

# **PRESIDENT AND BOARD OF TRUSTEES**

## **Regular Meeting**

### **October 21, 2024 07:30 pm**



PRESIDENT AND BOARD OF TRUSTEES

Regular Meeting

October 20, 2024

7:30 PM

Village Hall Board Room

102 S. Second Street, West Dundee, IL 60118

#### **I. Call to Order**

#### **II. Roll Call**

#### **III. Pledge of Allegiance**

#### **IV. Approval of Agenda**

#### **V. Village President's Report**

1. Swearing In New Police Chief Shawn Green
2. Emmett's Proclamation

File: [Emmett's Proclamation](#)

File: [Swearing In New Police Chief Shawn Green](#)

#### **VI. Reports and Questions from Trustees and Working Groups**

## **VII. Village Staff Reports**

?

## **VIII. Questions from the Audience**

(not to exceed 30 minutes with a limit of 5 minutes per person requesting to be heard)

## **IX. Consent Agenda**

1. Approval of Minutes - September 9, 2024
2. Approval of Minutes: August 19, 2024

File: [Approval of Minutes - August 19, 2024](#)

File: [Approval of Minutes - September 9, 2024](#)

## **X. Resolutions and Ordinances**

- 1.
- 2.

## **XI. Unfinished Business**

1. VFW Special Event
2. Finnegan Reappointment

File: [Finnegan Reappointment](#)

File: [VFW Special Event](#)

## **XII. New Business**

- 1.
- 2.

## **XIII. Items for Discussion**

- 1.
- 2.

## **XIV. Executive Session**

1. Special Section 2(c)(5) Open Meeting Act
2. ?

File: [Executive Session Attach](#)

**XV. Miscellaneous / Future Agenda Items**

1. ?
2. ?

**XVI. Adjournment**

# PROCLAMATION

CELEBRATING

## EMMETT'S BREWING CO. 25TH ANNIVERSARY

IN THE HEART OF DOWNTOWN WEST DUNDEE

**WHEREAS**, Emmet's Brewing Company, located at 128 West Main Street, was established in 1999 by Andy Burns and is celebrating 25 years of hospitality in the heart of downtown West Dundee this year; and

**WHEREAS**, the Hunt's Block building on Main Street, a historic landmark, became the birthplace of Emmett's Brewing Co., offering hand-crafted food and award-winning beer to our community; and

**WHEREAS**, Emmett's Brewing Company has been a pillar in our community over the past two and a half decades, gathering friends, families, and neighbors through its active involvement in the community and outstanding service; and

**WHEREAS**, Emmett's Brewing Co. has expanded with additional locations in Downers Grove and Palatine, consistently providing world-class beer and a welcoming atmosphere for neighbors to gather and enjoy; and

**WHEREAS**, Emmett's Brewing Co. has been recognized for its outstanding beer locally, nationally, and internationally, winning numerous awards including World Beer Cup medals four different years, Great American Beer Festival medals 5 different years, North American Brewing Awards in 2003, and honors at the Festival of Barrel Aged Brews in 2004; and

**WHEREAS**, West Dundee is Emmett's Brewing Co.'s original location and the restaurant has been a pillar as the West Dundee community has grown and has greatly contributed to the Village's downtown redevelopment; and

**WHEREAS**, Emmett's Brewing Co. prides itself on brewing traditional beers using traditional ingredients sourced from their country of origin to deliver authenticity; and

**WHEREAS**, Emmett's Brewing Co. honors the legacy of Emmett Burns, the family patriarch, by embodying the values of hard work, self-reliance, and integrity which has created a beloved destination for our residents and visitors alike; and

**WHEREAS**, the Village of West Dundee does hereby congratulate Emmett's Brewing Co. on its 25th Anniversary for its remarkable achievements and contribution to our West Dundee community.

**NOW, THEREFORE**, be it proclaimed that I, Christopher J. Nelson, acting under the virtue of the authority vested in me by the Constitution of the State of Illinois and the Laws of this Village of West Dundee, hereby proclaim Friday, September 13th, 2024 as

### EMMETT'S DAY

in the Village of West Dundee and urge all Village residents and businesses to join in its observance.

In Witness Thereof, I have hereunto set my hand and affixed the great seal of the Village of West Dundee at my office on September 9, 2024.



Christopher J. Nelson, Mayor of West Dundee



Village of  
**West Dundee**



TO: Village President and Board of Trustees  
FROM: Joseph A. Cavallaro, Village Manager  
DATE: October 7, 2024  
SUBJECT: Oath of Office – Police Chief – Shawn Green



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We will formally administer the Oath of Office to West Dundee's newest Police Chief, Shawn Green, on Monday evening.

Mr. Green was previously Deputy Police Chief with the Village of Schaumburg, where he had over 26 years of experience on the Department. Beginning as a Patrol Officer, Mr. Green has worked his way up, serving as both an Investigations and Patrol Sergeant, a Patrol Lieutenant, and a Public Information Officer. He served for four years as a Patrol Division Commander before being promoted to his present role of Deputy Police Chief in 2022. Mr. Green has an extensive background in the management of Police Department operations, as well as advanced training which includes the Federal Bureau of Investigation National Academy, School of Police Staff and Command at Northwestern University in Evanston, IL, and the National Emergency Management Advanced Academy. Additionally, Mr. Green possesses a Master of Arts in Administrative Leadership

Please join me in congratulating Chief Shawn Green as the Village of West Dundee's newest Police Chief.

