



**VILLAGE OF BARTLETT  
BOARD MINUTES  
December 7, 2021**

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1. CALL TO ORDER

President Wallace called the regular meeting of December 7, 2021 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m.

2. ROLL CALL

PRESENT: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Sr. Management Analyst Sam Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Bob Allen, Planning & Development Director Roberta Grill, Head Golf Professional Phil Lenz, Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Gilles.

3. INVOCATION – Reverend Andrew Weiss, Faith World Outreach Church gave the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

Trustee Gunsteen stated that he would like to remove item 12.D.1, Cocoa Crawl Class D. Liquor License from the Consent Agenda.



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Trustee Deyne moved to Amend the Consent Agenda and that motion was seconded by Trustee Hopkins.

**ROLL CALL VOTE TO AMEND THE CONSENT AGENDA AND CONSENT ITEMS THEREIN**

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
NAYS: None  
ABSENT: None  
MOTION CARRIED

Trustee Deyne moved to Approve the Amended Consent Agenda and that motion was seconded by Trustee Gunsteen.

**ROLL CALL VOTE TO APPROVE THE AMENDED CONSENT AGENDA AND CONSENT ITEMS THEREIN**

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
NAYS: None  
ABSENT: None  
MOTION CARRIED

6. MINUTES – Covered and approved under the Consent Agenda.
7. BILL LIST – Covered and approved under the Consent Agenda.
8. TREASURER’S REPORT - None
9. PRESIDENT’S REPORT

A. President Wallace stated that there are some openings on some of the commissions. He stated that with the advice and consent of the Village Board, he appoints Julie Kapadoukakis to a 4-year term on the Plan Commission beginning December 7, 2021.

Trustee Deyne Motioned to Consent to the Appointment of Julie Kapadoukakis to the Plan Commission for a 4 Year Term and that motion was seconded by Trustee Gunsteen.



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ROLL CALL VOTE TO CONSENT TO THE APPOINTMENT OF JULIE KAPADOUKAKIS TO THE PLAN COMMISSION

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne announced staff birthdays and anniversaries for the month. He stated that on December 26<sup>th</sup>, it is the late Dr. Camerer's birthday. They are going to have a short memorial service at Bartlett Cemetery on Sunday, December 26<sup>th</sup> in honor of Trustee Camerer.

Trustee Gunsteen thanked staff for all the work on the Merry and Bright event. He truly believed that it was the biggest turnout he has ever seen. He felt that it went off without a hitch and he was proud to be part of that team. He foresees it as growing year after year.

Trustee Deyne asked if anyone estimated how many people were in attendance.

Village Administrator Paula Schumacher stated about two thousand people.

President Wallace stated that next year perhaps they need two sets of horses.

Trustee Reinke stated that the horse ride was fantastic and thanked everyone for their hard work. It was a great experience for his daughter.

President Wallace thanked the Bartlett Park District, Lions Club and Library District. Everyone came together and it was a fantastic event. The downtown looks great, also.

11. TOWN HALL

**Joe Verzillo, 440 S. Hickory**

Mr. Verzillo stated that he was a fifteen-year resident and lived in Castle Creek. He stated that he purchased a lot in Williamsburg Estates on 1/29/20 for \$90,000. He did his due diligence and calculated his costs. The building department supplied him with information and the attached cost estimates. He was upset at the donation costs (\$16,000) which is



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unheard of. He talked to other villages and the permit cost when he built in Huntley was \$3,700 for permits and fees. Construction fees and donations total about \$22,000. He has a problem with the absurd donations. He was asking for some help with these fees so he can proceed. He also stated that none of this information is posted on-line.

Village Attorney Bryan Mraz stated that these figures are in the donation ordinance which is in the Municipal Code, Title 11.

Mr. Verzillo stated that if he was aware of these fees he would not have bought the lot. He was looking for some assistance or he will have to put it up for sale.

Planning and Development Director Roberta Grill stated that when staff met with Joe, they explained to him that the 2017 donation ordinance fees were five thousand dollars lower than they were in 2013.

