



MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, July 23, 2013 at 7:04 P.M.
3110 RFD, LONG GROVE, ILLINOIS 60047-9613

CALL TO ORDER:

At 7:04 P.M., Village President Underwood called the July 23, 2013 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President: Underwood
Trustees Present: Yaeger, Marshall, Wachs, Lyman, Borys
Trustees Absent: Barry
Village Manager: Lothspeich
Village Clerk: Locker-Scheer
Also Present: Lake County Sheriff Officer Karen Cates

Call To Order: Recitation of the Pledge of Allegiance

VISITOR'S BUSINESS

Item: Homeowner Associations

Country Club Meadows – not in attendance

Edgebrook Downs – Wayne Cymerman

Street signs: Signage looks in need of repair. Village Manager Lothspeich said that sign replacement is not included in the village budget. There is a new design that has been used in the downtown area. Homeowner associations can contact the Village Hall if interested in purchasing the signs on their own. The materials used in the new signage is much more durable.

Deer issue: Question whether there are any deer management programs in effect with the Forest Preserve. Village Manager Lothspeich will contact the Forest Preserve to see if the Forest Preserve District has or would consider establishing a deer management program for Buffalo Creek Forest Preserve.

Schaeffer and Checker: Dangerous road because of overgrowth. Village Manager Lothspeich said that Village is aware of the need to cutback along these roads and that the work should be completed soon.

Patching effort: If a pothole is reported on a public road, it can be reported to Village Hall.

LeSavanne – Kira Mangurten ?

Roads: Roads need repair and are not private. Village Manager Lothspeich said that they are not in the current plan, but current budget allows for patching of side roads and repair of major roads. Trustee Wachs gave a summary of the plans for review and presentation to be given two meetings from now.

Horse farm: Cooperation with farm is not positive. Issue is related to manure piles. Village Manager Lothspeich said that this has been brought up previously with Lake County Health Department and will have a health inspector visit the property. LeSavanne now has an Association and is trying to rectify the situation. Discussion that the covenant specifically places the enforcement rights with the homeowner association and not the Village.

Roads changing from private to public: Village President Underwood said that this is not being pursued and because of this has not been discussed, as it is not under consideration. If there is a referendum, it has to be decided before the New Year.

LAKE COUNTY SHERIFF'S REPORT

Item: Lake County Sheriff's Report – Officer Karen Cates

Discussion – Officer Cates introduced herself as a returning officer, as she had been a Long Grove Deputy previously. She was welcomed back to Long Grove. Notified that Wilmette is experiencing 'ruse burglaries' (e.g., people saying that there is a water issue and that they need to see the basement and while in basement the home is burglarized). Recommends being vigilant and do not let anyone in a home unless they are verified.

SPECIAL EVENT APPLICATIONS

Item: Cigars & More “Cars & Cigars” – July 28, 2013

Discussion – no discussion.

Trustee Marshall moved to Approve the “Cars & Cigars” car show event; seconded by Trustee Wachs.

Item: Red Mango “Grand Opening” – August 3, 2013

Discussion – no discussion. Announcement that there will be free yogurt to be given out.

Trustee Marshall moved to approve the grand opening event and requested signage for Red Mango; seconded by Trustee Lyman.

Item: The Village Tavern Veterans Event – July 28, 2013

Discussion – Event already approved. Application concerned an amendment to add kiddie rides and games to the event. No discussion.

Trustee Marshall moved to approve the amendment to the Village Tavern Veteran's event addition of kiddie rides and games; seconded by Trustee Lyman.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye;
Trustee Borys – aye.
(Motion carried 5– 0).**

RAFFLE LICENSE APPLICATION

Item: Long Grove Historical Society – September 9, 2013

Discussion – The Long Grove Historical Society requested a raffle license for their annual auction planned for September 9th.

Trustee Marshall moved to approve the application for a raffle license and waive the bond; seconded by Trustee Yaeger.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye;
Trustee Borys – aye.
(Motion carried 5– 0).**

ACTION/DISCUSSION ITEMS:

Item #1: Report Of The July 16, 2013 Architectural Commission Meeting.

