



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**December 20, 2022**

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1. CALL TO ORDER

In the absence of President Wallace, Village Clerk Giles Called to Order the Board meeting of the Village of Bartlett for December 20, 2022 at 7:00 PM.

2. ROLL CALL

PRESENT: Trustees Deyne, Gandsey, Gunsteen, Hopkins (arrived at 7:03), LaPorte, Suwanski

ABSENT: President Wallace

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, 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 and Development Services Director Kristy Stone, Head Golf Professional Phil Lenz, Police Chief Geoff Pretkelis, Deputy Chief Jim Durbin, Deputy Chief Will Naydenoff, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

Village Clerk Giles asked if there were any nominations for the Chairman of the meeting in the absence of President Wallace?

Trustee Gunsteen moved to appoint Trustee Deyne as Chairman of the meeting, and that motion was seconded by Trustee LaPorte.

Clerk Giles asked if there were any other nominations.

There were none.

ROLL CALL VOTE TO APPOINT TRUSTEE DEYNE AS CHAIRMAN OF THE MEETINGS

AYES: Trustees Deyne, Gandsey, Gunsteen, LaPorte, Suwanski

NAYS: None

ABSENT: Trustee Hopkins

MOTION CARRIED

3. INVOCATION – Pastor Alex Culpepper from Alliance Bible Church gave the invocation.



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4. PLEDGE OF ALLEGIANCE

President Pro Temp Deyne stated that Trustee Hopkins joined the meeting at 7:03 p.m.

5. CONSENT AGENDA

President Pro Temp Deyne 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.

There were no additions or subtractions to the Consent Agenda.

President Pro Temp Deyne then recited each item that was on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to Approve the Consent Agenda, and the items designated to be approved by consent therein.

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

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

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, 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

Finance Director Todd Dowden stated that this was the October 2022 Treasurer's Report. He stated that the Municipal Sales Tax Report totaled \$380,114 and reflects July activity



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and that was up about \$80,812 from the prior year or 27%. It goes back down the next month to a more normal level. Motor Fuel Tax distribution through October 2022 totaled \$139,533 which was up \$8,297 from the prior year. MFT taxes have been pretty steady. For the first time, he has included a report on the LGDF. If the village had been receiving the usual 10% instead of the current 6% (since 2010) the total loss equates to \$31,758,000. Included in the packet is a fact sheet from the IML regarding this fund.

Trustee Gandsey asked if they are going to send the LGDF report to Springfield or give it to a representative to share?

Village Administrator Paula Schumacher stated that the fact sheet in the Board packet was put together by both of the COG's (DuPage Mayors and Managers and Northwest Municipal Conference). They will be used as part of their legislative program. We are also adopting a LGDF resolution at the January 17, 2023 Board meeting. It will highlight those numbers and will be sent to the newly sworn in general assembly.

Trustee Suwanski asked for an explanation on the Bluff City SSA debt service payment that was on the "Bill List".

Mr. Dowden stated that the Bluff City Special Service Area (SSA) had bonds issued for the infrastructure of the industrial park and the County collects taxes for the Special Service Area for these debt service payments. The village is basically the trustees and collect the money from the taxes and pay off the bonds that went towards the infrastructure that was put. They receive the money from Cook County and hold that money and make the bond payments. There is one more bond payment of \$900,000 remaining.

9. PRESIDENT'S REPORT - None

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Gunsteen stated that he participated in the Cocoa Crawl and he thought that everyone that had a hand in organizing this event did an awesome job. In his opinion, he thought the turnout was larger than the year prior. He was in and out of multiple businesses and restaurants and felt that the businesses in town benefited from this event based on the crowds that were at each individual restaurant. He congratulated the village and thanked everyone that put in the time and effort to make this a successful event.

Trustee LaPorte stated one of the business owners commented to him that the people that he had seen come into his business were not all from Bartlett and he was happy to see that as a business owner.



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President Pro Temp Deyne stated that he also met several people that were not from Bartlett.

