

**VILLAGE OF BANNOCKBURN
MEETING MINUTES
NOVEMBER 26, 2012**

1. 01-11/26: **Call to Order.** President Barkemeyer called the meeting to order at 7:05 p.m.

President: James Barkemeyer

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

Trustees Absent: None

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

Visitors: Kathleen M Setchell (IMRF)

2. 02-11/26: **Pledge of Allegiance.** President Barkemeyer led everyone in reciting the Pledge of Allegiance.

3. 03-11/26: **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. 04-11/26: **Discussion Regarding Payments to Illinois Municipal Retirement Fund.** Village Finance Director McCulloch introduced Ms. Kathleen Setchell of IMRF who will provide an overview of the Village's account so that the Board can make a determination of whether to make a lump sum payment to reduce its negative balance at IMRF. Ms. Setchell provided a history of the Village's account with IMRF which currently has a negative balance of \$83,841.44. She explained that stated that the Village could make a payment to reduce the unfunded liability but noted that IMRF has a 5 year smoothing effect. She suggested that prior to the Village making a lump payment, it should confirm that IMRF will have a positive investment performance at the end of the year. Village Manager Lasday inquired whether Village Finance Director McCulloch should include a payment in the December 2012 Bill Submit List. Village Counsel Filippini suggested that a payment be placed on the Bill Submit List, but that the Board of Trustees could issue a set of parameters before payment is released. Ms. Setchell stated that payment is required by the last day of the year. Trustee Korner inquired about possible steps to effect payment and offered suggestion to limit the authority to allow an electronic fund transfer greater than \$25,000. Village Finance Director McCulloch stated that a paper check could be issued in lieu of an electronic payment, but noted that there would be a \$25 processing fee as well as the cost to mail

the payment. The consensus of the Board is to have the payment placed on the December 2012 Bill Submit List.

5. **05-11/26: Public Hearing Regarding Amendments to the Annual Budget and Appropriations Ordinance for the Fiscal Year Beginning May 1, 2012 and Ending April 30, 2013.** President Barkemeyer opened a public hearing at 7:55 p.m. regarding amendments to the Annual Budget and Appropriations Ordinance for the Fiscal Year Beginning May 1, 2012 and Ending April 30, 2013. He inquired whether there were any comments from the audience. Hearing no comments from the audience, President Barkemeyer closed the public hearing at 7:56 p.m.
6. **06-11/26: Consideration of Approval of an Ordinance Approving Amendments to the Annual Budget and Appropriations Ordinance for the Village of Bannockburn for the Fiscal Year Beginning May 1, 2012 and Ending April 30, 2013.** Trustee Orth moved, seconded by Trustee Koror, to approve an ordinance approving amendments to the Annual Budget and Appropriations Ordinance for the Village of Bannockburn for the Fiscal Year beginning May 1, 2012 and ending April 30, 2013. On a roll call vote, Ordinance 2012-26 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Koror, Orth, Rothing, Nays: None, Absent: None).
7. **07-11/26: Report from the Architectural Review Commission's Meeting on November 20, 2012.** *1795 Wilmot Road. Village Manager Lasday reported that the Architectural Review Commission unanimously approved the installation of a generator by their barn. Trustee Fisher noted that it appears that the generator will be installed in a dog pen. Village Manager Lasday stated that there is not a dog that is housed in the pen currently. Trustee Fisher requested that staff notify the property owner that once the generator is installed, no dog will be allowed in the dog pen. Village Administrative Assistance Vela-Schneider stated that this information will be provided at building permit issuance. Village Manager Lasday noted that the generator will be less than 10 ft. from a window, but indicated that this is permitted since the generator is being placed by the barn and not the primary residence. *OMA Training. Village Manager Lasday reported that not all Commission members have received OMA training. She stated that if training is not completed by the end of the year, the members will be removed from their position.
8. **08-11/26: Consideration of Approval of an Ordinance Repealing Ordinance No. 2012-11, to Create a Bannockburn Water, Sewer, and Plumbing Fee and Charges Schedule.** Trustee Fisher moved, seconded by Trustee Boyle, to approve an ordinance repealing Ordinance No. 2012-11, to Create a Bannockburn Water, Sewer, and Plumbing Fee and Charges Schedule. On a roll call vote, Ordinance 2012-27 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Koror, Orth, Rothing), Nays: None, Absent: None.
9. **09-11/26: Village Engineer's Report.** *Sanitary Sewer Infiltration Repairs. Village Engineer Gewalt reported that 20 of the 41 properties who received infiltration notices from the sanitary sewer smoke testing that was performed have now completed their

