

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MEETING MINUTES
MAY 13, 2013**

1. 01-05/13: Call to Order. President Barkemeyer called the meeting to order at 8:00PM.

President: James Barkemeyer

Trustees Present: Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle (arriving at 8:31PM)

Trustee Elect: Newly Elected Trustee David Ansani (not sworn in)

Also Present: Village Clerk Estelle Raimondi, Village Counsel Victor Filippini, Village Counsel Betsy Gates, Village Manager Maria Lasday, Police Chief Ronald Price, Village Engineer David Gewalt, Finance Director Linda McCulloch, Police Intern Jonathan Leary, Village Intern Andrea Litzhoff, Other Village Police Officers

Visitors: Deborah Alch, Arthur Harris (300 Thornapple Lane), Other Lakewood Drive residents, Hal Franke (Meltzer, Purtill & Stelle (CBRE), Dustin Wampach (CBRE), Jeff Tigchelaar (CBRE), Marc McCarthy (POB Montgomery & Co.), Ryan and Erin Mentkowski (Franksville WI), Karen Dodge (3000 Lakeside), Jill Golden (8 Lakewood)

2. 02-05/13: Pledge of Allegiance. President Barkemeyer requested that Former Trustee Alch lead the pledge of allegiance at 8:03PM.
3. 03-05/13: Visitor's Business. President Barkemeyer thanked Deborah Alch for her service to the Village Board. President Barkemeyer thanked Administrative Assistant Blanca Vela-Schneider for her 11 years of service. Hearing no other visitor's business, President Barkemeyer moved on to the next item.
4. 04-05/13: Village President Swearing in of the Newly Elected Village Trustees, Village Clerk, and Village Clerk Swearing in of the Newly Elected Village President and appointed Village Deputy Clerk. President Barkemeyer swore in newly elected Trustee David Korner. President Barkemeyer swore in newly elected Trustee Frank Rothing. President Barkemeyer swore in newly elected Village Clerk Estelle Raimondi. Village Clerk Estelle Raimondi swore in newly elected Village President Barkemeyer. Village Clerk Estelle Raimondi swore in Deputy Village Clerk Linda McCulloch. President Barkemeyer will swear in newly elected Trustee David Ansani at the next meeting.

5. **05-05/13: Consider Approval of a Resolution Approving the Establishment of the Position of Assistant to the Village Manager and Approving an Employment Agreement between the Village of Bannockburn and Ryan Mentkowski.** Manager Lasday indicated that a few job description items needed to be removed from the current description. Trustee Orth motioned to approve Resolution #2013-R-14 as amended. Trustee Rothing seconded. Motion approved. Ayes: Four (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing). Nays: None. Absent: Two (James Boyle, David Ansani)

The Board took a break for cake and ice cream to honor employee departures and celebrate the new hires. Trustee Boyle arrived at 8:31PM. Police Intern Jonathon Leary introduced himself and his background. Village Intern Andrea Litzhoff shared her background. Manager Lasday has been Andrea Litzhoff's mentor for several months. Andrea will be helping the Village on different projects such as municipal code codification and grant funding for Emerald Ash Borer.

6. **06-05/13: Consider Approval of a Resolution Regarding Village of Bannockburn's Responsibility for Acceptance of a Golf Event Agreement with the Deerfield Golf Club and Learning Center for the Village of Bannockburn Golf Day.** Trustee Orth motioned, seconded by Trustee Boyle, to approve a Resolution #R-2013-15 regarding Village of Bannockburn's responsibility for acceptance of a Golf Event Agreement with the Deerfield Golf Club and Learning Center for the Village of Bannockburn Golf Day. Trustee Boyle seconded. Motion approved on a roll call vote. Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani).
7. **07-05/13: Consider Approval of Accepting a Bid Proposal from Woodland Landscape Inc. for the 319 Grant Projects (Lakeside Drive Restoration Project and the Waukegan Road to Middle Fork of the North Branch Restoration Project) in the amount of \$625,261.40.** Manager Lasday asked Village Engineer Gewalt to clarify engineering needs for the project. Engineer Gewalt stated that the bid is competitive and hoped to start the project before June 1, 2013. Trustee Fisher motioned to accept a bid proposal from Woodland Landscape Inc. for the 319 Grant Projects (Lakeside Drive Restoration Project and the Waukegan Road to Middle Fork of the North Branch Restoration Project) in the amount of \$625,261.40. Trustee Orth seconded. Motion approved. Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani).
8. **08-05/13: Report of the Plan Commission/Zoning Board of Appeals Meeting on May 13, 2013** **Public Hearing for the Consideration of the Granting of a New Special Use Permit for the Installation of a Ground-Mounted Solar Energy System, any Necessary Variations for the Proposed Size and Location of the System, and any other Zoning Relief Necessary with Respect to the Proposed Installation of a Solar Energy System at the Property, Located at the address Commonly Known as 300 Thornapple Road, Bannockburn, Illinois, Submitted by Arthur Harris.* Village Counsel Filippini gave background on the special use permit and variations that recommended by the Plan

Commission/Zoning Board of Appeals to the Village Board for approval. The structural post will be 23' from setback line with the panels extending to 19'.