If you have any questions, please feel free to contact me.

JAC:mjp

CC: Department Managers  
Police Department Staff

Village of  
**West Dundee**



I, **SHAWN GREEN**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the position of **POLICE CHIEF** for the Village of West Dundee according to the best of my ability.

(Signed) \_\_\_\_\_  
Shawn Green  
Police Chief

Subscribed and Sworn to Before Me  
This 7<sup>th</sup> day of October, 2024

\_\_\_\_\_  
Mary Jo Pape  
Village Clerk

VILLAGE HALL  
102 South Second Street  
West Dundee, IL 60118  
(847) 551-3800  
FAX 551-3809

POLICE DEPARTMENT  
555 South Eighth Street  
West Dundee, IL 60118  
(847) 551-3810  
FAX 551-3843

COMMUNITY DEVELOPMENT & FIRE  
100 Carrington Drive  
West Dundee, IL 60118  
(847) 551-3806 / 3805  
FAX 551-3814

PUBLIC WORKS  
900 Angle Tarn  
West Dundee, IL 60118  
(847) 551-3815  
FAX 551-3842

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

**August 19, 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, Fire Chief Michael Spiro, Interim Police Chief Dan Haines, Director of Economic Development Timothy Scott, and Community Development Director Thomas Moszczynski.

There were approximately forty-five (45) 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 Yuscka and seconded by Trustee Anderley to approve the agenda as presented. Upon roll call, the motion was approved by acclimation.

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

**NAYS:** None

**ABSENT:** None

**V. VILLAGE PRESIDENT'S REPORT:**

President Nelson read the proclamation recognizing the accomplishments of Sophie Ann Baker and presented her with a framed proclamation.

Interim Police Chief Dan Haines announced that Officer Conrad Newhouse and Jose Cazares were being sworn in this evening and Chief Spiro said that Firefighter Michael Utley was previously sworn in and would receive his pin tonight. Police Officers Newhouse and Cazares were sworn in by the Village Clerk and Firefighter Utley received his pin.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS None**

**VII. STAFF REPORTS: None**

**VIII. QUESTIONS FROM THE AUDIENCE:**

Sue Berna said there are several issues that have not been resolved regarding The Mansion and would like the answers published in the next 30 days. She expressed concerns over fire suppression and escape routes, the inspection of the HVAC system, the ability of the electrical system to meet the needs of the tenants, how bathroom scheduling will be handled and enforced, the Village's plans to monitor the

property, and ingress/egress for the handicapped. She would like to see 2 outside escape staircases installed.

Bernadette Stoecker said that she was disappointed that Barb Haines' request for a privacy fence between her property and The Mansion was not addressed at the last Board meeting. She said she would like to see a privacy fence installed within the next 30 days.

**IX. CONSENT AGENDA:**

- A. Ratification of Checks: 08/19/2024
- B. Approval of Bill List: 08/19/2024
- C. Special Event Request: Randall Oaks Golf Club Food Truck, August 23, 2024
- D. Special Event Request: The Assembly Car Show

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

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

**X. UNFINISHED BUSINESS**

**A. Spring Hill Mall Reuse Strategy – AECOM Presentation**

Trustee Price explained that pursuant to the Board's approval, the Village entered into a professional services agreement with AECOM to provide for a Reuse Planning Assessment for Spring Hill Mall and said that Chris Brewer with AECOM was here tonight to present that report.

Chris Brewer reviewed the key elements of the report in his presentation to the Board.

**B. Professional Services Agreement with Baxter & Woodman – Illinois State Route 72 Leading Pedestrian Interval Traffic Modifications – Amendment**

Trustee Price explained that a modification to the contract with Baxter & Woodman is presented tonight regarding the possible addition of a left turn lane off Route 72 onto southbound First Street. He explained that the plan already includes leading pedestrian intervals and crosswalks which were approved in 2022, but if the Village wants to add this left turn lane, now is the time.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to authorize staff to execute a professional services agreement with Baxter & Woodman for additional engineering services for the addition of a left turn lane on Illinois Route 72 and First Street as part of our downtown intersection and traffic signal upgrades at an additional cost of \$15,000.

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

### **C. Phase 2 Environmental Engineering – 108-110 W. Main Street**

Trustee Price explained that as part of the due diligence process regarding the purchase of 108-110 W. Main Street, a Phase 2 Environmental Site Assessment report is recommended based on chemicals from a former drycleaning facility located in the adjacent property.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to authorize a professional services agreement with SET Engineering at a cost not to exceed \$5,950 for Phase 2 engineering for the 108-110 W. Main Street property.

