



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
November 17, 2020**

1. CALL TO ORDER

President Wallace called the Committee of the Whole meeting to order at 7:38 p.m.

PRESENT: Chairman Carbonaro, Deyne, Gandsey, Hopkins, Reinke, Suwanski and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Planning & Development Director Roberta Grill, Building Director Brian Goralski, Police Chief Patrick Ullrich, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

COMMUNITY & ECONOMIC DEVELOPMENT, CHAIRMAN GANDSEY
BEDA Program Changes

Chairman Gandsey stated, the Village of Bartlett created the Bartlett Economic Development Assistance (BEDA) program to help business owners with rehabilitating vacant and under performing spaces into sales tax generating businesses and spaces that meet all current village code requirements. The Board has funded the program with \$250,000 and has offered BEDA grants to several businesses over the past three years with \$250,000 in grants being made, leveraging \$2.7 million in private investment. As this program continues, staff has offered some modifications and improvements to the program including reducing the amount of time to be eligible for an additional grant, from three years to two years, eliminating all references to a 50% reimbursement percentage, requiring the submittal of a business plan and considering an applicant's veteran status. There has not been a new BEDA project submitted yet this year, but there are several expected to come in the next few months. The Economic Development Commission (EDC) approved the proposed changes at its October 12th meeting.

Tony Fradin, Economic Development Coordinator stated these changes came about as staff continues to meet with various businesses and work to attract additional businesses into vacant spaces and underutilized buildings throughout the community. Staff has never recommended a project for 50% funding yet and the percentages usually range from 15-35%, depending on the project. A few veterans have also reached out to see if there were any special programs or provisions, so staff thought it would be helpful to include a section dedicated to veterans applying for a BEDA. The Board asked for business plans from several of the applicants, so that requirement was added to the application process and the most significant change is reducing the time of eligibility from three years to two years. Staff hopes that will attract some more projects to some of the centers throughout the



VILLAGE OF BARTLETT COMMITTEE MINUTES November 17, 2020

community. It was presented at the EDC's October meeting and as you mentioned, they recommended in favor of making these changes to the BEDA program.

Chairman Gandsey asked if staff expects to see an influx of applications if we lower the time from three years to two.

Mr. Fradin stated he wouldn't characterize it as an influx as much as we want to encourage further investment to some of these properties if possible and not tell someone they have to wait for a year or year and a half. It will keep some of the momentum going from the earlier success of the program.

The item was forwarded on to the Board for final vote.

COVID Communication Discussion

Chairman Gandsey stated she wanted to bring up communication on COVID and what the village is doing to reach out to residents. Last meeting, we had a resolution supporting restaurant owners, so she wanted to have a discussion on what kind of communication we are disseminating to the residents of Bartlett and how we are keeping them safe and informed. Village staff has done a great job posting on the Facebook page and in a little over a month there were 50 posts about wearing a mask, washing your hands, testing sites, getting a flu shot, etc. We know people don't like too many restrictions, but we also know people want public safety, so she wanted to have a discussion and talk a little bit about what other ideas we have to help with that messaging. She saw other villages have a newsletter that goes out to residents. The village already sends a lot of information to the business community, but she wondered if there was something else that could go out to the residents in case they don't go to our website or Facebook.

Ms. Schumacher stated we have the eblast news letters residents can sign up for and we can certainly push out that information on how to sign up for that and target it towards health and safety.

Chairman Gandsey stated that we are seeing a lot about mask wearing and that seems to be a big part of keeping people safe. She talked to a nurse who is struggling because her job has gotten very difficult at the hospital. She has many patients and has seen so many people pass away from COVID. She said to wear a mask wherever you go and change your clothes when you get home. She sees a lot of those tips on the village website, so she wants to make sure we are doing whatever we can to get that out to the public more.

President Wallace stated he thought we had a lot of that information like how to wear your mask early on, but we might want to send that type of stuff out again because the CDC had some more information on it. He didn't know if we could send more information out



VILLAGE OF BARTLETT COMMITTEE MINUTES November 17, 2020

and there could be an information overload, but at this stage in this pandemic, he wasn't sure what else people need to know. He has been out multiple different places and he has never seen anyone not wearing a mask in a grocery store or restaurant or anywhere he has been. He understands Chairman Gandsey's objective, but wasn't sure what more the village could do. We could certainly refine the edges of the village's message.

Chairman Suwanski asked Chairman Gandsey where she is seeing people not wear a mask, because she has not seen anyone not wearing masks either.

Chairman Gandsey stated that at some of the local stores where people are walking in and you can tell some of the employees are not sure they can say something to these people.

Chairman Deyne stated that the only issue is, there is so much information out there now, so if they haven't got the message yet, what else can be done. He has had discussions in stores with people not wearing masks. They have signs on the door that a mask is required upon entry. They are standing in the checkout line and not wearing a mask, so he got into a discussion which turned into an argument and the response by the person not wearing a mask was, "it's an old man's disease, your going to get it and I don't have to worry about it." People have made up their mind, so you are not going to change it. They are convinced they are immune or you are infringing on their civil rights by wearing a mask, so he has given up on trying to talk to people that are not wearing a mask.

