



VILLAGE OF BARTLETT
BOARD MINUTES
September 19, 2017

1. CALL TO ORDER

President Wallace called the regular meeting of September 19, 2017 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m. in the Council Chambers.

2. ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke, and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Todd Dowden, Community Development Director Jim Plonczynski, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Police Chief Patrick Ullrich, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Ed Weiss from 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 Hopkins stated that he would like to add item 1 under the Planning & Zoning Committee (Ordinance 2017-118 an Ordinance Approving a Site Plan and Granting Variations for Balance Family Chiropractic Located at 362-366 South Main Street) to the Consent Agenda.

Trustee Camerer stated that he would like to add item 1 under the License & Ordinance Committee (Ordinance 2017-119, an Ordinance Creating a Class B Liquor License for Blackjack's Enterprise, LLC/Bartlett d/b/a Olivia's Place) to the Consent Agenda.



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Trustee Hopkins moved to amend the Consent Agenda to add item 1 under the Planning & Zoning Committee (Ordinance 2017-118 an Ordinance Approving a Site Plan and Granting Variations for Balance Family Chiropractic Located at 362-366 South Main Street) and item 1 under the License & Ordinance Committee (Ordinance 2017-119, an Ordinance Creating a Class B Liquor License for Blackjack's Enterprise, LLC/Bartlett d/b/a Olivia's Place) and all items contained therein, and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO AMEND THE CONSENT AGENDA

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

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

Trustee Camerer moved to approve the Amended Consent Agenda, and all items designated to be approved by consent therein as amended, and that motion was seconded by Trustee Hopkins.

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

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
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

Village Treasurer/Finance Director Todd Dowden stated that this was the July Treasurer's Report. In the revenue section, the property taxes are starting to come in and they are at about 40 percent of the budget. Motor Fuel Tax distribution through June, 2017 was up



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and totaled \$72,645. That is \$13,900 over June of last year and that is up 24%. It will go up and down and they are not expecting it to end up any higher than budgeted for the end of the year. He then presented the Municipal Sales Tax Report through May, 2017, and stated it totaled \$201,320 which is up \$15,106 from the prior year or 8.11%. Sales tax was one of the bright spots last year and it's off to a good start this year.

9. PRESIDENT'S REPORT

President Wallace recognized the winners of the 2017 Pride in Ownership Awards. The Pride in Ownership program was started in Bartlett in 1996 to recognize owners who do an outstanding job in maintaining their property. The Village calls out for nominees at the beginning of the summer and volunteer judges visit all of the nominated properties, evaluating them on general appearance, landscaping, curb appeal and creativity. This year we had three single-family winners.

Single Family

1 st Place:	Mr. & Mrs. M. Ficarella	169 Primrose Lane
2 nd Place:	Alan & Karen Schatz	316 Ford Lane
3 rd Place:	Mark & Theresa Materna	329 W. North Ave.

President Wallace congratulated all of the nominated and winning property owners and thanked them for helping to keep Bartlett beautiful. The winners received a yard sign, a home depot gift card and will be listed in the Bartletter as well.

Wally Groble, Tri-Village Garden Club President recognized the Tri-Village Garden Club (Bartlett, Streamwood and Hanover Park) and stated that they recently conducted a Benefit Garden Walk to raise money for "We Grow Dreams." We Grow Dreams is a job-training program providing opportunities for individuals with disabilities to learn a variety of tasks in the day-to-day operation of a wholesale and retail greenhouse business. The Tri-Village Garden Club sought out six homeowners in Bartlett, five of which are not in the Garden Club, to be part of this event. To honor the Bartlett homeowners for allowing the club to use their garden for the walk, the Tri-Village Garden Club presented a garden plaque to each homeowner for their generosity.

President Wallace made the following appointment to the Police Pension Board:

Police Pension Board – 2 Year Term

Michael Poremba

President Wallace stated that he appoints Michael Poremba to the Police Pension Board for a two year term.



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Trustee Camerer moved to Consent to the Appointment of Michael Poremba to the Police Pension Board for a two year term, and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO CONSENT TO THE MAYORS APPOINTMENT TO THE POLICE PENSION BOARD

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke, President Wallace

NAYS: None

ABSENT: None

MOTION CARRIED

President Wallace asked Gaby Infusino, Community Relations Coordinator, to present the 3CMA Savvy Award. She stated that the City-County Communications & Marketing Association (3CMA) announced the 2017 winners of its national Savvy Awards Competition on Thursday, Sept. 7. The Savvy Awards, held in conjunction with 3CMA's annual conference, recognized outstanding local government achievements in communications, public-sector marketing and citizen-government relationships. The Savvies salute skilled and effective city, county, agency or district professionals who have creatively planned and carried out successful innovations in communications and marketing. 3CMA accommodates local government organizations of all sizes and budget classes by judging entries in several different population groups.

