



**MINUTES OF THE BOARD OF TRUSTEES
TUESDAY, NOVEMBER 22, 2016 AT 7:00 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047**

CALL TO ORDER: At 7:00 p.m., Village President Underwood called the November 22, 2016 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President: Underwood
Trustees Present: Sarlitto, Lyman, Borys, Marshall, Yeager, and Jacob
Trustees Absent: None
Village Manager: Lothspiech
Village Clerk: Absent
Village Attorney: Filippini
Village Engineer: Perry

Call To Order: Recitation of the Pledge of Allegiance

Preliminary Motion: Trustee Sarlitto moved to appoint Magdalena Dworak as Village Clerk Pro-tem for the November 22, 2016 Board Meeting; motion was seconded by Trustee Marshall.
Voice Vote: All ayes, no nays. Motion carried 6-0.

VISITORS' BUSINESS:

Homeowner Associations:

The following homeowner associations were invited to the meeting but did not have a representative in attendance:

1. Old McHenry Road (Charlie Wachs – not present)
2. Promontory Pointe (Morry Glicksman – not present)

Lake County Sheriff's & Long Grove Fire District's Report

Discussion: Michael Schmitt of Long Grove Fire District's came in to visit, had no report and no concerns at this time. Sgt. Amber of the Lake County Sheriff's Office came in as well; had no report and no concerns to share at this time.

Public Comments:

- A. Ryan Messner, president of the Historic District Long Grove Business Association (HDLGBA), reported that the HDLGBA have distributed 85 Christmas trees to be decorated and displayed during the holidays by the various vendors and businesses in the Long Grove's historic district. These trees are being decorated to reflect the unique character of each business. During the holiday season, the HDLGBA will be sponsoring free carriage rides around Long Grove, as well as arrange for Santa, Mrs. Claus and traditional carolers to make appearances in town every Saturday and Sunday for the enjoyment of all.
- B. Vernadine Martlock of Long Grove inquired about the anticipated date of completion by IDOT the project at Rt. 53 and West Mardan Drive. Village Manager Lothspiech stated that he would follow up with the job provider on this issue.

C. Vernardine Martlock of Long Grove inquired about the Long Grove signage that was discussed at previous meetings. Ryan Messner shared his understating and plan as to the signage. President Underwood encouraged HDLGBA to seek advice of the Long Grove Historic Society for the official year of establishment of the Village as there are several dates that should be taken into consideration before the final design of the signage is approved. This topic was further discussed as Action Item #1 below.

ACTION/DISCUSSION ITEMS:

Item #1

Report Of The Architectural Commission (AC) Meeting – November 21, 2016. Downtown Entryway Signage (4 Signs) In Various Locations Around The Perimeter Of The Downtown Area, Submitted By The Historic Downtown Long Grove Business Association (Formerly The LGBCP).

Discussion: Ryan Messner explained HDLGBA's involvement and understanding of the new signage project. Four (4) new signs will be erected in the same locations in which they are now, plus one (1) additional sign will be erected at the intersection of Rt. 53 and Robert Parker Coffin. HDLGBA together with the Village's Manager and the Architectural Commission will oversee the project. Materials, color, size, hardscape and landscape will have to meet IDOT's specifications in certain locations. The sign surroundings (fences, bushes, green spaces, lighting, space for advertising Village's events), will be developed based on geography and purpose. Trustee Yeager inquired about the management of the signs once erected. He proposed that the HDLGBA should only manage the signs that concern the historic district and not necessarily those that serve as road signs only. This issue will have to be developed further in the future. Village Manager Lothspeich stated that he would like to see the Medical Building at the intersection of Old McHenry Rd. and Robert Parker Coffin Road have a sign similar in type and design and stated that he would speak with the management company for said building about this issue.

Item #2

Consideration Of An Ordinance Amending The Village Zoning Code Regulations Re: Real Estate Signs (Ord. #2016-O-23).

