

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MARCH 13, 2017
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:09pm.

President: Frank Rothing

Trustees Present: David Ansani, James Boyle, David Korner, Kerry Martin

Absent: Mary Herrmann, Diana Lackner

Also Present: Village Manager Maria Lasday, Finance Director Linda McCulloch, Village Counsel Vic Filippini, Village Clerk Kass Sigal, Chief Ron Price, Village Engineer Dave Gewalt, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath

Visitors: None

2. 01-03/13: **Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. 02-03/13: **Visitor Business.** None

4. 03-03/13: **Consider Approval of a Resolution Authorizing a Proposal from Swanson Water Treatment, Inc. to Provide Water Operator Services.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Resolution 2017-11, a Resolution Authorizing a Proposal from Swanson Water Treatment, Inc. to Provide Water Operator Services. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

5. 04-03/13: **Consider Approval of a Waiver of Competitive Bids for Public Works' Maintenance and Repair Projects in the Village's Public Areas and Facilities and Approval of a Resolution Authorizing a Contract between the Village of Bannockburn and Bannockburn Public Works, Inc. for Public Works Maintenance and Repair Projects in the Village's Public Areas and Facilities (Fiscal Year 2017-2018).**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve a Waiver of Competitive Bids for Public Works' Maintenance and Repair Projects in the Village's Public Areas and Facilities and Approval of Resolution 2017-12, a Resolution Authorizing a Contract between the Village of Bannockburn and Bannockburn Public Works, Inc. for Public Works Maintenance and Repair Projects in the Village's Public Areas and Facilities (Fiscal Year 2017-2018). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Martin, Rothing); Nays: None; Absent: Two (Herrmann, Lackner).

6. **05-03/13: Consider Approval of a Resolution Approving a Proposal from 102.3XLC to Provide Promotional Services for the Village of Bannockburn's Community Safety Day on June 10, 2017 in the amount of \$549.00.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Resolution 2017-13, a Resolution Approving a Proposal from 102.3XLC to Provide Promotional Services for the Village of Bannockburn's Community Safety Day on June 10, 2017 in the amount of \$549.00. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

7. **06-03/13: Consider Approval of a Waiver of Competitive Bids and a Resolution Authorizing an Agreement between Vito Di Pinto Landscaping and the Village of Bannockburn for Landscape Maintenance Services at Various Locations throughout the Village of Bannockburn During Spring, Summer, Fall and Winter 2017.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve a Waiver of Competitive Bids and Resolution 2017-14, a Resolution Authorizing an Agreement between Vito Di Pinto Landscaping and the Village of Bannockburn for Landscape Maintenance Services at Various Locations throughout the Village of Bannockburn During Spring, Summer, Fall and Winter 2017. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Martin, Rothing); Nays: None; Absent: Two (Herrmann, Lackner).

8. **07-03/13: Consider Approval of a Waiver of Competitive Bids and a Resolution Authorizing an Agreement between Pinestone Lawn & Snow and the Village of Bannockburn for Landscape Maintenance Services in Spring, Summer and Fall 2017.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve a Waiver of Competitive Bids and Resolution 2017-15, a Resolution Authorizing an Agreement between Pinestone Lawn & Snow and the Village of Bannockburn for Landscape Maintenance Services in Spring, Summer and Fall 2017. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Korner, Martin, Rothing); Nays: None; Absent: Two (Herrmann, Lackner).

9. **08-03/13: Consider Payment of the Following Invoice:
Invoice #40977E Berger Excavating Contractors, Inc. of Wauconda in the amount of \$3,780.00 (Storm Sewer Maintenance).**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Payment of invoice #40977E Berger Excavating Contractors, Inc. of Wauconda in the amount of \$3,780.00 (Storm Sewer Maintenance). On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

10. **09-03/13: Consider Approval of the February 27, 2017 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve the February 27, 2017 Board Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

11. **10-03/13: Consider Approval of the March Bill Submit List.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve the March Bill Submit List. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

12. **11-03/13: Notification and Consider Special Pre-Approval of Payment for Outstanding Bills Due before the April 12, 2017 Village Board Meeting.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Special Pre-Approval of Payment for Outstanding Bills Due before the April 12, 2017 Village Board Meeting. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

13. **12-03/13: Consider Approval of the February Monthly Financial Budget Report.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve the February Monthly Financial Budget Report. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Martin, Korner); Nays: None; Absent: Two (Herrmann, Lackner).

