

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
DECEMBER 12, 2016
MEETING MINUTES**

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

President: Frank Rothing

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

Absent: David Ansani

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

Visitors: Chris Derrick (Derrick Architect), Piotr Filipek (1 Broadley's Court)

2. 01-12/12: **Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. 02-12/12: **Visitor Business.** None

4. 03-12/12: **Public Hearing for a Proposed Enlargement of Special Service Area 9.**

President Rothing opened the public hearing at 7:03pm.

There being no comments, Trustee Boyle moved, seconded by Trustee Martin, to close the public hearing at 7:04pm. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani).

5. 04-12/12: **Consider Approval of a Waiver to the Village Board Appeal Process Regarding the Following Architectural Review Commission Applications:**

- Consider Approval of the Construction of a (1) New 5,522 Sq. Ft. Home, (2) 3 Car Attached Garage, (3) 3 Patios, (4) Walkways, (5) Exterior Lighting, (6) Landscaping, (7) Driveway, and (8) 2 Pillars at 2560 Telegraph Road, Submitted by Peter Filipek.

Village Manager Lasday reviewed the ARC approved projects and their conditions for approval.

Trustee Herrmann moved, seconded by Trustee Martin, to Approve a Waiver to the Village Board Appeal Process Regarding the Architectural Review Commission Applications from the December 12, 2016 meeting. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Koror); Nays: None; Absent: One (Ansani).

6. **05-12/12: Consider Approval of a Waiver of the 120 Day Waiting Period and Demolition Fee for 2560 Telegraph Road.**

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve a Waiver of the 120 Day Waiting Period for 2560 Telegraph Road. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

7. **06-12/12: Consider Approval of a Resolution Authorizing for Calendar Year 2017 the following:**

- Acceptance of Illinois Public Risk Fund as the Village of Bannockburn's Workman's Compensation Insurance Carrier;
- Acceptance of Hanover - American Alternative Public Entity as the Village of Bannockburn's General Liability Insurance Carrier;
- Acceptance of the Terms in a Service Fee Letter from Alliant/Mesirow Insurance Services, Inc. for the Procurement of General Liability and Workman's Compensation Insurance for the Village of Bannockburn; and
- The Village Manager to Execute all Necessary Insurance Related Documents from Illinois Public Risk Fund, Hanover - American Alternative Public Entity, and Alliant/Mesirow Insurance Services, Inc.

Village Manager Lasday reviewed the insurance coverage. She noted that our 4.6% increase will be offset with a grant from Illinois Public Risk Fund (IPRF).

Trustee Martin moved, seconded by Trustee Lackner, to Approve Resolution 2016-R-65, a Resolution Authorizing for Calendar Year 2017 the following: Acceptance of Illinois Public Risk Fund as the Village of Bannockburn's Workman's Compensation Insurance Carrier; Acceptance of Hanover - American Alternative Public Entity as the Village of Bannockburn's General Liability Insurance Carrier; Acceptance of the Terms in a Service Fee Letter from Alliant/Mesirow Insurance Services, Inc. for the Procurement of General Liability and Workman's Compensation Insurance for the Village of Bannockburn; and The Village Manager to Execute all Necessary Insurance Related Documents from Illinois Public Risk Fund, Hanover - American Alternative Public Entity, and Alliant/Mesirow Insurance Services, Inc. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

8. **07-12/12: Consider Approval of the 2016 Annual Tax Levy Ordinance of the Village of Bannockburn, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Finance Director McCulloch summarized the levy amounts.

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Ordinance 2016-31, an Ordinance approving the 2016 Annual Tax Levy Ordinance of the Village of Bannockburn, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

9. **08-12/12: Consider Approval of the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number One, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Lackner moved, seconded by Trustee Korner, to Approve Ordinance 2016-32, an Ordinance approving the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number One, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

10. **09-12/12: Consider Approval of the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number Two, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Lackner moved, seconded by Trustee Korner, to Approve Ordinance 2016-33, an Ordinance approving the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number Two, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

11. **10-12/12: Consider Approval of the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number Seventeen, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017.**

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve Ordinance 2016-34, an Ordinance approving the 2016 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number Seventeen, Lake County, Illinois for the Fiscal Year Beginning May 1, 2016 and Ending April 30, 2017. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

12. **11-12/12: Consider Approval of an Ordinance for the Abatement of a 2016 Tax Levy (Series 2010 General Obligation Bond).**

Trustee Herrmann moved, seconded by Trustee Martin, to Approve Ordinance 2016-35, an Ordinance for the Abatement of a 2016 Tax Levy (Series 2010 General Obligation Bond). On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

13. **12-12/12: Discuss and Consider Approval of a Resolution Approving the Submittal of Additional Employer Contributions to the Illinois Municipal Retirement Fund.**

The Board discussed the potential of making an additional Village IMRF contribution in December.

The Board consensus was to make a contribution of \$500,000, provided that the IMRF is over 7.5% by 12/27.

Trustee Herrmann moved, seconded by Trustee Korner, to Approve Resolution 2016-R-66, a Resolution Approving the Submittal of Additional Employer Contributions to the Illinois Municipal Retirement Fund. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

14. **13-12/12: Discuss and Consider Approval of an Ordinance Establishing and Imposing a Village of Bannockburn Food and Alcoholic Beverage Tax.**

Village President Rothing reviewed the various elements of the proposed tax. He noted that Village of Deerfield will be holding a meeting with their restaurants to discuss the tax. The Board consensus was to continue this agenda item at the January 9, 2017 Board Meeting.