Discussion:

- A. Signage, Illumination and Alteration: Placement of the Approved Signage for *Long Grove Dental Studio*, Suite E, Building 6, Long Grove Commons, 3976 Old McHenry Road, Dr. Nicole Demars.
- B. Signage for "*Lincolnshire Travel Goods*", 350 Old McHenry Road, Maggie Gutkin
- C. Downtown Signs – Tobin Fraley

Village President Underwood recommends that an ad hoc committee be put together to review signage guidelines/rules. Possible members: Trustee Lyman, , Trustee Marshall, Village Manager Lothspeich, Village Planner Jim Hogue, a LGBCP representative.. Signage compliance and enforcement issues continue to be raised. Village President Underwood said that designs are presented to the architectural commission, but difficult to modify copy and allow for artistic taste for approval, as well as issues with the use of certain materials. There is occasional review of downtown signage, followed by an enforcement letter to those in violation, with occasional fines for those that do not comply. Village Manager Lothspeich will continue this process. The Architectural Commission has the final say; which can be a subjective process. The goal is to provide the Architectural Commission with more guidance on design, vendor(s), etc. Compliance with code is to submit design to Architectural Commission for review/approval before the design is finalized. Coordination with LGBCP is going well and felt that this can be addressed. Ideally, would like a manual to provide to new businesses that includes all guidelines on Long Grove expectations, which would include signage.

Goal: Common look and common quality.

Decision: Committee will be created for the review of guidelines and signage.

Item #2: Consideration of a Resolution Reducing Letter of Credit for The Executive House Planned Unit Development/Subdivision, 4180 Route 83 LLC (Res. 2013-R-17)

Discussion: Village Manager Lothspeich gave background: first reduction in credit.

Trustee Wachs moved to reduce the letter of credit for The Executive House from \$450,000 to \$312,000; seconded by Trustee Marshall.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye;
Trustee Borys – aye.
(Motion carried 5– 0).**

Item #3: Consideration of a Resolution Approving/Accepting a Pathway Easement for 4317 Willowbrook Road, Underwood (Res. 2013-R-18)

Discussion: Granting of an easement across the Underwood residence home property (north property line) eventually over to Old McHenry Road (connecting Willowbrook and Stonehaven subdivisions).

Trustee Wachs moved to accept the pathway easement between the Village of Long Grove and 4317 Willowbrook Road; seconded by Trustee Lyman.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye;
Trustee Borys – aye.
(Motion carried 5– 0).**

Item #4: Consideration of a Resolution Waiving Bids and Approving Bid from *The Barn Nursery* for Installation of Pathway Segment on Village Pathway Easement within *Willowbrook Subdivision* on 4317 Willowbrook Road (Res. 2013-R-19)

Discussion: The Barn Nursery & Landscape Center was contacted for an estimate. The Pathway Committee has pulled back on progress. Monies that were awarded are now in the budget.

Trustee Yaeger moved to waive bids and approve for amount not to exceed \$21,688.51; seconded by Trustee Marshall.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye; Trustee Borys – aye.
(Motion carried 5– 0).**

Item #5: Consideration of an Ordinance Adopting the Amended Lake County Watershed Development Ordinance (WDO) by Reference (Ord. 2013-O-11)

Discussion: Lake County has a watershed development ordinance that the Village of Long Grove is required to comply with. In the past, the village has always adopted the County plans.

Trustee Wachs moved to accept the ordinance adopting by reference the Lake County Watershed Development Ordinance; seconded by Trustee Marshall.

ROLL CALL VOTE:

**Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye; Trustee Borys – aye.
(Motion carried 5– 0).**

Item #6: Village President Underwood.

