

**VILLAGE OF LAKE BARRINGTON
MINUTES OF THE RESCHEDULED MEETING
OF THE BOARD OF TRUSTEES HELD APRIL 3, 2014**
Approved

1. CALL TO ORDER

A rescheduled meeting of the President and Board of Trustees of the Village of Lake Barrington was held at the Village Municipal Center, 23860 Old Barrington Road, on Thursday, April 3, 2014, and was called to order by President Richardson at 7:03 p.m. Village Clerk Peterson was appointed Recording Secretary.

2. ROLL CALL OF MEMBERS

Upon the roll being called, the following Trustees were physically present at said location: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and President Richardson.

The following Trustee was allowed by a majority of the members of the President and Board of Trustees in accordance with and to the extent allowed by rules adopted by the President and Board of Trustees to attend the meeting by video or audio conference: None

No Trustee was denied the opportunity to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: Trustee Raclaw

Staff Present: Village Administrator C. Martin, Village Treasurer P. Hirsch and Village Clerk L. Peterson

Others Present: Assistant Village Attorney B. Bateman and Zoning Board Member F. Fortman

3. PLEDGE OF ALLEGIANCE

4. CONSIDERATION OF MINUTES

A. Minutes of the Board of Trustees Meeting – March 4, 2014

Board Action

A motion was made by Trustee Schaller and seconded by Trustee Schofield to approve the minutes, item 4A above. The voice vote was all ayes. President Richardson declared the motion carried.

5. PRESIDENT'S REMARKS (President Richardson)

A. Veterans of LBS - May 26 Memorial Day Ceremony

John Betzold, 975 Longmeadow Court, reported the Veterans of LBS is working together with staff to get more residents who live outside of LBS to attend the Memorial Day ceremony. He reported on last year's event, and how the organization is trying to identify the Village's veterans. This year's ceremony is

dedicated to Korean war veterans who will be given commemorative certificates and hats. He read an excerpt from the Shorelines newsletter in which LBS Master Board President thanked the Village staff and Board for their support. Trustee Schaller noted appreciation for the Lake County Sheriff's help with traffic control at the event and Trustee Schofield encouraged residents to attend the moving ceremony.

- B. Other: Barrington Countryside Fire Protection District Chief Swanson reported the district is doing well and he introduced Battalion Chief Motisi. He reported a 100 day report will soon be released, the meeting room is being dedicated to retired Deputy Chief John Feit, District meetings are held the 3rd Monday of the month, and that the District is planning to come to the next meeting with equipment for public viewing. Upon inquiry, Chief Swanson explained the staffing and noted visitors are welcome at Station 1 which is located in the business park. Trustee Mitchell thanked the District for its response to a fire at his home in 2011 that caused over \$100,000 in damage.

6. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE VILLAGE BOARD – NON-AGENDA ITEMS

None

7. CONSENT AGENDA

A. Proclamation in Celebration of Arbor Day, Friday, April 25, 2014.

B. Salvation Army: 1) Donut Day - *May 30, 31; and June 6, 7; and 2) Holiday Kettles November 7 - December 24.*

President Richardson read the Proclamation and comments were made regarding the safety of people who collect money at street intersections.

A motion was made by Trustee Mitchell and seconded by Trustee Schaller to approve the Consent Agenda, items 7A & 7B, in block.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and President Richardson.

Nays: None

Abstain: None

Absent: Trustee Raclaw

President Richardson declared the motion carried.

8. TREASURER'S REPORT:

Village Treasurer Hirsch reported on the following:

A. Approve the Financial Statements as of 2/28/2014.

The financial statements were for the first ten months ending February 28, 2014 which comprised of 83% of fiscal year 2014.

Equity is \$1,023,000. Regular Operations Net Income was \$211,000. There were no extraordinary items this month. The balance sheet was reviewed and noted as appropriately in balance.

Actual to Budget

As of February 28, 2014, Actual to Budget revenues were 94% of budget with no more property taxes to be received until June. Actual to Budget Expenses were 89% of budget which are in line with 9 months of the fiscal year at 83%.

Motor Fuel Tax Fund: After past expenses to IDOT are paid there will be net cash in the amount of \$67,000.

Water/Sewer Fund: There is \$814,000 cash available for ongoing maintenance and future capital needs, as needed.

Open Space: There was not much activity in this account this month. There is a \$107,000 bond interest payment due in April. As discussed previously, a short term loan from the General Fund will cover the payment.

- C.** The Accounts Payable Warrants have been reviewed and should be approved.