Nearly 700 entries in 34 categories were received. 3CMA utilized volunteer judges from across the United States to review every entry and provide constructive comments on the winning entries. Sixty-three first-place Savvy Awards were presented; 62 second-place Silver Circle Awards and 61 third-place Awards of Excellence were also presented. She stated that the Village won the Savvy Award in the category of most creative activity with least dollars spent.

Most Creative Activity with Least Dollars Spent (Population 0 – 50,000)

Savvy Award - Village of Bartlett, IL

125th Anniversary Guinness World Record Attempt

Comments from the judges – “The idea was very creative and well executed. We loved how the event tied into Bartlett's history and involved the community in such a great way.”

Silver Circle Award - City of Issaquah, WA

April Fool's Day: Fish are Friends – Not Food

The video was hilarious and showed a great understanding of its target audience. The concept was creative and displayed outside of the box thinking.



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Award of Excellence - Village of Lombard, IL
Jingle Bell Rock Carpool Karaoke

The results of this video were outstanding. It was very entertaining and showed great involvement by employees.

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None

11. TOWN HALL

Marie Harris, President of Woodland Hills HOA

Ms, Harris expressed her gratitude from Woodland Hills HOA and the community as a whole, with the Village issuing a “no parking” ordinance on Woodland Hills Drive.

Tom Floyd, 150 Shady Lane

Mr. Floyd expressed his concerns with the Kickstand Classic on October 1st. He reflected on inconveniences for the residents who cannot park their cars on the streets. Last year, his out-of-town visitors had to transport small children and suitcases a couple of blocks when they left on Sunday morning. He spoke about the inconveniences to drive to Route 59 or Schick Road to go to the drugstore or Jewel. It was an inconvenience to Alliance Bible Church which needed to change their Sunday morning service to Sunday afternoon. He spoke about the noise of the riders cheering each other on early in the morning. He stated that the proceeds benefit Active Transportation and he wanted to know if the proceeds are after the Village is reimbursed for police and public works. He was curious as to whether the 322 riders last year were Bartlett residents. Is he comfortable that there is local participation to justify the impact on the community? He spoke about claims against the Village for detouring traffic. He stated that he would like to see other venues step forward and give the riders a change of scenery. He questions what this brings to Bartlett versus the potential negatives that he sees.

Michelle Hughes, 438 Timber Ridge

Ms. Hughes stated that she welcomes all of the changes to the parking at the Bartlett train station. She wondered if there was any kind of survey thereafter. She stated that she benefits by having a monthly permit, but she thought there were a lot of safety concerns. Those that have daily parking have been redirected to a further area. Everyone from the Village did a great job with flyers and announcing the changes. She stated that a lot of people are running in front of trains because they have a farther walk. She has always had this concern since she has been commuting for 14 years. She stated that she has brought this up to Rodney Craig (Hanover Park Mayor) who is on the board at Metra. He has never heard of any concerns coming from the Village. She wanted the Board to know that it is a safety hazard and should be addressed.



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12. STANDING COMMITTEE REPORTS:

A. PLANNING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Ordinance 2017-118 an Ordinance Approving a Site Plan and Granting Variations for Balance Family Chiropractic located at 362-366 South Main Street; Ordinance 2017-121, an Ordinance Accepting the Public Improvements for Brewster Creek Business Park Ridge BC1 – Lot 9L and Ordinance 2017-122, an Ordinance Granting a Fence Variation for 1180 Lexington Drive were covered and approved under the Consent Agenda.

Trustee Hopkins stated that the Balance Family Chiropractic fee waiver request was not originally on the Board agenda, but he requested that it be added.

Trustee Hopkins moved to waive Committee review of this item and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO WAIVE COMMITTEE REVIEW OF BALANCE FAMILY CHIROPRACTIC FEE WAIVER.

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

Trustee Hopkins stated that Dr. Ackerman from Balance Family Chiropractic has requested that the Village consider waiving several fees to reduce the overall cost of her project. The total of all Village fees that could be waived is \$19,182.33.

