

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

1. **Call to Order.** President Rothing called the meeting to order at 7:02pm.

President: Frank Rothing

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

Absent: David Ansani

Also Present: Village Manager Maria Lasday, Chief Ron Price, Village Clerk Kass Sigal (arrived 7:23pm), Village Counsel Vic Filippini, Village Engineer David Gewalt, and Administrative Assistant Joan Koriath

Visitors: None.

2. 01-09/12: **Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. 02-09/12: **Visitors' Business.** None

4. 03-09/12: **Discuss Landscaping Maintenance Services for Fiscal Year 2017-2018.**

President Rothing reviewed his observations regarding the importance of landscaping in the Village and managing the landscaping service. He noted he will take the lead on organizing and management of the Village landscaping program. He noted this includes working with vendors, maintaining a spreadsheet of inventory and monthly activity. He noted his involvement is to make sure the process and work are being done as required and designed.

Kass Siegel arrived 7:23pm

The Board discussed the division of responsibilities between grass cutting and other landscaping work. Trustee Lackner noted the need for a spreadsheet to breakdown the types of landscaping activities. Trustee Herrmann asked if this is a performance and monitoring issue. Trustee Martin noted that these activities had been monitored by Cosette Winter from the Garden Club, who passed away. President Rothing noted that he will work with Kevin Tracz , to assist him in his oversight. Village Engineer Gewalt noted that the Village responsibility for landscaping has increased (medians, parkways along Rt. 22 and additional rain gardens), which has resulted in an increase in costs. Trustee Herrmann asked if a Village President assuming this responsibility is typical.

Village Manager Lasday noted she has a meeting scheduled with Lydia Scott from the Morton Arboretum to consult regarding the Village landscaping. She noted that Lydia Scott has worked with the Village of Lincolnshire on their landscaping program. Village Engineer Gewalt noted that for any new landscape company, there will be a 2-3-year learning curve of the Village nuances. The Board discussed getting some landscaping design quotes. Village Manager Lasday noted she observed that small communities that outsource these service have had limited responses from bidders.

5. **04-09/12: Discuss the Village of Bannockburn Tree Regulations.**

Village Manager Lasday noted the tree regulations will be referred to the next Plan Commission Zoning Board of Appeals (PCZBA) meeting on October 17, 2016. Trustee Lackner noted that buckthorn removal needs to be linked to supplemental plantings.

6. **05-09/12: Discuss a Referral to the Plan Commission / Zoning Board of Appeals of Modifications to the Village's Exterior Lighting Regulations.**

Village Manager Lasday noted that the Board might want to re-visit the triggers for "dark at night" reviews of existing lighting. Village Counsel Filippini noted that the policy was an attempt to have a "dark at night" standard. The Board discussed the enforceability concern. Village President Rothing noted that the lighting review might be limited to new applications.

7. **06-09/12: Consider Approval of a Referral to the Plan Commission / Zoning Board of Appeals of Modifications to the Village's Exterior Lighting Regulations.**

Trustee Herrmann moved, seconded by Trustee Lackner, to approve a Referral to the Plan Commission / Zoning Board of Appeals of Modifications to the Village's Exterior Lighting Regulations. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

8. **07-09/12: Consider Approval of a 2017 Calendar Year Schedule for the Village Board of Trustees Regular Meetings.**

Trustee Lackner moved, seconded by Trustee Martin, to approve the 2017 Calendar Year Schedule for the Village Board of Trustees Regular Meetings. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

9. **08-09/12: Consider Approval of a 2017 Schedule for the Village of Bannockburn Special Events.**

Trustee Lackner moved, seconded by Trustee Martin, to Approve the 2017 Schedule for the Village of Bannockburn Special Events. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

10. **09-09/12: Consider Approval of an Ordinance Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn.**

Village Manager Lasday explained the need to amend the surplus property disposal ordinance 2015-05

Trustee Lackner moved, seconded by Trustee Boyle, to Approve Ordinance 2016-24, an Ordinance amending ordinance 2015-05 and Authorizing the Sale of Certain Surplus Personal Property Owned by the Village of Bannockburn as revised. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

11. **10-09/12: Consider Approval of a Request by the Garden Club of a Waiver of Fees for Use of the Village Shelter on a date To Be Determined in October 2016 to Package for Distribution Daffodil Bulbs to Village Residents.**

Trustee Herrmann moved, seconded by Trustee Martin, to Approve a Request by the Garden Club of a Waiver of Fees for Use of the Village Shelter on a date To Be Determined in October 2016 to Package for Distribution Daffodil Bulbs to Village Residents. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

12. **11-09/12: Consider Approval of a Deferral Of Enforcement of the Village Of Bannockburn Carry Out Restaurant Special Use Permit Requirement in the Retail District.**

Village Counsel Filippini summarized the status of the review of the ordinance change related to removing carry-put food as a special use, as well as the opening of Jersey Mike's and Rosati's. He noted that to avoid potential violation, the deferral of enforcement is recommended. He noted that the ordinance amendment is scheduled to be reviewed by the PCZBA on October 17, 2016.

