

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MONDAY, APRIL 13, 2015
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:09pm.

President: Frank Rothing

Trustees Present: David Ansani, Jim Boyle, David Korner, Demetrio Kozonis, Diana Lackner (arrived at 7:16pm).

Trustees Absent: Timothy Fisher

Also Present: Village Clerk Estelle Raimondi, Village Manager Maria Lasday, Police Chief Ron Price, Finance Director Linda McCulloch, Village Counsel Vic Filippini, Village Engineer David Gewalt, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath.

Visitors: Chris Hawxhurst (Colliers), Steven Fox (Navagate Power), Bruce and Susan Nelson (1665 Meadow Lane), Ann DeBartoi (mc2).

2. 01-04/13: **Pledge of Allegiance.** President Rothing led everyone in reciting the Pledge of Allegiance.

3. 02-04/13: **Visitor Business.** None.

4. 03-04/13: **Discuss Water Use and Billing Issue at 2151 Waukegan.**

Village Manager Lasday remarked that the Village had discovered an unmetered irrigation meter at 2151 Waukegan Road. She noted that once discovered, the irrigation meter was removed and replaced with a Village issued water meter. She noted that there was over \$30,000 in unaccounted water usage from the undetected meter. Chris Hawxhurst from Colliers, representing NorthShore University Health System discussed the steps taken in order to calculate the amount of water used by NorthShore University Healthcare since occupying the building. He noted the calculation of water represents \$9,580.56, which will be paid to the Village. The Board concurred with the fee re-rendering of the bill at \$9580.56.

5. 04-04/13: **Discuss a Request by Residents Susan and Bruce Nelson for the Village of Bannockburn, as Applicant, to Refer an Application Regarding Floor Area Calculations in the "A" and "B" Residential Districts to the Board of Appeals for Public Hearing and Recommendation. Planning Commission / Zoning.**

Village President Rothing remarked that he had requested that the Trustees view properties to provide feedback on the floor area calculation issue. Trustee Boyle and Trustee Kozonis did not believe there was a reason for revisiting the issue. Trustee Boyle and Trustee Kozonis noted that each property is unique and they would rather not

change the current zoning. Trustee Ansani indicated that he does find some value in revisiting the floor area calculation but is not sure if the change is consistent with the Villages character or the direction to provide to the PCZBA. Trustee Lackner arrived.

Trustee Korner noted that lot size limitations prevent 5/6 acre landowners from subdividing, so the impact is not disparately affecting smaller lots. He remarked that he is concerned about the decisions we make today will affect the next generation of residence. He noted that he doesn't believe it is for the Village to pursue an application. Trustee Lackner concurred with Trustee Korner.

Bruce Nelson noted the he compared our Village zoning regulations to Long Grove, Mettawa and Riverwoods. He is still concerned about being able to build a house close to 4500 square feet on a lot of his size. Susan Nelson suggested that how the attic space is calculated in square footage should be reviewed. President Rothing expressed concern that if this issue is sent to the PCZBA then it will be implied the Board is looking for change but we do not want to change the zoning regulations at this time. He asked the Board if there was a motion to send this issue to the PCZBA and none of the Board members expressed a desire to pursue this matter.

6. **05-04/13: Discuss the Village's Electric Aggregation Program.**

Ann DeBartoli from mc2 presented an overview of the changes in electrical charges and to Com Ed methodology for allocating costs. She noted that there are two options to consider; standard-fixed cost or smart meter usage. She noted that the smart meter program will provide a lower cost of electricity when used during non-peak hours and would be an "opt-in" basis. She noted that the current contract expires in September 2015 and that mc2 will have Com Ed's final rates in mid-May.

Resident, Steve Fox (1944 Meadow Lane), who works for Navigate Power, a power broker, addressed the Board to consider opening up opportunities for Navigate Power to provide a proposal.

Village Manager Lasday noted that either the Board decides to renew the contract with mc2 or we have a competitive bid process beginning in May. She noted that the choice is a policy decision by the Board. Village President Rothing noted that shifting sands of the industry suggests deferring action until the May determination of Com Ed.

7. **06-04/13: Consider a Request by Residents Susan and Bruce Nelson for the Village of Bannockburn, as Applicant, to Refer an Application Regarding Floor Area Calculations in the "A" and "B" Residential Districts to the Plan Commission / Zoning Board of Appeals for Public Hearing and Recommendation.**

President Rothing asked the Board if anyone wanted to make a motion to move this issue to the PCZBA. He did not receive any motions to move this issue, therefore the matter fails for lack of motion.