**Public Hearing for the Consideration of Amendments to an Existing Special Use Permit (Granted Pursuant to Ordinance No. 2006-29), to Permit the Operation of a Mattress Store in the Bannockburn Green Retail Center, Located at the Address Commonly Known as 2529 Waukegan Road and More Appropriately Known as 1171 Half Day Road, Bannockburn, Illinois, Submitted by AP POB Bannockburn, LLC.* Village Counsel Filippini gave background on the special use permit which was unanimously recommended by the Plan Commission/Zoning Board of Appeals to the Board of Trustees for approval.

**Report of a Public Hearing for the Consideration of a Amendments to Existing Special Use Permits, Granting of New Special Use Permits, Variations, and any other Zoning Relief Necessary to Permit the Replacement and Installation of a New Ground Nameplate Sign, Located at 3000 Lakeside Drive, Submitted by Transwestern.* Village Counsel Filippini stated that the Plan Commission/Zoning Board of Appeals recommended a new ground nameplate sign and illumination. Trustee Fisher asked if sign would go before the Architectural Review Commission. Manager Lasday indicated that all items recommended by the Plan Commission/Zoning Board of Appeals and approved by the Village Board would go before the Architectural Review Commission.

Hearing no additional comment on the Public Hearing items, Trustee Orth moved that the Village attorney prepare ordinances to be approved at the next meeting and the items move to the Architectural Review Commission for its approval. Trustee Korner seconded. Motion approved. Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani).

9. **09-05/13: Discuss Maintenance and Financial Obligations for Private Culvert Work on Broadleys Court.** Trustee Fisher reported that the efforts of the homeowners association to resolve the culvert issue were ongoing. The homeowners association has asked for bids from private companies to estimate the cost of the completed culvert work on Broadleys Court. Trustee Orth stated that the homeowners association should pay for the cost of the culvert work. Discussion ensued regarding the work and responsibilities of the homeowners and the Village. The Village has already paid for the work. Finance Director McCulloch stated that an invoice has been sent to the Homeowner's Association to the attention of Timothy Fisher. No action was called for at this point.

10. **10-05/13: Discuss Conditions at Lakewood Drive and Bridle Lane.** Jill Golden (8 Lakewood Drive) was present to discuss conditions at Lakewood Drive and Bridle Lane. Ms. Golden thanked Manager Lasday and Chief Price for their efforts in improving landscaping. Ms. Golden wanted to discuss the responsibilities of Bannockburn in maintaining road surfaces. Her intent was to discuss certain conditions including exposed pipe, landscaping, pot holes, and gravel. Ms. Golden wanted to know what proactive steps the neighbors could take to fix some of the conditions and also keep trucks out of

the road. It was noted that many trucks entered Lakewood Drive during construction along Half Day Road.

Village Counsel Filippini gave background on the subdivision, which was unincorporated and annexed by the Village as a Planned Unit Development. The Village had accepted responsibility for maintaining surfaces. Conservancy documents prohibit the removal of felled trees. The subdivision was intended to remain as natural a place as possible. There is a shared responsibility between private residences and the Village. The roads in this subdivision are rural cross sections and as a result pavement are not intended to be speedway quality. Gravel shoulders thin and spread out over time. If the tree is on private property and needs to be removed by a homeowner, it needs to be reviewed by the Village Forester to see if it is a safety issue. The Village is responsible for maintaining the asphalt and has resurfaced the gravel shoulder in the past. Road resurfacing and some storm improvements are scheduled for 2015 in this subdivision.

Ms. Golden stated that the planted tall grasses in the area are aesthetically pleasing and boulders have been placed to prohibit trucks entering the area. Ms. Golden also asked about steps to reduce traffic in the subdivision, including speed bumps. Standing water seems to be an issue at some of the properties in the subdivision. Standing water is a drainage problem created by a culvert. Village Engineer Gewalt stated that a water vault is the source of standing water in the area. Village Engineer Gewalt offered solutions that could divert standing water. Manager Lasday suggested a rain garden for the area to mitigate standing water. Discussion ensued on groundwater and standing water. Manager Lasday indicated that the Village of Bannockburn has a rain garden program that provides a matching grant of 50% with a maximum matching grant cost of \$2,500.

