

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
FEBRUARY 13, 2018
MEETING MINUTES**

1. **Call to Order.** President Frank Rothing called the meeting to order at 7:05pm.

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

Absent: Kerry Martin

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

Visitors: Steve Berez (Gewalt Hamilton)
2. 01-02/13: **Pledge of Allegiance.**
President Rothing led everyone in reciting the pledge of allegiance.
3. 02-02/13: **Other.** None
4. 03-02/13: **Introduction and Village Clerk Swearing in of New Village of Bannockburn Part-Time Police Officer Jeffrey A. Devroy.**
Village Clerk Sigal administered the oath to Officer Jeffrey A. Devroy for the Village of Bannockburn Police Department.
5. 04-02/13: **Introduction and Village Clerk Swearing in of New Village of Bannockburn Part-Time Police Officer Francis (Frank) J. Czajka.**
Village Clerk Sigal administered the oath to Officer Francis (Frank) J. Czajka for the Village of Bannockburn Police Department.
6. 05-02/13: **Consider Approval of Appointing Stephanie Hannon as Village Deputy Clerk.**
Trustee Lackner moved, seconded by Trustee Ansani, to Approve Stephanie Hannon as Village Deputy Clerk. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Koror, Lackner); Nays: None; Absent: One (Martin).
7. 06-02/13: **Village Clerk Swearing in of Appointed Stephanie Hannon as Village Deputy Clerk.**
Village Clerk Sigal administered the oath to Stephanie Hannon as Deputy Village Clerk for the Village of Bannockburn.

8. **07-02/13: Consideration of Approval of Memorandum of Agreement between the Village of Bannockburn and Mr. and Mrs. Kevin and Stacy Chernetz for the Issuance of a Grant for the Partial Reimbursement of the Installation and Maintenance of a Rain Garden at 28 Aberdeen Court Pursuant to the Village’s Rain Garden Participation Program.**

Trustee Boyle moved, seconded by Trustee Korner, to Approve a Memorandum of Agreement between the Village of Bannockburn and Mr. and Mrs. Kevin and Stacy Chernetz for the Issuance of a Grant for the Partial Reimbursement of the Installation and Maintenance of a Rain Garden at 28 Aberdeen Court Pursuant to the Village’s Rain Garden Participation Program. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

9. **08-02/13: Consider Approval of the Village of Bannockburn’s Mission Statement, Overarching Goals and Core Values.**

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve the Village of Bannockburn’s Mission Statement, Overarching Goals and Core Values. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

10. **09-02/13: Consider Payment of the Following Invoice:**

- **Invoice #8607 from American Underground, in the amount of \$1,260.00, for Storm Sewer Rodding at Bannockburn Court for the 42 Inch Storm Culvert Under the Metra Railroad Tracks.**

Trustee Boyle moved, seconded by Trustee Lackner, to Approve Invoice #8607 from American Underground, in the amount of \$1,260.00, for Storm Sewer Rodding at Bannockburn Court for the 42 Inch Storm Culvert Under the Metra Railroad Tracks.

On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

11. **10-02/13: Consider Approval of February Bill Submit List.**

General Fund	\$22,568.02
Police	40,515.83
Road & Bridge	20,788.00
Water	9,157.80
Sanitary Sewer	<u>531.92</u>
Total	\$93,561.57

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

12. **11-02/13: Consider Approval of an Ordinance Amending the Village of**

Bannockburn Village Municipal Code to Implement the Budget Officer System and Appointment of a Budget Officer.

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve Ordinance 2018-05, An Ordinance Amending the Village of Bannockburn Village Municipal Code to Implement the Budget Officer System and Appointment of a Budget Officer. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

11A-02/13: Consider Approval of a Budget Calendar.

