

**VILLAGE OF BANNOCKBURN  
BOARD OF TRUSTEES  
MEETING MINUTES  
OCTOBER 24, 2016**

1. **Call to Order.** President Rothing called the meeting to order at 7:00pm.

President: Frank Rothing

Trustees Present: James Boyle, Mary Herrmann, David Korner, Diana Lackner, Kerry Martin

Absent: David Ansani

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

Visitors: Matt Gopin (29 Aberdeen), John Kleffner

2. **01-10/24: Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. **02-10/24: Recognition of Officer John Kleffner's Retirement.**

Chief Price recognized Officer Kleffner for his years of service to the Village. Chief Price presented Officer Kleffner with a Bannockburn Police crest plaque in honor of his retirement.

4. **03-10/24: Visitor Business.** None.

5. **04-10/24: Discussion of Issues Related to the Tarns of the Moor Homeowner's Association (Overview of Algae and Mosquito Prevention and Treatment in Ponds, Existing Paths, and Classification of Paths).**

Matt Gopin reported that the ponds are currently circulating. He noted the median has water feature that should be checked out by the Village. He noted that the developer currently pays the monthly electric bill for the water features. The Board asked if the Home Owners Association (HOA) documents noted that the HOA is responsible for maintaining the water features. Matt Gopin noted that the pathways in Tarns of the Moor are classified as equestrian trails, therefore the residents have increased insurance costs. He asked the Board if this classification can be revisited once the decisions on new pathways and the comprehensive plan are reviewed.

6. **05-10/24: Report of the Plan Commission / Zoning Board of Appeals Meeting on October 17, 2016, which includes the Following Agenda Items:**

- **Discuss a Referral by the Village Board of Trustees of Modifications to the Village's Tree Regulations.**

- **Public Hearing for the Consideration of Proposed Zoning Code Text Amendments to the Bannockburn Zoning Code Regarding the Carry-Out Restaurant Uses and Accessory Drive- Through Facilities within the Village of Bannockburn’s R-Retail District.**
- **Public Hearing for the Consideration of Proposed Zoning Code Text Amendments to the Bannockburn Zoning Code Regarding Existing Requirements For Elimination of Exterior Lighting Non-Conformities as a Condition for Receiving Approval of Applications that are Subject to Architectural Review.**
- **Consider Approval of the 2017 Calendar Year Schedule for the Plan Commission & Zoning Board of Appeals Meetings.**

Village Manager Lasday noted that landscape architects and consultants were in attendance at the PCZBA meeting. She noted that there was no progress made on the part of the Commission. She noted the Commission is clearly divided on two sides of the issues, one side wanting to implement changes such as reducing opacity, using best forestry practices for improvements to the code and one side is satisfied with the status quo and doesn’t see a need to adopt changes such as opacity and screening regulations.

7. **06-10/24: Discussion of a Village of Bannockburn Strategic Plan.**

Trustee Herrmann and Trustee Lackner reviewed the proposed draft of the Village of Bannockburn Strategic Plan. They reviewed the mission statement. Village Manager Lasday inquired about the next steps in this process. Village President Rothing noted that goals and objectives still need to be developed.

8. **07-10/24: Consider Approval of a Waiver to the Village Board Appeal Process Regarding the Following Architectural Review Commission Applications Approved at the Architectural Review Commission Meeting on October 18, 2016:**

- **Consider a Request for Approval of the Installation of an Open Type Fence at the Existing Residence Located at 15 Broadleys Court, Submitted by Srdan Kostic.**
- **Consider Approval of the 2017 Calendar Year Schedule for the Architectural Review Commission Meetings.**

Trustee Boyle moved, seconded by Trustee Martin, to Approve a Waiver to the Village Board Appeal Process Regarding the Architectural Review Commission Applications Approved at the Architectural Review Commission Meeting on October 18, 2016. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korer); Nays: None; Absent: One (Ansani).

9. **08-10/24: Consider Approval of a Resolution Endorsing the Metropolitan Mayors Caucus’ Greenest Region Compact 2.**

Village Manager Lasday noted that the Metropolitan Mayors Caucus is progressive and a leader in sustainability. She noted the resolution is meant to advance environmental sustainability in your community and in collaboration throughout the region.

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2016-R-53, a Resolution Endorsing the Metropolitan Mayors Caucus’ Greenest Region Compact 2. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korer); Nays: None; Absent: One (Ansani).

