

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
APRIL 12, 2021**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O’Hara called the meeting to order at 7:03 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
Mark Dewart
Joy Markee
William Meyer
Aaron Towle

Also Present: Megan Michael, Village Clerk
Ben Schuster, Village Attorney
Drew Irvin, Village Administrator
Bettina O’Connell, Finance Director
Mike Croak, Building Codes Supervisor
Jeff Hansen, Village Engineer
Glen Cole, Assistant to the Village Administrator (ATVA)

2. PLEDGE OF ALLEGIANCE

President O’Hara led the Pledge of Allegiance.

3. AWARDS AND PROCLAMATIONS

President O’Hara read the proclamation declaring April 30, 2021 *Arbor Day*, and a proclamation designating April 2021 *Fair Housing Month*.

Trustee Dewart lost connection at 7:10 p.m.

4. CONSIDERATION OF THE MINUTES OF THE MARCH 22, 2021 VILLAGE BOARD MEETING

Trustee Markee moved to approve the March 22, 2021 Board of Trustees Regular Meeting Minutes as presented. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Ankenman, Charlot, Markee, Meyer and Towle
Nays: (0)
Absent: (1) Dewart

5. ITEM #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.

6. ITEM #7 – VILLAGE BOARD SETS THE ORDER OF THE MEETING

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

7. ITEM #7A – WARRANT REPORT FOR MARCH 23 – APRIL 12, 2021 AND FEBRUARY 2021 PAYROLL EXPENDITURES

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$430,080.89 for March 23 – April 12, 2021 and expenditure of Village funds for payment of payroll in the amount of \$301,976.37 for February 2021 for a total amount of \$732,057.26.

Trustee Ankenman moved to approve the Warrant Report. Trustee Charlot seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Charlot, Markee, Meyer, Towle and Ankenman
Nays: (0)
Absent: (1) Dewart

8. ITEM #8A – VILLAGE ADMINISTRATOR’S REPORT: Informational Report Regarding the April 6, 2021 Architectural Board of Review Meeting (Possible CBD Streetscape Improvements/Alterations Discussion Update)

Following a request from President O’Hara, Village Administrator Drew Irvin said the Board of Trustees and Historic Preservation Commission will conduct a special workshop meeting on April 19th to discuss the proposed changes to the Village’s Historic Preservation Regulations.

Village Administrator Irvin continued his report by stating at the February 8th Committee of the Whole meeting the Board discussed the Village’s 2021 Road Improvement Program which contemplates resurfacing East Scranton Avenue between Walnut Avenue and Oak Avenue, as well as replacing the majority of curbs in this same area and indicated a desire to (i) consider all public parking opportunities in the Central Business District (CBD) and (ii) have the Architectural Board of Review (ABR) opine regarding the parking alternatives as well as possible enhancements to the CBD including decorative lighting and other streetscape treatments. Village Administrator Irvin showed slides of the Teska Conceptual Plan reviewed by the ABR and noted the committee reached a consensus regarding the pedestrian improvements and trees over more parking spaces. He summarized the committee details

regarding materials, festoon lighting, seating, bike racks and planter pots. The ABR, as well as local businesses and other CBD property managers who attended Tuesday night's meeting, wants to revisit the rest of the CBD streetscape plan to ensure consistency; additionally, merchants and property owners outside of the project area are hopeful that the Village Board will not only complete the planning effort for all of the CBD but also expeditiously implement similar streetscape improvements throughout the downtown.

Trustee Dewart was reconnected at 7:17 p.m.

Following an introduction from Village Administrator Irvin, Jodi Mariano of Teska Associates, Inc. said the ABR considered Scranton Avenue Streetscape Conceptual Plan #1. She said as Lake Bluff has a beautiful downtown the goal is to make it more walkable, maintain the existing amenities and provide additional outdoor seating/dining areas for local businesses.

Village Administrator Irvin read a queued question inquiring if the proposed bump out will impact the existing parking stalls. He said the ABR recommended more pedestrian improvements and amenities that would benefit the streetscape as opposed to the auto-centric environment.

