

**REGULAR BOARD MEETING**  
**Village Hall, 102 S. 2<sup>nd</sup> Street**

**August 5, 2024 – 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:30 p.m.

**II. ROLL CALL:**

Present were Village President Christopher Nelson, Village Manager, Joseph Cavallaro, Village Trustees Mark Johnson, Cheryl Alopogianis, Cheryl Anderley, Dan Wilbrandt, Tom Price, and Andy Yuscka.

Also present were Village Attorney Michael Castaldo, Director of Public Works Eric Babcock, Director of Economic Development Timothy Scott, and Community Development Director Thomas Moszczynski.

There were approximately ten (10) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Wilbrandt led the Board and those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Johnson and seconded by Trustee Anderley to approve the agenda as presented. Upon roll call, the motion was approved by acclamation.

**AYES:** Trustees Johnson, Alopogianis, Anderley, Wilbrandt, Price and Yuscka

**NAYS:** None

**ABSENT:** None

**V. VILLAGE PRESIDENT’S REPORT:**

President Nelson said that he intends to reappoint Mr. Dan Finnegan to the West Dundee Police Pension Board for another term.

President Nelson announced proclamations celebrating Half Full Nest’s 5-year anniversary and recognizing the accomplishments of Sophie Ann Baker.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS**

Trustee Alopogianis said that she attended the 5-year anniversary ribbon cutting at Half Full Nest. She said that they were appreciative of the Village’s support over the years. Trustee Alopogianis will deliver the proclamation to Half Full Nest.

Trustee Wilbrandt said that the next downtown event is scheduled for Friday at the Pump House with Controlled Burn providing music and Bamboozels providing beverages. He said the weather looks good and hopes to see everyone at the event.

**VII. STAFF REPORTS: None**

## VIII. QUESTIONS FROM THE AUDIENCE:

Barb Haines approached the Board and said that her backyard backs up to the parking lot for The Mansion and when cars come and go from the parking lot, their headlights shine into her living room windows. She asked if the Board approved the zoning request, could they require that the owner of The Mansion put up a privacy fence between the properties to prevent this.

Steve Fang read a statement that he submitted in writing for the record and is attached to these minutes.

Sue Berna expressed her concerns over code enforcement occurring as a result of complaints from residents rather than through inspections. She expressed concerns over egress from the apartment on the third floor. She asked what constitutes spot zoning and feels the zoning on Main Street is confusing to the new businesses coming into the Village.

Bernadette Stoecker approached the Board to continue the discussion about the zoning violations at The Mansion. She reviewed the property uses over the years and feels there are currently 3 zoning violations relating to the B&B license, the SRO license, and the use of the 3<sup>rd</sup> floor, which is outlined for storage use.

Bernadette Stoecker submitted a petition signed by residents of Old Town who would like to see the RB zoning enforced as it pertains to 305 Oregon Avenue to operate as a Bed & Breakfast license granted in 2002. They would also like for the Village Board to deny the petitioner's request for Single Room Occupancy and that the Special Use be denied and to give proper notification of this zoning violation to the property owners. The signed petition is attached to these minutes.

## IX. CONSENT AGENDA:

- A. Approval of Bill List: 08/05/2024
- B. Ratification of Checks: 08/05/2024
- C. Recommendation to Approve Carrington Reserve Maintenance
- D. Special Event and Daily Liquor Permit Request – Village Sponsor Event – Finally Friday
- E. Approval of Minutes: Regular Board Meeting – June 3, 2024
- F. Special Event and Daily Liquor Permit Request – VFW Bags & Brews Tournament
- G. Liquor License Renewal – Sonesta Select Elgin
- H. Approval of Minutes: Regular Board Meeting – June 17, 2024

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Anderley to approve the Consent Agenda. Upon roll call, the motion was approved.

**AYES:** Trustees Yuscka, Johnson, Alopogianis, Anderley, and Price

**NAYS:** None

**ABSTAIN:** Trustee Wilbrandt

## X. RESOLUTIONS AND ORDINANCES

- A. 120 W. Main St.: Consideration of an Ordinance Approving Assignment of a Redevelopment Agreement by and between the Village of West Dundee and 120 Main Dundee LLC**

Trustee Price explained that the Village was informed by 120 Main Dundee LLC's lender, Sterling Bank, that they require that the Redevelopment Agreement be assigned to them as collateral for the project.

Trustee Price said it is common for a bank to require this, so they have rights in case of a default and that this is often a condition for banks to provide financial assistance.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to adopt an Ordinance Approving a Commercial Security Agreement Assigning Reimbursement Rights pursuant to a Redevelopment Agreement by and between the Village of West Dundee, Illinois and 120 Main Dundee LLC subject to final review and approval by the Village Attorney.

**AYES:** Trustees Price, Yuscka, Johnson, Alopogianis, Anderley and Wilbrandt  
**NAYS:** None  
**ABSENT:** None

**B. 305 Oregon Avenue: Consideration of an Ordinance Approving a Special Use Permit to Allow Single Room Occupancy Units and Apartments on the Ground Floor**

Trustee Price explained that this topic has been discussed at length with a lot of input from residents. The property has been licensed to operate as a Bed & Breakfast, having 8 total rooms/units. These 8 units are currently being utilized for stays of more than 31 days which exceeds that of a Bed & Breakfast unit or a Short-Term Rental, and therefore are considered Single Room Occupancy units by definition. The petitioner is requesting approval of a Special Use Permit to allow for 8 single-room occupancy units, which would require rental for 31 days or more, and 2 ground-floor apartments for long-term rental. The memo to the Board outlined some potential conditions of the Special Use Permit.

