

**VILLAGE OF BANNOCKBURN
BOARD OF TRUSTEES
TUESDAY, MAY 29, 2018
MEETING MINUTES**

1. **Call to Order.** President Rothing called the meeting to order at 7:01pm.

President: Frank Rothing

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

Absent: None

Also Present: Village Manager Maria Lasday, Finance Director Stephanie Hannon, Village Clerk Kass Sigal, Chief Ron Price, Village Counsel Vic Filippini, Village Engineer David Gewalt, and Administrative Assistant Joan Koriath

Visitors: None

2. 01-05/29: **Pledge of Allegiance.**

President Rothing led everyone in reciting the pledge of allegiance.

3. 02-05/29: **Other.** None.

4. 03-05/29: **Consider Approval of a Waiver of Competitive Bids and a Resolution Approving a Proposal from Prate Roofing & Installations, LLC. for the Installation of a New Roof and Related Improvements (Fascia, Soffits, Frieze Board and Gutters) at Village Hall in the amount of \$53,600.00.**

Trustee Ansani moved, seconded by Trustee Lackner, to Approve a Waiver of Competitive Bids and Resolution 2018-R-38, a Resolution Approving a Proposal from Prate Roofing & Installations, LLC. for the Installation of a New Roof and Related Improvements (Fascia, Soffits, Frieze Board and Gutters) at Village Hall in the amount of \$53,600.00. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

5. 04-05/29: **Consider Ratification of Approval and Acceptance of a Letter Agreement Regarding Continental Beeson Corners, LLC. between Continental Beeson Corners, LLC, the North Shore Water Reclamation District and the Village of Bannockburn.**

This item will be continued.

6. **05-05/29: Consider Approval of the May 14, 2018 Board Meeting Minutes (Subject to Minor Corrections).**

Trustee Ansani moved, seconded by Trustee Lackner, to Approve the May 14, 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).

7. **06-05/29: Consider Approval of a Request by the Bannockburn School Parent Organization for the following: (i) Use of the Village's Shelter and Open Space, (ii) Play Music at the Village's Open Space, and (iii) a Waiver of Applicable Fees for an Ice Cream Social on August 21, 2018.**

Trustee Ansani moved, seconded by Trustee Lackner, to Approve a Request by the Bannockburn School Parent Organization for the following: (i) Use of the Village's Shelter and Open Space, (ii) Play Music at the Village's Open Space, and (iii) a Waiver of Applicable Fees for an Ice Cream Social on August 21, 2018. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

8. **07-05/29: Consider Approval of a Resolution Regarding the Regulation and Permitting of Small Wireless Facilities Located Within the Village.**

Village Counsel Filippini noted that the Village needs to pass a Resolution, while waiting for the preparation of a revised ordinance.

Trustee Boyle moved, seconded by Trustee Lackner, to Approve Resolution 2018-R-39, a Resolution Regarding the Regulation and Permitting of Small Wireless Facilities Located Within the Village. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: One (Martin).

9. **08-05/29: Consider Approval of a Resolution Approving an Amended Mutual Aid Agreement for the Northern Illinois Police Alarm System.**

Chief Price explained how the Village uses and participates with NIPAS.

Trustee Kerry Martin arrived at 7:11pm.

Trustee Lackner moved, seconded by Trustee Herrmann, to Approve Resolution 2018-R-40, a Resolution Approving an Amended Mutual Aid Agreement for the Northern Illinois Police Alarm System. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Herrmann, Korner, Lackner); Nays: None; Absent: None; Abstain: One (Martin).

10. **09-05/29: Consider Approval of a Village of Bannockburn Proclamation: September Is National Suicide Prevention Awareness Month.**

Trustee Boyle moved, seconded by Trustee Korner, to Approve Approval of a Village of Bannockburn Proclamation: September Is National Suicide Prevention Awareness Month. On a voice vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

11. 10-05/29: **Consider Approval of a Resolution Establishing a Purchasing Policy.**
Village Manager Lasday explained the policy procedures.

Trustee Herrmann moved, seconded by Trustee Martin, to Approve Resolution 2018-R-41, a Resolution Establishing a Purchasing Policy. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None; Abstain: None.

12. 11-05/29: **Ordinance Amending Village of Bannockburn Municipal Code, Chapter 20, Entitled “Departments, Officials and Employees”, Article IX, entitled “Manager”, Section 38-J, entitled “Powers and Duties”.**

Trustee Martin moved, seconded by Trustee Ansani, to Approve Ordinance 2018-15, An Ordinance Amending the Village of Bannockburn Municipal Code, Chapter 20, Entitled “Departments, Officials and Employees”, Article IX, entitled “Manager”, Section 38-J, entitled “Powers and Duties”. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None; Abstain: None.

13. 12-05/29: **Consider Approval of a Resolution Approving a Waiver of the Architectural Review Process for a New Home Construction at 2125 Wilmot Road.**

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve Resolution 2018-R-42, a Resolution Approving a Waiver of the Architectural Review Process for a New Home Construction at 2125 Wilmot Road. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None; Abstain: None.

