

**MINUTES  
CITY OF DARIEN  
MUNICIPAL SERVICES COMMITTEE MEETING  
March 27, 2023**

**PRESENT:** Alderman Thomas Belczak-Chairman, Alderman Eric Gustafson, Alderman Joseph Kenny, Dan Gombac – Director, Jordan Yanke – City Planner

**ABSENT:** None

**ESTABLISH QUORUM**

Chairperson Thomas Belczak called the meeting to order at 6:00 p.m. at the City of Darien City Hall, 1702 Plainfield Road, Darien, Illinois. Chairperson Belczak declared a quorum present.

**New Business**

**a. PZC2023-01 Noe (6805 Scotch Pine Trail) - Petitioner seeks approval of a Variation from Section 5A-7-3-6 (A) of the Zoning Ordinance.**

Mr. Jordan Yanke, City Planner reported that the parcel is improved with a single-family residence and unenclosed deck in the rear yard. He reported that the petitioner is proposing a sunroom addition on the rear part of the residence where the deck is currently located.

Mr. Yanke reported that the residence maintains a distance slightly greater than 30' from the rear property line while the existing deck is 18.2' from the rear lot line. He reported that the proposed sunroom would replace the deck and have a setback no less than 18.2' from the rear lot line. He further reported that there is a required rear yard setback of 30' and that the sunroom will encroach 11.8'.

Mr. Yanke reported that the homeowner's association instructed the petitioners to seek approval from the City first. He reported that the PZC approved the request 6-0.

Alderman Eric Gustafson questioned the existing deck size and if they will be constructing a deck.

The petitioners, Mr. Don and Joan Noe stated that there will be a portion for a deck.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to approval of a Variation from Section 5A-7-3-6 (A) of the Zoning Ordinance.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

**b. Resolution - Authorizing the disposal of surplus property.**

Mr. Dan Gombac, Director reported that staff has provided a list in the Agenda Memo of surplus property. He reported that the items will be auctioned utilizing the services of GovDeal, Inc.

There was no one in the audience wishing to present public comment.

**Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution authoring the disposal of surplus property.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- c. **Resolution - Authorizing the purchase of one new trailer, Model No. P8CAM164STTXW Tilt Trailer, from A&W Trailer LLC in the amount of \$15,039.**

Mr. Dan Gombac, Director reported that The existing trailer utilized within the Water Department, is approximately 22 years in age and has served its useful life. He reported that the trailer continues to rust and the metal is fatiguing in locations.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution authorizing the purchase of one new trailer, Model No. P8CAM164STTXW Tilt Trailer, from A&W Trailer LLC in the amount of \$15,039.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- d. **Resolution - Authorizing the purchase and delivery of one new sewer grate set, from L&G Welding Services, Inc., in the amount of \$7,060.**

Mr. Dan Gombac, Director reported that the proposed grate would be utilized to replace an existing grate in Pinewood Park adjacent to Portsmouth Drive. He reported that the grate continues to collect upstream debris, tree branches, leaves, mowed turf clippings and general trash and that during the significant rain events as the grate becomes restricted the surrounding area is inundated with localized street flooding on Portsmouth along with adjacent properties.

Mr. Gombac reported that while the Department maintains the grates prior to and post rain events, heavy equipment is required to remove the grate during the event to allow storm water to recede and remove the debris from the grate.

Alderman Joe Kenny questioned why the vendor bid was so low.

Mr. Gombac reported that the vendor is new and hungry for work. He reported that this project will end up \$10k under budget.

There was no one in the audience wishing to present public comment.

**Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution authorizing the purchase of one new trailer, Model No. P8CAM164STTXW Tilt Trailer, from A&W Trailer LLC in the amount of \$15,039.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- e. **Resolution – Accepting a proposal from TAPCO for the purchase of a Pedestrian Crosswalk Signalization System for a mid-block crosswalk application at Clarendon Hills Road and Roger Road in an amount not to exceed \$11,779.02.**

Mr. Dan Gombac, reported that the pedestrian crossing will increase pedestrian safety, improve visibility of the crossing to motorists, calm traffic speeds, and draw pedestrians to the crosswalk instead of crossing Clarendon Hills Road at other unmarked locations. He reported that the project will include a raised refuge island, pedestrian crossing signs, advance pedestrian crossing and/or Park Zone signs, and sidewalk extensions and relocations. He further reported that staff has partnered with TAPCO to build the pedestrian signal.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution accepting a proposal from TAPCO for the purchase of a Pedestrian Crosswalk Signalization System for a mid-block crosswalk application at Clarendon Hills Road and Roger Road in an amount not to exceed \$11,779.02.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- f. **Resolution – Accepting a proposal from Dorner Company for the City’s water system in an amount not to exceed \$54,935 to re-build internal critical components of pump control valves and altitude valves.**

Mr. Dan Gombac, Director reported that the proposed expenditure is for the maintenance of the City’s water variable speed water pumps. He reported that the pumps are independent inline components of the water system utilized to deliver potable water to maintain pressures. He further reported that the maintenance is considered preventive maintenance and consists of rebuilding the various valves and critical components.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution accepting a proposal from Dorner Company for the City’s water system in an amount not to exceed \$54,935 to re-build internal critical components of pump control valves and altitude valves.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

- g. **Resolution – Waiving the competitive bid process and accepting a quote from Landmark Construction Services, Inc., for the City Hall Balcony Deck Remodel Project at 1702 Plainfield Road for the removal of the existing balcony and the material and installation of the replacement balcony deck, in an amount not to exceed \$85,000.00.**

Mr. Dan Gombac, Director reported that this proposal is to remove and replace the City Hall Balcony Deck facing Plainfield Road. He reported that the existing balcony’s structure is deteriorating and requires an updated look. He further reported that staff requested

competitive quotes for the bid opening and with no submitted bids, staff contacted Landmark Construction Services, Inc., and negotiated a quote in the amount of \$85,000.

Alderman Joe Kenny questioned why the need for a balcony and suggested closing off the door.

Mr. Gombac reported that staff uses the balcony to hang banners and that there needs to be some type of roof or awning.

Chairperson Tom Belczak stated that he would like to see other options with an awning and less money.

The Committee agreed to get cross comparisons.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to deny a Resolution waiving the competitive bid process and accepting a quote from Landmark Construction Services, Inc., for the City Hall Balcony Deck Remodel Project at 1702 Plainfield Road for the removal of the existing balcony and the material and installation of the replacement balcony deck, in an amount not to exceed \$85,000.00.**

**Upon voice vote, the MOTION WAS DENIED 3-0.**

Mr. Gombac reported that he would have comparisons available for the City Council meeting.

**h. Motion - A contingency in the amount of \$5,000 due to unforeseen structural deficiencies items that may be encountered during the building construction.**

Mr. Dan Gombac, Director reported that a \$5,000 contingency is proposed for any unforeseen structural items that may be encountered during construction.

There was no one in the audience wishing to present public comment.

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to deny a contingency in the amount of \$5,000 due to unforeseen structural deficiencies items that may be encountered during the building construction.**

**Upon voice vote, the MOTION WAS DENIED 3-0.**

**j. Minutes – February 27, 2023 Municipal Services Committee**

**Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of the February 27, 2023, Municipal Services Committee Meeting Minutes.**

**Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.**

## **DIRECTOR'S REPORT**

Mr. Dan Gombac, Director reported that the Ailsworth project will be completed by May.

Mr. Gombac reported that the traffic signal will be done in May and the sidewalk by mid to end of April followed by the curb and gutter, pending budget approval.

## **NEXT SCHEDULED MEETING**

Chairperson Tom Belczak announced that the next meeting is scheduled for Monday, April 24, 2022.

## **ADJOURNMENT**

**With no further business before the Committee, Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to adjourn. Upon voice vote, THE MOTION CARRIED unanimously, and the meeting adjourned at 6:54 p.m.**

**RESPECTFULLY SUBMITTED:**

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**Thomas Belczak**  
**Chairman**

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**Eric Gustafson**  
**Alderman**

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**Joseph Kenny**  
**Alderman**