

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MEETING MINUTES
MAY 14, 2012**

1. 01-05/14: **Call to Order.** President Barkemeyer called the meeting to order at 7:01 p.m.

President: James Barkemeyer

Trustees Present: James Boyle (arrived 8:32 p.m.), Timothy Fisher, David Koror, Daniel Orth

Trustees Absent: Gene Nordby, Frank Rothing

Others Present: Village Clerk Debra Alch, Village Engineer David Gewalt, Village Counsel Victor Filippini, Village Manager Maria Lasday, Village Finance Director Linda McCulloch, Chief Ronald Price, and Village Administrative Assistant Vela-Schneider

Visitors: Eric Friedman (Walgreens, 1000 Lakeside Drive)

2. 02-05/14: **Pledge of Allegiance.** President Barkemeyer requested that Village Counsel Filippini lead everyone in reciting the Pledge of Allegiance.
3. 03-05/14: **Visitor's Business.** President Barkemeyer inquired whether there was any Visitor's business. Hearing no comments from the audience, he moved onto the next issue.
4. 04-05/14: **Report of the Plan Commission/Zoning Board of Appeals Meeting on May 7, 2012.** *Walgreens, 1000 Lakeside Drive. Village Manager Lasday reported that the Plan Commission/Zoning Board of Appeals (PCZBA) unanimously recommended approval of an amendment to the existing Special Use Permit governing the property and approval of variations to the exterior lighting regulations. She stated that the PCZBA did request that a plan identifying the reversion of the parking lot striping from 8 ½ ft. to 9 ft. if the building becomes a multi-tenant use. She stated that the Commission had also expressed concern regarding the existing exterior light fixtures. Trustee Fisher indicated that it appears that the handicap parking stalls were shrinking. Village Counsel Filippini clarified that the existing parking stall areas are being converted into regular parking stalls and that the handicap parking stalls will be relocated in order to comply with current state requirements.

Mr. Eric Friedman (Walgreens) introduced himself to the Board. He reviewed the exterior lighting plan. He stated that because of the lighting from the Tollway, Walgreens was unable to verify that there would not be any spillover of light from their western property line. He stated that the PCZBA understood this. He stated that in other areas, the issue of car lights was addressed with the installation of additional landscaping. He stated that the lights on the

building have full cutoff fixtures but are very bright. He stated that the PCZBA requested that the wattage of the lights be changed or the ballast to be changed to bring the fixtures into compliance. He stated that there are also issues with the light standards in the parking lot. He stated that the light standards do not have a full cutoff shield and are taller than what is permitted. He stated that the facility will continuously be occupied. He stated that the first shift will be the most heavily occupied, the second shift will have less than first shift, and that the third shift will basically be a skeleton crew. He stated that because there will be overlapping of shifts, the PCZBA recommended approval of zoning relief to allow the existing lights provided that timers are placed on the lights and that the eastern 2/3 of lights are turned off within 45 minutes of the third shift beginning. Trustee Fisher inquired whether having the eastern lights turned off at a certain time would create an opportunity for illegal activity. Village Counsel Filippini stated that it is up to the property owner to monitor their parking area. He stated that the PCZBA also requested that the five northerly lights and one southerly light fixture be replaced with full cut-off shields.

Village Manager Lasday stated that Mr. Friedman has brought forth a photometric study. Mr. Friedman presented the photometric study to the Board. He stated that the four light fixtures on the building will be replaced so that they appear more residential. Trustee Fisher inquired whether the lights along the western elevation would be replaced. Mr. Friedman stated that those lights would not be replaced. He stated that it would be safer to have more light in this area as employees enter and leave the building. President Barkemeyer inquired whether the fixtures will use metal halide or sodium. Mr. Friedman replied that the fixtures will use high-pressure sodium.

