

**VILLAGE OF BANNOCKBURN  
BOARD OF TRUSTEES  
MEETING MINUTES  
SEPTEMBER 24, 2012**

1. 01-09/24: **Call to Order.** President Barkemeyer called the meeting to order at 7:02 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, Village Administrative Assistant Vela-Schneider

Visitors: None

2. 02-09/24: **Pledge of Allegiance.** President Barkemeyer led everyone in reciting the Pledge of Allegiance.
3. 03-09/24: **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. 04-09/24: **Consideration of Approval to Update the Agreement to Participate and to Name the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Illinois Funds.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an updated agreement to participate and to name the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on Village Accounts with Illinois Funds. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
5. 05-09/24: **Consideration of Approval to Update the Master Signature Card Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with PNC Bank.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an update to the master signature card naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on Village Accounts with PNC Bank. On a roll call vote, the motion was

unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.

6. **06-09/24: Consideration of Authorization to Update the Signature Cards with Northern Trust and Approval of a Resolution Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Northern Trust.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to authorize the updating of signature cards with Northern Trust and approval of a resolution naming the Finance Commissioner, Police Commissioner, Village Clerk, Finance Director, and Village Manager as authorized signers on Village Accounts with Northern Trust. On a roll call vote, authorization and Resolution 2012-R-35 were unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
7. **07-09/24: Consideration of Approval to Update the Safe Deposit Box Lease Agreement, Resolution, and Signature Cards with First Midwest Bank.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve to update the safe deposit box lease agreement and signature cards with First Midwest Bank. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
8. **08-09/24: Consideration of Approval of a Resolution 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 and the Authorization to Update the Signature Cards with First Midwest Bank.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve a resolution 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 and the authorization to update the signature cards with First Midwest Bank. On a roll call vote, Resolution 2012-R-36 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
9. **09-09/24: Consideration of Approval to Update the Certificate Regarding Accounts, Signature Cards and the 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.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an update to the Certificate Regarding Accounts, signature cards, and the 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. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
10. **10-09/24: Consideration of Approval to Update Signature Cards Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers on Village Accounts with Associated Bank.**

Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to update signature cards naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers on Village Accounts with Associated Bank. On a roll call vote the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.

11. **11-09/24: Consideration of Approval to Open a New Checking/Money Market Account with Associated Bank, Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers and Approval of the Two Signatures Required Notice and Agreement with Associated Bank.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve the opening of a new checking/money market account, naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers, and approval of the two signatures required for the Notice and Agreement with Associated Bank. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
12. **12-09/24: Consideration of Approval to Update a Pledgee Custodian Agreement with the Federal Reserve.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an update to the Pledgee Custodian Agreement with the Federal Reserve. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
13. **13-09/24: Consideration of Approval to Update Wire Transfer Service Agreements with US Bank for Village Accounts with Illinois Funds.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an update to the Wire Transfer Service Agreements with US Bank for Village Accounts with Illinois Funds. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
14. **14-09/24: Consideration of Approval to Update the Signature Card Naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as Authorized Signers with BMO Harris.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve the updating of the signature card naming the Finance Commissioner, Police Commissioner, Village Clerk, Police Chief, Finance Director, and Village Manager as authorized signers with BMO Harris. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
15. **15-09/24: Consideration of Approval of a Reimbursement Services Agreement with WageWorks, Inc.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve a Reimbursement Services Agreement with WageWorks, Inc. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.