Trustee Herrmann moved, seconded by Trustee Martin, to Approve the Deferral of Enforcement of the Village of Bannockburn Carry Out Restaurant Special Use Permit Requirement 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. **12-09/12: Consider Approval of a Resolution Approving an "Acknowledgement and Agreement" Relating to Kendler Recapture Payment (Beeson Property).**

Village Counsel Filippini reviewed the background and need for agreement.

Trustee Korner moved, seconded by Trustee Lackner, to Approve Resolution 2016-49, a Resolution approving an "Acknowledgement and Agreement" Relating to Kendler Recapture Payment (Beeson Property). On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: (One) Ansani.

14. **13-09/12: Village Engineer Report.**

Village Engineer Gewalt noted that the North Avenue construction project is moving

slower than expected, with 38% complete. He noted he will review the progress to determine whether the completion dates need to be revised. He noted that the use of Telegraph Road by construction vehicles is allowed because our roads are connector roads. Village Manager Lasday noted that the Village accepted federal funds for the project, therefore restrictions on use are affected. Chief Price noted that truck use of Village roads are allowed for local deliveries. The Board discussed providing information to the residents on truck traffic rules.

Chief Price reported that a truck hit the boulders on the corner of Telegraph and Wilmot roads. He noted the damage was substantial but the truck at fault was not located. He noted that restoration of the corner has been completed.

Village Engineer Gewalt noted that the Mariano's permit has triggered an Illinois Environmental Protection Agency (IEPA) request for re-allocation of water storage for emergency use from Highland Park. He noted that Highland Park provides this water pressure, but is not contractually required. He noted that the Highland Park-Bannockburn water system design does provide for this. Village Counsel Filippini suggested that Village Engineer Gewalt, prepare a memorandum of system operations and ask Highland Park to confirm (rather than a formal contract amendment).

15. 14-09/12: **Village Police Chief.**

Chief Price reported that a Bannockburn resident has been hit by the ring of car thefts in the north suburbs. He noted that officer Ogden assisted Riverwoods in investigating a car theft that helped to apprehend the offenders. He noted that last month the police department participated in a Make-A-Wish Foundation event for a young boy in Kildeer.

16. 15-09/12: **Village Counsel.** None.

17. 16-09/12: **Village Clerk.** None.

18. 17-09/12: **Village Commissioners.**

- *Finance:*
Village President Rothing noted the overall increase in building permit revenue.
- *Roads and R.O.W:* None
- *Building:*
Trustee Korner noted that the Bentley's window signage is excessive. Village Manager Lasday noted that the degree of signage is in violation of zoning code and she has notified Bannockburn Green Retail Center management.
- *Sewer & Water:* None
- *Community:*
Trustee Lackner noted that Bannockburn Day was a success and well attended.

She noted that the 9/11 ceremony was appropriate.

- *Police:* None

Trustee Lackner moved, seconded by Trustee Boyle, to approve September bill submit list. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: One (Ansani).

19. 18-09/12: Village Manager.

Village Manager Lasday reported that the new owner at 2000 Half Day Road will be using the property as a single family residence. She noted that the new owner at 1900 Wilmot Road is seeking water & sewer service. She noted that the owners will likely seek a request for concession on the connection costs even though they were aware of the costs prior to purchasing the property. She noted she met with the new owners of 2125 Wilmot Road, who are looking to build a new residence on the property.

Village Manager Lasday noted that Rosati's is still in the process of receiving their final inspections, business licenses and liquor license. She noted that she has successfully completed the renewal of her certified manager credentials.

20. 19-09/12: Village President.

Village President Rothing noted that the 2016 Appreciation dinner is tentatively scheduled for Tuesday, December 6, 2016 at Ristorante Abruzzo's. The Board discussed alternative dates for the dinner.

EXECUTIVE SESSION

For the Discussion of (i) Pending or Imminent Litigation Pursuant to 5 ILCS 120/2(c)(11), (ii) Acquisition of Property, (iii) Enforcement, (iv) Personnel and (v) Executive Session Meeting Minutes.

Trustee Martin moved, seconded by Trustee Boyle, to enter into Executive Session for the discussion of (i) pending/imminent litigation, (ii) Acquisition of Property, (iii) Enforcement, (iv) Personnel, (v) Executive Session Meeting Minutes. 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 9:02pm

There being no further discussion in Executive Session, Trustee Martin moved, seconded by Trustee Herrmann, to exit out of Executive Session. On a roll call vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani). Executive Session was exited at 10:00pm.

21. 20-09/12: Consider Approval of the August 8, 2016 Board Meeting Minutes (Subject to Minor Corrections).

Trustee Boyle moved, seconded by Trustee Martin, to approve the August 8, 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).

22. 21-09/12: Consider Approval of the August 8, 2016 Executive Session Meeting Minutes (Subject to Minor Corrections).

Trustee Boyle moved, seconded by Trustee Korner, to approve the August 8, 2016 Executive Session 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 Korner, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: One (Ansani) 10:02pm.