Trustee Hopkins moved to approve the Balance Family Chiropractic fee waiver request in the amount of \$19,182.33, and that motion was seconded by Trustee Deyne.

Trustee Hopkins stated that he was in favor of this fee waiver. Dr. Ackerman brings great depth to the downtown area. She puts on several activities at her current location and he thinks it will be very positive having her in the downtown.

Trustee Deyne stated that he concurs with that and looks forward to seeing the new building erected as soon as possible. He hopes that more developers will follow.

Trustee Gabrenya stated that she thought the project was excellent. She asked the Board and staff what precedent are we going to create in the waiving of fees and what criteria are we setting for the future if other businesses also would like to have their fees waived.



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Trustee Deyne stated that this was the same concern that he had. If we had a TIF district in that area, Dr. Ackerman would have received even more money. We have to have something to offer these developers in the downtown area. He would not be in favor of this if it were in a different location. This is the downtown area that we are trying to establish and develop. Anything that we could do to aid in the development is something that we really have to consider and this is the opportunity to step forward. Are we setting a precedent, he believed they are. When he considers the building that she is putting up, if there is a little bit of aid that is requested by the petitioner, it is worth it.

Trustee Camerer stated that he was interested in hearing what staff had to say.

Village Administrator Schumacher stated that she was thinking about the precedent setting component and one project that came to mind was the Two Toots incentive that they did in the past. It was focused on code and bringing in the building for the Town Center. She suggested that they do not waive the water and sewer fees from the enterprise funds. It would only be a slight reduction from the request.

Trustee Reinke stated that this building is \$1.5 million investment in the downtown and he thought it was an important one. He is comfortable with this waiver of fees.

President Wallace stated that he was all in favor of the building fee waivers and stated that it is tough with the wastewater treatment plant and the water hookup. In this case, he thought they needed to make an exception.

ROLL CALL VOTE TO APPROVE THE BALANCE FAMILY CHIROPRACTIC FEE WAIVER IN THE AMOUNT OF \$19,182.33.

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

B. BUILDING COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya stated that there was no report.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that the police squad car computer replacement purchase for \$87,000 was covered and approved under the Consent Agenda.



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D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER

Trustee Camerer stated that Ordinance 2017-119, an Ordinance Creating a Class B Liquor License for Blackjacks Enterprise, LLC Bartlett for Olivia's Place at 143-49 East Lake Street was covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro presented Resolution 2017-120-R, a Resolution Awarding Certain Trade Contracts in Connection with new Police Facility.

Police Chief Patrick Ullrich stated that on August 7, 2017, the Village's Construction Manager, Frederick Quinn Corporation (FQC), announced it would be accepting sealed bids for the Village of Bartlett's new police facility work. The deadline to submit sealed bids was Thursday, August 31, 2017 at 2:00 p.m. A public bid opening was held in the Village Hall Training Room on August 31st at 2:00 p.m. FQC publicly opened and announced each qualifying bid. A total of one-hundred-fifteen (115) bids were received for the thirty-one (31) bid packages listed.

FQC reviewed all of the bid packages, tallied the bids, completed a bid tabulation, and ensured the lowest responsive and responsible bidder for each bid package provided the 10% bid bond and acknowledged the two (2) addenda to the bid package.

FQC submitted a recommendation letter regarding the bid awards for each of the thirty-one (31) bid packages. FQC is recommending the award or trade contracts to the low responsive and responsible bidder for each trade package and is seeking the Village's authorization to award the contracts. FQC is deferring action on three (3) bid award packages at this time in order to allow additional time for review of the bid(s) received. These bids are: #2-10c – Carports, #2-11 – Shooting Range Equipment, and #2-32d – Fencing & Gates. Where FQC is deferring action on award of a bid package, they have used the low bid amount in the evaluation of the project budget. They are confident the bids for the items deferred are accurate. FQC anticipates bringing recommendations for the award of these bid packages to the Village Board for approval in October.

With the conclusion of Bid Package #2, FQC plugged the low bids into the budget and told us we are \$188,748 under budget in the overall project budget. At this point the Village Board has the option to add any of the items that were cut back into the project. If the Board opts to add any of the alternates back into the project, here is the list the police department would recommend in order of priority:

- **Two (2) covered parking canopies in the south parking lot** **\$114,861**
- **Glass wall in the Roll Call Room** **\$14,436**
- **Glass wall in the Upper Lobby** **\$6,239**



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- **Glass wall in the Administrative Conference Room** **\$19,811**

He provided three separate Resolutions as options depending on what alternates the Village Board opts for, if any.

