

**VILLAGE OF BANNOCKBURN
MEETING MINUTES
OCTOBER 22, 2012**

1. 01-10/22: **Call to Order.** President Barkemeyer called the meeting to order at 7:01 p.m.

President: James Barkemeyer

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

Trustees Absent: Debra Alch

Also Present: Village Clerk David Ansani, Village Engineer David Gewalt, Village Counsel Victor Filippini, Village Manager Maria Lasday, Village Finance Director Linda, Village Administrative Assistant Blanca Vela-Schneider

Visitors: Daniel Berg (Sikich)

2. 02-10/22: **Pledge of Allegiance.** President Barkemeyer led everyone in reciting the Pledge of Allegiance.
3. 03-10/22: **Visitor's Business.** President Barkemeyer inquired whether there was any Visitor's Business. Hearing no comments from the audience, he moved onto the next issue.
4. 04-10/22: **Discussion Regarding Solid Waste and Recycling Collection Agency (SWALCO) Services for Village Residents.** President Barkemeyer stated that he met with a SWALCO representative to discuss the benefits of joining SWALCO. He stated that the Village would have to accept the boiler plate agreement but indicated that he thinks that joining would benefit the Village. Village Manager Lasday stated that she had spoken with SWALCO about the financial obligation language in the agreement. She stated that SWALCO does not have any financial obligations and if work is ever proposed, the Village will have the right to vote on the matter. Trustee Boyle noted that the Village would be able to pay the \$5,000 joining fee in two segments. Village Manager Lasday stated that the Village agreed to pay the entire fee in May 2013.
5. 05-10/22: **Discussion Regarding Becoming a Member of Solid Waste Agency of Lake County, Illinois (SWALCO).** Trustee Boyle inquired whether there are any disadvantages in becoming a SWALCO member. Village Counsel Filippini stated that SWALCO is a functional organization. He stated that with the exception of Bannockburn, all municipalities in Lake County that Holland & Knight represents are SWALCO members and there have not been any significant complaints regarding SWALCO. Village Manager Lasday noted that there are 5 meetings per year that the Village will need to attend. Village Counsel Filippini noted that the Village of Long Grove has had a very successful recycling program. He stated

that the Village could potentially have a nice revenue source from the recycling program provided that the residents earnestly participate in the program.

6. **06-10/22: Discussion Regarding Requiring a License to Provide Solid Waste and Recycling Collection Services in the Village of Bannockburn.** President Barkemeyer inquired that the Village needs to require a license in order to establish one waste hauling removal service company. Village Administrative Assistant Vela-Schneider inquired whether there is any cancellation penalty to residents who switch from one service company to another. President Barkemeyer stated that he does not believe there would be any penalty. He stated that this agreement would be strictly for the residential district.
7. **07-10/22: Consideration of Approval of an Ordinance Consenting to the Village of Bannockburn as an Additional Member of the Solid Waste Management Agency of Lake County, Illinois (SWALCO) with No Late Fee.** Trustee Orth moved, seconded by Trustee Boyle, to approve an ordinance consenting to the Village of Bannockburn as an additional member of the Solid Waste Management Agency of Lake County, Illinois (SWALCO) with no late fee. On a roll call vote, Ordinance 2012-25 was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
8. **08-10/22: Consideration of Approval of an Agreement Establishing the Solid Waste Agency of Lake County, Illinois as a Municipal Joint Action Agency Agreement.** Trustee Orth moved, seconded by Trustee Fisher, to approve an agreement establishing the Solid Waste Agency of Lake County, Illinois as a Municipal Joint Action Agency Agreement. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
9. **9-10/22: Consideration of an Approval of an Addendum to the Establishing the Solid Waste Agency of Lake County, Illinois as a Municipal Joint Action Agency Agreement.** Trustee Orth moved, seconded by Trustee Rothing, to approve an addendum to the Establishing the Solid Waste Agency of Lake County, Illinois as a Municipal Joint Action Agency Agreement. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
10. **10-10/22: Consideration of Approval of the Solid Waste Agency of Lake County, Illinois' By-Laws.** Village Manager Lasday noted that the By-Laws do not reflect an area for Trustees to sign. Village Counsel Filippini stated that the approval could be given verbally. Trustee Fisher moved, seconded by Trustee Korner, to approve the Solid Waste Agency of Lake County Illinois' By-Laws. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
11. **11-10/22: Consideration of Approval of a Resolution Appoint a Director and Alternate to Solid Waste Agency of Lake County, Illinois (SWALCO).** Trustee Orth moved, seconded by Trustee Boyle, to approve a resolution appointing a Village Manager Lasday as a Director and Trustee Frank Rothing as the Alternate to the Solid Waste Agency of Lake

County, Illinois. On a roll call vote, Resolution 2012-R-39 was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).