Trustee Gunsteen stated that the Bartlett Plaza parking lot was full almost all day throughout the event.

Trustee Gunsteen stated that she was contacted by a resident today who had concerns about congestion along the Route 59/Army Trail Road, Norwood and Stearns to the Target in Streamwood. Her request was for additional police presence on those intersections to clear congestion during high traffic times.

11. TOWN HALL - None

12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that there was no report.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne presented Resolution 2022-117-R, a Resolution Adopting the 2023-27 Capital Improvements Program. He stated that they have a Resolution to adopt the 2023-2027 Capital Improvements Program and authorize the staff to begin engineering and design work on those projects included in the 2023-24 fiscal year. A revised 2023-24 Projects by Source of Funds that lists the proposed projects that total \$38,554,857. Two projects were removed from the amount being approved. The Ruzicka parking lot for \$900,000 has been removed to allow for more time to discuss the project and the park in general. The golf course irrigation system for \$1,917,000 was also removed to allow time for an analysis of a change in the funding source. These projects can be added back to the capital budget if approved at a later time. The clubhouse fire sprinkler repairs of \$150,000 was left in the amount proposed due to the nature of the project. The funding source will be discussed along with the other golf course projects. If this Resolution is passed, the 2023-24 projects will be incorporated into the Operating Budget that will be presented to the Village Board in March.



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Trustee Deyne moved to Approve Resolution 2022-117-R, a Resolution Adopting the 2023-27 Capital Improvements Program and that motion was seconded by Trustee Suwanski.

**ROLL CALL VOTE TO APPROVE RESOLUTION 2022-117-R ADOPTING THE 2023-27 CAPITAL IMPROVEMENTS PROGRAM**

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

NAYS: None

ABSENT: None

**MOTION CARRIED**

Trustee Deyne presented Resolution 2022-118-R, a Resolution Waiving Public Bids and to Enter into a Cost Sharing Agreement with BCBP, LLC to Complete the Brewster Creek Business Park Pavement Program. He stated that staff met with reps from Brewster Creek Business Park (BCBP) to discuss the remaining work they have to complete for the business park and items the village would like to complete with TIF funds. We would like to resurface the roadways and bike paths within the business park since many of them have been in place shortly after the TIF was established 20+ years ago. We also would like to install the pedestrian crossing at Munger Rd. & W. Bartlett Rd. and a new bike path along the west side of Munger Rd. from Brewster Creek Blvd. to Stearns Rd. which were recommended in the recently adopted Bike Plan. Since BCBP also has pavement work remaining to be completed we discussed having a cost sharing agreement so that their contractor could complete the village's work while they are completing BCBP's work. They received proposals from four reputable contractors and will award to the lowest responsible bidder. We believe this resulted in our least cost option and allows us to utilize the remaining TIF funds for infrastructure improvements.

The cost sharing agreement includes the various contracts that BCBP will enter into for both their work and the village's work. One contract is for the resurfacing of the roads within the business park (2023 Pavement Program). There are three design/build contracts with V3 for the bike path construction which requires design and construction to bring them to current ADA standards. Also included are construction management and material testing contracts to make sure the contractor meets our standards. We have worked with V3 in the past and found their work to be acceptable. Design/build is being utilized to expedite the process in order to complete the work within the TIF timeframe. Due to the time sensitivity of the funding, and the fact that the developer will have a contractor finishing their pavement requirements, staff recommends waiving bids and entering into a cost sharing agreement with BCBP.



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Trustee Deyne moved to Approve Resolution 2022-118-R, a Resolution Waiving Public Bids and to Enter into a Cost Sharing Agreement with BCBP, LLC to Complete the Brewster Creek Business Park Pavement Program and that motion was seconded by Trustee Suwanski.

Trustee Suwanski asked what the timeframe was.

Public Works Director Dan Dinges stated that the plan is to get it constructed next summer.

Attorney Mraz stated that they must get it under contract before the TIF ends at the end of the year.

