



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, December 13, 2016 at 7:05 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:05 P.M., Village President Underwood called the December 13, 2016 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President:	Underwood
Trustees Present:	Borys, Jacob, Lyman, Marshall, Sarlitto, Yaeger
Trustees Absent:	None
Village Manager:	Lothspeich
Village Clerk:	Gayton
Village Attorney:	Filippini
Village Planner:	Hogue
Village Engineer:	Shrake

VISITOR'S BUSINESS

Call To Order: Recitation of the Pledge of Allegiance

Homeowner Associations:

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

**Deerwood Estates
Woodbine**

Proclamation: Woodlawn Middle School National Blue Ribbon Award.

Downtown Carriage Rides

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

ROLL CALL VOTE:

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

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

Discussion: LCS reported a burglary/criminal damage to property at CF Industries, in one of the outbuildings. Property owners will install cameras. Annual reminder that crime goes up at the holidays; lock doors, cars, and leave lights on. If leaving town, call the Lake County Sheriff (847-549-5200) with dates and a patrol will keep an eye on things. Don't be alarmed to see footsteps in the snow, around the perimeter of your home. Break down boxes of high ticket items, otherwise they're advertisements. LGFD gave a reminder for a fire-safe holiday; water real trees, approved lights, no unattended portable heaters or candles.

Mailbox Standards In Public Right Of Way - 4126 Three Lakes Drive.

Discussion: Village Manager Lothspeich informed of the history of masonry mailboxes in the public right of way, and the back story to this current situation. The snow plowing contractor checked it and didn't have a concern. Trustee Jacob found communities that do licensing agreements. The difference is Long Grove doesn't have curb and gutter to keep plows in line. Licensing Agreements add admin costs. Resident willing to work with the village. Trustee Jacob said there are masonry mailboxes on private roads. Licensing Agreements would take care of liability, and address height changes in the road. Code should address breakaway. As a Landscape Architect, Trustee Lyman is not a fan of them, aesthetically, and does not want to see them lit at night. Concerned about admin time and costs and where designs may evolve (i.e. larger structures). Village Attorney Filippini said USPS mailbox requirements do not address support structure. Village Manager Lothspeich noted USPS support structure recommendations, they are not requirements. Licensing Agreements require Long Grove be named in insurance policy, with notifications of renewals and cancellations.

Trustee Jacob moved to *direct Village Counsel to prepare the draft amendment to the Village Code to allow structures within the public ROW for consideration during the upcoming January 10, 2017 Village Board Meeting*; seconded by Trustee Marshall.

ROLL CALL VOTE:

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

Richard Woo, of Buffalo Grove, attended the meeting. He is working on a Boy Scout Merit Badge, requiring attending a governmental meeting.

Item #1: Consideration Of A Request For Referral To Plan Commission & Zoning Board Of Appeals (PCZBA) For Text Amendment(s) To HR Zoning District To Allow For Expanded Temporary Uses & Timeframe, Pinnacle Capital 2727 LLC.

Discussion: Dr. Levin is seeking a 5-year zoning extension. Davey Tree Service is looking at the old Geimer Nursery property. Some equipment will be stored inside, some outside, behind the building on east side. Employees parking in lot, 20 – 30. Trustee Sarlitto thought the PCZBA was very thorough.

Trustee Sarlitto moved to refer To The Village Plan Commission & Zoning Board Of Appeals (PCZBA) For Zoning Text Amendments referral of the following text amendments to the HR Zoning District re: temporary uses: (A) expanded Temporary Uses to included "Contractors Offices" with limited outdoor parking and storage of equipment and materials related to the operation of the primary business and (B) to extend the time-period for this operation an additional five years from the original expiration date of December 31, 2018 to December 31, 2023; seconded by Trustee Marshall.

VOICE VOTE:

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

Item #11: Village Trustee Borys

Finance

A. Treasurer’s Report for November 30, 2016, as reported on December 13, 2016.

Trustee Marshall moved to approve the Treasurer’s Report for November 30, 2016; seconded by Trustee Jacob.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.

(Motion carried 6 – 0).

B. Actual vs Budget Comparisons for the period ending November 30, 2016.

C. Updated IL 83 & Downtown Tax Increment Finance (TIF) District Projections

Discussion: Trustee Borys pointed out that after the recent purchase, and the ordinances below, the Open Space Fund will be left with a balance of about \$190,000. Trustee Borys went over projections to explain the impact of delays, and emphasized the burden on residents with an unpaid TIF. Future additions to Open Space Fund are very limited.

