voters of Wilmette. The League of Women Voters wants to remind residents that the Finance Committee Minimum Wage and Sick Leave Working Group continues to meet and work to provide information to the Finance Committee about these issues. Residents are invited to attend all of the working group meetings, the next one of which is Monday night, March 5th, at 7pm at Mallinckrodt.

3.0 CONSENT AGENDA

Trustee Wolf moved approval of the Consent Agenda as follows:

3.1 Approval of minutes of the Regular Board meeting held February 13, 2018.

LAND USE COMMITTEE CONSENT AGENDA

- 3.2 Presentation of minutes of the Zoning Board of Appeals meeting held January 17, 2018.
- 3.3 Presentation of minutes of the Plan Commission meeting held July 6, 2017.
- 3.4 Presentation of minutes of the Plan Commission meeting held November 7, 2017.
- 3.5 Approval of Temporary Use Permit #2018-TU-02 to allow Go Green Wilmette to hold their annual fair at the Michigan Shores Club, 911 Michigan Avenue and Gillson Park on Sunday, March 11, 2018 from 7:30 a.m. to 5:00 p.m.
- 3.6 Zoning Board of Appeals Report, Case #2018-Z-04, 4080 Bunker Lane regarding a request for a special use for an accessory living unit and a 22.7' front yard setback variation to permit the construction of a one-story addition and accessory living unit in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2018-O-13.
- 3.7 Zoning Board of Appeals Report, Case #2018-Z-05, 1740 Lake Avenue regarding a request for a 3.0' fence pier foundation setback variation to permit the installation of fence piers in accordance with the plans submitted; adoption of Ordinance #2018-O 14.
- 3.8 Zoning Board of Appeals Report, Case #2018-Z-06, 3612 Lake Avenue regarding a request for a special use for a medical/dental clinic, large to permit the operation of a dental office in accordance with the plans submitted. The use shall run with the use; adoption of Ordinance #2018-O-15.

ADMINISTRATION COMMITTEE CONSENT AGENDA

- 3.9 Presentation of minutes of the Historic Preservation Committee meeting held December 11, 2017.
- 3.10 Presentation of minutes of the Administration Committee meeting held January 31, 2017.
- 3.11 Appointment of Christine Harmon to the Historic Preservation Commission from February 27, 2018 to February 27, 2022.
- 3.12 Recommendation of appointment of Charles Smith to the Appearance Review Commission from March 13, 2018 to March 13, 2023.
- 3.13 Adoption of Resolution #2018-R-3 appointing a Representative and Alternate to the Governing Board of the North Suburban Employee Benefit Cooperative.

MUNICIPAL SERVICES COMMITTEE CONSENT AGENDA

- 3.14** Approval of contract in the amount not to exceed \$1,460,993 with J.A. Johnson Paving Co, Arlington Heights, IL for the 2018 MFT Road Program.
- 3.15** Approval of contract in the amount not to exceed \$529,764 with Schroeder & Schroeder, Inc., Skokie, IL for the 2018 Alley Paving Program.
- 3.16** Approval of contract in the amount of \$393,833 with Atlantic Machinery, Inc., Silver Spring, MD for purchase of one combination sewer cleaner truck.
- 3.17** Approval of supplement 2 with Stantec, Chicago, IL in the amount not to exceed \$38,468 for engineering services associated with the Separate Storm Sewer System Study.

JUDICIARY COMMITTEE CONSENT AGENDA

- 3.18** Presentation of minutes of the Judiciary Committee meeting held September 18, 2017.
- 3.19** Introduction of Ordinance #2018-O-16 amending Chapter 2 of the Village Code regarding Public Comment Rules for the Village Board and subsidiary public bodies.
- 3.20** Introduction of Ordinance #2018-O-17 amending the Village Code to increase the age to purchase tobacco products to 21 years of age.

Trustee Sullivan seconded the motion. Voting yes: Trustees Wolf, Sullivan, Plunkett, Dodd, Kurzman, Leonard and President Bielinski. Voting no: none. The motion carried.

4.0 REPORTS OF OFFICERS:

- 4.1** Introduction of Christine Harmon who is recommended for appointment to the Historic Preservation Commission.

President Bielinski introduced Ms. Harmon to the Village Board and recommended her appointment to the Historic Preservation Commission.
- 4.2** Introduction of Charles Smith who is recommended for appointment to the Appearance Review Commission.