Mr. Verzillo stated that there is no impact to the village. This lot and the house next to it were one PIN. The owner separated the lot and the house and sold them separately.

President Wallace stated that he will have to rely on staff to see if there is any type of wiggle room on those fees but he didn't think there were.

Village Administrator Paula Schumacher stated that she does not have the ability to change the donations.

Mr. Verzillo asked if these were true donations and can he write a check to every one of these separate entities.

Attorney Mraz stated that it is a true donation and he writes one check to the village who then pays each of the taxing bodies. This is how it is set up in the donation ordinance. The donation ordinance has been in place since 1987 and prices have gone down over the last several years. A portion goes to each of the taxing bodies to cover the cost of them providing services. It has been in place for many years.

Mr. Verzillo stated that he was a resident and payed every one of those.

President Wallace stated that maybe they could have an additional meeting and see if they can try and figure out what can be trimmed from the village side. As far as the donations go, we have no control over them.



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Mr. Verzillo asked if he could get a letter from the village stating that the fees are “donations”.

Attorney Mraz stated that the ordinance states that they are donations.

Mr. Verzillo stated that if he claims them as donations he does not want to have trouble with the IRS.

**12. STANDING COMMITTEE REPORTS**

**A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS**

Trustee Hopkins stated that the 2022 Annual Meeting Schedule was covered and approved under the Consent Agenda.

**B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY**

Trustee Gandsey stated that the Hoelterhoff Nursery BEDA application was covered and approved under the Consent Agenda.

**C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE**

Trustee Deyne presented Resolution 2021-106-R, a Resolution Adopting the 2022-26 Capital Improvements Program.

Trustee Deyne moved to approve Resolution 2021-106-R, a Resolution Adopting the 2022-26 Capital Improvements Program and that motion was seconded by Trustee Hopkins.

**ROLL CALL VOTE TO APPROVE RESOLUTION 2021-106-R, APPROVING 2022-26 CAPITAL IMPROVEMENTS PROGRAM**

**AYES:** Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski

**NAYS:** None

**ABSENT:** None

**MOTION CARRIED**

Trustee Deyne presented Ordinance, 2021-107, an Ordinance for the Levy and Assessment of Taxes for the General Corporate and Other Purposes of the Village of



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Bartlett, Cook, DuPage, and Kane Counties, Illinois, for the Fiscal Year Beginning May 1, 2021 and Ending April 30, 2022.

Trustee Deyne moved to approve Ordinance, 2021-107, an Ordinance for the Levy and Assessment of Taxes for the General Corporate and Other Purposes of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, for the Fiscal Year Beginning May 1, 2021 and Ending April 30, 2022 and that motion was seconded by Trustee Suwanski.

**ROLL CALL VOTE TO APPROVE ORDINANCE 2021-107, APPROVING LEVY AND ASSESSMENT OF TAXES**

**AYES:** Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
**NAYS:** None  
**ABSENT:** None  
**MOTION CARRIED**

Trustee Deyne presented Ordinance 2021-108, an Ordinance Abating a Portion of Taxes Heretofore Levied for Year 2021 to Pay Debt Service on: General Obligation Refunding Bonds Series 2017; General Obligation Refunding Bonds Series 2019; and General Obligation Bonds Series 2021A of the Village of Bartlett, DuPage, Cook and Kane Counties, Illinois.

Trustee Deyne moved to approve Ordinance 2021-108, an Ordinance Abating a Portion of Taxes Heretofore Levied for Year 2021 to Pay Debt Service on: General Obligation Refunding Bonds Series 2017; General Obligation Refunding Bonds Series 2019; and General Obligation Bonds Series 2021A of the Village of Bartlett, DuPage, Cook and Kane Counties, Illinois and that motion was seconded by Trustee Hopkins.

**ROLL CALL VOTE TO APPROVE ORDINANCE 2021-108, ABATING A PORTION OF TAXES LEVIED FOR YEAR 2021 TO PAY DEBT SERVICE**

**AYES:** Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
**NAYS:** None  
**ABSENT:** None  
**MOTION CARRIED**

Trustee Deyne presented Ordinance 2021-109, an Ordinance Abating Certain 2021 Tax Levies of the Village of Bartlett for Special Service Area Number One (Bluff City).