necessary repairs. He stated that there are still approximately 14 properties that remain unresolved that have serious infiltration issues. He stated that he will contact these residents to get an update of the repair status and to notify them that if resolution isn't made in the near future, the Village may proceed with enforcement. Trustee Fisher requested an updated list of residents who have and who have not completed the necessary repairs. **Half Day Road, Waukegan Road, Cedarcrest Lane, and Del Mar Water Company Connection Water Main Project.* Village Engineer Gewalt reported that the Del Mar Water Company water line connection will be completed next week. Village Manager Lasday inquired who will be responsible to complete the necessary readings until the electronic reader is received. Village Counsel Filippini stated that the Village should absorb this cost. **Shell Gas Station Connection.* Village Manager Lasday inquired who is responsible to connect Shell to the Village of Bannockburn's water main line. Village Engineer Gewalt stated that he believes it should be Del Mar Water Company, noting that a lump sum has been provided for connection costs. Village Counsel Filippini agreed, but noted that the Village will need to provide an accounting of the expenses. Village Administrative Assistant Vela-Schneider inquired whether the water meter reading head has been ordered. Village Engineer Gewalt stated that the contractor ordered the water meter. **Route 22 Widening Project.* Village Engineer Gewalt reported that DeMuth has submitted a proposal of \$6,750 to install the water valves that went missing during the Route 22 Widening Project. He stated that he provided the proposal to IDOT and asked IDOT if it wanted the Village to perform the work on their behalf and that the Village would charge them for the work. He stated that he will try to contact them again to see what their decision is. **Other Road Projects.* Trustee Korner requested that Village Engineer Gewalt obtain the costs to repave the roads on Bannockburn Court, Dunsinane Lane, and High Terrace so that the Village could incorporate these amounts into next year's budget. Village Engineer Gewalt suggested that the Village also obtain a quote for the cost to repave Sunset Lane. Village Manager Lasday suggested that the Board ask the contractor what the cost would be to incorporate Sunset Lane work in the Wilmot Road Repaving Project. * *Half Day Road, Waukegan Road, Cedarcrest Lane, and Del Mar Water Company Connection Water Main Project.* President Barkemeyer inquired when the electronic water meter head for Del Mar Water Company will be available. Village Engineer Gewalt stated that it will take a few weeks for the meter head to be shipped as there is programming required.

10. 10-11/26: Village Counsel's Report. Village Counsel Filippini stated that a request was brought forth to display an 11 ft. teddy bear with a dreidel. He stated that the Village has displayed holiday decorations that are secular. He stated that due to the religious inference of the dreidel, the Board should reaffirm its policy to only display secular holiday decorations and not display the teddy bear. Trustee Korner moved, seconded by Trustee Boyle, to reaffirm its policy to display secular holiday decorations. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. Village Administrative Assistant Vela-Schneider inquired whether the Board would consider installing blue lights on a tree. The consensus of the Board is to not install blue lights.

11. 11-11/26: **Village Clerk's Report.** Village Clerk Ansani had nothing to report.

12. 12-11/26: **Village Commissioners' Reports.**

**Water/Sewers Commissioner's Report.* Water/Sewer Commissioner Fisher had nothing to report.

**Right-of-Way/Roads Commissioner Korner.* Right-of-Way/Roads Commissioner Korner had nothing to report.

**Economic Development Commissioner's Report.* **Waste Hauler's Proposal.* Economic Development Commissioner Rothing reported that the waste hauler's proposals are due tomorrow. **McDonald's Interest.* Economic Development Commissioner Rothing reported that McDonald's expressed a high level of interest in coming into the Village of Bannockburn. He stated that there is a meeting on December 6, 2012 to discuss issues with its proposed location at the Bannockburn Green Retail Center. **2275 Half Day Road.* Economic Development Commissioner Rothing reported that he and Village Manager Lasday will meet with the new property owners of the Bannockburn Executive Plaza to discuss re-facing of the building. **2151 Waukegan Road.* Economic Development Commissioner Rothing reported that the Medixplex property will be sold, but that the tenants are expected to remain.

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

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

13. 13-11/26: **Village Manager's Report.** **Comprehensive Plan.* Village Manager Lasday reported that she, Trustee Rothing, Village Counsel Filippini, and Trustee McShane had met to review the items that may need further review in the Comprehensive Plan. **Waste Hauling Services.* Village Manager Lasday reported that waste hauling proposals are due tomorrow. She stated that surveys of non-residential buildings for waste hauling services are still being collected. **Holiday Party.* Village Manager Lasday reported that the Holiday Party will be on December 12, 2012 at Froggys.

14. 14-11/26: **Village President's Report.** **Holiday Bonus.* President Barkemeyer reported that in 2011, the Board approved a holiday bonus of \$500. Trustee Orth moved, seconded by Trustee Boyle, to approve a holiday bonus of \$500 for full-time employees. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. **ComEd.* President Barkemeyer reported that ComEd is seeking support from municipalities for their proposed smart-grid system. The consensus of the Board is to have President Barkemeyer write a letter of support for the smart-grid system.

15. 15-11/26: **Executive Session.** Trustee Korner moved, seconded by Trustee Rothing, to enter in Executive Session for the purposes of discussing Potential/Threatened

Litigation, Enforcement, Land Acquisition/Disposition, Personnel, and Executive Session Meeting Minutes. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. Executive Session was entered into at 8:30 p.m.

There being no further discussion in Executive Session, Trustee Fisher moved, seconded by Trustee Korner, to exit out of Executive Session. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. Executive Session was adjourned at 8:40 p.m.

16. 16-11/26: **Other Business.** **Consideration of the November 13, 2012 Regular Session Board of Trustees Meeting Minutes.* Trustee Boyle moved, seconded by Trustee Korner, to approve the November 13, 2012 regular Session Meeting Minutes, as submitted. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. **Consideration of the November 13, 2012 Executive Session Meeting Minutes.* Trustee Fisher moved, seconded by Trustee Boyle, to approve but keep confidential, the November 13, 2012 Executive Session Meeting Minutes, as amended. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None., Absent: None.
17. 17-11/26: **Adjournment.** There being no further business of the Board of Trustees, Trustee Rothing moved, seconded by Trustee Fisher, to adjourn the Board of Trustees Meeting. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. The meeting was adjourned at 8:41 p.m.