



JOINT
DEPARTMENTAL OPERATIONS COMMITTEE AND
LAND USE AND POLICY COMMITTEE MINUTES
NOVEMBER 10, 2015

CALL TO ORDER

Departmental Operations Chairman Dick Trevarthan and Land Use and Policy Committee Chairman Bob Kennedy called the joint meeting to order at 6:30 P.M. on Tuesday, November 10, 2015, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Members of both committees present included Mayor Jim Holland, DOC Chairman Dick Trevarthan, LUP Chairman Bob Kennedy, Trustees Cindy Heath, Keith Ogle, Mike Stevens, Doug Walker; Clerk Adam Borrelli; Michael DiMaggio, Stacy Bond.

Others in attendance were Administrator Jerry Ducay, Asst. Administrator Rob Piscia, Police Chief John Burica, Superintendent of Public Works Terry Kestel, Director of Development Services Jeff Cook, Community Relations Manager Mary Canino, Building Supervisor Adam Nielsen, and Pierre Gregoire from the Frankfort Public Library.

APPROVAL OF MINUTES (October 14, 2015)

- A. Departmental Operations Committee*
- B. Land Use and Policy Committee*

Trustee Ogle made a motion (#1), seconded by Trustee Stevens, to approve the minutes of the Departmental Operations Committee and Land Use and Policy Committee of October 14, 2015, as presented. The motion was approved unanimously.

UTILITY DEPARTMENT: REGIONAL WWTP NORTH CLARIFIER DRIVE
REPLACEMENT APPROVAL

Chairman Trevarthan made a change to the order of the agenda items to bring forth Departmental Operations discussion and a vote on the Utility Department's request to replace one of three clarifier drives at the Regional WWTP.

Staff noted only one vendor, DPS Equipment, submitted a bid proposal to repair the clarifier equipment, in the amount of \$14,700.00.

Following discussion, Trustee Heath made a motion (#2), seconded by Chairman Trevarthan, to forward a recommendation to the Village Board approving the clarifier drive rebuild proposal by DPS Equipment Services, in the amount of \$14,700.00. The motion was approved unanimously.

FRANKFORT PUBLIC LIBRARY IMPACT FEE ORDINANCE: PRESENTATION BY PIERRE GREGOIRE

LUP Chairman Bob Kennedy stated the Frankfort Public Library Impact Fee Ordinance was presented at a previous meeting, for which there was a request for clarification as to the need for additional library fees. Following an introduction, Library Director Pierre Gregoire provided a summary of different services offered by the Library District, noting the last library impact fee increase was in 2004.

Following the presentation, committee discussion turned to whether or not the Village should continue to collect the impact fees or allow not only the Library District but other taxing districts to take over the fee collection process.

After discussion, Trustee Heath made a motion (#3), seconded by Trustee Trevarthan, to recommend to the Village Board that the Village agrees to no longer collect impact fees on behalf of the Frankfort Public Library District; staff be directed to contact the other taxing bodies to implement a similar agreement; and staff be directed to require a paid receipt from the taxing bodies prior to issuing building or occupancy permits. The motion was approved unanimously.

CRYSTAL BROOK ESCROW AGREEMENT EXTENSION DISCUSSION: APPROVAL

Building Supervisor Adam Nielsen provided a discussion of the Crystal Brook Escrow Agreement as presented in his memo. He noted property owner REO Funding Solutions IV, LLC seeks an extension of one year to complete street, sidewalk, streetlight and other installations and improvements defaulted on by the original owner of the property.

Following the presentation, Trustee Heath made a motion (#4), seconded by Trustee Walker, to extend the escrow agreement as presented. Additional committee discussion ensued, after which Trustee Heath amended the motion and Trustee Walker seconded it, to extend the Crystal Brook Escrow Agreement subject to the inclusion of a “caveat clause” into the document requiring sufficient escrow funds be available to cover binder course road improvements. The motion was approved unanimously.

11 NORTH WHITE STREET (MECH HOME) – SALVAGE OPTIONS

Director Jeff Cook presented the Committee with various options to salvage aspects of the former Mech house (now owned by the Village) located at 11 North White Street. He noted four salvage companies were contacted, all of which displayed varying degrees of interest in a salvage operation prior to demolition of the house.

Following his presentation, the Committee noted there was no pressing need to reclaim valuable components from the house at this time. Several members of the audience voiced opposition to demolition of the house, and Trustee Ogle provided a summary of the overall plan for commercial development in the downtown area that surrounds 11 North White Street.

In addition, the Committee directed staff to work on new construction review standards that would address scalability factors related to new (tear down) development within the historic downtown area.

OTHER BUSINESS

None.

ADJOURNMENT

Hearing no further business, Trustee Trevarthan made a motion (#5), seconded by Trustee Heath, to adjourn the joint meeting of the Departmental Operations and Land Use and Policy Committees of November 10, 2015, at 7:25 PM. The motion was unanimously approved.