



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

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1. CALL TO ORDER

President Wallace called the regular meeting of January 15, 2019 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m. in the Council Chambers.

2. ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Economic Development Coordinator Tony Fradin, Senior Management Analyst Sam Hughes, Human Resources Director Janelle Terrance, Acting Community Development Director Roberta Grill, Finance Director Todd Dowden, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Management Analyst Tyler Isham, Building Director Brian Goralski, Food & Beverage Manager Paul Petersen, Head, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giless.

3. INVOCATION – Father Christopher Ciomek, St. Peter Damian Catholic Church, gave the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

Trustee Camerer stated that he would like to add item 1 under License & Ordinance, Ordinance 2019-01, an Ordinance Creating a Class A Liquor License to the Consent Agenda.



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

Trustee Deyne moved to amend the Consent Agenda to add item 1 under License & Ordinance, Ordinance 2019-01, an Ordinance Creating a Class A Liquor License and that motion was seconded by Trustee Carbonaro.

**ROLL CALL VOTE TO AMEND THE CONSENT AGENDA**

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke  
NAYS: None  
ABSENT: None  
**MOTION CARRIED**

President Wallace then recited each item that was originally on the Consent Agenda and each item that was added to the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon on the Amended Consent Agenda. He then stated that he would entertain a motion to approve the Amended Consent Agenda, and the items designated to be approved by consent therein.

Trustee Deyne moved to approve the Amended Consent Agenda, and all items designated to be approved by consent therein as amended, and that motion was seconded by Trustee Carbonaro.

**ROLL CALL VOTE TO APPROVE THE AMENDED CONSENT AGENDA AND CONSENT ITEMS THEREIN**

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke  
NAYS: None  
ABSENT: None  
**MOTION CARRIED**

**6. MINUTES**

Trustee Camerer moved to approve the Board and Committee Minutes from December 18, 2018 and that motion was seconded by Trustee Carbonaro.

**ROLL CALL VOTE TO APPROVE THE BOARD AND COMMITTEE MINUTES FROM DECEMBER 18, 2018**

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins  
NAYS: None  
ABSTAIN: Trustee Reinke  
ABSENT: None  
**MOTION CARRIED**



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

7. BILL LIST – Covered and approved under the Consent Agenda.

8. TREASURER’S REPORT

Finance Director Todd Dowden stated that this was the November Treasurer’s Report. He then presented the Municipal Sales Tax Report through September, 2018, and stated it totaled \$215,922 and was up \$7,162 (3.43%) from the previous month last year. Motor Fuel Tax distribution through October, 2018 totaled \$98,725 and was up \$7,672 from the prior year.

9. PRESIDENT’S REPORT

President Wallace announced that he would like appoint Michelle Hughes to a 3 year term on the Economic Development Commission beginning January 15, 2019 and ending on January 15, 2022.

With the advice and consent of the Village Board he appointed Michelle Hughes to a 3 year term on the Economic Development Commission beginning January 15, 2019 and ending on January 15, 2022.

Trustee Deyne moved to consent to the appointment of Michelle Hughes to the Economic Development Commission, and that motion was seconded by Trustee Carbonaro.

ROLL CALL VOTE TO CONSENT TO THE APPOINTMENT OF MICHELLE HUGHES

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

President Wallace read a Proclamation supporting the 2019 Bartlett “Porch Proud” Art Initiative into the record.

President Wallace read a Proclamation Commemorating Bartlett School Choice Week into the record.

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne announced staff birthdays and anniversaries for the month of January. He asked for an update on the Bartlett Tap.

Assistant Village Administrator Scott Skrycki stated that he is still working on his build out. He applied for some BEDA grant money from the Economic Development Commission.



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

It has been one of the most comprehensive build outs that we have ever had and he will be open soon. Staff is planning a site visit tomorrow.

Trustee Deyne asked about the status of the Marathon gas station.

Village Administrator Paula Schumacher stated that they have been asked to look at a groundwater ordinance for that site to move it along and clean it up. They are working with the environmental consultant, Gary Diegan, on what the parameters of that should be.

Attorney Mraz stated that they have received some parameters from the oil company (BP). They have hired a separate consultant and that is a little bit of issue since they sold the property as-is. We want to make sure that all of our costs are covered in this process. They have a meeting set up with the owner of the gas station next Tuesday. They are going to draft a groundwater ordinance for this property and pass the cost of that on to the owner.

Trustee Deyne stated that he was glad to see Michelle Hughes appointed and thought she would do a great job. He stated that he and the entire Board send their sympathies and condolences for Matt Coulter and his family who lost their young child yesterday.

Trustee Hopkins stated that a couple of residents have reached out to him regarding 283 Hill Avenue. He asked for a status update and what they anticipated happening with that property.

Building Director Brian Goralski stated that the general contractor was in the audience.

General Contractor Derrick Mastalerz from DB Management stated that they have been waiting for the mortgage company to release funds. He received a small deposit to start the demolition and they have done everything they could up to this point. They recently got a check to start the work and basically his hands are tied until the funds are released. He has not applied for permits because they were not sure they were going to do the job.

