

**MINUTES OF A SPECIAL MEETING OF THE
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
DECEMBER 6, 2011**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President LeClercq called the meeting to order at 7:46p.m.; and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Physically present: President LeClercq; Trustees;; Gail Johnson; Jeff Lawson; Terry Michels; Judy Sollinger, and Scott Volpe. Trustee Tony Giles was absent.

Staff Present: Dwight Baird, Interim Village Administrator/Chief of Police; Jeanne Hoch, Village Clerk; Jerry Weaver, Public Works Director; Cpt. Nick Sikora, Acting Chief of Police; Rod Zenner, Community Development Director; Michele Bergeron, Community Relations Manager; Brian Schiber, Village Engineer; Tony Lucenko, Economic Development Director; and Karl Ottosen, Village Attorney.

Historic Preservation Commission (HPC) Members Present: Karen Knight, Ron Elvin, Bobbi Burgstone, Donna Stanley, Village liaison Clint Smith, Park District liaison Chad Feldotto.

RECOGNITIONS / APPOINTMENTS

Employee Service Awards

- Michael Torrance 10 Years of Service
- Joshua Gerry 10 Years of Service
- Karen Walat 5 Years of Service

Mr. Torrance, Mr. Gerry, and Ms. Walat were recognized for their years of service to the Village. Each received a certificate and a gift.

PUBLIC FORUM

President LeClercq opened the Public Forum at 7:49p.m.

There was no one that requested to speak; the Public Forum was closed.

STAFF REPORTS

Village Attorney

Attorney Ottosen explained that there is pending litigation from an administrative adjudication fine for tall weeds. The case has been appealed to Kendall County; the fine is \$250.00. Board direction will be requested at a future date.

Village Administrator

Staff has been reviewing IT services for the Village; a recommendation will be presented to the Board at the December 13th meeting.

Public Works -- No Report

Community Development – No Report

Finance – No Report

Village Clerk

Clerk Hoch informed the Board of Public Act 09-0504 which requires all elected and appointed officials to complete Open Meetings Act training. For those that are already elected or appointed the training must be done within a year of the effective date which is January 1, 2012. For newly elected or appointed officials the training must be completed within ninety (90) days. A copy of the Attorney General's web page and instructions on how to take the training was given to the Board and staff.

Community Relations

Christmas Walk -- Ms. Bergeron reported on a very successful Christmas Walk event. She thanked everyone that volunteered noting that the event could not be held without volunteer help. About 600 attended Breakfast with Santa and the House Walk raised about \$1,900 for the Kendall County Food Pantry.

Monument Sign – Staff is working with the Oswegoland Park District on a new design for the signs; any ideas should be directed to Ms. Bergeron. It is anticipated that the design will be presented to the Board in January.

Economic Development Director – No Report

Chief of Police

Acting Chief Sikora reported that the roof work at the PD was completed yesterday; it will be inspected tomorrow. They received only one (1) bid for vehicle maintenance which was from their current provider, Riverview Ford. They kept the cost at the current rate. Bid information was available on the Police and Village web site. The Board asked that future bid information be sent to the Chamber as well so they can distribute it to local business members.

Village Engineer – No Report

Building and Zoning Manager -- No Report

HR Director -- No Report

CONSENT AGENDA

1. Minutes – November 15, 2011 Special Intergovernmental Meeting
November 15, 2011 Special Village Board Meeting
2. Closed Session Minute Review – Resolution Authorizing the Release of Certain Closed Session Minutes
3. Bill List – December 6, 2011 in the Amount of \$313,565.20
4. Letter of Credit Releases or Reductions (Releases Subject to Receipt of appropriate Bills of Sale, Title Commitment and Waivers of Lien for Public Improvements)
 - a. Oswego Veterinary Clinic – Reduce Cash Bond Amount to 10% One-Year Maintenance Amount of \$2,545.00
 - b. Panda Express – Release Letter of Credit in the reduced amount of \$1,330.45
5. Waive Village Building Department Fees in the Amount of \$2,289.57 for OHS Building Trades House at 302 Hemlock Lane
6. Amend Village of Oswego Code of Ordinances Title 3 Chapter 7 Alcoholic Beverages Mammaw's Biscuits, LLC d/b/a Biscuits, 1158 Douglas Road (First Read of Ordinance; Consider Waiving Second Read and Approving) **Ordinance No. 11-89**

