

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 11, 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

Absent: Aaron Towle, Village Trustee

Also Present: Joy Markee, Village Clerk
Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Bettina O'Connell, Finance Director
Jeff Hansen, Village Engineer
Mike Croak, Building Codes Supervisor
Jake Terlap, Public Works Superintendent
Matthew Smizinski, Deputy Police Chief (DPC)
Brian Rener, SEC Co-Chair
Glen Cole, Assistant to the Village Administrator (A to VA)

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES OF THE FEBRUARY 25, 2019 VILLAGE BOARD MEETING

Trustee Ankenman moved to approve the February 25, 2019 Board of Trustees Regular Meeting Minutes as presented. Trustee Lemieux 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. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

Lee Sachnoff, a 30 year resident, commented on why he moved to and continues to live in Lake Bluff. He addressed the Board on leaf blowers specifically, gas powered leaf blowers. He commented on the information submitted to Staff which included a petition and correspondence from Green Minds, a Lake Forest – Lake Bluff environmental group. Mr. Sachnoff expressed his concern regarding noise, lack of restriction on the number of leaf blowers allowed to operate simultaneously on a lot, hazardous emissions and pollution generated by the leaf blowers. He stated that it has been said that Lake Bluff residents live in a bubble, a perfect Norman Rockwell environment, and he does not want his bubble contaminated. He said several communities worldwide have either banned leaf blowers or impose stricter regulations. He asked that the matter be seriously considered because he would like the community to remain health and as quiet as reasonably possible. He thanked the present and past Board members for their service.

President O'Hara said the matter will be discussed at a future Committee of the Whole meeting.

5. ITEM # 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 MARCH 1-15, 2019 AND FEBRUARY 2019 PAYROLL REPORT

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$348,611.68 for March 1-15, 2019, funds for payroll in the amount of \$322,615.05 for February 2019 which resulted in total expenditures of \$671,226.73.

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

Ayes: (5) Ankenman, Dewart, Grenier, Lemieux and Meyer
Nays: (0)
Absent: (1) Towle

7. ITEM #7 – VILLAGE ADMINISTRATOR'S REPORT

Village Administrator Irvin said the article in the recent Village *Newsletter* regarding Smart911 was not entirely accurate. He stated the existing CodeRED notification system, sometimes called Reverse 911, will be immediately replaced with Smart911 and this information has been communicated via various media sources.

Following a request from Village Administrator Irvin, DPC Smizinski said the Village is coordinating with the Village of Glenview and other surrounding communities to implement Smart911. He provided an overview of the Smart911 marketing campaign including the Village website and explained the registration process noting the deadline is April 1st.

In response to a comment from Trustee Lemieux regarding data security, DPC Smizinski said an individual creates an online profile using as much or as little personal information as desired. The security features are secured to the same standards as the Federal Bureau of Investigation. The information provided is confidential and is only available to 9-1-1 dispatchers when a call is received from a registered number. Trustee Lemieux said he was pleased knowing that and stated it would be helpful for residents to know that as well through Village communication. A discussion ensued.

In response to a question from President O'Hara, DPC Smizinski said approximately 300 residents have registered as of to date. The plan is to provide as much information as possible to residents and homeowners associations via all available Village media sources.

Village Administrator Irvin said community reverse notification systems are only as good as the data provided by its residents and Staff is hopeful that more people will register for Smart911.

In response to a comment from Village Administrator Irvin regarding portability, DPC Smizinski said profiles travel with the individual and is visible to any participating 9-1-1 center nationwide.

Trustee Dewart inquired of Smart911 coverage areas. DPC Smizinski said Smart911 has been online for approximately 10 years and the footprint continues to expand but he does not know the specific coverage areas outside the State of Illinois.

In response to questions from Trustee Dewart, DPC Smizinski said the registration target date coincides with the end of the City of Glenview's, CodeRED contractual agreement (April 1, 2019). He said Smart911 is already implemented and it is up to Lake Bluff to embrace the change. DPC Smizinski said the profile will be displayed on the dispatcher screen and is available to any public safety agency responding to the call.

In response to a question from Trustee Grenier, DPC Smizinski said Smart911 basic profiles consists of the name, contact information, and next of kin. Also, the service provide a more precise GPS location but residents must register in order to receive emergency alerts.

Village Administrator Irvin said Lake Bluff and other North Shore communities will be providing an abundance of information regarding Smart911 implementation.

President O'Hara said she hopes the information will be promptly communicated and encouraged anyone that has elderly neighbors to assist them in signing up.

