

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MAY 28, 2013
MINUTES**

1. 01-05/28: **Call to Order.** President Barkemeyer called the meeting to order at 7:01PM.

President Present: James Barkemeyer

Trustees Present: David Ansani, Daniel Orth III, James Boyle, Timothy Fisher, Frank Rothing, David Korner

Trustees Absent: None

Also present: Village Manager Maria Lasday, Village Counsel Betsy Gates, Village Clerk Estelle Raimondi, Village Finance Director Linda McCulloch, Assistant to the Village Manager Ryan Mentkowski, Village Engineer David Gewalt, Village Intern Andrea Litzhoff

Visitors: Susan Toback and her son (Bannockburn School Parents Organization), Arthur Harris (300 Thornapple Lane, arriving at 7:30PM)

2. 02-05/28: **Pledge of Allegiance.** President Barkemeyer led everyone in reciting the Pledge of Allegiance.

3. 03-05/28: **Village President Swearing in of the Newly Elected Village Trustee David Ansani.** President Barkemeyer swore in the Newly Elected Village Trustee David Ansani.

4. 04-05/28: **Report of the Architectural Review Commission's Meeting on May 21, 2013.** **Consider Approval of the Installation of a Ground-Mounted Solar Energy System at the Property, Located at the address Commonly Known as 300 Thornapple Road, Bannockburn, Illinois, Submitted by Arthur Harris.* Manager Lasday indicated that the Architectural Review Commission was intrigued by Mr. Harris's proposal and approved the solar energy system. Manager Lasday noted the solar energy system is subject to zoning relief being granted by the Village Board. **Consider Approval of the Installation of Exterior Signage at Sleepy's – The Mattress Professionals in the Bannockburn Green Retail Center, Located at 1171 Half Day Road, Bannockburn, Illinois, Submitted by AP POB Bannockburn, LLC.* Manager Lasday stated that signage at Sleepy's at 1171 Half Day Road is also subject to obtaining zoning relief. The Village Board inquired whether other Bannockburn Green occupants have multiple signs. Panera and Newport Coffee have multiple signs. Manager Lasday indicated that the Sleepy's proposed signs are zoning compliant. The Architectural Review Commission liked the four signs and approved them. The zoning code permits two wall signs. Trustee Korner later expressed that the Sleepy's wall sign is very large. However it was noted that the size of the sign is in line with the size of the large building. **Consider Approval of the Installation of the Installation of a New Ground Nameplate Sign, Located at*

3000 Lakeside Drive, Submitted by Transwestern. Manager Lasday stated that the ARC had few questions about the new ground nameplate sign and approved the installation. The former 3000 Lakeside Drive sign along Half Day Road was removed for the Route 22 road construction. **Consideration of Request for Approval of a Modified Pool, Patio and Spa Plan and a Modified Landscaping Plan at the Property Located at 1665 Duffy Lane, Submitted by Dr. Frank and Mrs. Lisa Karkazis.* Manager Lasday made known that the pool had been modified from a free form pool to a rectangular form. The pool will include safety cover and two inside lights. The Architectural Review Commission approved the revised landscaping plan due to significant changes in trees. The Architectural Review Commission also serves as the Village's Tree Commission, so it was important for them to approve the revised landscaping plan.

Village Counsel Gates advised that no action is required by the Board for items on the Architectural Review Commission report.