Discussion: As discussed previously, the existing ordinance re: real estate for sale signs was amended to address the signs size, quantity and location. PCZBA considered this issue during its last regular meeting and came with recommendations which have been incorporated by the Village Attorney, who presented the amended ordinance for approval by the Board. Trustee Borys inquired whether the existing signs, especially the ones located in the historic downtown would be grandfathered or would they be subject to the new ordinance. A proposal was discussed to set an amortization period of 30 days or so to bring all non-complying signs to compliance. Consequently, the amended ordinance was further amended by sub-section (F)(1) that reads:

“Additionally, any lot with any sign not in compliance with the requirements of this provision as of the effective date of Ordinance No. 2016-O-23 shall be brought into compliance by January 5, 2017.”

Further discussion was had as to whether the Ordinance should include any provision addressing the aesthetics of these signs, such as a requirement that the signs must be level. Village Manager Lothspeich stated that the appearance of the displaced signs should be covered under the Villages already-existing Ordinance that addressed signage maintenance. Therefore, no provisions addressing the signs' appearance need be incorporated into Ord. #2016-O-23.

Motion: Trustee Sarlitto moved to approve Ordinance No. 2016-O-23, including the above-referenced sub-section (F)(1); seconded by Trustee Jacob.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

Item #3

Consideration Of An Ordinance Amending The Village Code Nuisance Provisions Adding Dead & Diseased Trees (Ord. #2016-O-24).

Discussion: A discussion was had concerning an amendment to Ord. #2016-O-24, to include dead and diseased trees as public nuisance. Trustee Jacob inquired whether the Ordinance as amended would allow the Village to interfere with a resident's rights concerning his or her private property. Trustee Marshall stated that residents have dead trees on their properties and those trees do not pose danger to the public. The aim of the amendment should be not to interfere with private property but rather to protect the public. The Village Attorney stated that the Ordinance is not applicable to dead or diseased trees located strictly on private land. It can be applicable once such dead or diseased tree hangs over public sidewalks or other residents' properties. Trustee Jacob expressed a concern that the Ordinance, as amended, could have a broader than intended application – such as when a tree is diseased but is being treated. Trustee Lyman seconded this concern, stating that the incentive is not to remove good looking trees. A further discussion was had concerning Ash trees and the Village Manager explained the amendment at issue is not designed to address Ash Borer diseased trees and there exist separate Local, County, and State laws addressing Ash Borer diseased trees.

In conclusion, the amendment to Ord. 2016-O-24, concerning the dead and diseased trees, reads as follows:

“To own, maintain, or permit the existence of any “dangerous tree” within the village. For purposes of this chapter, a “dangerous tree” means any tree that is dead or damaged and that, because of such condition, constitutes a significant risk of injury to persons or damage to property other than private property on the zoning lot on which such tree is located.”

Motion: Trustee Sarlitto moved to approve Ordinance No. 2016-O-23, including the above-referenced sub-section (F)(1); seconded by Trustee Jacob.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – nay; Trustee Jacob – aye. Motion carried 5:1.

Item #4

Consideration Of An Ordinance Establishing The Village Of Long Grove Capital Improvements Fund. (Ord. #2016-O-25).

Discussion: The Village Manager stated that the amendments to the Ordinance have been recommended by the auditor. By creating a capital improvements fund, the Village will eliminate large number fluctuations in the budget. Money coming in for purpose of capital improvements would be earmarked and would not pass through the general fund. Trustee Jacob inquired about the difference between the existing 2012 Ordinance and the proposed amendments. The Village Manager explained that under the 2012 Ordinance, all funds passed through the general fund and fund segregation was dealt with via a memo. With the amended Ordinance, a separate fund will be created, simplifying the process.

In conclusion, the amendment to Ord. 2016-O-25, as prepared by the Village Attorney concerning the creation of a separate capital improvements fund dead and diseased trees.

Motion: Trustee Marshall moved to approve Ordinance No. 2016-O-24, as presented before the Board; seconded by Trustee Lyman.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

Item #5

Consideration Of An Ordinance Adopting The Tax Levy For The Village Of Long Grove Special Service Area (SSA) #2. (Ord. #2016-O-26). Long Grove Commons, NW Corner Of Route 22 & Old McHenry Road.

