



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE  
Tuesday, March 22, 2016 at 7:00 P.M.  
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

**CALL TO ORDER:**

At 7:00 P.M., Village President Underwood called the March 22, 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:	Locker-Scheer
Village Attorney:	Filippini
Village Planner:	Not in attendance
Village Engineer:	Shrake

**VISITOR'S BUSINESS**

**Call To Order: Recitation of the Pledge of Allegiance**

**Homeowner Associations:**

**Highland Pines:** Heidi Locker-Scheer: Asked question about the replacement of road sign on Diamond Lake Road. Village Manager Lothspeich responded that this replacement is on the calendar and is planned.

The following homeowner association was invited to the meeting but did not have a representative in attendance:  
**The Preserve.**

**Lake County Sheriff's Report:**

*Discussion:* Sheriff in attendance. All is good. No additional information available regarding the burglaries.

**Public Discussion**

?: Thank you to David Lothspeich for accepting call late at night regarding the smell of a gas leak. Told that there was a leak close to the main supply line.

Rita O'Connor: Introduced to the team to extend invitation to celebrate the 180<sup>th</sup> anniversary of the Long Grove settlement. Interested in having an activity in celebration. Ideas:

- Bridges built in celebration – 20 bridges to hand out to businesses, organizations and groups to be decorated as groups see fit. Mike DeMare to donate the bridges. Bridges would be auctioned off in the fall.
- Love locks on bridge
- Blackboard for people to enter response to "I Love Long Grove because..."
- Possibility of activities to tie in with September 16-18 classic car show
- Parade of dogs or similar
- Taste of Long Grove.

Requests: Volunteers, support.

Village Manager Lothspeich shared that there would be certain permits required for some of the above.

Tobin Fraley, Long Grove Music and Director: Frustrations regarding lack of communications between various parties. Email was sent to community. Have received a lot of feedback from this email. Hoping to improve the communications and bring the community together. Expressed that he has respect for all on the Board and listening to what we all have to contribute and work towards.

*Laurie Dickinson:* Discussion regarding newsletter from last meeting: Have newsletter articles written by people that are responsible for the topical area and additional items are the responsibility of the President.

*Carol Mander, LaSavanne:* Bards Farm is no longer maintaining their manure piles, as well as bins and covers. Village Manager Lothspeich will discuss with the state.

**Item #1: Report of the Architectural Commission (AC) Meeting – March 21, 2016.**

*Signage for Bella Nicole Photography at 219 Old McHenry Road.*

*Discussion:* Meeting held last night. Signage approved.

**Item #2: Residents urging passage of State budget without the reduction of distributive revenues.**

*Discussion:* Discussed during last meeting. Resolution letter written and will be sent to the state.

*Public comment:* Bobbie O'Reilly came to discuss this resolution. When the Village sends a message to give and not take away more, we all need to be more proactive, participate, and ask for less. State and nation are in dire straits. Trustee Sarlitto commented that there are 80% of the people that said that they do not want additional taxes. Interesting point as far as what we could cut back. Constituency said that they are willing to cut back on services instead of adding taxes. Village Attorney Filippini shared the history of activities taken to care for localities. Trustee Borys discussed state budget attempts and related issues, e.g., state pensions, income tax hike. Trustee Jacob confirmed that this will be sent to State Representatives. Recommends that cover letter include encouraging the approval of a balanced budget and willingness to work with the State to achieve; State needs to live within its budget. Agreement by Board to include in cover letter.

**Trustee Yaeger moved to approve a resolution urging the State to approve a state budget and opposing the reduction of distributive taxes to municipalities; seconded by Trustee Sarlitto.**

**VOICE VOTE:**

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

**Item #3: Ordinance approving the Village budgets FY 2016/2017.**

*Moved to later in the meeting.*

**Item #4: Resolution awarding the 2016/2017 road paving and patching contract.**

*Discussion:* Village Engineer Shrake shared that bids received were outstanding; approximately 20% less than originally budgeted. Planning to consider additional streets in schedule. Bid at around the same time as Deer Park and Kildeer. Trustee Jacob shared that he recommends going with Baker as they will charge same unit price to address additional roads. Recommending approving the planned roads (covered under Item #4) and going over the budget this year to cover additional roads due to current low cost (covered in Item #5). Pricing attributed to asphalt pricing and wanting the work. Trustee Yaeger asked about Shaeffer Road, which is not in the near-term plan.

**Trustee Jacob moved to approve a resolution awarding the 2016-2017 pavement paving and patching contract to Peter Baker and Son Company for the base bid amount of \$788,669.72; 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 #5: Resolution waiving bids awarding the 2016/2017 additional road paving contract.**

*Discussion:* This is to pursue a contract beyond the original road bid to cover additional roads not included in the original bid.

