1. **Call to Order**  
   Mayor Pruyn called to order the Committee of the Whole Regular Meeting at 7:35 p.m.

2. **Roll Call**  
   **PRESENT:** Mayor Jeff Pruyn, Trustee Dino Gavanes, Trustee Ellen Leahy, Trustee Jeff Aiani, Trustee Mike Latoria.  
   **ABSENT:** Trustee Frank Madaras, Trustee Kathy Linsner.  


3. **Pledge of Allegiance**  
   Recited at the preceding Village Board Meeting.

4. **Audience Participation**  
   No Audience Participation.

5. **Meeting Minutes**  
   a. **Committee of the Whole Meeting Minutes – November 5, 2019**  
      Trustee Latoria moved to approve the Committee of the Whole Meeting Minutes of November 5, 2019. Trustee Gavanes seconded. *Motion carried by unanimous voice vote.*

6. **President’s Comments**  
   Mayor Pruyn had no comments.

7. **Community Development Committee Report**  
   Chair: Trustee Latoria, Co-Chair: Trustee Gavanes  
   Trustee Latoria had no report.

8. **Capital and Infrastructure Committee Report**  
   Chair: Trustee Aiani, Co-Chair: Trustee Latoria  
      Trustee Aiani reported the 2019 Motor Fuel Tax (MFT) Audit for the period January 1, 2012 to December 31, 2018 was prepared by the Finance Department and Robinson Engineering. The Illinois Department of Transportation (IDOT) requires an audit be completed every five years.
b. **2019 Urbanization – Elm Street Storm Sewer Program – Engineering Design**
Trustee Aiani moved to recommend approval of engineering design for the additional urbanization of curbs and gutters for the 2019 Urbanization - Elm Street Storm Sewer Project in the amount not to exceed $112,684.00 (Robinson Engineering Task Order 18-R1009.01). Residents impacted by the project will receive written notification of a Capital and Infrastructure Committee Meeting to discuss the project on Tuesday, January 14, 2020. Latoria seconded. Motion carried by unanimous voice vote.

c. **2019 Park Boulevard Pedestrian Project – ITEP Funding**
Trustee Aiani moved to recommend approval of Resolution 1160-19, “A Resolution and Agreement with the State of Illinois and the Village of Itasca Appropriating Funds for the Park Boulevard Pedestrian Enhancement Project” with Federal Illinois Transportation Enhancement Program (ITEP) funds of 80% up to $579,120.00 for construction and construction engineering costs and a Local Agency Agreement for Federal Participation in the amount of $316,983.00. Trustee Leahy seconded. Motion carried by unanimous voice vote.

d. **2019 Park Boulevard Pedestrian Project – Engineering Agreement**
Trustee Aiani moved to recommend approval of the construction engineer’s service agreement for the ITEP Park Boulevard Pedestrian Enhancement Project in the amount not to exceed $65,138.00. Trustee Gavanes seconded. Motion carried by unanimous voice vote.

e. **2019 Wastewater Treatment Plant – Additional Engineering**
Trustee Aiani moved to recommend approval of additional engineering for the Wastewater Treatment Plant (WWTP) in the amount not to exceed $55,010.00 (Robinson Engineering Task Order 19-R0972). Trustee Leahy seconded. Motion carried by unanimous voice vote.

Trustee Aiani moved to recommend Payment #2 and Final to Michaels Corporation in the amount of $16,199.62 for 2019 Cured in Place be included for approval at the Board of Trustees Meeting on Tuesday, December 4, 2019 under the Capital and Infrastructure Committee Report. Trustee Gavanes seconded. Motion carried by unanimous voice vote.