President Bielinski introduced Mr. Smith to the Village Board and recommended his appointment to the Appearance Review Commission.
- 4.3** Request for an Executive Session to discuss pending litigation pursuant to Section 2 (c) (11) of the Illinois Open Meetings Act.

There were no reports from the Village Manager or Corporation Counsel.

5.0 REPORT OF LIQUOR CONTROL COMMISSIONER:

No Report

6.0 STANDING COMMITTEE REPORTS:

6.1 LAND USE STANDING COMMITTEE REPORT

All items listed on the Consent Agenda

6.2 FINANCE STANDING COMMITTEE REPORT

No Report

6.3 ADMINISTRATION STANDING COMMITTEE REPORT

All items listed on the Consent Agenda

6.4 MUNICIPAL SERVICES STANDING COMMITTEE REPORT

6.41 Report from Stantec regarding Stormwater Action Plan.

Mr. Braiman noted that to date the following has been accomplished with the Public Education Campaign:

- www.wilmettestormwater.com
- Mindmixer online community engagement platform
- Open House (February 8th)
- 4-page direct mailing sent to all Wilmette addresses
- Communicator insert
- Online estimated bill payment calculator
- Trustees have been receiving regular updates transmitting resident communications received via the website, email, and open hours

The following tasks are in process:

- Public education video
- Open House (March 13th from 4pm to 7pm)
- Final mailing in advance of April 17th Special Village Board meeting
- Start answering one frequent question in E-news

Mr. Braiman said last week, Village Staff submitted a grant application to MWRD for the Sewer Expansion project. The application was prepared by Village Staff and technical reviews were conducted by both Christopher Burke Engineering and Stantec. The application requested \$22 million for Phase I of the Lake Avenue sewer trunk line, and indicated there would be additional requests in years 2019 and beyond. He also noted that MWRD considers the Village's project "shovel ready" and additional grant monies are expected to be available in future years.

Trustee Wolf asked when we would hear back from MWRD regarding any type of grant money.

Joe Johnson, Stantec, said he would expect to hear back from MWRD sometime this summer.

Trustee Plunkett said the grant application was for the first project but depending on how the Village Board decides on the issue, how would the grant application change if they decided to go with a different project.

Ms. Berger-Raish said they had a meeting with MWRD and have been very transparent with them on where the Village is at with the process so they fully know that if the Village Board chooses a different project then we have enough flexibility to go back to them with future funding cycles to present a different project and a different funding request.

Trustee Dodd asked if there was a deadline for the grant application. Ms. Berger-Raish said the deadline for the grant application was February 23, 2018.

Mr. Braiman said that on November 27, 2017 staff made a 23 slide presentation regarding the potential financing of the projects, including a slide on how the sewer fee would incrementally increase over time. Feedback from the open house indicates that the sewer fee increases should be discussed in more detail. Accordingly, staff has prepared 4 slides of the sewer bill impact over time assuming each project is constructed without phasing.

Melinda Molloy, Director of Finance, reviewed the slides (PowerPoint attached) noting that in Option 1 there is a value between \$80-\$95 million, Option 2 a value between \$70- \$80 million, and Option 3 a value between \$48- \$55 million for the projects.

Ms. Molloy said residents had questions regarding how the sewer fees would change over time. She noted that there are a lot of assumptions that have gone into the model they are providing such as a 4% interest rate, maintain the Aaa bond rating and that we apply the fee on the sewer bill. She said just for the sewer improvement program we are discussing, Option 1 would add approximately \$420, Option 2 would add approximately \$357, and Option 3 would add approximately \$244 to the current median bill.

Trustee Wolf said assuming the stormwater utility is still on the table and assuming that the prices would be about the same whether it is billed as a stormwater utility or sewer fee increase.

Ms. Molloy said in November we discussed the different options to pay for the project. The property tax option was discussed and why that would not be a good option to go with. The next option was a stormwater utility fee and she does not have that information currently. What we do have is a sewer fee so that is what we

are working with to help provide context to residents.

Mr. Braiman said we are in the process of drafting an RFP for a stormwater utility feasibility study and we hope to have that out by April.

Trustee Wolf said she looks at the issue as whatever project is chosen, a specific amount of money needs to come in.

Trustee Plunkett said with the graft provided, what kind of phase in time is being assumed.

Ms. Molloy said she is not proposing the phase in that is going to be discussed. She is looking at how to do the project as quickly as possible with some delays built in. She said they are looking at 30-year bonds for the project and how that would be layered into the rates to pay off the debt service. Trustee Sullivan asked why she figured the model on 4% interest. Ms. Molloy said that is approximately the current interest rate and if we have a rating downgrade the interest rate would be higher.