10. **09-10/24: Consider Approval of an Ordinance Amending Ordinance 2005-27 Regarding Definitions Relating to Water and Sanitary Sewer Customers of the Bannockburn Water and Sanitary Sewer Systems, Which Further Amends Ordinance No. 2003-8, Ordinance No. 77-9.12.1, and Ordinance No. 2003-23.**

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve Ordinance 2016-25, an Ordinance Amending Ordinance 2005-27 Regarding Definitions Relating to Water and Sanitary Sewer Customers of the Bannockburn Water and Sanitary Sewer Systems, Which Further Amends Ordinance No. 2003-8, Ordinance No. 77-9.12.1, and Ordinance No. 2003-23. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

11. **10-10/24: Consider Approval of an Ordinance Repealing and Replacing Ordinance No. 2015-25, to Create a Bannockburn Water, Sewer, and Plumbing Fee and Charges Schedule.**

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve Ordinance 2016-26, an Ordinance Repealing and Replacing Ordinance No. 2015-25, to Create a Bannockburn Water, Sewer, and Plumbing Fee and Charges Schedule. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

12. **11-10/24: Consider Approval of an Ordinance Amending Sections 4-103 and 4-106 of the Bannockburn Zoning Code Regarding Carry-Out Restaurant and Drive-Through Uses in the Retail District.**

Trustee Herrmann moved, seconded by Trustee Boyle, Approve Ordinance 2016-27, an Ordinance Amending Sections 4-103 and 4-106 of the Bannockburn Zoning Code Regarding Carry-Out Restaurant and Drive-Through Uses in the Retail District. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

13. **12-10/24: Consider Approval of an Ordinance Amending Section 9-101.D.10 of the Bannockburn Zoning Code Regarding Exterior Lighting.**

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve Ordinance 2016-28, an Ordinance Amending Section 9-101.D.10 of the Bannockburn Zoning Code Regarding Exterior Lighting. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

14. **13-10/24: Consider Approval of a Resolution Accepting a Preventive Maintenance and Inspection Agreement with Interstate Power Systems for Village Owned Generators (Route 22 Lift Station, Telegraph Road Lift Station, Water Reservoir, and Village Hall).**

The Board asked if this was an annual agreement and how many inspections per location were included. Village Engineer Gewalt noted that this agreement covers one inspection per year. He noted if we increased the frequency to two inspections per year, it would not significantly increase the cost. The Board discussed implementing a logging processes to ensure that the generator and lift stations are checked regularly.

Trustee Martin moved, seconded by Trustee Boyle, to Approve Resolution 2016-R-54, a Resolution Accepting a Preventive Maintenance and Inspection Agreement with Interstate Power Systems for Village Owned Generators (Route 22 Lift Station, Telegraph Road Lift Station, Water Reservoir, and Village Hall). On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

15. **14-10/24: Consider Approval of a Referral to the Plan Commission / Zoning Board of Appeals to Review the Village's Exterior Lighting Regulations.**

The Board of Trustees took no action and no referral was made to the Plan Commission/Zoning Board of Appeals at this time.

16. **15-10/24: Village Engineer.**

Village Engineer Gewalt reported that the North Avenue project is almost complete.

17. **16-10/24: Village Counsel.** None.

18. **17-10/24: Village Clerk.** None.

19. **18-10/24: Village Commissioners.**

- *Finance:*

Finance Director McCulloch noted that the taxation documents drafted will be presented in December for approval and the public hearing will be on November 14, 2016.

- *Building:* None

- *Water & Sewer:* None

- *Roads & R.O.W:*

Trustee Martin noted the response from the business community has been positive for PACE shuttle bus program. The meeting with Pace will be held on Wednesday, October 26<sup>th</sup>.

- *Community:*

Trustee Lackner noted the upcoming Haunted Trail event on October 31<sup>st</sup>.

- *Police:* None

20. **19-10/24: Village Manager.**

Village Manager Lasday noted that the upcoming vote on the constitutional amendment on transportation will not affect our municipality. She noted that Cook County passed a soda tax and as a result many communities are proposing implementing a food & beverage tax of 1%. She noted that this tax would be administered locally as a home rule community.

21. **20-10/24: Village President.**

President Rothing asked for a status on the tree removal bid. He noted the coat drive for Veteran's is located at Village Hall and coordinated by our police department.

## **EXECUTIVE SESSION**

For the Discussion of Personnel.

Trustee Boyle moved, seconded by Trustee Martin, to enter into Executive Session for the discussion of Personnel. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani). Executive Session was entered at 9:07pm.

There being no further discussion in Executive Session, Trustee Martin moved, seconded by Trustee Lackner, to exit out of Executive Session. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani). Executive Session was exited at 9:23pm.

### **22. 21-10/24: Consider Approval of Personnel Decisions from Executive Session.**

Trustee Boyle moved, seconded by Trustee Lackner, to approve the following salary increases for the police department: Lieutenant 3; Sergeant 0%; Officer 3%; Part Time Officer 3%, and Part Time Records Clerk 4% as well as holiday bonus of \$1,000 for all full-time Village employees and \$500 for identified part-time employees. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani).

### **23. 22-10/24: Consider Approval of the October 11, 2016 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Herrmann, to approve the October 11, 2016 Meeting Minutes, subject to minor corrections. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani)

## **ADJOURNMENT.**

Trustee Martin moved, seconded by Trustee Boyle, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani). The meeting was adjourned at 9:25pm.