

**VILLAGE OF LAKE BARRINGTON - MINUTES  
A SPECIAL MEETING OF THE VILLAGE BOARD OF TRUSTEES**

**SEPTEMBER 19, 2016 – APPROVED**

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**1. CALL TO ORDER**

A special 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 Monday, September 19, 2016 and was called to order at 7:00 pm (rescheduled from September 6). Village Administrator Martin 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, Daulton Lange, Mitchell, Rigby, Schaller, 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: Trustee Thompson

**Staff Present:** Village Administrator Christopher A. Martin, Administrative Assistant Lisa Pena-Tlapa, Treasurer Peggy Hirsch and Accountant Deborah Vernon

**Others Present:** Village Attorney J. Bateman

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDERATION OF MINUTES**

A. Minutes of the Board of Trustees Meetings of – April 7, 2016 and August 2, 2016

*A motion was made by Trustee Schaller and seconded by Trustee Rigby to approve the minutes of the Board of Trustees meeting held on April 7, 2016 and August 2, 2016. The voice vote was all ayes and President Richardson declared the motion carried.*

**5. PRESIDENT'S REMARKS (President Richardson)**

A. **Recognition of the Sports Acumen.** Trustee Karen Daulton Lange was recognized for hitting a hole in one. Trustee Daulton Lange described her exciting moment.

B. **Fidelity Consulting Report.** President Richardson informed the Board that Fidelity Consulting would appear at the October Board meeting.

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

None present.

**7. CONSENT AGENDA - None.**

**8. TREASURER'S REPORT**

**A-D.** Village Treasurer Hirsch reported the following, in summary:

Ms. Hirsch introduced Ron Amen from the auditing firm Lauterbach and Amen. Mr. Amen presented the Village's annual audit. He noted that there were no adjustments required. Mr. Amend answered questions from the Board and complimented the Village staff and Village Board on their financial oversight and clarity in reporting.

Ms. Hirsch presented the financial statements, prepared and reviewed for the first three months ended July 31, 2016 of the Village of Lake Barrington's fiscal year 2017 showing assets at \$2,427,000 and corresponding liabilities at \$789,000 plus equity of \$1,638,000 to equal \$2,427,000 showing that the balance sheet is appropriately in balance. Fiscal year to date revenue for the first three months is \$745,000 and expenses are at \$542,000 resulting in net income of \$203,000. 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 3 months ended July 31, 2016. (or 25% of the year) Total revenues are at 30% of budget. This is mostly due to early collection of real estate taxes and business licenses. Expenses slightly under at 21% of actual to budget.

The Motor Fuel Tax fund has cash available of \$300,000 which is calculated by taking current assets \$323,000 less current liabilities of \$23,000.

The Water/Sewer Fund has net current assets of \$1,100,000 which is calculated by taking the cash as stated on balance sheet plus current receivables less current payables.

The Open Space Fund has \$158,000 in cash available for ongoing maintenance.

The Accounts payable warrants have been reviewed and are in order for your approval.

*A motion was made by Trustee Daulton Lange and seconded by Trustee Rigby to accept and approve in block: (A) the Audited Financial Statements for Fiscal Year Ending 2016 - Lauterbach and Amen (B) the Village's Financial Statements as of July 31, 2016, (B) the payment of bills in the amount of \$290,377.99 as listed on the Accounts Payable Warrant "A" dated September 19, 2016 and (C) the payment of bills in the amount of \$9,712.38 as listed on the Accounts Payable Warrant "B" Dated September 19, 2016.*

Upon roll call the vote was:

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

Nays: None

Abstain: None

Absent: Thompson

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

## **9. ADMINISTRATOR'S REPORT**

Mr. Martin reported on the following:

- A. Mr. Martin presented the Temporary Use Permit for Pepper Fest to take place on October 1; by voice vote the Board was unanimous in approving the permit.
- B. Mr. Martin summarized the Plan Commission meeting that was held on September 8, 2016.
- C. Mr. Martin noted that the website committee has been working diligently and may have the updated website up and running for the Barn Stomp.

## **10. CLERK'S REPORT**

Mrs. Pena-Tlapa reported on the following:

- A. The entertainment for the Barn Stomp has been confirmed.

- B. The election calendars were handed out to the Board members and the Candidate's Guides and petitions are available at the Village office.

## **11. REPORTS OF STANDING COMMITTEES**

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

- A. *Roads and Infrastructure* (K. Daulton Lange): Trustee Daulton Lange reported the roads in the resurfacing program have been completed. Mr. Martin added restoration is fully complete. The Roads Committee would meet September 28, 2016 to discuss next year's projects.
- B. *Communication and Community Relations* (J. Thompson): No report, Trustee Thompson absent.
- D. *Economic Development* (A. Burke) – Trustee Burke had no report. Mr. Martin reported that Ortho Molecular had applied for a permit for 9000 sq. ft. of the "Davita" building. Angel Water has occupied the building at 28214 W. Northwest Highway. Trustee Schaller asked that the Farmer's Market location be addressed over concern for low visibility and attendance.
- C. *External Relations* (K Richardson): President Richardson reported that he will be attending and speaking at the Mayor's Water Council in October. President Richardson will also be presenting on green space and open space at the Community Leaders of America Conference, not at village expense.
- D. *Finance, Human Resources & Administration* – President Richards noted that Trustee Rigby will be taking responsibility for this role.
- E. *Open Space & Village Facilities* (C. Mitchell) – Trustee Mitchell reported that he will continue to work on the capital improvement plan. Mr. Martin was praised for managing operations, particularly Freier Farm. Mr. Martin spoke of encouraging sports teams and smaller groups to use the available space. Trustee Mitchell also reported there is interest in using the tennis courts for pickle ball.
- F. *Public Safety & Gated Communities* (J. Schaller): Trustee Schaller reported a couple instances of neighbors disturbed by solicitors. It was advised that residents be observant of people coming into their neighborhood and to report any concerns to the Lake County Sheriff's Office. He noted that the Tallgrass had their grand opening event September 25 and that Run for the Shores in LBS was a successful event that benefited the Lake County Food Pantry.