12. **12-10/22: Consideration of Approval Authorizing the Issuance of a Request for Proposal for Franchise Solid Waste and Recycling Collection Services for Residents.** Village Counsel Filippini recommended that the Board authorize staff to create a request for proposal but review the proposal prior to approving the issuance. He stated that this would allow the Board to more thoroughly review the options that are being proposed. Trustee Orth moved, seconded by Trustee Rothing, to authorize staff to create a request for proposal for franchise of the Solid Waste and Recycling Collection services for residents for review by the Board of Trustees. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
13. **13-10/22: Consideration of Approval of a Resolution Approving the Renewal of an Elevator Safety Program Agreement with the Illinois State Fire Marshal and Adopting Elevator Safety Standards.** Trustee Fisher moved, seconded by Trustee Orth, to approve a resolution approving the renewal of an Elevator Safety Program Agreement with the Illinois State Fire Marshal and Adopting Elevator Safety Standards. On a roll call vote, Resolution 2012-R-40 was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
14. **14-10/22: Consideration of Approving the Residents' Use of the Village Hall and/or Village Shelter and Waiver of Liability Insurance and Fees on November 7, 2012, December 11, 2012 and December 16, 2012.** Trustee Orth moved, seconded by Trustee Boyle, to approve the residents' use of the Village Hall and/or Village Shelter and waiver of liability insurance and fees on November 7, 2012, December 11, 2012, and December 16, 2012. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
15. **15-10/22: Consideration of Approving a Waiver of Competitive Bids for the Repaving of the Village Hall Parking Lot.** Trustee Boyle moved, seconded by Trustee Rothing, to approve the waiver of competitive bids for the repaving of the Village Hall Parking Lot. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
16. **16-10/22: Consideration of Ratification of a Proposal from Jacobs and Sons, Inc. for the Repaving of the Village Hall Parking Lot.** Trustee Rothing moved, seconded by Trustee Boyle, to approve the ratification of a proposal from Jacobs and Sons, Inc. for the repaving of the Village Hall parking lot. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
17. **17-10/22: Consideration of Approval of Allowing Lake County Storm Water Management Commission to Use the Village Hall on November 14, 2012 for a North Branch Chicago River Watershed Meeting.** Trustee Fisher moved, seconded by Trustee Orth, to approve Lake County Storm Water Management Commission's use of the Village

Hall on November 14, 2012 for its North Branch Chicago River Watershed Meeting. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Koror, Orth, Rothing), Nays: None, Absent: One (Alch).

18. 18-10/22: **Consideration of Approval of a Memorandum of Agreement between the Village of Bannockburn and Mr. and Mrs. Cleveland and Patricia Tyson for the Issuance of a Grant for the Partial Reimbursement of the Installation and Maintenance of a Rain Garden at 2840 Telegraph Road Pursuant to the Village's Rain Garden Participation Program.** Village Manager Lasday noted that only Mrs. Tyson signed the agreement as she is the sole owner of the property. She noted that Village Engineer Gewalt has identified corrections to the plant list. Trustee Rothing moved, seconded by Trustee Orth, to approve the partial reimbursement of the installation and maintenance of a rain garden at 2840 Telegraph Road pursuant to the Village's rain garden participation program. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Koror, Orth, Rothing), Nays: None, Absent: One (Alch).
19. 19-10/22: **Village Engineer's Report.** **Waukegan Road, Half Day Road, and Cedarcrest Lane Water Main Project.* Village Engineer Gewalt reported that the Village is working to secure the permit from IDOT in order to bring the Del Mar Woods residents onto the Village of Bannockburn's water main. He stated that he is hoping work will begin next week. **Smoke Testing/Sanitary Sewer Infiltration.* Village Engineer Gewalt reported that sanitary sewer violation notices were mailed to the residents who were identified via the Village's smoke testing program. He stated that many of the violations were minor, such as a cracked or broken sanitary sewer cleanout cap, but that there were also several that had major infiltration issues. **Waukegan Road, Half Day Road, and Cedarcrest Lane Water Main Project cont.* Village Engineer Gewalt reported that a pre-construction meeting has been set for 5:30 p.m. on November 13, 2012 with the residents of Cedarcrest Lane. Village Manager Lasday stated that R.A. Mancini, the Village's contractor on the project, needs to submit Certificate of Liability Insurance naming the Village of Bannockburn as additional insured. Village Finance Director McCulloch clarified the Minority Business Enterprises (MBE) requirements as part of this project and also indicated that the Village's contractor will need to provide a copy of all the subcontractors' contracts.
20. 20-10/22: **Village Counsel's Report.** Village Counsel Filippini had nothing to report.
21. 18-10/22: **Village Manager's Report.** **BLOP Maintenance Agreement.* Village Manager Lasday inquired whether there is a maintenance agreement between the Bannockburn Lake Office Plazas (BLOPs). Village Counsel Filippini stated that there is a cross-easement agreement and several amendments that were recorded at the Lake County Recorder of Deeds. He stated that he believes that BLOPs 1-6, and possibly one or two more buildings south of the BLOPs, are all collectively responsible. **Foreclosure Notification.* Village Manager Lasday reported on the foreclosure notification that the Village received on behalf of a resident who owes the Village money. She inquired whether the Board wished for her to attend the meeting. The consensus of the Board is for Village Manager Lasday not to attend the meeting as the Village will most likely not receive any payment. **Lake County Sanitary Sewer District.* Village Manager Lasday reported that she will attend the Lake County

