

**VILLAGE OF BANNOCKBURN  
BOARD OF TRUSTEES  
NOVEMBER 13, 2017  
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:06pm.

President: Frank Rothing

Trustees Present: David Ansani, James Boyle, Mary Herrmann, David Korner, Diana Lackner, Kerry Martin

Absent: None

Also Present: Village Manager Maria Lasday, Finance Director Linda McCulloch, Chief Ron Price, Village Clerk Kass Signal (arrived 7:09pm), Village Counsel Vic Filippini, Village Engineer David Gewalt, Assistant to the Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath

Visitors: Alvaro Melara (10<sup>th</sup> District)

2. **01-11/13: Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. **02-11/13: Visitor Business.**

Alvaro Melara from Congressman Brad Schneider's 10<sup>th</sup> District office noted that their office is available to help residents with services such as veteran's benefits, passports, social security and Medicare.

4. **03-11/13: Public Hearing for Proposed Property Tax Increase for Village of Bannockburn (Truth in Taxation).**

President Rothing opened the public hearing at 7:08pm. There were no public comments. President Rothing closed the public hearing at 7:09pm.

5. **04-11/13: Discuss a Draft of the Truth in Taxation, Tax Levies and Tax Abatements.**

The Board discussed options for the tax levy, including whether to defer abatement in the event the Illinois General Assembly freezes tax levies.

Village Clerk Kass Sigal arrived.

6. **05-11/13: Report of the Plan Commission / Zoning Board of Appeals Meeting on November 6, 2017, which includes the Following Agenda Items:**

- **Continued Public Hearing for the Consideration of Potential Zoning Code**

**Text Amendment(s) to the Bannockburn Zoning Code Regarding the Architectural Review of Developments within the Village, including (i) Such Regulations Relating to the Requirements for Architectural Review; (ii) the Scope, Procedures, and Standards Applicable to Architectural Review; and (iii) the Jurisdiction, Authority, and Procedures of the Architectural Review Commission.**

Village Manager Lasday noted the PCZBA approved the changes to the ARC amendments for reviews/approvals. She noted the ARC reviews will now be approved based on the type of project, as either a Level 1 or 2.

The Board discussed the reason the Village water rates are higher than other communities, such as low-density population and new infrastructure.

7. **06-11/13: Consider Approval of the October 23, 2017 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Ansani moved, seconded by Trustee Lackner, to Approve the October 23, 2017 Board Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

8. **07-11/13: Consider Approval of the Petition for SMC Certification under the Lake County Watershed Development Ordinance Amended October 13, 2015 (WDO).**

Village Engineer Gewalt noted that we are required to re-certify every 5 years. He noted that the Lake County Ordinance regulates the requirement.

Trustee Lackner moved, seconded by Trustee Martin, to Approve the Petition for SMC Certification under the Lake County Watershed Development Ordinance Amended October 13, 2015 (WDO). On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

9. **08-11/13: Consider Approval of the Petition for Isolated Wetland Certification under the Lake County Watershed Development Ordinance amended October 13, 2015 (WDO).**

Village Engineer Gewalt explained the purpose of the WDO certification.

Trustee Lackner moved, seconded by Trustee Martin, to Approve the Petition for Isolated Wetland Certification under the Lake County Watershed Development Ordinance amended October 13, 2015 (WDO). On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None

10. **09-11/13: Consider Payment of the Following Invoices:**

- Invoice #1049 from Lifco Construction in the amount of \$7,000.00 (Manhole Repairs);
- Invoice #140173-IN from Dorner Valve & Automation in the amount of \$2,126.00

- (Reservoir Fill Valve Repair); and
- Invoice #30710 from M. E Simpson in the amount of \$11,316.00 (Water Valve GPS, Leak Detection and Exercising).
- Invoice #942630 from Barreca Blacktop Sealcoating in the amount of \$5,760.00 (Sealcoating and Patchwork along Telegraph Road).

Village Engineer noted that M.E. Simpson and Barreca invoices should be approved pending receipt of final documents. He noted that both Gewalt Hamilton and the Village should have the GPS coordinates on file from the M.E. Simpson report.

11. **10-11/13: Consider a Payment to the Village of Deerfield in the amount of \$23,315.64 Related to the North Avenue Roadway Reconstruction Project.**  
Village Manager Lasday noted the project came in under budget.

Trustee Lackner moved, seconded by Trustee Martin, to Approve Payment to the Village of Deerfield in the amount of \$23,315.64 Related to the North Avenue Roadway Reconstruction Project. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

12. **11-11/13: Consider Approval of the November Bill Submit List.**  
Trustee Lackner moved, seconded by Trustee Boyle, to Approve the November Bill Submit List. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Martin); Nays: None; Absent: None; Abstain: One (Lackner).