Board Discussion

President Richardson indicated he watches equity closely and that he considers it a key benchmark. He looks for a balance between having enough for a rainy day fund and fund use for the benefit of the residents. Trustee Mitchell noted the newly hired auditing firm is a good auditor with a depth of government experience. Ms. Hirsch mentioned the firm received a positive review from two Barrington area municipalities and she noted they hold free workshops for staff. Receipt of the state shared revenue payments is improving.

Board Action (A-C)

A motion was made by Trustee Schofield and seconded by Trustee Mitchell to consider by omnibus vote and:

- A.** Approve the Financial Statements as of 2/28/2014.
- B.** Pay Bills in the amount of \$ 178,288.93 as Listed on the Accounts Payable Warrant "A" Dated April 3, 2014.
- C.** Pay Bills in the amount of \$ 59,899.16 as Listed on the Accounts Payable Warrant "B" Dated April 3, 2014.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.
Nays: None
Abstain: None
Absent: Trustee Raclaw

President Richardson declared the motion carried.

9. ADMINISTRATOR'S REPORT

Mr. Martin commended Ms. Hirsch for doing an excellent job of vetting for the new auditor. He reflected on the great service and relationship with the previous auditor.

- A. River and Roberts Update: Utility work is underway to re-set the ComEd poles. Mr. Martin will be attending a preconstruction meeting tomorrow. Lake County Division of Transportation will be hosting an Open House on April 29 at Village Hall. He was directed to do a broadcast call to residents regarding the open house.
- B. Other-None.

10. CLERK'S REPORT

Ms. Peterson reported on the following:

- A. Rescheduled May Board Meeting to Wednesday, May 14
- B. A Resident's Guide to Neighborly Awareness – April 23 at 7 pm
- C. Other: Community events were announced.

11. REPORTS OF STANDING COMMITTEES

- A. **Communications and Community Relations** (C. Mitchell): Trustee Mitchell provided an article from the IML Review regarding marketing and communications using endorsements. The Board discussed finding businesses to provide endorsements. Trustee Mitchell reported the Facebook page is being well received.
- B. **Economic Development** (A. Burke): Trustee Burke reported on the positive impression businesses have of Lake Barrington – that it is a great place to locate a business and it is easy to do business with the Village. Efforts continue and activity is ongoing with the opportunities in the target areas. He indicated a new business may be locating in the Village.
- C. **Environment & Open Space** (C. Schofield): Trustee Schofield noted payments for the water well system and signs for Freier Farm were on the warrant. Upon inquiry Mr. Martin indicated the white fence will not be erected due to sightlines on Kelsey Road. An information meeting is scheduled for next week with the people who applied for garden plots.
- D. **Finance, Human Resources and Village Facilities**: No report.
- E. **Gated Communities** (J. Schaller): Trustee Schaller reported staff received a report that 3 houses sold in 3 weeks and that over 50% of the lots are sold in the Enclave. The estimate for the LBS Rec Center project is \$ 4 million which includes an addition for the management staff offices. Construction is anticipated to begin around Labor Day and the project to be completed by Memorial Day 2015. He raised having residents place their garbage carts at the curb by 7 am. Mr. Martin commented that Waste Management indicated there are too many variables that affect routing to expect pick up at a routine time.
- F. **Public Safety** (J. Schaller): Trustee Schaller explained the neighborly awareness concept of being aware, to contact the Lake County Sheriff if anything unusual is observed and to not be a vigilante. He asked if neighborhood watch signage would be considered. BACOG is hosting an emergency management tabletop exercise at

the Village Hall on April 22. He provided a report on the Barrington Countryside Fire Protection District activity. Concealed carry was discussed. It was noted the Village has a sign at the entrance of Village Hall that indicates concealed carry is not allowed at Village Hall.

G. Intergovernmental & External Relations (K. Richardson): President Richardson reminded the Board the annual Statement of Economic Interest is due by May 1. He commended State Rep. McSweeney for the robust dialogue regarding the temporary state tax increase. Trustee Mitchell noted the 2014 BACOG Legislative Platform brochure and pocket card were included in the Board folder and that the IML legislative platform was featured in the recent issue of IML Review. President Richardson expressed appreciation for Trustee Mitchell's attendance at the BACOG meetings.

H. Roads and Infrastructure (K. Daulton Lange): Trustee Daulton Lange raised the impact of the winter weather on the roads. She shared information regarding research on extending pavement life with the use of new pavement sealants and rejuvenation applications.

Trustee Schaller inquired if the County was planning on doing road work on Miller Road between Kelsey Road and Route 59. Trustee Mitchell indicated he would ask about it at County Board Member Sauer's leadership meeting.

