1. **Call to Order.** President Rothing called the meeting to order at 7:03pm.

   President: Frank Rothing

   Trustees Present: David Ansani, Louise Feeney, James Boyle, David Korer, Kerry Martin

   Absent: Mary Herrmann

   Also Present: Village Manager Maria Lasday, Village Clerk Kass Sigal (arrived 7:37pm), Chief Walt Trillhaase, Village Counsel Vic Filippini, Village Engineer David Gewalt, Assistant to the Village Manager Ryan Mentkowski and Administrative Coordinator Joan Koriath

   Visitors: Deerfield High School students: Lyla Prass, Georgia Varon, Emily Mills, Noah Shapiro, Paige Gagerman, Briella Gagerman. Sabrina Fleishman, Jessie Peck

2. **01-11/12:** **Pledge of Allegiance.**
   Village President Rothing led everyone in the pledge of allegiance.

3. **02-11/12:** **Other (for non-agenda items).** None

4. **03-11/12:** **Annual Public Presentation by Caitlin Burke of Gewalt Hamilton Associates, Inc. regarding the Village of Bannockburn Municipal Separate Storm Sewer System (MS4) Permit Program.**
   Caitlin Burke (Gewalt Hamilton) provided the Board with a summary of activities updates for the Village of Bannockburn’s Municipal Separate Storm Sewer System (MS4) permit program.

5. **04-11/12:** **Discuss a Draft of the Truth in Taxation, Tax Levies and Tax Abatements and Review of the Following Draft Ordinances:**
   - The 2019 Tax Levy Ordinance of Village of Bannockburn Special Service Area Number Seventeen, Lake County, Illinois for the Fiscal Year Beginning May 1, 2019 and Ending April 30, 2020.
   - An Ordinance Abating the Corporate Portion of the 2019 Tax Levy of Bannockburn.
   - An Ordinance for the Abatement of a 2019 Tax Levy (Series 2010 General Obligation Bond).
Village President Rothing and Village Manager Lasday discussed the goals and policy of how the tax levy is determined. Finance Director Hannon reviewed the three ordinances before the Board and discussed the refinancing of a Bond.

6. **05-11/12: Discuss the Village’s Calendar Year 2020 Water and Sewer Rates.**
Finance Director Hannon provided a summary of current expenses and revenue for the water and sewer funds. She noted that the City of Highland Park has advised us the water rate will increase 13% for 2020. The Village of Deerfield has indicated they are raising their sewer rates by 2.5%. Finance Director Hannon is recommending a 3% increase to water rates and a 5% increase of sewer rates based on a review of current water rates, budget requirements and current rate increases.

7. **06-11/12: Discuss the Village Sign Regulations Related to Maximum Number of Colors Allowed.**
Village President Rothing provided an overview of the zoning regulation regarding the number of colors allowed in commercial signs. He noted this issue came forward as a result of a request from Shell Oil to amend its current sign to 6 colors from 4 colors. The Board consensus was to refer the review of zoning for sign colors to the Planning Commission Zoning Board of Appeals (PCZBA).

8. **07-11/12: Discuss the Village’s Current Policy Related to Mailboxes Damaged Following the Snow Removal of Village Roadways.**
Village President Rothing reviewed the current policy of replacing a residential mailbox which is damaged due to snow removal by the Village contractor. Staff noted that some mailboxes are in poor shape, therefore at risk for damage during snowplowing. Staff is recommending a mailbox replacement program for residents identified with at risk mailboxes. The Village will offer a mailbox replacement program for $160 for this service before the season. If a resident who was notified about their mailbox being at risk does not chose to participate in the program, they will not have their mailbox replaced if it is damaged during snow plowing by the Village.

9. **08-11/12: Report of the following Level I Architectural Reviews:**
   - 1644 Wilmot Road (Exterior Roof Replacement)
   - 2201 & 2345 Waukegan Road (Exterior Pathway Lighting, New Pathway, Concrete Pads)
Assistant to Village Manager Mentkowski reviewed the Level 1 ARC reviews.

10. **09-11/12: Consider Approval of the Following Invoice:**
    - Invoice #INV010992 from Metropolitan Industries Inc. in the amount of $6,819.75 (Village’s Rt. 22 Sanitary Sewer Lift Station).
Trustee Ansani moved, seconded by Trustee Martin, to Approve the Invoice #INV010992 from Metropolitan Industries Inc. in the amount of $6,819.75 (Village’s Rt. 22 Sanitary Sewer Lift Station On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Kerer, Martin); Nays: None; Absent: One (Herrmann).
11. **11-11/12: Consider Approval of the October Supplemental Bill Submit List.**

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

12. **12-11/12: Consider Approval of the November Bill Submit List.**

   General Fund $33,639.88
   MFT Fund - $0
   Water Fund 27,273.53
   Sewer Fund 7,065.51
   Total Vendor Invoices $67,978.92

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


   Trustee Ansani moved, seconded by Trustee Martin, to Approve the September 2019 Monthly Financial Budget Report. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

14. **13-11/12: Consider Approval of the October 15, 2019 Board Meeting Minutes (Subject to Minor Corrections).**

   Trustee Ansani moved, seconded by Trustee Martin, to Approve the October 15, 2019 Board Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

15. **14-11/12: Consider Approval of the October 15, 2019 Executive Session Meeting Minutes (Subject to Minor Corrections).**

