

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
SEPTEMBER 8, 2014
MEETING MINUTES**

1. **Call to Order.** Acting President Rothing called the meeting to order at 7:02PM.

President: Frank Rothing

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

Trustees Absent: None

Also Present: Village Clerk Estelle Raimondi, Village Manager Maria Lasday, Village Police Chief Ron Price, Village Engineer David Gewalt, Village Counsel Vic Filippini, Assistant to Village Manager Ryan Mentkowski

Visitors: Beth Gardner (2100 Stirling Road), Marc Brown (West Deerfield Township Trustee), Diana Lackner (2475 Telegraph Road), Demetrios Kozonis (1715 Sunset Lane), James Johnson (8 Bannockburn Court), Yianni Konstantinou (1250 Cedarcrest Lane), Steve Sadin (News Reporter)

2. **01-09/08: Pledge of Allegiance.** Acting President Rothing led everyone in reciting the Pledge of Allegiance.

3. **02-09/08: Consider Approval of an Ordinance Regarding Village President and Succession of Village Officials and Ratifying the Approval of Frank Rothing as Acting Village President.**

Trustee Ansani moved, seconded by Trustee Fisher, to approve Ordinance 2014-22, an Ordinance Regarding Village President and Succession of Village Officials and Ratifying the Approval of Frank Rothing as Acting Village President. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None; Abstain: None.

4. **03-09/08: Village Clerk Swearing in of Frank Rothing as Village President.**

Village Clerk Estelle Raimondi swore in Frank "Bud" Rothing as the Village President.

5. **04-09/08: Visitors' Business.**

Mr. Mark Brown a West Deerfield Township Trustee was looking for suggestions on how to grow their senior citizen services in the Township. He noted they were asking for any and all input because they have resources but wanted to make it known they were seeking suggestions.

6. **05-09/08: Consider Approval of a Request by the Bannockburn School Parent Organization for a October 4, 2014 Bannockburn Dash (1 mile Run / Walk) and a Waiver of Applicable Fees for the Use of the Village's Shelter and Open Space on October 4, 2014.**

Chief Price noted that the route proposed presented no material concern.

Trustee Orth moved, seconded by Trustee Boyle, to approve the Bannockburn Dash and the waiver of fees for the use of the Village's Shelter and Open Space on October 4, 2014. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

7. **06-09/08: Consider Approval of a Request by the Garden Club of a Waiver of Fees for Use of the Village Shelter on October 1, 2014 and October 8, 2014 to Package for Distribution Daffodil Bulbs to Village Residents.**

Trustee Ansani moved, seconded by Trustee Fisher, to approve the Waiver of Fees for Use of the Village Shelter by the Garden Club on October 1, 2014 and October 8, 2014 to Package for Distribution Daffodil Bulbs to Village Residents. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

8. **07-09/08: Consider Approval of a Request by the Tarns of the Moor Homeowners Association of a Waiver of Applicable Fees for the Use of the Village's Shelter for their Yearly Homeowners Meeting on September 18, 2014.**

Manager Lasday noted that this is now a formal registered association and will be helpful for enforcement. She clarified that the use of the shelter would be from 6-8 PM.

Trustee Boyle moved, seconded by Trustee Orth, to approve the Request by the Tarns of the Moor Homeowners Association of a Waiver of Fees for the Use of the Village's Shelter for their Yearly Homeowners Meeting on September 18, 2014. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

9. **08-09/08: Consider a Ratification of Approval of a Plat of Vacation (Metro Self Storage Property).**

Village Engineer David Gewalt noted that the vacation of this existing easement needs to be vacated as part of Metro Self Storage development at 1951 Waukegan Road.

Trustee Fisher asked if they are modifying the water service, about the status of the existing hydrants, if the hydrants are technically the Village's hydrants, and whether the hydrants are metered.

Village Engineer Gewalt noted that they are modifying the water service with the Metro Self Storage project, that the water lines are on private property so the hydrants are private hydrants, that two hydrants are being removed and one is being added, and lastly that hydrants are not metered because it reduces the water pressure available in case of a Fire Department emergency.

Trustee Fisher noted his concern that owners are utilizing unmetered water from the hydrants. He would like to notice all owners of private hydrants via mail what the

hydrants can and cannot be used for and the responsibility for maintenance of the hydrant. The letter should also include a map of the property illustrating where the hydrants being referenced are located. The letter will be prepared for issuance by the water commissioner.

Trustee Boyle moved, seconded by Trustee Korner, to approve the ratification of the approval of a plat of vacation for the Metro Self Storage property at 1951 Waukegan Road. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

10. **09-09/08: Referral to the Plan Commission / Zoning Board of Appeals for a Major Adjustment and Amendment to the Bannockburn Green Retail Center Special Use Permit.**

This item was removed from the agenda.