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

**NAYS:** Trustee Wilbrandt

**ABSENT:** None

### **D. SHM Surveillance Cameras**

Trustee Wilbrandt explained that there has been a lot of discussion about providing safety and security to the mall after its purchase. The cameras that were installed by WCCTV were too sensitive and produced alarms and hits that did not exist. Staff recommends ending the contract with WCCTV and purchasing 25 Arlo cameras to monitor the mall entry points and supplement the 3 center court cameras with main corridor coverage.

Trustee Wilbrandt said that this seems like a simpler and better way to provide better protection for the Village property.

Trustee Johnson inquired about how many incidents there have been with people getting into the secured area of the mall. Interim Police Chief, Dan Haines, said there have been approximately 5 incidents of vandalism with 2 actual entries into the mall.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Anderley to accept staff's recommendation to end the contract with WCCTV and the purchase of 25 Arlo brand cameras, accessories, and subscription services to assist in managing the Spring Hill Mall property.

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

**NAYS:** None

**ABSENT:** None

## **XIII. EXECUTIVE SESSION**

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

**MOTION:** Moved by Trustee Yuscka and Seconded by Trustee Price to recess from Regular Session and enter into 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 recessed to Executive Session at 8:36 pm

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to adjourn from Executive Session to Regular Session.

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

**NAYS:** None

**ABSENT:** None

The Regular Board Meeting resumed at 9:00 pm

**XIV. MISCELLANEOUS / FUTURE AGENDA ITEMS**

Trustee Wilbrandt asked that staff address Barb Haines' request for a privacy fence between her property and The Mansion and provide residents with a timeline of actions that will be taken regarding concerns over fire inspections, egress from the 3<sup>rd</sup> floor, and other concerns that were expressed regarding The Mansion. Manager Cavallaro said staff will craft a letter addressing these concerns.

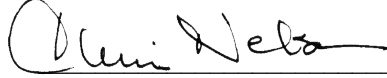
**XV. ADJOURNMENT:**

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

The Regular Board Meeting adjourned at 9:04 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Mary Jo Pape  
Village Clerk

  
\_\_\_\_\_  
Christopher Nelson  
Village President

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

**September 9, 2024 – 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

Manager Cavallaro called the Regular Board Meeting to order at 7:30 p.m.

**II. ROLL CALL:**

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

Also present were Village Attorney Kelli Melin, Fire Chief Michael Spiro, Interim Police Chief Dan Haines, Director of Economic Development Timothy Scott, Community Development Director Thomas Moszczynski, and Director of Public Works Eric Babcock.

There were approximately forty (40) 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 Alopogianis to approve the agenda as presented. Upon roll call, the motion was approved by acclimation.

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

**NAYS:** None

**ABSENT:** None

**V. VILLAGE PRESIDENT'S REPORT:**

Trustee Yuscka read the proclamation recognizing Emmett's Brewing Company's 25<sup>th</sup> Anniversary and presented the proclamation to Andy Burns who was in the audience.

Chief Spiro announced that Firefighter Luke Hellman was being sworn in at tonight's meeting. He was sworn in and pinned by his girlfriend.

Jerry Christopherson of True Patriots Care thanked the Board for their support in bringing The Wall that Heals exhibit back to Randall Oaks Park this past Memorial Day. He said that it's almost impossible to get the exhibit twice and this is their second time getting the exhibit. He said they couldn't have done it without the help of all the surrounding Villages, especially West Dundee. He thanked the Board, the Police Department, the Fire Department, and Public Works for their help and presented the Village with a plaque.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES AND WORKING GROUPS None**

Trustee Johnson said that in light of the traffic study for a left turn lane off of Route 72 onto First Street, he spoke with concerned residents on First Street and the impact this would have. He would like for the Board to discuss this topic sooner than later.

Trustee Alopogianis asked Director Babcock if the crosswalks in Grand Point Meadows could be addressed, she said cars cannot see the cross bars / stop signs and asked for them to be re-done. Manager Cavallaro said he would have Public Works address this.

Trustee Yuscka asked Director Babcock when the street grinding would begin. Director Babcock said it was supposed to begin this week and he would get an updated schedule.

**VII. STAFF REPORTS:** Manager Cavallaro said the volunteers were still needed for Heritage Fest this upcoming weekend, the weather looks good, and it should be a nice community event.

**VIII. QUESTIONS FROM THE AUDIENCE:**

Barb Haines approached the Board and said that she was copied on a letter that was sent to the owners of The Mansion asking that they install a fence between their property and hers. She said that they didn't install a new fence but instead, put up broken fence sections. She asked that the Village address this issue with the owners. Manager Cavallaro said that what they did was unacceptable, and he directed the Community Development Department to address this issue.

Bernadette Stoecker addressed the Board and said, "A picture is worth a thousand words" and submitted pictures and her statement which are attached to these minutes.

