

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 8, 2016
APPROVED MINUTES**

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman
Steve Christensen
Mark Dewart
John Josephitis
William Meyer

Absent: Eric Grenier, Village Trustee

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
David Belmonte, Police Chief
Michael Croak, Building Codes Supervisor
Brandon Stanick, Assistant to the Village Administrator (A to VA)
Franco Bottalico, Administrative Intern

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES

Trustee Christensen moved to approve the January 25, 2016 Board of Trustees Meeting Minutes as presented. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda.

President O'Hara provided background information regarding the Lake Forest High School Business Incubator Program and invited a group of students to the podium to present their prototype.

Mr. Luke Bauder, Ms. Maikal Yamauchi and Mr. William Curtiss, Lake Forest High School Seniors explained the requirements and business aspects of the Lake Forest High School Business Incubator Program. The group also presented information on their recently launched website, High School Hired, which connects teenagers with community businesses.

President O'Hara thanked the students for the presentation.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

There were no requests to change the order of the meeting.

6. ITEM #6A – WARRANT REPORT FOR FEBRUARY 1-15, 2016 AND JANUARY 2016 PAYROLL EXPENDITURES

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$222,558.20 for February 1-15, 2016.

President O'Hara reported expenditure of Village funds for payroll in the amount of \$266,964.71 for January 2016.

As such, the total expenditures for this period is in the amount of \$489,522.91.

Village Administrator Drew Irvin stated the January Financial Report will be presented at the February 22nd meeting because Staff has not received current data from the State.

As there were no comments from the Board, Trustee Josephitis moved to approve the Warrant Reports. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Christensen, Dewart, Josephitis and Meyer
Nays: (0)
Absent: (1) Grenier

7. ITEM #7 – VILLAGE ADMINISRATOR'S REPORT

Village Administrator Irvin summarized the informational update regarding the conversion of paper documents into electronic files. A series of files have been converted and Staff will coordinate disposal pursuant to State law, presuming there are no concerns. There were no objections from the Board.

Village Administrator Irvin reported that he and the City Manager of Lake Forest attended the Lake Forest/Lake Bluff Chamber of Commerce annual business breakfast and provided an update on the state of each respective community. During the presentation Chamber members were asked what each community could do to help improve their business. He reported on the feedback received noting suggested improvements for additional parking, salted sidewalks and extended operating hours for dining establishments.

8. ITEM #8 - VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

9. ITEM #9 – VILLAGE PRESIDENT’S REPORT

President O’Hara reported the Joint Plan Commission and Zoning Board of Appeals and Architectural Board of Review will conduct a workshop on February 9th (7:00 p.m.) to discuss the Downtown Design Guidelines.

10. ITEMS #10 AND #11 – CONSENT AGENDA

President O’Hara introduced the following Consent Agenda items for consideration:

10. Correspondence Delivered in the January 22 and 29, 2016 Informational Reports; and
11. A Resolution Establishing the Regular Meeting Dates and Committee-of-the-Whole Meeting Dates for the Board of Trustees for Fiscal Year 2016-2017.

Trustee Ankenman moved to approve the Consent Agenda. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

11. ITEM #12 – AN ORDINANCE AMENDING CERTAIN PROVISIONS OF THE MUNICIPAL CODE CONCERNING THE OPERATION OF LEAF BLOWERS AND POWERED LAWN EQUIPMENT

President O’Hara reported on August 24, 2015 the Committee-of-the-Whole (COW) discussed complaints received by the Village from time to time regarding outdoor work (lawn mowing and other landscaping activities) that produce offensive noises in the early morning and evening hours. Historically, the Village has managed these complaints by working with contractors/property owners and using the current permitted construction times for regulatory purposes. She further reported on January 25, 2016, following its discussion over the course of several meetings, the COW directed Staff and Legal Counsel to draft an ordinance amending the Village’s nuisance regulations concerning leaf blowers and powered lawn equipment (Chapter 1 of Title 4 of the Municipal Code), including:

- Modifying the hours of operation permitted for any powered lawn maintenance equipment (leaf blowers, lawn mowers, trimmers, etc.) throughout the year to Monday through Friday, from 8:00 a.m. – 6:00 p.m., and Saturdays/Sundays/Holidays from 9:00 a.m. – 6:00 p.m. (“permitted hours of operation”);
- Exempting snow removal equipment, such as snow blowers, plows, power shovels, etc., from the permitted hours of operation; and
- Allowing property owners performing landscape maintenance activities on their own property to operate between 6:00 p.m. and dusk.

President O’Hara reported the COW discussed the possibility of establishing registration requirements for landscape companies; however, the COW directed Staff to educate residents on best practices for hiring landscaper contractors, such as an adequate level of insurance, rather than creating a new licensing program.

Trustee Dewart moved to approve first reading of the ordinance. Trustee Christensen seconded the motion. A discussion followed.

Village Administrator Irvin stated the language in Paragraph 9b of the draft ordinance was not discussed by the COW, but was included in the initial draft for discussion purposes.

Trustee Christensen moved to amend the motion by striking Paragraph 9b from the draft ordinance. Trustee Meyer seconded the motion to amend the ordinance. The motion, as amended, to approve first reading passed on a unanimous voice vote.

12. ITEM #13 – TRUSTEE’S REPORT

There was no Trustee’s report.

13. ITEM #15 – ADJOURNMENT

Trustee Josephitis moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:27 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk