

**VILLAGE OF BANNOCKBURN
MEETING MINUTES
JANUARY 28, 2013**

1. 01-01/28: **Call to Order.** President Barkemeyer called the meeting to order at 7:04 p.m.

President: James Barkemeyer

Trustees Present: Debbie Alch, James Boyle (arrived at 8:25 p.m.), Timothy Fisher, David Korner, Daniel Orth

Trustees Absent: Frank Rothing

Also Present: Village Counsel Victor Filippini, Village Manager Maria Lasday, Village Finance Director Linda McCulloch, Chief Ronald Price, Village Administrative Assistant Blanca Vela-Schneider

Visitors: Katherine Goehrke (Trinity International University), Julie Wong (Trinity International University)

2. 02-01/28: **Pledge of Allegiance.** President Barkemeyer led everyone in reciting the Pledge of Allegiance.
3. 03-01/28: **Visitor's Business.** President Barkemeyer inquired whether there was any Visitor's Business. Hearing no comments from the audience, President Barkemeyer moved onto the next issue.
4. 04-01/28: **Report of the Architectural Review Commission.** **Lax Shop, Green Cleaners, North Shore Yoga, and M&M Event Wall Mounted Signs.* Village Manager Lasday reported that the Architectural Review Commission (ARC) unanimously approved the wall mounted signs for the four businesses in the Bannockburn Green Retail Center. **27 Aberdeen Court.* Village Manager Lasday reported that the Commission reviewed all the revisions to the property at 27 Aberdeen Court. She stated that approved all completed revisions in addition to the exterior lighting plan with the exception of two up lights that were proposed to the rear of the property. She also noted that there is a coach light fixture that is along the balcony of their master bedroom but that the zoning code prohibits coach lights more than 8 ft. from grade. She stated that a light is required by building code regulations outside a door and is unsure how to proceed. Village Counsel Filippini stated that he would need to review the Zoning Code regulations regarding exterior light fixtures, specifically coach light fixtures, before he can offer any suggestion.
5. 05-01/28: **Consideration of Approval of an Ordinance Approving Trinity International University's Updated Campus Development Plan.** Trustee Korner moved, seconded by Trustee Fisher, to approve an ordinance updating Trinity International University's Campus Development Plan. On a roll call vote, Ordinance 2013-03 was unanimously approved. Ayes: Five (Alch, Fisher, Korner, Orth), Nays: None, Absent: Two (Boyle, Rothing)

6. **06-01/28: Consideration of Approval of an Ordinance Granting a Special Use Permit for Non-Student Recreational Uses for Trinity International University.** Trustee Fisher moved, seconded by Trustee Alch, to approve an ordinance granting a Special Use Permit for non-student recreational uses for Trinity International University. On a roll call vote, Ordinance 2013-04 was unanimously approved. Ayes: Four (Alch, Fisher, Korner, Orth), Nays: None, Absent: Two (Boyle, Rothing).
7. **07-01/28: Consideration of Approval of Renewals for Health and Life Insurance with United Healthcare and Dental Insurance with Delta Insurance (February 1, 2013 – January 31, 2014).** Village Finance Director McCulloch provided a brief description of the details of medical, life, and dental coverage, in accordance with the discussion that occurred at the January 14, 2013 Board of Trustees meeting. Trustee Korner moved, seconded by Trustee Alch, to approve renewals of health and life insurance coverage with United Healthcare and dental insurance coverage with Delta Insurance for the year running from February 1, 2013 – January 31, 2014. On a roll call vote, the motion was unanimously approved. Ayes: Four (Alch, Fisher, Korner, Orth), Nays: None, Absent: Two (Boyle, Rothing).
8. **08-01/28: Consideration of Approval of the Use of Duffy Lane and Wilmot Road as Part of a Bike Route for the Venus de Miles Cycling Event on July 28, 2013.** Village Manager Lasday presented a request from the Venus de Miles Cycling committee to be allowed to use Wilmot Road as part of their event on July 28, 2013. She stated that the event will be the same as last year with the exception that they are now seeking approval in advance. She stated that the committee is aware that a part-time officer will be needed and they will be responsible to reimburse the Village for the costs. Chief Price stated that they will also submit Certificate of Liability insurance. Trustee Orth moved, seconded by Trustee Alch, to approve the use of Duffy Lane and Wilmot Road as part of a bike route for the Venus de Miles Cycling event subject to the certificate of liability being provided and that the committee reimburse the Village for costs associated to hire a part-time officer. Trustee Fisher noted that his daughter is involved with this project and indicated that he would abstain from the vote. On a roll call vote, the motion was approved. Ayes: Three (Alch, Korner, Orth), Nays: None; Abstain: One (Fisher), Absent: Two (Boyle, Rothing).
9. **09-01/28: Consideration of a Resolution of the Village of Bannockburn, Illinois Reallocating 2013 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap Allocation of \$150,670 to be Pooled into the Lake County Private Activity Bond Clearinghouse).** Village Manager Lasday presented a request on behalf of Patricia Fening, Director of Finance & Economic Development Operations for Lake County Partners, requesting that the Village transfer their Private Activity Bond Volume Cap Allocation of \$150,670 into the Lake County Private Activity Bond Clearinghouse so that the monies could be used for manufacturing and/or housing projects in Lake County. Trustee Orth moved, seconded by Trustee Korner, to approve a resolution of the Village of Bannockburn, Illinois reallocating 2013 volume cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap allocation of \$150,670 to be pooled into the Lake County Private Activity

