

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 25, 2019**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O’Hara called the meeting to order at 7:02 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Joy Markee called the roll.

The following were present:

Village President: Kathleen O’Hara

Trustees: Barbara Ankenman
Mark Dewart
Eric Grenier
Paul Lemieux
William Meyer
Aaron Towle

Also Present: Joy Markee, Village Clerk
Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Bettina O’Connell, Finance Director
David Belmonte, Police Chief
Jeff Hansen, Village Engineer
Mike Croak, Building Codes Supervisor
Glen Cole, Assistant to the Village Administrator (A to VA)

2. PLEDGE OF ALLEGIANCE

President O’Hara led the Pledge of Allegiance.

3. ITEM #5 – VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, President O’Hara moved to take Agenda Item #11 then return to the regular order of the meeting. There were no objections from the Board.

4. ITEM #11 – A RESOLUTION HONORING THE PUBLIC SERVICE OF POLICE CHIEF DAVID BELMONTE

President O’Hara said it is with a great deal of sadness and pride to recognize the achievements of Police Chief David Belmonte and wished him well on his future endeavor. President O’Hara invited Police Chief Belmonte to the podium then read the resolution honoring his Public Service and presented him with a

framed copy of the resolution. President O'Hara said Police Chief Belmonte has earned the admiration, love and loyalty of the Lake Bluff community and thanked him for his service.

Police Chief Belmonte shared early life experiences and his transition to working for the Village. He said the time went by fast but it provided him with a great opportunity to witness a small north shore Police Department transition into an internationally recognized accredited police agency. Police Chief Belmonte shared more personal and professional experiences. He said he is amazed by the care and humanity shown by his co-workers who always go above and beyond for the community. He expressed his appreciation to personnel from each respective department (Police Department, Village Hall, Public Works and Fire Department), Village Board, mentors (William Gallagher and Mike Hosking) and his family for their support throughout the years.

As there were no questions from the Board, Trustee Dewart moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

Following the presentation, President O'Hara allowed a brief intermission to allow people an opportunity to leave the meeting.

5. CONSIDERATION OF THE MINUTES OF THE FEBRUARY 11, 2019 VILLAGE BOARD MEETING

Trustee Ankenman moved to approve the February 11, 2019 Board of Trustees Regular Meeting Minutes as presented. Trustee Lemieux seconded the motion. The motion passed on a unanimous voice vote.

6. 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. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

7. ITEM #6A – WARRANT REPORT FOR FEBRUARY 16-28, 2019

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$199,520.85 for February 16-28, 2019 which resulted in total expenditures of \$199,520.85.

As there were no questions from the Board, Trustee Grenier moved to approve the Warrant Report. Trustee Lemieux seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Ankenman, Dewart, Grenier, Lemieux, Meyer and Towle
Nays: (0)
Absent: (0)

8. ITEM #6B – JANUARY 2019 FINANCIAL REPORT

At President O'Hara's request, Finance Director Bettina O'Connell provided a brief summary of the January 2019 Finance Report highlighting major revenue sources and expenditures for the period.

- Sales tax revenue for October and November 2018 of \$534,593 is \$3,273 greater than the prior year revenue October and November revenue of \$531,320;
- Home rule sales tax revenue for October and November 2018 of \$167,042 is \$2,404 greater than October and November 2017. The State continues to charge an admin fee, the May through November fees total \$8,732.97;
- Building permit revenue for FY19 May through January is \$325,806 compared to \$431,920 for FY18 May through January;
- FY19 General Fund expenditures of \$7,415,146 are \$1,058,050 greater than the expenditures for the same period in FY18. Capital expenditures year to date are \$1,235,704 or \$908,534 greater than the year to day expenses from FY18; and
- Current expenditures are consistent with or less than the budget.

