

Village of Riverwoods
Board of Trustees
December 18, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney
Chuck Stewart, Village Forester

Absent was:

Michael Haber

Call to Order: 8:00 PM

Moment of Silence

Those present observed a moment of silence for the tragedies that occurred in Connecticut.

Approval of Minutes

Trustee Koomjian moved to approve the minutes from the December 4, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote.

Engineer's Report

Mr. Glenn is hopeful to have plans 90% complete for the Thornmeadow water main project by the end of the week. He hopes to have bids out in January and will bring a recommendation to the second meeting in January.

Police Report

Chief Dayno provided the Board with the Police Department activity since the December 4, 2012 Board of Trustees meeting. There were three 911 hang up, six accidents, nine alarms, two complaints about animals, 10 fire department assists, six other agency assists, one well being check, one dispute, two driving complaints, three DUIs, three finger printings, one identity theft, one fraudulent activity, four lockouts, three motorist assists, one parking complaint, seven suspicious circumstances, two crime prevention notices and seven case reports. There were 95 traffic stops with 80 citations issued to 66 people.

There are currently ten houses on the House Watch list that are checked regularly.

Chief Dayno reported his officers are all trained in rapid response to active shooters. It is the same training given to officers throughout the country. Prior to the Connecticut shooting, there were plans to do additional training. Chief Dayno has contacted the Montessori School to do training at their location.

Chief Dayno noted they came to an agreement with the police union on a new contract.

Village Attorney

Mr. Huvad will bring three Ordinances on the TIF district to the second meeting in January. The Village has been in discussions with the synagogue that owns ten acres on Saunders Road. They would like to come before the Board to discuss what they want to do, including modifications to setback requirements, which would require a text amendment to the Zoning Ordinance. The parcel had to be at least five acres with frontage on major streets. The building setback requirements are 100 feet and 60 feet for parking. They are meeting the 100 feet requirement, but not the 60 foot requirement for parking. Mr. Huvad stated the plan is preserving the north portion of the site as wetlands.

Mr. Huvad reported that this was one of the sites that met the qualifications for a religious institution per the map prepared by Mr. Glenn. The site was not adopted in the Comprehensive Plan. Trustee Chamberlain would find it helpful to look at the property with a map indicating the proposed setbacks. Trustee Jamerson suggested the property be staked out with the proposed setbacks. Mr. Durning would stake out the proposed setbacks for the Trustees to view.

Visitors Wishing to Address the Board

Michael Baumann, 2900 Greenbriar Lane, questioned whether there was a backup plan in case difficulties arose with Lakeshore Waste Services. He also asked if the merger would affect its viability. Trustee Norris believes the merger will enhance its viability. Should the Village feel that Lakeshore is not living up to its end of the contract, the Village will go out for bid again.

New Business

- Marguerite Welter – Report – Community Center

Ms. Welter has spoken with a number of Trustees. She suggests the Village develop a clear charter of what the community wants. She believes a task force should be formed to look at both current and long term needs, based on the Village's demographics; a survey could then be taken and focus groups formed in order to determine what is feasible. Ms. Welter noted that a needs assessment typically looks at what is needed for the entire community, not just one building. She believes the Village needs to have a clear direction to determine the scope of what needs to be done. Trustee Koomjian questioned who Ms. Welter would recommend to provide the leadership. Ms. Welter would agree to take it on, but noted there are a number of other resources as well. There are also a number of not-for-profit organizations that can assist with a smaller project.

Mr. Huvad stated the police department site does not have build-out potential. The main land parcels in the Village that are available include the former police building and the seven acres. Mr. Huvad questioned what firm would be most appropriate for only those sites. Ms. Welter suggested developing a list of questions to ask residents about their needs, wants and desires. Mr. Ford questioned the transportation to the location of the former police building, and suggested looking in to the feasibility of connecting a bike path on Portwine Road with the bike path that will be constructed on Deerfield Road. Mr. Glenn does not believe a bike path on Portwine Road would be viable, due to cost. Trustee Chamberlain believes the Board should gather demographics on the residents prior to getting their needs. She believes the Village should then look to the community and find what needs and services they would they like. Mayor Kaplan noted the Village has census data from 2010.