A recess was taken at 8:33 p.m. The Board reconvened at 8:39 p.m. with all members present as the original roll call.

Trustee Schaller reported on the last 9 Lakes TMDL meeting noting CMAP is dropping out of the group after the next meeting. He shared that the group's objectives are reducing stormwater erosion and decreasing non-source pollution which mainly comes from roadways. Discussion was held on communicating with residents on storm water management practices and ways the Village have communicated information.

12. OLD BUSINESS-None

13. ORDINANCES

A. CONSIDERATION OF AN ORDINANCE AMENDING CLASSIFICATION OF CLASS B LIQUOR LICENSE

Steve Beard, owner of The Horseshoe Grill, was introduced. Mr. Martin explained the ordinance for consideration allows the sale of packaged alcoholic goods for off premise consumption and changes the hour of sales of alcoholic beverages for consumption on premises on Fridays to 2 am from 1 am for Class B license holders. The Class H license will be eliminated. Adjustments were also made to expand sales of alcoholic beverages for holidays and special days such as the Super Bowl and St. Patrick's Day for all license classes. Mr. Martin indicated Mr. Bateman had suggested to leave this amendment to the Board for their input. Mr. Martin contacted the restaurants which were ecstatic though they did not have any intention to stay open that late or sell liquor, but they did appreciate the opportunity. Mr. Martin shared staff considerations and noted there have been no problems with the license holders. Ms. Bateman added that

the Ordinance also allows temporary modification of hours by the Village President to allow more flexibility outside of recognizable holidays.

Mr. Beard indicated The Horseshoe Grill probably wouldn't sell hard liquor and that he is excited about the amendments. He does not intend for the restaurant to become a liquor store.

Upon inquiry, he confirmed the restaurant can be rented for special events and he shared examples. He further shared that the restaurant would like to have a festival in the field next to restaurant and that he appreciates the flexibility to accommodate it. President Richardson raised sensitivity to the nearby neighbors and suggested he reach out to the neighbors prior to such an event. The Village strives to balance accommodating businesses and respect for neighbors.

Board Action

A motion was made by Trustee Burke and seconded by Trustee Daulton Lange to adopt Ordinance 2014-O-07, an Ordinance Amending the Lake Barrington Village Code (RE: Subparagraph B, "Class B License", of Section 2-3-6, "Classification of Licenses")

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.

Nays: None

Abstain: None

Absent: Trustee Raclaw

President Richardson declared the motion carried.

14. NEW BUSINESS

A. CONSIDERATION OF A CONTRACT FOR ANNUAL AUDIT SERVICES

Jamie Wilke, Lauterbach and Amen, introduced herself. She informed the Board that Lauterbach and Amen has exclusively provided services in government accounting and consulting for 17 years and that they look forward to partnering with the Village.

Mr. Martin explained the change in auditor is for internal control and that it was suggested by the Finance Committee after using the same auditing firm for 15 years. He noted it was beneficial to have a fresh eye on the books.

Board Action

A motion was made by Trustee Schofield and seconded by Trustee Mitchell to authorize the Village Administrator to enter into a Professional Services Agreement with Lauterbach and Amen, LLP for auditing services.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.

Nays: None
Abstain: None
Absent: Trustee Raclaw

President Richardson declared the motion carried.

B. CONSIDERATION OF A CONTRACT FOR MOSQUITO ABATEMENT SERVICES

George Balis, Clarke, noted the Village provides adult mosquito abatement services in conjunction with the Cuba Township Road District treatment program. He indicated the harsh winter likely insulated the mosquito eggs.

Board Discussion

He answered questions regarding NPDES permits required for mosquito control and confirmed there is no change in the application from last year. He reported the contract is similar to the previous two-year agreement for nine adult mosquito control and two storm drain treatments. People can sign up for application notification at 800-942-2555. Mr. Martin stated Freier Farm is not part of the program.

Board Action

A motion was made by Trustee Schaller and seconded by Trustee Daulton Lange to authorize the Village Administrator to enter into a Services Agreement with Clarke for abatement services.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.
Nays: None
Abstain: None
Absent: Trustee Raclaw

President Richardson declared the motion carried.

C. CONSIDERATION OF A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT REGARDING THE SITE OF AN EMERGENCY PUBLIC HEALTH CLINIC

Mr. Martin reported the IGA authorizes use of the Tower Lake Village Hall as an emergency public health clinic for this area in the event of a public health emergency. The IGA was drafted by Cuba Township's counsel with input from Mr. Bateman. Lake County identified this location as a suitable site to distribute and/or administer non-injectable drugs, medicines and/or vaccines and to perform clinical activities in the event of a public health emergency. The IGA is among the Cuba Township Road District, Lake County and the Villages of Lake Barrington, Tower Lakes and North Barrington. Materials are provided in the Board folder

Board members and staff answered inquiries from Bridget O'Shea, Writer, Barrington Courier Review, regarding how the program was originated, storage of and process for distribution of medications in the event of a medical emergency. They provided suggestions on who to contact for further information regarding the IGA and program.

