



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, December 9, 2014 at 7:04 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:04 P.M., Village President Underwood called the December 9, 2014 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President:	Underwood
Trustees Present:	Barry, Borys, Lyman, Marshall, Yaeger, Wachs
Trustees Absent:	None
Village Manager:	Lothspeich
Village Clerk:	Locker-Scheer
Village Attorney:	Filippini
Village Planner:	Not in attendance

Call To Order: Recitation of the Pledge of Allegiance

VISITOR'S BUSINESS

Homeowner Associations: Representatives in attendance from the following HOAs:

Old McHenry Road – Discussion: Trustee Wachs expressed concerns about vandalism. Russ and Gail Olson expressed concerns related to fence in neighboring property. Correspondence sent to Village including pictures, which were shared with the Board. Fencing materials are not to code and are actually made out of discovered materials. Village Planner checked property. Village Attorney Filippini shared that setback location may not correspond to code which could be investigated; visual impact of fence cannot. Neighbor representative can see the fence and the materials are distasteful. All correspondence sent directly by Olson family have not been reciprocated. Village will determine whether or not ordinances have been violated. Trustee Wachs expressed need for guidance to help protect neighbors. Lisa Phillips in an “adverse possession” situation due to property lines. Request is for the ability to have basic protection of properties for homes that do not have an HOA. Per Village President Underwood, there is wording to assist property owners. Village Attorney Filippini shared that the Village has guidance but it must apply to all properties. There are things that can be done, e.g., something that can be harmful to others. Even with regulations in place doesn’t mean that violators will follow and then have additional efforts of enforcement. Discussion about possible need for regulations regarding use of dirt bikes on private property. Village Attorney Filippini was given direction to investigate possible ordinances.

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

Deerwood Estates - Bob Morrison
Promontory Pointe - Morry Glicksman
Woodbine – Craig Smith

Lake County Sheriff's Report

Update: Regarding the vandalism issues: All should be recorded with the Sheriff's department so that they are aware of issues as they arise. No activities to report for the past month.

Special Event Application: Downtown Carriage Rides

Discussion: LGBCP approved the carriage rides and asked to waive the permit fee. Carriage rides sponsored by the Forsythe family.

Trustee Barry moved to approve the requests by The Long Grove Business & Community Partners for approval of downtown carriage rides as a special event and the waiver of the required \$100 annual Village permit fee; seconded by Trustee Wachs.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.
(Motion carried 6 – 0).**

Item #1: Report of the Long Grove Business & Community Partners (LGBCP) Downtown Historic Business District.

Discussion: Long Grove Community & Business Partners (LGBCP) Director Sharon Fine was in attendance to provide an overview. Conducting weekly surveys of the businesses. Cookie walk being conducted. Carriage rides in process. December 13th carolers will be involved put together by Mr. Clark. When people spend \$150, they are given a gift sponsored by Patty's on the Square. Long Grove Smitten with Mittens is a program. Brochures are being rewritten due to a large number of new businesses (approximately 30,000 distributed yearly). Visitors Center on Old McHenry brings in a lot of tourists and location on Old McHenry has been very beneficial. Looking at bringing on an event planning company. Establishing a new finance committee and looking for a one day a week bookkeeper. Many new businesses this month: Clover, Galena Canning Company, Epilogue, Cook County Property Tax Reduction Company, and others.

Item #2: Consideration of a resolution authorizing the final reduction and elimination of the Letter of Credit for Sunset Grove improvements from \$470,702.27 to \$00.00 (Zero) for Sunset Grove, LLC (Res. #2014-R-21).

Discussion: This will be the thirteenth and final reduction in the amount of the Letter Of Credit (LOC) for Sunset Grove. This request was received shortly before Thanksgiving and former Village Engineer (ESI) is working with the developer on inspections and hopes to have their review completed prior to the upcoming meeting. Village Manager Lothspeich said that it is appropriate to consider this reduction and all is fulfilled. Recommendation to keep a retainer amount.

Trustee Lyman moved to approve a Resolution authorizing the further reduction (13th) and Letter of Credit for Sunset Grove from \$470,702.27 to \$49,464.25 for Sunset Grove, LLC; seconded by Trustee Barry.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.
(Motion carried 6 – 0).**

Item #3: Consideration of a resolution authorizing the execution of a client authorization to bind coverage as proposed by Arthur J. Gallagher Risk Management Services, Inc. for

Liability Insurance (Res. #2014-R-22).

Discussion: In November 2012 the Village Board approved a resolution authorizing the entering into an agreement with Arthur J. Gallagher Risk Management Services, Inc. for the liability insurance as identified in the enclosed materials. Prior to this change, the Village was insured through the Illinois Municipal League Risk Management Agency (IML). Arthur Gallagher submitted the enclosed renewal proposal with coverage remaining the same and the annual premium increasing by the amount of \$36,513, 8.9% increase (\$33,081 to \$36,513).

Trustee Lyman moved to approve a resolution authorizing the execution of a client authorization to bind coverage & compensation agreement as proposed by Arthur J. Gallagher Risk Management Services, Inc. for Liability Insurance in the amount of \$36,513; seconded by Trustee Wachs.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.
(Motion carried 6 – 0).**

Item #4: Consideration of a resolution approving and authorizing the continued selection of Blue Cross Blue Shield High Deductible Health Insurance Plan & Health Savings Account (Res. #2014-R-23).

Discussion: Village President Underwood shared that the annual cost is less than last year.

Trustee Barry moved to approve a resolution authorizing the renewal of Blue Cross Blue Shield High Deductible Health Insurance Plan & Health Savings Account for full-time employees; seconded by Trustee Lyman.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.
(Motion carried 6 – 0).**

Item #5: Report on Infrastructure Projects & Reviews.

- A. Report On Village Roundtable Meeting #3 Finances - November 11, 2014. *Discussion:* Village President Underwood shared that there were questions that needed that will be addressed under finances.
- B. Oakwood Road Bridge Replacement - *Completed.* *Discussion:* Village President Underwood shared that she drove over the bridge and all looked good. Some final landscaping will be addressed in the spring.
- C. 2014/15 Village Road Patching Program - *Completed.*
- D. Village Street Sign Replacement Program - *Completed.*
Street sign replacement at the following locations reviewed for the following additional ten state / county roads:
 - Old McHenry Road and Twin Knolls Drive
 - Old McHenry Road and Country Lane
 - Old McHenry Road and Ridgewood Lane
 - Old McHenry Road and Woods End Road
 - Old McHenry Road and Patricia Drive
 - Diamond Lake Road and Pine Tree Drive
 - Diamond Lake Road and Saddle Ridge Lane
 - Diamond Lake Road and Stockbridge Lane

- Diamond Lake Road and Windham Lane
- Diamond Lake Road and Indian Lane

Board gave direction to Staff to go forward with this state/county signage.

Trustee Yaeger suggested putting together an estimate of what it would cost to offer signage to all private HOAs. Village Manager Lothspeich given direction to pursue quote for all roads.