16. 16-09/24: **Consideration of Approval of an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn.** Being part of the Consent Agenda, Trustee Orth moved, seconded by Trustee Boyle, to approve an ordinance authorizing the sale of certain surplus personal property owned by the Village of Bannockburn. On a roll call vote, the Ordinance 2012-21 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
17. 17-09/24: **Report of the Architectural Review Commission Meeting on September 18, 2012.** \**Elements Wall-Mounted Sign.* Village Manager Lasday reported that the Architectural Review Commission unanimously approved the wall-mounted sign for Elements. \**9 Broadleys Court Exterior Modifications.* Village Manager Lasday reported that the Architectural Review Commission approved exterior modifications to 9 Broadleys Court. She stated that it was noted that some landscaping would be relocated but because the landscaping is interior to the property, it will be reviewed by the Forester when submitted for permit. She stated that staff inquired whether the seat wall that is to be located on the patio could trigger bufferyard regulations. Village Counsel Filippini stated that a seat wall that has a foundation would be considered a structure and could trigger bufferyard regulations, depending on its size. Village Manager Lasday noted that she did not consider this as a trigger at the time the request came before the Architectural Review Commission but that she will comply with this requirement for future submittals. Trustee Fisher noted that the Bannockburn Brae Homeowner's Association had approved the request for 9 Broadleys Court.
18. 18-09/24: **Consideration of Approval of an Ordinance Further Amending a Special Use Permit for the Operation of a Special Education Facility in the "O" Office District Granted Pursuant to Ordinance No. 2010-29 (2225 Lakeside Drive).** Village Manager Lasday stated that the only modification to the draft ordinance would be permitting up to 18 students (current ordinance allows up to 15 students) in the classroom. Trustee Fisher moved, seconded by Trustee Alch, to approve an ordinance further amending a Special Use Permit for the operation of a Special Education Facility in the "O" Office District granted pursuant to Ordinance 2010-29. On a roll call vote, Ordinance 2012-22 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
19. 19-09/24: **Consideration of Approval of an Ordinance Amending the Bannockburn Zoning Code Regarding Residential Building Height Regulations.** Village Counsel Filippini stated that the Village's current regulations provide more flexibility in regards to the slope of the roof and that the proposed ordinance only intends to provide clarification to eliminate confusion. Trustee Fisher moved, seconded by Trustee Orth to approve an ordinance amending the Bannockburn Zoning Code regarding residential building height regulations. On a roll call vote, Ordinance 2012-23 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
20. 20-09/24: **Consideration of Approval of an Ordinance Amending the Bannockburn Zoning Code Regarding Lighting of Residential Recreational Facilities.** Upon inquiry from Trustee Orth regarding the role of the Building Commissioner in the proposed

ordinance, Village Counsel Filippini stated that the goal of the Building Commissioner is to provide a balance between the safety of lighting in a recreational facility versus the over-lighting of a recreational facility. He stated that lighting would not be permitted on a tennis court as there is not an obvious safety hazard. Trustee Boyle moved, seconded by Trustee Rothing, to approve an ordinance amending the Bannockburn Zoning Code regarding lighting of residential recreational facilities. On a roll call vote, Ordinance 2012-24 was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.

21. 21-09/24: **Consideration of Approval of a Resolution Accepting Dedication and Granting Related Approvals Related to the Tarns of the Moor Planned Unit Development.** Village Manager Lasday stated that the petitioner has requested that this issue be continued as they have not heard back from Village Counsel Filippini regarding certain items regarding this matter. Village Counsel Filippini noted that the Tarns of the Moor, LLC was dissolved. Village Administrative Assistant Vela-Schneider noted the Transfer Agreement was intended to be with the Homeowner's Association. Village Manager Lasday noted that the Homeowner's Association information still needs to be updated with the State of Illinois.
22. 22-09/24: **Consideration of an Emerald Ash Borer Treatment Plan on Village of Bannockburn Right-of-Way.** Village Manager Lasday presented a proposal of \$1,620.00 by Village Resident Sharon Krengel for the cost to treat an ash tree on the Village's right-of-way at 2000 Telegraph Road. She stated that Mrs. Krengel is seeking for the Village to pay half of the treatment cost to prevent the ash tree in the right-of-way from being infected with emerald ash borer. The Board sought more specifics on the proposal. Trustee Fisher stated that he thinks the Village should also obtain a second quote from the Care of Trees. He also inquired whether the Village's Forester would recommend treatment of this specific tree. Village Manager Lasday stated that the Forester has generally indicated that it would be better for an ash tree to be removed than treated. Trustee Fisher suggested that Village Manager Lasday contact Urban Forest Management to determine whether it would be beneficial for the Village to treat this tree and to determine when the best time is to treat an ash tree. He noted that he thought Wilmette, IL had treated ash trees but that they had all died anyway.
23. 23-09/24: **Village Engineer's Report.** *\*Route 22 Widening.* Village Engineer Gewalt reported that the seeding for Route 22 has been installed. He stated that there has been some discussion on not planting in the trees this fall and he is trying to speak with IDOT in regards to the reasoning behind the delay. He indicated that he feels that the trees should be installed this fall to allow the trees to acclimate over the winter. He stated that he will know more in the next two weeks. *\*RJV Group.* Village Engineer Gewalt reported that RJN Group has submitted a draft report regarding the properties identified as having storm water infiltration. Trustee Orth inquired whether RJN Group has provided an estimate of how much storm water is infiltrating the sanitary sewer. Village Engineer Gewalt stated that RJN Group has provided an estimate but noted that he feels that the estimate is slightly on the high side. *\*Route 22 Widening.* President Barkemeyer noted that the shoulder on the southeast corner of Telegraph Road and Half Day Road is still mangled and needs to be addressed by IDOT.

