



Village of Itasca  
Committee of the Whole Regular Meeting  
Tuesday, December 19, 2023  
Immediately Following the Village Board of Trustees Meeting  
Itasca Municipal Complex, Board of Trustees Room

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**1. Call to Order**

Mayor Pruyn called to order the Committee of the Whole Regular Meeting at 7:06 p.m.

**Roll Call**

PRESENT: Mayor Jeff Pruyn, Trustee Jeff Aiani, Trustee Brendan Daly, Trustee Dino Gavanese, Trustee Patrick Powers.

REMOTE: Trustee Frank Madaras.

ABSENT: Trustee Ellen Leahy and Village Clerk Conidi.

Others Present: Director of Police Bob O'Connor, Public Works Director Mike Subers, Village Engineering Consultant Mark Wesolowski, Community Development Director Vijay Gadde, Village Administrator Carie Anne Ergo, Assistant to the Village Administrator Deanne Curelo, Village Attorney Chuck Hervas.

REMOTE: Finance Director Jennifer Ramsay.

**2. Meeting Minutes**

**a. Committee of the Whole Special Meeting Minutes – November 28, 2023**

Trustee Gavanese moved to approve the Committee of the Whole Special Meeting Minutes for Tuesday, November 28, 2023. Trustee Aiani seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

**b. Committee of the Whole Regular Meeting Minutes – December 5, 2023**

Trustee Daly moved to approve the Committee of the Whole Regular Meeting Minutes for Tuesday, December 5, 2023. Trustee Gavanese seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

**3. President's Comments**

Mayor Pruyn mentioned that there was a great turnout for Coffee with the Mayor at Joe Donut, and he appreciated them hosting it. The next Coffee with the Mayor will be on January 13<sup>th</sup> at Hamilton Partners. Mayor Pruyn also noted that he will not be present at the January 9<sup>th</sup> Village Board meeting.

4. **Community Development Committee Report**  
Chair: Trustee Gavanese, Co-Chair: Trustee Leahy  
No Community Development Committee Report.
5. **Capital and Infrastructure Committee Report**  
Chair: Trustee Aiani, Co-Chair: Trustee Madaras

- a. **2023 Variable Frequency Drive Replacement Project – Low Bid Acceptance**  
Trustee Aiani moved to recommend approval of accepting the low bid from BN Controls for the 2023 Variable Frequency Drive Replacement Project for \$46,320.00. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

- b. **New Pierce Road Sidewalk – Grants of Public Easement**

Trustee Aiani moved to recommend approval of accepting Grants of Public Easement for 555 Pierce Road, 333 Pierce Road, and Park Place of Itasca for the construction of the Pierce Road sidewalk. Trustee Powers seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

6. **Finance and Operations Committee Report**  
Chair: Trustee Powers, Co-Chair: Trustee Daly.

- a. **Formalized Guidelines for Village Board Meetings – Acceptance**

Trustee Powers moved to recommend approval of formalizing guidelines for conducting Village Board Meetings including moving the Consent Agenda to the top of the meeting agenda and noting which items qualify for placement under the Consent Agenda, adding a Non-Consent Agenda and noting which items qualify for placement under the Non-Consent Agenda, the Payment of Bills to include all invoices being paid, and adding First Readings/Committee Reports. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Daly, Gavanese, Madaras, Powers.

No – Trustee Aiani.

Absent – Trustee Leahy.

**MOTION APPROVED.**

- b. **Administration of Local Prosecution Matters – Legal Counsel Agreement**

Trustee Powers moved to recommend approval of an Agreement with the Law Firm of Marquardt & Belmonte P.C. commencing on January 8, 2024, for the purpose of

administering local prosecution matters for the Police Department at the 13% decreased rate of \$130.00 per hour for legal work. Trustee Daly seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanese, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

**7. Intergovernmental Committee Report**

Chair: Trustee Leahy, Co-Chair: Trustee Aiani

No Intergovernmental Committee Report.

**8. Department Head Reports**

**Police Department**

Director of Police O'Connor reported attending the Franzen School Choir carols at Village Hall with Director Subers and Trustee Powers. Additionally, police officers responded to a call involving a subject with a knife. They successfully subdued and deescalated the situation. Director O'Connor also mentioned attending a meeting in Schaumburg regarding technology mandates for CPKC.

**Public Works Department**

Public Works Director Subers had no report.

**Engineering Services**

Engineering Consultant Wesolowski had no report.

**Administration**

Assistant to Village Administrator Curelo reported that the Village provided gift bags to the 5<sup>th</sup> graders who caroled at Village Hall. She also mentioned meeting with Representative Costa Howard and Senator Glowiak Hilton at the DMMC office to discuss proposed FOIA legislation.

**Community Development Department**

Community Development Director Gadde reported that ComDev staff attended two open houses—one for Meet Chicago Northwest and the other for Andrene Lane. Additionally, Director Gadde mentioned that the staff provided assistance to Engineering with an RTA Grant Application.

**9. Village Administrator Report**

Village Administrator Ergo reported that SafeBuilt, the Village's consultant for building services, moved another employee despite being put on notice to stabilize staffing. In response, staff notified them of the Village's intention to make a change and has prepared an RFP for services, which will be sent out later this week. Additionally, Administrator Ergo mentioned meeting with the IDOT Director of Local Roads alongside the Mayor to discuss issues such as a billing credit the Village has and plans to address building maintenance issues at Clover Ridge.

**Village Attorney**

No Village Attorney Report.

**10. Old Business**

No Old Business.

**11. New Business**

No New Business.

**12. Audience Participation**

No Audience Participation.

**13. Closed Session**

No Closed Session.

**14. Adjournment**

Trustee Gavanis moved to adjourn the Committee of the Whole Meeting at 9:08 p.m.  
Trustee Aiani seconded.

**Roll Call:**

Aye – Trustees Aiani, Daly, Gavanis, Madaras, Powers.

No – None.

Absent – Trustee Leahy.

**MOTION APPROVED.**

Submitted this 19th day of December 2023.

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Deanne Curelo, Deputy Clerk