**Trustee Jacob moved to approve a resolution awarding the 2016-2017 additional pavement paving and patching contract to Peter Baker and Son Company for the base bid amount not to exceed \$575,000; 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: Resolution approving annual updates to Village Zoning Map – 2016..**

*Discussion:* Per Village President Underwood, this resolution is to update the year on the Village Zoning Map to 2016.

**Trustee Sarlitto moved to approve a resolution approving annual updates to the Village Zoning Map; seconded by Trustee Marshall.**

**VOICE VOTE:**

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

**Item #7: Resolution waiving public notice requirements and 120 day waiting period for 6302 Gilmer.**

*Discussion:* Village President and Village Manager have been inside. Nothing considered salvageable.

**Trustee Marshall moved to approve a resolution granting a waiver from the public notice requirements and the 120-day waiting period for issuance of a demolition permit for 6302 Gilmer Road; seconded by Trustee Sarlitto.**

**VOICE VOTE:**

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

**Item #8: Economic Development and Communications Staffing.**

*Discussion:* Trustee Lyman shared that it is important to have staff to oversee economic development, with such tasks as driving around Village to ensure that rules are maintained; have database on website with pertinent information needed by builders/contractors; work on grant writing or oversee grant writing; financial reporting, TIF projections, work with Bridge Lane on planning. Discussion is hire one person that would have joint responsibilities of economic development and communications. LGBCP had a Director but different role. This is a municipal role focused on economic development. Tobin Fraley shared that this needs to be interrelated with the branding of the Village. This is to provide a point person for the municipal information related to the town – design guidelines, zoning. And, once built, make sure that properties stay viable. Not someone that is actively marketing a property. From TIF, we have information about the properties. All of the information would be set up in database. Trustee Yaeger shared that he could see the property information being entered by the property owners. Owner should put the information in the database. This individual would develop a kit that could be provided to developers. Trustee Borys recommends being specific and goal-oriented. Trustee Yaeger expressed that there is a need, but not sure whether it should be an independent contractor. Trustee Sarlitto shared concerns about several classes of village stakeholders. Example provided for similar position hired for Lake Barrington. Village Manager Lothspeich see the benefits and feels that economic development is critical, but has concerns about adding as staff. Returning less than ½% of what we receive from reserves. Request of Staff to publish tenure changes. Board agreement to hold off until the comprehensive plan is further along. Responsibility falls to Dave Lothspeich.

Trustee Yaeger discussed a potential communications position. Funds have been included in the budget to cover. Discussion about the Bridge. Agreement that group is comfortable with research being conducted by Village Manager Lothspeich.

**Item #3: Ordinance approving the Village budgets FY 2016/2017.**

*Discussion:* No changes regarding staffing of personnel. There is a change in the amount based on votes taken on roads.

**Trustee Sarlitto moved to approve an ordinance approving the General Fund, Motor Fuel Tax (MFT) Open Space and Tax Increment Finance District (TIF) budgets for fiscal year 2016/2017 with the addition; 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 #9: Village President Underwood.**

*Administration & Legislation*

Report of the Village Board Strategic Planning Session - February 27, 2016

*Discussion:* No discussion as the facilitator is out of town. Postponed until next week.

**Item #10: Village Trustee Borys.**

*Finance*

Budget passed. Nothing further.

**Item #11 Village Trustee Jacob.**

*Roads, Bridges & Pathways*

Pathway Committee Meeting – March 14, 2016.

*Report:* Village President Underwood, Village Trustee Jacob, Village Planner Hogue and others participated in this meeting. Trustee Jacob shared that Stockbridge Farms participated and explained their plans for a mile long path to Ravenna. Realized that when the bridge was out, there was no easy way to get from one subdivision to another. Plans for connecting Shafer to Old McHenry (south side of road).

**Item #12: Village Trustee Lyman.**

*Economic Development & Environmental Concerns*

*Conserve Lake County Eco-best Practices*

*Discussion:* Conserve Lake County Foundation offers a certification program promoting home eco-friendly landscaping. Village President Underwood attended the recent Garden Club meeting. The “Conserve at Home” program costs \$50 per applicant and the question is whether the Village should promote and encourage these efforts by offering a \$25 payment to applicants that complete the certification program for their property. The Conserve Lake County tracks all certified homes. Village President Underwood would love to see Long Grove as being a leader. Needs to be better communications to make residents aware of the program. Not anticipated to be a large financial burden. Agreement cover 50% for any residents that pursue the certification to the end of 2016 calendar year.

**Item #13: Village Trustee Marshall.**

*Building, Water & Sewer*

Monthly Building Department Report – February 2016

*Discussion:* No report.

**Item #14: Village Trustee Sarlitto.**

*Stakeholder Meetings*

*Report:* Discussion about need to reach people after hours. One person signed up and will be contacted individually.

