

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
August 28, 2018

President Weppler called to order a meeting of the Board of Trustees at 8:00 p.m. in the Village Hall, 118 West Cook Avenue, Libertyville, IL. Those present were: President Terry Weppler, Trustees Donna Johnson, Richard Moras, Jay Justice, Scott Adams, Peter Garrity, and Patrick Carey.

EMPLOYEE RECOGNITIONS

President Weppler recognized Justin Hubbard on his ten-year anniversary of employment with the Village of Libertyville. Justin represents his family's third generation of service in the Libertyville Fire Department.

President Weppler recognized John Spoden, Libertyville's first Director of Community Development, on his 20-year anniversary of employment with the Village of Libertyville.

ITEMS NOT ON THE AGENDA

Lisa Roti, 1212 Victory Drive, stated the trees on her property had been removed, and she was pleased with the work. She asked that a sign noting "No Construction Traffic" be placed on her street.

OMNIBUS VOTE AGENDA

President Weppler introduced the Omnibus Vote Agenda and asked if there were any items to be removed for separate discussion.

Omnibus Vote Agenda

- A. Minutes of the August 14, 2018 Village Board Meeting
- B. Bills for Approval
- C. **ORDINANCE NO. 18-O-43:** An Ordinance to Reduce the Number of Class B Liquor Licenses – Salerno's Pizzeria & Bar
- D. **RESOLUTION NO. 18-R-165:** A Resolution to Approve the Purchase of Laptop Computers and Accessories
- E. **RESOLUTION NO. 18-R-166:** A Resolution to Approve an Amended NIPAS Mutual Aid Agreement
- F. **RESOLUTION NO. 18-R-167:** A Resolution to Approve an Agreement with the Metropolitan Mayors Caucus to Host One Half-Time Greenest Region Corps Member
- G. **ORDINANCE NO. 18-O-44:** An Ordinance Amending the Zoning Map of the Village of Libertyville
- H. **ORDINANCE NO. 18-O-45:** An Ordinance Declaring Surplus Property
- I. **ORDINANCE NO. 18-O-46:** An Ordinance Granting Variations of Front Yard and Rear Yard Setbacks (ZBA 18-06) at 500 and 514 Broadway – Meyer Homes, Inc., Applicant

- J. **ORDINANCE NO. 18-O-47:** An Ordinance Granting a Variation for Orientation of Principal Structure (ZBA 18-07) at 500 and 514 Broadway – Meyer Homes, Inc., Applicant
- K. **ORDINANCE NO. 18-O-48:** An Ordinance Granting Variations for a Fence (ZBA 18-08) at 500 and 514 Broadway – Meyer Homes, Inc., Applicant
- L. **RESOLUTION NO. 18-R-168:** A Resolution to Authorize the Purchase of Aftermarket Equipment for Public Works Vehicle (Unit #305)
- M. **RESOLUTION NO. 18-R-169:** A Resolution to Authorize the Purchase of Aftermarket Equipment for the Public Works Fleet Services Vehicle (Unit #901)
- N. **RESOLUTION NO. 18-R-170:** A Resolution to Approve a Meeting Room Policy for Village Hall
- O. **ORDINANCE NO. 18-O-49:** An Ordinance Amending Section 5-14 of the Libertyville Municipal Code Pertaining to Animals Disturbing the Quiet – (deferred from July 24, 2018 mtg.)
- P. Report of the Historic Preservation Commission
- Q. ARC Report

Trustee Johnson moved to adopt the items listed on the Omnibus Vote Agenda in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code. Trustee Moras seconded. President Weppler asked for further Board or public comment. Trustee Garrity asked for clarification of the AmeriCorps program, and Administrator Amidei explained the Mayor's Caucus would do the hiring for the program, and Libertyville and Grayslake would split the costs.

Trustee Garrity asked if the Frisbee golf equipment being replaced at Adler Park could be reused at Riverside rather than declared as surplus. Administrator Amidei noted that reuse was not recommended due to equipment age and long use.

Trustee Garrity asked if the responsibility of staffing for the new Village Hall meeting policy could be overseen by Commission members as well. Administrator Amidei noted that Commissioners should have been included, and that amendment would be made to the resolution. Trustees Johnson and Moras agreed with the amendment to the motion. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

ORDINANCE NO. 18-O-50: An Ordinance Amending the Number of Class B Liquor Licenses – Chrissoulas Restaurant, LLC

President Weppler explained the Village had received an application for a Class B Liquor License from Chrissoulas Restaurant, LLC, located at 602 N. Milwaukee Avenue, Libertyville. The application was reviewed by the Mayor/Liquor Commissioner and Village Staff. The ordinance presented would amend the Municipal Code to increase the number of Class B Liquor Licenses from nineteen (19) to twenty (20) and allow the issuance of the liquor license to Chrissoulas Restaurant, LLC. President Weppler asked for questions and comments. The owner addressed the Village Board and introduced himself.