In response to a comment from Trustee Charlot, Ms. Mariano said the festoon lighting was intended to reinforce all the outdoor dining which is predominately along the south side of the street. She said the conceptual plans could reflected future use such as outdoor dining along the north side of the street if needed.

Village Administrator Irvin said based on the existing structures, elevations and architectural features on the north side of the street, the ABR felt that having the lighting extend across Scranton Avenue was not the best way to illuminate the CBD.

Trustee Markee said she likes the proposed bump out pedestrian crosswalk middle-block and inquired of the business concerns regarding parking. Village Administrator Irvin said he thinks it is a lack of understanding regarding where people can park and owner's expectation that parking should be available closer to their downtown establishments. He said the Village continue to enforce parking in the CBD as well as merchants/employees parking in front of their business.

In response to a comment from Trustee Markee regarding signage, Ms. Mariano said the majority of people use technology when traveling but wayfinding signage in close proximity of the business could be helpful. She said the Metra station parking lot is a great resource and maybe a pleasant walkway connecting it to the downtown district could attract people, identify the Metra station parking lot and improve downtown revitalization efforts.

Trustee Ankenman said the Metra station parking lot seems like a valuable resource and asked if signage regarding available parking and fees at certain times of the day could be posted. A discussion followed.

In response to a comment from President O'Hara, Village Administrator Irvin said the sign located at the corner of IL176 and Green Bay Road identifying the historic downtown district can be enhanced to further promote the downtown area.

President O'Hara opened the floor to the public and Village Administrator Irvin introduced the queued caller.

Susan McMurray of Flotstone Flotation Therapy said she asked if the CBD would be losing parking spaces because she realizes the proposed bump-outs could impact parking. She said as a CBD business owner, she is disappointed regarding potentially losing parking as opposed to gaining parking spaces with the one-way concept. Ms. McMurray said she hopes this concept will not be swept under the carpet but used in the future because it is not a bad idea. She commented on the downtown configuration and said it is important to incorporate Block One into the design discussions.

A discussion regarding parking followed and Ms. Mariano shared information regarding the existing parking configuration (35 parking spaces), Concept #1 proposed parking (32 parking spaces) and Concept #2 proposed parking (40 parking spaces) and said, hopefully, the improvements will make downtown more walkable. Ms. Mariano said there are other alternatives to address parking management such as partnering with valet service if needed.

Ms. McMurray commented on why it is important to have convenient parking for her clientele and said it would be helpful if there were signs identifying additional parking areas downtown and along adjacent streets. A discussion followed.

In response to a comment from Trustee Dewart, Village Administrator Irvin said he belief the curbs located on Scranton Avenue near the Library and Block Three were not marked for parking because it is in close proximity of a residential area.

President O'Hara said the Village asked all downtown merchants including Library Staff to park at the Metra station parking lot or Walnut Avenue lot but this does not occur and in her opinion, it contributes to the parking issues downtown. A discussion regarding enforcement followed.

In response to a question from Trustee Markee, Village Administrator Irvin commented on the unsuccessful discussions with Block Three property owners regarding the possibility of renting the existing parking lot.

Following an extensive discussion, it was the consensus of the Village Board to move forward with the ABR recommended CD improvements and amenities.

9. ITEM #8B – VILLAGE ADMINISTRATOR'S REPORT: Request from the Lake Bluff Library to Waive Permit Fees for Parking Lot Paving

Village Administrator Irvin said the Lake Bluff Library is requesting a waiver of site plan review and building permit fees associated with the repaving of their parking lot. Without the waiver, the site plan review fee would be \$300 and the building permit fee for the \$21,000 project would be \$235. He said similar requests have been considered in the past and the Village Finance Committee has discussed a proposed policy in which only request over \$1,000 would be considered.