13. **12-11/13: Consider Approval of the October Monthly Financial Budget Report.**  
Trustee Lackner moved, seconded by Trustee Herrmann, to Approve the October Monthly Financial Budget Report. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

14. **13-11/13: Consider Approval of the Quarterly Investment Report.**  
Trustee Ansani moved, seconded by Trustee Herrmann, to Approve the Quarterly Investment Report. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

15. **14-11/13: Consider Approval of a Resolution Approving a Transferee Assumption Agreement (2121 Waukegan Road, Bannockburn, Illinois).**  
Trustee Lackner moved, seconded by Trustee Ansani, to Approve Resolution 2017-R-55, A Resolution Approving a Transferee Assumption Agreement (2121 Waukegan Road, Bannockburn, Illinois). On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

16. **15-11/13: Consider Approval of An Ordinance Amending Various Sections of Article XI of the Bannockburn Zoning Code Regarding Architectural Review.**  
Trustee Lackner moved, seconded by Trustee Boyle, to Approve Ordinance 2017-33, An Ordinance Amending Various Sections of Article XI of the Bannockburn Zoning

Code Regarding Architectural Review. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

17. **16-11/13: Consider Approval of An Ordinance Approving Revisions to the Fee Schedule for the Village of Bannockburn.**

Trustee Herrmann moved, seconded by Trustee Boyle, to Approve Ordinance 2017-34, An Ordinance Approving Revisions to the Fee Schedule for the Village of Bannockburn. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

18. **17-11/13: Village Engineer.**

Village Engineer Gewalt noted he will provide an explanation (in December) of why the water reservoir SCADA system needs to be upgraded. He noted the SCADA computer controls the electronics that control the pumps which in turn communicate with Highland Park and allow the operator to monitor.

Village Engineer Gewalt noted that he has drafted an updated Wilmot pathway easement form for the residents.

Village Engineer noted the Village has a drainage ditch easement that needs cleaning within the Metra Right-Of-Way. He noted he is working on obtaining a permit from Metra.

19. **18-11/13: Police Chief.**

Police Chief Price reported the departments role in responding to the Lake Forest shooting incident. He noted the Major Crime Task Force was involved in the investigation.

20. **19-11/13: Village Counsel.** None.

21. **20-11/13: Village Clerk.** None.

22. **21-11/13: Village Commissioners.**

- **Building:**

Trustee Korner noted the Village is still waiting for full revised plans and a revised ARC application for 2560 Telegraph Road.

- **Finance:** None

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

- **Sewer & Water:** None

- **Community Development:**

Trustee Lackner noted the success of the Haunted Trail. She praised the assistance of the TIU Softball team in helping with the Haunted Trail.

- Police:

Trustee Boyle reported about a recent emergency management meeting he attended.

23. 22-11/13: Village Manager.

Village Manager Lasday noted the FOIA requests received from a resident on Valley Road. Village Counsel Filippini noted the importance of prioritizing FOIA requests before other items as communicated by the Illinois Attorney General's office.

24. 20-11/13: Village President.

Village President Rothing reported that Bannockburn Public Works owner, Kevin Tracz, is planning on transitioning into retirement. He noted that he met with Kevin and a potential purchaser of Bannockburn Public Works Inc., Jim Thomas. They discussed ways the Village can retain Kevin's knowledge of the infrastructure, maybe as a consultant.

Village President Rothing noted that there will be a monthly meeting with Village Manager Lasday, Chief Ron Price, Kevin Tracz and Jim Thomas to discuss current public works projects. The Board inquired from Village Counsel whether a Resolution was needed to approve Jim Thomas' public works activities. Village Manager Lasday noted for transparency there needs to be language included in the Resolution and contract that Jim Thomas would be doing public works activities. Village Counsel stated that assignment language needs to be in the contract reflecting any future transfer of ownership of Bannockburn Public Works.

Trustee Korner summarized the Village's long-term relationship with Kevin Tracz and noted the sale of Kevin's business to Jim Thomas is a private transaction and should be separate from the Village's decision on future public works service. Trustee Lackner noted that she and Jim Thomas have a personal relationship. Trustee Korner expressed his concerns.

**EXECUTIVE SESSION**

For the Discussion of (i) Personnel, (ii) Pending Litigation.

Trustee Boyle moved, seconded by Trustee Lackner, to enter into Executive Session for the discussion of (i) Personnel, (ii) Pending Litigation. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None. Executive Session was entered at 8:30pm.

There being no further discussion in Executive Session, Trustee Martin moved, seconded by Trustee Korner, to exit out of Executive Session. On a roll call vote, the

motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None. Executive Session was exited at 9:12pm.

25. **20-11/13: Consider Appointment of a Person to be Designated as a Member of the Village of Bannockburn's Plan Commission & Zoning Board of Appeals, effective January 1, 2018.**

Trustee Lackner moved, seconded by Trustee Boyle, to Approve the Appointment of Patrick Heneghan as a Member of the Village of Bannockburn's Plan Commission & Zoning Board of Appeals, effective January 1, 2018. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

26. **20-11/13: Consider Appointment of a Person to be Designated as a Member and as the Village of Bannockburn's Plan Commission & Zoning Board of Appeals Chairman, effective January 1, 2018.**

Trustee Ansani moved, seconded by Trustee Lackner, to Approve the Appointment of Mike Raimondi as the Village of Bannockburn's Plan Commission & Zoning Board of Appeals Chairman, effective January 1, 2018. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

27. **20-11/13: Consider Approval of Personnel Decisions from Executive Session.**

Trustee Korner moved, seconded by Trustee Herrmann, to Approve the compensation increases, bonuses, and promotions. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: None.

28. **20-11/13: Consider Approval of a Resolution Approving an Employment Agreement for the Position of Village Finance Director.**

Trustee Ansani moved, seconded by Trustee Herrmann, to Approve Resolution 2017-R-56, A Resolution Approving an Employment Agreement for the Position of Village Finance Director. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: None.

**ADJOURNMENT.**

Trustee Ansani moved, seconded by Trustee Korner, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: None. The meeting was adjourned at 9:15pm.