8. **Finance and Operations Committee Report**
Chair: Trustee Madaras, Co-Chair: Trustee Linsner

a. **Servicers – Windows Upgrade**
Mayor Pruyn introduced discussion and Trustee Gavanes moved to recommend approval for Enhanced Networks to upgrade two servers to Windows Server 2019 for Microsoft compliance in an amount of $30,299.54. Trustee Leahy seconded. Motion carried by unanimous voice vote.

b. **Adult-Use Cannabis Retail Sales**
Mayor Pruyn introduced the discussion of adult-use cannabis retail sales. Village Administrator Ergo presented a report on cannabis background, possession and use, local control, revenue, surrounding communities’ decisions, law enforcement, employer provisions, additional resources for information, and opt-out and opt-in recommendation options. The Village Board agreed to opt-out of cannabis retail sales and directed staff to create regulation to support an opt-out decision.
c. **Contract Services – Utility Billing**

Mayor Pruyn introduced discussion on contracting the functions of utility billing mailings, and online utility billing and payments. Administrative Services Manager Spencer reported utility bill mailings will be prepared offsite and bills will have a more user-friendly format with separate past and currently due balances, and separate due dates for each balance. After February residents would be able to view utility bills, compare past usage, and make payments online. Approximately 3,000 water bills are processed for residents and businesses per month with 1,000 registered for auto pay, some using the state’s online payment service, and 1,500-1,800 making cash or check payments that are mainly processed by one staff member each month. The Village Board agreed to contract utility bill mailings, emailings, and online payments, and directed staff to create legislation to support changes in utility billing.

9. **Intergovernmental Committee Report**

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

Trustee Leahy had no report.

10. **Department Head Reports**

**Police Department**

Safety Director O’Connor reported the police union will distribute turkeys at the Food Pantry on Saturday, November 23, 2019; a police officer will be recognized at the Village Board of Trustees Meeting on Tuesday, December 17, 2019; police officers used recent mental health training on Saturday, November 16, 2019 to safely stop an individual attempting to jump off the Bloomingdale Road bridge and today to safely remove a weapon from an individual at the Westin Hotel threatening to harm himself; and an individual was arrested today at his residence on 22 counts of possession of child pornography.

**Community Development Department**

Community Development Director Malik Jarmusz reported the Plan Commission Meeting on Wednesday, November 20, 2019 will be at Village Hall for non-Haymarket DuPage projects; the Historical Commission Meeting on Thursday, November 21, 2019 was canceled due to lack of agenda items; the next Haymarket DuPage public hearing is scheduled for Wednesday, December 4, 2019 at F.E. Peacock Middle School; and the full RagingWire permit is close to being released.

**Administrative Services**

Administrative Services Manager Spencer reported Village Hall and Public Works will be closed Thursday, November 28, 2019 and Friday, November 29, 2019 for the Thanksgiving holiday.

**Engineering Services**

Village Engineer Wesolowski reported the sidewalk replacement program was delayed due to weather and should begin the week of November 25, 2019; and the Ardmore Avenue water tower ladder was replaced with painting resuming with warmer weather.

Village Administrator Ergo reported Bradford pear trees were removed from the parkway on West Orchard Street due to complaints about the mess dropped on vehicles, the size of mature trees being a bad option for condensed parkways, and tree growth impacting sidewalk maintenance. The removed trees will be replaced with trees more appropriate for condensed parkways and vehicle parking.
Public Works Department
Public Works Director Hitchcock reported staff began putting up Christmas decorations; and street sweepers are picking up leaves Wednesday, November 20, 2019 and then on a bi-weekly basis.

Trustee Latoria requested Public Works contact Nicor to delay the replacement of concrete sidewalks located close to Irving Park Road because snow plows will soon be throwing salt on the new concrete.

Trustee Latoria requested a note be added to current water bills stating a new water bill system is coming to help alleviate residents being upset if they receive late notices on water bills less than $10.00 during the transition period.

Village Attorney
Village Attorney Hervas had no report.

Village Clerk
Village Clerk Conidi had no report.

11. Village Administrator Report
Village Administrator Ergo reported a need to extend planning and accounting consultant services; the next steps for a TIF District at Irving Park Road and Rohlwing Road is to schedule a discussion with the other taxing bodies to gain feedback for the Village Board; Starbucks Corporate is still not responding to email and voice messages about the Starbucks store moving; and the Starbucks lease ends in March 2021.

12. Closed Session
No Closed Session.

13. Adjournment
Trustee Aiani moved to adjourn the Committee of the Whole Regular Meeting at 8:28 p.m. Trustee Gavanes seconded. Motion carried by unanimous voice vote.

Submitted this 19th day of November 2019.

Jody A. Conidi, Village Clerk