OPTION 1: Includes the base budget bids, but adds the alternates for the two (2) covered parking canopies in the south parking lot, and glass walls in the Roll Call Room, Upper Lobby and Administrative Conference Room. The total cost to add these four alternates would be \$155,347, which would make the total amount of recommended trade contracts \$10,509,010. This would leave us \$33,401 under budget for the total project budget.

OPTION 2: Includes the base budget bids, but adds only the alternate for the two covered parking canopies in the south parking lot. The total cost to add this alternate would be \$114,861, which would make the total amount of recommended trade contracts \$10,468,524. This would leave us \$73,887 under budget for the total project budget.

OPTION 3: Includes only the base budget bids and no alternates. The total cost for the base bid package is \$10,353,663. This would leave us \$188,748 under budget for the total project budget.

The total amount of the recommended trade contracts is \$10,353,663.00 - \$10,509,010 depending on what alternates are chosen, if any.

FQC is seeking a decision at tonight's meeting on whether to add any of the alternates back into the project so they can finalize bid recommendations and provide a Guaranteed Maximum Price (GMP) for the project. Because the costs may change based on which of the above options is accepted, FQC has provided three different GMP memos. Each memo corresponds with the options listed above.

We are requesting that the Village Board choose one of the three options listed above and pass the corresponding Resolution (Option 1, Option 2, or Option 3).

Trustee Reinke stated that they were very lucky to be \$188,000 under budget and he thought they should save the taxpayers that money. Let's quit spending while we are ahead. There are plenty of potential contingencies out there.

Trustee Camerer agreed with Trustee Reinke. He thought the options were great, but maybe now is not the right time.

Trustee Deyne asked if the canopies could be added later.

Administrator Schumacher stated that if they add the canopies later she would request the money to have the footings put in while they are pouring the cement.



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John Eallonardo from FQC stated that the footing cost is about \$9,600 and this would save you from having to remove a part of the parking lot when/if you decide to put the canopy up.

Wallace asked if they could use STP funds in the future for new construction items.

Chief Ullrich stated that they have an asset forfeiture fund and they should be able to use those monies for the parking canopies. If we don't put in the footings now, we would not have to tear out the brick pavers in the parking lot.

Attorney Mraz stated that the easiest thing to do is to approve Option 3 and they could do a change order at the end for the footings.

Trustee Hopkins stated that he was leaning towards Option 3. He is still shocked by the price of this project. He wondered if there was any way to sit down with the architect and take some of the things out of the scope of work or to change some of the material to reduce this cost.

Administrator Schumacher stated that the short list of alternates is a short list of the things they took out previously. There is a longer list of materials and items that were taken out and downgraded just to keep the price down. She stated that she would make it available to him so he can see the scope of it. They went through the entire building and looked for places where they could make cuts.

Attorney Mraz stated that if they don't approve this now, he would be concerned by what it would do to the construction schedule. That will ultimately cost more money in the delay. He thought the numbers came in the way they did because of the hard work staff, FQC and the architect has done. He stated that he was not always a fan of a construction manager constructor that he thought they have done a marvelous job on keeping the project on time and within a budget. He thought it was a little late to pull back from the scope without penalties and costs would be detrimental to the project.

Trustee Hopkins talked about saving money by having the owners buy some of the lighting fixtures or brick, etc. Subcontractors tend to add percentages on top of the costs.

Mr. Eallonardo stated that the bidders are responsible for the fixtures and if there is something wrong with them they have to repair them. If you buy them directly. You are responsible because you own the product.

Trustee Hopkins stated that the City of Naperville provided their own fixtures and it saved them a lot of money. Can they look at some of those options.



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Mr. Eallonardo stated that the light fixtures are part of the package that was included with the electrical contractors. It is already included in their bid. At this point, he didn't know if they would get a fair credit and the time impact of making that change would likely offset the cost savings.

Trustee Hopkins asked if this could have been looked at months ago.

Mr. Eallonardo stated that they had eight electrical bids and he felt that they got a market price for light fixtures. He felt that buying those fixtures directly would not have yielded much better pricing. Contractors that bid on bid packages are responsible for all the components that are a part of their bid packet in one lump sum price.

