

**VILLAGE OF LAKE BARRINGTON - MINUTES
OF THE REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES**

January 7, 2020

1. CALL TO ORDER

A regular meeting of the President and Board of Trustees of the Village of Lake Barrington was held at the Village Municipal Center, 23860 N. Old Barrington Road, on Tuesday, January 7, 2020 and was called to order at 7:08 pm. Village Clerk Pena-Tlapa acted as Recording Secretary. Agenda items are reported in agenda order which may or may not match the order in which they were considered.

2. ROLL CALL OF MEMBERS

Upon the roll being called, the following Trustees were physically present at said location: Trustees Burke, Mitchell, Perkins, Rigby, Schaller, Thompson, 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

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: None.

Staff Present: Village Administrator Karen Daulton Lange, Village Clerk Lisa C. Pena-Tlapa, and Treasurer Peggy Hirsch

Others Present: Village Attorney Jim Bateman

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

- A. Minutes of the Special Meeting of the Committee of the Whole – December 10, 2019
- B. Minutes of the Rescheduled Board of Trustees Meeting – December 10, 2019

A motion was made by Trustee Schaller and seconded by Trustee Thompson to approve the minutes of the Board of Trustees meetings held on December 10, 2019. The voice vote was all ayes and President Richardson declared the motion carried.

5. PRESIDENT'S REMARKS (President Richardson)

- A. Daniel Wimer, introduced himself to the Board as Lake Barrington resident and owner of DIBI Accessories who recently started doing business at 4 Hillview Drive. Mr. Wimer gave a description of his business model and of the items he sells through his e-commerce store. He thanked the Board for welcoming him and hopes to grow his business and possibly open a retail portion in the future.

- B. Peggy Kazmier, District 220 School Board President, informed the Board of their plans for their students and community regarding the referendum. Ms. Kazmier spoke of the needs of district 220 schools and described what the referendum would accomplish. Board members commented on the report Ms. Kazmier gave and thanked her for the information she shared.
- C. A Legislative Report was given by Janet Agnoletti, Executive Director of BACOG. Ms. Agnoletti reviewed the highlights from the BACOG Legislative Report and acknowledged the Board for their support. She reviewed some of the points from the proposed platform and spoke about the water programs. Board members thanked Ms. Agnoletti for her valuable work and made comments regarding BACOG's benefits to the Village.
- D. Don Storino, Fidelity Consulting, reported on global issues that affect Lake Barrington down in Springfield. He updated the Board on issues such as cannabis, the Capitol Bill, and vaping. President Richardson thanked Mr. Storino for his help with IDOT and Route 22 last summer.
- E. Lake County Sheriff's Department officers, Lt. Scot Kurek and Lt. Anthony Martini gave a report on vehicle burglaries. They shared suggestions for protecting your belongings and preventing this type of crime.

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

Resident, Lisa Castells, described to the Board a recent incident that occurred at her home where her son's car was vandalized. She wanted to alert the Board and residents about this and similar crimes that have occurred in the Village. She shared suggestions for communications to residents and an idea for surveillance. President Richardson assured Ms. Castells that the Village will support the Lake County Sheriff's Department in their efforts regarding this issue.

7. CONSENT AGENDA

- A. Approve Resolution No. 2020-R-01, a Resolution approving an intergovernmental agreement between Barrington Township, Cuba Township, and the Village of Lake Barrington to provide a \$2,717 contribution under the local share agreement with PACE for senior/handicapped bus service.
- B. Approval of the Village Administrator's attendance at the ILCMA winter conference at a total projected conference and travel cost of \$850.
- C. Approve Ordinance No. 2020-O-01, an Ordinance abating the tax levied for the year 2019 to pay the principal and interest on an amount not to exceed \$2.7M general obligation special service area number three refunding bonds.

Board Action

A motion was made by Trustee Schaller and seconded by Trustee Mitchell to approve the Consent Agenda, items 7A through 7C.

Upon roll call the vote was:

Yeas: Trustees Burke, Mitchell, Perkins, Rigby, Schaller, and Thompson, and
President Richardson

Nays: None

Abstain: None
Absent: None

President Richardson declared the motion carried.
No members of the public requested to address the Village Board

8. TREASURER'S REPORT

The financial statements have been prepared and reviewed for seven months ended November 30, 2019 of the Village of Lake Barrington's fiscal year 2020. This is the seventh month of our fiscal year.

Starting with the general fund:

The flash report shows the assets at \$2,449,000 and corresponding liabilities at \$368,000 plus equity of \$2,081,000 to equal \$2,449,000 showing that the balance sheet is appropriately in balance.

Revenue for the first seven months is \$1,897,000 and expenses are \$1,584,000 resulting in net income of \$313,000, compared to net income of \$336,000 for the seven months in fiscal year 2019. Building permit revenue is still lagging behind last year, at this point FY2020 is lower by \$81,000 than FY2019. There was one permit for a single-family home pulled in November.