5. **05-05/28. Consider Approval of a Request by the Bannockburn School Parent Organization for the Use of the Village's Shelter and Open Space and a Waiver of Applicable Fees for an Ice Cream Social on August 20, 2013.** Manager Lasday asked if the Village Board could include in their approval the following conditions: area and bathrooms are left clean; music is kept to a respectable volume; and trucks do not use the pathways. Trustee Fisher asked staff to check the electrical system in the shelter, in particular an out light bulb. Trustee Orth moved, seconded by Trustee Fisher. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
6. **06-05/28: Consider Approval of an Ordinance Further Amending Special Use Permits Granted Pursuant to Ordinance No. 2006-29 for the Bannockburn Green Retail Center Regarding Operation of a Mattress Store in the Former Blockbuster Video Space.** Village Counsel Gates identified changes made by Sleepy's attorney on pages 4, 5, and 6 to the original ordinance. She reviewed changes to section 3A. On page 6, references to the restaurant use were stricken. The new special use permit allows for the use of video stores and mattress stores in the space. Village Counsel Gates expressed that the restaurant use was removed from the special use permit. Trustee Fisher moved, seconded by Trustee Ansani to approve an ordinance further amending special use permits granted pursuant to Ordinance No. 2006-29 for the Bannockburn Green Retail Center Regarding Operation of a Mattress Store in the Former Blockbuster Video Space. By roll call vote, the Board unanimously approved Ordinance No 2013-09, an ordinance further amending special use permits granted pursuant to Ordinance No. 2006-09 for the Bannockburn Green Retail Center regarding operation of a mattress store in the former Blockbuster Video Space. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
7. **07-05/28: Consider Approval of an Ordinance Granting a Special Use Permit and Variations for Installation of a Ground-Mounted Solar Energy System (300 Thornapple Lane).** Manager Lasday informed the Board that to install a solar energy system a special use permit is required per the zoning code. Village Counsel Gates affirmed that variations are

required for poles and panels located in setbacks. Trustee Fisher raised questions on the use of energy and rotation of the poles. Trustee Fisher added that energy could be lost if panels are located too far away from the grid and the converter. The Board should know if the solar panels are functioning properly. Trustee Fisher opined that if the panels are located too far from the converter, the variance should not be granted. Discussion ensued on the energy system. Trustee Fisher asked not to grant approval if the system does not work.

Village Counsel Gates clarified that a special use and variations are separate items within the ordinance. Mr. Harris asked for variations to better fit in the new solar energy system with other elements of his property. Trustee Fisher emphasized that engineering is an important and necessary part of the project. Manager Lasday summarized that the applicant is not going to sell energy back to the grid, but it is an option in the future. Manager Lasday suggested that Mr. Harris be present for the conversation on the energy system. Manager Lasday briefly left the meeting to request Mr. Harris's presence. Discussion ensued on types of panels. President Barkemeyer tabled the discussion until the applicant arrived.

Mr. Harris arrived at 7:30PM to discuss the solar panels. Mr. Harris discussed the energy plan and line loss on the system. The panels will be close to the grid and convertor since the grid and converter will be located in the existing garage which is adjacent to the panels. Mr. Harris stated that the project had been reviewed by engineers. Trustee Orth moved, seconded by Trustee Fisher, to approve an ordinance granting a special use permit and variations for the installation of a ground mounted solar energy system (300 Thornapple Lane). By roll call vote, the Board unanimously approved Ordinance No. 2013-10, an ordinance granting a special use permit and variations for the installation of a ground-mounted solar energy system at 300 Thornapple Lane. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None. Discussion ensued on the roof. Manager Lasday stated Mr. Harris can now apply for a building permit.

8. **08-05/28: Consider Approval of an Ordinance Granting a Special Use Permit for Installation of a Ground Nameplate Sign (3000 Lakeside Drive).** Trustee Orth moved, seconded by Trustee Rothing, to approve an ordinance granting a special use permit for the installation of a ground nameplate sign (3000 Lakeside Drive). By roll call vote, the Board unanimously approved Ordinance No. 2013-11, an ordinance granting a special use permit for installation of a ground nameplate sign at 3000 Lakeside Drive. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
9. **09-05/28: Consider Acceptance of a Renewal Customer Service Agreement with Call One.** President Barkemeyer asked Finance Director McCulloch why the Village has a phone located at Waukegan Road and Deerfield Road. Finance Director McCulloch answered that the lines are for dispatch. Trustee Boyle moved, seconded by Trustee Korner. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
10. **10-05/28: Consideration of Approval to Update the Wire Transfer Services Agreement with U S Bank for Illinois Funds accounts and to Update the Illinois Funds Money**