Trustee Johnson moved to approve the ordinance amending the number of Class B liquor licenses. Trustee Moras seconded. President Weppler asked for further questions or comments and there was none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

REPORT OF THE PLAN COMMISSION (PC 18-09) Amendment to the Site Plan Permit – Community High School District 128

President Weppler explained that pursuant to the direction of the Village Board of Trustees, representatives of School District 128 met with neighbors and Staff to review options for landscaping and buffering west of the proposed parking expansion at the High School. At the meeting, representatives presented options that included solid fencing on the property line, increased in-fill landscaping, or a combination of fencing and landscaping abutting the parking area. It was the consensus of the group that if the Village Board of Trustees approves the parking expansion, the plan with fencing and landscaping abutting the parking area be required to be installed.

Staff noted if this option is chosen, the original development conditions would need to be altered as Condition No. 1 to meet Zoning Code requirements for screening to be complied with and not listed as a separate condition. Condition No. 2 would also be altered as Tree Nos. 753, 165, 188, 227, 228, 750, 757, and 762 would be removed in the new plan due to the installation of the fence and additional landscaping. Staff supported the proposal as 15 trees with additional shrubs will be planted in addition to the installation of the fence. Staff recommended approval of the Amendment to the Site Plan Permit, subject to the following development conditions:

1. That trees with Tag Numbers 266, 617, 631, 642, 691, 754 and 164 are to be preserved.
2. That Phase IV parking shall be noted in the plans as land banked and not be constructed at this time. Sheet C2.1 shall be noted accordingly.

3. That the photometric plan for Phase III only shall be provided.
4. That the a pedestrian walkway is extended across the north end of the far west aisle of the proposed south parking lot to connect the north end of all of the islands within that lot and that this change is to be incorporated into Phase IV.

President Weppler then asked for questions and comments.

Superintendent Prentiss Lea and Associate Superintendent Briant Kelly addressed the Board. Associate Administrator Kelly reviewed the plan options and Staff recommendations, noting that School District 128 was agreeable to all recommendations. An example of fencing material was presented.

Trustee Adams noted that a more complete parking plan was still requested. Trustee Garrity noted concern with parking location and safe walkways. Associate Administrator Kelly stated that parking on the west side had always been for school staff who have entry fobs for the doors on that side of the building. Students enter on the east side of the building.

Trustee Carey asked if there were any items of concern from neighbors that had not been addressed.

Jake Govorchin, 218 Pond Ridge Road, stated this had been a productive meeting, and the school had presented good options. As a safety concern, he favored the west parking be for school staff only. He thanked the Village Board and Staff for working with the neighborhood residents.

Superintendent Lea noted that Staff had normally and historically parked on the west side of the building.

Trustee Johnson stated the need for a long-term parking plan to include Staff parking.

School District 128 President Pat Groody stated that a long-term parking solution is a consideration but the School Board is not going to put 3-4 million into LHS parking. He noted that 16 seniors did not having parking in the main lot.

Trustee Johnson stated there still should be a plan. Trustee Adams concurred, noting that if the school added on to the building, parking would have to be addressed.

Gary Devroy, 214 Pond Ridge Road, stated the understanding was that School Staff would be parking on the west side of the building, and that should be part of the plan.

President Weppler stated he did not favor dictating the school's parking options. Trustee Justice concurred.

Trustee Johnson stated she would like to see the good relationships maintained as well as good collaboration. Although she did not want to mandate the School Staff parking locations, she agreed that it was the best option.

Superintendent Lea stated the intention was for Staff to use the west lot, and it was historically so. He did suggest there be flexibility for temporary and/or short-term situations. Members of District 128 School Board concurred. Trustee Johnson stated the parking should be monitored.

Superintendent Lea stated the students' safety and security were considered before anything else. He added that the School District has worked closely with fire and police departments to assure student safety. He stated they were committed to safety. President Weppler stated his trust in the School District.

Trustee Johnson stated that all are part of the same community, and she appreciated the collaboration and cooperation. Trustee Adams concurred.

Trustee Johnson moved to approve PC 18-09, Amendment to the Site Plan Permit subject to conditions, and Trustee Justice seconded. President Weppler asked for further questions or comments and there was none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION NO. 18-R-171: A Resolution to Approve Amendment No. 1 to the Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for the Nicholas Dowden Park – South Supplemental Storm Sewer Project

President Weppler explained that on January 23, 2018 the Village approved a professional services agreement with Christopher B. Burke Engineering, Ltd. (CBBEL) for design, permitting and bidding assistance for the Nicholas Dowden Park-South Supplemental Storm Sewer Project. The total amount of the agreement was \$30,950.

The project, which is now under construction, includes the installation of a 48-inch diameter storm sewer that will alleviate a constriction in the current conveyance system and will provide noticeable benefits to the upstream properties during rainstorms of light to moderate intensity. During the design of the project, extensive coordination that exceeded the agreement scope of services resulted with ComEd, AT&T and Comcast in

regards to relocating their conflicting underground facilities and revisions to the proposed storm sewer design.

Sufficient (surplus) funding is available for the additional engineering design services in the Project Fund in Account #40-0000-0-774. An amendment was therefore proposed to the professional services agreement with CBBEL in the amount of \$6,200 for the additional engineering design services.

