

**MINUTES OF THE COMMITTEE OF THE WHOLE  
OF THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF WESTCHESTER  
2 March 2010**

**CALL TO ORDER:**

The meeting was called to order at 7:25 PM and present / responding to roll call were Trustees Boyle, Casey, Gattuso, Novak, Sloan, Steker, and Pres. Pulia. Also present were Village Manager Urban and Attorney Kate Reifsnnyder.

**NEW BUSINESS:**

A. Cook County ETSB Surcharge Reallocation Program FY2010. Mr. Hribal explained the program of Emergency Telephone System Board of Cook County in which funds are provided for unincorporated areas such as Eden Lanes. In the past the board reimbursed the village for each line used which amounted to \$4 but now has determined the funds should come back to the communities which are helping them. The Fire Department will receive \$1000 which will be used for the 911 system. The village will enter into an intergovernmental agreement with the Emergency Telephone System Board stating that the money will be used strictly for 911 related purposes. This will be put on next week's agenda.

B. Disposal of Personal Property. Village Manager Urban stated that the police department put together a list of items along with one item from the fire department that should be disposed of. Trustee Sloan would like to discuss a policy of putting items on the website sixty days in advance of disposing of inventory in place of placing a notice in the paper. Mr. Urban stated that items will be placed on the website going forward. Trustee Casey questioned if sensitive material is on computers that would be disposed of and Mr. Hribal assured the board that all hard drives are removed and there is no danger of compromising data. President Pulia suggested recycling through the West Central Municipal Conference and possibly donating old equipment to communities that may need the equipment.

C. Selection of Bond Counsel. Village Manager Urban stated that the firm of Kane McKenna will be the financial advisor to issue bonds. They will solicit bonds from three different firms for proposals. Shanahan and Shanahan was the firm recommended by Kane McKenna. There is also a bond counsel that must review all bonds by law. The Counsel of Issuance which is made up of village attorneys will look at bonds after they are put together. Trustee Casey requested references from Shanahan and Shanahan.

D. Zoning Ordinance and Zoning Map Update. Mr. Ken Rathje explained that due to the current zoning ordinance's age and lack of maintenance, it needed to be replaced entirely rather than replace it piece by piece. The zoning ordinance tells residents what they can and cannot do with their property which is essential in maintaining the property value. To date they have worked through the purpose section, definitions, legal non-conforming use regulations, residential and business district uses in bulk, use regulations for fences, sheds, garages, and pools. They will be working on the industrial district section, parking, administrative regulations and subdivision regulations. They are suggesting and working towards one additional residential district for townhomes. In terms of business district there would still be B1, B2, B3, and B4, with restructuring and the addition of a B5 district. B1 would be commercial neighborhood (Westchester Blvd. and Canterbury), B2 would be a shopping center (Wolf and 31<sup>st</sup>), B3 would be highway business (Wolf & 22<sup>nd</sup>, Cermak & Manheim, Roosevelt & Manheim), B4 would be office (Towers), and B5 would be entertainment (Golf Course and Adult Usage). They are trying to get as much done within a 1-1 ½ years. President Pulia asked if certain parts of the zoning ordinance could be passed as they are completed and Mr. Rathje explained that because of the need to replace so much of the ordinance he was against this. There are short term fixes that can be implemented in the mean time. Attorney Reifsnnyder stated that administratively the zoning map needs to be updated by March 31<sup>st</sup>. A resolution will be put on a future meeting in March.