**IX. CONSENT AGENDA:**

- A. Ratification of Checks: 09/09/2024
- B. Approval of Bill List: 09/09/2024
- C. Approval of Minutes: Special Board Meeting – August 12, 2024
- D. Approval of Minutes: Regular Board Meeting – July 15, 2024
- E. Approval of Minutes: Regular Board Meeting – August 5, 2024
- F. Approval of Minutes: Regular Board Meeting – August 19, 2024
- G. Special Event Request – VFW Post 2298 Heritage Fest 5K After Party and Award Presentation
- H. Special Event Request – West Dundee Halloween Party
- I. Special Event Request – Dundee Middle School Midnight Mile
- J. Authorization for Molly Maid Service at Pump House

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

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

**NAYS:** None

**ABSENT:** None

**X. RESOLUTIONS AND ORDINANCES**

**A. Ordinance Approving Final Plans and Final Plat of Subdivision for Construction of 111 Townhomes on Approximately 19 Acres Located on the South Side of Huntley Road East of Huffman Park, Identified as the Hickory Glen Subdivision**

Trustee Price said that the Board has seen the plan for the Hickory Glen plan before and it has gone through Planning & Zoning with their recommendation to approve the final plans and plat of subdivision to develop “Hickory Glen”, 111 for-sale townhomes on approximately 19 vacant acres on the south side of Huntley Road east of Huffman Park.

Trustee Price gave an overview of this item based on the information provided in the agenda packet.

**MOTION:** Moved by Trustee Price and seconded by Trustee Anderley approving final plans and final plat of subdivision for the purpose of constructing 111 townhomes on approximately 19 acres on the south side of Huntley Road east of Huffman Park, identified as the Hickory Glen subdivision with the following conditions:

1. Compliance with all documents as submitted with the Planning and Zoning Application;
2. Review and approval of final engineering plans; and,
3. Compliance with all other applicable village codes and ordinances.

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

**NAYS:** None

**ABSENT:** None

**B. Ordinance Approving a Development Agreement by and between the Village of West Dundee and CalAtlantic Group, LLC for the Construction of 111 Townhomes on Approximately 19 Acres Located on the South Side of Huntley Road East of Huffman Park, Identified as the Hickory Glen Subdivision**

Trustee Price said that as a follow-up to the previous item, this Ordinance approves the development agreement by and between the Village of West Dundee and CalAtlantic Group for the construction of 111 townhomes on 19 acres on the south side of Huntley Road, east of Huffman Park identified as the Hickory Glen Subdivision. He said that this sets the terms and conditions of the subdivision and outlines what’s expected of the Village.

**MOTION:** Moved by Trustee Price and seconded by Trustee Alopogianis to approve an ordinance approving a development agreement by and between the Village of West Dundee and CalAtlantic Group, LLC for the construction of 111 townhomes on approximately 19 acres on the south side of Huntley Road East of Huffman Park, identified as the Hickory Glen Subdivision, subject to final review and approval by the Village Attorney.

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

**NAYS:** None

**ABSENT:** None

**C. Ordinance Approving: (1) Rezoning from R-5 Medium Density Multiple-Family District to R-4 Low-Density Multiple-Family District; (2) Variations from Required Side and Rear Yard Setbacks and Minimum Lot Area; and (3) a Preliminary Plat of Subdivision for the Purpose of Construction 12 Townhomes in Three, Four-unit Buildings on Approximately 1.7 Acres on the South Side of Strom Drive East of Century Plaza, Identified as Hillside Point Subdivision.**

Trustee Price explained that this plan has also been seen before and that this site plan is a reiteration of the previous plan with a couple of changes including the density of the buildings, setback variations, and minimum lot area. Trustee Price provided an overview of the plan based on the information that was provided in the agenda packet.

Trustee Wilbrandt asked about the easement or right of way from Edwards Avenue and asked if there were any discussions about an interconnection from Edwards to the HLC property. He wondered if the Village might wish we had not vacated the property in the future. Director Scott said that a connection was never envisioned by the Village or Haeger, and HLC has no desire to make the connection.

**MOTION:** Moved by Trustee Price and seconded by Trustee Alopogianis to Approve an Ordinance Approving Rezoning to R-4 Low-Density Multiple Family District, Variations from Required Side and Rear Yard Setbacks and Minimum Lot Area, and a Preliminary Plat of Subdivision to Allow Construction of 12 Townhomes in Three, Four-unit Buildings on Approximately 1.7 Acres of Vacant Property Located on the South Side of Strom Drive East of Century Plaza, Identified as Hillside Point Subdivision, subject to the following conditions:

1. Compliance with all documents as submitted with the Planning and Zoning application;
2. Review and approval of engineering plans; and,
3. Compliance with all other applicable Village codes and ordinances.

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

**NAYS:** None

**ABSENT:** None

## **XI. UNFINISHED BUSINESS**

### **A. Amendment to Intergovernmental Agreement for State-Maintained Traffic Signals**

Trustee Yuscka explained that based on the conditions of the highway permit for the installation of the signal at Route 31 and Canterfield Parkway, the associated construction, operation, and maintenance of the traffic and pedestrian signal is 100% the responsibility of the Village. The construction and installation of these improvements were placed on the developer as a condition of the development agreement. Village staff will pursue the appropriate agreement with the master developer to cover reimbursement for the maintenance and energy charges for this signal. The agreement also stipulates and requires that the State of Illinois will conduct the actual maintenance for the intersection.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to authorize staff to execute an amendment to the Intergovernmental Master Agreement for state-maintained traffic signals for the addition of the signal at Illinois State Route 31 and Canterfield Parkway between the Village of West Dundee and IDOT.