Village Engineer Gewalt stated that he will let IDOT know. Trustee Boyle inquired whether there is any way for the southeastern curb on Half Day Road and Telegraph Road to be moved further east. Village Engineer Gewalt replied that it is not possible to move the curb further east. Trustee Boyle noted that the timing of the signals on Telegraph Road and Half Day Road have improved since IDOT has changed the length of time the Telegraph Road green light is on. He also noted that camera on the northwest corner of Route 22 and Route 43 is for Lake County Passages for review of traffic conditions. *\*Stirling Road/Valley Road Restoration.* Village Manager Lasday stated that Greg Greenhill signed a Change Order for the restoration at Stirling Road and Valley Road but that the change order reflects the hiring of an independent contractor, not a subcontractor. Village Counsel Filippini stated that it will need to be amended to reflect Greg Greenhill hiring a subcontractor.

24. 24-09/24: **Village Counsel's Report.** Village Counsel Filippini had nothing to report.
25. 25-09/24: **Village Manager's Report.** *\*Liability Quotes.* Village Manager Lasday reported that she is in the process of obtaining liability insurance quotes. Trustee Korer and Trustee Boyle offered to help review the quotes with Village Manager Lasday. *\*Health Care Reform.* Village Manager Lasday reported that new laws may affect benefits for employees. *\*Hazardous and Diseased Trees.* Village Manager Lasday noted that Highland Park is seeking to do a joint bid with other communities for the removal and replanting of trees. She stated that the Village just received the dead, diseased and hazardous tree survey from Urban Forest Management and that 67 trees were identified in Village right-of-way or on Village property. She inquired whether the Village wished to do a joint bid with Highland Park. She noted that the Village may wish to use Bannockburn Public Works for the removal of smaller trees. Village Counsel Filippini stated that Village Manager Lasday should contact Highland Park to find out the process they will follow for the removal and replanting of trees. He stated that Village Manager Lasday should find out whether there are any penalties if the Village of Bannockburn did not accept the bid that Highland Park obtains, noting that quotes may be based upon an overall quantity. Village Manager Lasday stated that she is concerned with the draft language in Highland Park's contract, specifically regarding prevailing wage. Village Counsel Filippini stated that the Prevailing Wage Act applies to public works projects. He stated that Illinois indicates the removal of dead/diseased trees as maintenance but that tree replacements are considered public works. Village Counsel Filippini suggested that Village Manager Lasday obtain additional information regarding the bid details from Highland Park, noting that the Village of Bannockburn may wish to pass on it if going out to bid binds the Village to accept the bid that Highland Park obtains. Village Manager Lasday also noted that Buffalo Grove is also considering tree replacements and that she will obtain additional information. Trustee Korer stated that he does not feel that the Board should give up its negotiating power but should obtain additional information from Highland Park and from Buffalo Grove. *\*IMRF.* Village Manager Lasday inquired whether the Board would like to speak with an IMRF representative in October or November in regards to explain what funding implications there would be if the Board uses the unexpected \$400,000 telecommunications tax that it received this year to lower the IMRF deficit. Trustee Alch indicated that it would be beneficial to get some insight. Trustee Boyle inquired when the Village would need to make this decision. Village Finance Director McCulloch stated that a decision would be required before the end of the year but noted that the financial benefit

would not be seen until 2014. *\*Health Insurance.* Village Manager Lasday stated that health insurance quotes will be sought. She stated that it might be beneficial to obtain additional information on how the new healthcare laws will affect the Village. *\*IEPA Status of Cedarcrest Lane, Half Day Road, and Waukegan Road Water Main Project.* Village Manager Lasday stated that she has not heard back from the IEPA regarding loan approval for the Cedarcrest Lane, Half Day Road, and Waukegan Road Water Main Project. She stated that she will give him a call next week if she does not hear back from him. *\*Water Main Break.* Village Manager Lasday reported on a water main break in the Village's right-of-way in front of Terlato Wine Group. She stated that it took some time to locate the leak. *\*Green Town.* Village Manager Lasday reported that she will be a panelist for the Green Town conference on Friday, October 19<sup>th</sup>.