Staff recommended the approval of the resolution for an amendment in the amount of \$6,200 to the professional services agreement with CBBEL, which will result in a new total agreement amount of \$37,150. President Weppler asked for questions and comments.

Trustee Johnson noted the great success the Village has enjoyed using Christopher B. Burke Engineering for Village projects.

Trustee Johnson moved to approve the resolution to approve Amendment No. 1 to the Professional Services Agreement with Christopher B. Burke Engineering, and Trustee Justice seconded. President Weppler asked for further questions or comments and there was none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

REPORT OF THE SUSTAIN LIBERTYVILLE COMMISSION – Update to the Sustainability Plan

President Weppler explained that following the establishment of the Sustain Libertyville Commission, the Village Board adopted the Sustain Libertyville Commission's Sustainability Plan in 2015. With several goals accomplished and the addition of new initiatives, the Commission updated the current Sustainability Plan.

The Commission had a planning session to identify new initiatives. Those initiatives are converted into annual goals. The goals and accomplishments are broken down into eight different categories, which include waste and recycling, air, land use, energy, water and local food. The Commission is presenting the Plan to the Board for any comments and to answer any questions Board members may have. Chairperson Doug Reed and Commissioner Joan Sayre were at the Board meeting to answer any questions.

Trustee Garrity asked about funding for their recommendations. Chairman Reed stated there is minimal funding necessary for educating the community on program such as recycling. President Weppler explained the Commission makes recommendations that the Village Board can then discuss and budget as necessary.

Trustee Garrity also asked about correct recycling and the possibility of an audit. Chairman Reed stated that residents would be informed of procedures and then could be cited for failure to recycle properly.

President Wepler stated the Commission has done a tremendous job, seeking grants for sustainability and working with the Mayors' Caucus. Trustee Moras concurred, noting the Commission's outstanding work. Administrator Amidei noted the Metropolitan Mayors' Caucus provides grants and \$2,000 is budgeted for the Commission. She also stated she would find information about options through Cool Cities Global Alliance program.

Trustee Johnson moved to accept the report of the Sustain Libertyville Commission, and Trustee Garrity seconded. President Wepler asked for further questions or comments and there was none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION NO. 18-R-172: A Resolution to Accept a Proposal from Weatherguard Roofing Company for the Libertyville Fire Station Two Roofing Project

President Wepler stated the 2018/19 Fiscal Year Annual Budget provides \$89,000 in the Public Buildings Improvement Fund in Account #46-0000-0-794 for the replacement of the roof at Fire Station Two.

The existing roof at Fire Station #2 (Golf Road) has reached the end of its useful life and is in need of replacement. The current roof is the original roof built in 1990, and has developed several water leaks. A new roof is necessary to prevent further damage to the decking and interior of the building. The Bid Opening for the project was held on July 27, 2018. Two bids were received for the project with the following results:

Contractor	Base Bid Price
Weatherguard Roofing Company	\$ 54,000.00
Select Construction Group	\$ 80,480.00

The lowest responsive bidder was Weatherguard Roofing Company with a bid in the amount of \$54,000. With the unknown condition of the wood decking underneath the shingles, a contract contingency of \$3,000 is necessary to provide funds for up to twenty sheets of wood decking to be replaced if needed. Weatherguard Roofing Company submitted a price of \$146.00 per sheet of wood decking.

Staff recommended approval of the Resolution to award the contract to Weatherguard Roofing Company for the Fire Station Two Roofing Project in the amount of \$57,000 and authorize execution of the contract by the Village Administrator. President Weppler asked for questions and comments and there was none.

Trustee Adams moved to approve the resolution to accept a proposal from Weatherguard Roofing Company, and Trustee Johnson seconded. President Weppler asked for further questions or comments and there was none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

PETITIONS AND COMMUNICATIONS

- The Village Hall and all non-emergency Village offices will be closed on Monday, September 3, 2018 for the Labor Day Holiday.
- The Parks and Recreation Committee will meet at 6:00 p.m. on Tuesday, September 4, 2018.
- The Zoning Board of Appeals will meet at 7:00 p.m. on Monday, September 10, 2018.
- The Board of Fire and Police Commissioners will meet at 5:00 p.m. on Tuesday, September 11, 2018 at the North Fire Station, 1551 N. Milwaukee Avenue.
- The Water and Sewer Committee will meet at 7:00 p.m. on Tuesday, September 11, 2018.
- The Village Board will meet at 8:00 p.m. on Tuesday, September 11, 2018.

EXECUTIVE SESSION

President Weppler noted the need for the Village Board to meet in Executive Session for discussion of the following:

Litigation: Pending or Imminent [5 ILCS 120/2(c)(11)]

Trustee Carey moved to go into Executive Session and 8:59 p.m., and Trustee Garrity seconded. The motion carried on a unanimous voice vote.

ADJOURNMENT

With no further business to come before Village Board, Trustee Moras moved to adjourn at 9:10 p.m., and Trustee Adams seconded. The motion carried on a unanimous voice vote.

Respectfully submitted,

by: *Katelyn Amidu, Deputy Clerk*

Sally A. Kowal
Village Clerk