Discussion: As provided in the amended Ordinance, the special tax roll amount includes a 3% increase from last year's levy (\$17,794.24 to \$18,328.07). The subject development still has one (1) vacant outlot. The Village Manager shared the history of the 2004-O-16 ordinance, including the provision establishing a special service area to collect \$20,000 the first year, with escalator for future years, to offset the projected costs to provide police protection resulting from the development of those areas. Trustee Sarlitto inquired whether the Village had any obligation to communicate the proposed amendment to those who would be affected by it. After a brief discussion, a consensus was had that the amendment translates into a mere \$500 increase and that that amount is spread over a year time period plus the existing Ordinance already includes a provision for future increases. The Village does not have any duty to seek approval of those affected by the amendment to pass the amendment. The Village Manager proposed that the Board may postpone the vote until the next Board meeting or vote.

Motion: Trustee Jacob moved to approve Ordinance No. 2016-O-26, as presented before the Board; seconded by Trustee Sarlitto.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

Item #6

Consideration Of An Ordinance Adopting The Tax Levy For The Village Of Long Grove Special Service Area (SSA) #3. (Ord. #2016-O-27) Downtown Historic Business District, For The Promotion Of Tourism & Economic Development Activities.

Discussion: The Village Manager shared the history of the 2005-O-35 and 2005-O-28 ordinances, including the provisions establishing a special service area for the Historic Downtown. The discussion on November 22, 2016 included inquiry into the application of the proposed amendment based on the square footage and water usage of the properties affected by it. The Village Attorney stated that it was his understanding that only the first floor square footage of the subject properties was being taken into consideration for purposes of the proposed amendment and that the details of the application of the amendment are being unofficially delegated to the PCZBA who has way more information on the subject.

Motion: Trustee Lyman moved to approve Ordinance No. 2016-O-27, as presented before the Board; seconded by Trustee Marshall.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

Item #7

Consideration Of An Ordinance Adopting The Tax Levy For The Village Of Long Grove Special Service Area (SSA) #4. (Ord. #2016-O-28) IL 83 Properties Deep Well Water System.

Discussion: The special tax roll amounts applied to each individual tax parcel for the 2016 tax levy (payable in 2017) for all the IL 83 SSA is set to defray the bond payments for the upcoming year. The proposed ordinance includes the abatement of taxes for those property owners who prepaid the SSA taxes.

Motion: Trustee Sarlitto moved to approve Ordinance No. 2016-O-28, as presented before the Board; seconded by Trustee Marshall.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

Item #8

Consideration Of A Resolution Approving And Authorizing The Continued Selection Of Blue Cross Blue Shield High Deductible Health Insurance Plan & Health Savings Account. (Res. #2016-R-38).

Discussion: Trustee Sarlitto inquired into the issue of the Village-funded HSA account vs. deductibles, and expressed concerns that the “Cadillac Tax” could be triggered by the Village’s generous plan. Trustee Jacob stated that under the current plan the Village employees pay a mere 10% of the applicable insurance premiums. Trustee Yeager stated that in practice, the 90/10 policy does not become effective until the employee spends his or her entire deductible. Trustee Jacob stated that the Village is paying two times \$5,500 per family and \$2,000 per individual to maintain their policies and that the plan is very generous.

Motion: Trustee Lyman moved to approve the Resolution Approving And Authorizing The Continued Selection Of Blue Cross Blue Shield High Deductible Health Insurance Plan & Health Savings as presented for approval before the Board; seconded by Trustee Marshall.

Roll Call: Trustee Sarlitto – nay; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 5:1.

Item #9

Report by Village President Underwood

The President had nothing new to report at this time.

Item #10

Report by Village Trustee Borys - Finance.

A. Updated Downtown TIF District Projections - Update.

Trustee Borys presented an updated report concerning downtown TIF district projections. Staff is working with Trustee Borys to update the projections for distributions during the upcoming meetings. Trustee Borys requested that at least one of the Board members is present for the the upcoming Watershed Management Board meeting where that Board votes on grant distributions. President Underwood stated that she would be there to vote on behalf of the Village of Long Grove.