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

**NAYS:** None

**ABSENT:** None

## **B. Professional Services Agreement – Lead Service Line Replacement, Phase 1**

Trustee Yuscka said that as a result of the original Professional Services Agreement in April 2022, the Village has been allocated funds through the IEPA for lead service line replacement. Staff asked Baxter & Woodman to prepare a proposal to facilitate the design for Phase 1 of the program.

Phase 1 of the Village's Lead Service Line Program includes replacing the public and the private side of approximately 258 lead services. Trustee Yuscka provided a brief overview of Baxter & Woodman's services which included the entirety of the Phase 1 work at a cost not to exceed \$129,400.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Alopogianis to authorize a Professional Services Agreement with Baxter and Woodman to complete Phase 1 Engineering for the Lead Service Line Replacement, Phase 1 Project at a cost not to exceed \$129,400.

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

**NAYS:** None

**ABSENT:** None

## **XII. NEW BUSINESS**

### **A. Recommendation to Authorize Tree Planting and Tree Purchasing**

Trustee Yuscka explained that Public Works solicited quotes for the 2024 Parkway Tree Replacement Program which is being presented to the Board for authorization to proceed.

Three quotes were received with the low quote of \$165 per tree provided by Langton Group of Woodstock, IL. Director Babcock said that the Village has not previously worked with Langton Group, but Public Works checked their references which were all positive.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Price to authorize Public Works to proceed with the 2024 Parkway Tree Replacement Program at a total cost of \$17,250.

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

**NAYS:** None

**ABSENT:** None

### **B. Authorization to Purchase Solar-Powered Arrow Board**

Trustee Wilbrandt explained that Public Works is requesting the purchase of a solar-powered arrow board for traffic control and safety during excavations and pavement work along dense traffic routes. Three quotes were received and are being presented to the Board for consideration.

The primary use of the arrow board is to facilitate lane closures for the safety of motorists and staff when work occurs along dense traffic routes.

Director Babcock said that they typically rent arrow boards, but considering the frequency with which this work occurs, combined with the rental costs and acquisition time for each occasion, having an arrow board on-premises makes sense from a fiscal and efficiency perspective.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Alopogianis to authorize Public Works to purchase a solar-powered arrow board from O’Leary’s Contractors Equipment and Supply at a cost of \$4,898.

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

**NAYS:** None

**ABSENT:** None

### **C. Authorization to Purchase Decorative Light Posts**

Trustee Yuscka explained that the Village’s light pole inventory is down, and new light poles are needed to replace units that are deteriorating or have been damaged in vehicular incidents. Public Works is seeking authorization to purchase 5 heavy-duty light poles.

Trustee Alopogianis asked if insurance claims are submitted for light poles that are damaged in vehicular incidents. Director Babcock said that yes, the Police Department secures the information and works with IRMA.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Johnson to authorize Public Works to purchase decorative light poles at a total cost of \$28,087.

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

**NAYS:** None

**ABSENT:** None

### **D. Quarterly Financial Report – July 2024**

In Director Danielson’s absence, Kathy Hays, Fiscal Assistant, presented the Quarterly Financial Report ending July 31, 2024. She pointed out that as outlined in Director Danielson’s memo to the Board, the fieldwork for the 2023/24 audit has been completed. It is the hope that the final audit can be presented to the Board at the October 21<sup>st</sup> Board Meeting, but this report usually does not change the cash/investment bottom line.

After Kathy Hays’ presentation, Trustee Johnson pointed out that the Court Fines line item under General Revenue is under what was budgeted. \$225,000 was budgeted and to date, \$25,986 has been collected. Interim Police Chief Haines reported that the Red Speed cameras located on Route 31 and Boncosky were down for several months which reduced the collected fines.

Trustee Johnson noted that the computer support equipment line item was up compared to last year. Ms. Hays said that it is most likely a timing issue and will research this and provide a response.

Trustee Johnson noted that the Police and Fire Pension line item is up. Manager Cavallaro said that this is tied to the tax levy and unfortunately goes up every year.

Trustee Johnson noted that the Fire Maintenance line item is up. Ms. Hays said that this is due to the accident involving the fire truck. Trustee Johnson asked if the Village would get anything back from insurance. Ms. Hays said that the claim is being processed with IRMA now.

Trustee Johnson noted that the Reimbursable Expenses line item under Community Development is up. Manager Cavallaro said that this has to do with plan reviews and outside engineering, and this is a timing issue.

**E. Public Safety Center #1 Security Fence**

Trustee Wilbrandt explained that the Police Department is requesting authorization for the purchase and installation of a security perimeter fence at Public Safety Center #1. The Police Department solicited 3 quotes for review. Trustee Wilbrandt said that this fence has been budgeted and anticipated for a while and it is good that this is being installed.

Interim Police Chief Haines showed a sample of the fence that would be installed. He said that it is very sturdy and will last a long time.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Alopogianis to accept staff's recommendation of the Fence Connection, Inc. quote of \$122,844 including electric and underground locating, for a security fence and gates at Public Safety #1.