7. Amend Village of Oswego Code of Ordinances Title 3 Chapter 7 Alcoholic Beverages Firehouse Pizza and Pub, 65 W. Washington Street (First Read of Ordinance; Consider Waiving Second Read and Approving) Ordinance No. 11-90
8. Contract Snow Plowing – Bid Results and Award Bid Pulled for separate discussion and vote
9. Resolution Authorizing the Property and Casualty Insurance Renewal Resolution No. 11-R-41
10. Scrivener’s Error Ordinance – Correcting 11-63 An Ordinance Adopting the 2009 International Building Codes Ordinance No. 11-91

Item #8 was pulled for separate discussion and vote.

A Motion was made by Trustee Sollinger and seconded by Trustee Volpe to approve the consent agenda; approving both sets of minutes from November 15, 2011; approving but not releasing the closed session minutes from November 15, 2011; approving the bill list as presented; reducing or releasing the letters of credit as presented; waiving the Building and Zoning Department fees for the OHS Building Trades home located at 302 Hemlock Lane in the amount of \$2,289.57; pulling item #8 the Contract Snow Plowing for separate vote and discussion; approving the following Resolutions:

Resolution No. 11-R-41 – A Resolution Authorizing the Property and Casualty Insurance Renewal for the Village of Oswego

and waiving second reads and approving the following Ordinances:

Ordinance No. 11-89 an Ordinance Amending Title 3 Chapter 7, Alcoholic Beverages, of the Village of Oswego Code of Ordinances Approving a Class C Liquor License for Mammaw’s Biscuits, LLC d/b/a Biscuits, 1158 Douglas Road

Ordinance No. 11-90 an Ordinance Amending the Village of Oswego Code of Ordinances Title 3 Chapter 7, Alcoholic Beverages approving a Class C Liquor License for Firehouse Pizza and Pub, 65 W. Washington Street

Ordinance No. 11-91 a Scrivener’s Error Ordinance correcting 11-63 an Ordinance Adopting the 2009 International Building Codes and Amendments

Aye: Judy Sollinger Scott Volpe
Jeff Lawson Gail Johnson
Terry Michels

Nay: None

Absent: Tony Giles

The motion was declared carried by omnibus vote with five (5) aye votes; zero (0) nay votes; and one (1) absent.

Item #8 Contract Snow Plowing – Board discussion focused on what constituted “a push”; how much was spent in overtime last year for snow plowing; how and when courts will be cleared and have been cleared in the past; use of “snow birds”; and how to measure success of the program. The Board was glad this was a one-year agreement; it will give the Village an opportunity to review the program for next year. Mr. Weaver explained that last year \$44,000 was spent in overtime for snow removal; each storm event will be monitored to determine when to call the company in to plow the cul-de-sacs. Right now each person is assigned an area or route that they are responsible for; they are also responsible for the cul-de-sacs on that route and routinely plow them when the main roads are clear. They will make a quick pass to open up the cul-de-sacs but do not clear them until all primary and secondary streets have been cleared. The new contractor will be responsible for the cul-de-sacs only.

Each snow event will be monitored; it is anticipated that the company will be called in after two (2) inches of snow has accumulated.

A motion was made by Trustee Volpe and seconded by Trustee Sollinger to award the snow plowing contract to Forestview Landscaping in the amount of \$3,910.00 per push event with the price for salt spreading to be \$69.00 per ton.

Aye: Scott Volpe Judy Sollinger
Jeff Lawson
President LeClercq

Nay: Gail Johnson, Terry Michels

Absent: Tony Giles

The motion was declared carried with four (4) aye votes; two (2) nay votes; and one (1) absent.

OLD BUSINESS

There was no Old Business presented.

NEW BUSINESS

General Obligation Refunding Bonds, Series 2011 Abatement Ordinance (First Read of Ordinance)

The ordinance abating the tax levy for the 2011 Series Bonds was presented. There were no questions from the Board.