**ROLL CALL VOTE TO APPROVE RESOLUTION 2022-118-R WAIVING BIDS AND ENTER INTO A COST SHARING AGREEMENT WITH BCBP TO COMPLETE BUSINESS PARK PAVEMENT PROGRAM**

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

**NAYS:** None

**ABSENT:** None

**MOTION CARRIED**

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

Trustee Gunsteen stated that he would like to Postpone the following two items on his agenda until the January 17, 2023 agenda:

Resolution Approving the Intergovernmental Agreement for Conveyance of Bartlett Park from the Village of Bartlett to the Bartlett Park District

Resolution Authorizing the Transfer of Real Estate from the Village of Bartlett to the Bartlett Park District

Trustee Moved to Postpone the two resolutions above to the January 17, 2023 Board meeting and that motion was seconded by Trustee Deyne.



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ROLL CALL VOTE TO POSTPONE (2) BARTLETT PARK DISTRICT RESOLUTIONS REGARDING CONVEYANCE OF PARK FROM THE VILLAGE OF BARTLETT

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

Trustee Gunsteen stated that Ordinance 2022-120 an Ordinance Amending the Bartlett Zoning Ordinance Regarding Sign Regulations was covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that there was nothing to report.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN, CHAIRMAN LAPORTE

Trustee LaPorte presented Resolution 2022-119-R, a Resolution Waiving Public Bids to Purchase an Odor Control System from Vapex Environmental to Treat Odors Emanating from the Brewster Creek Business Park. He stated that the Public Works Department has continued to work with the industrial users within Brewster Creek Business Park regarding their effluent sewer flow and its effects on residents and the Village's treatment plant, particularly the odors from the flow through the neighborhoods. Different filters and chemicals have been utilized to try and help fight off the odors, but have not been able to eliminate the odors entirely. Staff has inspected the sewer mains in the affected area via smoke testing, and has been in contact with homeowners regarding the odor levels in their neighborhood.

Staff met with reps for a Vapex Odor Control system. This system combines ozone, water, and air using a patented 3-fluid nozzle to atomize the water molecules to create hydroxyl radicals. The odorous air is not extracted instead the odors are treated at the same space where they are generated. Typically, these are placed at lift stations where the sewer from all these users are culminating. The Vapex system would be installed at the Brewster Creek lift station, and would be able to eliminate these odors most effectively. This system would decrease the Village's dependence on chemicals to combat the odors, and would be able to utilize TIF funds to purchase to system. Due to the time sensitivity of the funding, and the specialized equipment necessary to combat the odors, staff recommends waiving bids and purchasing the Vapex Odor Control system.



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Trustee LaPorte moved to Approve Resolution 2022-119-R, a Resolution Waiving Public Bids to Purchase an Odor Control System from Vapex Environmental to Treat Odors Emanating from the Brewster Creek Business Park and that motion was seconded by Trustee Suwanski.

Trustee Gandsey if they were positive this was going to work.

Mr. Dinges stated that they visited the Village of Naperville since they have installed 2-3 of these systems. They have been running them for several years now and stated that the minute they were installed, there were no more complaints from odors. They talked to Vapex themselves and what size they would need. Based on Naperville's experience he feels that it has been very successful over there.

Trustee Gunsteen asked if they were using TIF funds for this. If it doesn't work and we have to do more, and the TIF expires by the end of the year. does it come out of the general fund to fix it?

Mr. Dinges stated that it would come out of the sewer fund. They have also been fining and surcharging the industrials there which has been offsetting the costs on the chemicals. They hope to be able to eliminate the chemical treatment and go strictly with the Vapex.

Trustee Gunsteen stated that if it does not work and they have to add more money, what is the amount going to cost us? Are there contingencies in the TIF that can extend out until the project is complete or is that it?

Attorney Mraz stated that you will not be able to use TIF funds once it has expired.

Trustee LaPorte thought that there was an extended warranty that could be quoted for an additional cost.

