



# VILLAGE OF BARTLETT

## BOARD MINUTES

### OCTOBER 15, 2024

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#### 1. CALL TO ORDER

President Wallace called the regular meeting of October 15, 2024, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:03 p.m.

#### 2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Assistant to the Village Administrator Sam Hughes, Human Resources Director Janelle Terrance, Finance Director Todd Dowden, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Nick Talarico, Planning & Development Director Kristy Stone, Food and Beverage Manager Paul Petersen, Chief Geoff Pretkelis, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth, and Village Clerk Lorna Gilles.

3. INVOCATION – Pastor Mark Sundberg from Living Lord Lutheran Church

4. PLEDGE OF ALLEGIANCE

5. TOWN HALL

#### **Kim Groom, 37W452 Schuster Lane, Batavia**

Ms. Groom stated that she was at today's board meeting to talk about Kiwanis. She went on to say that they are a service organization in over 70 countries around the world with an emphasis being around youth. They pride themselves on their service leadership program. She stated that their programs help to build community awareness, confidence, volunteerism, and leadership opportunities for those who may not have otherwise had the opportunity. Ms. Groom stated that what they are lacking is an adult club to sponsor and mentor the largest group called Key Club which Bartlett High School does have. She went on to say that having a Kiwanis group in the Bartlett area would allow them to help identify any needs for the children and the club would be able to make decisions regarding how to best serve the children within the community. She stated she's aware that Bartlett has an active Rotary and Lion's Club, she suggested that a Kiwanis club be held here in Bartlett with meetings conducted in the evenings to allow community members to attend those meetings. Ms. Groom stated that she's scheduled an information open house to be held next Wednesday at the Bartlett Park District from 5:30-7pm. She stated that she would be present to answer any questions that they might have. Ms. Groom thanked the Board for their time.



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6. 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 Deyne stated that he would like to add item 12.F. 1 & 2 to the Consent Agenda – Resolution 2024-105-R, A Resolution Approving a Licensing Agreement between Canadian Pacific Kansas City Limited (CPKC), and the Village of Bensenville, the City of Elgin, The Village of Itasca, The Village of Hanover Park, the Village of Roselle, the City of Wood Dale, the Village of Schaumburg, and the Village of Bartlett, and Resolution 2024-106-R, A Resolution Waiving Advertising for Bids and Approving the Control Building Remediation Agreement with Kinsale Contracting Group, Inc. of Westmont, IL.

Trustee Gandsey stated that she would like to add items 12.B. 1 & 2, to the Consent Agenda - Halloween Fun Fest 2.0 and Parade, and BAPS Fireworks Display.

Trustee Gunsteen stated that he would like to add items 12.A 1 & 2 to the Consent Agenda – Ordinance 2024-103, an Ordinance Approving an Amended Preliminary/Final PUD Plan for the Bartlett Automotive Mall Planned Unit Development, and Ordinance 2024-104, an Ordinance Approving a Final Resubdivision/PUD Plat and Amended final PUD Plan for Grasslands Subdivision Phase 2 (Townhomes at the Grasslands).

President Wallace 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 Amend the Consent Agenda, and the items designated to be approved by Consent therein.

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

**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**

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



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

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

7. MINUTES – Covered and approved under the Consent Agenda.
8. BILL LIST – Covered and approved under the Consent Agenda.
9. TREASURER'S REPORT

Finance Director Todd Dowden stated that the Treasurer's Report for the month of August is included in the packet. Also included is the sales tax report and they received \$436,666 which is approximately \$85,000 up from the previous year, which is about 24%. For Motor Fuel Tax, they received \$165,946 that was up \$13,000 from the prior year. Income Tax Distribution is 2,715,000 million for the year so far, which is still at the rate of 6.47% of total income tax.

10. PRESIDENT'S REPORT

- A. President Wallace introduced Trustee Gandsey who is also the President of the Rotary Club to read the Proclamation for Polio Awareness Day.

11. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Suwanski thanked staff for putting together the Public Works Open House. She stated there were a lot of people there and it was very informative. She also complimented the Fire Department regarding their Open House as well on a job well done.

Trustee Deyne agreed and stated that both Open Houses were well done. Trustee Deyne recognized a committee member on their anniversary.

Trustee Deyne mentioned Great Gatsby Night held on October 25th from 6-11pm at the Hanover Township Senior Center. The funds raised will go towards the Hanover Township foundation which is a 501 (c)(3) non-profit organization dedicated to providing resources to Township Food pantry, youth programs, veteran services and more for residents in need.

Trustee Deyne mentioned the Chicago Marathon, he stated that one of our own Brenda Partika participated and was even on TV. Trustee Deyne congratulated her on a job well done.



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Trustee Gunsteen asked staff if we were working to get a Strategic Planning meeting together at some point. He asked if there was something already scheduled.

Village Administrator Paula Schumacher stated that particular meeting is scheduled to be discussed at the Committee of the Whole meeting on November 5th. She went on to say that there would also be an Executive Session meeting scheduled to discuss property that will be part of Lake Street TIF. Regarding the Strategic planning meeting, she stated she was planning that post-election since we would have a new trustee and a new Mayor.

Trustee Gunsteen told Public Works Director Dan Dinges that he's been receiving a lot of calls regarding North Avenue and Oak; he asked if as a Village we oversight/inspections regarding the work that's going on with the water main project.