Village Manager Lasday stated that Walgreens has been instrumental in working with the property owner to obtain an easement for the 319 Grant and for the existing sanitary sewer line on the property. She stated Mr. Pappas had provided a letter that allowed the Village to install a sewer line from the Tollway to Hilltop Lane but never provided an actual easement. She stated that the Village needs to obtain an easement so that it is reflected on the owner's plat of survey. Trustee Orth inquired about the owner of the property. Village Counsel Filippini stated that the property is still owned by the same company but that the people of the company have changed. Village Manager Lasday also stated that Walgreens is also expressed interest in helping the Village obtain an easement for the 319 Grant which institutes Better Management Practices. Village Engineer Gewalt stated that the project will enhance the vegetation by the existing pond. He identified the scope of the project, noting that the cooperation and coordination of the property owner is needed and that a donation toward the work of the project would be desirable. Trustee Fisher inquired whether the pond is currently aerated. Village Engineer Gewalt replied that the pond is not aerated and will not be aerated as part of the project. Village Counsel Filippini inquired whether the existing landscape addresses the work for the 319 Grant Project. Village Engineer Gewalt replied that the landscape plan does not address it. Mr. Friedman stated that the ownership has not given final approval as of yet but have expressed interest in the project. He stated that the

ownership is seeking additional information before making a final consideration. Village Counsel Filippini stated that it would be helpful to have the landscape work for the 319 Grant included in this ordinance. Mr. Friedman replied that he would prefer to the landscape plan as it currently is so that the project can move to the Architectural Review Commission for consideration. He stated that the issue of the 319 Grant can be reviewed separately. Village Manager Lasday stated that this issue needs to be worked out before going to the Architectural Review Commission. Mr. Friedman stated that he would speak with ownership. He noted that ownership is aware that the parking space will need to be reverted back to 9 ft. width parking stalls if the property ever has a multitenant use.

**Hub Midwest, 1200 Lakeside Drive.* Village Manager Lasday reported that the zoning request for signage at 1200 Lakeside Drive has been continued.

5. **05-05/14: Discussion of HB 313 (Appropriation from the Capital Bill to the Village of \$100,000 for General Infrastructure).** Village Manager Lasday stated that she is meeting with State Representative Karen May in regards to House Bill 313, which allotted a \$100,000 grant to the Village of Bannockburn for general infrastructure. She stated the Village had initially indicated that the grant would be used to repave Wilmot Road and Duffy Lane but that work has already begun on the Wilmot Road Repaving Project and that the Duffy Lane Project is scheduled for next year. She stated that she will need to have a project slated for the grant funding before she speaks with State Representative May. The Board discussed what other general infrastructure project could be completed with the grant money. President Barkemeyer suggested installing an addition at the Village Hall for an office for Village Finance Director McCulloch. The consensus of the Board is to ask that the General Infrastructure Grant be earmarked for an addition in the Village Hall
6. **06-05/14: Consideration of Approval of Use of the Shelter and Use of a Bouncy Inflatable by Gelena Roytman on June 24, 2012 in the Village Open Space.** Village Manager Lasday reported that Ms. Gelena Roytman is requesting approval of a bouncy inflatable for her child's birthday party. The consensus of the Board is to permit the bouncy inflatable provided that the petitioner obtain and submit a Certificate of Liability Insurance naming the Village of Bannockburn as additional insured for the date of the event.
7. **07-05/14: Village Engineer's Report.** **North Lakeside Drive Repaving Project.* Village Engineer Gewalt reported that the North Lakeside Drive Repaving Project is proceeding. He stated that G&M Cement are intensifying the traffic control on Lakeside Drive by installing an alternating signal for traffic flow. **Wilmot Road Repaving Project.* Village Engineer Gewalt reported that work will intensify in the upcoming two weeks. **Waukegan Road, Half Day Road, and Cedarcrest Lane Water Main Project.* Village Engineer Gewalt reported that Lillian Lewis has submitted her easement for the Waukegan Road, Half Day Road, and Cedarcrest Lane Water Main Project. He stated that he is still awaiting one ore easement from Village Resident Howard Cooper. **American Underground Pay Request.* Village