Mr. Huvad stated that if you ask people about their needs, in general, they would mention things like roads. Trustee Norris believes the Board needs to determine what question they want answered first. Trustee Koomjian believes the focus should be on activities rather than a building. Ms. Welter noted the Village should be clear on what they would consider. Trustee Chamberlain stated there needs to be parameters.

Trustee Norris summarized that the Board will determine what questions they need answered. Ms. Welter suggested putting together a sub-group to identify the process, and then bring recommendations to the Board. Trustee Jamerson asked about the length of time for the process. Ms. Welter explained the hardest part will be to determine the charter. She believes the process could be completed within six months. Trustee Chamberlain believes the Board needs to be realistic because the Board is going to change in a few months. This Board may go in one direction but the new Board may want to go in another direction. Ms. Welter suggested including the new members in the task force.

- Proposed resolution consenting to the sale and transfer of substantially all of the assets of Lakeshore Waste Services, Inc. to Lakeshore Recycling Systems, LLC.

Mr. Huvad stated the Board has the proposed Resolution with the consent attached. The company is waiting for the Resolution.

Trustee Norris moved to consent to the sale and transfer and agree to the merger. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

R-12-12-7

- Authorization for a transfer from the General Fund to the Police Fund

Trustee Norris moved to transfer up to \$800,000, as necessary, to the Police Fund to alleviate any deficit in 2012 due to operating deficits. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- JULIE locating contract amendment

Mr. Glenn stated this has become an annual amendment. There is not a lot of competition for this work. G4S does this economically for the Village because they do the locating for the tollway. They are requesting a 2% increase. Since 2003, no one has hit any Village utilities. Mr. Glenn recommended the approval of a ninth amendment to the locating services contract.

Trustee Koomjian moved to accept the contract amendment for JULIE. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Trustee Jamerson noted that residents should call JULIE at 811 anytime they wanted to do any digging.

- Gewalt Hamilton rate increase request for 2013

Mr. Glenn stated the last rate adjustment was in 2008. The adjustment requested is less than the CPI over the past four years. The proposed adjustment shows a 20% discount to the Village over the standard rates. Mr. Glenn represented that his rates are comparable with competing engineering firms.

Trustee Svatik moved to accept the Gewalt Hamilton rate increase request for 2013. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Trustee Koomjian noted the discount rate for the last three categories did not keep with the rest of the rates. Mr. Glenn explained that the rates have varied over the decades. They are trying to get more uniformity for the municipalities with which they work.

- Approval of promotion of Corporal Ron Shor to the rank of Sergeant, effective January 1, 2013

Chief Dayno noted that while Commander Vaughn was on injury leave Corporal Shor took on much of her responsibility. In recognition of what he has done, he recommended promoting Corporal Shor to sergeant and eliminating the corporal rank.

Trustee Norris moved to approve the promotion of Corporal Ron Shor to the rank of sergeant, with the pay schedule as proposed. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)
NAYS: None (0)

Trustee Chamberlain questioned whether the length of service and skillset are appropriate for this type of promotion. Chief Dayno noted that he is fully qualified and has demonstrated the skill set to step up.

- Personnel committee report – 2013 compensation for non-union employees

To be discussed by the Board in executive session following the regular Board of Trustees meeting.

Approval of Bills

Trustee Jamerson moved to approve the Bills. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)
NAYS: None (0)

Old Business

- Forestry Program – discussion

Village Forester Chuck Stewart updated the Board on the status of the woodlands restoration area at Deerfield and Saunders Roads. Mr. Stewart stated the goal is to create an educational tool so residents can understand how to manage their woodlands. They received a grant from Illinois Department of Natural Resources to plant various species of oak trees, a rain garden, a bio swale and a seasonal pond. The proposed shelter will have eight educational boards. Mr. Stewart noted there will be an opportunity for self-guided tours. The grant includes time for

management and administration of that portion of the project. The construction items include the educational shelter, the path system through the site, an accessible drinking fountain, bicycle racks and an electric line. These are not included in the grant.

