

**VILLAGE OF BANNOCKBURN  
BOARD OF TRUSTEES  
OCTOBER 14, 2014  
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:03PM.

President: Frank Rothing

Trustees Present: David Ansani, James Boyle, David Korner, Daniel Orth III

Trustees Absent: Timothy Fisher

Also Present: Village Clerk Estelle Raimondi, Village Manager Maria Lasday, Finance Director Linda McCulloch, Village Police Chief Ron Price, Village Counsel Betsy Gates, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath

Visitors: Dan Berg (Sikich), Mike Grutza (2160 Stirling Road), Ellene and Michael Shapiro, (1801 Telegraph Road), Drue Wax (1150 Cedarcrest), Lillian Lewis (1300 Cedarcrest), Yianni Konstantinou (1250 Cedarcrest), David Husemoller (1479 Potawatomi Road, Grayslake)

2. 01-10/14: **Pledge of Allegiance.** President Rothing led everyone in reciting the Pledge of Allegiance.
3. 02-10/14: **Introduction of part-time Administrative staff.** President Rothing introduced the Village's new Administrative Assistant, Ms. Joan Koriath.
4. 03-10/14: **Visitors' Business.**

Mr. Mike Grutza, Bannockburn Caucus Committee, informed the Board about an email he sent to Village Manager Lasday requesting the Caucus be able to use the Village meeting room. He said there are 3 meetings (in October, November, and December) that are being requested for the following: Caucus membership meeting; Caucus Candidate Interviews; and Caucus Endorses Candidate Introductions. Village Counsel Betsy Gates indicated that state law prohibits use of public resources for political purposes. Since the Caucus is just asking to use meeting space when the space is not in use, otherwise approval may be granted.

Finance Director McCulloch introduced Dan Berg from Sikich Accounting. Mr. Berg gave an overview of the April 30, 2014 audit. He noted that Sikich has determined that our audit was "clean" and they received excellent cooperation and assistance from the Village during the audit. He noted a single audit was conducted and is required when an entity spends more than \$500,000 of federal money during a fiscal year. The Village's net position increased for both the Governmental and Business Type activities. \$1,074,022 of

this relates to the additional monies paid to IMRF for the pension plan. The General Fund's fund balance was reduced as budgeted primarily due to the transfer out of \$665,000 to the Police Fund and \$891,000 to the Road and Bridge Fund. The General fund finished the year with \$6,050,704 in fund balance of which \$5,626,410 is available for spending and \$424,294 has been loaned to the other funds. The Water and Sewer Funds each showed profits of \$224,957 and \$49,516 respectively. The IMRF funding information shows the fund ratio increasing from 49.84% on 12/31/2012 to 72.52% on 12/31/2013. This is based on the assets' valuation being smoothed over five years. If the assets were straight market value at 12/31/2013, their value would be \$2,683,565 and the funded ratio would be 86.22%. Both ratios include the additional contribution.

There was only one issued noted in the audit, this was a \$3,000 item that was double posted. Trustee Korner asked if we are good with internal compliance. Mr. Berg stated that as with other small entities we have an inadequate segregation of duties due to lack of staff, which is how the Village and other small entities operate.

President Rothling asked about the status of our pensions (the 72% funding ratio puts us into the 75% percentile for covered payroll). Mr. Berg noted that the Village we did put in more money than was required. He noted that beginning with fiscal year 2016 any unfunded liability will be presented on the balance sheet.

5. **04-10/14: Consider Approval of a Resolution approving the Annual Treasurer's report for the Fiscal Year Ending April 30, 2014.**

Trustee Ansani moved, seconded by Trustee Orth, to approve a 2014-R-31, a resolution approving the Annual Treasurer Report for the Fiscal Year ending April 30, 2014. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).

6. **05-10/14: Consider Approval of the Village of Bannockburn April 30, 2014 Annual Financial Report and Management letter.**

Trustee Ansani moved, seconded by Trustee Boyle, to approve the Village of Bannockburn April 30, 2014 Annual Financial Report and Management letter. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).

7. **06-10/14: Consider Approval of a Revised 2015 Calendar Year Schedule for the Village Board of Trustees Regular Meetings.**

Trustee Boyle moved, seconded by Trustee Korner, to approve the revised 2015 calendar year schedule for the Village Board of Trustees regular meetings. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).