Bond Clearinghouse). On a roll call vote, Resolution 2013-R-3 was unanimously approved. Ayes: Four (Alch, Fisher, Korner, Orth), Nays: None, Absent: Two (Boyle, Rothing).

10. 10-01/28: **Discussion of the Bannockburn Annual Citizen Survey.** Village Manager Lasday presented a draft Citizen Survey, noting that it will go out in the February-March 2013 newsletter. Trustee Fisher suggested that the survey clarify what is meant in regards to deer management and suggested that it be placed in the Special Questions category.
11. 11-01/28: **Discussion of an Emerald Ash Borer Plan.** President Barkemeyer reported on his meeting in Hainesville, IL regarding Emerald Ash Borer and the possibility of obtaining a grant in an amount up to \$10,000. He stated that, unfortunately, it would require that the application be submitted by February 1, 2013. He stated that while it is not feasible to do this year, the Board may wish to work on it for a possible submittal next year. He stated that the grant is based upon a point system which includes having a management/replacement plan, not receiving funding before, and the impact on the community. Village Manager Lasday stated that regardless of the whether the Village obtains grant funding, the Board should get focused in determining what it wants to do and how it will manage the destruction of its ash trees. Trustee Fisher inquired about the life span on an effected tree. Village Manager Lasday stated that it varies. She stated that she and Trustee Korner would like to work with the Village Forester to develop a reforestation plan. President Barkemeyer suggested that the Village join the Suburban Tree Co-Op. He stated that there is an annual fee of \$400 per year but that joining the organization will help secure better rates for trees. He stated that the Village needs to ensure that it does not plan more than 20% of any particular type of genus and no more than 10% of any specific species. Village Manager Lasday stated that she will bring this issue back in two weeks, after she meets with the Village Forester. Trustee Alch inquired how the Village intends to handle emerald ash borer on private property. Village Manager Lasday stated that this would be a Board decision. Village Counsel Filippini stated that there is a product on the market that is intended to treat smaller ash trees but that it is very expensive. He stated that Lake Forest is buying the product in bulk and selling it to the residents at cost because their philosophy is that they need to protect private trees to protect the health of the public trees. Village Manager Lasday stated that she thought Gurnee had a similar program, but eventually ended up cutting down the ash trees because it was too expensive and the trees ended up diseased anyway. President Barkemeyer added that if the tree is treated, then the tree needs to be watered.
12. 12-01/28: **Discussion of Stirling Circle.** Trustee Korner reported on his meeting with Village Resident Don Wroblewski regarding the Stirling Circle and his vision of what it should look like. He stated that he informed Mr. Wroblewski that he is unsure whether Mr. Wroblewski will get what he wants in regards to the Stirling Circle and reminded Mr. Wroblewski that neither he nor his neighbors own the circle and that his voice is only one of six interested property owners surrounding the circle. Trustee Korner stated that Mr. Wroblewski wanted a commitment from the Board that if buckthorn is removed in the circle, that the Village will finish it. He informed Mr. Wroblewski that if the Board decided to do anything, it would be a minimum of 2 years before any landscaping can be installed. Trustee Orth inquired how public wage regulations factor into the Stirling Road Circle. Village