11. **10-09/08: Consider an Acceptance of an Amendment to an Agreement between the Village of Bannockburn and the Illinois Environmental Protection Agency Loan Agreement (L174693) to Adjust Accrual of Interest Date.**

Trustee Korner moved, seconded by Trustee Boyle, to approve an Amendment to an Agreement between the Village of Bannockburn and the Illinois Environmental Protection Agency Loan Agreement (L174693) to Adjust Accrual of Interest Date. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

12. **11-09/08: Consider Approval of a Resolution Regarding Unbilled Water Service Charges for Trinity International University.**

Trustee Fisher asked the Board to table this item in order to make modifications to the language.

President Rothing directed that the item be tabled until the next meeting.

13. **12-09/08: Consider Approval of a 2015 Calendar Year Schedule for the Village Board of Trustees Regular Meetings.**

Trustee Boyle moved, seconded by Trustee Ansani, to approve the 2015 Calendar Year Schedule for the Village Board of Trustees Regular Meetings. On a voice vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

14. **13-09/08: Consider Approval of an Ordinance Consenting to the Village of Volo as an Additional Member of the Solid Waste Agency of Lake County, Illinois (SWALCO) with No Late Fee.**

Trustee Orth moved, seconded by Trustee, to approve Ordinance 2014-23, an Ordinance Consenting to the Village of Volo as an Additional Member of the Solid Waste Agency of Lake County, Illinois (SWALCO) with No Late Fee. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None

15. **14-09/08: Consider Approval of a Business Electronics Recycling Collection at Bannockburn Green Retail Center on October 24, 2014.**

President Rothing noted this was a project that he had worked on that is specifically for businesses, schools, and government for electronics that are no longer allowed in landfills. He noted this is a partnership with E-works and SWALCO. He noted this is not for residential users but an option for businesses. If people want residential options, the residential drop off is in the Highland Park. He noted that this is really a program for Bannockburn businesses and our Bannockburn BBQ partner communities.

Trustee Ansani inquired as to who is paying for advertising for this.

President Rothing noted that all the advertising is done through SWALCO.

Manager Lasday noted that we did get consent from the Bannockburn Green Retail Center to do the event.

Trustee Ansani moved, seconded by Trustee Fisher, to approve the Business Electronics Recycling Collection at Bannockburn Green Retail Center on October 24, 2014. On a voice vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

16. **15A-09/08: Consider Approval of a Resolution Authorizing the Execution of a Preliminary Engineering Services Agreement For Federal Participation between the Illinois Department of Transportation and the Village of Bannockburn for Road Improvements along North Avenue from Wilmot Road to Telegraph Road.**

Manager Lasday noted the first resolution is item 15A and is for Phase I and Phase II design engineering and will be done to determine out what the actual project will be. The second resolution is item 15B and authorizes Gewalt Hamilton to do the engineering for the project once we know the scope. It was noted that the Village of Bannockburn and the City of Deerfield will split the cost of the design and construction of North Avenue but the City of Deerfield will pay for all the costs associated with the water main reconstruction. The Village is trying to get federal funding with the City of Deerfield and these resolutions would help ensure that all the necessary approvals are completed up front so the federal dollars can be utilized. Once this is done, then we have to try to get it designated as a federal route (FAU route).

Trustee Fisher asked if we are taking a chance here without knowing what is going to happen and the cost of the project.

Trustee Korner noted that this is how we did it during the great recession and because we had the engineering designs ready we could get the federal funding.

Village Engineer Gewalt noted that by the Village doing this initial engineering work, there is a greater likelihood the project will be moved along faster.

Manager Lasday asked if in regards to the pathway if will we need to take property from the neighbors.

Village Engineer Gewalt noted that part of phase I is to assess the cost of putting in the pathway in relation to the property, grading, landscaping and trees. If it is too expensive it usually gets dropped.

Manager Lasday asked if it will help diminish the water issues in that area.

Village Engineer Gewalt noted that this is proposing curb and gutters with the project but that we cannot change the flow of the water.

Discussion continued about the timing of the pathway consideration, the size of North Avenue right-of-way in relation to whether there is enough space for the pathway, whether we can use it for a bike lane if there is enough room, if there are potential conflicts from the viewpoint of Deerfield's goals and Bannockburn's goals, discussion about hydrants in the area, and vegetation within the right-of-way.