26. 26-09/24: **Village Clerk's Report.** Village Clerk Ansani reported on upcoming election dates. He noted that the President, Village Clerk, and three trustee positions are up for election in April 2013.

27. 27-09/24: **Village Commissioners' Reports.**

*\*Finance Commissioner's Report.* *\*Ad Valorem Taxes.* Finance Commissioner Alch noted that Village Finance Director McCulloch prepared a memorandum suggested that the Village move forward to capture new growth and to levy a 3.5% levy increase. She stated that Village Finance Director McCulloch has provided several items for the Board to review and will prepare an article for the newsletter. The consensus of the Board is to have Village Finance Director McCulloch provide something for the Village of Bannockburn's newsletter.

*\*Police Commissioner's Report.* Police Commissioner Boyle reported that Yom Kippur services will be held tomorrow. He stated that the Police Department is permitting B'Nai Tikvah parishioners to park in the northbound shoulders along Wilmot Road and Duffy Lane. He stated that if damage is done to the shoulders, the Village will contact B'Nai Tikvah to have the damaged repaired and/or to prohibit any further use of the shoulders.

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

*\*Economic Development Commissioner's Report.* *\*Golf Outing.* Economic Development Commissioner Rothing reported on the Bannockburn Golf Scramble. He stated that Team Alch won first place with the Docs and Cops winning second place. He stated that the tenants of the Bannockburn Green Retail Center were very generous with their donations. He noted that while the turnout was slightly low, the event itself was nice.

*\*Roads/Right-of-Way Commissioner's Report.* Roads/Right-of-Way Commissioner Korner reported on the status of the condition of the Tarns of the Moor. He stated that the area is looking good. *\*Route 22 Widening Project.* Roads/Right-of-Way Commissioner Korner noted that the path on the southeast corner of Telegraph Road and Waukegan Road has a rather long section of concrete that makes it look out of place when the rest of the path is asphalt.

*\*Water Commissioner's Report. \*Battle of Bannockburn BBQ Challenge.* Water and Sanitary/Storm Sewer Commissioner Fisher reported that the Battle of Bannockburn BBQ Challenge will occur this Saturday. He noted that Trustee Rothing will not be in attendance. Village Manager Lasday reported that there are only 15 runners for Midtown Athletic Club's 5K Run and that the runners will use the path on Waukegan Road instead of the road.

28. 28-09/24: **Village President's Report.** President Barkemeyer had nothing to report.
29. 29-09/24: **Executive Session.** Trustee Orth moved, seconded by Trustee Fisher, to enter into Executive Session for the purposes of discussing potential litigation, land disposition/acquisition, 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 8:09 p.m.

Trustee Orth moved, seconded by Trustee Korner, to exit 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.

30. 30-09/24: **Other Business.** *\*Consideration of Approval of the September 10, 2012 Board of Trustees Meeting Minutes.* Trustee Fisher and Village Counsel Filippini identified corrections to the September 10, 2012 Meeting Minutes. Trustee Korner moved, seconded by Trustee Alch, to approve to the September 10, 2012 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. *\*Consideration of Approval of the September 10, 2012 Executive Session Meeting Minutes.* Trustee Orth moved, seconded by Trustee Korner, to approve but not release the September 10, 2012 Executive 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. *\*2013 Board of Trustees Schedule of Meetings.* President Barkemeyer and the Board of Trustees reviewed the proposed 2013 Board of Trustees Meeting Schedule. After some discussion, the consensus of the Board is to cancel the March 25, August 26, and the December 23, 2013 Meetings. Trustee Boyle moved, seconded by Trustee Korner, to approve the revised 2013 Board of Trustees Meeting Schedule, as amended. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. *\*Consideration of Approval of a Change Order for RJ Underground, Inc. for the 3" Utility Sleeves (#124908- Installation of Water Supply and Irrigation Lines on Half Day Road Medians).* Trustee Fisher moved, seconded by Trustee Rothing, to approve a change order for RJ Underground, Inc. for the Installation of 3" Utility Sleeves for the Half Day Road Water Supply and irrigation lines. On a roll call vote, the motion was unanimously approved. Ayes: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None.
31. 31-09/24: **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: Six (Alch, Boyle, Fisher, Korner, Orth, Rothing), Nays: None, Absent: None. The meeting was adjourned at 8:45 p.m.