

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
FEBRUARY 15, 2017
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:04pm.

President: Frank Rothing

Trustees Present: James Boyle, Mary Herrmann (joined meeting via phone at 7:25pm), David Korner, Diana Lackner, Kerry Martin

Absent: David Ansani

Also Present: Village Manager Maria Lasday, Finance Director Linda McCulloch, Chief Ron Price Village Clerk Kass Sigal, Village Counsel Betsy Gates, Village Engineer Dave Gewalt, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath

Visitors: Corbett Lamb (635 S. Buckingham Court, Lake Forest)

2. 01-02/15: **Pledge of Allegiance.**

Trustee Martin led everyone in reciting the pledge of allegiance.

3. 02-02/15: **Visitor Business.** None

4. 03-02/15: **Consider Approval of an Ordinance Approving an Agreement Between the Village of Bannockburn and North Shore Water Reclamation District and Authorizing the Transfer of Certain Real Property Interests.**

Trustee Korner moved, seconded by Trustee Lackner, to Approve Ordinance 2017-03, an Ordinance Approving an Agreement Between the Village of Bannockburn and North Shore Water Reclamation District and Authorizing the Transfer of Certain Real Property Interests. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korner); Nays: None; Absent: Two (Ansani, Herrmann)

5. 04-02/15: **Consider Approval of a Resolution Approving a Sanitary Sewer Service Agreement Between the Village of Bannockburn and Thomas and Donna Beeson.**

Trustee Korner moved, seconded by Trustee Lackner, to Approve Resolution 2017-R-07, a Resolution Approving a Sanitary Sewer Service Agreement Between the Village of Bannockburn and Thomas and Donna Beeson. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korner); Nays: None; Absent: Two (Ansani, Herrmann)

6. **05-02/15: Consider Approval of a Resolution Accepting a Proposal for Auditing Services from Sikich, L.L.P. for fiscal years ending April 30, 2017 and 2018.**
Trustee Korer moved, seconded by Trustee Lackner, to Approve Resolution 2017-R-08, a Resolution Accepting a Proposal for Auditing Services from Sikich, L.L.P. for fiscal years ending April 30, 2017 and 2018. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korer); Nays: None; Absent: Two (Ansani, Herrmann).
7. **06-02/15: Consider a Resolution of the Village of Bannockburn, Illinois Reallocating 2017 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap Allocation of \$157,100.00 to be Pooled into the Lake County Private Activity Bond Clearinghouse).**
Trustee Korer moved, seconded by Trustee Lackner, to Approve Resolution 2017-R-09, a Resolution of the Village of Bannockburn, Illinois Reallocating 2017 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap Allocation of \$157,100.00 to be Pooled into the Lake County Private Activity Bond Clearinghouse). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korer); Nays: None; Absent: Two (Ansani, Herrmann).
8. **07-02/15: Consider Approval of Ordinance 2017-04, the Bannockburn Morals and Conduct Code (Repealing Ordinance No. 2004-16, as amended, and adding a Bring Your Own Beverage Classification).**
Trustee Korer moved, seconded by Trustee Lackner, to Approve Ordinance 2017-04, an Ordinance Approving the Bannockburn Morals and Conduct Code (Repealing Ordinance No. 2004-16, as amended, and adding a Bring Your Own Beverage Classification). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korer); Nays: None; Absent: Two (Ansani, Herrmann)
9. **08-02/15: Consider Approval of the January 23, 2017 Board Meeting Minutes (Subject to Minor Corrections).**
Trustee Korer moved, seconded by Trustee Lackner, to Approve the January 23, 2017 Board Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korer); Nays: None; Absent: Two (Ansani, Herrmann).
10. **09-02/15: Consider Approval of the February Bill Submit List.**
Finance Director McCulloch noted that additional changes from Lucas Landscaping will be added to the Bill submit list. She noted that there has been a spike in bills from Urban Forest Management for the numerous tree removal reviews for residential removals.

Trustee Boyle inquired about the possibility of changing the Village lights to LED. Village Manager Lasday noted we should consider inventorying the Village street lights. She noted she will research if there is a grant available for this potential

project.

Trustee Lackner moved, seconded by Trustee Boyle, to Approve the February Bill Submit List. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Lackner, Martin, Korner); Nays: None; Absent: Two (Ansani, Herrmann).

Trustee Mary Herrmann joined meeting via conference phone call at 7:25pm.

11. **10-02/15: Consider Approval of the January Monthly Financial Budget Report.**

Finance Director McCulloch reported that there is a 89.6% year to date to budget for revenues. Expenses are 82.1% year to date to budget. She noted this includes the \$500,000 payment made to Illinois Municipal Retirement Fund (IMRF). She noted the transfer compliance receipts as unusual revenue activity.

Trustee Boyle moved, seconded by Trustee Lackner, to Approve the January Bill Submit List. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

12. **11-02/15: Consider Approval of the Quarterly Investment Report.**

Finance Director McCulloch reviewed the quarterly investments including, debt service, property tax revenue receipts and maintaining the reserve policy.