14. 13-05/29: **Consider Approval of the Quarterly Investment Report.**

Trustee Herrmann moved, seconded by Trustee Lackner, to Approve the Quarterly Investment Report. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None.

15. 14-05/29: **Consider Approval of Resolution Approving the following Customer Service Agreements with Call One:**

- **Renewal Customer Service Agreement**
- **BTN Service Agreement**
- **MPLS Customer Service Agreement**

This item to be continued.

16. 15-05/29: **Consider Approval of a Donation to the Deerfield Family Days to Sponsor the Shannon Rovers at the July 4, 2018 Parade.**

The Board discussed the benefits of sponsorship of the parade and similar events.

Trustee Herrmann moved, seconded by Trustee Martin, to Approve a Donation to the Deerfield Family Days to Sponsor the Shannon Rovers at the July 4, 2018 Parade. On

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

17. **16-05/29: Consider Approval of a Motion Approving Arthur Clesen Inc. as a Supplier to the Village of Bannockburn for Landscape and Outdoor Supplies Not to Exceed \$3,500.00.**

Trustee Ansani moved, seconded by Trustee Boyle, to Approve Arthur Clesen Inc. as a Supplier to the Village of Bannockburn for Landscape and Outdoor Supplies Not to Exceed \$3,500.00. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Koror, Lackner, Martin); Nays: None; Absent: None.

18. **17-05/29: Consider Approval of the May Supplemental Bill Submit List.**

General Fund	\$28,986.22
Police	51,545.96
Road & Bridge	5,177.50
<u>Water Fund</u>	<u>30,426.05</u>
Total	\$116,135.73

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

19. **18-05/29: Consider Approval of a Resolution Approving an Intergovernmental Agreement between the Regional Transportation Authority and the Village of Bannockburn regarding Pilot Project for Last Mile Transportation Services and an Agreement Between the Village of Bannockburn and Glenstar.**

Trustee Martin moved, seconded by Trustee Lackner, to Approve Resolution 2018-R-43, a Resolution Approving an Intergovernmental Agreement between the Regional Transportation Authority and the Village of Bannockburn regarding Pilot Project for Last Mile Transportation Services and an Agreement Between the Village of Bannockburn and Glenstar. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Koror, Lackner, Martin); Nays: None; Absent: None.

20. **19-05/29: Discuss the Village of Bannockburn 5 Year Capital Improvement Plan.**

Village President Rothing discussed the possibility of extending some capital projects out in future years. Village Engineer Gewalt noted that available grant fund for projects are often on a 2-3-year lead time. The Board discussed drainage issues affecting properties along Telegraph Road. The Board consensus is to work to seek financial support through grants for the potential drainage projects.

21. **20-05/29: Discuss the Village of Bannockburn Departmental Overarching Goals, Objectives, Programs, Performance Metrics and Timeline.**

The Board discussed ensuring we are defining the programs and their objective relative to the overarching goals. Village President Rothing requested the Board to

provide their comments to the Village Manager this next week.

22. 21-05/29: **Village Engineer.**

Village Engineer Gewalt noted the following top projects:

- Road Patching will begin within the next couple of weeks.
- The flow meters were removed and now the data is being calculated.
- The Board inquired about the Village Tree removal program.

23. 22-05/29: **Village Police Chief**

Chief Price reported on the D.A.R.E. graduation.

24. 23-05/29: **Village Counsel.** None.

25. 24-05/29: **Village Clerk.** None.

26. 25-05/29: **Village Commissions.**

- Finance: None.
- Building:
Trustee Korner noted the unapproved occupancy by Revenue Well at 2275 Half Day Road.
- Roads & R.O.W.: None.
- Sewer & Water: None.
- Community Development:
Trustee Lackner encouraged attendance at the Wine & Cheese event on June 1st.
- Police: None.

27. 26-05/29: **Village Manager.**

Village Manager Lasday noted the General Assembly may have a budget approved this week.

28. 27-05/29: **Village President.**

Village President Rothing noted the upcoming Wine & Cheese on 6/1, Community Safety Day on 6/9 and Concert in the Park on 7/22. He noted that he would like to increase advertising of the events to encourage newcomers to attend.

Village President Rothing proposed having the Appreciation Dinner at Blue Grass in Highland Park on December 3, 2018. He noted the reasonable cost and available space.

Village President Rothing suggested in addition to exercising hydrants, we should flush all of the hydrants. He also met with several arborists for proposals for assessments on the some of the Village trees.

EXECUTIVE SESSION

Trustee Martin moved, seconded by Trustee Korner, to enter into Executive Session for the discussion of (i) Personnel. On a roll call vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None. Executive Session was entered at 8:31pm.

There being no further discussion in Executive Session, Trustee Herrmann moved, seconded by Trustee Ansani, to exit out of Executive Session. On a voice vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Korner, Lackner, Martin); Nays: None; Absent: None. Executive Session was adjourned at 8:55pm.

ADJOURNMENT.

Trustee Boyle moved, seconded by Trustee Herrmann, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Six (Ansani, Boyle, Herrmann, Lackner, Martin, Korner); Nays: None; Absent: None. The meeting was adjourned at 8:55pm.