Mr. Stewart noted there would be two access points, one off the county walkway and one south of the police station property. The path system will go either into the shelter or around it. The facility will have a gutter system which will create a rain garden similar to a residence. Mr. Stewart noted the roof would be standing seam metal and the center of the roof would be raised. He suggested having an octagonal bench in the shelter. There will be 2-sided, 4x6 educational panels that are protected with Plexiglas. The shelter will be open. Mr. Stewart noted the Burr Ridge Park District purchased a standard shelter from the manufacturer and had a general contractor put it together. He thinks the key elements will be simple, with a minimal amount of maintenance.

Mr. Stewart thought a 30' diameter shelter would be an appropriate size; however, after speaking with an architect, he suggested a 36' diameter shelter. Mr. Stewart suggested laying out various options for the size of the shelter. Mr. Stewart will put together a budget based on a cost per square foot. He noted the proposed shelter floor is concrete.

Trustee Chamberlain added that at the last meeting, the Trustees asked about the cost for the Burr Ridge shelter. Trustee Chamberlain noted the basic cost was \$28,000; however, Burr Ridge upgraded their shelter so the cost was \$39,000. She stated that in order to maintain the character of Riverwoods, the woodlands need to be managed. Most of the lots are 1-2 acres, so people need to know how to manage their woodlands. This would be a demonstration on how people can do that. This would also be an entrance to the Village. Trustee Chamberlain believes it is important to communicate to the residents why the Village is doing this. The more the Village can communicate, the more residents will understand and welcome the program. Once the Village gets a budget together, she suggested staking out the area and informing residents about it. Trustee Svatik suggested putting an article in the Village Voice. Ms. Welter suggested adding a picture sign near the property stating "coming soon".

Trustee Jamerson would prefer a path to the southeast portion of the property. Trustee Koomjian noted that the shelter was further north on an earlier drawing. He questioned how the shelter location was determined. Mr. Stewart explained he suggests locating the shelter where the paths intersect.

Mr. Stewart noted that he has ordered 200 types of oak seedlings for the Arbor Day event. He wants to make them available to kids to plant a seedling at the location. The seedlings will also be available for kids to take one home if they plant one. Mr. Stewart would be donating the seedlings, so it would be at no cost to the Village.

Mr. Ron Baranski, 2590 Chianti Trail, questioned the lack of parking and restroom facilities at the location. Mr. Stewart noted the police station would have restroom facilities available during the day. Mr. Glenn added that they examined the property and determined it is challenged for vehicular access. The intent for the property is to be accessible for pedestrian and bike traffic.

Mr. Baranski questioned where the drop off point would be. Ms. Welter asked about the disposal of dog waste.

Trustee Chamberlain noted the next step will be for Mr. Stewart to come back to the second meeting in January with a budget outline.

Executive Session

Trustee Jamerson moved to go into executive session for consideration of personnel issues. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

At the conclusion of the executive session the regular session of the Board of Trustees was called to order at 9:46 PM.

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Michael Ford, Village Clerk
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney
Absent was:
Michael Haber

Trustee Koomjian noted the candidates for the offices of Mayor and Trustee will be known shortly and suggested making public the information that comes to the Board.

Adjournment

There being no further business or discussion, Trustee Jamerson made a motion to adjourn the meeting. Trustee Chamberlain seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:48 PM

The next regular meeting of the Board of Trustees is scheduled for January 2, 2013 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
December 4, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Chamberlain moved to approve the minutes from the November 20, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote.

Trustee Koomjian moved to approve the minutes from the November 20, 2012 Public Hearing. Trustee Norris seconded the motion. After a minor change by Mr. Huvad the motion passed on a voice vote.

Director of Community Services Report

Mr. Durning stated that a permanent occupancy permit has been issued for the property at 2 Wildflower. All the bonds have been refunded.

The Village received a permit application for 2600 Lake Cook Road, where the cell tower is located. T-Mobile wants to do some improvements including changing out the electrical box.