8. **07-04/13: Consider Approval to Utilize Designated Contributions from the Community Support Fund to Make a Donation to Deerfield High School Parent Network and Prom after Party Committee.**

President Rothing reviewed the types of previous donations made from the Community

Support Fund. He noted that the money in this fund is from donations from residents. He noted that in the past the Village has donated \$1,000 (\$500 from Community Support Fund and \$500 from the General Fund). Trustee Lackner noted that this party is a great way to keep the teenagers safe during a busy weekend.

Trustee Kozonis moved, seconded by Trustee Lackner, to utilize designated contributions from the Community Support Fund to Make a Donation of \$1,000 to the Deerfield High School Parent Network and Prom after Party Committee. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

9. **08-04/13: Consider Approval of a Resolution Approving an Agreement between Village of Bannockburn and Peter Baker & Sons in the Amount of \$238,885.65 for the Repaving of Lakewood and Bridle Lane (Illinois Department of Transportation Local Public Agency Formal Contract).**

Village Manager Lasday noted that this bid was the lowest bidder of three vendors. She asked Village Engineer Gewalt when the project will be started and inquired about filling current pot holes. He noted that the project is estimated to start in June 2015. President Rothing asked as why there was a wide variance in pay scales between bidders. Village Engineer Gewalt noted that the vendors are competitive with installed items they control and not based on the number of workers.

Trustee Kozonis moved, seconded by Trustee Boyle, to approve Resolution #2015-R-18, a Resolution for an Agreement between Village of Bannockburn and Peter Baker & Sons in the Amount of \$238,885.65 for the Repaving of Lakewood and Bridle Lane (Illinois Department of Transportation Local Public Agency Formal Contract). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Boyle).

10. **09-04/13: Consider Approval of Updated Gewalt Hamilton Associates, Inc. Fees (Engineering Consulting Services).**

Trustee Boyle moved, seconded by Trustee Ansani, to approve an Updated Gewalt Hamilton Associates, Inc. fee schedule (Engineering Consulting Services). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Boyle).

11. **10-04/13: Consider Approval of Updated Filippini Law Firm Fees (Legal Services).**

Trustee Ansani moved, seconded by Trustee Boyle, to approve an Updated Filippini Law Firm fees schedule (Legal Services). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

12. 11-04/13: **Consider Approval of an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn.**

Police Chief Price noted that the items to be sold are a 2003 Ford Expedition and a 2008 Crown Victoria. He noted that the items will be auctioned by the Northwest Municipal League.

Trustee Boyle moved, seconded by Trustee Korner, to approve Ordinance #2015-04, an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

13. 12-04/13: **Consider Approval of the Following Bands for Specials Events in the Village During Fiscal Year 2015-2016:**

<u>Band</u>	<u>Event</u>	<u>Date</u>	<u>Amount</u>
South of Disorder	Concert in the Park	July 12, 2015	\$600.00
Over Your Shoulder	Bannockburn Day	September 12, 2015	\$500.00

Trustee Lackner moved, seconded by Trustee Boyle, to approve the Following Bands for Specials Events in the Village during Fiscal Year-2016: *South of Disorder*, Concert in the Park on July 12, 2015 for \$600.00 and *Over Your Shoulder*, Bannockburn Day on September 12, 2015 for \$500.00. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

14. 13-04/13: **Village Engineer Report.**

- Top Project List.

Village Engineer Gewalt discussed the top three projects: The Dunsinane Lane project is complete and the final invoice should be ready at the end of April or May; The Illinois Protection Agency inspected the water reservoir; and he noted that the Village participated in a joint bid for fire hydrant painting. The low bid was \$64 to paint each hydrant. He noted the Village has 170 hydrants and an additional 80 hydrants on private roads. He recommended painting all hydrants including the private hydrants to ensure consistency.

- *Status of Illinois Department of Commerce & Economic Opportunity Grant.*

Village Engineer Gewalt noted that there were some questions regarding changing the parameters of the grant from the North Avenue project to the Lift station. He noted that the lift station project is similar in scope to the original proposed expansion of Village Hall.

Village Engineer Gewalt reviewed the following invoices and bills, and received approval. He noted these invoices were submitted for payment, as outlined in the April Bill Submit List.

- Invoice #HP2675 from DeMuth, Inc. in the amount of \$3,500.00 (Disconnection of Existing water Line at North Shore Unitarian Church).
- Invoice #7927 from Wunderlich-Malec in the amount of \$5,000.00 (Chlorine Feed Control Modifications at the Village's Water Reservoir).
- Invoice #2015462 from Tall Grass Restoration, LLC in the amount of \$3,277.00 [Tall Grass Restoration at Illinois Environmental Protection Agency 319 Grant

Projects (Waukegan Road to Middle Fork of the North Branch Project and the Lakeside Drive Restoration Project)].