Engineer Gewalt presented a pay request for American Underground for rodding that occurred on Telegraph Road in April 2012. This issue will be considered with the Bill Submit List. **Stirling Road Drainage Issues*. Village Clerk Alch inquired about the standing water in the ditch along Stirling Road. Chief Price stated that the water is more than likely due to the heavy rains that just occurred. Village Engineer Gewalt stated that he would review the matter. **Stirling Road Restoration Project*. Upon inquiry from Village Manager Lasday about the status of the restoration on Stirling Road, Village Engineer Gewalt stated that Greg Greenhill has not been very successful in getting contracts and may cease operations. Village Counsel Filippini suggested that the Village send a final notice to Greg Greenhill indicating that the Village will be using the funds to finish the restoration if the work is not completed within a certain timeframe. Village Manager Lasday noted that the Village will need to hire a landscape contractor who is familiar with prevailing wage requirements, noting that it would subject to IEPA regulations.

8. 08-05/14: **Village Counsel's Report.** Village Counsel Filippini had nothing to report.

9. 09-05/14: **Chief's Report.** **DUI Arrest*. Chief Price reported on a recent DUI arrest. **La Quinta Assault Suspect*. Chief Price reported that the suspect accused of assaulting a La Quinta manager could be facing additional charges due to his actions while in custody. He stated that the court date for this individual is set for the end of the month. **Training*. Chief Price reported that Officer Sears has provided helpful instruction to help other officers shoot more accurately. He stated that during the last training session, one officer's accuracy improved significantly. **Challenge Coins*. Chief Price presented each of the Board members with Challenge Coins.

10. 10-05/14: **Village Manager's Report.** **Pace Transportation*. Village Manager Lasday stated that Catalyst is looking at alternative transportation options other than Pace Bus Service. She indicated that the Village should not contribute any money to this service route at this time. **Bannockburn Green Retail Center Contact Person*. Village Manager Lasday reported that there is a new contact for the Bannockburn Green Retail Center and that she will attempt to meet with him in the upcoming weeks. **Rain Garden Participation*. Village Manager Lasday reported that Village Resident David Elston has expressed interest in participating in the Village of Bannockburn's Rain Garden Program. **Tree Stump Removal*. Village Manager Lasday reported that the Care of Trees has been removing the tree stumps, as requested by the Board of Trustees. **Electric Aggregation Program*. Village Manager Lasday reported that the Village has the lowest electric rate in the State. She stated that residents who use a supplier other than ComEd needed to contact the Village to opt-in to the Village's program. **Bee Farms*. Village Manager Lasday reported that the West Deerfield Township contacted the Village in regards to agricultural use, specifically for bee farms. Village Counsel Filippini stated that the Village's Zoning Code is clear as to what is and what is not permitted. He stated that while agricultural use is permitted, it is only permitted

as an accessory use. He stated that he is preparing a letter to clarify this issue to the West Deerfield Township. He stated that there were some properties that were grandfathered to allow agricultural use but that the grandfather clause has since lapsed to various reasons. **Prevailing Wage.* Village Manager Lasday reported that there has been talk of legislative action on Prevailing Wage requirements which may impact small businesses and municipalities. **Tarns of the Moor.* Village Engineer Gewalt reported that he has received a request from Orren Pickell to complete the patching and final lift of the Tarns of the Moor Subdivision. **Midtown Athletic Club.* Village Manager Lasday reported that Trustee Rothing had requested that Midtown Athletic Club install cameras to curtail theft. Chief Price replied that the Police Department has already made this request. **Erehwon Sidewalk Sale.* Village Manager Lasday reported that Building Commissioner Orth has approved a sidewalk sale for Erehwon from July 13th through the 15th. She stated that Erehwon has also indicated that they would like to participate in the Safety Day event. **Protect Your Local Revenues.* Village Manager Lasday stated that the Village will be receiving a request from Protect Your Local Revenues to help prevent the state from taking away local municipal revenue.