Trustee Ansani moved, seconded by Trustee Boyle, to Approve the Budget Calendar. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

13. **12-02/13: Consider Approval of a Resolution Approving the Consolidation, For Reporting Purposes, Of the Police Fund, Audit Fund, Insurance Fund and Road and Bridge Fund into The General Fund.**

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-03, A Resolution Approving the Consolidation, For Reporting Purposes, Of the Police Fund, Audit Fund, Insurance Fund and Road and Bridge Fund into The General Fund. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

14. **13-02/13: Consider Approval of a Resolution Approving a Resolution Authorizing Membership in the Lake County Major Crime Task Force.**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-04, A Resolution Approving Authorized Membership in the Lake County Major Crime Task Force. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

15. **14-02/13: Consider Approval of a Resolution Designating Authorized Depositories and Signatories.**

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-05, A Resolution Designating Authorized Depositories and Signatories. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

16. **15-02/13: Consider Approval of a Resolution Appointing Stephanie Hannon as Authorized Agent of the Village of Bannockburn for the Illinois Municipal Retirement Fund (IMRF).**

Trustee Herrmann moved, seconded by Trustee Ansani, to Approve Resolution 2018-R-06, A Resolution Appointing Stephanie Hannon as Authorized Agent of the Village of Bannockburn for the Illinois Municipal Retirement Fund (IMRF). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

17. **16-02/13: Consider Acceptance and Approval of an Acknowledgement and**

Agreement between the Village of Bannockburn and LKL, Inc (Return of Escrow Deposit).

Trustee Boyle moved, seconded by Trustee Lackner, to Approve an Acceptance and an Acknowledgement and Agreement between the Village of Bannockburn and LKL, Inc (Return of Escrow Deposit). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

18. 17-02/13: **Consider Approval of a Resolution Regarding Termination Pay in accordance with the Village's Personnel Policies and a Supplemental Payment in accordance with a Gift of Recognition (Finance Director Linda McCulloch).**

Trustee Lackner moved, seconded by Trustee Korner, to Approve Resolution 2018-R-07, A Resolution Regarding Termination Pay in accordance with the Village's Personnel Policies and a Supplemental Payment in accordance with a Gift of Recognition (Finance Director Linda McCulloch). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

19. 18-02/13: **Consider Approval of a Waiver of Competitive Bids and a Resolution Authorizing an Agreement between J. Thomas Inc. and the Village of Bannockburn for Landscape Maintenance Services at Various Locations throughout the Village of Bannockburn During Spring, Summer, Fall and Winter 2018.**

Village Manager Lasday noted the Village received a late quote from Vito Di Pinto. She noted the bid was \$23/hour but service was a significant issue all of last year.

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-08, A Resolution Approving a Waiver of Competitive Bids and a Resolution Authorizing an Agreement between J. Thomas Inc. and the Village of Bannockburn for Landscape Maintenance Services at Various Locations throughout the Village of Bannockburn During Spring, Summer, Fall and Winter 2018. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Rothing); Nays: None; Absent: One (Martin); Abstain: One (Lackner).

20. 19-02/13: **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 2018.**

Village President Rothing noted the bid provided the Village with the same price from last year and added responsibilities previously done by Vito Di Pinto. He noted the Village was very satisfied with Pinestone's work.

Trustee Herrmann moved, seconded by Trustee Boyle, to Approve Resolution 2018-R-09, A Resolution for 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 2018. On a roll

call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

21. 20-02/13: **Consider Approval of a Waiver of Competitive Bids and a Resolution approving Innovative MSP Solutions, Inc. as the Village's IT Vendor, the Innovative MSP Solutions Managed Services Agreement, the Purchase of a Server from IT Savvy, Firewall Protection, Remote Backup and Recurring Network Support Services.**

Finance Director McCulloch summarized the process for selecting the technology vendors. She noted that the vendor provided us a contract which does meet the Village of Bannockburn agreement standards. She noted we will provide the vendor with our standard agreement for their review.

