

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
MONDAY, OCTOBER 26, 2015
MEETING MINUTES**

1. **Call to Order:** President Rothing called the meeting to order at 7:04pm.

President: Frank Rothing

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

Trustees Absent: David Ansani

Also Present: Village Manager Maria Lasday, Finance Director Linda McCulloch, Village Police Chief Ron Price (arrived at 7:45pm), Village Counsel Vic Filippini, Village Engineer David Gewalt, Village Clerk Kass Sigal, Assistant to Village Manager Ryan Mentkowski and Administrative Assistant Joan Koriath.

Visitors: Matt Gopin (29 Aberdeen), Scott Mackay (Mackay Landscapes, Inc.), Scott Parker (198 E. Westminster, Lake Forest), Dan Berg (Sikich), Bruce Nelson.

2. 02-10/26: **Visitors Business:** None

3. 03-10/26: **Discussion Regarding the Driveway / Curb Limitations Set Forth in Ordinance 88-03.**

Village Counsel Filippini noted the issues before the Board regarding the allowable number of driveway connections. He noted that the proposed clarification to the Ordinance (Item#4), terms for potentially allowing the curb cut on 29 Aberdeen (Item #5). The Board then discussed the broader issues. Trustee Martin noted that one-driveway limitation is incorporated into the character of the Village. Trustee Korner noted that this limitation is important, but some flexibility should be available. Trustee Boyle expressed some support for the flexibility if cautiously granted. Trustee Lackner noted that, normally she would oppose, Aberdeen is a different case because of the limited traffic and heavy amount of trees. Village Manager Lasday suggested that Wilmot, Duffy, North and Telegraph Roads should be excluded from the exceptions since they are Federal Aid Urban routes and there are possible drainage issues.

4. 04-10/26: **Consider Approval of An Ordinance Amending Section 1-301 of Bannockburn Ordinance No. 88-3, Being An Ordinance Regulating Driveway Access to Public Streets.**

Trustee Korner moved, seconded by Trustee Herrmann, to approve Ordinance 2015-24, an Ordinance Amending Section 1-301 of Bannockburn Ordinance No. 88-3 as amended, being an Ordinance Regulating Driveway Access to Public Streets. On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Korner, Lackner);

Nays: Martin; Absent: Ansani.

5. **05-10/26: Consider Approval of a Resolution Authorizing an Additional Driveway / Connection Upon Aberdeen Court (29 Aberdeen Court).**

Trustee Koror moved, seconded by Trustee Boyle, to approve Resolution 2015-R-40, a Resolution Authorizing an Additional Driveway / Connection upon Aberdeen Court (29 Aberdeen Court). On a roll call vote, the motion was approved. Ayes: Four (Boyle, Herrmann, Koror, Lackner); Nays: Martin; Absent: Ansani.

6. **06-10/26: Consider Approval of a Waiver to the Village Board Appeal Process Regarding the Following Architectural Review Commission Application Approved at the Architectural Review Commission Meeting on October 26, 2015:**

- Consider Approval of the Removal and Replacement of an Existing Trex Deck with a New Brick Paver Deck for the Property Located at 5 Bridle Lane, Submitted by Sonia Florian.
- Consider Approval of the (i) Construction of a Mud Room with a Roof Extension, (ii) Installation of Exterior Lighting, and (iii) the Connection of an Existing Detached Garage to the Existing Home Located at 1335 Valley Road, Submitted by Paul Taylor.
- Consider Approval of a Modification to the Previously Approved Rear and Right Side Elevation Plans and the First Floor Plan for the Home Presently Under Construction at 29 Aberdeen Court in the Tarns of the Moor Subdivision to Expand and Screen a Previously Approved Rear Yard Patio/Porch, Submitted by Matt Gopin.

Village Manager Lasday reviewed the approvals of ARC, noting the limitations on the 29 Aberdeen application.

Trustee Lackner moved, seconded by Trustee Boyle, to approve a Waiver to the Village Board Appeal Process Regarding the October 26, 2015, Architectural Review Commission Applications. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Koror, Lackner, Martin); Nays: None; Absent: Ansani.

7. **07-10/26: Consider Approval of the Village of Bannockburn April 30, 2015 Annual Financial Report and Management Letter.**

Dan Berg of Sikich, LLP reviewed the fiscal year 2015 audit report. He reminded the Board that even though the auditors work with staff, they are hired and report to the Village Board. He highlighted page 3 unrestricted funds available, noting that capital assets cannot be spent. He noted pages 4-5, highlighting changes in net position. He noted pages 6-7, reporting on a modified accrual basis with no long term asset/liability factors, and on page 10, detailing the change in fund balance. He discussed the interfund subsidies, especially to the Police, where in most other municipalities the Police are reported within the General Fund.

Mr. Berg reported regarding the upcoming implementation for GASB 68 with the 4/30/2016 report. The pension asset is reported as \$1.315 million this year, but that will change for the reporting next year with the unfunded liability included on the

balance sheet. He noted presently, a \$3.6 million AAL balance, a \$2.9 million plan asset value, leaving a net \$.7 million UAAL. He noted from the report the threshold for a single audit increased to \$750 thousand dollars.