Market Application & Agreement To Participate Application/Signature Forms, Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Illinois Funds. Finance Director McCulloch identified changes that had been made to the agreement. The modifications require two signers for the accounts to expand internal controls. Trustee Orth moved, seconded by Trustee Boyle, to approve an updated wire transfer services agreement with US Bank for Illinois funds accounts and to Update the Illinois Funds Money Market Application & Agreement to participate application/signature forms, naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Illinois Funds. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None

11. **11-05/28: Consideration of Approval to Remove A Former Signer and Add A New Signer on Village Accounts with PNC Bank, and Update the Master Resolution and Authorization For Depository Accounts & Treasury Management Services (including Signature Cards) Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with PNC Bank. 2013-R-16.** Trustee Orth moved, seconded by Trustee Boyle, to approve to remove a former signer and add a new signer on Village accounts with PNC Bank, and update the master resolution and authorization for depository accounts & treasury management services (including signature cards) name the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on village accounts with PNC Bank. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None

12. **12-05/28: Consideration of Approval of a Corporate Authorization Resolution and Authorization to Update the Signature Cards Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Northern Trust. 2013-R-17.** Trustee Orth moved, seconded by Trustee Boyle, to approve a corporate authorization resolution and authorization to update the signature cards naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on village accounts with Northern Trust. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.

13. **13-05/28: Consideration of Approval to Update Safe Deposit Box Lease Agreement, Signature Card and Resolution, Open a New Account “IEPA 2012 Loan Account”, and Update a Banking Resolution and Signature Cards Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with First Midwest Bank. 2013-R-18 (Safe Deposit) and 2013-R-19.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update safe deposit box lease agreement, signature card and resolution, open a new account “IEPA 2012 Loan Account”, and update a banking resolution and signature

cards naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on village accounts with First Midwest Bank. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.

14. **14-05/28: Consideration of Approval to Update Signature Cards, Certificate Regarding Accounts, and Certificate of Incumbency Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Chase.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update signature cards, certificate regarding accounts, and certificate of incumbency naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on village accounts with Chase. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
15. **15-05/28: Consideration of Approval to Update a Third Party Custodian Agreement for Collateralized Municipal Deposits and Certificate of Authorized Persons, Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Collateral Accounts with Bank of New York.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update a third party custodian agreement for collateralized municipal deposits and certificate of authorized persons, naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on collateral accounts with Bank of New York. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
16. **16-05/28: Consideration of Approval to Update a Pledgee Agreement Form with the Federal Reserve Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Collateral Accounts and Updating the FedMail Request Form.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update a pledgee agreement form with the Federal Reserve name the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on collateral accounts and updating the FedMail Request Form. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
17. **17-05/28: Consideration of Approval to Update the Authorized Signers with Harris Bank, Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Collateral Accounts.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update the authorized signers with Harris Bank, name the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on collateral accounts. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.

