

**VILLAGE OF DAVIS JUNCTION
COMMITTEE OF COMMITTEES MINUTES
Tuesday, November 3, 2020 @ 7:00 p.m.
Village Hall, 106 N. Elm Street, Davis Junction, Illinois**

CALL TO ORDER and ROLL CALL

Rick opened the meeting at 7:01 p.m.

Present: President Rick Wurm, Clerk Sandie Maahs, Treasurer Brenda Ognibene (remotely via Zoom), and Committee Members Chris Samples, Jen Christenson, John Talbot, and Deana Simpson

Absent: Committee Member William Luchsinger and Jarred Doane

Also in attendance: Public Works Supervisor Bret Ferge, Village Engineer Matt Hansen (remotely via Zoom), Village Attorney David Silverman (remotely via Zoom), and Village Attorney Derke Price

Deana made a Motion to Allow William Luchsinger to Attend Remotely Due to Medical Reasons. Jen seconded the Motion. Motion passed on the following voice vote:

Jen, John, Chris, and Deana: yes

CONSIDERATION OF MINUTES

- a. Approval of October 6, 2020 Committee of Committee Minutes
Jen made a Motion to Approve the October 6, 2020 Committee of Committee Minutes. Deana seconded the Motion. Motion passed on the unanimous roll call vote of those present.

REPORTS OF OFFICERS

PRESIDENT

- a. Discussion on IGA with Stillman Valley
Rick shared that the Intergovernmental Agreement with Stillman Valley has expired. After discussion, the Committee was in favor of renewing the agreement. Sandie will work with the Village Clerk of Stillman Valley to confirm that Stillman Valley would also like to renew the agreement.

CLERK

Sandie shared that Administrative Assistant Sarah and Sandie have been discussing a “Community Events” day each week on Facebook in which the Village shares a local event that is happening on its Facebook page. After Committee discussion, Sandie and Sarah will put together some guidelines for the events that could be shared and present those to the Committee on November 17, 2020.

TREASURER/HUMAN RESOURCES

Brenda shared that she is working on the CURE grant.

William Luchsinger joined the meeting telephonically at 7:11 p.m.

Jen made a Motion to Allow Jarred Doane to Participate Remotely Due to Medical Reasons. Deana seconded the Motion. Motion passed on the following voice vote:

Jen, William, John, Chris, and Deana: yes

Jarred Doane joined the meeting telephonically at 7:11 p.m.

REPORT OF VILLAGE ATTORNEY

- a. Discussion on Vulcan Buildings’ proposed escrow agreement
David shared Ancel Glink’s review of the escrow agreement provided by Vulcan Building - the Village should be a party to the agreement if the work involves public improvements, a list from

the building inspector on what work should be completed should be listed in the agreement, and escrow deposits are not uncommon in our area. Sandie shared that the Village not being a party to the agreement does not allow for the Village to sign off on the work before the escrow money is released. David shared that all the developers should be treated the same. Chris shared that the work needing to be completed is different for each developer and should not be treated the same. William shared that both developers still have the same requirements of driveway and yards, the issue is not just drainage. The Committee discussed a uniform temporary certificate of occupancy requirements. The Committee discussed why the Village would need to be a part of the escrow agreement and David shared that the Village should be a party if there are public improvements that need to be completed. David discussed that the temporary certificate of occupancy could make it a requirement that there is an agreement between the two private entities that the work should be completed so a permanent certificate of issues. The Committee discussed keeping the completion of the unfinished items on the builder with an escrow agreement so that the Village does not have to go after the new homeowner for the completion of the items. David shared that he only recommends being a party to the agreement if there are public improvements involved. Jennifer with Vulcan Building shared that they do escrow agreements all the time and are pushed by the buyer and lender to complete the improvements as they can't sell the loan until the improvements are completed. David reiterated the Village should only be a party for public improvements only and the private property improvements not being completed is an issue between the homeowner and the developer, and the homeowner has an incentive to complete the improvements as their temporary certificate of occupancy will expire. Deana suggested putting the temporary certificate of occupancy requirements in an ordinance, including the language for escrow funds. David suggested that they will draft an ordinance with the temporary certificate of occupancy language for review at the next committee meeting. Jennifer from Vulcan Building asked were that leaves them in this process and David shared that the Vulcan can discuss with David tomorrow changes to the escrow agreement that was provided.