Ordinance No. 11-92 – A motions was made by Trustee Lawson and seconded by Trustee Volpe to waive second read and approve Ordinance No. 11-92 an Ordinance Abating the Tax Hereto Levied for the Year 2011 to Pay the Principal of and Interest on \$4,055,000 General Obligation Refunding Bonds, Series 2011, of the Village of Oswego, Kendall County, Illinois.

Aye: Jeff Lawson Scott Volpe
Gail Johnson Terry Michels
Judy Sollinger

Nay: None

Absent: Tony Giles

The motion was declared carried with five (5) aye votes; zero (0) nay votes and one (1) absent.

Ordinance Adopting the Strategic Plan (First Read of Ordinance)

The final draft of the Strategic Plan was discussed at the Committee of the Whole Meeting held just prior to this meeting. There was no additional discussion.

Ordinance No. 11-93 – A motion was made by Trustee Johnson and seconded by Trustee Sollinger to waive second read and approve Ordinance No. 11-93 an Ordinance Adopting the Village of Oswego Strategic Plan changing the wording on page 3, under Governance and Municipal Services, Goal 2 Model strategic, thoughtful, value-based leadership, bullet point # 2 from quarterly to annual performance reports. The new language will read “Provide annual performance reports on fulfillment of the Strategic Plan”.

Aye: Gail Johnson Jeff Lawson
Scott Volpe Terry Michels
Judy Sollinger

Nay: None

Absent: Tony Giles

The motion was declared carried with five (5) aye votes; zero (0) nay votes and one (1) absent.

Resolution Authorizing the Execution of the Agreement Between the Village of Oswego and the International Union of Operating Engineers Local 150, AFO-CIO for Public Works Employees

This item was tabled until the December 13, 2011 Regular Meeting.

PRESIDENT'S REPORT

- Proclamation – December as Drunk and Drugged Driving Prevention Month (30D)
President LeClercq presented the above proclamation, urging all citizens to be aware of impaired driving and to support programs and policies to reduce the incidents of impaired driving and promote safer healthier behaviors.
- President LeClercq asked the Board if they were still in agreement to provide public improvements to sites for development; the Board generally agreed but was not comfortable making that blanket statement without knowing specifics.
- A request has been received to conduct a public transportation survey; President LeClercq asked the Board if they were interested in conducting such a survey; there was no interest from the Board.
- Waste Hauler Service Contract – The Board was asked to let Interim Administrator Baird know of any specific services that they would like in the request for proposal that will go out. Trustee Johnson stated that she will be meeting with the Village's current provider and will report back to the Board in January. It was noted that the current service provider is auditing certain services; the information will be forwarded to the Board when it is available.

CORRESPONDENCE

There was no correspondence presented.

STANDING COMMITTEE REPORT

Community Development; Building and Zoning – No Report

Finance – No Report.

Legislation, Policy, and Human Resources – No Report.

Public Safety – No Report.

Public Works – No Report.

Technology – No Report

Committees have been suspended and will meet as needed; reports will be presented when the committees meet. There were no committee meetings to report on.

The IT Committee may meet in early 2012 to address server issues and improvements.

PRESIDENT / TRUSTEE INITIATIVE

Trustee Johnson reported on recent KenCom meetings. They have gotten rid of “Code Red”, there is now no reverse 911, other options are being discussed. Also discussed was the possibility of KenCom becoming separate from Kendall County.

Trustee Michels asked about making changes to the Halloween hours for the Village changing them from 3:30 to 8:00p.m. to 4:30-8:00p.m. It was explained that the earlier start time was made in an effort to have most trick or treating completed before dark for the safety of the children. A community survey was suggested to see what hours the residents preferred. He also suggested beginning the tree lighting for Christmas Walk at 6:00p.m. instead of 5:00p.m. to allow more people to attend; a 5:30p.m. compromise was suggested.

CLOSED SESSION

No Closed Session was held.

ADJOURNMENT

A motion was made by Trustee Lawson and seconded by Trustee Michels to adjourn the meeting; upon a voice vote with all members present voting aye the meeting was adjourned at 8:47p.m.

Jeanne L. Hoch, CMC
Village Clerk