

**CITY OF WARRENVILLE  
COMMUNITY DEVELOPMENT  
COMMITTEE OF THE WHOLE  
REGULAR MEETING**

**Monday, November 8, 2021, at 7:00 p.m. at City Hall  
28W701 Stafford Place**

In accordance with Governor Pritzker’s Disaster Proclamation, Section 7(e) of the Illinois Open Meetings Act, 5 ILCS 120/7(e), and a determination by Chairman Bill Weidner, **this meeting was held virtually.**

**MINUTES**

**A. CALL TO ORDER**

Vice Chairman Wilson called to meeting to order at 7:00 p.m., explaining the virtual meeting protocol according to the Open Meetings Act, 5 ILCS 120/7(e), and the Governor’s Executive Orders.

**B. ROLL CALL**

Physically Present: Vice Chairman Bob Wilson  
Virtually Present: Mayor David Brummel, and Aldermen: Jay Anderson, Stu Aschauer, Kathryn Davolos, Leah Goodman, and Jeff Krischel  
Absent: Aldermen Bill Weidner and Clare Barry  
Also Physically Present: City Administrator John Coakley  
Virtually Present: Community and Economic Development Director Ron Mentzer, Public Works Director Phil Kuchler, Chief Code Official Matt Cronin, Senior Civil Engineer Kristine Hocking, Civil Engineer David Romero, and Executive Assistant and Deputy City Clerk Dawn Grivetti  
Also Absent: Assistant City Administrator Cristina White and City Clerk Julie Clark

**C. PLEDGE OF ALLEGIANCE**

Vice Chairman Wilson led the Pledge of Allegiance.

**D. CITIZENS COMMENTS**

There were no comments from the public.

**E. OFFICIALS AND STAFF COMMENTS**

Ald. Goodman congratulated the organizations that held craft fairs over the past weekend.

**F. BUSINESS OF MEETING**

1. Consideration of Environmental Advisory Commission recommendation to ban coal-tar use

Civil Engineer Romero reported that coal-tar sealant is a known carcinogen, and the use and sale of coal-tar sealant and its effect on humans and the environment have been a concern of the Environmental Advisory Commission (EAC) for many years.

EAC Commissioner Jean-Marie Kauth gave a presentation of the hazardous use of coal-tar driveway sealants. She stated, although the product is not readily available for individual residential use, it is still available and used in the commercial market. A sample ordinance banning the use and sale of coal-tar sealants was presented and discussed. Commissioner Kauth stated the EAC recommends the City adopt an ordinance that would prohibit the sale and use of coal-tar sealants by both contractors and residents, and establish a licensing process for commercial sealing contractors.

Ald. Goodman discussed the harm caused by coal-tar sealants to aquatic life. She asked if there is anything the City should do regarding City drinking water, and for resources to be provided to the public listing products known to include carcinogens that should not be used. Commissioner Kauth replied the EAC does not have reason to believe the coal-tar carcinogens are in the drinking water, but research shows it to be present in streams. She referred to the list of references in her presentation for more specific product information.

In discussions regarding the sample ordinance, Ald. Davolos requested the contractor-licensing fee be reasonable enough to encourage contractors to apply and similar to other contractor licensing fees already established with the City. She also expressed concern for the enforcement of such regulations. Plan Commission and Zoning Board of Appeals Chairman Tim Cosgrove, described the licensing process used by the Village of Deerfield as an example.

Mayor Brummel commented, this is a positive example of good government, referring to the citizen concern that went through a process and will be brought to the Council to be acted on. He said, he is supportive of the recommendation.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Goodman, to recommend City Council approve an ordinance approving a coal tar ban, and direct staff to implement the ordinance within the first quarter of FY 2023.

ROLL CALL VOTE:

Aye: Alds: Goodman, Anderson, Wilson, Krischel, Aschauer, and Davolos

Nay: None

Absent: Ald. Barry and Weidner

MOTION CARRIES

2. Consideration of Terracon Consultants, Inc. Proposal for Old Town Redevelopment Site #2 asbestos and demolition construction oversight services

Senior Civil Engineer Hocking stated, staff negotiated a task order with Terracon Consultants, Inc. for construction engineering services for the 2021 Asbestos Abatement and Building Demolition project planned for Old Town Redevelopment Site #2 (OTRS #2) at 28W244 Warrenville Road. She noted the contractor has performed a majority of the engineering consulting work in relation to this project site.