Chairman Reinke stated he picked up a pizza in Bartlett this weekend and two of the people in back making the pizzas did not have their masks on and he's seen it before. People are going to do it or they are not.

Chairman Gandsey stated one thing the village could do would be to humanize the material we send out. There are a lot of drawings or characters used in the materials, but maybe we could interview nurses or health care workers to show a little more human side of this. She knows there has been a lot of information sent out, but this might be an occasion where there is never too much information because there is always something changing. She thought humanizing it, to show people this is their fellow Bartlett residents would be helpful.

Chairman Deyne stated his daughter is a cardiac nurse at Delnor hospital and she puts a picture of herself with a mask on and how to properly wear it, so there are things happening like that.

President Wallace thought it might not be a bad idea to emphasize the numbers because the biggest issue would be a shortness of hospital and ICU beds. He thought it was a great idea by Chairman Gandsey and thought it would be a good idea to reach out to the



VILLAGE OF BARTLETT COMMITTEE MINUTES November 17, 2020

first responders in our area and post some actual interviews with details of what they are seeing, sooner rather than later, would be a great message.

Chairman Hopkins asked if there was a way for us to pass a resolution basically outlining some of the safety measures that Chairman Gandsey brought up. He thought that would go a long way. We passed one for our restaurants, but we should also pass one for our front line workers like hospital workers, employees at the Village of Bartlett. They come to work every day and risk getting infected. As a resident and trustee, he is thankful that our employees are showing up to work and doing their jobs.

Ms. Schumacher stated she will work with the communications staff to put a face to the message and bring it home a little more for people.

Chairman Hopkins stated he has seen the village employees out and they have all been wearing a mask. He saw a couple community service officers out in town today who had their masks on and its good to see proper protocol and procedures being followed by our employees.

FINANCE & GOLF, CHAIRMAN DEYNE Proposed Capital Budget

Finance Director, Todd Dowden stated that this is the proposed capital budget, which once approved, the first year of which will roll into the operating budget.

On the overview, you can see the 5-year Capital Improvements Program (CIP) includes the 2021 through 2025, almost \$109,000,000 which is an 11% increase. The 2021-2022, year one of the CIP is \$34,234,773. On the next section of the CIP presentation you can see the 2021-2022 highlights which are the focus for this year because the resolution at the next Board meeting will be to approve the 2021-2022 expenditures for \$34,234,773.

Page 10 lists all the projects in detail that will be included next year and the funds for each project. There is more detail for sewer, water, streets, economic development, golf and other. The water fund is budgeted for just under \$3,000,000 in projects. The wastewater fund will be \$22,655,273. The streets projects are budgeted for \$3,476,000. The village is not planning on raising water/sewer rates in the 2021/2022 year. In the next month or two, we will be talking about sewer rates because rates have to be approved before the IEPA will approve the loan. There will be a rate increase for sewer in the 2022/2023 year and 2023/2024 year.

Public Works Director, Dan Dinges stated he will start to review the new projects in the water fund. The new projects proposed are a lead service replacement program. This project would consist of utilizing the IEPA's new Loan Forgiveness Program to replace all known lead services within the village with copper services. We estimate there are 250 in



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
November 17, 2020**

the village. We would not need to pay the loan back at it would be estimated at \$2,500,000 to get them all changed out. We are hoping to get the application in July of 2021 and if we don't make the cut that time, hopefully the funding will still be there the following year and we can get approved.

Chairman Hopkins clarified that there are no village watermains that have lead services.

Mr. Dinges stated that was correct and this project would only be for services from our mains to the homes.

Mr. Dinges stated the next new project is to look at well removals now that the Lake Michigan Water project is completed. Its looking to abandon and remove Main St. Wells 1 & 2, pump station iron, filters and reservoir. Also, abandoning and properly sealing wells 5,7 and 8. While they are at well 8, they would work with Hanover Park to do an interconnect with them because as we abandon these wells, we still need a backup in case we can't get DuPage water. We have one with Streamwood, so it would be nice to get a second one for an emergency. The last project is removal of the Oneida Water Tower and maintenance garage. Several years ago, we went out to bid to get it painted, but the costs four years ago was about \$700,000. One of the things when going through the water study was that water tower is lower than our other ones, so we can't get their full capacity out of them. Long term, what we are looking at is the potential for removing that tower. What we had in the plans originally was to build a new tower and put that half a million gallons taken away from the Oneida tower and add it to the new tower. He asked if the Board was okay with the water tower on Oneida being removed which could free up space for parking, a parking deck or anything else. One issue is there are two cell tower providers on there currently so we would have to work out a new location for those.

President Wallace stated he is good with removing the tower.

Mr. Dinges stated he has it out a few years because we don't need that storage right now, but it doesn't look the greatest so it needs to be done soon.

President Wallace wanted it out right away.