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


**XIV. MISCELLANEOUS / FUTURE AGENDA ITEMS**

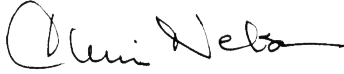
**XV. ADJOURNMENT:**

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

The Regular Board Meeting adjourned at 8:36 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Mary Jo Cape  
Village Clerk

  
\_\_\_\_\_  
Christopher Nelson  
Village President

Village of  
**West Dundee**



TO: Village Board of Trustees  
FROM: Christopher Nelson, Village President  
DATE: August 5, 2024  
SUBJECT: Dan Finnegan Re-Appointment - West Dundee Police Pension Board

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Based on the term expiration of Dan Finnegan on the West Dundee Police Pension Board, it is my intention to re-appoint Dan for another 2-year term.

MOTION: Move to Approve the Reappointment of Dan Finegan to the West Dundee Police Pension Board.

If you have any questions, please feel free to contact me.

CN:mjp

CC: Joseph Cavallaro, Village Manager  
Kathleen Field Orr, Village Attorney  
Dan Finnegan, Police Pension Board Nominee  
Bruce Jefferson, Police Pension Board President  
Dan Haines, Interim Police Chief

Village of  
**West Dundee**



TO: Village President & Board of Trustees  
Local Liquor Control Commission

FROM: Joseph A. Cavallaro, Village Manager

DATE: August 5, 2024

SUBJECT: Special Event and Daily Liquor Permit Request – VFW Post 2298 Bags & Brews Bags Tournament

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INTRODUCTION:

Attached please find a Special Event Application and Daily Liquor Permit Request submitted by Commander Daniel Pearson on behalf of VFW Post 2298 to host a Bags & Brews Bags Tournament on Sunday, August 25, 2024, at the VFW located at 117 S. First Street. Last year the VFW held this event without Village approval, so they have formally submitted the required application for this year's event.

BACKGROUND:

*Special Event Dates and Hours:* The event would be held on Sunday, August 25, 2024, from 12:00 pm to 5:00 pm.

*Special Event Description:* The proposed event is a Bags and Brews Bags Tournament to be held in the parking lot on the east side of the building. Outdoor service or consumption of alcohol has been requested. Canned beer will be sold out of coolers outdoors and mixed drinks will be sold indoors. IDs will be checked by VFW members and wristbands will be utilized. VFW members will be in attendance to enforce the rules and laws. 50 people are expected to be in attendance.

The use of amplified music has been requested. It is recommended that speakers face away from nearby residences and that the volume be maintained at a level that will not disrupt the neighborhood.

*Special Event Area:* The VFW has requested the use of the public parking areas to the east of the VFW. A map of the requested event area is attached, with the event boundaries outlined in red.

*Village Services:* The VFW has requested that the Public Works Department provide snow fencing to block the north and south sides of the parking lot which is public parking. Customers would be allowed to exit the building from the south side of the building and walk to the parking lot on the east side of the building where the tournament will be held.

The VFW has also requested the use of the Pump House restroom facilities for this event.

RECOMMENDATION:

With the Village having reviewed the special event application, staff respectfully recommends that approval be granted to the VFW Post 2298 to conduct their described event. If the Village Board and the Local Liquor Control Commission concur, the following motion would be appropriate.

**LLC MOTION:** Move to approve a Daily Liquor Permit for the VFW Post 2298 to conduct a Bags & Brews Tournament on August 25, 2024, from 12:00 pm to 5:00 pm in the east parking lot of the VFW, 117 S. First Street, as described within this memo.

**VILLAGE BOARD MOTION:** Move to approve the Special Event Application for the VFW Post 2298 to conduct a Bags and Brews Tournament on August 25, 2024, from 12:00 pm to 5:00 pm in the east parking lot of the VFW, 117 S. First Street, as described within this memo.

Date Received: \_\_\_\_\_

**SPONSOR & CONTACT INFORMATION**

**EVENT SPONSOR**

Name: West Dundee VFW Post 2298  
 Address: 117 South 1st Street  
 Phone: 847-428-9006  
 Email: vfwpost2298@hotmail.com

**PRIMARY CONTACT**

Name: Daniel Pearson  
 Address: 117 South 1st Street  
 Phone: 847-652-7463  
 Email: vfwpost2298@hotmail.com

**DESCRIPTION OF EVENT**

Event Name: Bags & Brews Bags Tournament  
 Event Date (s): August 25, 2024 Hours: 12:00 - 5:00 p.m.  
 Location: East side of building Expected Attendance: 50  
 Description of Event: Bags tournament with alcohol outside.