SCE Hocking indicated this contract, and the previously approved \$10,000, bidding-assistance contract exceeds the FY 2022 Budget for this assistance by approximately \$9,000. Staff has reviewed the cost proposal and feels it is reasonable and appropriate given the increased complexity of the asbestos abatement component of the project, and the additional contracting requirements imposed by the Illinois EPA Brownfield Revolving Loan Funding, which will pay for the majority of this work.

Ald. Goodman asked for clarification of the rates charged by Terracon in other projects related to this site, and expressed concern for the way the item was presented to the Committee regarding its budgetary impact. SCE Hocking replied that staff is comfortable with the rates charged by Terracon for the particular work being done on the project site, and that there are different requirements for each IEPA project funding source.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend City Council pass a resolution approving task order #4 with Terracon Consultants, Inc. for construction engineering services for the 2021 Old Town Redevelopment Site #2 Asbestos Abatement and Building Demolition project in the amount of \$21,468.

ROLL CALL VOTE:

Aye: Aids: Wilson, Davolos, Krischel, Goodman, Anderson, and Aschauer

Nay: None

Absent: Ald. Barry and Weidner

MOTION CARRIES

3. Consideration of elimination of Electrical Commission

Chief Code Official (CCO) Cronin stated the Community Development Department's professional staff coordinates electrical code adoption, including the review and recommendation of code amendments, and all electrical inspection activities in the City. He added, prior to the creation and staffing of the Building Division within the department, these responsibilities were handled by the Electrical Commission. He gave a brief history of the establishment of the Commission over 40 years ago, but due to the professionalism of the current City Staff and the process associated with the development and approval of the national electric code the City adopts, the Commission's input has gradually become less necessary, and they have not met since 2018. He added, staff handles all aspects of what the Commission used to handle, and staff is recommending the elimination of the Commission.

There was a brief discussion about how staff works together to review and make recommendations regarding local amendments to the national codes that are then adopted and enforced by the City.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Anderson, to recommend City Council approve an amendment to Section 8-8-4 of the City Code to eliminate the Electrical Commission.

## ROLL CALL VOTE:

Aye: Aids: Anderson, Krischel, Davolos, Aschauer, Wilson, and Goodman

Nay: None

Absent: Ald. Barry and Weidner

MOTION CARRIES

4. Consideration of elimination of electrical contractor registration requirements

CCO Cronin stated the City Code requires all electrical contractors working in the City to register with the City. The registration process involves submitting a valid electrical license from a licensing authority and paying an annual fee to the City. He added, the City's process does not require references, proof of insurance, or other key items to verify the contractor's qualifications. CCO Cronin stated, the requirement to use registered contractors can lead residents to believe City-registered contractors have been vetted by the City and are otherwise qualified or preferred contractors. He noted that other communities have a more in-depth vetting process.

CCO Cronin stated it is staff's recommendation to amend Section 8-8-3 of the City Code to eliminate electrical contractor registration requirements.

Mayor Brummel thanked staff for reviewing and updating City processes and codes.

Ald. Davolos asked if lists of local contractors would continue to be provided to residents upon request. CCO Cronin stated City staff will continue to direct residents to the Business Directory on the City website to promote local businesses, but added, the list does not imply registered businesses are preferred by the City in any other way.

Ald. Goodman asked if the City has received complaints from residents who have had problems with City licensed contractors; and will the City create a similar problem with the recently approved sealant contractor license. CCO Cronin replied staff is not aware of specific complaints related to the registration of contractors, and added the City will check the qualifications of sealcoating contractors, which is not currently being done for electrical contractor registrants.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Anderson, to recommend City Council approve an amendment to Section 8-8-3 of the City Code to eliminate the electrical contractor registration requirements effective January 1, 2022.