11. 11-05/14: **Village Clerk's Report.** Village Clerk Alch had nothing to report.

12. 12-05/14: **Commissioners' Reports.**

**Finance Commissioner's Report.* **Bill Submit List.* Trustee Fisher moved, seconded by Trustee Orth, to approve the Bill Submit List, as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Four (Boyle, Fisher, Korner, Orth), Nays: None, Absent: Two (Nordby, Rothing). **Budget Report.* Village Finance Director McCulloch presented the Budget Report, noting that there is a skewed cash balance because of the Route 22 and Telegraph Road Repaving expenses have not been billed by the State yet. She also noted that some monies are earmarked to specific funds and cannot be intermingled. **Quarterly Investment Report.* Village Finance Director McCulloch presented the quarterly investment report. **Auditor Review.* Village Finance Director McCulloch stated that she had received preliminary information for auditing services from Sikich. She stated that Sikich has been the Village of Bannockburn's auditor for several years. She stated that Finance Commissioner Nordby had recommended that the Village go out to bid for a new auditor. She stated that there are advantages and disadvantages of switching or keeping an auditor. Trustee Boyle inquired whether having single audits will complicate the possible switching of auditors. Village Finance Director McCulloch stated that it could but noted that most auditing companies will forward their work papers to the new auditor. The consensus of the Board is to solicit bids for auditing services. **IMRF Financial Obligations.* Village Finance Director McCulloch reviewed the Village's IMRF obligations. She noted that there is a five year smoothing process and they are only now posting some of the losses from 2008. She stated that the Village of Bannockburn has a negative reserve account, primarily due to the payout for former Chief Tracz. She stated that the Village will be charged an interest of

7.5% for having a negative reserve but she suggested that the Village not pay a lump sum immediately, in hopes that the smoothing process will decrease the shortfall. **Budget Updates.* Village Finance Director McCulloch presented the approved Budget updates for the Board members' information.

**Economic Development Commissioner's Report. *Bannockburn Green Retail Center Event Dates.* Economic Development Commissioner Fisher reported on upcoming Bannockburn Green Retail Center events. **Dolan Building.* Economic Development Commissioner Fisher indicated that the Dolan Building went to auction during a three day bid process but that the bids received did not meet the undisclosed reserve. He stated that he understands that the Bank is in negotiations with the highest bidder to negotiate a price to acquire the note. He stated that once the note has been acquired, Mr. Dolan will sign over the deed. Village Manager Lasday noted that she has received an inquiry whether a Transfer Compliance Inspection is necessary and had informed the person that it would be necessary. She stated that an official inspection has not been requested. Village Counsel Filippini stated that failure to obtain the Transfer Compliance Inspection and Certificate will mean that the new owner will be responsible for all noncompliance issues related to the previous owner.

**Roads/Right-of-Way Commissioner's Report. *Route 22 Widening Project.* Roads/ Right-of-Way Commissioner Korner reported on a complaint received by the management/owner of 3000 Lakeside Drive. Village Manager Lasday stated that Ms. Patty Lange wants the Village to post an officer on Half Day Road and Lakeside Drive to control traffic. President Barkemeyer stated that an officer can be supplied at the management/owner's expense. Chief Price stated that having an officer in this area may become more of a hazard. He stated that IDOT has been trying to accommodate the Village, noting that the contractor regraded an area immediately after being informed of potential issues. Village Counsel Filippini stated that the road belongs to the State and recommended that the Village not get involved to protect the Village from liability issues. Village Manager Lasday also noted that the North Shore Shell Gas Station owner had left a message expressing concern that the landscaping removed for the Route 22 Widening Project will not be replaced. She stated that she was unable to speak with the owner and will try again later. She stated that the Village may want to replace them. Trustee Orth agreed. Village Finance Director McCulloch suggested that the Village contact the Forester to confirm that there is sufficient room to replace landscaping in the area. Roads/Right-of-Way Commissioner Korner agreed and suggested that Village Manager Lasday contact the owner and let him know that the Village is concerned and will have a Forester review the site to determine what can be replanted in this area after the completion of the road work. Roads/Right-of-Way Commissioner Korner also noted that IDOT wants to install a 4 ½ ft. tall and 100 ft. wide fence in its right-of-way on the northeast corner of Half Day Road and Waukegan Road. The consensus of the Board is that it would split the cost for the fence at 80%-20%, with the Village of Bannockburn paying 20%. Roads/Right-of-Way Commissioner Korner stated that the fence would be similar to the fence