B. TIF Finances – Future Bond Issuance. The Borrowing Of Money And The Issuance Of Tax Increment Allocation Revenue - Discussion. In addition to the existing amounts from series 2009A and series 2008B Bonds.

As noted in the October Treasurer’s Report, the General Fund Bonds have a zero balance and the Open Space Bonds have \$2,785 remaining balance. Glenbrook’s contract for the Archer Watermain Loop has \$478,157.43 remaining plus the approved change order extending the watermain to Stemple Parking Lot in the amount of \$152,948.28. The Village Accountant can track any future payments by the General Fund that are TIF eligible expenses as an interim measure but the preferred approach would be for additional bonds (General Fund or Open Space Fund) to be approved to properly account for these expenses as TIF expenses. The Village has the following options to consider: (a) seeking outside moneys through some kind of TIF borrowing; or (b) issuing a new series of the TIF bonds, General Fund, Open Space Fund and/or a combination of General Fund and Open Space Funds.

Trustee Borys recommended that the Village take \$400,000 from the general fund and \$400,000 from the open space fund to fund the TIF bonds and that the Village Attorney would be directed to prepare these bonds. The \$400,000 from the open space fund would go back to the open space fund once the TIFs are paid.

Motion: Trustee Sarlitto moved to approve the above recommendation; seconded by Trustee Lyman.

Roll Call: Trustee Sarlitto – aye; Trustee Lyman – aye; Trustee Borys – aye; Trustee Marshall – aye; Trustee Yeager – aye; Trustee Jacob – aye. Motion carried 6:0.

C. State Of Illinois Distributive Funds Delays.

Trustee Borys shared that although there have not been any recent specific comments by the Governor or others to reduce or eliminate the distributive funds to municipalities, the State's payments to municipalities have been later than usual.

Item #11

Report by Village Trustee Jacob - Roads, Bridges & Pathways.

A. Draft 2017-18 Road Maintenance/Paving Program.

Trustee Jacob along with the Assistant Village Engineer Perry presented the proposed 2017 Paving Program. Trustee Jacob stated that 42% of the subdivision roads have been paved which was the result of competitive bidding. A discussion was had about the timing of the proposed paving and how to use the federal funds to aid in the paving program. Trustee Borys expressed a concern that since the State is out of money, it may suspend any road paving plans without advance notice. Trustee Sarlitto stated that Long Grove has been in the lead for all construction spending within the last 5 years. The Village Manager responded that the large expenditures happened because contracts were signed and the Village had to follow through. Trustee Jacob discussed the plan of repaving North Krueger and stated that plans are being drawn to account for all details. The plan to repave East Cuba Road in the future was discussed as well. The Village Manger addressed the issue of the water main connection preparedness at Old McHenry Road and Robert Parker. Trustee Sarlitto inquired about the overall pricing/cost of the proposed program and it was agreed at this time that the Village will come back with recommendations during future meetings.

B. Updated Draft Five (5) Year Capital Improvement Program (CIP)

A discussion was had concerning the five-year CIP. The Village Board was asked to approve the scope of the program during the upcoming meeting(s) and Village Engineer will then prepare the formal documents for consideration of approval. No decision was made at this time.

C. Proposal From Gewalt-Hamilton Associates For Updating The Pavement Condition Study.

A short discussion was had concerning the above. No decision was made at this time.