Trustee Herrmann moved, seconded by Trustee Boyle, to Approve Resolution 2018-R-10, Approval of a Waiver of Competitive Bids and a Resolution approving Innovative MSP Solutions, Inc. as the Village's IT Vendor, the Innovative MSP Solutions Managed Services Agreement, the Purchase of a Server from IT Savvy, Firewall Protection, Remote Backup and Recurring Network Support Services conditioned on a final agreement approved by the Village Manager in consultation with Village Counsel. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

22. 21-02/13: **Consider Approval of a Resolution Ratifying and Approving an Easement for Pathway between the Village of Bannockburn and Rob Molnar (2100 Wilmot).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-11, A Resolution Ratifying and Approving an Easement for Pathway between the Village of Bannockburn and Rob Molnar (2100 Wilmot). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

23. 22-02/13: **Consider Approval of a Resolution Ratifying and Approving an Easement for Pathway between the Village of Bannockburn and Joseph and Sharon Panella (2040 Wilmot).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-12, A Resolution Ratifying and Approving an Easement for Pathway between the Village of Bannockburn and Joseph and Sharon Panella (2040 Wilmot). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

24. 23-02/13: **Consider Approval of a Resolution Ratifying and Approving an Easement for Pathway between the Village of Bannockburn and Steve and Karen Levy (2250 Wilmot).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-13, A Resolution Ratifying and Approving an Easement for Pathway between the

Village of Bannockburn and Steve and Karen Levy (2250 Wilmot). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

25. 24-02/13: **Consider a Resolution of the Village of Bannockburn, Illinois Reallocating 2018 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap Allocation of \$166,215.00 to be Pooled into the Lake County Private Activity Bond Clearinghouse).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-14, A Resolution of the Village of Bannockburn, Illinois Reallocating 2018 Volume Cap to the Village of Buffalo Grove, Illinois (Village of Bannockburn's Private Activity Bond Volume Cap Allocation of \$166,215.00 to be Pooled into the Lake County Private Activity Bond Clearinghouse). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

26. 25-02/13: **Consider Approval of the January 22, 2018 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve the January 22, 2018 Board Meeting Minutes. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

27. 26-02/13: **Consider Approval of the January 22, 2018 Executive Session Meeting Minutes (Subject to Minor Corrections).**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve the January 22, 2018 Executive Session Meeting Minutes. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

28. 27-02/13: **Consider Approval of the Use of Duffy Lane and Wilmot Road as Part of a Bike Route for a Venus de Miles Cycling Event on July 21, 2018.**

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve the Use of Duffy Lane and Wilmot Road as Part of a Bike Route for a Venus de Miles Cycling Event on July 21, 2018. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

29. 28-02/13: **Consider Approval of the Following Bands for Specials Events in the Village During Fiscal Year 2018-2019:**

<u>Band</u>	<u>Event</u>	<u>Date</u>	<u>Amount</u>
• South of Disorder	Concert in the Park	July 22, 2018	\$660.00
• Pete Zaepfel	Bannockburn Day	September 8, 2018	\$250.00

Trustee Boyle moved, seconded by Trustee Herrmann, to Approve, South of Disorder and Pete Zaepfel Bands for Specials Events in the Village During Fiscal Year 2018-2019. On a roll call vote, the motion was approved. Ayes: Five (Ansani,

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

30. 29-02/13: **Report of the Plan Commission / Zoning Board of Appeals Meeting on February 5, 2018, which includes the Following Agenda Items:**

- **Continued Public Hearing for the Consideration of Proposed Zoning Variations, Zoning Code Text Amendments, Special Use Permits, Amendments to Existing Special Use Permits and/or any other Zoning Relief Necessary Relating to Grade, Grading Changes and Building Height, including Varying the Definition or Calculation of “Grade for Purposes of Measuring the Height of Structures in Connection with Construction of a Proposed New, Two-Story Single-Family Residence on the Property Commonly Known as 1885 Hilltop Lane, Submitted by Mike Bousis.**
- **Public Hearing for the Consideration of a Text Amendment(s) to the Bannockburn Zoning Code, a Special Use Permit or Amendment Thereof, Variations, Amendments to Approved Floor Plans and Other Plans and/or Any Other Zoning Relief Necessary in Connection with Proposed Interior Modifications Including Construction of a Mezzanine and Renovation and Extension of Upper-Floor Fitness Facilities within the Existing College Park Athletic Club Facility Located on the Property Commonly Known as 2223 Half Day Road, Bannockburn, Submitted by College Park Athletic Club.**

Village Manager Lasday provided a summary of the PCZBA meeting. She noted that some neighbors of 1885 Hilltop are concerned about drainage issues. And when she notified the applicant of those concerns, they requested that their item be continued to the next PCZBA meeting so that they can create civil engineering plans for the project.

Village Manager Lasday noted that the College Park Athletic Club (CPAC) request was just an interior floor plan modification. There were no concerns from the PCZBA. The general consensus by the Board was to have Village Counsel to prepare an Ordinance for the College Park Athletic Club application.

31. 30-02/13: **Discuss an Amended Resolution Outlining Termination Pay in accordance with the Village’s Personnel Policies and a Supplemental Payment in accordance with a Gift of Recognition (Lieutenant Jack Heneghan).**

Chief Price summarized Jack Heneghan’s concerns and recent experiences with the new health insurance, deductibles and prescription plan. Chief Price noted that Jack is requesting a re-consideration of his termination pay as a result. The Board discussed and the general consensus was not to provide additional benefits, however they would consider re-allocating money earmarked to the termination pay to supplement Medicare premiums between ages 65-68. The Board consensus was

to re-consider the Resolution in May, if needed.

32. 31-02/13: **Village Engineer Report.**

Village Engineer Gewalt noted that the current top projects include: working with the City of Highland Park on evaluating SCADA vendors; an update Wilmot pathways project; possible roadway patching; and a pavement rejuvenation project.

33. 32-02/13: **Village Police Chief.**

Chief Ron Price presented the Bannockburn Police Departments Annual report. He noted a Bannockburn citizen donated \$2,500.

34. 33-02/13: **Village Counsel.** None

35. 34-02/13: **Village Clerk.** None

36. 35-02/13: **Village Commissions.**

- Finance: None

- Building:

Trustee Korner asked for an update on 2560 Telegraph and 1450 Valley. He discussed a recent Village of Lincolnshire meeting regarding the potential development of a golf and entertainments area just west of the tollway. He expressed concerns about the potential impact to the Village of Bannockburn.

- Roads & R.O.W.: None

- Sewer & Water: None

- Community Development:

Trustee Lackner noted she attended a DBR Chamber meeting and the NWMC breakfast.

- Police: None

37. 36-02/13: **Village Manager.**

Village Manager Lasday noted that she was contacted by Transportation Management Association of Lake Cook (TMA) about a possible program including TMA, the RTA and Lyft. She noted a similar PACE program could be subsidized by 25%.

Village Manager noted the transition of responsibilities for Finance Director is on track. She noted several internal control changes, changes to forms and process have already been implemented.

38. 37-02/13: **Village President.**

Village President Rothing noted that an Open House for Linda McCulloch's retirement will take place on February 26th from 6-7pm, before the Board meeting.

Village President noted that he will be traveling to Washington D.C. to visit the White House with Illinois Municipal League mayors.

He requested Trustees completed their budget ranking activity and submit to Stephanie.

Village President Rothing discussed the upcoming public works contract. He noted that obtaining bids from outside vendors may be difficult given the complexities of Bannockburn public works requirements. He noted that Kevin Tracz plan is to retire this year, though a decision on selling Bannockburn Public Works has not been decided. The Board consensus was to renew the contract with Bannockburn Public Works for the 2018-2019 fiscal year.

ADJOURNMENT

Trustee Herrmann moved, seconded by Trustee Boyle, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin). The meeting was adjourned at 8:56pm.