E. Sign Code Update. Mr. Ken Rathje stated that the sign code should be in the zoning ordinance which would allow the type of signs allowed to be put into each zoning district. It will include a definition section, sign types, location standards, correct amount of signage, and sign height. The current sign height is 25 ft. and they would like direction from the board before it goes before the plan commission. Lighting is another issue they are asking direction on, does the board want neon and if so, how much. Legal Non-Conforming issues can be handled in different ways. \$0-\$500 would have six months, \$501-\$1000 would have one year, and \$1000 and above would have two years to conform. Trustee Novak expressed concern about forcing businesses to conform to new ordinance in this economy. Mr. Rathje stated that there is a variety of ways to handle conformity. Mr. DiPasquale felt it important to stick with a time frame. Trustee Boyle reminded the board that a new sign ordinance was passed in 1989 but was never followed up on. President Pulia suggested getting the sign code into the zoning ordinance as soon as possible. Mr. Rathje said they could have something to the legal department by the end of the month and asked that the board send all questions and comments by the end of the week.

F. Building Department Budget. Ms. Kelly Zabinski is asking for a \$50,000 increase in the Building Department budget for 2010-2011 because last year's budget had no provision for an intern. The intern is currently making \$10 an hour and she is asking for an increase to \$12. IRMF contribution was 8 ½ % for 2009 and 2010 will increase to 9.98% and legal fees will go up because of zoning work. The department has requested a blueprint scanner which will be a cost savings by using less paper with storage of files on computer. A 10% increase on health insurance is also reflected in the budget. Trustee Novak requested time to review the numbers. Mr. Urban suggested a budget review meeting on March 20, 2010 at 7:30 AM in the Community Room.

G. Public Works Department Budget-Street, Public Works, Street Lighting, MFT, and Water. Ms. Kelly Zabinski explained that the Public Works and the Finance Department has gone through a restructuring, eliminating some positions and creating new. She is proposing adding a staff accountant, replacing the water billing clerk who is taking early retirement with two part-time employees as cashiers. One person would be assigned to the water fund and another to the general fund. This would create accountability for the cash drawer as well. 7 ½ % is the estimated water rate. \$78,000 is allotted for capital equipment to help extend the life of some 3 and 4 rated streets. A shredder, paper box, and roller have also been requested. Trustee Steker asked for an organizational chart of the staff to clarify employees. Village Manager Urban stated that an offer was made and the new finance director will be starting next week. Municipal Finance is his career background.

**OTHER BUSINESS:**

President Pulia would like to replace the quarterly newsletter with a monthly newspaper. The current cost for the quarterly newsletter is \$2500-\$2800. Mr. Urban met with a newspaper editor that prints similar newspapers for other towns and received quotes which were very competitive. A letter went out to businesses inviting them to a marketing meeting on Friday at 8:30 AM in the Village Hall. Many village organizations are in favor of participating in the monthly newspaper and many businesses have already agreed to advertising. The first issue could be delivered to residents the first week of April. Trustee Novak questioned if this could all come together in time for an April launch. Trustee Casey would not want to see the paper used for political advertising. Legal council would have to look at all the ramifications of advertisements and content regarding 1<sup>st</sup> amendment rights.

**PUBLIC PARTICIPATION:**

Mr. Steve Battersby asked if the village has asked businesses to remove some beer signs and Mr. Urban stated that square footage for signs is regulated and some beer signs were removed.

Ms. Sherby Miller felt that the newspaper should be reviewed and asked if there would be an editorial board. President Pulia stated that the staff and the board would be reviewing content.

Mr. Ron Brown from the Economic Development Committee informed the board that there will be a ribbon cutting ceremony for Sensible Dollars at 31<sup>st</sup> and Wolf on Saturday, March 6<sup>th</sup> at 1:00 PM.

**INFORMATION ONLY:**

President Pulia reminded everyone of the Town Hall meeting on March 30<sup>th</sup>, Severe Weather Awareness Night at St. Joe's on March 12<sup>th</sup>, and the Town Hall Meeting with Danny Davis on April 12<sup>th</sup>. Divine Infant is having a St. Patrick Day Party on March 13<sup>th</sup> and Grace Lutheran Church is hosting a Spaghetti Dinner also on the 13<sup>th</sup>.

With no further business to discuss, Trustee Gattuso made a motion, seconded by Trustee Steker to adjourn and the meeting was adjourned at 9:50 PM.

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Catherine M. Booth, Village Clerk