Item #2: Consideration Of An Ordinance Authorizing The Investment Of General Fund And Depository IV Moneys. (Ord. 2016-O-29)

Discussion: Discussed at last meeting. Trustee Sarlitto emphasized the impact of delays to projections (i.e. one year delay in Harbor Chase and Archer Lots (\$12.3M to \$9.6M)). Future additions to Open Space Fund are very limited.

Trustee Lyman moved to approve An Ordinance Authorizing The Investment Of General Fund And Depository IV Open Space Moneys; seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.

(Motion carried 6 – 0).

Item #3: Consideration Of An Ordinance Providing For The Borrowing Of Money And The Issuance Of \$400,000 Tax Increment Allocation Revenue Bonds (Long Grove Redevelopment Project), Series 2016A Of The Village of Long Grove, Lake County, Illinois And Amending The Series 2009A Ordinance (Ord. No. 2009-O-43), The Series 2011A Ordinance (Ord. No. 2011-O-07), & The Series 2009 B Ordinance (Ord. No. 2009-O-44) To Accommodate The Issuance Of The Series 2016A Bonds (\$400K Open Space). (Ord. 2016-O-30)

Discussion: For the record, the ordinances state \$950,000, as have the audits, but the meeting minutes of the January 25, 2011 Village Board Meeting, stated \$900,000.

Trustee Lyman moved to approve An Ordinance Providing For The Borrowing Of Money And The Issuance Of \$400,000 Tax Increment Allocation Revenue Bonds (Long Grove Redevelopment Project), Series 2016A Of The Village of Long Grove, Lake County, Illinois And Amending The Series 2009A Ordinance (Ord. No. 2009-O-43), The Series 2011A Ordinance (Ord. No. 2011-O-07), & The Series

2009 B Ordinance (Ord. No. 2009-O-44) To Accommodate The Issuance Of The Series 2016A Bonds (\$400K Open Space); seconded by Trustee Jacob.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.
(Motion carried 6 – 0).

Item #4: Consideration Of An Ordinance Providing For The Borrowing Of Money And The Issuance Of \$400,000 Tax Increment Allocation Revenue Bonds (Long Grove Redevelopment Project), Series 2016B Of The Village Of Long Grove, Lake County, Illinois And Amending The Series 2009B Bond Ordinance (Ordinance No. 2009-O-44) To Accommodate The Issuance Of The Series 2016B Bonds (\$400K General Fund). (Ord. 2016-O-31)

Discussion: No discussion.

Trustee Sarlitto moved to approve An Ordinance Providing For The Borrowing Of Money And The Issuance Of \$400,000 Tax Increment Allocation Revenue Bonds (Long Grove Redevelopment Project), Series 2016B Of The Village Of Long Grove, Lake County, Illinois And Amending The Series 2009B Bond Ordinance (Ordinance No. 2009-O-44) To Accommodate The Issuance Of The Series 2016B Bonds (\$400K Gen); seconded by Trustee Lyman.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.
(Motion carried 6 – 0).

Item #5: Consideration Of A Resolution Approving The 2017 Road Paving Program & Authorizing The Use Of Motor Fuel Tax (MFT) Funds. (Res. 2016-R-39)

Discussion: No change from the previous discussion.

Trustee Jacob moved to approve A Resolution Approving The 2017 Road Paving Program Totaling \$1,152,057 (\$952K General + \$200K MFT) & Authorizing The Use Of Motor Fuel Tax (MFT) Funds; seconded by Trustee Sarlitto.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.
(Motion carried 6 – 0).

Item #6: Consideration Of A Resolution Awarding The Contract For The Repairs To Robert Parker Coffin Road Bridge To Crossroad Construction, Inc. In The Amount Of \$13,731.35. (Res. 2016-R-40)

Discussion: Temporary repairs were done to get the bridge open, after it was struck. Further repairs suggested, but not at this time. Repair work will take 3 – 4 days, and will begin after the first of the year.

Trustee Lyman moved to Consider A Resolution Awarding The Contract For The Repairs To Robert Parker Coffin Road Bridge To Crossroad Construction, Inc. In The Amount Of \$13,731.35; seconded by Trustee Sarlitto.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.
(Motion carried 6 – 0).

Item #7: 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. #2016-R-41)

Discussion: Insurance includes property tax protection, but not the state. Terrorism coverage (TRIA) is an option, at \$350 per year. Village Manager Lothspeich proposed the board authorized the full amount and after a review from Village Attorney Filippini’s office, to confirm its usefulness. Current insurance expires at end of year and something must be in place. The only changes would be terrorism and income protection (sales and property).

Trustee Sarlitto 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; seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye. (Motion carried 6 – 0).