Sanitary Sewer District Meeting in two weeks. She stated that Lake County Sanitary Sewer District will be looking for illegal sanitary sewer connections and expressed concern that Trinity may have illegal sanitary sewer connections. Village Counsel Filippini noted that he anticipates that the draft sanitary sewer agreement for billing purposes will be ready shortly.

**Auditor RFP.* Village Manager Lasday inquired whether the Board wishes for the Village to have an RFP for auditor services. The consensus of the Board is not to pursue this matter at this time as Single Audits still need to be completed and that it would be best to have an auditor who is familiar with the Village's processes.

**Highland Park Water Service.* Village Manager Lasday inquired whether Highland Park will be assessing a capital improvement rate for the Village for the new water plant. Village Counsel Filippini stated that he has not heard anything but will make inquiries. Village Manager Lasday stated that this information is important when the Village considers its water rates.

**Business License Fees.* Village Manager Lasday inquired whether the Village should reconsider the Business license fee, noting that there has not been a fee increase in over twenty years. Village Counsel Filippini stated that the reason the Village initiated a business license program is to ensure that businesses are complying with the Village's zoning regulations. Village Manager Lasday inquired whether the Village wished to require a license for cellular towers. Village Counsel Filippini stated that cellular towers are handled via Special Use Permits.

**Goals.* Village Manager Lasday reported that she will be working on the Village's current goals list.

**Snow Plowing.* Village Manager Lasday clarified that the Village will not plow Aberdeen Court in the Tarns of the Moor Subdivision until the Village accepts its infrastructure.

**Mayors' Caucus.* Village Manager Lasday stated that the Mayors' Caucus has retained Holland & Knight in regards to municipal electrical aggregation programs. She stated that the ICC wishes to regulate municipal electrical aggregation programs. Village Counsel Filippini stated that the ICC is trying to interpret the law in a way that is not consistent with the way that most of the municipalities have interpreted it. He stated that Holland & Knight has been retained to set the ICC straight that it has no jurisdictional authority over municipalities at all. Village Manager Lasday stated that the Mayors' Caucus is requesting \$350 per municipality to pay for the services of Holland & Knight. The general consensus of the Board is to have this payment on the next Bill Submit List. Trustee Fisher inquired whether this is the first of many requests from the Mayors' Caucus. Village Counsel Filippini stated that the \$350 is to cover the costs associated with the initial presentation to the ICC challenging their jurisdiction of regulation over municipalities.

**Lake County Municipal Legislation.* Village Manager Lasday stated that she will be attending a legislative committee meeting and some of the items the committee would like to include in their topics are possible exemptions to prevailing wage and emerald ash borer policy programs. She noted that the Village sent a letter to Representative Karen May and Senator Garrett in regards to the matter of prevailing wage exemptions.

**Lake County Municipal League Holiday Dinner.* Village Manager Lasday reported on Lake County Municipal League's holiday dinner. Trustee Boyle, Trustee Rothing, and President Barkemeyer will attend the social event.

**McDonald's Interest.* Village Manager Lasday reported that McDonald's has expressed interest in coming to the Village of Bannockburn. She stated that Trustee Rothing and she will be meeting with a McDonald's representative.