Trustee Orth moved, seconded by Trustee Korner, to approve Resolution 2014-R-27, a Resolution Authorizing the Execution of a Preliminary Engineering Services Agreement for Federal Participation between the Illinois Department of Transportation and the Village of Bannockburn for Road Improvements along North Avenue from Wilmot Road to Telegraph Road. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None

17. **15B-09/08: Consider Approval of a Resolution Authorizing a Proposal by Gewalt Hamilton Associates, Inc. for Phase I and Phase II Design Engineering Services for North Avenue Road Improvements along North Avenue from Wilmot Road to Telegraph Road.**

Trustee Orth moved, seconded by Trustee Korner, to approve Resolution 2014-R-28, a Resolution Authorizing a Proposal by Gewalt Hamilton Associates, Inc. for Phase I and Phase II Design Engineering Services for North Avenue Road Improvements along North Avenue from Wilmot Road to Telegraph Road. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None

18. **16-09/08: Consider Approval of an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn.**

Trustee Fisher moved, seconded by Trustee Korner, to approve Ordinance 2014-24, an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None

19. **17-09/08: Report of the Plan Commission / Zoning Board of Appeals Meeting on September 8, 2014.**

Village Manager Lasday noted the Medical Marijuana hearing was continued until November 3, 2104.

20. 18-09/08: **Discuss the Village's Deer Management Program.**

Chief Ron Price noted that the deer incidents have been steady and they have not noticed a spike in the incidents. He stated staff is looking for direction on whether to proceed with a deer management program.

After brief discussion, the consensus was to defer the deer management program for at least another year.

21. 19-09/08: **Village Engineer Report.**

**Top Projects* Village Engineer David Gewalt noted that in regards to the Dunsinane Lane paving, the contractors did come in last week to put in storm sewer but the milling has been postponed until Thursday. They still anticipate finishing at the end of September; Behm pavement will be doing the crack filling on a Saturday and was looking for the Board to permit this so that they can do it a little bit easier without all the traffic. Manager Lasday noted she will let the Board know about the Saturday date for approval of work to stay out of the way of the businesses.

President Rothing inquired as to what the solution was for the leaking hydrant on Wilmot and North Avenue as he had reported the leak. Engineer Gewalt had no update. Trustee Fisher stated he thought it was a stem that snapped.

22. 20-09/08: **Village Police Chief Report.**

Chief Ron Price provided a report on the following items:

- Robert Ogden is in his first week of the 10 week course in Tennessee and when he comes back he will be one of the experts in Lake County because he will be one of the only people in Lake County to go through it. He thanked the board for their support so he can attend school. Per the recommendation of Trustee Orth at the meeting, he will have Officer Ogden provide a presentation of the training following his return.
- That a goal for training hours through the year was 1,200 hours which is about 100 hours per month. He noted it is a lofty goal but he wants to continue to do it. He noted that the training goes hand in hand with the accreditation that we received this year.
- Proud to be partnering with the Lake County Veterans Commission who is collecting new or gently used adult sized coats to help veterans out. On September 26th (before Deerfield/Highland Park football game) we are setting a goal to bring in more coats than Deerfield/Highland Park.
- Regarding the bronze Dex statute, he noted that the sculpture arrived on Friday afternoon and there is going to be a special place outside the police department door which will be landscaped for the statute. Following suggestion to consider other more visible locations, Chief Price noted he would assess other locations for the statute.

- He noted that Heinen's is doing well and there are no issues at all with the store. He noted that we are happy to have them in town.

President Rothing thanked Chief Price, the Police and Staff for the Battle of Bannockburn 700th Celebration. President Rothing also recapped the day, which received great attendance and very positive feedback.

23. 21-09/08: **Village Counsel Report.** No report

24. 22-09/08: **Village Manager Report.**

Village Manager Lasday noted that with Friday's storms we had about 50 residents out of power and ComEd was out there right away. She was in communication with ComEd on Saturday and it was the fastest help Bannockburn has received. Fortunately, we had power for the 700th celebration event. She noted that the trees that came down were quickly removed from streets and overall we fared okay.

Manager Lasday noted that she officially received her International City/County Management Association (ICMA) pin for accreditation and she is now officially considered a credentialed manager. She noted that ICMA has requested that we do a press release to illustrate her achievement and she will work on putting that together.

Trustees Orth & Fisher noted that Manager Lasday is the best thing to happen to Bannockburn in a long time and thanked her for her work.

Manager Lasday circulated a suggestion for a Village-wide Halloween event from a resident. She noted it is too late to do it this year but perhaps it is something to consider in the coming years if the Board wishes.

25. 23-09/08: **Village Clerk Report.** No report but she noted that she was going to be attending a meeting with Finance Director McCulloch on Wednesday.

26. 24-09/08: **Village Commissioner Reports.**

**Finance Commissioner's Report.*

Trustee Ansani welcomed back Trustee Orth to the Board meeting.

Trustee Ansani then summarized both the bill submit list and the most recent financial report.

- August Monthly Financial Report.