The Board spoke about pricing options for the furnishings and felt that they could have more flexibility with this bid process.

Trustee Carbonaro stated that it appears that they are spending \$105,000 on landscaping that is just about as much as we are spending on fire protection sprinklers. He asked the Chief about money from the asset forfeiture fund to put the footings in. Can they use money from that account to put some of the other excluded items in?

Chief Ullrich stated that the glass walls must be done at the time the building is getting built. He was not sure how the asset forfeiture fund could contribute to the excluded items. He stated that they might have to go through a preapproval process to use the asset forfeiture fund monies.

Mr. Dowden stated that the fund is not unlimited. They have already committed \$800,000 from that fund. The bond issue did not cover the full cost of the building. They do have some money but they have committed most of it. He did not think this was the route to go at this time.

Trustee Reinke stated that he would like to see the \$188,000 credited to the general fund to cut down the \$800,000 deficit.

Trustee Gabrenya asked if that is what would happen?

Mr. Dowden stated that they have already transferred money from the equitable sharing funds, then they need to spend down the bond money first. After that it will be from the municipal building fund, developer deposits and then the general fund will pick up whatever is left over.

Trustee Gabrenya asked if this is a cost guarantee and there will be by contract, no cost overruns?



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Mr. Eallonardo stated that as long as you don't add anything to the scope of work, it comes in at the cost and time allotted.

Trustee Carbonaro asked what the cost would be to put in the footings after the parking lot is completed.

Trustee Camerer stated that within a year or two there will be more money in the equitable sharing account.

Chief Ullrich stated theoretically "yes". They can't project how much they will be able to spend. There has been talk about it actually going away or the state taking over every department's equitable sharing fund. He hoped it would continue but there is no guarantee.

Trustee Camerer moved to approve Resolution 2017-120-R, a Resolution Awarding Certain Trade Contracts in Connection with New Police Facility as well as Option 3 (which only includes the base budget bids and no alternates – total cost for the base bid package is \$10,353,663) and that motion was seconded by Trustee Gabrenya.

ROLL CALL VOTE TO APPROVE RESOLUTION 2017-120-R, AWARDING CERTAIN TRADE CONTRACTS IN CONNECTION WITH NEW POLICE FACILITY - OPTION 3

AYES: Trustees Camerer, Carbonaro, Gabrenya, Reinke, President Wallace

NAYS: Trustees Deyne, Hopkins

ABSENT: None

MOTION CARRIED

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke stated that Ordinance 2017-123, an Ordinance Amending the Bartlett Municipal Code Section 6-11-1303.1: Schedule V, No Parking Zones was covered and approved under the Consent Agenda.

13. NEW BUSINESS

President Wallace stated that if there were no objections from the Board he would issue the Class B liquor license Blackjack's Enterprise, LLC/Bartlett d/b/a Olivia's Place.

No Trustees stated any objections and President Wallace stated that he would issue that license.



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14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Reinke asked how the Lake Michigan water was coming along.

Public Works Director Dan Dinges stated that they have two out of the three easements resolved and they are scheduled to close on the last easement. They are getting ready to go out to bid because there is a long lead time on getting the 30 inch pipe that needs to go in. Their plan is to go out to bid now and award. During the winter they could get through the shop drawings and get the pipe ordered. Depending on how the winter is, they would start construction in March/April. He stated that he has the IDNR Public Hearing on Thursday in Chicago to get the Lake Michigan allocation. His engineers have been out surveying the Stearns Road pipeline that needs to head west. They are still working on their pump station that will be down at public works.

President Wallace asked him to clarify that the pipeline is now going to go along the sod farm on the eastern property line.

Mr. Dinges stated that this saved them a couple million dollars.

President Wallace thanked Hanover Park and the collaboration we had with them.

Trustee Carbonaro asked about the pump house on the north side of town and if they were going to take any extra load.

Mr. Dinges stated that they have a letter drafted to send to MWRD. Once it is signed he will forward a copy to the Board. They are requesting MWRD to take two out of the three pumps which is roughly 5.7 MGD instead of the 1.2 MGD. They have Engineering Enterprises scheduled to come in October to do a presentation on everything they have found on the Devon stuff.

President Wallace stated that upon adjournment of this meeting, the Board will be moving into the Committee of the Whole meeting.

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



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ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:03 p.m.

Lorna Giles
Village Clerk