that is located on the bridge between Bannockburn and Lincolnshire. The consensus of the Board is to proceed with the proposal as depicted in the packet.

***Water and Sanitary/Storm Sewer Commissioner's Report.** President Barkemeyer stated that Water and Sanitary/Storm Sewer Commissioner Rothing has recommended that the Village issue a 10% sanitary sewer increase. Village Finance Director McCulloch stated that North Shore Sanitary Sewer users have a shortfall in the capital amounts collected for the sanitary sewer maintenance. Trustee Boyle suggested a 10% sanitary sewer increase for all sanitary sewer districts. The general consensus of the Board is to have a draft ordinance for consideration at the next Board meeting reflecting a 10% increase effective on July 1, 2012.

13. 13-05/14: **President's Report.** President Barkemeyer reported on the Goals List. He noted Trustee Nordby's written comment regarding the timing of the Tennis but the consensus of the Board was to have a 2013 date. Trustee Fisher suggested adding the Battle of the Bannockburn Barbeque Challenge event to the Goals list.

14. 14-05/14: **Commissioners' Reports Continued.**

*** Building Commissioners' Report.** Building Commissioner Orth had nothing to report.

***Police Commissioner's Report.** Police Commissioner Boyle thanked Chief Price for his 25 years of service to the Village of Bannockburn.

The Board of Trustees recessed for 10 minutes to enjoy light refreshments.

15. 15-05/14: **EXECUTIVE SESSION.** Trustee Fisher moved, seconded by Trustee Orth, to enter into Executive Session for purposes of discussion of potential litigation, enforcement, personnel, land acquisition/disposition, and Executive Session meeting Minutes. On a roll call vote, the motion was unanimously approved. Ayes: Four (Boyle, Fisher, Korner, Orth), Nays: None, Absent: Two (Nordby, Rothing). Executive Session was entered into at 9:33 p.m.

There being no further business in Executive Session, Trustee Fisher moved, seconded by Trustee Korner, to adjourn Executive Session. On a roll call vote, the motion was unanimously approved. Ayes: Four (Boyle, Fisher, Korner, Orth), Nays: None, Absent: Two (Nordby, Rothing). Executive Session was adjourned at 10:55 p.m.

16. 16-05/14: **Other Business.** **Consideration of Approval of the April 23, 2012 Board Meeting Minutes (Subject to Minor Corrections).* Trustee Orth moved, seconded by Trustee Boyle, to approve the April 23, 2012 Board Meeting Minutes, as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Four (Boyle, Fisher, Korner, Orth), Nays: None, Absent: Two (Nordby, Rothing). **Consideration of Approval of the April 23, 2012*

Executive Session Meeting Minutes (Subject to Minor Corrections). President Barkemeyer noted a correction identified by Trustee Nordby. Trustee Fisher moved, seconded by Trustee Orth, to approve but keep confidential the April 23, 2012 Executive Session Meeting Minutes, as amended. Ayes: Four (Boyle, Fisher, Korner, Orth), Present: Nays: None, Absent: Two (Nordby, Rothing)

17. 17-05/14: **Adjournment.** There being no further business of the Board of Trustees, Trustee Fisher moved, seconded by Trustee Boyle, to adjourn the Board of Trustees Meeting. On a roll call vote, the motion was unanimously approved. Ayes: Four (Boyle, Fisher, Korner, Orth), Nays: None, Absent: Two (Nordby, Rothing). The meeting was adjourned at 10:56 p.m.