Public Works Director Dan Dinges stated that the Engineering crew is overseeing all of that. He went on to say that they're essentially done with the job.

Trustee Gunsteen asked if the paving patchwork that's in place is the permanent fix and solution. Public Works Director Dan Dinges stated that was correct. He went on to say that North Avenue is scheduled to get re-surfaced next summer curb to curb. He stated they're trying to get Oak on that same schedule but are waiting on the funding grant.

Trustee Gunsteen stated that he asked because he's been receiving feedback that some of those areas are still rough. He just wanted to make sure that it would get addressed. He also wanted to verify/confirm that the contractors don't get paid until the items on the punch list are completed.

Trustee Hopkins asked if the Village Attorney looked over the contract specifically regarding the contractor who did the work on the water main.

Civic Engineer Nick Talarico stated that the project agreement that was used is the typical project agreement that's used every year. He went on to say that they are out there watching the project/work get completed and are monitoring the work being done. He acknowledged that the patch on Oak is a little rough. He went on to say that before winter and snow, they will do a walk through and put a punch list together and make sure the areas around the lids are taken care of so that the plows can go over it.

Trustee Hopkins asked once again if the Village Attorney looked over and wrote the contract.

Village Attorney Kurt Asprooth stated that this was a template that Public Works had been using or several years, so he did not look it over, but the previous Village Attorney did look at it.

Trustee Hopkins asked if Village Attorney Kurt Asprooth could look it over and bring it back to the committee to find out if there's things that can be altered within the current contract. Trustee Hopkins also stated that it seems we've been experiencing a high number of water main breaks lately.



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Public Work Director Dan Dinges stated that we have been more right now. He went on to say that we've been doing hydrant flushing and when there's extra flow going through the mains, the ones that are older are more susceptible to breaking. He stated that he hopes once we're done with hydrant flushing, it should settle down.

#### 12. STANDING COMMITTEE REPORTS

##### A. BUILDING & ZONING COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated that Ordinance 2024-103, an Ordinance Approving an Amended Preliminary/Final PUD Plan for the Bartlett Automotive Mall Planned Unit Development, and Ordinance 2024-104, an Ordinance Approving a Final Resubdivision/PUD Plat and Amended final PUD Plan for Grasslands Subdivision Phase 2 (Townhomes at the Grasslands) were covered and approved under the Consent Agenda.

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

Trustee Gandsey stated that the Halloween Fun Fest 2.0 and Parade as well as the BAPS Fireworks Display were covered and approved under the Consent Agenda.

##### C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte presented the 2024 Estimated Property Tax Levy. He stated that the Village Board discussed the proposed tax levy at the October 1<sup>st</sup> Committee Meeting. The next step is to establish the estimated 2024 property tax levy. An estimated levy must be established at least 20 days prior to adoption of the final levy, which is scheduled for December 3, 2024. This is a procedural matter that can be accomplished by adopting the motion below. The estimated property tax levy for 2024 totals \$12,870,519, a 1.61% decrease from the 2023 extension. The Police Pension levy of \$2,682,060 is the same as the actual 2023 Police Pension levy with \$786,538 of the recommended contribution to be funded from the General Fund.

Trustee LaPorte moved to approve the Estimated Property Tax Levy, that motion was seconded by Trustee Deyne.

Trustee Gunsteen wanted to know once the Police Pension is funded, what percentage it would be funded at after the levy passes.

Finance Director Todd Dowden stated that it's around 77-78% right now on a market value funding.



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ROLL CALL VOTE TO APPROVE THE ESTIMATED PROPERTY TAX LEVY.

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

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

Trustee Hopkins stated that there was no report

**E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI**

Trustee Suwanski stated that there was no report

**F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**

Trustee Deyne stated that Resolution 2024-105-R; A Resolution Approving a Licensing Agreement between Canadian Pacific Kansas City Limited (CPKC), and the Village of Bensenville, the City of Elgin, The Village of Itasca, The Village of Hanover Park, the Village of Roselle, the City of Wood Dale, the Village of Schaumburg, and the Village of Bartlett, and Resolution 2024-106-R, A Resolution Waiving Advertising for Bids and Approving the Control Building Remediation Agreement with Kinsale Contracting Group, Inc. of Westmont, IL. were covered and approved under the Consent Agenda.

**13. NEW BUSINESS**

Mayor Wallace asked for an update regarding Merry and Bright.

Assistant Village Administrator Scott Skrycki stated that the Committee did have a meeting a few weeks ago. He went on to say that they are going to be adding some fun and different elements to it, and that it will be merrier and brighter. He also stated that they have a new tree coming as well.

Trustee LaPorte wanted to let everyone know about the filet dinner and Bourbon tasting this Thursday at Bartlett Hills. He stated that extra proceeds go to his former neighbor whose daughter passed away from brain cancer, the proceeds go to their foundation. Trustee LaPorte also thanked the staff at Bartlett Hills and complimented them on doing a great job with the planning.

**14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None**



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15. ADJOURNMENT

President Wallace stated the meeting will adjourn. There being no further business to discuss, Trustee Deyne moved to adjourn the meeting, that motion was seconded by Trustee Suwanski.

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:27 p.m.

Jackie Cardoza  
Executive Assistant