Village Administrator Irvin commented on a previous conversation with Trustee Ankenman regarding the proposed improvements specifically impervious surface at the Library. He informed her that the property is in the Recreational Institutional Open Space District which does not have a specific threshold or limit on impervious surface; that said, Staff does not think the improvements will impact the neighbors because there is a stormwater inlet located in the parking lot to capture the storm water.

In response to a comment from Trustee Markee, Finance Committee Chair Ankenman said the proposed policy in which only request over \$1,000 would be considered will be reviewed at a future Finance Committee meeting.

As there were no further comments from the Board. Trustee Ankenman moved to waive the permit fees with the condition the Village seek reimbursement for out of pocket expenditures. Trustee Markee seconded the motion. The motion passed on the following roll call vote:

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

10. ITEM #9 – VILLAGE ATTORNEY’S REPORT

Village Attorney Ben Schuster reported on March 18, 2020 President O’Hara issued a Declaration of Emergency for the Village of Lake Bluff (Declaration) related to the COVID-19 emergency which has been subsequently extended at each meeting since that time and requested that the Declaration be extended until the next regular Village Board meeting.

11. ITEM #10A – VILLAGE PRESIDENT’S REPORT: CONSIDERATION OF AN EXTENSION OF THE VILLAGE PRESIDENT’S DECLARATION OF CIVIL EMERGENCY

Trustee Dewart made a motion to extend the Declaration until the adjournment of the next regular (April 26, 2021) or emergency Village Board meeting. Trustee Charlot seconded the motion. The motion passed on the following roll call vote:

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

President O’Hara continued her report by stating Lake Bluff, City of Lake Forest and Village of Deerfield are working together to expand vaccine availability to restaurant and food service employees as well as high school students aged 16 and older. She said anyone who live or works in Lake Bluff, Lake Forest or Knollwood can make an appointment by phoning the call center (847-485-0220) or online at lakebluff.org/vaccine. President O’Hara thanked the Village of Deerfield and Lake Forest/Lake Bluff Vaccine Buddies for being instrumental in helping people find access to the vaccine.

12. ITEM #11 – ACCEPTANCE OF THE CORRESPONDENCE

President O’Hara introduced the correspondence from the Informational Reports on March 19, 26 and April 2, 2021.

Trustee Ankenman made a motion to accept the correspondence as submitted. Trustee Markee seconded the motion. The motion passed on the following roll call vote:

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

**13. ITEM #12 – A PUBLIC HEARING CONCERNING THE VILLAGE OF LAKE BLUFF
PROPOSED FISCAL YEAR 2021-22 BIENNIAL BUDGET UPDATE**

President O’Hara reported as required by law, the Village must hold a public hearing on the FY2021-2022 Tentative Biennial Budget (“Budget”) after which hearing the fiscal plan may be revised and passed without any further inspection, notice or hearing. Consistent with past practice, first reading of the Budget ordinance will follow this public hearing with second reading and adoption of the Budget anticipated at the next Village Board meeting on April 26th. Notice of this hearing was published in the *Lake County News Sun* on March 29, 2021.

President O’Hara opened the public hearing.

Finance Director Bettina O’Connell said the public hearing is for the Village’s biennial budget for fiscal period beginning May 1, 2021 and ending April 30, 2022. The 2023 Strategic Plan expresses that “The Village of Lake Bluff’s mission is to provide vision, stewardship, and valued services, and fosters a vibrant community culture to enhance our quality of life.” The mission is directly correlated to the planning and commitment of resources, for which the budget is a building block. Finance Director O’Connell said the Village’s organizational goals are also the basis for the budget reinforcing the focuses on fiscal responsibility in community through quality of service, economic development, stability, environmental sensibility and public assets.

Finance Director O’Connell said FY22 is the second year of the biennial budget noting this type of budget provides more certainty, alignment reviewing and supports an orderly spending pattern. The FY22 total operational budget for the Village and Lake Bluff Library is \$12.35 million a 2.17% decrease from the FY21 operational budget.

Finance Director O’Connell said the budget is organized by funds which allows for the allocation of resources and the various funds in the budget account for activities with different objectives. The general fund typically department expenses, while special revenue funds include fire tax, IMRF, Social Security, MTF, Capital for special project funds and debt to account for bond debt. The water fund is a business enterprise with revenues for water infrastructure services related to provide water to the community. The police pension fund is a separate trust fund to account for pension fund revenues and expenses. She said the Library is considered a component fund; however, they levy their own taxes.

Finance Director O’Connell showed a chart of the Budget Highlights and said the highlights of the FY22 operating expenses and revenues are reflected on the chart. The operating expenses are comprised of personal services which include salary, benefits, insurance, contracts, commodities, pension costs and CLCJAWA water rate. Additional changes to the FY22 budget consist of path repairs, McClory pedestrian bridge replacement, lift station improvements, public safety air conditioning replacement and general fund road resurfacing programs. Finance Director O’Connell said the contingency budget as with past practice is \$200,000 to provide for temporary funding for unseen needed or emergencies.

Finance Director O’Connell said in addition to the concerns regarding the State’s fiscal management and its potential effect on the municipal allocation of State share revenue such as income sales, property tax replace excess, there is considerable worry related to the ongoing COVID-19 public health crisis that will influence revenues and expenditures. The FY20 budget was prepared with modifications reducing state shared revenues because of the health crisis related to COVID-19 while also reducing expenses and general fund transfers to the VERF, therefore the General Fund balance reserves are expected to increase

to about 80% of operating expenditures. These reductions have safeguarded reserves and allowed for continued funding of capital projects in FY22. She said from a planning perspective, the Village's economic outlook remains strong yet cautious in the face of current challenges. Finance Director O'Connell said the FY22 Budget update includes the Capital Improvement project fund that was created for the purpose of utilizing General Fund reserves to address capital improvements. She said the Village continues to balance available resources with the cost of providing appropriate services. Finance Director O'Connell said the 2021 projected revenue charge represents a historical look back at the swings in revenue during economic downturns. Some assumptions currently used were:

- FLAT PTAX rate a flat extension with the only the Library portion utilizing CPI, and declining EAV's were considered;
- Sales Tax assumptions were budgeted to match FY21 trends; and
- Other Taxes (are market or weather driven) and those assumptions have seen some adjustment this budget cycle, dependent on YTD historical amounts, overall a conservative approach was taken

Finance Director O'Connell showed a slide of the 2022 Project Revenue and said at the beginning of the pandemic it was difficult to predict what sectors of the economy would be hit in a sustained or catastrophic way. While declines in spending on services (restaurants, sports and concert tickets, hotels and travel) was obvious, less obvious were some of the other patterns affecting consumer spending during this pandemic. She said Americans' spending on durable goods (furniture, exercise equipment, etc.) was up \$60 billion, while non-durable spending (alcohol and food for at home consumption) increased by \$39 billion. For Lake Bluff a large % of Sales Tax revenue is based in non-durable spending and auto spending, both of which have rebounded locally. Additional delays in payments from the State or any other legislation that could affect the revenue streams will be closely monitored.

Finance Director O'Connell showed a chart of the 2022 Projected Revenue and said there will be an approximately 9% reduction from pre-pandemic FY2019 revenues. Finance Director O'Connell showed a slide of the history of major revenue sources noting a 6-year comparison to the budget shows the stability of property tax revenues, the sales/home rule tax budgeted decline of FY21-22. She showed a slide of the property tax allocation and said from a tax perspective the Village strives to balance taxes, user fees and other revenue sources to ensure financial security. The Village represents 9% of the total tax bill. The Village did not increase the 2020 Tax extension, the EAV decreased and the Library's utilization of CIP created a small change.

Finance Director O'Connell showed a slide of the general fund balance for FY15-20 with projections for FY22-23. The FY20 and FY21 Fund balances are tied to the pre-planned reductions of interfund transfers to the vehicle replacement fund and also expenditure reductions. FY22 and FY23 projections include partial interfund transfer reinstatements and the addition of continuing capital projects. Finance Director O'Connell showed a slide of the summary of Village funds and said the chart does not include the library and represents all Village funds excluding interfund transfers. The Library's long-range plan is under development to chart a course through the significant ongoing change experienced by today's public libraries. The roof of both the main building and the annex were replaced and these one-time additional capital costs used reserve, the library anticipates transferring \$20,000 each year back to reserves. She said minor repairs are ongoing and the Library Staff and Board of Trustees remain committed to providing safe, accessible, and welcoming facilities.

Finance Director O'Connell showed a slide of the 2022 Projected Expenditures and said this is a graphical review of the FY22 projected expenditures, comparing FY22's original budget to FY22's updated budget.

The total capital expenditure budget of \$3.87 million represents 23% of the total budget in FY2021. The chart illustrates the changes in capital expenditures for FY15 to FY22. She said the capital expenditure budget of \$2.8 million represented 23% of the FY21 budget or about 25% less than FY20. Finance Director O’Connell showed a slide of the capital improvements and said the graphic shows streets and walkways, streets and parking lot, storms, sanitary work and water work. She showed a slide of the projected capital improvements cost for public works capital projects, water fund projects, capital fund projections which includes the Green Bay Road reconstruction and bridge project.

As there were no questions from the Board of Public, President O’Hara continued the public hearing to the next meeting of the Village Board.

14. ITEM #13 – AN ORDINANCE ADOPTING THE BIENNIAL BUDGET UPDATE FOR THE VILLAGE OF LAKE BLUFF FOR THE FISCAL YEARS COMMENCING MAY 1, 2021 AND ENDING APRIL 30, 2022

President O’Hara reported this tentative budget, in the amount of **\$16,476,396** plus **\$1,777,350** in inter-fund transfers for FY2022, includes the Village of Lake Bluff funds and the Lake Bluff Public Library funds. The Village is submitting an update to its two-year fiscal plan; this update to the multi-year budget process emphasizes long-range planning, budgeting for results, effective program management, and fiscal responsibility. Specifically, the primary objectives of this budget are to: (i) maintain current fund balances at or above Village minimum reserve levels, (ii) control operational costs, (iii) continue reinvestment in Village infrastructure, and (iv) continue to deliver quality and efficient services. Additionally, this budget has been assembled with the intention to allocate resources consistent with the developed 2023 Village Strategic Plan.

President O’Hara reported the operating budget (all costs except capital and contingency) for the Village and the Library is \$12.35 million for FY2022, representing a 2.17% decrease from the previous year budget. The capital expenditure budget of \$3.87 million for FY2022 represents 23% of the total budgeted expenditures. Property taxes and sales taxes continue to be the two largest sources of revenue at \$4.56 million and \$3.9 million respectively. Sales tax revenue projections are flat for FY2022 as we continue to monitor the economic effects of the pandemic. The FY21 budget modifications reduced revenue expectations and deferred certain capital investment, namely contributions to the Vehicle/Equipment Replacement Fund (VERF). The FY22 Budget update includes a partially reinstated contribution of \$180,000 to the VERF. President O’Hara further reported on March 22, 2021 the Village Finance Committee discussed and recommended approval of this tentative budget document, which was available for public inspection on March 23, 2021 at the Village Hall, the Public Safety Building as well as on-line at the Village’s website at lakebluff.org.

As there were no comments from the Public or Board, Trustee Ankenman moved to approve first reading of the ordinance. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

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

15. ITEM #14 – AN ORDINANCE AMENDING TITLE I OF THE MUNICIPAL CODE OF THE VILLAGE OF LAKE BLUFF REGARDING THE COMPREHENSIVE FEE SCHEDULE

President O'Hara reported as part of the biannual budget development process, Staff and the Finance Committee review the Village's comprehensive fee schedule. At its March 8 meeting, the Committee reviewed the financial situation of the Village's water fund and recommended a 2.5% increase in the water rate in order to provide additional funds to support operations and capital improvements. She further reported the attached Ordinance would enact these changes effective May 1, 2021.

As there were no questions from the Board, Trustee Markee moved to approve first reading of the ordinance. Trustee Ankenman seconded the motion. The motion passed on the following roll call vote:

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

16. ITEM #15 – A RESOLUTION APPROVING A SITE PLAN FOR ALTERATIONS TO THE LAKE BLUFF LIBRARY PARKING LOT

President O'Hara reported the Library is planning to re-pave their parking lot this year. They are requesting Site Plan Approval to remove the landscaped peninsula in the row of parking spaces along the south property line. This will allow for more parking improve, ability to snowplow the back row, and eliminate over-mature trees that are growing into the power lines. She further reported the Village received correspondence from a resident regarding this project, who wanted (and received) confirmation that the allowable hours of construction will be enforced. The plans were presented to the ABR on April 6. By a vote of 5-0, the ABR recommended that the Village Board approve the plans.

In response to a question from Trustee Markee, Building Codes Supervisor Mike Croak said the trees will be removed and the area paved.

As there were no questions 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) Charlot, Dewart, Markee, Meyer, Towle and Ankenman
Nays: (0)
Absent: (0)

17. ITEM #16 – A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE CITY OF LAKE FOREST, THE CITY OF HIGHLAND PARK, AND THE VILLAGE OF LAKE BLUFF ESTABLISHING THE LAKE SHORE RADIO NETWORK

President O'Hara reported in 1980 the Cities of Lake Forest, Highland Park and Highwood joined with the Villages of Bannockburn, Deerfield and Lake Bluff to establish a police radio communication system referred to as the East Shore Radio Network ("ESRN"). The Fire Departments serving many of the same communities have been utilizing the ESRN frequency and equipment for many years. At this time, the member ESRN Police Departments have transitioned to a new radio system (Starcom) and the ESRN is no longer needed for law enforcement purposes; however, the Fire Departments from Highland Park, Lake Forest and Lake Bluff continue to rely on the ESRN and desire to operate and maintain the radio frequency and equipment for their use. To that end, Fire Chief Graf recommends the Village acknowledge the dissolution of the ESRN and enter into the attached Intergovernmental Agreement to establish the Lake Shore Radio Network ("LSRN"). Noteworthy business items related to this new agreement include:

1. The Village will receive funds from the dissolution of the ESRN estimated to total \$16,119. These funds are proposed to support the expenses anticipated for the LSRN and will be deposited into the General Fund. Future costs of LSRN will be budgeted in the Public Safety Support Services Department budget;
2. The initial term of the agreement is 5 years with automatic 5-year renewals; and
3. All LSRN debts, expenses, and obligations incurred to maintain, repair, or replace equipment will be shared equally by the communities.

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

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

18. ITEM #17 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION ENGINEERING SERVICES AGREEMENT WITH T.Y. LIN INTERNATIONAL OF THE VILLAGE’S MCCLORY BIKE PATH BRIDGE REPLACEMENT PROJECT

President O’Hara reported the Village requested and received a proposal from T.Y. Lin International to provide construction engineering services for the McClory Bike Path Bridge Replacement Project. T.Y. Lin prepared the construction and bidding documents for the project and has qualified personnel to perform the construction engineering services. She further reported the proposal is for a fee not to exceed \$20,000. The Village’s proposed FY22 budget includes adequate funds for the construction and construction engineering services for the project. It is recommended that the board approve the proposal from T.Y. Lin for an amount not to exceed \$20,000

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

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

19. ITEM #18 – A RESOLUTION AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH GEWALT HAMILTON ASSOCIATES, INC (Design Engineering for the Village’s FY2022 Water Main Improvements Project)

President O’Hara reported the Village has identified certain locations of concern within its water distribution system that require attention.

1. Newman Court and Ascot Court have experienced leaks in the recent past and portions of the water mains on these streets should be replaced;
2. The water main in the rear yards between Sylvan Lane and E Sheridan Place just east of Glen Avenue is over 80 years old. Due to its location it would be extremely difficult to repair if it developed a leak. This project would replace this segment of water main; and
3. In the 1980s the Village installed new water mains on Evanston Avenue and East Blodgett Avenue without abandoning the old mains in certain blocks. The old mains do not appear to be necessary

for the system to function and have been the source of leaks and broken valves in the past. This project would move any remaining residential water services and fire hydrant connections onto the newer water mains and abandon the older mains.

President O’Hara reported a proposal was requested from Gewalt Hamilton Associates, Inc. to design and assist the Village with the bidding and permitting of a project to address these sections of water main with construction to occur in the fall of 2021. Gewalt Hamilton Associates, Inc. has exhibited specific expertise in the design of water distribution systems and has successfully done projects for the Village in the past. The proposal from Gewalt Hamilton Associates, Inc. is for time and expense not to exceed \$22,974. The project is in the current capital improvements plan and is included in the proposed FY22 budget. It is recommended that the board approve the proposal from Gewalt Hamilton Associates, Inc. for \$22,974.

In response to a question from Trustee Charlot, Village Engineer Jeff Hansen said the Village have many miles of water main in similar condition that is past due for replacement. The work is done geographically in conjunction with the street repair project but the plan is to redo the piece of Ascot Court located in the Tangley Oaks Subdivision because it has broken several times.

In response to a question from President O’Hara, Village Engineer Hansen said he thinks there may be certain defects in the pipes installed in Tangley Oaks which makes it susceptible to soil erosion.

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

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

20. ITEM #19 – A PUBLIC HEARING TO CONSIDER AWARDING A FRANCHISE FOR THE COLLECTION OF WATER FROM NON-RESIDENTIAL LOCATIONS AND ANY PROPOSED FRANCHISE FEES

President O’Hara reported as directed by the Village Board in November and consistent with State law, Staff is concluding a competitive request for proposals process to award the Village’s exclusive residential and commercial solid waste hauling franchises to a private firm. State statute requires that, in order to award the Village’s first commercial franchise:

“After issuing a request for proposal, the municipality may not award a franchise without first: (i) allowing at least 30 days for proposals to be submitted to the municipality; (ii) holding at least one public hearing after the receipt of proposals on whether to award a franchise to a proposed franchisee; and (iii) providing at least 30 days’ public notice of the hearing. At the public hearing, the municipality must disclose and discuss the proposed franchise fee or calculation formula of such franchise fee that it will receive under the proposed franchise.” (65 ILCS 5/11-19-1(b))

President O’Hara reported accordingly, Staff provided 30 days advance notice of a public hearing scheduled for Monday, March 22 at 7 p.m. to satisfy requirements (ii) and (iii) listed above. On March 22, the Village Board opened and continued the hearing to its regular meeting on April 12. The Village’s evaluation subcommittee and Staff continue to negotiate with proposers and, accordingly, are not yet ready to recommend award of the commercial franchise. Accordingly, Staff recommends the Village resume the

public hearing, accept any comments, and continue the hearing to the Village Board's next meeting on Monday, April 26, 2021 at 7 p.m.

As there were no comments from the Board of Public, President O'Hara continued the public hearing until the April 26, 2021 meeting.

21. ITEM #20 – TRUSTEE'S REPORT

There was no Trustee's report.

22. ITEM #21 – EXECUTIVE SESSION

At 8:42 p.m. Trustee Ankenman moved to enter into Executive Session for the purpose of discussing Ongoing Litigation (5 ILCS 120/2(c)(11)). Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

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

Village Administrator Irvin said the meeting will adjourn at the conclusion of closed session as there will be no further business matters of the Village Board.

There being no further business to discuss, Trustee Dewart moved to adjourn out of executive session. Trustee Markee seconded the motion and at 9:21 p.m. the motion passed on the following roll call vote:

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

23. ITEM #22 – ADJOURNMENT

Trustee Meyer moved to adjourn the regular meeting. Trustee Charlot seconded the motion and the motion passed on a unanimous voice vote. At 9:21 p.m. the motion passed on the following roll call vote:

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

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Megan Michael
Village Clerk