Trustee Mitchell commended Tower Lakes Village President Kathleen Leitner, who was instrumental in the development of the IGA.

Board Action

A motion was made by Trustee Schaller and seconded by Trustee Mitchell to pass Resolution No. 2014-R-08, a Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement Regarding the Site for an Emergency Public Health Clinic.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.

Nays: None

Abstain: None

Absent: Trustee Raclaw

President Richardson declared the motion carried.

D. CONSIDERATION OF A RESOLUTION PROVIDING FOR A VOLUME CAP/PRIVATE ACTIVITY BOND REALLOCATION

The Village of Lake Barrington has opted to transfer the State's Private Activity Bond Allocation in past years to the Village of Buffalo Grove, a clearinghouse for Lake County Partners. Over the past years, the Village has received a small amount of revenue in return.

Board Action

A motion was made by Trustee Daulton Lange and seconded by Trustee Mitchell to pass Resolution No. 2014-R-09, A Resolution Reallocating 2014 Volume Cap to the Village of Buffalo Grove, Illinois.

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Schaller, Schofield, and
President Richardson.

Nays: None

Abstain: None

Absent: Trustee Raclaw

President Richardson declared the motion carried.

E. CONSIDERATION OF A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL SERVICE AGREEMENT WITH THE CUBA TOWNSHIP ROAD DISTRICT

Mr. Martin noted the change in leadership following last spring's election. Using the Road District agreements with North Barrington and Barrington Hills as a model, a more detailed agreement was drawn reflecting more of a vendor/contractor type arrangement as opposed to the more open and flexible agreement the Village had. He shared highlights and terms from the agreement. Previously, the Illinois Municipal

Public Works Index was used. The IGA will be changed to an annual 3% flat increase over the term of the agreement ending in 2017.

Board Discussion

Discussion was held on brush cutting service and landscaping at Freier Farm, which is provided by a landscape company, and having the new Road Commissioner or a representative from the Road District present for consideration of the agreement.

Board Action

A motion was made by Trustee Mitchell to table this item until such time a representative from the Cuba Township Road District is present at the Board of Trustees meeting. President Richardson declared that without further objection the motion carried.

Mr. Martin will invite CTRD Commissioner Randy Marks to the next meeting and President Richardson will contact Cuba Township Supervisor David Nelson regarding tonight's action.

15. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE VILLAGE BOARD

None

16. CLOSED SESSION

Board Action

At approximately 9:11 p.m., a motion was made by Trustee Schaller and seconded by Trustee Mitchell that a portion of the meeting be closed to the public, effective immediately to discuss matters of Litigation Which is Pending or Which is Probable or Imminent as to those matters so identified on the record in such Closed Session for the reasons therein stated, to discuss the Purchase of Lease of Real Property for Use of the Public Body and to discuss matters of personnel.

Upon roll call the vote was:

Yeas: Trustees Daulton Lange, Burke, Mitchell, Schaller, Schofield,
and President Richardson
Nays: None
Abstain: None
Absent: Trustee Raclaw

President Richardson declared the motion carried and announced no Board action would be taken following closed session.

The Board reconvened at 9:17 p.m. with all members present as the original roll call.

18. ACTION TO BE TAKEN FROM CLOSED SESSION-None

19. OTHER

Trustee Burke reported further on economic development activity. He highlighted the Village's reputation for how easy it is to do business in Lake Barrington. Discussion was held on incentives, thoughtful communication and an education process for sharing opportunities and proposals.

President Richardson commended Trustee Burke for using his business knowledge and experience in working with businesses and he thanked Mr. Martin for his analysis and facilitating dialogue. Trustee Burke recognized Mr. Martin for making it easy for businesses to do business in Lake Barrington. Assignments were given to Trustee Daulton Lange to address infrastructure considerations and to Trustee Mitchell for communications and community relations related to a potential business proposal.

Trustee Schaller reported on interest and activity at the Market Place Shopping Center.

20. ADJOURNMENT: President Richardson called for the motion for adjournment. A motion was made by Trustee Schofield to adjourn the meeting. President Richardson declared that without objection, the motion carried, whereupon the meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Loretta Peterson
Village Clerk
Recording Secretary