**EVENT DETAILS – Check all boxes below that apply**

- |   |   |
|---|---|
| <input type="checkbox"/> Fireworks                  | <input type="checkbox"/> Entertainment / Music          |
| <input checked="" type="checkbox"/> Alcohol         | <input checked="" type="checkbox"/> Sound Amplification |
| <input type="checkbox"/> Signs / Banners            | <input type="checkbox"/> Outside Electrical Service     |
| <input checked="" type="checkbox"/> Street Closures | <input type="checkbox"/> Outside Water Service          |
| <input type="checkbox"/> Itinerant Merchants        | <input type="checkbox"/> Temporary Structures           |

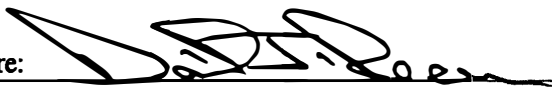
Detailed plans & schedules shall be attached for all checked items. These plans should include dates, locations, times, maps noting street closures etc.  
**Please Note:** Barricades for street closures must be arranged with Public Works Department.  
**Also Please Note:** Permit applications are required for signage, fireworks, and Liquor.

- ✓ Attach detailed plans for Trash Collection & Removal, Security, Parking, and Restrooms.
- ✓ Attach additional maps, drawings or written information you feel are necessary to process your application.
- ✓ Submit this application & all attachments to the Community Development Dept., 100 Carrington Dr., West Dundee.

Approval of this application will reserve for the above mentioned applicant/organization the requested event date/place providing all requirements outlined by the Village of West Dundee have been met.

**ASSUMPTION OF LIABILITY AND INDEMNIFICATION**

If the special event request is approved, the sponsor shall assume full responsibility for compliance with all conditions, fees, or any cost associated with this event. The sponsor shall be strictly liable for the acts of its agents, volunteers, officers and employees and shall indemnify and hold harmless the Village of West Dundee, its officers, agents, and employees from any claim, suit or liability whatsoever including, but not limited to, any court costs or reasonable attorney's fees arising out of or in any way connected with any acts or omissions of sponsor, it's agents, volunteers, officers and employees, or the special event. The applicant will provide a certificate of insurance naming the Village as an additional, primary, non-contributory insured as may be required by the Village.

Applicant's Signature:  Date: 7/15/24

**Note:** All requests, depending on the type of event, shall be submitted at least 60-30 days prior to event date, as per Village Ordinance 3.8.

**FOR OFFICE USE ONLY**

Copies to:

Date Received: \_\_\_\_\_ ( ) Police Dept ( ) Public Works  
 Date Approved: \_\_\_\_\_ ( ) Fire Dept ( ) Community Development

**VILLAGE OF WEST DUNDEE  
DAILY LIQUOR LICENSE PERMIT APPLICATION**

Date: 7/15/24

Name of Organization: West Dundee VFW Post 2298

Address: 1 7 South 1st Street

Name of Applicant/Contact: Daniel Pearson

Phone (day): 84 765 2746 3 (evening): 847-652-7463

Email Address: vfwpost2298@hotmail.com

Event Name: Bags & Brews Bags Tournament

Date(s) & Time of the Event: August 25, 2024 12:00 - 5:00 p.m.

Event Location: East side of building

Type of Alcohol to be served: Beer and mixed drinks

Description of the security measures you will be utilizing for both liquor services and the event:  
Snow fence and wrist bands. Members will be in attendance to enforce rules and laws.

Description of the area in which alcoholic liquor will be available for service and for consumption (attach map):  
Customers will be allowed to exit building out of south side of building and walk to the east side parking lot. This is the villages parking lot which will be closed to traffic by a snow fence on both sides lot. We will also be selling canned beer out of coolers, mixed drinks will be inside.