The flash report itemizes the one-time planned extraordinary items which expenses have been covered by reserved fund balance. There were no extraordinary items to discuss this past month.

The flash report shows that in regular operations for the seven months of the fiscal year ended April 30, 2020 there is \$366,000 of net income from regular operations compared to the first seven months of the fiscal year ended April 30, 2019 where the net income from regular operations was \$360,000.

For the balance sheet all the cash accounts are all in order as all bank statements have been reconciled monthly and reviewed.

The actual to budget report for the general fund for the seven months of our fiscal year ended April 30, 2020 shows that we are 58 percent through the fiscal year, and revenues are at 63 percent actual to budget.

Expenses are at 49 percent actual to budget for the fiscal year. There is nothing new to report from prior months as this is a relatively low expense month compared to prior months.

The Motor Fuel Tax fund has \$350,000 in current assets. Normally the fund is growing at about \$11,000 a month. There is no planned FY2020 expense in the MFT Fund. For the fourth month in a row we received two distributions for the MFT fund: the regular monthly distribution and a distribution from the MFT Transportation Renewal Fund. This is the highest combined distribution for the fiscal year coming in at \$11,167 and \$7,392 for the regular MFT contribution and the Transportation Renewal Fund distribution, respectively.

The Water/Sewer Fund has net current assets of \$1,461,000 and will be used for future capital expenditures as needed. The Village must keep adequate cash on reserve as the water plant is

increasing in age and infrastructure capital amounts are material in dollars. Our capital plan has \$180,000 in planned expenditures in FY2020, predominantly for the SCADA upgrade. \$74,000 has been spent on the SCADA upgrade fiscal year-to-date.

The Accounts payable warrants have been reviewed and are in order for Board approval. There are only a few unusual invoices this month. On Warrant A: Bartlett Tree Experts in the amount of \$9,450 for the removal of three decayed trees in the right-of-way. This amount is over the budgeted amount of \$5,000; however, it is rare that this line item was fully spent in years past. HR Green in the amount of \$2,887.80 for the engineering work related to the crack sealing program. The engineering amount was not budgeted with the crack sealant work; however, it will be picked up in the general engineering expense line. On Warrant B: Minuteman Press in the amount of \$1,832.70 for the four-page newsletter mailed out on December 30, 2019. This amount is included in the current year budget.

All other items on the Warrants have been reviewed and approved for payment.

Board Action

A motion was made by Trustee Rigby and seconded by Trustee Mitchell to accept and approve in block: (Item 8.A.) the Village's Financial Statements as of November 30, 2019, (Item 8.B.) the payment of bills in the amount of \$193,884.01 as listed on the Accounts Payable Warrant "A" dated January 7, 2020, and (Item 8.C.) the payment of bills in the amount of \$14,527.66 as listed on the Accounts Payable Warrant "B" Dated January 7, 2020.

Upon roll call the vote was:

Yeas: Trustees Burke, Mitchell, Perkins, Rigby, Schaller, and Thompson, and President Richardson
Nays: None
Abstain: None
Absent: None

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

9. ADMINISTRATOR'S REPORT

Ms. Daulton Lange reported on the following:

- A. The Illinois Environmental Protection Agency approved the notice that was being included on the water bills for the Pepper Road Business Park regarding lead in drinking water. The bills were being sent starting January 3rd. The Village website also contains information regarding lead in drinking water and what can be done to reduce exposure to lead in water. The Village's water system does NOT have any lead in its source water, water mains, or water services. The Village encourages businesses to test their water and take appropriate action if lead is found.
- B. Ms. Daulton Lange attended the December Lake County Municipal Advisory Committee meeting at the LCSMC office. Of major discussion were the pending updates to the Watershed Development Ordinance (WDO), particularly the increased rainfall data, along with aquatic ecosystems management.
- C. The BACOG Water Resources Committee met in December. The comprehensive water levels monitoring program was discussed, along with sensible salting practices, among other issues.

- D. The Iron Filter Removal Tank Painting project of 2018 had its final warranty inspections of the two media filters performed in December. Dixon Engineering did the inspections and all of the coating work is in good condition and gave the approval to release the bonds.

10. CLERK'S REPORT

Ms. Pena-Tlapa reported on the following:

- A. Village Hall offices will be closed January 20th in observance of Martin Luther King Jr. Day.
- B. Waste Management will perform their Christmas tree pick-up on January 15th.

