



Village of Itasca
Committee of the Whole Regular Meeting Minutes
Tuesday, June 16, 2020
Immediately Following the Village Board of Trustees Meeting
Itasca Municipal Complex, Board of Trustees Room

1. Call to Order

Mayor Pruyn called to order the Committee of the Whole Regular Meeting at 7:12 p.m.

Roll Call

PRESENT: Mayor Jeff Pruyn, Trustee Dino Gavanos, Trustee Jeff Aiani, Trustee Frank Madaras, Trustee Kathy Linsner.

VIA ZOOM: Trustee Ellen Leahy.

ABSENT: Trustee Mike Latoria.

Others Present: Village Administrator Carie Anne Ergo, Village Attorney Chuck Hervas, Deputy Clerk Deanne Curelo, Village Clerk Jody Conidi

Others Via Zoom: Director of Police Bob O'Connor, Community Development Director Shannon Malik Jarmusz, Administrative Services Manager Jessica Spencer, Village Engineering Consultant Mark Wesolowski.

2. Pledge of Allegiance

Recited at the preceding Village Board Meeting.

3. Audience Participation

No Audience Participation.

4. Meeting Minutes

a. Committee of the Whole Meeting Minutes – June 2, 2020

Trustee Gavanos moved to approve the Committee of the Whole Meeting Minutes of June 2, 2020. Trustee Leahy seconded. Motion carried by unanimous voice vote.

5. President's Comments

Mayor Pruyn had no comments.

Trustee Latoria arrived at 7:14 p.m.

6. Community Development Committee Report

Chair: Trustee Latoria, Co-Chair: Trustee Gavanos
Trustee Latoria had no report.

7. Capital and Infrastructure Committee Report

Chair: Trustee Aiani, Co-Chair: Trustee Latoria
Trustee Aiani had no report.

8. Finance and Operations Committee Report

Chair: Trustee Madaras, Co-Chair: Trustee Linsner

a. Water Penalty Structure – Final Notice Fee Update

Administrative Services Manager Spencer recommended the Village Board revise Section 54.06 of the Code of Ordinances related to the shut-off notification delivery and fee. Delivery would change from a registered letter via the U.S. Postal Service to a two-day FedEx shipment and the fee would increase from \$15.00 to \$26.52 to cover costs. FedEx shipments would be generated by the utility billing service provider and not require in-house labor. FedEx would attempt two deliveries and a signature for delivery, or residents are required to pick up the shipment at a local FedEx office. Mayor Pruyn recommended increasing the new fee to \$30.00 to cover any expense increases in the immediate future.

b. Village Enterprise Planning System (EPS) – The Baecore Group

Administrative Services Manager Spencer recommended the Village Board approve The Baecore Group to evaluate and standardize staff procedures for financial, permits, utility billing, and other functions; and recommend a new enterprise resource planning (ERP) system to best fit staff needs for an amount not to exceed \$75,000.00. Mayor Pruyn recommended polling surrounding municipalities on what ERP system they currently use. Trustee Linsner inquired what efficiencies would be implemented to bring functions currently outsourced back to in-house. Village Administrator Ergo reported the proposal from The Baecore Group was approximately \$36,000.00 and recommended the not to exceed amount be reduced to \$40,000.00. Trustee Linsner stated if the evaluation and recommendation is phase one, then staff should inquire about adding the implementation phase to the contract to obtain a discount for committing to the company for both phases, and restressed returning services to in-house instead of outsourcing. Trustee Leahy recommended hiring The Baecore Group to evaluate and standardize procedures, and recommend a new ERP system for an amount not to exceed \$40,000.00. Trustee Gavanese seconded.

Roll Call:

Aye – Trustees Gavanese, Latoria, Leahy, Linsner, Madaras.

No – Trustee Aiani.

Absent – None.

MOTION APPROVED.

c. Electrical Aggregation for Municipal Services

Village Administrator Ergo reported current electricity rates from third-party suppliers are currently comparable or above to ComEd's rates. To maintain consumers in the electrical aggregation program, third-party suppliers are willing to meet ComEd's rates, provide a one-time rebate of \$4,000.00 to \$25,000.00 to the Village depending upon rates on the date bids are due, and provide 100% green energy to participating consumers. The Village Board agreed to hold bids for the electrical aggregation program.

9. Intergovernmental Committee Report

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

Trustee Leahy had no report.

Trustee Aiani moved for a Closed Session Meeting immediately following Old Business to consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee. Trustee Madaras seconded.

Roll Call:

Aye – Trustees Aiani, Gavaness, Latoria, Leahy, Linsner, Madaras.

No – None.

Absent – None.

MOTION APPROVED.

10. Department Head Reports

Police Department

Safety Director O'Connor reported receiving thanks from surrounding police chiefs for the support of police officers to assist with protests in their municipalities; the DuPage County Sheriff's Office will be using the services of the Addison Consolidated Dispatch Center (ACDC) beginning in November 2020; rumors of a person being struck by the Metra train on Friday, June 12, 2020 were unfounded; and a celebratory drive-by with police control will take place on Saturday, June, 2020 at Saint Peter the Apostle Church to honor Pastor Slawomir Ignasik's last mass.

Community Development Department

Community Development Director Malik Jarmusz reported on Wednesday, June 17, 2020 the Plan Commission is holding its first public hearing since March 2020 via Zoom Video Communications to reengage with the public.

Administrative Services

Administrative Services Manager Spencer had no report.

Engineering Services

Village Engineer Wesolowski reported construction on Arlington Heights Road is complete, the road is open to traffic, and ComEd will be installing new energy saving streetlights; and the Multi-path Project at I-390 will be complete the week of June 22, 2020.

Public Works Department

Public Works Director Hitchcock was absent; no report.

Village Attorney

Village Attorney Hervas had no report.

Village Clerk

Village Clerk Conidi had no report.

11. Village Administrator Report

Village Administrator Ergo had no report.

12. New Business

No New Business.

13. Old Business

No Old Business.

Mayor Pruyn called for a recess at 8:32 p.m.

Mayor Pruyn reconvened the meeting at 8:43 p.m.

14. Closed Session

Mayor Pruyn called to order the Closed Session at 8:43 p.m.

Mayor Pruyn adjourned the Closed Session at 9:09 p.m.

15. Adjournment

Trustee Gavanese moved to adjourn the Committee of the Whole Regular Meeting at 9:09 p.m. Trustee Linsner seconded. Motion carried by unanimous voice vote.

Submitted this 16th day of June 2020.



Jody A. Condi, Village Clerk