## ROLL CALL VOTE:

Aye: Aids: Aschauer, Anderson, Davolos, Krischel, Goodman, and Wilson

Nay: None

Absent: Ald. Barry and Weidner

MOTION CARRIES

5. Consideration of purchase of a new Public Works cab and chassis

Public Works Director (PWD) Kuchler stated, as part of the Capital Maintenance and Replacement Plan, staff intends to include the purchase of a four-wheel drive plow truck in the FY 2023 Budget as a replacement for a current vehicle. He noted that the cab and chassis is currently available through the State of Illinois Joint Purchasing Program in the amount of \$83,972, but the vendor has indicated that delivery is

expected to be at least twelve months after the date of the order. Therefore, staff is recommending placing the order in FY 2022, with payment to be made upon delivery of the vehicle in FY 2023. He added, the dump body and snowplow would be purchased separately and budgeted for in FY 2023 as well. PWD Kuchler hopes to employ use of the vehicle during next year's winter season.

PWD Kuchler stated staff researched alternate fuel versions of this vehicle and learned that a compressed natural gas version is available, however, it would add \$50,000 to \$60,000, to the cost of the vehicle and with the limited miles driven, would not be an economical alternative. Ald. Goodman thanked staff for looking into alternative fuel options and asked if staff is confident the vehicle needs to be replaced. PWD Kuchler replied staff is confident the current vehicle will need to be replaced with this purchase next year.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend City Council approve the purchase of a new replacement snow plow truck cab and chassis through the State of Illinois Joint Purchasing Program in the amount of \$83,972, from Rush Truck Center in Springfield, Illinois.

ROLL CALL VOTE:

Aye: Alds: Krischel, Goodman, Wilson, Anderson, Aschauer, and Davolos

Nay: None

Absent: Ald. Barry and Weidner

MOTION CARRIES

6. Informational status update on Mack Road Trail and Bridge project

SCE Hocking provided a status update on the Mack Road Bridge and Multi-use Trail project. She stated the City held a public informational meeting, gathered comments from the public, and communicated with affected residents. Revised engineering plans were submitted to the Illinois Department of Transportation (IDOT).

SCE Hocking stated, due to the use of a federal grant, the City was required to evaluate the project in relation to impacts to Section 4(f) resources, which it was determined, includes the Forest Preserve District property on the south side of Mack Road and on the north side of Mack Road east of the bridge. This determination confirmed the proposed location of the multi-use trail on the north side of Mack Road to be the least impactful to sensitive environmental resources on adjacent public lands.

SCE Hocking reviewed the funding sources and estimated costs for the project, and discussed the remaining schedule and next steps of the project. There was further discussion of the public land classified as 4(f), and the location of the path on both public and private lands.

Ald. Goodman noted that if the path were located on the south side of Mack Road, mid-block crossings would be needed for private residents on the north side to have access to the path, creating an additional public safety concern.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

7. Informational status update on Trailhead project

An update of the Illinois Prairie Path Trailhead project was provided in the summary for the meeting. There were no questions or comments regarding the project.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

8. Review and file Community Development Department FY 2022 Work Program update

CEDD Mentzer presented the Community Development Department FY 2022 Work Program update. Ald. Goodman noted the completion date of the update of the Ward Map based on final 2020 Census data is coming up, and requested more information on the process. CEDD Mentzer stated preliminary staff work just has begun, and Ald. Goodman would be informed when a meeting of the workgroup is planned.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

9. Review and file Economic Development Activity Report

Mayor Brummel thanked CEDD Mentzer for the comprehensive report and noted CEDD Mentzer's attendance at the Chicago Suburbs Real Estate Symposium on July 22, 2021, where architects, municipal officials, and real estate brokers discussed the future of the Chicago suburban commercial real estate market. He read aloud the noteworthy themes shared by the symposium panelists that were included in CEDD Mentzer's memorandum in the agenda packet. Mayor Brummel thanked CEDD Mentzer for attending the symposium and bringing back the worthwhile information that will impact future City decisions going forward.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

10. Review and file bi-monthly Code Enforcement Activity Report

The Code Enforcement Activity Summary Report for the months of September and October 2021, were presented for review. There were no comments regarding the report.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

**G. MISCELLANEOUS**

There were no miscellaneous items discussed.

**H. ADJOURN**

ALD. GOODMAN MADE A MOTION, seconded by Ald. Davolos to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:15 p.m.

Approved: \_\_\_\_\_

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Dawn R. Grivetti, Executive Assistant/Deputy Clerk