Attorney Mraz stated that they have the ability to impose fines for violations. Right now they are imposing surcharges. Some companies have gone above our violation limits and they will be imposing fines that offset some of these costs. They talked to them about initial odor control issues and they have worked for little while.

Trustee Gunsteen asked if this company has come out and done an assessment of our facility and sized it accordingly to what they feel that we need.

Mr. Dinges stated that when this gets approved they will come in and do actual measurements.





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Trustee LaPorte asked if they have a list of current users who are also satisfied with the product outside of Naperville.

Mr. Dinges stated that they have them all over the country but they wanted someone local, where they can visit the site.

Trustee Laporte asked if there is more industry, will this system take care of higher volume?

Mr. Dinges stated that they can ramp it up and down. In the winter when the flow is a little less, they ramp it down and in the summer they ramp it up. They will be able to accommodate additional flows.

Trustee Hopkins asked what the monthly or yearly maintenance fees are.

Mr. Dinges stated that there are filters that need to be changed quarterly. The overall costs were not that terrible. There are compressors, etc. but overall not a lot of tinkering.

Trustee Hopkins asked if they will have to look at the industrial user fees to make them pay accordingly.

Mr. Dinges stated that those industrial users are already paying surcharges. As they get into the maintenance costs, if they feel that the surcharges are not covering it, they would be coming back to the board to raise the surcharges and fines. Hopefully they can get the entire industrial area from getting into the violation area.

Trustee LaPorte asked if we generally jump on a maintenance program or is there stuff we can do in-house? Do we usually get an extended warranty?

Mr. Dinges stated that you usually get one year for free. Maintenance on this does not seem to be anything that we can't do in-house.

Trustee Gunsteen asked what the life expectancy was of this unit.

Mr. Dinges stated that Naperville has indicated that most of the components are replaceable. He would estimate it to be in the 10 to 20-year timeframe.

Trustee Hopkins asked about when and industrial user is in violation, how do you know they are in violation?



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Mr. Dinges stated that it is part of their pretreatment program, they have a sampling protocol, they have to test for the BOD, etc. and depending on the facility, will indicate how many times of the week they have to do it. They send it to a lab and we get the results. From there, we know day-to-day who is in violation, who is in surcharge. Each month they gather up those results, take the flows and calculate the surcharge for each facility. If there are any violations they will assess fines from there.

Trustee LaPorte stated that lead time is 6 to 8 weeks and asked if we would install it as soon as we got it or wait until the weather gets warmer.

Mr. Dinges stated that they will try to install it as soon as possible. The unit goes inside the building but there has to be a line from the building to the wet well. Depends on what the weather is like but they should be able to get that in and it won't be an issue.

Trustee Suwanski asked who the contractor was that is responsible for piping.

Mr. Dinges stated that between his guys, they will have another contractor to assist with the installation. That cost will be in the \$20-\$25,000 range and will be covered under the TIF.

Trustee Hopkins stated that since we are waving bids on this, have they looked at other companies that also have these systems.

Mr. Dinges stated that been working on this for a couple of years and have gone through several different filter types and chemicals. They have not found another ozone generating type of unit. Naperville has been using this for several years and it has been very successful. He anticipates it will work well here.

**ROLL CALL VOTE TO APPROVE RESOLUTION 2022-119-R WAIVING BIDS FOR  
ODOR CONTROL SYSTEM FROM VAPEX TO TREAT ODORS IN BCBP**

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

**NAYS:** None

**ABSENT:** None

**MOTION CARRIED**

Trustee LaPorte stated that Ordinance 2022-121, an Ordinance Accepting the Public Improvements for BCBP Lot 12B at 1215 Humbracht Circle was covered and approved under the Consent Agenda.



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13. NEW BUSINESS

Trustee Deyne wished everyone a very Merry Christmas.

14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

15. ADJOURN

President Pro Temp Deyne 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 LaPorte.

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:38 p.m.

Lorna Giless  
Village Clerk