8. ITEM #8 – VILLAGE ATTORNEY'S REPORT

Village Attorney Friedman reported on the upcoming Holland & Knight Biennial Local Government Law Seminar for Illinois Local Government Officials which will be held at Ravinia Festival on May 2nd.

9. ITEM #9 – VILLAGE PRESIDENT'S REPORT

President O'Hara provided an update on the legislative actions in Springfield and how the proposed legislation could impact local government municipalities. She commented on the current state of infrastructure and said it is her belief there will not be a capital bill for State or local infrastructure. She expressed concern regarding pending pension funds and recreational marijuana use legislation. She said

a “free market” system has no government intervention and she is concerned that this will increase public safety risks. If approved, local government officials would prefer to regulate recreational marijuana similar to liquor license provisions specific to their community.

10. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O’Hara introduced the correspondence from the Informational Reports on February 8, 15, 22, and March 1, 2019.

Trustee Lemieux moved to accept the correspondence as submitted. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

11. ITEM #11 – A RESOLUTION ADOPTING THE VILLAGE’S THEMATIC LANDSCAPE IDENTITY, GATEWAY, AND CORRIDOR PLAN

President reported over the last ten months and at the direction of the Village Board, the Sustainability and Community Enhancement Ad Hoc Committee (SEC) has worked with a diverse group of community stakeholders to prepare a Thematic Landscape Identity, Gateway, and Corridor Plan (Plan) for the Village. The Plan documents Lake Bluff’s existing landscape identity; proposes future plantings and treatments; and applies these plantings and treatments to the Route 176 Corridor. The preparation of such a Plan was contemplated when the SEC was originally established, and the Plan is consistent with multiple goals of the Village’s 2023 Strategic Plan.

President O’Hara reported at its March 4, 2019 meeting, the SEC unanimously recommended that the Village Board adopt the Plan. A Resolution to that effect has been prepared for the Board’s consideration. She further reported at the same meeting, the SEC requested the Village Board allocate resources to “Project A” as proposed in the Plan’s list of “Next Steps and Priority Projects”, which consists of frontage enhancements along Route 176 adjacent to the Lake Bluff Golf Course. The Plan’s consultants estimate that the preparation of detailed landscape plans, including budgetary costs, would total \$12,000.

Following a request from President O’Hara, AVA Cole introduced SEC Co-Chair Brian Rener then provided an overview of the process, proposed landscape typologies and corridor concepts for Route 176. He thanked the Village’s volunteer partners (Central Lake County Joint Action Water Agency and Mariani Landscape) for participating in the vision. He said it was stated during the SEC discussions that the Plan should not sit on the shelf and the proposed final step should be to incrementally implement the Plan. He reviewed the concept for Projects A, B, and C which look at the north side of Route 176, west and east of Eva Terrace.

SEC Co-Chair Rener elaborated on the project. He said there was a great deal of community involvement which contributed greatly to the development of the Plan that will set a thematic and sustainable element for the entire Village. The SEC next step is to seek a proposal for landscape designs along Route 176.

Trustee Grenier said this was a good report and complemented the SEC on its work.

Trustee Dewart said he thinks the Plan is attractive and in response to his question, SEC Co-Chair Rener said Project A is for both sides of Route 176 to Eva Terrace.

Trustee Dewart expressed his understanding that the SEC primary focus was the Green Bay Road and Route 176 intersection and asked about the Committee's priorities. It seems to him that the attractive portion of Route 176 from Green Bay Road east to the viaduct, particularly on the south side, is absent from this corridor. He said as a result of the partnership cleanup efforts that both sides of the corridor looks a lot better. SEC Co-Chair Renner said numerous studies were done on different elements for the Green Bay Road intersection and the SEC priorities are at the direction of the Village Board. He thinks the Plan was considered following an offer from Lake Bluff Open Lands Association (LBOLA) to cleanup vegetation along Route 176 corridor and noted the Green Bay Road intersection is included in the Plan. The SEC feels the Route 176 corridor is a great entranceway into the Village and the Plan will be a great first step for any major roadway leading into the Village. A discussion followed.

In response to a question from Trustee Grenier, AVA Cole showed a slide illustrating how the mowed lawn will transition to the proposed natural vegetation noting the intent is to have clear site lines near the roadways. A discussion followed.

President O'Hara commented on why the SEC was established and thanked everyone for their collaborative work. She said the keyword is "Playbook" because the designs can be applied to other areas of the Village and she would like the Village to move forward and budget for the Plan. This is a great Plan which will work well for everyone and honors previous LBOLA volunteers, Lake County Board Representative Sandra Hart, Carolyn Getz, and the Lake Bluff Garden Club.