15. 14-12/12: **Consider Approval of the December Bill Submit List.**

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

16. 15-12/12: **Consider Approval of the November Monthly Financial Budget Report.**

This agenda item will be continued to the next Village Board Meeting.

17. 16-12/12: **Report of the Plan Commission / Zoning Board of Appeals Meeting on December 5, 2016.**

Village Manager Lasday summarized the recent PCZBA meeting regarding their tree review. She noted the Commissioners reviewed Village President Rothing's letter directing them to make a recommendation by March 2017. She noted that after reviewing the documents, the PCZBA requested that Assistant Village Counsel Gates prepare a draft ordinance that includes many of the recommendations. She noted that they will be reviewing the draft ordinance at the January 9, 2017 PCZBA meeting.

18. 17-12/12: **Village Engineer.**

Village Engineer Gewalt noted that he attended a pre-construction meeting with Lucas Landscaping and Design regarding Village wide tree removals. The Board discussed the opportunities for residents to take advantage of favorable pricing from Lucas Landscaping.

Village Engineer Gewalt noted the Trinity Rt. 22 water meter was replaced. He noted that during this process, they found one building on the Trinity campus that was not metered, one building was metered, but not registering and the main meter was underreporting. He noted this may account for some of the unaccounted flow we have been experiencing.

Village Engineer Gewalt noted that the check valve was replaced last week on the lift stations, 4 generators were inspected, and the Route 22 Lift Station warning light was tested. He noted that he attended the annual meeting for MPI, where they discussed paving and marking projects.

19. 18-12/12: **Village Police Chief.**

Chief Price discussed recent police cases including the recovery of a stolen World Series Cubs flag, thefts from unlocked vehicles and thefts of a credit card from a customer at Panera.

20. 19-12/12: **Village Counsel.** None.

21. 20-12/12: **Village Clerk.**

Village Manager Lasday reported on behalf of Village Clerk Sigal. She noted the listing of Executive Session Meeting Tapes eligible for destruction. She noted this listing covers the meetings; *December 8, 2014, February 23, 2015, May 26, 2015, and June 8, 2015*. She noted to remain compliant with the Illinois Open Meetings Act and Local Records Act requirements, the most recent 18-months of tapes are not eligible for destruction.

The proposed date of destruction is January 15, 2017. Absent a written objection, verbatim records from the following meeting dates will be destroyed:

December 8, 2014 February 23, 2015

May 26, 2015 June 8, 2015

22. 21-12/12: **Village Commissioners.**

- *Finance*: None.

- *Building*:
Trustee Korer asked about the status of the Bentley's window signs. Village Counsel Filippini noted that he has not had direct contact with the Bentley's attorney.

- *Water & Sewer*:
President Rothing noted that West Deerfield Township will be replacing storm sewers in Del Mar Woods.

- *Roads & R.O.W*:
Trustee Martin noted there is progress in the PACE shuttle program.

- *Community*:
Trustee Lackner noted that she and other trustees attended a Deerfield Bannockburn Riverwoods (DBR) Chamber meeting. She noted that a special meeting has been scheduled to discuss the Strategic planning meeting to be held on January 14, 2017.

- *Police*:
Trustee Boyle noted that he and Village Manager Lasday recently completed additional Federal Emergency Management Agency testing (FEMA). He noted that having this certification will allow the Village to maintain local control in the event of a disaster.

23. 22-12/12: **Village Manager.**

Village Manager Lasday noted that Marigold Maison will be leaving Bannockburn to move to Lincolnshire in 2017. She noted that College Park Athletic Club has requested a review of signage. Village Manager Lasday noted that January 1, 2017, is the end of the stop-gap budget, which could have a negative impact on municipalities.

24. 23-12/12: **Village President.**

Village President Rothing reported that the caucus recommended re-nominating incumbents for the upcoming election. He noted that the caucus expressed concern with the Architectural Review Commission process. He noted that the Appreciation dinner was a successful and fun event.

Village President Rothing noted that the La Quinta Hotel has expressed interest in being able to sell beer and wine at their mini-mart for guests. Chief Price noted that there is less concern with a mini-mart versus a full bar area. He noted that items such as basset training, would need to be discussed. Village Counsel Filippini noted that La Quinta should present an official proposal to the Village, outlining their requests.

EXECUTIVE SESSION

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

Trustee Martin moved, seconded by Trustee Korner, 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, Korner); Nays: None; Absent: One (Ansani). Executive Session was entered at 9:28pm.

There being no further discussion in Executive Session, Trustee Herrmann moved, seconded by Trustee Boyle, to exit out of Executive Session. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). Executive Session was exited at 9:59pm.

25. **24-12/12: Consider Action Per Review of Executive Session Minutes.**

Trustee Lackner moved, seconded by Trustee Korner, to keep executive session meeting minutes as reviewed confidential. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

26. **25-12/12: Consider Approval of the November 28, 2016 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Herrmann moved, seconded by Trustee Boyle, to approve the November 28, 2016 Meeting Minutes, subject to minor corrections. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani).

ADJOURNMENT.

Trustee Boyle moved, seconded by Trustee Martin, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). The meeting was adjourned at 10:01pm.