

**SPECIAL MEETING OF THE KIMBERLY VILLAGE BOARD
MINUTES
MARCH 23, 2020**

President Kuen called the meeting to order at 6:00 p.m. Members present for roll call were Trustees Gaffney, Hammen, Hietpas and Hruzek. Trustee Trentlage participated by teleconference. Trustee Weber was absent and excused. Also present were Administrator Block, McMahon Engineer Werner, Community Enrichment Director Femal, five residents and a member of the media.

Trustee Hammen moved, Gaffney seconded the motion to convene into a Public Hearing regarding the Special Assessments for the 2020 Improvement Projects. The motion passed unanimously and the Board convened into a public hearing at 6:01 pm.

President Kuen noted that the 2020 street, sewer and mini-storm improvement projects were planned far in advance of COVID-19 and that the Village would be monitoring the physical and fiscal health of the Village before proceeding with the projects. The Village is looking at other funding mechanisms to reduce the special assessments.

Engineer Werner reviewed the Engineer's Report for the Helen Street reconstruction report. The street reconstruction project is projected to cost \$339,019.92 with two-thirds of the project being paid by the resident and one-third by the Village at an estimated assessment rate of \$80.43/linear foot. The Village allows a corner lot credit, which is one-half of the long side of the property up to a maximum reduction of 60 feet. The credits are shown in the Assessment Schedule of the Engineer's Report. The driveway apron assessment is \$6.25/S.F. and will vary depending on the total width of the apron. The last time Helen Street was reconstructed was in 1955.

Public comment was received from Lucas Schultz, Helen Street resident, who wanted to know how streets are selected for reconstruction in the Village's five-year project plan. President Kuen responded that the Helen Street reconstruction project is primarily driven by the deterioration of the storm and water mains. The streets are reconstructed when the utilities are reconstructed. President Kuen stated that the Board is looking at the utility picking up a partial cost of the street repavement. The Village looks at age and deterioration of utilities and roads in determining projects. The sanitary lines were installed in the 1950s and there is clear water infiltration into the sanitary sewer lines. A heavy rain event puts everyone at risk for sewer backups, in addition to increasing costs for water treatment. Mr. Schultz also wanted to know how Change Orders are treated and what happens if they increase the cost of the project. President Kuen responded that historically the bids have generally come in below the estimated cost. The projects are monitored by the Village engineer, Village Administrator and Streets Director of Operations. All change orders must be approved by the Village Board, however any changes are generally minimal and are within the 20% contingency built into the total project cost.

Justin Goza, Helen Street resident, wanted to know about the timeline for the street reconstruction project and when streets would be open and closed. Engineer Werner explained that there are two contracts for this project. The first contract is the underground utility work and that contractor would like to perform the utility work in April, May and June. The street contract is then tentatively slated for early July 2020. In the first week of April, the utility contractor will begin removing the

Ash trees requiring temporary closures during the day. During the utility portion of the project, residents should have access to their home most of the day and at night. During the street reconstruction portion, home access will be available most of the time with no access for about 10-14 days when the grading, paving and curing takes place. Residents will be notified ahead of time when this will occur, with the caveat that weather can affect the schedule. It is anticipated the street portion will occur between June and the end of August.

Patrick Tello, Helen Street resident, questioned what financing would be available. President Kuen indicated that residents can opt to pay the assessment fee in five or 10 years at 3.75% interest.

Engineer Werner informed residents about the 2020 sanitary lateral reconstruction along Helen Street and a portion of 4th Street. The project is projected to cost \$22,577.40; for lateral work in Village right-of-way or easement. The estimated cost for a typical 4-inch lateral portion on private property including pipe bursting and reconnection is \$2,652.00. It does not include restoration of turf, landscaping or pavement. Most of the laterals in this area are made of clay and need to be replaced. The residents have the option of having the Village replace the lateral or having their own contractor replace the lateral. The interest rate through the Village is 3.75%.

Mr. Goza inquired about how far the pipe-bursting would extend. Engineer Werner indicated that it would extend from the street all the way through to the basement or floor drain cleanout. Mr. Goza stated he has two sewer laterals and does not know if one of them is capped. Engineer Werner responded that they would televise the laterals to determine if both of them were live. Mr. Goza indicated that the cleanout is by the water pipe and he does not know if the water lateral is lead or copper. Engineer Werner stated that if it is lead, it will need to be replaced, however replacement of a copper lateral is optional. The Village can provide a price to replace the lateral with plastic.

Engineer Werner presented the Engineer's Report on the 2020 Mini-Storm construction project for Willow Street. The project is estimated to cost \$247,221.54. This is one of two remaining streets in the Village that needs to have a mini-storm constructed since the program was initiated in 1993. Seventy percent of the cost of the project falls on the homeowner and thirty percent to the Village. The assessment rate to the resident is \$49.39/L.F. The contractor will provide the lateral to the backside of the sidewalk and the homeowner is responsible for installing it the rest of the way. The contractor will provide this service at an additional cost of \$800-\$900 dollars. A group of homeowners could band together and hire a smaller contractor who might do this work for slightly less. If the homeowner opts to use the Village contractor, the cost will be rolled into the special assessment. There is no timeline established for the project at this moment, but could be started fairly quickly.

Paul Mee, Third Street resident, asked if he would still be charged the \$60 frontage fee since he does not have a basement or sump pump. Engineer Werner replied that past practice of the Village is to defer the assessment until such time that a basement is installed.

Eric & Maria Huerta, Willow Street residents, asked what financing options are available for the mini-storm project. Administrator Block responded that the full amount could be paid upfront, or over five or ten years at 3.75% interest.

Trustee Hammen moved, Gaffney seconded the motion to reconvene into the Special Meeting. The motion passed unanimously and the Board reconvened at 6:39 pm.

Trustee Hammen moved, Gaffney seconded the motion to approve the Papermill Estates Lots 3 & 4 architectural plans as submitted by Integrity Construction and recommended by the Plan Commission. The motion passed unanimously.

Administrator Block thanked everyone for their patience in moving to tele and video conferencing the Board meetings. She indicated there would be an effort to backburner non-essential Board items and to consolidate the number of meetings held in the immediate future. Administrator Block included a copy of the Village's closure notice which lists how to make payments and conduct business with the Village online, by email and telephone. In-person absentee voting hours have been reduced and an emphasis on absentee vote by mail is strongly encouraged. All of this information appears on the Village's website.

There was no unfinished business.

Under new business, President Kuen thanked Administrator Block and staff in finding innovative ways to continue to serve residents while keeping the public and staff safe.

Trustee Hammen moved, Gaffney seconded the motion to adjourn. The motion carried by unanimous vote and the Board adjourned at 6:43 pm.

A handwritten signature in cursive script that reads "Danielle L. Block".

Danielle L. Block
Administrator/Clerk