Counsel Filippini stated that any tree/buckthorn removal is not subject to public wage but that the replanting of trees would be. Trustee Fisher inquired whether the Garden Club could complete the work. Village Finance Director McCulloch stated that the Village funds the Garden Club and that the work would still be subject to prevailing wage requirements. Trustee Fisher stated that he is unsure if he wants to commit to doing any work at the Stirling Circle, noting that he anticipates management costs for emerald ash borer to soar. Trustee Orth replied that there will always be large and small projects occurring simultaneously. Village Counsel Filippini stated that this is more of a budget issue. He stated that the Board could determine the level of commitment from the affected residents by requesting that the residents help fund the project if the Board committed to doing a project. Trustee Korer stated that Mr. Wroblewski requested, at a minimum, that the Village cutback the buckthorn. Village Manager Lasday stated that if the Board was inclined, it could add some buckthorn removal to the yearly maintenance contract.

13. 13-01/28: Village Police Chief. Chief Price presented the Police Department Annual report. He stated that the department has been involved in several activities. He highlighted several activities including canine Dex's several assists in Lake and McHenry counties, the cell phone ban bill that was sponsored by Senator Garrett and State Representative May, and the number of calls that the Department responded. He noted that the number of accidents had gone from 46 in 2011 to 23 in 2012. He stated that the officers have been diligent in their enforcement officers and have written several compliance tickets and warning tickets to motorists. He also noted that training hours have increased. Trustee Fisher inquired about the number of false burglar alarms. Chief Price stated that he did not have the exact count by noted that there were only two residential burglaries in the Village, both of which occurred at the same property that is under construction, and that there were a few car burglaries. Trustee Fisher suggested that future reporting distinguish between actual burglaries and false alarms. Chief Price noted that several other people were involved in the construction of the report, including Officer Lemmer, Officer Ogden, and Village Administrative Assistant Vela-Schneider. President Barkemeyer inquired whether the report could be uploaded to the Village's website. Village Administrative Assistant Vela-Schneider stated that the document is too large and would not be able to be uploaded, but that parts of the report could be included. President Barkemeyer requested that the Officers pictures be put on the website and potentially the statistics. Trustee Orth requested that the Officers be asked prior to placing their photos on the website. Chief Price stated that he will review the report to determine what can be added to the website. He also noted that the Village's ticket revenue has progressively increased, largely due to DUI convictions as well as the Department's commitment to safety on the roads.
14. 14-01/28: Village Counsel's Report. Village Counsel Filippini reviewed an inquiry received by Village Manager Lasday regarding the prospective purchaser of 3000 Telegraph Road. He stated that purchaser inquired whether it could have a charitable organization at the property. He stated that the zoning code identifies that the allowed use if primarily for residential use but it also identifies certain home occupational uses. He stated that home occupation use is limited to not more than 1 staff member other than the property owners per home and that their proposed use would not be an acceptable use under the Village's Zoning Code.

15. 15-01/28: **Village Clerk's Report.** Village Clerk Ansani had nothing to report.

16. 16-01/28: **Village Commissioners' Reports.**

**Water Commissioner's Report.* Water and Sanitary/Storm Sewer Commissioner Fisher reported that he will visit the Highland Park Water plant and also review how Highland Park deals with cross-connections.