Applicant's Signature  Date 7/15/24

**PLEASE NOTE: Request must be submitted at least 30 days prior to event date.**

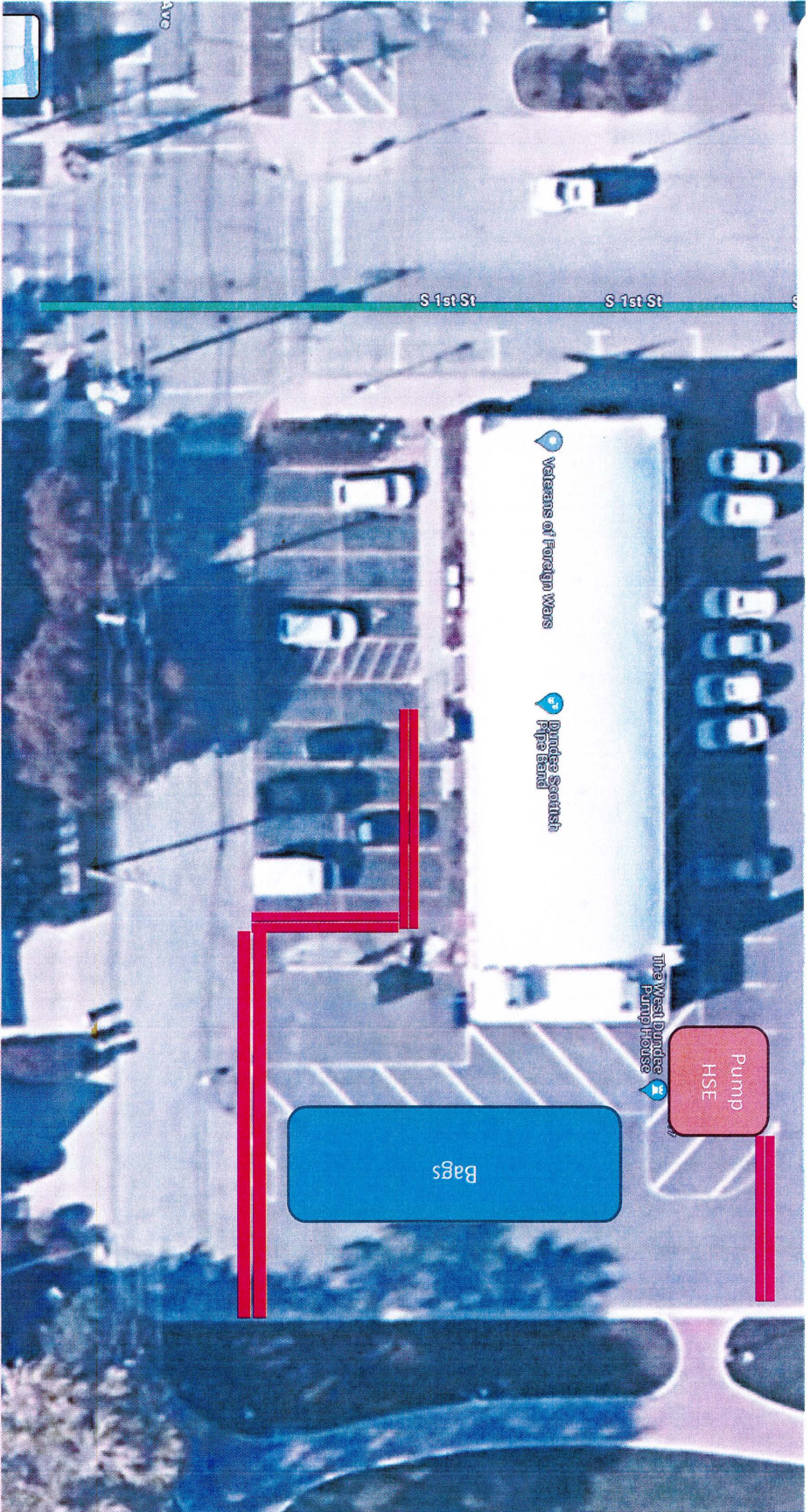
**Submit this application to Village Hall, 102 S. Second Street, West Dundee, IL 60118**

**FOR OFFICE USE:**

Date Received: \_\_\_\_\_ Fee Received (\$50.00 per day): \_\_\_\_\_

Date Approved: by Local Liquor Commission: \_\_\_\_\_

by Village Board: \_\_\_\_\_



Snow fence provided by village.

VFW #2298 AUXILIARY PRESENTS

# BAGS & BREWS AT THE BUNKER II

BLIND DRAW

## Tournament!



Sunday,  
August 25

12:00PM - 5:00PM

VFW POST #2298

117 SOUTH FIRST STREET  
WEST DUNDEE, IL

# LET THE GAMES BEGIN!

## CASH PRIZES - RAFFLES - GOOD EATS & DRINKS!



**\$25 PER PERSON TO ENTER**



Registration includes entry into the tournament and a complimentary Soda or Beer  
Cash prizes for 1st and 2nd place teams

You must be 21 and over to play

<https://ticketleap.events/tickets/dundee-vfw-post-2298-auxiliary/bags-at-the-bunker>

Teams will be drawn at 12:30 - First round games will start immediately following the draw



Village of West Dundee  
PRESIDENT AND BOARD OF TRUSTEES  
Regular Meeting  
Monday, February 5, 2024  
07:30 PM

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Village President's Report
  - A. Police Officer's Oaths of Office
- VI. Reports and Questions from Trustees and Working Groups
- VII. Village Staff Reports
- VIII. Questions from the audience  
(not to exceed 30 minutes with a limit of 5 minutes per person requesting to be heard)
  - A. Items on the Agenda
  - B. Items not on the Agenda
- IX. Consent Agenda
  - A. Approval of Minutes: Regular Board Meeting - December 18, 2023
  - B. Approval of Bill List: 02/05/2024
  - C. Authorization to Conduct Repair Work for Frontline Dump Truck
  - D. Authorization to Purchase Decorative Light Pole Assemblies
- X. Unfinished Business
  - A. Recommendation to Award Canterfield Park Construction (Trustee Yuscka)
- XI. New Business
  - A. Concept Plan Review: For Sale Attached Single Family Residential Development for Approximately 19.45 Acres on Huntley Road East of Huffman Park (Trustee Price)
  - B. Authorization to Purchase Air Compressor Replacements (Trustee Yucka)
  - C. Authorization to Conduct Riverwalk Railing Refurbishment (Trustee Yuscka)
  - D. Authorization to Solicit Proposals - Contractual Large Scale Tree Trimming (Trustee Yuscka)
- XII. Executive Session
  - A. Section 2(C)(5) of Open Meeting Act: Land Acquisition
- XIII. Miscellaneous / Future Agenda Items
- XIV. Adjournment