14. **13-03/13: Report of the Plan Commission / Zoning Board of Appeals Meeting on March 13, 2017:**

- Approval of the February 7, 2017 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes.
- Discuss a Referral by the Village Board of Trustees of Modifications to the Village's Tree Regulations.

Village Counsel Filippini summarized the discussion of the PCZBA in respect to the bufferyard ordinance. He noted three potential changes relating to: Opacity along rail road tracks to be deleted, Opacity along Route 22/Waukegan to be deleted and have residential district, "A" and "B" bufferyards both at 30%. The Board consensus was to include the first two recommendations. The PCZBA also discussed triggers for bufferyards.

15. **14-03/13: Discuss the Fiscal Year 2017-2018 Ranking of Capital Projects and Budget Items.**

Finance Director McCulloch provided an over view of the ranked items to incorporate as many items as fiscally possible. She noted these items will be further refined for upcoming Board meeting.

16. **15-03/13: Discuss of Village Revenue Sources.**

Village President Rothing noted the Village has been looking at current fees, including a comparison of building permit, ARC and Zoning fees charged in other municipalities. Finance Director McCulloch reviewed the proposed changes and provided examples of how the increase in some fees would enhance revenues. Village President Rothing noted that the fees have not been adjusted since 2005. He noted that the time a permit can remain open will be adjusted. Village President Rothing requested a draft ordinance for discussion only on 4/12/17, with approval scheduled for 4/24/17.

17. **16-03/13: Discuss the Draft Budget and Capital Projects for Fiscal Year 2017-2018.**

Finance Director McCulloch noted the draft budget is expected to be ready for review by 3/28/17.

18. **17-03/13: Consider Approval of an Ordinance Amending Section 9-107 of the Bannockburn Zoning Code Regarding Bufferyard Requirements.**

Trustee Boyle moved, seconded by Trustee Korner, to Approve Ordinance 2017-05, [with deletions of columns for Rt.22/Waukegan and railroad], an Ordinance Amending Section 9-107 of the Bannockburn Zoning Code Regarding Bufferyard Requirements. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

19. **18-03/13: Consider Approval of a Proclamation Recognizing Arbor Day in the Village of Bannockburn (April 28, 2017).**

Trustee Ansani moved, seconded by Trustee Korner, to Approve a Proclamation Recognizing Arbor Day in the Village of Bannockburn (April 28, 2017). On a voice vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

20. **19-03/13: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Police Chief.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Resolution 2017-16, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Police Chief. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

21. **20-03/13: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Finance Director/Assistant Manager.**

Trustee Ansani moved, seconded by Trustee Boyle, to Approve Resolution 2017-17, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Finance Director/Assistant Manager. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

22. **21-03/13: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Village Manager.**

Trustee Boyle moved, seconded by Trustee Ansani, to Approve Resolution 2017-18, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Village Manager. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

23. **22-03/13: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Assistant to Village Manager.**

Trustee Boyle moved, seconded by Trustee Korner, to Approve Resolution 2017-19, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Assistant to Village Manager. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

24. **23-03/13: Consider Approval of Compensation Adjustment for the Administrative Assistant Position for fiscal year 2017-2018.**

Trustee Ansani moved, seconded by Trustee Martin, to Approve the Compensation Adjustment for the Administrative Assistant Position for fiscal year 2017-2018. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

25. **24-03/13: Consider Approval of a Motion Approving Mutual Ace as a Supplier to the Village of Bannockburn for Bulk Plant Materials Not to Exceed \$5,000.00.**