Engineer's Report

Mr. Glenn was pleased to report that the new well water information system was installed before Thanksgiving. During the time it was working, it provided very accurate information. Unfortunately, the two radios stopped communicating and he is now working with the vendor on figuring out a solution.

Village Attorney's Report

Mr. Huvard reminded the Board that the next status report for 9 Julie Lane will be in January. The receiver has indicated that there was water in the basement and he is evaluating the conditions of the house. The receiver's report will be submitted in December.

Plan Commission Report

The Plan Commission will not be meeting next month

Police Report

Chief Dayno provided the Board with the Police Department activity since the November 20, 2012 Board of Trustees meeting. There were six accidents, nine alarms, two complaints about animals, six fire department assists, three other agency assists, one death investigation, one dispute, five driving complaints, three DUIs, one identity theft, one lockout, one noise complaint, four motorist assists, one open burning complaint, four suspicious circumstances, one theft, one unwanted subject, three crime prevention notices and seven case reports. There were 84 traffic stops with 61 citations issued to 45 people.

There are currently eight houses on the House Watch list that are checked regularly.

Chief Dayno stated the death investigation is for a 22 year old that died suddenly in his home.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFDP District including mutual aid to the DBFD District for the month of December. There were six calls including five EMS calls and one other call. There were 417 calls year to date.

Comments from the President

- Mayor Kaplan referred to a confidential memo received by the Trustees that will be discussed at the next Board of Trustees meeting. He urged the Trustees to keep it confidential.
- Mayor Kaplan spoke with Marguerite Welter, who is to do a feasibility study on the proposed community center.

New Business

- Proposed resolution approving a replacement reserve policy and classifying a portion of the General Fund as “committed”

Mr. Huvad stated there was an issue about why the SSA loans were mentioned. He stated that the Village audit seems to indicate that the Village is carrying debt. The source of the debt that is shown, however, is actually SSA loans. The Village itself does not have any debt.

Trustee Chamberlain questioned whether the word “periodically” should be changed to specify a specific number of years, when referring to how often the policy should be reviewed. Trustee Norris suggested changing the text so the policy will be reviewed periodically, but no less than every three years.

Trustee Haber moved to approve the Resolution with the changes discussed. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Resolution R12-12-6

- Approval of 2012 Tax Levy Ordinance

Trustee Svatik moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Haber moved for Second Reading and adoption. Trustee Jamerson seconded the motion.

Mr. Huvad noted that the first four pages of the Levy are the same line items as the Appropriations Ordinance. Every year in the Appropriations Ordinance, the Village tries to capture all appropriations. Page five includes the property tax that is restricted to the use of the police department. The amount of the police levy that is provided for in the draft ordinance is \$470,000, which is close to what would have been collected with the tax caps. Last year, the police levy was \$455,000. Page six shows the levies for the various special service areas. The Village levies every year for SSA 5. The SSA 7 storm sewer fund has a balance of \$60,000. The Village has not had a need for repairs and some residents asked that we hold off on levying. SSAs 19, 21 and 22 show the amounts that those Boards have asked the Village to levy.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-12-20

- Discussion of a new forestry program – Riverwoods National Landscape Awards

Trustee Chamberlain stated that every year she looks at the forestry program with the Village Forester. The Village gets a lot of resident participation from the plant sale. She suggested implementing an award program that would award residents for exemplifying positive forestry behavior. The resident would receive both an award and a financial reward that can be used to further enhance their properties. Trustee Chamberlain suggested dividing the Village into different zones, based on the area they live. Trustee Haber questioned the number of awards. Trustee Chamberlain stated there would be one award for each of the nine categories. There would be up to four contestants for each of the nine categories, based on the zone in which they reside. Trustee Chamberlain noted the same resident could only win once every three years. Trustee Svatik questioned why Country Club Estates could not participate. Trustee Norris suggested adding another zone for the Country Club Estates. Mr. Glenn has worked on determining zones and would share the information with Trustee Chamberlain.