A discussion regarding the existing utility poles and power lines followed.

As there were no further comments from the Board, Trustee Meyer moved to adopt the resolution. Trustee Ankenman seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Dewart, Grenier, Lemieux, Meyer and Ankenman
Nays: (0)
Absent: (1) Towle

12. ITEM #12 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT FOR THE VILLAGE OF LAKE BLUFF'S FY2020 PORTLAND CEMENT (PCC) SIDEWALK REPLACEMENT PROJECT

President O'Hara reported the Village of Lake Bluff, through the Municipal Partnering Initiative, joined with the Cities of Highland Park and Lake Forest and the Villages of Glencoe, Lincolnwood, and Winnetka to jointly bid concrete street, curbs & sidewalk work for all five municipalities. The Village of Lake Bluff's work includes the annual sidewalk replacement program in the Village. President O'Hara further reported two bids were received for the project and the lowest bid for the joint project was submitted by Schroeder and Schroeder Inc. of Skokie, Illinois with an amount attributable to Lake Bluff's portion of the work at the price of \$28,570.00. A comparison to the unit prices the Village received for the FY2019 Sidewalk Replacement Program shows that the prices of the current bid are approximately 28% lower than the prior year.

President O'Hara reported the Village's proposed FY2020 Budget includes \$35,000 for sidewalk replacement work. It is recommended that the quantities of sidewalk to be replaced be increased and that the Village Board approve a contract with Schroeder and Schroeder for up to the budgeted amount of \$35,000. President O'Hara further reported Schroeder and Schroeder has successfully completed

numerous concrete sidewalk replacement projects for the Village in the past. The Village Engineer is recommending that an award be made to Schroeder & Schroeder, Inc. in the total low bid amount of \$35,000.00.

In response to questions from the Board, Village Engineer Hansen said there will be a walk-thru in April to identify the sidewalks and noted the bid amount includes curb and gutter work. He explained how the previous bid process increased the concrete cost and stated Staff now participates in the MPI bid process.

As there were no further comments from the Board, Trustee Ankenman moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Grenier, Lemieux, Meyer, Ankenman and Dewart
Nays: (0)
Absent: (1) Towle

13. ITEM #13 – A RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 FOR THE VILLAGE’S FY2019 STREET RESURFACING IMPROVEMENT PROJECT

President O’Hara reported on April 23, 2018 the Village Board approved a resolution authorizing the execution of a construction contract with Peter Baker and Son Company of Lake Bluff, Illinois (“Contractor”) for the FY2019 Street Resurfacing Program in the amount of \$540,018.90. Following that approval, two additional related work items were initiated:

- During the May 5, 2018 Village Finance Committee meeting, the Committee approved an additional \$25,000 authorization of expenditures for the construction of a storm sewer in the Simpson Alley to be completed with the Street Resurfacing Program; and
- During construction, the Village requested the Contractor to repair a sinking storm sewer inlet in the right-of-way in front of Pasquesi Home and Gardens (\$11,000).

President O’Hara reported this additional work raised the final value of the contract approximately \$36,000 more than the originally approved amount which can be funded through the contingency fund. In accordance with the Village’s Purchasing Policy, a change order of this amount requires the approval of the Village Board. She further reported the Village Engineer recommends that the Village Board approve the change order to the construction contract with the Contractor for the increase in scope during the FY2019 Street Resurfacing Program.

Trustee Lemieux said Staff advised him that the Village is responsible for repairs to the sinking storm sewer inlet because it is located in the Village right-of-way.

As there were no further comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Lemieux seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Lemieux, Meyer, Ankenman, Dewart and Grenier
Nays: (0)
Absent: (1) Towle

14. ITEM #14 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH SCHROEDER ASPHALT SERVICES FOR THE VILLAGE OF LAKE BLUFF’S FY2020 STREET IMPROVEMENT PROGRAM

President O'Hara reported the Village of Lake Bluff partnered with the City of Lake Forest to jointly bid the FY2020 roadway improvement program. The Village's scope of work includes street resurfacing, street patching, and resurfacing of the main portion of the train station parking lot. Past practices dictated a joint effort because it is believed that a larger contract will result in lower unit prices for the work to be performed. President O'Hara further reported three bids were received for the project and the lowest bid for the joint project was submitted by Schroeder Asphalt Services of Huntley, Illinois with an amount attributable to Lake Bluff's portion of the work at the price of \$636,366.30. A comparison to the unit prices the Village received for the FY2019 Street Resurfacing Program shows that the prices of the current bid are approximately 11% higher than the prior year.