Village Engineer Gewalt suggested that phase 1 engineering, the first step of engineering work for cost estimate with plans, be started for the Half Day Road and Hilltop water main replacement projects. He noted that Hilltop is the oldest water main not yet replaced in the Village.

Village President Rothing noted that he, Trustee Ansani and Finance Director Linda McCulloch will investigate ways to earn more interest on our funds.

Trustee Boyle moved, seconded by Trustee Martin, to Approve the Quarterly Investment Report. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

13. **12-02/15: Consider Payment of the Following Invoices:**

Trustee Herrmann moved, seconded by Trustee Martin, to Approve the following: Invoice #40947E from Berger Excavating Contractors, Inc. of Wauconda. in the amount of \$4,547.00 (Repairs at the Village's Telegraph Road Lift Station); Invoice #40948E from Berger Excavating Contractors, Inc. of Wauconda. in the amount of \$3,907.50 (Replacement Meter at Trinity); Invoice #HP3506 from DeMuth, Inc. in the amount of \$2,600.00 (Fire Hydrant and Related Work on Half Day Road; and Invoice #V-413 in the amount of \$500.00 (Water Leak Related). On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

14. **13-02/15: Report from the Plan Commission / Zoning Board of Appeals Meeting**

on February 7, 2017:

- Approval of the January 9, 2017 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes.
- Public Hearing for the Consideration of Text Amendments to the Bannockburn Zoning Code Regarding Landscaping, Buffer yard, and Opacity Requirements, Including Regulations Governing Landscaping Design and the Planting, Removal, and Replacement of Trees, Shrubs, and other Plant Materials in Connection with the Development and Use of Property Within the Village.

Village Manager Lasday summarized the results of the PCZBA meeting regarding the recommendation of approval to the Village Board for the Text Amendments to the zoning ordinance. She highlighted the following recommendations: noted the decision to; Reduce plantings required; Increase allowable square footage for deck/patio to 400 square feet without triggering opacity; Additions of less than 400 square feet won't trigger opacity; and an option was added to give home owners creative alternative options to present for their landscape plans if they have trouble meeting the required code provisions.

The Board discussed the draft ordinance and recommendations from the PCZBA, regarding zoning, buffer yard and opacity including the following: Reduce required opacity from 50%/40% to 30% in table of required opacity values across the board for residential B district; Delete railroad requirement for residential districts; Eliminate distinction between Rout 22/Waukegan and other streets; Revise table on page 7, to add 30% opacity level. The general consensus was to direct Village Counsel to revise the ordinance as discussed for the next Village Board meeting.

15. 14-02/15: Discuss the Bannockburn Annual Citizen Survey.

Assistant to Village Manager Mentkowski summarized the 2016 citizen survey results. He noted we received a total of 67 responses (21 online & 46 paper), which is up 11 responses compared to last year (2015). He noted this year's survey had a "strategic planning" focus to match the strategic planning work the Village Board has been performing. The 2016 survey did not have include the deer survey as in the past.

16. 15-02/15: Discuss Current Legislative Issues.

Village Manager Lasday reviewed current legislative issues currently being discussed in Springfield that could affect municipalities.

17. 16-02/15: Village Engineer Report.

Village Engineer Gewalt discussed authorizing a proposal from American Underground for \$12,000 for sewer televising. He reviewed the process for examining the sanitary sewer main, how best to detect infiltration and the seasonal timing for best results.

18. 17-02/15: Police Chief.

Chief Price unveiled the Bannockburn Police 2016 Annual Report. He noted from the report, highlighting our low crime index compared to surrounding communities.

Chief Price reported on a shooting incident in Highland Park on Friday, February 10th, where Bannockburn Police provided assistance.

19. 18-02/15: **Village Counsel.** None.

20. 19-02/15: **Village Clerk.** None.

21. 20-02/15: **Village Commissioners.**

- *Finance*: None

- *Building*: None

- *Roads & R.O.W.*: None.

- *Sewer & Water*: None.

- *Community Development*: None.

- *Police*: None.

22. 21-02/15: **Village Manager.**

Village Manager Lasday noted that 1560 Robin has inquired about subdividing the parcel. She noted she needs to examine the square footage to determine the non-conformity. She noted the upcoming Illinois Municipal Retirement Fund (IMRF) workshop in May and the upcoming IML training sessions in September.

23. 22-02/15: **Village President.**

Village President Rothing noted that the Wine & Cheese event will be moved from June 2nd to June 9th. He also discussed publishing a Village resident address book.

Village Staff was excused from meeting at 9:54pm.

EXECUTIVE SESSION

For the Discussion of (1) Enforcement and (2) Personnel.

Trustee Boyle moved, seconded by Trustee Martin, to enter into Executive Session for the discussion of (1) Enforcement and (2) Personnel. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). Executive Session was entered at 9:54pm.

There being no further discussion in Executive Session, Trustee Herrmann moved, seconded by Trustee Boyle, to exit out of Executive Session. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). Executive Session was exited at 10:51pm.

ADJOURNMENT

Trustee Martin moved, seconded by Trustee Lackner to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). The meeting was adjourned at 10:51pm.