The Board discussed protections that are in place if the petitioner is granted the SRO license such as higher reviews by the Board and the ability to revoke the license if there are issues. Trustee Price said that the building is historic and iconic and feels that some level of accommodations makes sense.

Trustee Anderley asked what would happen to tenants if the Board did not grant this licensing. She asked about the process by which tenants would be removed from the building. Manager Cavallaro said that the Village would issue a letter to the owner providing them with a timeline to come into compliance and said it would not be an overnight issue.

The Board had a brief conversation regarding potential uses for the property and if the special use would carry with the land, or the property if sold.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to approve an Ordinance Issuing a Special Use Permit to Allow Eight (8) Single Room Occupancy (SRO) Units and Two (2) Apartments on the Ground Floor at 305 Oregon Avenue, currently known as The Mansion Bed and Breakfast, subject to the following conditions:

- 1) The property afforded Bed & Breakfast license provisions allowing outdoor events shall no longer be authorized; and,
- 2) The total number of units within the structure may not increase beyond the 11 total units currently on the site, which include 8 shorter-duration units and 3 traditional apartments; and,
- 3) Any future owner seeking to continue SRO and ground floor apartment uses would need to seek Village Board licensing approval prior to the transfer of the property's ownership.

**AYES:** Trustees Price, Yuscka, Alopogianis and Anderley  
**NAYS:** Trustees Johnson and Wilbrandt  
**ABSENT:** None

## **XII. NEW BUSINESS**

### **A. 24-08-05 – Authorization to Purchase Public Works Vehicle Replacement**

Trustee Yuscka explained Public Works is requesting the replacement of two fleet vehicles, a 2002 Ford F-550 1-ton dump truck, and a 2007 Ford pick-up. Both need to be replaced due to age, excessive engine wear, transmission problems, suspension failures, and body deterioration. Trustee Yuscka said that due to the changes in the purchasing programs and ordering process for vehicles since May, the Village needs to grab opportunities when they arise.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to authorize Public Works to purchase a new 2023 Ford F-550 dump truck with plow package from Dick Masheter Ford at a cost of \$114,143.76 and a new 2022 Ford F-250 with service body from Currie Ford at a cost of \$50,108, along with lift gate and light bar installations at a cost of \$10,541.85.

**AYES:** Trustees Yuscka, Johnson, Alopogianis, Anderley, Wilbrandt and Price  
**NAYS:** None  
**ABSENT:** None

### **B. Authorization to Conduct Village Hall Landscaping**

After a brief discussion about the landscaping at Village Hall, it was decided to table this item until other work at Village Hall has been completed.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Johnson to table Item A under New Business until a later meeting.

**AYES:** Trustees Yuscka, Johnson, Alopogianis, Anderley, Wilbrandt and Price  
**NAYS:** None  
**ABSENT:** None

### **C. Authorization to Initiate Auction Items and Fixtures at Spring Hill Mall**

President Nelson said that he asked staff to explore how to best distribute any items that were leftover by the mall or its former tenants. Staff believes there were items left behind that may be of value and looked into auctioneering services. Obenauf Auction Services specializes in offering professional auctioneering services primarily to municipalities. Staff is looking into having Winger and Obenhaus catalog items and offer them on an online auction. Village staff would tab any items that we believe are of value and would be worth auctioning off.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to authorize Obenauf Auction Service Inc. and Winger Building Services to initiate an auction of items at Spring Hill Mall and Village staff to approve items for auction.

**AYES:** Trustees Yuscka, Johnson, Alopogianis, Anderley, Wilbrandt and Price  
**NAYS:** None  
**ABSENT:** None

**XIII. EXECUTIVE SESSION**

**A. Section 2 (C) (1) of the Open Meeting Act: Personnel**

**MOTION:** Moved by Trustee Anderley and Seconded by Trustee Alopogianis to recess from Regular Session and enter into Executive Session. Upon roll call, the motion was approved.

**AYES:** Trustees Anderley, Wilbrandt, Price, Yuscka, Johnson and Alopogianis  
**NAYS:** None  
**ABSENT:** None

The Regular Board Meeting recessed to Executive Session at 8:12 pm

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to recess from Executive Session. Upon roll call, the motion was approved.

**AYES:** Trustees Yuscka, Johnson, Alopogianis, Anderley, Wilbrandt and Price  
**NAYS:** None  
**ABSENT:** None

The Regular Board Meeting resumed at 8:43 pm

**XIV. MISCELLANEOUS / FUTURE AGENDA ITEMS**

Trustee Wilbrandt said that he and Trustee Yuscka sat in on the initial interviews for Police Chief and he was very impressed with the internal and external candidates for the position.

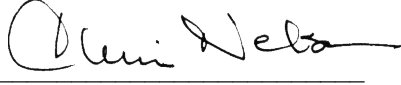
**XV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to adjourn the Regular Board Meeting. The motion was approved by acclamation.

The Regular Board Meeting adjourned at 8:46 p.m.

**ATTEST:**

  
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Mary Jo Pape  
Village Clerk

  
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Christopher Nelson  
Village President