Chairman Deyne stated he didn't want to spend money on that right now.

Mr. Dinges stated the water tower will take about \$750,000 to paint. The demolition is \$250,000 and to add the additional 500,000 gallons to a new tank will a little under \$500,000, but it will make our water system more flexible.

President Wallace asked if the tower was steel.

Mr. Dinges confirmed it was.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
November 17, 2020**

President Wallace asked about scrapping the steel.

Mr. Dinges stated the lead will get blasted off, then the water tower steel will be scrapped.

Chairman Suwanski asked where the new tower will be built.

Mr. Dinges stated there are two potential sites. Ideally, they would replace the Kent Circle tower with a larger tower. South of the fire station on West Bartlett, working with the Brewster Creek Business Park there is land reserved for a future tower there as well.

Chairman Suwanski asked the time frame to build a new tower.

Mr. Dinges stated it would probably be that same year in 2024.

Chairman Hopkins stated he didn't know much about pressurization of lines, but does this do anything to houses or businesses nearby as far as pressurization.

Mr. Dinges stated it should improve because water levels would go up to get them at the same levels as Schick and Southwind towers. There is a high-pressure side over by Villa Olivia, so we are looking to open that up and move it toward the downtown to help boost pressures in that area. Overall, it will likely improve pressures in that area.

Mr. Dinges stated the last proposed project is hydrant painting. The village has over 2,500 hydrants and it's something we need to maintain. We would start chipping away at getting the hydrants painted throughout the town.

Mr. Dinges moved on to the sewer fund and stated there are no new capital projects for sewer, but he wanted to provide an update on some of the ongoing larger projects. They are continuing on the sanitary sewer lining system rehabilitation to eliminate storm water from getting into the sanitary sewer. The goal is to always have a section of town that is being rehabbed and studied so we can continue to renew the system.

Mr. Dinges stated the design for the Devon Excess Flow Facility is well underway. This project is being coordinated with the Bittersweet Wastewater Treatment Plant improvements, but we anticipate going out to bid in the spring or summer next year with construction starting next fall. The Bittersweet Treatment Plan is the next big project and staff is in the middle of applying for the IEPA loan. Next month staff will be bringing an ordinance and resolution for the loan. The loan rate is about 1.35% right now, which is good. There is a chance we could get the finding as early as January instead of July.

Chairman Hopkins asked if we could get a more robust program to fix the service lines leading to houses so we don't get excess rain water in those lines.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
November 17, 2020**

Mr. Dinges stated this past year we experimented with some service work in the downtown area. No resident was interested in paying for it to go all the way to their house, but we ended up going from the main to the right-of-way to take a large chunk of that from the homeowners. After discussions with Naperville, they had the same issue and are currently lining from the main to the right-of-way as well. You are eliminating a lot of the utility conflicts and in the right-of-way and then the only issue is what trees they have and going through root systems, etc. That program is in place and we are continuing it.

Mr. Hopkins asked since many residents were not interested, could we sweeten the pot and make it 85%. This would not impact the budget much and would be a great impact on us not to treat excess flow.

Mr. Dinges stated we have \$50,000 in the budget, so we may not be able to do as many, but more residents might want to do it.

Chairman Gandsey asked how much it would cost a resident.

Mr. Dinges stated if the sewer line is on your side of the road, you have a shorter length and if your house is on the opposite side of the road you have the long side. We average it out and that is where the \$5,000 amount came in its about \$85 per foot.

Mr. Hopkins stated he would like to modify the program to make it more advantageous to the homeowner.

President Wallace stated he would like to know the numbers, but thought that was a good idea by Chairman Hopkins.

Chairman Gandsey stated she assumes its mostly about price, but does anyone ask what it means or why its beneficial.

Mr. Dinges stated they explain how it benefits the homeowner, its more the cost that drives people away. 85% would help and it helps the system overall if we can get it all the way to the house. He stated he would get the numbers for changing to 85%.

Mr. Dinges started to discuss the streets department. He stated they have the regular MFT projects coming up for bike paths and parking lots. The only other project is the West Bartlett/Devon drainage swale. We received approval from MWRD, so we can go out to bid this winter and hopefully start in the spring. The Schick Road bridge over the West Branch of the DuPage River, needs to have the bridge deck replaced and the Rebuild Illinois money that we are receiving can go towards that, so a bulk of that money will go towards that bridge.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
November 17, 2020**

Mr. Dowden stated that if there are not any more questions, the next step would be to approve the 2021/2022 year.

President Wallace stated he's assuming it will come back to the Board for approval and at that time they can review the small tweaks they wanted to make.

Mr. Dinges stated he can email the Board with an update of numbers they received last year for the sewer lining project. Unless the Board is planning to increase the \$50,000 budget for lining, nothing really changes.

President Wallace stated that made sense and he did not need further clarification.

Chairman Deyne moved to adjourn and that motion was seconded by Chairman Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Carbonaro, Deyne, Gandsey, Hopkins, Reinke and Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:28 p.m.

Samuel Hughes
Deputy Village Clerk