Attorney Mraz stated that he drafted a letter that he sent through administrative adjudication and a \$750 lien was recorded against the property. He also contacted the banks attorneys asking them to proceed promptly. The property is going through foreclosure and there is a judgment. The Sheriff's Sale has been continued at least five times. He talked to the bank as recently as today and wrote a letter that said that they need a plan of when the work will be performed. Architectural plans have been submitted and approved but the work did not commence and hence the violation. He drafted a letter that would be a 15 day notice if the Village would proceed to demolish the property. That is what gets the banks attention and they could lose their equity in the property. If we were to file a petition to demolish, we would have precedence over that mortgage. The



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

claim was for fire damage and they were advised by the insurance company that the money was paid to the owner and bank. Because of the foreclosure at the same time, it is a little messy. The Village does not want to be in the business of demolishing for that type of litigation. It is an eye sore in the community but when there is fire damage it is a little complicated. We are pushing them.

11. TOWN HALL

**Terry Witt, 471 S. Western Avenue**

Mr. Witt stated that he hoped for 2019 that everyone consciously drives their cars slower in Bartlett. He referenced the intersection of Western Avenue and North Avenue and felt that the police presence improved the intersection. He suggested signs such as “Slow-Children Playing” and lower speed limits.

**John Eallonardo, Frederick Quinn Company**

Mr. Eallonardo reported on the ongoing status of the new police facility. As of January 3<sup>rd</sup>, the second phase of the police department, the investigations department, was completed and occupied. The detention area and sallyport are available and complete. On behalf of Frederick Quinn Company they still have a small punch list of things to do and he thanked the Board and staff for giving them the opportunity to work with them. The project will be under budget by 1% to 1.75%.

Chief Patrick Ullrich stated that they are getting their staff familiarized with the new operations of the jail. They are going through everything with a fine tooth comb to make sure everything works to specification. They are planning on opening the jail on January 28<sup>th</sup>.

12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Resolution 2019-03-R, a Community Resolution to Renew Mitigation Plan was covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya stated that there was no report.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that there was no report.



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

**D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER**

Trustee Camerer stated that Ordinance 2019-01, Creation of Class A Liquor License for Gambits and the St. Peter Damian Catholic Church application for a Class D Liquor License for their event on March 2, 2019 were covered and approved under the Consent Agenda.

**E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO**

Trustee Carbonaro presented Ordinance 2019-02, an Ordinance Amending Various Sections of Title 6, Chapter 11-1300, Entitled "Stopping, Standing and Parking" of the Bartlett Municipal Code. Staff is proposing to amend sections of the "Stopping, Standing and Parking" ordinance in order to the define a commercial vehicle, as well as improve our ability to address complaints regarding overnight parking and commercial vehicles and/or trailers parked on Village streets.

Trustee Carbonaro moved to approve Ordinance 2019-02, an Ordinance Amending Various Sections of Title 6, Chapter 11-1300, Entitled "Stopping, Standing and Parking" and that motion was seconded by Trustee Camerer.

Chief Ullrich stated that they had landscaping vehicles and vehicles dropping their trailers on the streets for periods of time or overnight. They wanted to clean up some of the language and clarify. He thought it was important to put the definition of what a commercial vehicle is. It also restricts the parking of non-motorized recreational vehicles, unattached trailers, boats, and motorhomes on any public way or street within the Village unless they are in the process of loading/unloading, in which they would have 24 hours to do that. They retitled the overnight parking section from all night parking to overnight parking. He also took a look at the number of times other communities were permitting residents to park their vehicles on the street. Most communities were between 3 to 5 nights per month and they settled on the three nights.

Trustee Hopkins asked how this would be enforced.

Chief Ullrich stated that they would cite the vehicle, but they would not tow it unless it was considered to be a hazard. They try to identify who the vehicle belongs to and give them an opportunity to move it, in addition to citing it.



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**January 15, 2019**

---

ROLL CALL VOTE TO APPROVE ORDINANCE 2019-02, AMENDING VARIOUS SECTIONS OF TITLE 6, CHAPTER 11-1300

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke  
NAYS: None  
ABSENT: None  
MOTION CARRIED

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke stated that Ordinance 2019-04, an Ordinance Amending the Bartlett Municipal Code Section 6-11-1204.1: Schedule I, Through Streets was covered and approved under the Consent Agenda.

13. NEW BUSINESS

President Wallace stated that he would like to issue the Gambit's Class A Liquor License subject to finishing their insurance, if there was no objections from the Board. The Class A allows for the retail sale of beer, wine and alcoholic liquor for consumption on their premises. Once that is settled to our satisfaction, that license will be issued.

Trustee Hopkins stated the Ordinance passed in October does not match the hours of operation listed in approval paperwork.

Attorney Mraz stated that the special use permit previously issued, limited their hours of operation. The liquor license is a Class A and those are the hours of that license. He stated that the zoning approval set the hours for their operation, so therefore, they will not be able to utilize the full hours of the Class A liquor license. The special use trumps the license for liquor.

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None

15. ADJOURN TO COMMITTEE OF THE WHOLE MEETING

President Wallace stated that the Board will not be going into the Committee of the Whole meeting tonight since there are no agenda items.

There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Hopkins.



**VILLAGE OF BARTLETT  
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---

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:41 p.m.

Lorna Gilless  
Village Clerk