- E. Public Works/ROW Maintenance General Work
- F. IL Route 83 water system connection to Lake Michigan water – *Update*: Village Manager Lothspeich shared that he and the Village Engineer met with the County engineer and confirmed that construction is planned for this coming year. Cost of connection from Arlington Heights Road to Sunset water plant would be responsibility of the Village.
- G. Extension of IL Route 83 water system into the Historic Downtown - *Update*. A \$250K contribution toward this extension being covered by Harbor Chase. Engineer provided aerial view image of the layout of the water main to run to west side of Robert Parker Coffin and to north side to Long Grove Tavern and Kildeer Countryside School. Engineer shared that they price for plastic and ductal and take best price at the time. Recommended to communicate with the residents impacted by this water main. Lake County has defined requirements of where this will be laid.
- H. Proposed draft of Gewalt Hamilton five (5) year Capital Improvement Program (CIP) – *Discussion*: Village Manager Lothspeich has been meeting with Gewalt Hamilton to pull together this draft budget. Line item summary provided by Gewalt Hamilton representatives. Trustee Borys asked a series of questions about funding and capital project budget as well as discussions from the past Infrastructure Review Workshop. Village Manager Lothspeich provided a review of the Treasurer’s Report from the last month to provide an account summary of how the funds (General Fund (money market and deposit locations reviewed), Committed Project Funds, Capital Infrastructure Funds (earmarked but not contractual), Open Space Funds, Motor Fuel Tax, TIF, Special Service Area (SSA) Water, Business District Tax, SSA Heron (for Herons Landing water), etc.) are distributed. Trustees discussed the Open Space Fund amount and how this fund is large and may need to be revised. The need for a Capital Plan had been identified and is now available for review by the Board of Trustees. Trustee Wachs recommended that there be a separate session to review the Plan. Village President Underwood recommended that all Trustees review this plan.
- I. Proposed Road Paving Program – *Discussion*: Review of the various roads by Gewalt Hamilton representatives, e.g., Cuba and North Krueger, and the Federal funding requirements and end results. Discussed the timeline: If approved January/February, construction could potentially begin April/May. Gewalt Hamilton distributed paperwork on the options from \$570K to \$1.5M with one and two year program, including road ratings.
 Option 1: Indian Creek, Stemple Road, Lincoln Avenue
 Option 1a: Indian Creek, Stemple Road, Lincoln Avenue, and Checker; requires amending budget, funds exist
 Option 1b: Deferred streets from 2014, parking lot sealcoating, Shiloh, Sheridan, Mardan Drive.
 Board agreed that there was not a downside to moving forward this evening.

Trustee Yaeger moved to direct Village Engineer to prepare the necessary documents for the Option 1b; seconded by Trustee Borys.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - aye; Trustee Borys- aye.
 (Motion carried 6 – 0).**

Item #6: Consideration of an ordinance amending the Village budget FY 2014-15, including

increasing the general fund expenditures for infrastructure maintenance from \$450,000 to \$750,000 (Ord. #2014-O-32).

Discussion: Per Village President, this ordinance needs to be moved upon since direction was given in Item #5 but budget needs to be in place in the FY 2014-15. Trustee Wachs discussed the amount needed for the program and needing amount for capital spending.

Trustee Borys moved to approve an Ordinance amending the Village budget FY 2014-15, including increasing the general fund expenditures for roadway paving from \$450,000 to \$750,000; seconded by Trustee Marshall.

Trustee Wachs moved to amend the original motion to make the amount \$212,000 for roads; seconded by Trustee Barry.

ROLL CALL VOTE:

**Trustee Yaeger – nay; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman - nay; Trustee Borys- nay; Village President Underwood - nay.
(Motion did not carry 4 – 3).**

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – nay
Trustee Lyman - nay; Trustee Borys- aye.
(Motion carried 4 – 2).**

Item #7: Village President Underwood.

Administration & Legislation

- A. Report on Lake County Division of Transportation Old McHenry Road Public Meeting - November 18, 2014.
 - I. On-street Parking.
 - II. Streetscape Improvements.
- B. Report on CMAP IL Route 53 Extension Public Meetings - November 19, 2014.
- C. Fiore Landscaping donated the bushes along the building in celebration of their anniversary.
- D. Final presentation ready by the University of Illinois students. Presentation planned for this Saturday, 12/13/14, at 12:00 p.m. Merchants being invited. PowerPoint presentation and white paper being provided. Board agreed that this should be a public meeting; staff will get notice out. Minutes to be taken by Trustee Lyman.
- E. Village Board Strategic Planning Goals – Status Report – Reviewed the listing and statuses with the Board.