11. **11-05/13: Village Engineer Report.** Village Engineer Gewalt reported on his top project list. Some of these top projects included the Waukegan Road and Cedar Crest water mains and the Del Mar Woods water main interconnection which should be completed by the end of May 2013. Village Engineer Gewalt also reported on plantings on Route 22.
12. **12-05/13: Consider Approval of Pay Request #6 to R. A. Mancini in the amount of \$71,055.00 (Waukegan Road and Cedarcrest Lane Water Main Project).** The public is generally happy with landscaping improvements in the area. Del Mar Woods water main interconnections should be completed within the next month. The pay request for R.A. Mancini in the amount of \$71,055 was unanimously approved and in the Bill Submittal List.
13. **13-05/13: Village Police Chief.** Chief Price stated that the Police department will miss Administrative Assistant Blanca Vela-Schneider. Chief Price summarized a sexual assault case and stated he was proud of how his staff handled the case in particular Lieutenant Jack Heneghan. The victim will not be pursuing charges. Officer Sears has been trained on range and handcuffing procedures and will be able to train other Bannockburn arresting officials. Officer Sears is also a tactical control officer and has worked with Bannockburn School on emergency responses.

14. 14-05/13: Village Manager's Report. *State Legislation. HB-924 would mandate that contractors provide training and apprenticeship programs. This bill would significantly raise the cost of some contracts for Bannockburn. Bannockburn provides many services through contractors. Manager Lasday stated that she has met with officials from Lincolnshire, Lake Forest, and other North Shore communities to discuss shared services to keep prices lower.
15. 15-05/13. April Monthly Financial Budget Report. Financial Director McCulloch presented her budget report with the optimistic goal of increased sales tax revenue in the next year. Capital improvement projects are located in the back of the budget. The Village has strong fund balances with intentional reductions. Sales tax and hotel tax are routine items. There has been an increase in the 2012 property tax rate due to lower EAV. The county tax rate is higher than the Village tax rate. *May Bill Submit List. Trustee Orth motioned to approve the May Bill Submit List. Trustee Fisher seconded. Motion approved. Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani). *Quarterly Investment Report The report was presented with current balances highlighted.
16. 16-05/13. Village President's Report. Village President Barkemeyer raised discussion on Fiscal Year 2013-2014 Goals. Manager Lasday stated that the goals have not been created. Once President Barkemeyer assigns commission posts, goals can be created. Most existing trustees will have the same commission posts except for newly elected Trustee Ansani, who will be the Finance Commissioner. President Barkemeyer, Trustee Boyle, Manager Lasday, and Intern Litzhoff will be attending a Lake County Municipal League meeting on Emerald Ash Borer.
17. 17-05/13. Executive Session. President Barkemeyer entered into Executive Session at 9:51PM for the discussion of (1) Probable or Imminent Litigation Pursuant to 5 ILCS 120/2(c)(11) and (2) Executive Session Meeting Minutes. Trustee Orth motioned to enter Executive Session. Trustee Boyle seconded. Motion approved Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani). At 10:07PM, Trustees unanimously entered back into regular session.
18. 18-05/13. Other Business. *Consideration of Approval of the April 22, 2013 Board Meeting Minutes (Subject to Minor Corrections). Trustee Fisher motioned. Trustee Orth seconded. Motion approved Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani). *Consideration of Approval of the April 22, 2013 Executive Session Meeting Minutes (Subject to Minor Corrections). Staff was given direction to strike Deborah Alch's name from Executive Session record. Trustee Orth motioned. Trustee Fisher seconded. Motion approved Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothing, James Boyle). Nays: None. Absent: One (David Ansani). *Consideration of Approval of the May 1, 2013 Board Meeting Minutes (Subject to Minor Corrections). Trustees suggested removing Deborah Alch's name from the minutes because she had resigned. Trustee Orth motioned to approve May 1, 2013 minutes as amended. Trustee Fisher seconded. Motion approved.

Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothling, James Boyle).
Nays: None. Absent: One (David Ansani). **Consideration of Approval of the May 1, 2013 Executive Session Meeting Minutes (Subject to Minor Corrections)*. Trustees suggested removing Deborah Alch's name from the minutes because she had resigned. Trustee Rothling motioned to approve the May 1, 2013 minutes as amended. Trustee Korner seconded. Motion approved. Ayes: Five (Daniel Orth III, David Korner, Timothy Fisher, Frank Rothling, James Boyle). Nays: None. Absent: One (David Ansani).

19. 19-05/13. Adjournment. Hearing no further other business, public comment or trustee comment, President Barkemeyer adjourned the meeting at 10:10PM. The next Village Council meeting will be on Tuesday, May 28, 2013.