**Roads/Right-of-Way Commissioner's Report.* **Duffy Lane Repaving Project and Other Potential Repaving Projects.* Roads/Right-of-Way Commissioner Korner reported that IDOT opened bids and that the lowest bidder was Peter Baker, which came in at \$398,000, below the budgeted amount of \$500,000. He stated that because the road has an FAU (federal aided urban) designation by the State, the Village will be responsible for 1/3 of the construction costs. He stated that the contractor will also be requested to provide a quote for the repaving of Sunset Lane and High Terrace. **Snow Plowing.* Roads/Right-of-Way Commissioner Korner reported on the recent plowing by Sciarretta Enterprises and noted that the side streets had not been originally plowed. He stated that the contractor was under the impression that the Village did not want to have the side streets plowed. He stated that Chief Price contacted Sciarretta to inform him that of the Village's desire to have all the roads plowed and salted which Sciarretta immediately did. **Route 22 Widening Project.* Roads/Right-of-Way Commissioner Korner inquired whether any progress has been made in regards to developing a landscape plan for the Route 22 Widening. Village Manager Lasday stated that Village Engineer Gewalt and IDOT representatives have had several communications.

**Building Commissioner's Report.* Building Commissioner Orth had nothing to report.

**Police Commissioner's Report.* Police Commissioner Boyle commended Chief Price's diligence in his Annual report.

**Finance Commissioner's Report.* Finance Commissioner Alch requested that the Board members review their respective departments and work with Village Finance Director McCulloch in the development of the 2013/2014 Budget. President Barkemeyer stated that more monies should be designated to the landscape category for emerald ash borer removal, buckthorn removal, and for landscape replacement. Trustee Boyle stated that he has some items he would like to be considered in the budget and indicated that he will meet with Chief Price to discuss.

17. 17-01/28: **President's Report.** President Barkemeyer reported that he provided the Battle of Bannockburn plaques to Board of Riverwoods and Lake Forest.

18. 18-01/28: **Executive Session.** Trustee Orth moved, seconded by Trustee Fisher, to enter into Executive Session for the purposes of discussion of personnel, land acquisition/disposition, enforcement, threatened/pending litigation, and Executive Session

Meeting Minutes. On a roll call vote, Executive Session was entered into at 8:37 p.m. Ayes: Five (Alch, Boyle, Fisher, Korner, Orth), Nays: None, Absent: One (Rothing).

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

19. 19-01/28: **Other Business.** * *Consideration of Approval of the January 14, 2013 Executive Session Meeting Minutes.* Trustee Boyle moved, seconded by Trustee Korner, to approve but keep confidential the Executive Session Meeting Minutes, as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Five (Alch, Boyle, Fisher, Korner, Orth), Nays: None, Absent: One (Rothing). **Consideration of Approval of the January 14, 2013 Regular Session Meeting Minutes.* Trustee Alch identified corrections to the January 14, 2013 draft meeting minutes. Trustee Korner moved, seconded by Trustee Orth, to approve the January 14, 2013 Regular Meeting Minutes, as amended. On a roll call vote, the motion was unanimously approved. Ayes: Five (Alch, Boyle, Fisher, Korner, Orth), Nays: None, Absent: One (Rothing). **Gewalt Hamilton Services.* Village Manager Lasday presented Gewalt Hamilton's 2013 rates. She stated that acceptance of their new rates will be considered at the next Board of Trustees meeting. **Evaluation Forms.* President Barkemeyer distributed to the Board of Trustees evaluation forms for Village Manager Lasday's annual performance review. He requested that the forms be directly returned to him.
20. 20-01/28: **Adjournment.** There being no further business of the Board of Trustees, Trustee Orth moved, seconded by Trustee Korner, to adjourn the Board of Trustees Meeting. On a roll call vote, the motion was unanimously approved. Ayes: Five (Alch, Boyle, Fisher, Korner, Orth), Nays: None, Absent: One (Rothing). The meeting was adjourned at 9:30 p.m.