## **11. OLD BUSINESS – None**

## **13. ORDINANCES**

### **A. CONSIDERATION OF A ONE YEAR LEASE EXTENSION FOR THE FARMHOUSE PROPERTY LOCATED AT 23585 KELSEY ROAD**

Mr. Martin noted that the Freier Farm house tenant has requested a 12 month lease extension through September 2017. The tenant is current with rent (6 years) and has assisted in maintaining the property. Staff recommended the extension at the same rent; \$1,650 per month. The Board agreed on a lease extension. Materials were provided in the Board folder.

*A motion was made by Trustee Schaller and seconded by Trustee Mitchell to approve Ordinance No. 2016-O-12, An Ordinance Approving and Authorizing a Seventh Amendment to Lease of Real Property by the Village of Lake Barrington, Lake County, IL (Re: The Two-Story Frame, Single-Family Residence Located at 23585 N. Kelsey Road, Lake Barrington, IL).*

Upon roll call the vote was:

Yeas: Trustees Burke, Daulton Lange, Mitchell, Rigby, Schaller, and President Richardson  
Nays: None

Abstain: None  
Absent: Thompson  
President Richardson declared the motion carried.  
No members of the public requested to address the Village Board

#### **14. NEW BUSINESS**

##### **A. CONSIDERATION OF A PROPOSAL FOR ROAD WORK - MEADOW LANE**

Mr. Martin stated that the condition of Meadow Lane (south of Harbor Road) has deteriorated beyond patching. Roads Committee Chair Trustee Daulton Lange agreed with this assessment. Staff recommended that Cuba Township complete an immediate overlay.

*A motion was made by Trustee Daulton Lange and seconded by Trustee Burke to authorize the Village Administrator via the Cuba Township District to complete the overlay of a section of Meadow lane for a cost of \$20,100 pursuant to the IGA.*

Upon roll call the vote was:

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

Nays: None

Abstain: None

Absent: Thompson

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

##### **B. CONSIDERATION OF A CONTRACT FOR LAKE COUNTY ANIMAL CONTROL SERVICES**

Mr. Martin stated that the Village has received an agreement and list of services from the Lake County Department of Health for animal control. This is a county-wide effort by the Health Department to standardize animal control services and pricing. The Village rarely uses the County's animal control services and Mr. Martin did not foresee any substantive financial impact. Mr. Bateman commented noting that the Health Department had forwarded this agreement to all of the municipalities in the County. Materials were provided in the Board folder.

*A motion was made by Trustee Rigby and seconded by Trustee Mitchell to authorize the Village Administrator to enter into a Services Agreement with the Lake County Department of Health.*

Upon roll call the vote was:

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

Nays: None

Abstain: None

Absent: Thompson

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

##### **C. CONSIDERATION OF A CONTRACT FOR PAINTING OF LARGE BARN – FREIER FARM**

Mr. Martin stated that the large white barn at the Freier Farm is in need of scraping, painting, and carpentry. The Village has requested quotes and to date has received one from the firm that recently completed the farm house painting. The price quoted at \$19,000 is near to the price paid in 2009 (\$16,500) for painting at that time (different contractor), and includes minor carpentry and the smaller out buildings. Materials were

provided in the Board folder. The Board agreed to move forward with repairs and repainting.

*A motion was made by Trustee Schaller and seconded by Trustee Mitchell to authorize the Village Administrator to enter into an agreement for the painting for the Freier Farm barn with Erik's Painting at a cost of \$19,000, subject to prevailing wage.*

Upon roll call the vote was:

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

Nays: None

Abstain: None

Absent: Thompson

President Richardson declared the motion carried.

No members of the public requested to address the Village Board

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

**16. CLOSED SESSION**

*At approximately 9:05 p.m., a motion was made by Trustee Mitchell and seconded by Trustee Schaller that a portion of the meeting be closed to the public to discuss matters of personnel and litigation that was probable or imminent.*

Upon roll call the vote was:

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

Nays: None

Abstain: None

Absent: Thompson

President Richardson declared the motion carried and announced he anticipated no Board action following closed session. Ms. Pena-Tlapa exited the meeting.

The Board reconvened at 9:43 p.m. with all members present as the original roll call.

**17. OTHER - None**

**18. ADJOURNMENT**

*A motion was made by Trustee Mitchell and seconded by Trustee Schaller to adjourn the meeting. President Richardson declared the motion carried, whereupon the meeting was adjourned at 9:45 p.m.*

Respectfully submitted,



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Christopher A, Martin  
Village Administrator, Recording Secretary