- Invoice #2015453 from Tall Grass Restoration, LLC in the amount of \$273.00 [Tall Grass Restoration at Illinois Environmental Protection Agency 319 Grant Projects (Waukegan Road to Middle Fork of the North Branch Project and the Lakeside Drive Restoration Project)].
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15. 14-04/13: **Village Police Chief.**

Village Police Chief Priced remarked that training is the most important activity for keeping police officers safe. He noted the concern for officer's safety with the recent incident in South Carolina. He showed several video clips of actual police stops dealing with armed citizens, a video of a training exercise with the Bannockburn officers conducted to practice armed citizen situations, as well as an actual traffic stop, that illustrates the unpredictability of situations our officer's encounter.

16. 15-04/13: **Village Counsel.**

Village Counsel Filippini noted that his firm has filed a brief with the Illinois Supreme Court regarding whether schools are subject to local zoning ordinances. He noted that issue became of importance as a result of a dispute between Crystal Lake South High School and the City of Crystal Lake regarding the installation of new stadium seating. He noted that in his brief he cited the Village of Bannockburn Zoning Ordinance.

17. 16-04/13: **Village Clerk.**

Village Clerk Raimondi thanked everyone for their support during her tenure as clerk.

18. 17-04/13: **Village Commissioners.**

- *Finance*

- March Monthly Financial Budget Report.

Trustee Ansani reviewed the March Monthly Financial Budget Report.

- April Bill Submit List.

Trustee Ansani moved, seconded by Trustee Lackner, to approve the April Bill Submit list. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

- Discuss the Fiscal Year 2015-2016 Capital Projects and Budget.

Finance Director Linda McCulloch reviewed the approach taken to finalize the budget, using the worst case scenario revenue projects. She noted that there were two additional sheets provided in the left front pocket, all of the revenue sources currently in place and other revenue we don't yet have/or might want to modify. She noted under Tab 1 in the budget binder, there are memo's outlining the decreased deficit and further modifications changes are itemized. She noted that we still have a deficit budget but have itemized adjustments following the board ranking.

She noted that under Tab 5 in the budget binder, the Board was provided the preliminary property tax allocations; this shows the typical components of the property tax bill.

She noted that over the next few months, the Board should re-consider the strong reserve fund policy while waiting for Springfield to finalize the State's budget. She noted that after the first 6 months of the fiscal year the budget can be formally amended.

Village Manager Lasday asked if we are able to use the water fund in our fund calculations. Village Finance Director McCulloch remarked that we can only include water & sewer fund balances based on our informal reserve policy. Village Counsel Filippini noted that reserve policy is not statutory so it can be enveloped in enterprise fund reserves.

Trustee Kozonis commented that he would like to thank the Board and Staff for their support while serving on the Board and Commissions. He remarked that he would always be available to assist the Village when needed.

19. 18-04/13: **Village Manager.**

Village Manager Lasday noted that current proposed legislation will have a negative effect on local municipalities include the Municipal Fuel Tax (MFT), sales tax and personal property tax. She remarked that 1000 Lakeside Drive will be closing shortly. She reminded the Board about the Village Arbor Day Celebration on Friday, April 24th at 10am. She noted that Vernon Hills Police Department has withdrawn from participation in this year's BBQ Challenge.

20. 19-04/13: **Village President.**

President Rothing began by offering condolences to the family of Grace Hong, who passed away on April 8, 2015.

Assistant to the Village Manager, Ryan Mentkowski provided a quick overview of the Citizens Survey results. He noted that the survey closed today and that 52 surveys were received; 35 on paper and 17 on-line. He noted that there were 38 improved topics. The Citizen Survey's will be reviewed further at the next meeting.

President Rothing provided information on future Commission leadership once the election is certified and new trustees are sworn into office. He noted the Commission assignment: Kerry Martin, Roads; Mary Herrmann, Water&Sewer; David Korner, Buildings; Jim Boyle, Police; David Ansani, Finance; and Diana Lackner, Community Development.

President Rothing noted the Board accepted the 2015-16 goals. He noted that there was no need for an Executive session since the issues were addressed in during the open meeting.

21. 20-04/13: **Consider Approval of the Budget and Capital Projects for Fiscal Year 2015-2016.**

Trustee Ansani, seconded by Trustee Boyle, to approve the Budget and Capital Projects for Fiscal Year 2015-2016. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

22. 21-04/13: **Consider Approval of the March 9, 2015 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Lackner, to approve the March 9, 2015 Board Meeting Minutes. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).

ADJOURNMENT:

Trustee Ansani moved, seconded by Trustee Boyle, to adjourn the meeting at 9:50pm. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Kozonis, Lackner); Nays: None; Absent: One (Fisher).