

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
SEPTEMBER 9, 2019**

**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 Megan Michael called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman  
Regis Charlot  
Eric Grenier  
Joy Markee  
William Meyer  
Aaron Towle

Also Present: Megan Michael, 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  
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 AUGUST 26, 2019 VILLAGE BOARD MEETING**

Trustee Grenier moved to approve the August 26, 2019 Board of Trustees Regular Meeting Minutes as presented. Trustee Towle 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.

A representative from the Lake Bluff Quasiquicentennial Committee provided information regarding the upcoming event, specifically the Dogs on the Bluff public arts display, which will be located throughout the Village from June to September 2020. She said the Committee is also seeking artists to create sponsored pieces, individuals and community organizations to create their own work of art, and sponsors to fund artists created pieces then she provided the Board with handouts.

In response to a concern from an audience member regarding flooding, Village Engineer Jeff Hansen said the properties located at 316 and 420 Mawman Avenue will not benefit from the West Sheridan Place storm sewer project. A discussion followed.

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

President O’Hara recommended taking Agenda Item #12 then return to the regular order of the meeting. There were no objections from the Board.

**6. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN TO REPLACE BENCHES AND LIGHTS AT THE CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY AT 200 ROCKLAND ROAD**

President O’Hara reported the Central Lake County Joint Action Water Agency (CLCJAWA) is proposing to replace 4 benches and 29 existing exterior wall-mounted light fixtures on the buildings. The existing 4 flat wood benches along the path in front of the water plant will be replaced by resinwood recycled plastic benches, two of them flat and two with backs. A fifth bench will be added near the Lake Bluff Open Lands parking lot if LBOLA wants it. President O’Hara further reported the new wall lights will all be shielded LED fixtures of lower light output than the existing lights and a Backlight, Uplight, and Glare (BUG) rating of B1-UO-G1. The Architectural Board of Review (ABR) reviewed the request at their meeting on September 3 and voted 4-0 to recommend that the Village Board approve the site plan.

Village Administrator Irvin said the BUG rating was specified in the memorandum because “dark sky” regulations will be discussed by several Village Advisory Boards at future meetings.

In response to questions from Trustee Ankenman, Village Administrator Irvin said the Board will eventually consider a recommendation to adopt lighting standards because currently there are no set standards and the ABR reviews each individual lighting site plan. A discussion followed.

In response to a comment from Trustee Ankenman, BCS Croak confirmed that the 4k natural lighting is located near the warm end of the light spectrum.

In response to a question from President O’Hara, Village Administrator Irvin said the proposed bike path exterior lighting will be designed with safety and security as the key objectives.

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

Ayes: (6) Ankenman, Charlot, Grenier, Markee, Meyer and Towle  
Nays: (0)  
Absent: (0)

**7. ITEM #6A – WARRANT REPORT FOR SEPTEMBER 1-15, 2019 AND AUGUST 2019 PAYROLL EXPENDITURES**

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$819,576.26 for September 1-15, 2019, expenditure of Village funds for payroll in the amount of \$464,492.69 for August 2019 which resulted in total expenditures of \$1,284,068.95.

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

Ayes: (6) Charlot, Grenier, Markee, Meyer, Towle and Ankenman  
Nays: (0)  
Absent: (0)

**8. ITEM #7A – VILLAGE ADMINISTRATOR’S REPORT: REPORT CONCERNING THE ELECTRONIC STORAGE AND DISPOSITION OF CERTAIN VILLAGE RECORDS**

Village Administrator Irvin stated the report concerns electronic storage and disposition of certain Village records. The documents listed have exceeded the retention period as required by law and some have been converted to electronic files. If no objections Staff will proceed according to State law.

As there were no objections from the Board, Trustee Ankenman made a motion to accept the report. Trustee Charlot seconded the motion. The motion passed on a unanimous voice vote.

**9. ITEM #7B – VILLAGE ADMINISTRATOR’S REPORT: A RESOLUTION ADOPTING DESIGN STANDARDS FOR SMALL WIRELESS FACILITIES**

**AND**

**10. ITEM #7C – VILLAGE ADMINISTRATOR’S REPORT: SMALL CELL MASTER LICENSE AGREEMENT BY AND BETWEEN THE VILLAGE OF LAKE BLUFF AND VERIZON WIRELESS**

Village Administrator Irvin said the Small Wireless Facilities (SWF) design standards may be viewed as the Village doing its best to limit the visual impact of new wireless infrastructure in the community. He stated the Board approved the license agreement form at the time the Village adopted its SWF regulations.