Administration & Legislation

A. *IL Route 22 Widening (West of IL Route 83 to Quinten Road) Public Hearing – July 16, 2013 -*

Discussion: Village President Underwood gave a summary of the presentation. The presentation included a pedestrian path on the south side along the entire length. A stoplight will be located at North Krueger and Route 22 that includes a left and right turn signal and pedestrian crossing. The planned median between 22 and Old McHenry will not be raised and will allow for turn lanes and for turning movements.. There is an opportunity for public feedback, which the Village could supply to IDOT. The prior resolution included a traffic signal at 22 and Hampton Drive, which will not be pursued. The Village did ask for a reduced speed limit; currently posted at 45 mph and there is concern with the wider road that drivers will go faster. The Board will proceed with asking for (1) a temporary signal at 22 and North Krueger (would like this as soon as feasible for safety concerns) and (2) request to maintain a speed limit of 45 mph. Village Manager Lothspeich will relay these comments to IDOT. The Pathways Committee was for the sidewalk; the only reluctance was on the part of the homeowners. This section of the road has been staked with and without the sidewalk for residents to view. All of the improvements are within the right of way for roadway purposes. It is not clear whether this is using some of the scenic corridor easements for pathways or other improvements such as drainage. The Village staff will request input from IDOT on impact to these properties as well as the aesthetics of the retaining walls to be put in. Village Manager Lothspeich met with Park District representative to discuss the best design for the improvements. Only 4 properties will need to be purchased.

B. *Village Website* - Discussion: Test site will be available in the next couple weeks for everyone on the Board to try out and provide feedback.

C. *Village Board Strategic Planning Workshop* - Discussion: Village President Underwood thanked the Trustees for their time during the Strategic Planning Workshop.

Action Item: Trustees should give their feedback to Village Manager Lothspeich within the next week so that the report can be finalized and responsibilities can be assigned.

Item #7: Village Trustee Barry.

No report. Not in attendance.

Item #8: Village Trustee Borys.

Environmental & Communications

A. *Long Grove Park District Funding Request – Buffalo Creek Clean-up in Downtown Area* - Discussion: This is a piece of property that the Park District, Historical Society and Long Grove have shared responsibility for. Cleanup of the area is needed. The Park District submitted a proposal for \$8,000 for the clean-up (an item that has not been budgeted). Village President Underwood said that the Historical Society gives approval for cleanup although they do not have a budget for this. Feeling is that the area needs a burn, but the Historical Society is concerned about how close the area is to their historical society building. There is concern about redoing the circle around the prairie and fire protection area. Handouts were provided to Trustees about the Buffalo Creek Watershed and Indian Creek Watershed. Proposal is to clear the area, especially due to the flooding residue that was left in the Spring. Village Manager Lothspeich said that the guidelines from the earlier approved watershed ordinance does not identify any required responsibilities. Obligated to remember that most people have wells and that this is impacting the aquifer.

Trustee Borys moved that we provide a grant of \$4,000 for the Buffalo Creek clean-up work; seconded by Trustee Marshall.

ROLL CALL VOTE:

Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye; Trustee Borys – aye.

(Motion carried 5– 0).

B. *Mosquito Abatement Program/West Nile Virus – Status Report June 2013*

Discussion: Village responsibility is limited to larvacide. Long Grove does not spray (adulticide) due to environmental concerns. Individual property owners or homeowner associations can conduct mosquito abatement on their own.

Item #9: Village Trustee Lyman.

Economic Development

A. *Long Grove Business & Community Partners (LGBCP) Board Meeting – July 16, 2013*

Discussion: No report. Everyone should review the minutes in their packets. There is a new lease on one of the buildings.

B. *LGBCP Economic Development Committee*

Downtown Master Plan approved by the Village Board in 2008 is being used as the master plan. It provides consistency for the aesthetics and outlines monetary sources (e.g., TIFs). Trustee Lyman read a quote from the plan and stressed that we need to invest in this plan. The list of allowable uses of property was reviewed; some of the classifications have changed over time. Village Manager Lothspeich proposed to have a workshop with the LGBCP to review the guidelines. Discussion

about security fees which applies to tenants coming into town with a business that is not permitted use (list of permitted uses reviewed 5 years ago). Recommendation that if there is something that we would like to have come into town, it should be added as a permitted use to reduce fees, time for zoning approvals, etc.. Changes to the Village Code require public notice/hearing(s) before the Plan Commission for recommendation(s) to the Village Board (approximately 3-4 months); a 'zoning amendment'. An example is the addition of 'incubator businesses' (share same roof), which is not currently allowed. Trustee Lyman will review permitted uses in the downtown historic district with LGBCP and Bridget Lane of BDI. Downtown Streetscape – Updated Cost Estimates: To be reviewed after prioritization. Estimates are in Trustee packets and will be reviewed in the near future.