D. Upcoming N. Krueger Road Improvements Public Meeting – Dec. 15th At Woodlawn School 5:30 pm – 7:30

Trustee Jacob reported that the Village of Long Grove has made application for Federal Funding that would pay for 80% of the cost to reconstruct North Krueger Road in 2018. The Village is pursuing Federal Funding in an effort to maximize the use of Village Funds to repave our public roads and as a mechanism to reconstruct and correct various aspects of the current roadway pavement for North Krueger Road. As part of this reconstruction, the design will replace the existing 22' wide roadway pavement and add 3' of paved shoulder on each side. The Village is proposing adding the 3' wide paved shoulder to protect the edge of pavement and to provide a "safe harbor" buffer for drivers and formalizing the shoulder by adding gravel and re-shaping the ditch lines. As part of the Village's efforts to solicit public input for these planned improvements, the Village will be hosting an informational public meeting at Woodlawn Middle School (6362 Gilmer Road) on Thursday, December 15, 2016 from

5:30 PM until 7:30 PM. Additional information on this project will be presented during the public informational meeting. Those interested are encouraged to attend this meeting to learn more about the project and to provide input. For those unable to attend the meeting, the materials will be posted to the Village's website following the meeting with public comment requested by December 31, 2016. The Village is distributing this information through regular mail (properties located on both sides of and within 150 of N. Krueger Road), HOA and Agenda emails distribution lists, Constant Contact and Connect CTY.

Item #12

Report by Village Trustee Lyman - *Economic Development & Environmental Concerns.*

Trustee Lyman had nothing new to report at this time.

Item #13

Report by Village Trustee Marshall - *Building, Water & Sewer.*

Trustee Marshall gave a brief report on the status of Stage 1 of tree cleaning and erosion control efforts. He stated that notices to residents whose properties will be affected by these efforts were sent yesterday, Monday, November 21, 2016.

Item #14

Report by Village Trustee Sarlitto - *Planning & Zoning.*

Trustee Sarlitto reported that the Steering Committee will hold its next meeting on November 30, 2016. He stated that during the last meeting the Committee members came up with questions to allow better resident participation. Ideas about communication with residents via websites, surveys, calendars, letters, and other means were discussed.

Item #15

Report by Village Trustee Yaeger - *Security, Sustainability & Communications.*

Trustee Yaeger updated the Board on a report he received from the Lake County Sheriff. Long Grove remains to be a safe community. He discussed the Village vehicle stickers available for purchase as well as the possible location within the Village for collecting unwanted electronics. He also stated that \$2,000 is going to be paid to the Village by the insurance company of the person who vehicle caused the recent damage to the Log Grove's covered bridge. These funds are meant to reimburse the Village for the costs of the bridge's repairs.

Item #16

Report by Village Clerk Gayton.

Village Clerk Gayton was absent and no in absentia report was provided for consideration.

Item #17

Report by Village Manager Lothspeich.

The Village Manager had nothing new to report at this time.

Item #18

Report by Village Planner Hogue.

The Village Planner had nothing new to report at this time.

Item #19

Report by Village Engineer Shrake.

Village Engineer Geoff Perry reported that the Long Grove Covered Bridge has been repaired and that it will be reopened early tomorrow (November 23, 2016).

Item #20

Report by Village Attorney Filippini.

The Village Attorney had nothing new to report at this time.

Item #21

Approval Of Board Meeting Minutes as Amended

Trustee Sarlitto made a request for one small correction on pg. 3 of the last Board Meeting's Minutes by inserting the phrase "and time bound,".

Motion: Trustee Sarlitto moved to approve the minutes as amended; motion was seconded by Trustee Marshall.

Voice Vote: All ayes, no nays. Motion carried 6-0.

OTHER BUSINESS:

Approval Of Executive Session Meeting Minutes: November 8, 2016.

With one typographical correction, "for" instead of "fro", a motion was made by Trustee Jacob to approve the Executive Session Meeting Minutes of November 8, 2016; motion was seconded by Trustee Sarlitto.

Voice Vote: All ayes, no nays. Motion carried 6-0.

ADJOURNMENT.

Motion was made by Trustee Sarlitto to adjourn the November 22, 2016 meeting; motion was seconded by Trustee Marshall.

The meeting was adjourned at 9:22 p.m. on November 22, 2016.

Next Regular Board Meeting was set for December 13, 2016 at 7:00 p.m.

The Village of Long Grove is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to phone David Lothspeich, Long Grove Village Manager at 847-634-9440 or TDD 847-634-9650 promptly to allow the Village of Long Grove to make reasonable accommodations.