Ms. Molloy reviewed a table that projects the cost of Village services over time noting that the existing cost of Village services is approximately \$2,500 and the cost of services in 30 years with storm water improvements would be approximately \$6,000.

Joe Johnson, Stantec, said the purpose of his discussion is to understand how project phasing can impact project costs and the time to deliver benefits. They looked at construction packages that could be phased, how quickly could you implement the phases, and look at the phasing impacts in terms of cost.

The definition of construction packages are the factors considered:

- Construction contract value
- Logical construction breakpoints
- Changes in construction activities
- Potential for delivering benefits
- Construction impact management

They looked at ways to phase the projects to maximize early benefits and where they could not deliver benefits immediately how do they make sure they are developing phases that build upon one another and work towards accomplishing the most benefits as possible.

Mr. Johnson reviewed the Sewer Expansion Phasing Analysis noting that the construction cost would be approximately \$84.4 million and the engineering design and construction services cost would be approximately \$10.1 million with a total project cost of \$94.5 million.

The Sewer Expansion Plus Neighborhood Storage Phasing Analysis would have a

construction cost of \$67.8 million and an engineering design and construction services cost would be \$8.1 million with a total project cost of \$75.9 million. They would be able to phase the project and immediately get some benefits to the area.

The third option is the Neighborhood Storage Phasing Analysis with a construction cost of \$47.6 million and an engineering design and construction services cost would be \$5.7 million with a total project cost of \$53.3 million.

Mr. Johnson said the implementation schedule would have three timeline options: 1) No phasing, 2) 10-year implementation schedule, 3) 20-year implementation schedule. He noted that they broke the costs up in each option regarding the cost allocation over time and the cost summary in the report provided.

Mr. Johnson reviewed the phasing analysis results for the 10-year schedule and the 20-year schedule noting the timing and the cumulative structures protected and the cumulative properties protected with the different alternatives.

President Bielinski said it was his recollection that Option 1 was the biggest conveyance project the Village could do otherwise we would have permitting issues and pump station issues if we made the pipes any bigger.

Mr. Johnson said CBBEL was asked the question of how the Village could get to 100 year storage and they looked at combining the conveyance option with the neighborhood storage option and their analysis showed if you built the sewer expansion alternative and all three of the neighborhood storage alternatives, you would get somewhere between 25 and 50 year protection. To get the 100 year protection, the pipes and the conveyance alternative would have to get larger, the pump station would have to have another pump added and you would have to discharge more to the river which would create a new dynamic of permitting concern. He said one of the benefits of the conveyance alternative is that because it provides capacity to move water to the pump station, although it is designed for a 10 year protection, it also provides some significant benefits for 100 year. The neighborhood storage projects, when a detention basin is designed for a 10 year, works very well for a 10 year storm. When we get a larger storm and that basin fills up, it does not provide much additional benefit beyond that design level.

Trustee Plunkett asked about the time periods for each construction phase.

Mr. Johnson said doing the first two options in five years is very aggressive. The neighborhood storage would be pretty aggressive as well and you would have multiple parks torn up at the same time and there may be community concern about impacting that much recreational space at the same time.

Trustee Dodd asked if we were currently at our capacity for discharging into the river.

Mr. Johnson said the pump station currently has five pumps but we do not have a

permit currently. If we wanted to add a sixth pump and increase the pumping rate into the river, the Village would have to go to the Department of Natural Resources and demonstrate that what we are trying to do would not increase flood elevations on the river here, downstream or upstream. The alternatives they have looked at rely on the pumping station as they have proposed them and would result in the pumping station running at capacity longer than it currently does but not increasing the peak rate. He said they used the MWRD's model of the North Branch of the Chicago River to do some analysis to see what would be the impact of the river of what was coming out of the pump station.

President Bielinski said the purpose of Mr. Johnson's presentation tonight was to give the Village Board more information and he believes it will serve the Village Board well to have Mr. Johnson available at the next few Village Board meetings.

President Bielinski asked if there was anyone present to speak.

Karleen McAllester, Wilshire Drive, asked for clarification regarding the thirty year bond and the sewer fee.

President Bielinski said the thirty year bond would end in thirty years but to actually have your rate go down you would have to assume that no more bonds were issued for sewer issues.

Ms. McAllester asked if Option 1, installing larger sewers, could be coordinated in some sections with road reconstruction or water main replacement. She asked if there was an estimate for any savings on that. Mr. Johnson said he would respond to that at a later date with an estimate.