Item #8: Village Trustee Barry.

Finance / Pathways

- A. *Treasurer's Report for November 30, 2014.*

Trustee Barry moved to approve the Treasurer's Report for November 30, 2014; seconded by Trustee Wachs.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye;
Trustee Lyman - aye; Trustee Borys- aye.
(Motion carried 6 – 0).**

- B. *Actual & Budget comparisons for the period ending November 30, 2014.* Discussed earlier in meeting.

- C. *Pathways Committee Report. South Schaeffer Road connection to Buffalo Creek Forest Preserve District. ComEd did work incorrectly and communications sent about errors. Planning to work on north section at the next meeting. Meeting planned for 12/19.*

Item #9: Village Trustee Borys.
Environmental and Communications
Discussion: No report.

Item #10: Village Trustee Lyman.
LGBCP Board & Downtown Board & Economic Development Committee Meetings –
Discussion: Village Trustee Lyman attended Economic Development Meetings. Update will be discussed during a future call with Village President Underwood and Village Manager Lothspeich.

Item #11: Village Trustee Marshall.
Building, Planning & Zoning
Monthly Building Department Report - *November 2014*. Lowest numbers for the past month which was anticipated. Appears that it will be \$400K less than last year.

Item #12: Village Trustee Wachs.
Public Works
Discussion: Need to act upon a meeting with Harbor Chase about landscaping / architectural review with the Architectural Committee. An email was sent late this afternoon. Staff will check into setting up a date. There was a determination of the cause of the Royal Melbourne explosion – a faulty regulator. Discussion about notifying residents that they can ask for new regulators from Nicor. Generators should not be located near gas regulators; Trustee Marshall suggests a minimum of 10 feet. Regulatory code should be put in place. Staff needs to gather facts and then word needs to be sent out.

Item #13: Village Trustee Yaeger.
Security and Sustainability
Solid Waste Agency of Lake County (SWALCO) Board Meeting - *November 13, 2014*. Pharmaceutical collections being conducted. DEA manages the programs and will be sharing information with Trustee Yaeger about setting up a future date for the Village.

Item #14: Village Clerk Locker-Scheer.
Discussion: Election petitions can be filed beginning this Monday, December 15, 2014 at 8:00 a.m. through normal daily business hours, ending on Monday, December 22, 2014, at 5:00 p.m. These petitions apply to the 2015 election being held on Tuesday April 7, 2015.

Item #15: Village Manager Lothspeich.
No report.

Item #16: Village Planner Hogue.
Not in Attendance

Item #17: Village Attorney Filippini.
Discussion: No report.

Item #18: Approval of Board Meeting Minutes
November 11, 2014 Board Meeting Minutes – Amendments provided by Village President Underwood and Village Attorney Filippini and Trustee Borys (“Downtown businesses - \$100,000).

Trustee Wachs moved to approve the amended November 11, 2014 Board Meeting Minutes; seconded by Trustee Barry.

VOICE VOTE:

All ayes, no nays (Motion carried 6 – 0)

Executive Session

At 11:39 P.M., Trustee Marshall moved to go into Executive Session to discuss (1) Executive Session Minutes; (2) Investments; seconded by Trustee Barry.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Barry – aye; Trustee Wachs – aye; Trustee Lyman – aye; Trustee Borys - aye.
(Motion carried 6 – 0).**

Approval of Executive Board Meeting Minutes.

November 11, 2014 Executive Board Meeting Minutes – No discussion.

Trustee Wachs moved to approve the November 11, 2014 Executive Board Meeting Minutes as amended; seconded by Trustee Barry.

VOICE VOTE:

All ayes, no nays (Motion carried 6 – 0)

Adjournment.

At 12:32 A.M. (12/10/14), Trustee Wachs moved to adjourn the meeting; seconded by Trustee Barry.

VOICE VOTE:

All ayes, no nays (Motion carried 6 – 0)