11. REPORTS OF STANDING COMMITTEES

The following Village Trustees reported on the activity of their respective committees:

- A. ***Branding and Communications (K. Richardson)*** – No report.
- B. ***Community Relations, Special Events and Veterans Affairs (J. Thompson)*** - Trustee Thompson commended Administrator Daulton Lange in her help with making music nights successful and all her efforts on behalf of his goal to bring electric vehicle charging stations to the Village. Senator McConchie's staff has been contacting keynote speakers on their interest and availability for a date for the June Festival. Their staff and LBS Veterans are working on organizing the event and have a meeting scheduled in February. Administrator Daulton Lange has set up the return of Kevin Purcell and the Nightburners for the June 18th Music night at Freier Farm. Plans are to also have classical and country groups performing later in the summer as well. Trustee Thompson is working on choosing the location for installing the Governor's Hometown Award road sign.
- C. ***Economic Development (A. Burke)*** – Trustee Burke reported that he has not had recent communications with CTI Industries and believes they maybe closing their doors soon. He and Administrator Daulton Lange met with Alex Ulyanov, owner of Lake Barrington Commons, to keep communications open and support him in finding a new tenant or buyer for his property. Trustee Burke will be giving updates on his progress. He reported on the hotel trend study which shows the trend of occupancy rates. The study shows that a hotel in Lake Barrington is not optimal for a large hotel developer unless it is smaller or boutique-like. He also reported having a good experience while a recent visit shopping trip to All American Reclaim.
- D. ***External Relations (K. Richardson)*** – No report.
- E. ***Finance, Human Resources & Administration (R. Rigby)*** – No report.
- F. ***Open Space & Village Facilities (C. Mitchell)*** – Trustee Mitchell reported that he is considering any needed repair and maintenance for the inside and outside of Village Hall.
- G. ***Public Safety & Gated Communities (J. Schaller)*** – Trustee Schaller reported that the Wauconda Fire District will make a decision in March regarding their plans to make the 911 centers more efficient. Trustee Schaller stated that he feels that communication is crucial so it's important what the departments do moving forward. He stated how it's interesting that

70% of the calls were rescue calls and about 80% of them were from Lake Barrington Shores, and many of Barrington Countryside's calls go to Lake Barrington Woods. Barrington Countryside is having an award program on January 10th and a recognition of some of their employees on January 15th. The Merwin family that donated their miniature fire truck collection was invited to see the display. Trustee Schaller invited everyone to stop by and view the display that is located in the lobby of the Barrington Countryside Fire Department. He reported that things are a little quiet at this time of year in the gated communities and shared some statistics on homes sold in the past and present. LBS had a workshop on Saturday, a Master Board meeting, and are reopening negotiations on purchasing the golf course.

H. *Roads and Infrastructure* (S. Perkins) – Trustee Perkins reported that she and Administrator Daulton Lange will be going on a tour of Lake Barrington roads to assess their condition for repair or resurfacing.

12. OLD BUSINESS - None.

13. ORDINANCES

A. COMPENSATION OF VILLAGE ADMINISTRATOR

The Finance, Human Resources & Administration Committee has met and previously discussed with the Board in Closed Session the Village Administrator's performance and recommended compensation.

B. EMPLOYEE POLICY MANUAL UPDATE

The Illinois Public Act 101-0027, also known as the Illinois Cannabis Regulation and Tax Act was enacted on June 25, 2019. Recreational sales and possession by adults became effective on January 1, 2020. The update to the Employee Manual includes verbiage regarding the drug-free workplace policy. Other substantial updates include clarification on flex spending benefits in Section 4.3, and the formal addition of reduced office hours on Christmas Eve Day.

C. AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PROPERTY

The Village purchased a second-hand ice rink in 2015 that has not been used in several years. The original cost to the Village was less than \$2000. The Village would like to donate the ice rink to another municipality and free up space in the shed at Freier Farm.

A Motion was made by Trustee Mitchell and seconded by Trustee Thompson, in block, to

- 1.) Approve Ordinance No. 2020-O-02, an Ordinance regarding the Village Administrator's Compensation.*
- 2.) Approve an Ordinance No. 2020-O-03, amending the Lake Barrington Village Code, Chapter 6, "Municipal Officers and Employees", of Title 1, "Administration", and adoption of amended and restated Employee Manual.*

- 3.) Approve Ordinance No. 2020-O-04, an ordinance allowing the ice rink to be donated to another municipality.

Upon roll call the vote was:

Yeas: Trustees Burke, Mitchell, Perkins, Rigby, Schaller, Thompson, and
President Richardson.
Nays: None
Abstain: None
Absent: None

President Richardson declared the motion carried.
No members of the public requested to address the Village Board.

14. **RESOLUTIONS** – None.

15. **NEW BUSINESS** – President Richardson proposed a poll being taken of the Village leadership in order to bring everyone together to have a Village Branding Vision meeting.

16. **SECOND OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE VILLAGE BOARD** -
None present.

17. **CLOSED SESSION** - None

18. **OTHER**

19. **ADJOURNMENT**

A motion was made by Trustee Schaller and seconded by Trustee Mitchell to adjourn the meeting. President Richardson declared the motion carried, whereupon the meeting was adjourned at 9:42 p.m.

Respectfully submitted,



Lisa C. Pena-Tlapa, Village Clerk
Recording Secretary