As there were no questions from the Board, Trustee Ankenman moved to accept the Finance Report. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

9. ITEM #7 – VILLAGE ADMINISTRATOR'S REPORT

Village Administrator Irvin said the Finance Committee (Committee) at its November 29, 2018 meeting discussed Fire/EMS Services specifically the possibility of expanding in-house services to include Advance Life Support (ALS). The Committee requested a schedule and implementation plan to achieve ALS services. At the February 23, 2019 meeting the Fire Department gave a presentation regarding the transition to ALS Non-Transport and ALS Transport. Currently the Fire Department staffing model has reduced response times during peak service demand hours and this team has discussed equipping first responders with the tools needed to improve patient outcomes. As directed by the Committee, he reported its recommendation to the Village Board to authorize an expenditure of approximately \$50,000 to purchase the ALS equipment. The amount was not budgeted but funds needed to initiate ALS Non-Transport service are available in the current fiscal year Contingency Fund. He said the expenditure will not be considered as a specific Village Board agenda item but will appear in the Warrant Report.

Village Administrator Irvin said Dr. Michael Peters, head of emergency medicine at Lake Forest Hospital, continues to be a strong supporter of the Lake Bluff Fire Department then thanked him and his team for educating him on this matter.

In response to a question from Trustee Meyer, Village Administrator Irvin said the service could be available in 60 days.

As there were no further questions, it was the consensus of the Board to authorize the expenditure.

10. ITEM #8 – VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

11. ITEM #9A – VILLAGE PRESIDENT'S REPORT: APPOINTMENT OF GERARD MCDERMOTT TO THE BOARD OF POLICE AND FIRE COMMISSIONERS AND MARK DEWART TO THE SENIOR RESOURCES COMMISSION

President O'Hara reported to the consent of the Board of Trustees, the Village President appoints members to the Village's various advisory Boards and Commissions. Village President O'Hara recommends the appointment of Gerard McDermott to fill the vacancy on the Board of Police and Fire Commissioners, and if approved, Mr. McDermott's term will expire on April 30, 2021. Also, she recommends the appointment of Mark Dewart to fill the vacancy on the Senior Resources Commission following his term as Trustee. If approved, Mr. Dewart's term will begin on June 1, 2019 and expire on April 30, 2021.

Trustee Meyer moved to approve the appointment. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

12. ITEM #12 – A RESOLUTION ESTABLISHING THE REGULAR MEETING DATES AND COMMITTEE OF THE WHOLE MEETING DATES FOR THE BOARD OF TRUSTEES FOR FISCAL YEAR 2019-2020

President O'Hara reported Illinois Statutes require the Village Board to provide notice of the regular schedule of meetings. In keeping with past practice, the proposed schedule establishes the Regular meeting of the Village Board, scheduled start time 7:00 p.m., on the second and fourth Monday of each month. Additionally, the proposed schedule also includes Committee of the Whole (COW) meeting dates, scheduled start time of 6:00 p.m., for the same night as the Regular meetings of the Village Board. She further reported the meeting schedule includes only one meeting for May (Memorial Day Holiday), October (Columbus Day holiday) and December (last meeting cancelled due to proximity of the holiday season). While Columbus Day is one of ten federal holidays it is not a Holiday the Village observes, the Village Board can consider meeting that evening. Also, Staff will continue to hold "significant" COW meetings in the Public Safety Building Community room and provide cancellation notices (in the event that there is a lack of business for upcoming meetings).

Following a comment from Trustee Ankenman, it was suggested the meeting schedule be amended as follows: (i) cancel the March 25, 2019 regular meeting, (ii) correct the typo to reflect August 12, 2019 as the correct meeting date, and (iii) add October 14, 2019 as a regular meeting.

Trustee Ankenman moved to adopt the resolution as amended. Trustee Towle seconded the motion. The motion passed on a unanimous voice vote.

13. ITEM #13 – SECOND READING OF AN ORDINANCE GRANTING A CABLE TELEVISION FRANCHISE TO COMCAST OF ILLINOIS XII, LLC

Village Attorney Peter Friedman said Staff continues to discuss the back-end aspects of the agreement and asked if consideration could be deferred until the March 11th Board meeting. There were no objections from the Board.

14. ITEM #14 – TRUSTEE'S REPORT

Trustee's had no report.

15. ITEM #16 – CONSIDERATION OF THE MINUTES OF THE FEBRUARY 11, 2019 EXECUTIVE SESSION MEETING

Trustee Ankenman moved to approve the February 11, 2019 Board of Trustees Executive Session Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

16. ITEM #17 – ADJOURNMENT

Trustee Grenier moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:33 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Joy Markee
Village Clerk