8. **07-10/14: Discuss the 2015 Schedule for Village of Bannockburn Special Events.**

The previous calendar had been revised due to a conflict with the Jewish high holidays on September 14, 2015. Additionally, there was a discussion about the special events held by the Village. The events discussed were dates for the Arbor Day, Community Safety Day,

Tennis Day, Concert in the Park, Backyard BBQ Challenge and Halloween. Trustee Korer noted that he wasn't sure how many children trick or treat in the Village. Village Manager Lasday indicated that She and President Rothing had been meeting with the local schools. They recently met with Scott Herman, School Superintendent for the Bannockburn School. He is going to provide the Village with an estimate of children who reside in the Village. There was also discussion of having a Village Halloween event next year since it is on a Saturday.

9. **08-10/14: Discuss Calendar Year 2015 Water and Sewer Rates, Long Term Cash Projections and Billing Processes.**

Finance Director McCulloch noted that the Village of Bannockburn purchases their water from Highland Park. Our rates from Highland Park will be increasing 4.37% starting January 2015. She said there is an on-going challenge with unaccounted flow of water. The Village is not seeing an offset of revenue with the amount of unaccounted flow. Trustee Fisher recommended increasing the water rates 5.0%. President Rothing suggested that we should at least increase our rates by the 4.37% to keep up with Highland Park. The general consensus of the Board was to bring an ordinance increasing water rates by 4.37%, and no increase in sewer rates, to the next Village Board meeting.

10. **09-10/14: Discuss a Draft of the Truth in Taxation, Tax Levies and Tax Abatements.**

Finance Director McCulloch said we are at the time of year when the Village as to start preparing and deciding on a tax levy. Even though the Village has Home Rule status, we adhere to the legal threshold of the tax cap. When new properties come onto the tax roll we need to claim it in that year or lose it forever. We are currently expecting a \$554,000 addition to the tax roll from West Deerfield Township, even with these additions, the overall Equalized Assessed Value (EAV) is expected to decline to \$20 million. We are recommending a \$16,750 increase, making our total Levy \$846,500. There will be a public hearing for our Levy on November 10<sup>th</sup>. The Village Board will consider a tax levy ordinance at the December 8<sup>th</sup> Board meeting.

11. **10-10/14: Village Engineer Report**

Village Manager Lasday provided the engineering report and noted the following. There is continuing progress on Dunsinane Lane. The Village hopes to continue to receive replacement rain garden plants from IDOT for Half Day Road. The Water Audit will be submitted in December. The Village of Deerfield approved the North Avenue Road construction project with a 70/30 state funding split. The Village of Bannockburn will be responsible for 15%. The hydrant flow is ok and some hydrants still need painting. The hydrant at the Midtown Club has a bag on it indicating it is out of order. The water line break at the Unitarian Church was completed by R.J Underground for \$16,500.

12. **11-10/14: Village Police Chief Report**

Chief Price congratulated Officer John Kleffner for his use of the AED at a Waukegan Road accident. Lake Forest Officer Colleen Sick indicated that the driver of the vehicle had a heart attack while driving. Officer Kleffner quickly administered the AED to resuscitate the driver, which saved his life. This is Officer Kleffner's second AED assist.

Officer Bob Ogden has been at Forensic training at the University of Tennessee-Knoxville. Once he has completed the 10 week program, he will bring the vast experience to the Village along with assisting the Lake County Major Crime Task Force. Chief Price and Trustee Boyle will be attending Officer Ogden's graduation ceremony in Knoxville.

We have received the bronze plaque for Costette's Garden at Wilmot & Telegraph Roads and for the Dex statue. A decision has not been made where Dex's statue will be permanently displayed.

The Northern Illinois Food Bank has asked us for a donation. The Village previously donated \$400 to the food bank on behalf of Blanca Vela. Trustee Boyle suggested we continue to donate to the food bank.

Chief Price discussed the Village flag and emblem. The Police department is currently using an updated design of the emblem for the Police crest. He suggested that we consider using the new design on the Village flags. We need to reorder flags so this would be a good time to make the change. Trustee Boyle asked if we could have one new flag made to see how it looks.

13. 12/10/14: **Village Counsel Report:** None

14. 13/10/14: **Village Manager Report**

Village Manager Lasday said that she and President Rothing have been meeting with the Bannockburn Schools. One key concern for the schools is the possible passage of Senate Bill 16 (SB16). This bill would redistribute current state funds to more of the downstate districts. The Bannockburn Schools would lose \$1.3 million dollars under the current proposal. She noted that she will be traveling to Springfield to provide support as needed in November and possibly later as well.

Village Manager Lasday noted she will be attending a meeting on October 16<sup>th</sup> to discuss electric aggregation. She noted that Com Ed is currently in the process of changing transmission and capacity fees. If we need to re-do the aggregation contract, a Request for Proposal (RFP) would need to be sent out in the first quarter of 2015.

15. 14-10/14: **Village Clerk Report:** None

16. 15-10/14: **Village Commissioners Reports**

*\*Finance Commissioner's Report.*

- October Bill Submit List, Trustee Ansani noted that there were three additions to the Bill list; Urban Forest Management not to exceed \$4,000, Bronzes plaques (2) \$813.00 and Vito Di Pinto not to exceed \$5,000. Trustee Ansani moved, seconded by Trustee Boyle, to approve the October Bill Submit List with the three additional invoices. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth). Nays: None, Absent: One (Fisher).

- September Monthly Financial Report. Village Finance Director provided a reviewed to the Village Board. Trustee Ansani moved, seconded by Trustee Orth, to approve the September Monthly Financial Report. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent One (Fisher).

*\*Roads & Right of Way Commissioner's Report.*

Trustee Korner attended the TMA of Lake County. Representative Schneider was in attendance to discuss better sources of funding for transportation.

*\*Police Commissioner's Report.*

Trustee Boyle attended a Village Voice focus group at Highland Park High School. This group of parents discussed current concerns including drug and alcohol use by students. He noted that cigarette use is down, but alcohol use is up and marijuana use is up by 37%.

**17. 16-10/14: Village President Report**

President Rothing noted that he attended a Lake County Municipal breakfast with the candidates. In attendance were Paul Valus, Bob Dold and Brad Schneider. He will also be traveling to Springfield with Village Manager Lasday.

The Board discussed the Appreciation dinner on December 9<sup>th</sup>. This year's celebration will be at San Gabriel's in Bannockburn. They are under new management and have remodeled. We will be utilizing the entire café. The costs this year will be less than last year. The guest list includes Committee members, Police, Administration, the Burgess's (they generously donated their tennis courts for use during Tennis Day), past presidents and spouses.

President Rothing discussed an upcoming event sponsored by e-Works/Swalco. The recycling event is on October 24<sup>th</sup> at the Bannockburn Green Retail Center for businesses. Consumers can still take their electronics recycling to Highland Park.

President Rothing asked if there were any additional comments on Mr. Mike Gutza's use of Village meeting space. There were no additional comments.

**18. Executive Session For the Discussion of (1) Executive Session Minutes, (2) Enforcement, and (3) Personnel.**

Trustee Orth moved, seconded by Trustee Korner, to enter Executive Session for Executive Session Minutes, Enforcement and personnel. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth,); Nays: None; Absent: One (Fisher). Executive Session was entered into at 8:41pm

There being no further discussion in Executive Session, Trustee Orth moved, seconded by Trustee Korner, to exit out of Executive Session. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher). Executive Session was adjourned at 9:22pm.

19. 17-10/14: **Consideration of Approval of the September 22, 2014 Board Meeting Minutes (subject to minor corrections).**

Trustee Boyle moved, seconded by Trustee Ansani, to approve the September 22, 2014 Board Meeting Minutes. On a voice vote the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).

20. 18-10/14: **Consideration of Approval of the September 22, 2014 Executive Board Meeting Minutes (subject to minor corrections).**

Trustee Orth moved, seconded by Trustee Boyle, to approve the September 22, 2014 Executive Board Meeting Minutes. On a voice vote the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).

**Adjournment.**

Trustee Korner moved, seconded by Trustee Ansani, to adjourn the meeting at 9:23 PM. On a voice vote the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Orth); Nays: None; Absent: One (Fisher).