President O'Hara reported the Village's proposed FY2020 Budget includes a total of \$700,000 for the street resurfacing, street patching, and train station resurfacing projects, which will be adequate to fund all related activities including the construction engineering and design engineering for the FY2021 project. Since Schroeder Asphalt Services has performed similar work in other communities and has proven to be capable of completing the work, the Village Engineer is recommending that the Village Board award the contract to Schroeder Asphalt Services for the amount of \$636,366.30.

Trustee Lemieux inquired of the duration and planning efforts needed to repave the train station lot. Village Engineer Hansen said the details have not been finalized. The provisions in the contract are to allow closure of the train station lot for two consecutive weekdays, to strip off the existing asphalt, place the first layer and temporary markings. The lot will be closed a third weekday, not consecutives with the two weekdays, to lay the final asphalt layer and place the permanent markings. The project is weather driven but the plan is to post signage regarding the closure. Also, Staff will try to offer the Lake Bluff Middle School parking lot during the closure as an alternative for commuters.

In response to a question from Trustee Dewart, Village Engineer Hansen said splitting the project was discussed but phased work on the weekends would double the amount of time for the project and significantly increase the cost. A discussion followed.

Trustee Dewart thanked Staff and asked if the crack sealing project could be expanded throughout the Village. Village Engineer Hansen said the Village currently has \$25,000 allocated to an existing contract with a crack sealing company and the work is scheduled to be done this spring. A discussion ensued.

Trustee Dewart said as a "citizen" he encourages the Village, even if a change order is required, to extend the crack sealing project throughout the Village because it pays big dividends by extending the useful life of the pavement.

As there were no further comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Meyer, Ankenman, Dewart, Grenier and Lemieux
Nays: (0)
Absent: (1) Towle

15. ITEM #15 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION ENGINEERING SERVICES AGREEMENT WITH GEWALT HAMILTON ASSOCIATES, INC FOR THE VILLAGE OF LAKE BLUFF'S FY2020 ROADWAY IMPROVEMENT PROGRAM

President O'Hara reported in conjunction with the award of construction contract to Schroeder Asphalt for the Village's FY2020 Roadway Improvement Projects, the Village has solicited a proposal from the professional engineering firm Gewalt Hamilton Associates, Inc of Vernon Hills, Illinois for the necessary construction observation, project administration and materials testing services required for implementation of the roadway resurfacing, Metra parking lot resurfacing, and roadway patching work. President O'Hara further reported payment will be made on an hourly basis to include profit and overhead at the hourly rates as specified in the agreement. A cost not to exceed amount of \$46,155 is specified without additional written authorization from the Village. The Village's proposed FY2020 budget includes funds for the necessary construction observation services. The Village Engineer recommends adoption of the attached resolution approving the construction engineering services agreement.

As there were no comments from the Board, Trustee Grenier moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Dewart, Grenier, Lemieux and Meyer
Nays: (0)
Absent: (1) Towle

16. ITEM #16 – A RESOLUTION AUTHORIZING THE PAYMENT OF A HIGHWAY BOND TO THE ILLINOIS DEPARTMENT OF TRANSPORTATION FOR THE LINCOLN AVENUE STORM SEWER PROJECT

President O'Hara reported the Village of Lake Bluff's Lincoln Avenue Storm Sewer Project, scheduled to be completed this year, is designed to lessen flooding of the intersection of Lincoln Avenue and Hancock Avenue during moderate to heavy storms. Currently runoff ponds in the intersection and eventually travels through the yards of homes on Lincoln Avenue and Rockland Avenue. Homes in the path of this runoff have been damaged by flooding in the past. President O'Hara further reported the proposed project will install a new, larger storm sewer from the intersection of Lincoln and Hancock to the south and discharge in the open area south of West Scranton Avenue. This portion of West Scranton Avenue is owned by the Illinois Department of Transportation (IDOT) and the project requires a permit from IDOT for installing the new storm sewer beneath their road.

President O'Hara reported IDOT is requiring a Highway Bond in the amount of \$30,000 from the Village prior to issuing a permit for the project. The bond agreement calls for the full amount of the bond to be returned to the Village upon completion of the project in accordance with the conditions of the IDOT permit. Any future construction contract for the project will require the contractor to meet the conditions of the permit to assure that the bond will be refunded in whole to the Village. She further reported the Village Engineer is recommending that Village execute the Highway Bond agreement and submit \$30,000 to IDOT.