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Trustee Deyne moved to approve Ordinance 2021-109, Ordinance Abating Certain 2021 Tax Levies of the Village of Bartlett for Special Service Area Number One (Bluff City). and that motion was seconded by Trustee Hopkins.

**ROLL CALL VOTE TO APPROVE ORDINANCE 2021-109, ABATING CERTAIN 2021 TAX LEVIES FOR SPECIAL SERVICE AREA #1 (BLUFF CITY)**

**AYES:** Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
**NAYS:** None  
**ABSENT:** None  
**MOTION CARRIED**

**D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN GUNSTEEN**

Trustee Gunsteen presented the Cocoa Crawl Class D Liquor License. He stated that as part of the village's Cocoa Crawl event, four businesses have applied for a Class D liquor license, allowing for these businesses to serve alcohol as a part of a special event. Closet Boutique, Little Shop on Oak, WOW-CBD and Magnum Realty have all submitted applications.

President Wallace stated that he would like to issue these licenses to the Closet Boutique, Little Shop on Oak, WOW-CBD and Magnum Realty with the approval of the Village Board.

Trustee Gunsteen moved to approve the Class D liquor license request allowing for these businesses to serve alcohol as a part of a special event. Closet Boutique, Little Shop on Oak, WOW-CBD and Magnum Realty, and that motion was seconded by Trustee Suwanski.

**ROLL CALL VOTE TO APPROVE CLASS D LIQUOR LICENSES FOR CLOSET BOUTIQUE, LITTLE SHOP ON OAK, WOW-CBD AND MAGNUM REALTY**

**AYES:** Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski  
**NAYS:** None  
**ABSENT:** None  
**MOTION CARRIED**

Trustee Gunsteen stated that Ordinance 2021-111 an Ordinance Reducing the Number of Class F Liquor Licenses were covered and approved under the Consent Agenda.



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E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that there was nothing to report.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke presented Resolution 2021-110-R, a Resolution Approving of Change Order #1 to the Contract Between the Village of Bartlett and Joseph J. Henderson & Son, Inc. for the Bittersweet Water Reclamation Facility Improvements for a \$493,250 Decrease in the Original Contract Sum.

Trustee Reinke moved to approve Resolution 2021-110-R, a Resolution Approving of Change Order #1 to the Contract Between the Village of Bartlett and Joseph J. Henderson & Son, Inc. for the Bittersweet Water Reclamation Facility Improvements for a \$493,250 Decrease in the Original Contract Sum and that motion was seconded by Trustee Deyne.

Trustee Reinke asked if having an uninsulated aerobic digester is going to run up the costs or shorten life or efficiency.

Public Works Director Dan Dinges stated “no”. It will affect the efficiency slightly. They weighed the pros and cons and it is definitely worth the savings.

Trustee Reinke asked if in the future, would it be relatively easy, if they needed the insulated aerobic digester.

Mr. Dinges stated that it would not be easy to do but there is no need. They have never had insulated covers and he thought they would be fine without. The odors will be contained a lot better than they currently are.

ROLL CALL VOTE TO APPROVE RESOLUTION 2021-110-R, APPROVING CHANGE OR #1 TO JOSEPH J. HENDERSON FOR BITTTTERSWEET WATER RECLAMATION IMPROVEMENTS FOR A DECREASE OF \$493,250

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED





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13. NEW BUSINESS

Trustee Suwanski asked about lighting on the bike trails on South Bartlett Road between the equestrian center and the community center.

Mr. Dinges stated that it is scheduled for resurfacing. They can look at lighting the path. They did not anticipate this in the budget and the cost would definitely go up. Would they want to light the path itself or the roadway? There are utility poles along the west side of the street and the cheapest option would be to talk to ComEd to see if they could put lighting on some of the poles which would light up the road and bleed over to the path. It wouldn't totally light up the path but this would be the least costly. He indicated that none of the other paths are lit in the town and if we start lighting one than we will have other inquiries. It would be very costly.

Ms. Schumacher stated that the lighting on the utility poles is similar to what they have on West Bartlett Road. If they can put some additional auxiliary lighting on the utility poles she felt it would be sufficient.

Trustee Suwanski stated that it was not her intent to light all the bike paths.

Mr. Dinges stated that he will talk to ComEd to add overhead lighting.

Trustee Suwanski asked if Route 59 and Stearns would be striped this year.

Mr. Dinges stated that if they get out there next week when it is in the 50's – he had his doubts.

14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

15. ADJOURN

President Wallace stated that the Board will adjourn and there will be a Committee of the Whole meeting immediately following.

There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Gunsteen.



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ROLL CALL VOTE TO ADJOURN

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, Reinke, Suwanski

NAYS: None

ABSENT: None


MOTION CARRIED

The meeting was adjourned at 7:35 p.m.

Lorna Giles  
Village Clerk



# VILLAGE OF BARTLETT BOARD MINUTES December 7, 2021



THE VILLAGE  
OF  
**BARTLETT**

VILLAGE PRESIDENT  
Keyin Wallace

ADMINISTRATOR  
Paula Schumacher

VILLAGE CLERK  
Lorna Gilles

TRUSTEES  
Raymond H. Deyne  
Stephanie Z. Gandsey  
Daniel H. Gunsteen  
Adam J. Hopkins  
Aaron H. Reinke  
Renée Suwanski

## Fee Schedule – 440 S Hickory

Base Fee (1931 sf): <i>\$1,700 base fee for 1,250 sf and \$.50 for each additional sf over. \$1700 + 340.50</i>	2040.50
Garage: <i>\$20.00 per car space or minimum \$40.</i>	60
Plan Examination	100
Certificate of Occupancy	100
Deck/Patio (Patio-covered porch)	75
Erosion Control	175
Water Meter (1" Meter)	489.75
Water Connection	<u>1,680.00</u>
Sewer Connection (Cook): <i>Cook/Kane County: 940.00 Dupage: 2,125.00</i>	<u>2125.00</u>
Municipal Donation	2323.47
Police	1085.97
Fire District Donation	653.28
Park District Donation	4087.50
Library District Donation	472.52
School District Land	2437.50
School District Cash	3633.57
Village Municipal Building Fund	0
<b>Total</b>	<b><u>21,539.06</u></b>
<b>Bonds:</b>	
Sidewalk/Parkway Bond: <i>\$25 per lineal foot of frontage</i>	2000
<b>Total</b>	<b><u>2000</u></b>

Construction  
Fee's  
\$6845.<sup>05</sup>

Donations  
\$14,693.81



# VILLAGE OF BARTLETT BOARD MINUTES December 7, 2021

Building Dept On Line information

## Permit Fees BUILDING PERMIT FEES

(Estimated Value of Proposed Work)

	Fee
Less than \$500	\$40
\$500 but less than \$1,000	\$45
\$1,000 but less than \$2,500	\$50
\$2,500 but less than \$5,000	\$60
\$5,000 but less than \$10,000	\$90
More than \$10,000	\$12 per thousand

\$12 per 1000 \$3600<sup>00</sup>

## PERMIT REVIEW FEES

(In addition to permit fee, if applicable)

Electrical	\$75
Plumbing	\$75

Required Stamped Architectural Plan \$100

## OTHER FEES

Swimming Pools (Above-ground)	\$115 (includes \$40 electric review fee) plus \$40 plumbing review fee, if applicable.
Swimming Pools (In-ground)	Based on cost of construction (see above) plus \$80 (\$40 electric and \$40 plumbing review fees.)
Change in Ownership/Occupancy Certificate	\$150
Conditional Occupancy Certificate	\$100
Final Occupancy Certificate	\$100
Construction Trailer	\$100 plus \$500 bond
Demolition (Accessory Structure)	\$100
Demolition (Primary Structure)	\$1,000

Any person that performs work without a permit as required by the Bartlett Building Code shall pay a permit fee double the amount of the fee based on the cost of the project or a minimum of \$100 and may be subject to the fines and penalties in accordance with Section 9-23-4 of the Bartlett Municipal Code.