Trustee Boyle moved, seconded by Trustee Korner, to Approve a Motion Approving Mutual Ace as a Supplier to the Village of Bannockburn for Bulk Plant Materials Not to Exceed \$5,000.00. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

26. **25-03/13: Consider Approval of a Waiver to the Village Board Appeal Process Regarding the Following March 14, 2017 Architectural Review Commission Applications:**

- Consider a Request for Approval of the Removal of an Existing Closed Type Fence in the Front Yard Except for Four Existing 6-Foot Columns and Gate and the Installation of a 6-foot Open Type Fence in the Front Yard of the Existing Residence Located at 1925 Half Day Road Submitted by Salim Fakhoury.
- Consider a Request for Approval of the Installation of (i) Recreational Facilities (Ball Field and Sports Court), (ii) 3 20-foot Flag Poles, (iii) an 8-foot Open Type Chain Link Fence, (iv) 8-foot Sport Court Netting, (v) 4-foot High Micromesh Chain-Link Fence (Non-Climbable) with Self-Closing Gates to Enclose Pool Area, and (vi) Landscaping in the Rear Yard of the Existing Residence Located at 3 High Terrace, Submitted by Jim Coleman.

Village Manager Lasday noted the conditions recommended from the consultants should be incorporated into the approval.

Trustee Boyle moved, seconded by Trustee Ansani, to Approve the Waiver to the Village Board Appeal Process Regarding the March 14, 2017 Architectural Review Commission Applications. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

27. 26-03/13: **Village Engineer Report.**

Village Engineer Gewalt reported on the notice letter to 18 residents regarding the upcoming televising of sewers by American Underground. Village Engineer Gewalt noted the culvert/storm sewer near Bannockburn Court needs to be cleaned. He noted there is a Village storm sewer/culvert running through easement under Metra R.O.W. He noted that once a solution is identified, it will be determined if the project will require bidding.

28. 27-03/13: **Village Police.**

Chief Price reported the department participated in a youth groups anti-drug retreat. He noted that the Ravinia lawsuit against the Village has been dismissed and new officer interviews will begin on 4/13/17.

29. 28-03/13: **Village Counsel.** None.

30. 29-03/13: **Village Clerk.** None.

31. 30-03/13: **Village Commissioners.**

- *Building*: None
- *Finance*: None
- *Roads & R.O.W.*:
Trustee Martin noted that the Village street intersection lights will be replaced by ComEd with LED bulbs.
- *Sewer & Water*: None
- *Community*: None
- *Police*:
Trustee Boyle asked about interest in the NIMS training. Village Manager Lasday noted that the training is a light version and suggested the online class.

32. 31-03/13: **Village Manager.**

Village Manager Lasday noted a resident on North Avenue has complained about drainage since the road reconstruction. She noted she will be traveling to Springfield to meet with legislators on municipal issues and bills being proposed.

33. **32-03/13: Village President.**

Village President Rothing noted that 29 Aberdeen is being reviewed for compliance with the tree ordinance.

EXECUTIVE SESSION

For the Discussion of (i) Enforcement and (ii) Executive Session Minutes.

Trustee Ansani moved, seconded by Trustee Martin, to enter into Executive Session for the discussion of (1) Enforcement and (2) Executive Sessions Minutes. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner). Executive Session was entered at 8:34pm.

There being no further discussion in Executive Session, Trustee Martin moved, seconded by Trustee Korner, to exit out of Executive Session. On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner). Executive Session was exited at 9:20pm.

34. **33-03/13: Consider Approval of the February 27, 2017 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Korner moved, seconded by Trustee Martin, to Approve the February 27, 2017 Board Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner).

ADJOURNMENT.

Trustee Martin moved, seconded by Trustee Boyle, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Four (Ansani, Boyle, Korner, Martin); Nays: None; Absent: Two (Herrmann, Lackner). The meeting was adjourned at 9:21pm.