*Steering Committee Meeting #2*

*Report:* Meeting to be held April 6th.

*Planning & Zoning*

Comprehensive Plan Update workshop planned for Monday, April 11<sup>th</sup>, at the Grove Country Club, beginning at 7:00 pm.

**Item #15: Village Trustee Yaeger.**

*Security, Sustainability & Communications*

Solid Waste Agency of Lake County (SWALCO) Emergency Board Meeting - March 3, 2016.

Report: Long Grove cleanup being held April 30<sup>th</sup> through May 1<sup>st</sup>. Bags will be picked up along road. Village Hall does have bags for pickup. May 1 is the last day for SWALCO to conduct electronic pickup. Chemical waste pickup date will be held at the Gurnee location.

The next The Bridge is coming together.

**Item #16: Village Clerk Locker-Scheer.**

Discussion: No report.

Trustee Yaeger shared that this past election had 43.7% voter turnout, which is very impressive.

**Item #17: Village Manager Lothspeich.**

*Extension of Public Water into the Historic Downtown*

Report: The connect fee costs have not changed since the tap on fee of \$7,000 per RE was established by ordinance. The most recent estimated RE's and related tap on fees are provided. The water rates have reduced by 25% from \$14.00 per 1,000 gallons/\$500 min. quarter to \$10.50 per 1,000 gallons/\$375 per quarter and they may be reduced when Harbor Chase is occupied. The Village is in discussions with Buffalo Grove about Lake Michigan (LM) Water and the assumptions used in the water rate analysis for LM water may change and therefore would be cautious about making any reference to future reductions other than the Village will re-evaluate when Harbor Chase or other major water users connect.

	<u>Rate Per 1,000 Gallons:</u>	<u>Minimum Quarterly Bill:</u>
Original Rate:	\$14.00/1,000 Gallons	\$500/Quarter
Reduced Rate (25% reduction):	\$10.50/1,000 Gallons	\$375/Quarter

In reviewing the process followed in 2015 for the proposed extension of public water into the historic downtown, Staff recommends that the Village Board consider the following process:

1. Village Board approval of the estimated total project costs, Village costs and the portion that the property owners would be responsible for covering;
2. Village Board approval of the draft ordinance establishing a SSA (revised draft enclosed).
3. Mailing the enclosed letter (certified, return receipt requested) to all downtown property owners from Village President Underwood summarizing the project along with a sample petition from property owners to the Village Board.
4. If 51% or more of the property owners submit signed petitions, then the Village Board will initiate the process for establishing a SSA.

Deadline: First week in April 2016 for discussion at second meeting in April. Recommendation to communicate the plans to Ryan Messner.

**Item #18: Village Planner Hogue.**

Not in attendance.

**Item #19: Village Engineer Shrake.**

Discussion: Village Manager Lothspeich attended meeting regarding Shenandoah subdivision.

**Item #20: Village Attorney Filippini.**

Discussion: No report.

**Item #21: Approval of Board Meeting Minutes**

*March 8, 2016 Board Meeting Minutes.* Amendments provided by Trustee Sarlitto, Trustee Jacob and Village Attorney Filippini.

**Trustee Sarlitto moved to approve the March 8, 2016 Board Meeting Minutes as amended by Village Attorney Lothspeich; seconded by Trustee Marshall.**

**VOICE VOTE:**

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

**Additional Item:            Letter in The Bridge**

*Discussion:* Trustee Lyman shared concerns about letter in The Bridge and use of this tool for opinions. Board should be aware of potential for feedback from residents and organizations. Trustee Borys, author of the article, considers this to be an informational explanation of why the Board voted as it did regarding Highway 53. Village President Underwood asked whether this is meant to be informational or whether there is a call for action. Board in agreement to have the letter be included in The Bridge as revised.

**Executive Session**

**At 9:51 P.M., Trustee Sarlitto moved to go into Executive Session to discuss (1) Executive Session Meeting Minutes; (2) Acquisition and Disposition of Property; (3) Investments and (4) Litigation; 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).**

**Additional Item:            OneLongGrove Sponsorship for 180<sup>th</sup> Anniversary of Long Grove**

*Discussion:* Board made aware that this is a political action committee, so the Village cannot participate. Email addresses cannot be distributed due to privacy.

**Approval of Executive Board Meeting Minutes.**

*March 8, 2016 Executive Meeting Minutes.*

**Trustee Jacob moved to approve the March 8, 2016 Executive Board Meeting Minutes as amended; seconded by Trustee Sarlitto.**

**VOICE VOTE:**

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

**Adjournment.**

**At 10:17 P.M., Trustee Marshall moved to adjourn the meeting; seconded by Trustee Sarlitto.**