   Trustee Ansani moved, seconded by Trustee Martin, to Approve the October 15, 2019 Executive Session Meeting Minutes (Subject to Minor Corrections). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

16. **15-11/12: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Police Chief.**

   Trustee Ansani moved, seconded by Trustee Martin, to Approve Resolution 2019-R-37, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Police Chief. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).
17. 16-11/12: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Assistant to the Village Manager.
Trustee Ansani moved, seconded by Trustee Martin, to Approve Resolution 2019-R-38, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Assistant to the Village Manager. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

18. 17-11/12: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Village Manager.
Trustee Ansani moved, seconded by Trustee Martin, to Approve Resolution 2019-R-39, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Village Manager. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

19. 18-11/12: Consider Approval of a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Finance Director.
Trustee Ansani moved, seconded by Trustee Martin, to Approve Resolution 2019-R-40, a Resolution Approving a Repealed and Replaced Employment Agreement for the Position of Finance Director. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

20. 19-11/12: Consider Approval of an Ordinance Amending A Special Use Permit with Respect to a Cafeteria for Building III in the Bannockburn Lakes Office Development (2355Waukegan Road).
Trustee Boyle moved, seconded by Trustee Martin, to Approve Ordinance 2019-23, an Ordinance Amending A Special Use Permit with Respect to a Cafeteria for Building III in the Bannockburn Lakes Office Development (2355Waukegan Road). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

Trustee Ansani moved, seconded by Trustee Martin, to Approve the Proposed Insurance Renewals for (i) Health Insurance with Blue Cross Blue Shield Insurance and (January 1, 2020 – December 31, 2020), (ii) Dental Insurance with Delta Dental (January 1, 2020 – December 31, 2020), and (iii) Life Insurance with Standard Insurance Company (January 1, 2020 – December 31, 2020). On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).
22. **21-11/12: Consider Approval of a Resolution Adopting a Complete Streets Policy for the Village of Bannockburn.**
Trustee Martin moved, seconded by Trustee Boyle, to Approve Resolution 2019-R-41, a Resolution Adopting a Complete Streets Policy for the Village of Bannockburn. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

23. **22-11/12: Consider Approval of an Ordinance Amending Chapter 141, Article II of the Village of Bannockburn Municipal Code Regarding the Sale of Vaping Products.**
Trustee Boyle moved, seconded by Trustee Ansani, to Approve Ordinance 2019-24, an Ordinance Amending Chapter 141, Article II of the Village of Bannockburn Municipal Code Regarding the Sale of Vaping Products. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann).

24. **23-11/12: Village Engineer.**
Village Engineer Gewalt reported on the Telegraph Road project Phase 1 Engineering. He noted that Wilmot Road traffic showed an increase of 22%. He also noted that small portions of Telegraph Road south of Meadow may require a combined pathway-shoulder. The Board discussed combining the pathway and shoulder for safety and aesthetics and various right-of-way constraints. The Board also discussed the areas in front of Bannockburn School and snow plow logistics of the pathways and shoulder. The Board consensus was to maintain the status quo with a more desirable material for pathways close to homes where Right-of-Way exists.

Village Engineer Gewalt noted a controlled burn by TallGrass will be conducted between now and Spring 2020. He noted there are 53 right-of-way trees to be removed by the end of the year in our continuing efforts to remove dead trees.

25. **24-11/12: Village Police Chief**
Chief Trillhaase summarized his report. He noted several recent thefts at Midtown Athletic Club. He noted the success of the new program, Lunch with a Cop at Bannockburn School. He introduced a new on-line program called Frontline. He noted this will allow residents to enter in their own house watch requests via the Village website.

26. **25-11/12: Village Counsel.** None

27. **26-11/12: Village Clerk.** None

28. **27-11/12: Village Commissions.**
- **Building:** Trustee Korer noted activity with 2200 Wilmot and tree concerns with 1750 Meadow.
- **Finance:** None.
• **Roads & R.O.W.:**
  Trustee Martin noted he and Trustee Herrmann have discussed possibly scheduling Board workshops for municipal topics of interest.

• **Sewer & Water:** None.

• **Community Development:** None.

• **Police:**
  Trustee Boyle noted his attendance at a FEMA summit.

29. **28-11/12: Village Manager.**
  Village Manager Lasday noted the preparation for the upcoming Planning Commission Zoning Board of Appeals (PCZBA) and Architectural Review Commission (ARC) meetings. She noted the Village has submitted an application for the Lake County Innovation award for the Last Mile program.

30. **29-11/12: Village President.**
  Village President Rothing provided an update on recent and upcoming real estate sales in the Village. He noted that 22 homes are on the market and 8 homes are under contract.

**EXECUTIVE SESSION**
For the Discussion of (1) Enforcement and (2) Personnel

  Trustee Ansani moved, seconded by Trustee Boyle, to enter into Executive Session for the discussion of (1) Enforcement and (2) Personnel. On a roll call vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann). Executive Session was entered into at 8:51pm.

  There being no further discussion in Executive Session, Trustee Martin moved, seconded by Trustee Ansani, to exit out of Executive Session. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann). Executive Session was exited at 9:11pm

**ADJOURNMENT.**
Trustee Boyle moved, seconded by Trustee Korer, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Ansani, Boyle, Feeney, Korer, Martin); Nays: None; Absent: One (Herrmann). The meeting was adjourned at 9:11pm.