In response to questions from Trustee Charlot, Village Administrator Irvin said the intent is for the design standards to apply to all service providers in the market. Also, the original regulations adopted by the Village and this license agreement addresses abandonment of equipment pursuant to the State statute but it will be difficult for the Village to know when equipment is abandoned.

Trustee Charlot asked who is responsible for the restoration cost when equipment is removed. Village Administrator Irvin said Village regulations states the restoration cost will be borne by the provider not the Village.

In response to a question from Trustee Markee, Village Attorney Friedman said there are no quantitative limits specified for SWFs but there are practical limits because it would not be beneficial for the service providers to install excessive equipment on the infrastructure. A discussion followed.

In response to a comment from Village Administrator Irvin regarding rollout, Joseph Farwell of Verizon Wireless said he does not have any site specific information with respect to Lake Bluff and provided information regarding Verizon's rollout process. He said small cells are not a coverage design then used the "swiss cheese" analysis to explain how coverage areas are impacted and noted small cells would apply in areas that experience capacity issues. He said the demand for small cells tend to be dynamic because it flows everywhere there is heavy capacity issues.

Village Administrator Irvin expressed his understanding that SWFs would likely be installed along major thoroughfares. Mr. Farwell said the installation is driven by areas impacted by capacity issues but could be located in high vehicular traffic areas.

Village Administrator Irvin said as of today Verizon is the only service provider that have expressed interest in negotiating the terms of the license agreement. Also, the Village has not received an application to install any equipment from Verizon or any other service provider.

In response to questions from Trustee Ankenman, Mr. Farwell said there could be multiple antennas installed in heavily congested areas. Currently there are four service providers in the area and each provider has a different spectrum which indicate where their capacity areas are located. Mr. Farwell said Verizon has fantastic coverage along the Northshore and the plan is to prepare for future use.

Trustee Towle asked if service providers could share a standalone small cell facility. Mr. Farwell explained why there is not sufficient space on a singular pole for service providers to co-locate.

In response to a concern from Trustee Charlot regarding public health, Mr. Farwell read quotes, not from Verizon, but from an independent study done by CTIA regarding RF levels and public safety.

In response to a question from Trustee Grenier, Village Attorney Friedman said the public safety provision is included in every Village ordinance and resolution pursuant to home rule standard. The provision is not specific to this resolution as the Board has the authority to regulate health and safety.

As there were no comments from the Board, Trustee Towle moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**11. ITEM #8 – VILLAGE ATTORNEY'S REPORT**

Village Attorney Peter Friedman had no report.

**12. ITEM #9A – VILLAGE PRESIDENT'S REPORT**

President O'Hara reported that public safety day will be held on Saturday, September 14<sup>th</sup> and encouraged everyone to attend the event. Also, the Farmers Market concludes on October 11<sup>th</sup> and she said this has been a successful market.

**13. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE**

President O'Hara introduced the correspondence from the Informational Reports on August 23 and 30, 2019.

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

**14. ITEM #11 – SECOND READING OF AN ORDINANCE AMENDING TITLE V OF THE LAKE BLUFF MUNICIPAL CODE REGARDING THE PROHIBITION OF GAMBLING**

President O’Hara reported the Municipal Code currently prohibits gambling within the Village limits, as well as the installation of video gaming machines used for gambling following the State’s enactment of the Video Gaming Act in 2009. Recently other Chicagoland communities have clarified their ordinances to ensure that new devices such as “sweepstakes machines”, designed to circumvent gambling bans, cannot lawfully be operated. More details are included in the attached news article. President O’Hara stated the proposed Ordinance would clarify and affirm that the Village’s gambling ban applies to these devices as well as future attempts to circumvent the Village’s gambling prohibition. The Village Board approved first reading of the ordinance at its August 26<sup>th</sup> meeting; she noted that, to address concerns noted by Trustee Meyer, the Ordinance has been slightly modified since first reading to expressly list the two exceptions to the Village’s gambling prohibitions.

Trustee Towle moved to approve the ordinance. Trustee Charlot seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Grenier, Markee, Meyer, Towle, Ankenman and Charlot  
Nays: (0)  
Absent: (0)

**15. ITEM #13 – TRUSTEE’S REPORT**

There was no Trustee’s report.

**16. ITEM #14 – EXECUTIVE SESSION**

At 7:38 p.m. Trustee Ankenman moved to enter into Executive Session for the purpose of discussing Appointment of an Official (5 ILCS 120/2(c)(3)). Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

There being no further business to discuss, Trustee Grenier moved to adjourn out of executive session. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote at 7:38 p.m.

**17. ITEM #15 – ADJOURNMENT**

Trustee Markee moved to adjourn the regular meeting. Trustee Towle seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 7:39 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Megan Michael  
Village Clerk