**Health Insurance.* Village Manager Lasday reported that she and Trustee Boyle will meet to discuss health insurance.

**Vacation.* Village Manager Lasday reported that she will be on vacation from Wednesday through the following week.

**Holiday Party.* Village Manager Lasday inquired whether the Board wished to have the

holiday party at Froggys. Trustee Rothing and Fisher indicated that the meeting should be in Bannockburn, if possible. President Barkemeyer noted that the last time the Village had a holiday party at San Gabriel, he felt that the food wasn't great nor was the service and that the group was placed in too small of an area. Trustee Fisher stated that one of the Trustees could talk to San Gabriel. **Howard Handler Meeting.* Village Manager Lasday reported that her lunch with Mr. Handler will be rescheduled as Mr. Handler had a personal matter to attend. **Lot 1 of the Tarns of the Moor Subdivision.* Village Manager Lasday reported that a resident of Lake Forest has expressed interest purchasing the property at lot 1 of the Tarns of the Moor Subdivision but was informed that because a new single family residence wasn't approved during the demolition process, the property would not be allowed to be built upon until one year after the demolition had occurred. She noted that there is a provision in the Village's ordinance that allows a waiver of the waiting period but is not clear as to whether the waiting of the building permit could be waived. The consensus of the Board is that it would grant a waiver of the period of time that a building can be constructed on the property. Village Administrative Assistant Vela-Schneider noted that the landscaping for the demolition process has not been completed and that Lake Forest Bank currently has a letter-of-credit for the landscaping. The consensus of the Board would be to require a replacement letter-of-credit and an agreement from the new property owner to complete the landscape work that remains outstanding in case the new property owner chooses not to build on the property. **2160 Stirling Road Window Replacement.* Village Manager Lasday reported that Village Resident Michael Grutza has requested the replacement of his windows that are not an exact like-for-like replacement. She stated that Chairman Kozonis of the Architectural Review Commission reviewed Mr. Grutza's request and did not feel that this matter would need to come before the Architectural Review Commission. The Board agreed. **Wildlife Meeting.* Village Manager Lasday reported on the upcoming Wildlife Meeting that will be hosted by Lincolnshire.

22. 22-10/22: **Village Clerk's Report.** Village Clerk Ansani had nothing to report.

23. 23-10/22: **Village Commissioners' Reports.**

**Water and Sanitary/Storm Sewer Commissioner's Report.* Water and Sanitary/Storm Sewer Commissioner Fisher reported on the Highland Park Water Committee meeting.

**Roads/Right-of-Way Commissioner's Report.* Roads/Right-of-Way Commissioner Korner reported that IDOT has been cleaning up the intersection of Route 22, noting that road defects were removed and replaced.

**Economic Development Commissioner's Report.* **Telegraph Road Timing Signal.* Economic Development Commissioner Rothing inquired whether there is any way to regulate the timing of the signal on Telegraph Road and Half Day Road during rush hour traffic. Village Engineer Gewalt stated that he is not sure if the contractor has completed the work in this area.

**Police Commissioner's Report.* Police Commissioner Boyle had nothing to report.

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

24. 24-10/22: **Village President's Report.** President Barkemeyer had nothing to report.
25. 25-10/22: **Executive Session.** Trustee Orth moved, seconded by Trustee Fisher, to enter into Executive Session for the purposes of discussing enforcement, threatened/potential litigation, personnel, and Executive Session Meeting Minutes. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch). Executive Session was entered into at 7:46 p.m.

Trustee Fisher moved, seconded by Trustee Korner, to exit Executive Session. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch). Executive Session was adjourned at 8:14 p.m.

26. 26-10/22: **Other Business.** **Auditor Services.* Village Finance Director McCulloch inquired whether the Board wished to accept the Auditor's proposal. The consensus of the Board is to have this issue on the next Board agenda. **NWML Conference.* President Barkemeyer reported that he and Village Manager Lasday are interested in joining the Northwest Municipal League. Village Counsel Filippini stated that the Village may get a lot of incidental benefit from a larger municipal league. President Barkemeyer stated that Village Manager Lasday will look into the costs and benefits associated with joining the conference. **ICMA Conference.* Village Manager Lasday provided a brief report on the ICMA conference, noting that she attended a few sessions regarding healthcare. She stated that many communities are working toward incentivizing their employees in taking good care of their health. She noted that the Village of Bannockburn's health insurance plan completely covers the cost of annual physicals. She noted that one speaker provided an excellent session in regards to waiting to find the right developers for your community. **Comprehensive Plan Process.* Trustee Orth moved, seconded by Trustee Rothing, to direct staff to begin the Comprehensive Plan process. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch).
27. 27-10/22: **Adjournment.** There being no further business of the Board of Trustees, Trustee Rothing moved, seconded by Trustee Korner, to adjourn the Board of Trustees Meeting. On a roll call vote, the motion was unanimously approved. Ayes: Five (Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: One (Alch). The meeting was adjourned at 8:25 p.m.