Trustee Ansani moved, seconded by Trustee Fisher, to approve the August monthly financial report. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Korner, Fisher, Orth); Nays: None; Absent: None.

- September Bill Submit List.

Trustee Ansani moved, seconded by Trustee Fisher, to approve the September bill submit list. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Korner, Fisher, Orth); Nays: None; Absent: None.

**Water/Sewer Commissioner's Report.*

Trustee Fisher noted that he met with the Deerfield-Bannockburn Fire Department today and he provided them with his report on hydrant flushing/repair analysis. His report noted that the Village cannot be on such a long maintenance cycle. He urged annual pressure testing and semi-annual flushing. He noted that bids are also needed for repairing the hydrants and to black bag the ones that are not in service.

The Board thanked Trustee Fisher for all the work he has done for the Village.

**Police Commissioner's Report.*

Trustee Boyle thanked the Police and the volunteers for their efforts with the 700th celebration this past weekend.

**Building Commissioner's Report.*

Trustee Orth thanked the Police for their efforts with the 700th celebration.

27. 25-09/08: Village President Report.

President Rothing provided a report on the following items:

- At the 700th Celebration, we gave a plaque to Cosette Winter which stated our thanks for all the years of work and her efforts to beautify the Village. She was completely surprised by the honor.
- Regarding the video filming he noted we had a video crew out to film the Village which will be added to the website. It will talk about Bannockburn as a great place to live and work. It was done at about 10 residents' homes last Tuesday within the Village, as well as, some of the businesses and the school. He noted there will likely be one more day of filming from people like Tom Heinen talking about how great a place Bannockburn is. He noted the video will have a professional voice over reading a prepared script about Bannockburn.
- He reminded the Board that next Sunday is the Bannockburn golf scramble. He noted it will have great prizes from the local businesses and it will be a fun day with the neighbors.
- He noted there is an Economic Development Commission meeting this Wednesday. The meeting will particularly be about the commercial waste hauling contract that goes into effect in 2015 with Lakeshore Waste Hauling. He also added that Trinity International University has already looked into switching over to Lakeshore Waste Hauling.
- He noted that Heinen's has an event this weekend called the hatch Chili roast. The event will be on Saturday from 11-5 and Sunday from 11-5. This is a big event in Ohio so everyone is curious to see how the event goes. This is something to do this weekend and don't expect the chili to last all day Sunday.

28. Executive Session For the Discussion of (1) Personnel and (2) Executive Session Meeting Minutes.

Trustee Fisher moved, seconded by Trustee Boyle, to enter executive session for Personnel and Executive Session Meeting Minutes. On a roll call vote, the motion was

unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None. Executive Session was entered into at 8:33 PM.

There being no further discussion in Executive Session, Trustee Orth moved, seconded by Trustee Boyle, to exit out of Executive Session. On a roll call vote, the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None. Executive Session was adjourned at 9:27 PM.

29. **26-09/08: Consider Approval of the July 14, 2014 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Fisher moved, seconded by Trustee Korner, to approve the July 14, 2014 Board Meeting Minutes. On a voice vote the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

30. **27-09/08: Consider Approval of the July 14, 2014 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Ansani moved, seconded by Trustee Korner, to approve the July 14, 2014 Executive Session Meeting Minutes. On a voice vote the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

31. **28-09/08: Consider Approval of the August 11, 2014 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Orth moved, seconded by Trustee Boyle, to approve the August 11, 2014 Board Meeting Minutes. On a voice vote the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

32. **29-09/08: Consider Approval of the August 11, 2014 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Fisher moved, seconded by Trustee Ansani, to approve the August 11, 2014 Executive Session Meeting Minutes. On a voice vote the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.

33. **30-09/08: Consider Approval of the August 22, 2014 Board Emergency Meeting Minutes (Subject to Minor Corrections).**

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

34. **31-09/08: Consider Approval of the August 22, 2014 Board Emergency Executive Session Meeting Minutes (Subject to Minor Corrections).**

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

35. **32-09/08: Consider Approval of a Resolution Establishing a Policy for Honoring Former Village Officials.**

Trustee Korner asked about the need for the proposed policy and what it will accomplish.

Village Counsel Filippini noted this is an expression of policy that would establish guidelines for anything that is put on open space or Village property.

Trustee Fisher noted that this is to make clear the Village's standards for using Village property to honor former officials.

Following brief discussion, the Board had a lack of consensus on the resolution and was tabled.

36. **Adjournment.**

Trustee Ansani moved, seconded by Trustee Fisher, to adjourn the meeting at 9:32 PM. On a voice vote the motion was unanimously approved. Ayes: Five (Ansani, Boyle, Fisher, Korner, Orth); Nays: None; Absent: None.