Item #10: Village Trustee Marshall.

Building, Planning and Zoning

A. Monthly Building Department Report – June 2013

Discussion: 8 new single family home permits received. Appears that at the end of the year, projection is to have increase of \$275K over prior year. New Home Building permits are finite and will not continue and Village needs to determine other ways to generate funds.

Item #11: Village Trustee Wachs.

Public Works, Covered Bridge, Funding of Roadway Maintenance

A. Robert Parker Coffin Bridge Repair/Replacement Options

Discussion: Historic designation: Village Manager Lothspeich has several historic preservation consultants that he has contacted and requested proposals. Should have proposals for the next meeting to decide whether or not to proceed with historical designation. Option is to designate locally and not federally as part of historical registry. Have bids on cost to replace the bridge, but not the cost to restore the bridge. Village Manager Lothspeich will request these missing bid cost estimates.

B. Financing Options for the Funding of Roadway Maintenance and Improvements

Continued discussion: Village Manager Lothspeich recommends having a public town meeting (September/October) instead of presenting individually to each homeowner's association to review of proposed future referendum. Concept budget includes: roads, drainage along the roads, snowplowing, signage, parking lots, 3 bridges. Do we include wells, water, sewage, enhancing the village area in these costs? Plan is to provide the material for the homeowner presidents to forward to their subdivision residents with an emphasis on infrastructure funding needs. All in agreement that we need a revenue source. Agree that the main way to achieve this is through a referendum. Need to clearly identify why roads are designated as public or private. Fallback if the referendum fails is to 'designate special service areas', as a previous suburb did. Village Manager Lothspeich's recommendation is to stay with the current infrastructure focus and the gap between funds and costs; inform the grassroots group in town being the HOA by sharing the available information. Language of the Referendum question needs to be defined. Trustee Wachs presentation is complete but includes 3 options for action (1: as is/status quo, 2: take non-thoroughfares out of mix, 3: bring non-thoroughfares up to speed and then make private). Presentation needs to be determined on August 27th / September 10th meeting. Combined HOA and public meeting should be held on or October 8th. Venue: tbd (should be a neutral location). ~~The Village Board will have to select the final referendum decision—October 8th—October 22nd for town hall meeting.~~ Village Manager Lothspeich recommends the November 12th date to be the referendum decision date. Action item: How to answer questions about why decisions were made. Educational public meetings can be conducted in 2014, but cannot be discussion of options.

Item #12: Village Trustee Yaeger

Security and Sustainability

A. *Solid Waste Agency of Lake County (SWALCO) Board Meeting – June 27, 2013*

Discussion: No report. Trustee Yaeger will attend the next meeting.

B. *Commonwealth Edison Smart Meter Program – Report*

Discussion: Village President Underwood attended the Smart Meter presentation. Copies of the Smart Meter brochure were distributed to the Board of Trustees and will be added to the Village website.

Item #13: Village Clerk Locker-Scheer

No report.

Item #14: Village Manager Lothspeich.

No report.

Item #15: Village Planner Hogue

Not present. No action taken.

Item #16: Village Attorney Filippini.

Not present. No action taken.

Item #17: Approval of Board Meeting Minutes.

July 9 Board Meeting Minutes– Trustee Lyman moved to approve the July 9 Board Minutes as amended; seconded by Trustee Marshall.

VOICE VOTE:

All ayes, no nays (Motion carried 5-0).

Item: Executive Session.

At 10:24 P.M., Trustee Marshall moved to go into Executive Session to discuss (1) Executive Session Minutes; (2) Disposition and Acquisition of Property and (3) Litigation; seconded by Trustee Wachs.

ROLL CALL VOTE:

Trustee Yaeger – aye; Trustee Marshall – aye; Trustee Wachs – aye; Trustee Lyman – aye;

Trustee Borys – aye.

(Motion carried 5– 0).

Item: Adjournment.

At 10:47 P.M., Trustee Borys moved to Adjourn; seconded by Trustee Wachs.

VOICE VOTE:

All ayes, no nays (Motion carried 5-0).