As there were no comments from the Board, Trustee Lemieux moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Dewart, Grenier, Lemieux, Meyer and Ankenman
Nays: (0)
Absent: (1) Towle

17. ITEM #17 – AN ORDINANCE AMENDING SECTION 6-5-3 OF THE LAKE BLUFF MUNICIPAL CODE TO PROHIBIT PARKING ON MOUNTAIN AVENUE

President O’Hara reported following discussions of the Committee of the Whole at its February 11th and February 23rd meetings regarding the recommendations of the Ad Hoc Beach Parking Committee, it was the consensus of the Village Board to:

1. Observe the Park District's policy changes over the next season which include:
 - a. Elimination of non-resident annual beach memberships
 - b. Daily non-resident fees increased from \$12 to \$15 for adults
 - c. Non-Resident Annual Dog Pass increased from \$150 to \$350 and doesn’t allow owner access to swim beach
 - d. Elimination of resident business individual beach membership pass
 - e. New weekend Shelter Rental hours of use - limited from midnight to 11 p.m. on weekends and renters are allowed 25 parking passes only (down from 75)
 - f. Extensive and sophisticated verification and tracking system for residents vs. non-residents via technology
 - g. Beach Attendants starting at 9 a.m. seven days per week weather permitting
 - h. Qualifications for Beach Attendant is 17 years of age (up from 15 years of age)
 - i. First two weeks of season, two Attendants will be on duty weather permitting
 - j. Extensive, professional customer service/conflict resolution training for Beach Attendants and Managers
2. Correct the Village Code to include Mountain as NO PARKING anytime, as currently signed, and;
3. Correct the signage on the east end of East Prospect (north side of the street) to read as currently noted in the Village Code (NO PARKING HERE TO CURB) rather than as currently signed (NO PARKING).

Trustee Dewart moved to approve first reading of the ordinance. Trustee Ankenman seconded the motion. The motion passed on a unanimous voice vote.

Following a brief discussion, Trustee Dewart moved to waive second reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Grenier, Lemieux, Meyer, Ankenman and Dewart
Nays: (0)
Absent: (1) Towle

18. ITEM #18 – SECOND READING OF AN ORDINANCE GRANTING A CABLE TELEVISION FRANCHISE TO COMCAST OF ILLINOIS XII, LLC

President O’Hara reported on February 23, 2009 the Village Board approved Ordinance 2009-7, which granted a non-exclusive cable television franchise to Comcast. The previous franchise agreement had been negotiated over multiple years among Comcast, the Village, and the City of Lake Forest, and draws from a model agreement template negotiated between Comcast and the Metropolitan Mayors Caucus. The term of this agreement was 10 years, and Comcast has requested that both the City and Village renew the franchise agreement under substantially similar terms to those presented in 2009; the City of Lake Forest approved their franchise renewal as presented by Comcast on October 15, 2018. President O’Hara further

reported State and federal law constrain the Village's options in negotiating franchise agreements. The proposed renewal continues to provide the Village:

- A franchise fee of 5% of gross revenues for cable services (but not non-cable services, such as internet access), equal to about \$115,000 in annual revenue in FY2018;
- Complementary basic cable service for buildings owned or lease by units of local government; and,
- Carriage of the Village's public, educational, and governmental (PEG) access channel.

President O'Hara reported Village Attorney Peter Friedman has completed his discussions with Comcast and recommends final approval of the agreement.

In response to a question from Trustee Lemieux, Village Attorney Friedman said removing the sentence in Section 3.4, Construction and Maintenance of the Cable System, will not alter property owner's rights. The Village's Right of Way Ordinance applies to any damage to private property directly caused by construction in the right-of-way. This will extend that to say "that whatever the Village's Right of Way Ordinance says about restoration will apply if Comcast cause damage to the adjacent private property." He read the sentence stricken from Section 3.4 and said the responsibility is on Comcast not to create third party beneficiaries.

Trustee Ankenman moved to approve second reading of the ordinance. Trustee Lemieux seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Lemieux, Meyer, Ankenman, Dewart and Grenier
Nays: (0)
Absent: (1) Towle

19. ITEM #19 – TRUSTEE'S REPORT

There was no Trustee's report.

20. ITEM #21 – ADJOURNMENT

Trustee Meyer moved to adjourn the regular meeting. Trustee Lemieux seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:19 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Joy Markee
Village Clerk