REPORT OF VILLAGE ENGINEER

a. Discussion on Project Report Summary

Matt Hansen of Willett Hofmann reviewed the project summary status as follows:

- Harvest Glenn Plat 10 Phase 2 Reconstruction – The driveway approach was replaced by the Village's contractor and the cost was deducted from the final pay request that is being processed.
- Pacific Avenue Culvert Modifications – All the work is completed. Awaiting final pay requests and final waiver of liens from Kelsey Excavating.
- Ogle Crossing Pond Repairs – All the work is completed and final pay request is being processed with the Village.
- Water Tower Painting – All the work is complete, tower was disinfected, and is back in operation. Matt shared that Bret did a great job with the tower project.
- Village Hall Assessment – The Village has approved the proposal to prepare a cost estimate and preliminary plan for a new Village Hall on the old WWTP site. The preliminary plan should be done after the 1st of the year and they will schedule a presentation when that it ready.
- Maple Court Vacation - The vacation plat is completed and was sent on the Village Attorney. Sandie discussed that the Board has chosen to go in another direction, and this project can be removed from the project list.

REPORTS OF COMMITTEES

COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

Jen shared that the community holiday event will be a drive-through event on December 5, 2020.

Jen shared that the blood drive is on Thursday, December 10, 2020 from 3 p.m. to 7 p.m. at the fire station.

FINANCE COMMITTEE

- a. Discussion on waiver of liquor and gaming fees
William discussed providing relief to the small businesses in town. After discussion, the Committee is in favor of waiving liquor and gaming fees for 2021 for those establishments that are in compliance with all state and local laws, have no outstanding bills with the Village, no outstanding issues with the Sheriff, and no outstanding issues with the health department that are not Covid related. Sandie will work with the Village Attorney to prepare an ordinance to that effect.

ORDINANCE ENFORCEMENT COMMITTEE

PARKS COMMITTEE

STREETS & DITCHES COMMITTEE

Chris discussed that a contractor possibly hit a shed while working on the Drainage Ditch Project, and Chris suggested the Village reimburse the homeowner if they choose to replace the one piece of trim that is damaged. The Committee did not have any objections.

Chris discussed that on October 30, 2020, he was contacted about a resident attempting to install a driveway in Ogle Crossings in one of the areas where sidewalks were not installed across the driveways to begin with. Chris shared that he told the homeowner to proceed with the installation of the driveway as it is too late in the process to have a sidewalk installed. Chris asked that the permit process be updated so that driveway applications for Ogle Crossings be looked at to determine if sidewalks need to be installed at the same time the driveway work is completed. The Committee discussed that the sidewalks would be installed at the Village's cost in those scenarios.

- a. Discussion on draft Resolution Rescinding Resolution No. 20-67 that Authorized Purchase of 2021 Ford F105 Truck for Public Works Department from Brad Manning Ford
- b. Discussion on draft Resolution Approving and Authorizing Execution of a Vehicle Order from Brad Manning Ford for Purchase of 2021 Ford F150 Truck for Public Works Department
Chris discussed that after the meeting on October 27th approving the purchase of an F150 the dealer informed the Village that the cost is actually approximately \$730.00 more than was in the Resolution. Chris shared that the new quote, which is still lower than the second quote obtained, will be on the agenda on November 10th for approval. Sandie explained that there will also be a Resolution rescinding the previous Resolution prior to the Resolution approving the new quote.

UTILITIES COMMITTEE

- a. Discussion on draft Resolution Approving and Authorizing Execution of an Agreement for Professional Services Between the Village of Davis Junction and McMahan Associates, Inc. for Waste Water Treatment Plant Control System Upgrade
Deana discussed that the resolution is authorizing McMahan to prepare a bid packet for upgrading the control system at the waste water treatment plant, and asked that it be placed on the consent agenda for approval on November 10, 2020.

Bret shared that hydrant flushing is occurring this week.

Deana thanked Bret for his work on the Water Tower Project.

UNFINISHED BUSINESS

- a. Rolling Meadows water
- b. Sidewalks

PUBLIC COMMENT

No public spoke.

Rick thanked the residents for the voter turnout.

CLOSED SESSION

Deana made a Motion to go into Closed Session under 2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Jen seconded the Motion. Motion passed on the unanimous roll call vote of those present at 8:07 p.m.

John made a Motion to Reconvene Open Session. Jen seconded the Motion. Motion passed on the unanimous voice vote of those present at 8:49 p.m.

Rick stated that there was no action to be taken on closed session items.

ADJOURNMENT

Chris made a Motion to Adjourn the Meeting. Jen seconded the Motion. Motion passed on a unanimous voice vote at 8:49 p.m.

Sandie Maahs, Village Clerk