Trustee Martin moved, seconded by Trustee Herrmann, to approve of the Village of Bannockburn April 30, 2015 Annual Financial Report and Management Letter. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

8. **08-10/26: Consider Approval of an Ordinance Repealing and Replacing Ordinance No. 2014-25, to Create a Bannockburn Water, Sewer, and Plumbing Fee and Charges Schedule.**

Trustee Herrmann moved, seconded by Trustee Boyle, to approve Ordinance 2015-25, an Ordinance Repealing and Replacing Ordinance No. 2014-25, 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, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

9. **09-10/26: Consider Approval of a Resolution Approving A Certificate of Deposit with First Bank of Highland Park.**

Trustee Martin moved, seconded by Trustee Lackner, to approve Resolution 2015-R-41, a Resolution Approving a Certificate of Deposit with First Bank of Highland Park. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

10. **10-10/26: Consider Approval of a Resolution Approving A Custody Account Control Agreement with Northern Trust.**

Trustee Lackner moved, seconded by Trustee Martin, to approve Resolution 2015-R-42, a Resolution Approving A Custody Account Control Agreement with Northern Trust. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

11. **11-10/26: Consider Approval of an Ordinance Adopting by Reference the 2014 Illinois Plumbing Code.**

Trustee Lackner moved, seconded by Trustee Herrmann, to approve Ordinance 2015-26, An Ordinance Adopting by Reference the 2014 Illinois Plumbing Code. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

12. **12-10/26: Consider Approval of a Resolution Ratifying Approval of a Transferee Assumption Agreement between the Village of Bannockburn, LSREF4 Turtle, LLC, and Glenstar (2355 Waukegan Road, Bannockburn, Illinois).**

Trustee Korner moved, seconded by Trustee Boyle, to approve Resolution 2015-R-43, a Resolution Ratifying Approval of a Transferee Assumption Agreement between the Village of Bannockburn, LSREF4 Turtle, LLC, and Glenstar (2355 Waukegan Road, Bannockburn, Illinois). On a roll call vote, the motion was approved. Ayes: Five

(Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

13. 13-10/26: **Village Engineer**: None.

14. 14-10/26: **Village Counsel**: None.

15. 15-10/26: **Village Clerk**: None.

16. 16-10/26: **Village Commissioners**.

- *Finance*:

Finance Director McCulloch reviewed the draft documentation for the tax levy. She noted that these are scheduled for consideration at the December 14, 2015 Village Board Meeting. She noted some of the financial planning considerations for the Village in the context of IMRF and Village employee retirement possibilities.

- *Building*: None.

- *Road & ROW*: None

Trustee Martin noted he attended the Transportation Management Agency meeting regarding area transit systems. He also noted he attended the Bannockburn School strategic planning meeting.

- *Water & Sewer*: None.

- *Community Development*:

Trustee Lackner noted that there were 56 children signed up for the Haunted Trail for trick or treating.

17. 17-10/26: **Village Manager**.

Village Manager Lasday provided a legislative update from NWMC. She noted that the sale of Bannockburn Green will not proceed. She noted that Com Ed smart meter transition will be beginning soon. She noted that the Lake County Municipal League dinner date has been changed. She noted that the final certificate of occupancy request from 2900 Telegraph has been submitted. She noted after further review of the impact of health insurance review, the Village will not likely face a “Cadillac” tax or at least a modest one until 2018.

Assistant to the Village Manager Ryan Mentkowski reported on the operation of the water meter reading system. He noted that there are several tasks being done to get the system back on line. He noted that this should not affect reporting for unaccounted flow at this time. He noted that there have not been any water meter readings since September 19, 2015.

18. 18-10/26: **Village President**.

Village President Rothing asked Chief Price to provide an update on the International Association of Chief of Police conference (IACP). He noted the details for the Appreciation Dinner on December 8, 2015. He noted that Marigold Maison will waive the minimum charge for a party and the individual plate cost will be \$45 per person. The Board had consensus for the plans for the Appreciation dinner.

Village President Rothing suggested a token of appreciation for Bob Borden, who recently resigned from the Plan Commission/Zoning Board of Appeals for many years, a gift certificate. The Board discussed also providing a plaque or a Bannockburn flag too. The Board consensus was to move forward with the gift certificate and plaque/flag.

Trustee Lackner moved, seconded by Trustee Martin, to approve the Appreciation Dinner at Marigold Maison and for a gift card and plaque for Bob Borden. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

EXECUTIVE SESSION

For the Discussion of (1) Personnel and (2) Executive Session Minutes.

Trustee Boyle moved, seconded by Trustee Martin, to enter into Executive Session for the discussion of (1) Personnel, and (2) Executive Session Minutes. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani. Executive Session was entered at 8:42pm.

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: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani. Executive Session was adjourned at 9:20pm.

19. **19-10/26: Consider Approval of Personnel Decisions from Executive Session.**

Trustee Boyle moved, seconded by Trustee Lackner, to approve Village of Bannockburn raises and bonuses. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

20. **20-10/26: Consider Approval of the October 13, 2015 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Korner, to approve of the October 13, 2015 Board Meeting Minutes. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani

21. **21-10/26: Consider Approval of the October 13, 2015 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Martin moved, seconded by Trustee Boyle, to approve of the October 13, 2015 Board Meeting Minutes. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: Ansani.

ADJOURNMENT.

Trustee Martin moved, seconded by Trustee Herrmann, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Korner, Lackner, Martin); Nays: None; Absent: Ansani. The meeting was adjourned at 9:23pm.