18. 18-05/28: **Consideration of Approval to Update the Depository Declaration and Signature Cards Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Accounts with Associated Bank NA.** Trustee Orth moved, seconded by Trustee Boyle, to approve to update the depository declaration and signature cards naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on accounts with Associated Bank NA. Motion approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.
19. 19-05/28: **Discussion regarding Maintenance and Financial Obligations for Private Culvert Work on Broadleys Court.** Manager Lasday asked to table the discussion. The bill due date was extended until June 23, 2013. Discussion will be continued at a later date.
20. 20-05/28: **Village Engineer Report.** Trustee Rothing asked about the sprinkling ban which is in effect on alternating days for odd and even house numbers. The sprinkler ban is required by the Illinois Environmental Protection Agency. The Village has received large amounts of rain. Manager Lasday said she had no control over IEPA policies. **Duffy Lane Resurfacing Project* The project was held up by weather and an IDOT approval. The next step will be a binder. Brick pavers were temporarily moved from driveways to prepare for asphalt to be laid. **Cedarcrest Water Line* Piping work is connected and water main is being chlorinated. The work should be completed in two weeks. **Asphalt Restoration on Waukegan Road.* The restoration will start on June 10, 2013. It was calculated that another 100 feet of asphalt would cost around \$14,000. Discussion ensued on the cost of asphalt paving.
21. 21-05/28: **Village Counsel Report.** Village Counsel Gates gave no report at this time.
22. 22-05/28: **Village Manager Report.** **1200 Lakeside* may see a large corporate user. **Legislative Update* Manager Lasday reported on legislation including the Personal Property Registration Tax. The state wants to freeze Local Government Distributive Fund to 2012 levels. Manager Lasday indicated this was not a large part of Bannockburn's budget. Village Manager is prioritizing her legislative efforts on the prevailing wage and responsible bidder bills. **Route 22* Engineer Gewalt and Manager Lasday are working on producing a final cost for Route 22. **Panera Bread* Panera Bread has shades up. **2 Dunsinane* Village is progressing. **Bannockburn Barbecue* Posters for the event are being sent to print. **IT Consortium* Bannockburn is interested in the IT consortium provided the proposal financially make sense. It may also benefit the Village to be a part of the consortium for shared building services. **Howard Handler* Mr. Handler and the Village Manager are in communication regarding the Village's business licensing requirements.
23. 23-05/28: **Village Clerk Report.** Village Clerk Raimondi gave no report at this time.
24. 24-05/28: **Village Commissioner Reports.** **Finance* Finance Director McCulloch, on behalf of Finance Commissioner Ansani, reported that the Draft Budget and Appropriation Ordinances will be brought forward for approval. The appropriation ordinance is the legal threshold for unanticipated items. It allows the Village to accommodate for unknown

expenditures during the budget season. No other Commissioners presented reports at this time.

25. 25-05/28: **Village President Report.** **Northwest Municipal Conference Invitation.* President Barkemeyer extended invitations to trustees to attend the Northwest Municipal Conference in Hoffman Estates. Trustees Ansani, Boyle, and Rothing will be attending along with President Barkemeyer and Manager Lasday. **Elected Officials Training Session* Trustees moved the meeting to June 26, 2013. The workshop will include information on police, finance, and legal. Trustee Orth suggested a joint bus tour of the Village. **Fiscal Year 2013-2014 Goals* Manager Lasday reported on fiscal year 2013-2014 Goals. For roads, Manager Lasday added Bridle Lane and Lakewood Drive improvements. Trustees decided to continue the rain garden program. Trustee Orth suggested that goals need to be measurable and this best done when goals are broken down into smaller action steps. Items are shortened for the newsletter. Easements are a goal for Wilmot Road and Dunsinane Lane. Other goals include updating building codes, financial matters, and roads.
26. 26-05/28. **Other Business.** **Consideration of Approval of the May 13, 2013 Board Meeting Minutes (Subject to Minor Corrections).* Trustee Ansani moved, seconded by Trustee Orth to approve the May 13, 2013 Board Meeting Minutes as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None. **Consideration of Approval of the May 13, 2013 Executive Session Meeting Minutes (Subject to Minor Corrections).* Trustee Orth moved, seconded by Trustee Rothing, to approve but keep confidential the May 13, 2013 Executive Session minutes as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Six (Daniel Orth III, Timothy Fisher, Frank Rothing, David Korner, James Boyle, David Ansani); Nays: None; Absent: None.

Trustees and staff discussed landscaping issues in the Village and easements.

27. 27-05/28. **Adjournment.** There being no further business to come before the Board, President Barkemeyer adjourned the meeting at 8:18 PM.