Item #8: Consideration Of An Ordinance Regulating The Reimbursement Of Travel Expenses. (Ord. 2016-O-29)

Discussion: Local Government Travel Expense Control Act requires all non-home rule to have in place by January 1, 2017. Village Attorney Filippini created a “boiler plate” document. Can be approved tonight and revisited. Trustee Borys said most peg to the GSA rate, saves handling receipts. In Long Grove, this only applies to staff, not volunteers. Village Manager Lothspeich says all is brought to board for approval anyways, which supercedes this document. This will keep the Village in compliance.

Trustee Jacob moved to approve An Ordinance Regulating The Reimbursement Of Travel Expenses; seconded by Trustee Sarlitto.

ROLL CALL VOTE:

Trustee Jacob – aye; Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Lyman - aye; Trustee Borys- aye; Trustee Sarlitto – aye.
(Motion carried 6 – 0).

Item #9: Draft 50/50 Sales Tax & TIF Property Tax Rebate Agreement Forms For The Historic Downtown Long Grove (B1 Zoning District) – Discussion.

Discussion: Trustee Sarlitto pointed out some corrections. Dr. Levin said his research found Long Grove has much going for it, and credit-worthy tenants, restaurants, are key to driving traffic. Each agreement will be different, based upon individual needs. Trustee Borys also presented a few tweaks.

Trustee Jacob moved to approve the draft Tax Increment Finance District Redevelopment Sale Tax and Property Tax Incentive Agreement form Agreements with all final Agreements Subject To Village Board Review And Approval; seconded by Trustee Marshall.

VOICE VOTE:

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

Item #10 Village President Underwood.

Administration & Legislation

Report Of The Lake County Stormwater Management Board (LCSMB) Annual Meeting – December 8, 2016

Discussion: Village President Underwood attended LCSMB annual meeting and reported that they approved our grant (\$39,359 - half the cost of the project) to reconstruct drainage culvert under Three Lakes Drive. Looking for direction from the board to have Gewalt Hamilton prepare design and proposal for the project. The Board was in agreement.

Item #11: Village Trustee Borys.

Finance

Discussion: See Above. Additional item: Progress on server software. Hardware is in place. Village Manager Lothspeich said it will begin soon, but has been warned this is a long process and can take 6 – 9 months until up and running.

Item #12: Village Trustee Jacob.

Roads, Bridges & Pathways

- A. Proposal From Gewalt-Hamilton Associates For Updating The Pavement Condition Study.**
The board decided not to do it at this moment.
- B. IL 53 Pathway Between Schaeffer Road and Fremont Way Design – Update**
Currently looking at existing conditions, topography, wetlands. Will then look at potential limitations, and identify potential paths for the pathway. Looking to bring before Pathways Committee in January. Current plans (and dollars) take the path to the bridge.
- C. Upcoming N. Krueger Road Improvements Public Meeting – Dec. 15, 2016.**
Open house style meeting at Woodlawn from 5:30 to 7:30 on December 15, 2016.

Item #13: Village Trustee Lyman.

Economic Development & Environmental Concerns

Report: No report.

Item #14: Village Trustee Marshall.

Building, Water & Sewer

Monthly Building Department Report – November 2016

Report: Slow November, yet third best in 7 years, adding to a great year. In regards to the Shenandoah storm sewer project, all the pipe is in on Checker Rd., backyard easements being dug, Manhole #4 installed, heading north. Pipes should be in, in days. Restoration set for spring.

Item #15: Village Trustee Sarlitto.

Planning & Zoning

Comprehensive Plan Updates

Report: All Sub-area plans have been reviewed by Steering Committee. Up to Chapter 8 out of 11. Next meeting in January. Three issues; pop-up surveys, all comments on website now visible, problems with the app have been fixed.

Item #16: Village Trustee Yaeger.

Security, Sustainability & Communications

Solid Waste Agency of Lake County SWALCO had a business recycling event earlier in the month.

Item #17: Village Clerk Gayton.

Discussion: The filing window opened and there were two filers.

Item #18: Village Manager Lothspeich.

Discussion: Kudos to Sherry Shlagman for the beautiful holiday decorations.

Item #19: Village Planner Hogue.

Discussion: No report.

Item #20: Village Engineer Shrake.

Discussion: The 12 inch x 15 inch culverts have been replaced.

Item #21: Village Attorney Filippini.

Discussion: No report.

Item #22: Approval of Board Meeting Minutes

November 22, 2016 Board Meeting Minutes. Village President Underwood recommended that since there was no time to review the prior meeting minutes, it be put off until the next meeting. The board agreed. With only non-reviewed minutes on the Executive session agenda, it was determined, that it was time to call it a night.

Adjournment.

At 9:27 P.M., Trustee Marshall moved to adjourn the meeting; seconded by Trustee Lyman.

VOICE VOTE:

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