Ms. McAllester asked if there was any detailed agreement with the Park District in terms of the three options.

President Bielinski said the Park Board members are aware of the meetings and they have a good relationship with the Park Board. Once they come up with an option to proceed with they will work with the Park District.

Ms. McAllester said most residents expect to see 10-year protection so she would like to endorse Option 1 as it appears to be the most equitable solution and people like to see a benefit for money spent.

Steve Pope asked if one advantage to phasing is that the project could be broken down into smaller projects for greater bidding by contractors.

Mr. Johnson said if we have very small packages of projects, then you will have a very large number of contractors capable of doing the work but the thinking is to find a middle ground where project is large enough to attract contractors that do this type and size of work but not so large that we only have two or three contractors that would be interested in doing the work.

Mr. Pope asked if there are incentives for the projects.

President Bielinski confirmed with Ms. Berger-Raish that we have all types of incentives for projects that we do in the Village.

Mr. Pope asked if staff was looking at the economics of the project regarding the possibility of installing larger pipes now for future capacity of adding more water into the river.

Mr. Johnson said increasing the size of the pipes here and there is a marginal cost relative to the alternative, and that is something that could be discussed as the project moves into design.

Trustee Kurzman said Stantec has said that Option 1 provides 10-year storm protection but we could get it to 100% but he does not feel that we have had that in the presentations.

Mr. Johnson said we are focusing on the storm sewers that convey the water and get it to the pump station. In these large storms, a lot also depends on how the water moves across the surface of the land, before the water gets into the catch basins. We have reviewed the topographical data but have not modeled every slope and catch basin on the west side so they may be able to add pipe and catch basins in the detailed design of the project.

President Bielinski said it is important for the community to understand that the project is conceptual at this point, the variances we have seen on costs are part of that and so presumably will be the performance of the project.

President Bielinski said he has asked Stantec to be at our next Regular Village Board meeting and encouraged residents to attend the Open House on stormwater on March 13, 2018 from 4:00 p.m. to 7:00 p.m. and ask the staff and Stantec questions.

6.5 PUBLIC SAFETY STANDING COMMITTEE REPORT

No Report

6.6 JUDICIARY STANDING COMMITTEE REPORT

All items listed on the Consent Agenda

6.7 REPORTS FROM SPECIAL COMMITTEES

No Reports

7.0 NEW BUSINESS

Trustee Leonard said it with regret and a heavy heart that he announces his resignation from the Village Board. He has accepted a new professional opportunity with a Detroit based company and it will require relocation to Detroit, Michigan. It

has been one of his greatest privileges to serve the community in the past year. He thanked Village Manager Timothy Frenzer and Assistant Village Manager Michael Braiman noting he has never encountered a more highly qualified and effective group of professionals than the team of staff at the Village. He thanked Village President Bob Bielinski, the ultimate professional, as he inspired him to perform at his highest level while on the Village Board.

President Bielinski asked Corporation Counsel to explain the process for filling Trustee Leonard's vacancy.

Corporation Counsel Jeffrey Stein said upon the submission of Trustee Leonard's notarized resignation, the Village President will have 60 days to submit a qualified individual. Upon that 60 days, the Village President will present to the Village Board for their consent, a name of an individual and if the individual is approved by a majority of the Board, that person will become a Trustee.

President Bielinski said the Village Board has had these type of vacancies before and historically the vacancies have been filled with prior Trustees and Presidents as they are knowledgeable.

Village Manager Timothy Frenzer said the appointed Trustee would only serve until the next municipal election and at that point a new person would be elected to fill the remaining two year unexpired term.

8.0 MATTERS REFERRED TO STANDING COMMITTEES

- 8.1** Review adding group homes for private school students as a permitted or special use in the residential zoning districts.

9.0 ADJOURNMENT

Trustee Sullivan moved to adjourn to executive session at 9:32 p.m. to discuss of the Illinois Open Meetings Act, seconded by Trustee Wolf.

Voting yes: Trustees Wolf, Sullivan, Plunkett, Dodd, Kurzman, Leonard and President Bielinski. Voting no: none. The motion carried.

The Village Board returned from the Executive Session at 10:00 p.m.

Trustee Sullivan made a motion to adjourn the Village Board meeting at 10:01 p.m., seconded by Trustee Wolf.

All voted aye, the motion carried.

Barbara L. Hirsch
Deputy Village Clerk