Mike Corn, 3075 Blackthorn, questioned the point of the program. Trustee Chamberlain stated the point of the program is to encourage residents to use native plantings and to improve their properties. Trustee Chamberlain will bring a formal proposal to the next meeting.

- Approval of Appointment of Kevin O'Donnell to the Plan Commission

Mayor Kaplan reported that Brian Meltzer has resigned from the Plan Commission. Mayor Kaplan asked Mr. O'Donnell to be a member of the Plan Commission until he becomes a Trustee.

Trustee Haber moved to approve the appointment of Kevin O'Donnell to the Plan Commission. Trustee Norris seconded the motion. The motion passed on a voice vote.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board on non-agenda items.

Old Business

- Approval of proposal from Baranski Hammer Moretta & Sheehy, Architects, to provide design planning for nature trail

Mr. Huvad stated that Bob Hammer would provide drawings for \$3,900. After he refines the conceptual drawing, he would prepare dimension drawings and submit them to a contractor to get costs.

Trustee Koomjian stated there may be builders that specialize in municipal projects. He looked at two designs from RPC Shelters. The 45' diameter, octagon shaped shelters would have eight panels. One design showed a powder-coated, metal design. The other showed a wood design. There is an option for either a one-tiered or two-tiered roof with or without a cupola. There are

various options available. Trustee Koomjian received two quotes that did not include electricity, installation, landscaping or the foundation pad. He believes this may be less expensive than getting a contractor to build one. He also believes that they would provide a robust design for the elements. Trustee Koomjian provided this information as an alternative and suggested asking the contractor for a cost on the Burr Ridge facility. Trustee Koomjian is reluctant to spend \$4,000 for the drawings and design planning before getting an estimated price.

Mr. Glenn believes Bob Hammer should come in to discuss the various options. He noted that an architect would help the Board make informed decisions. Trustee Jamerson believes the Village needs someone to coordinate the project. He believes the \$3,900 would be money well spent. Trustee Jamerson noted that the prefabricated option is a kit; however, someone would need to install the shelter. Trustee Norris added that he would like a fully-installed price. Trustee Jamerson also suggested getting a drawing from the architect and ask RPC Shelters to quote based on the drawing.

Trustee Haber moved to approve the proposal from Baranski Hammer Moretta & Sheehy, Architects. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Mike Corn questioned the purpose of the shelter. Trustee Koomjian noted this would be an educational shelter. Mr. Corn questioned how to draw people into the shelter. Trustee Jamerson noted this would be accessible by foot or bicycle. Mr. Corn questioned the location. Trustee Haber noted this is part of the overall plan for the property. It is a gateway to the Village and will be designed to educate residents on what is going on with respect to the plantings so they could emulate some of the ideas on their own property.

Standing Committee Reports

- Police/Solid Waste – Trustee Norris stated they have entered into negotiations with the union for the police department. The Village received a proposal from the union. Counsel is preparing a response. Trustee Norris noted the cash request was 3.75% per year. They have also asked for additional conditions.

The Lake County Health Department inspector will be looking at what has been done on the 27 acres. The County will also attempt to ensure that nothing is leaking.

Trustee Norris reported that Lakeshore has merged with a recycling entity in Chicago. It is more of a purchase of assets by Lakeshore. They are decreasing their debt ratio and increasing their facilities. Under our contract, the Board is required to agree or disagree to this action. The management is staying the same. Trustee Haber disclosed that he represents the company Lakeshore is merging with. As this item was not on the agenda, the Board could not approve the transfer tonight, but could indicate its feelings in an informal fashion, then ratify or consent at the next meeting of the Board.

Trustee Norris asked the Board if there were any objections to granting the consent. Hearing none, he will let Lakeside know there were no objections, and the Board will formally vote at the next meeting.

- Building/Zoning –

Trustee Jamerson and Mr. Durning have started to review the Village fee schedule. There are some inconsistencies they are trying to correct. They will also modify the bond requirements. Trustee Jamerson noted the monthly sewer rate in the fee schedule does not appear to be correct. Mr. Glenn noted the Village charge would be \$5 in addition to the County charge.

Trustee Jamerson provided the building report. In November 2012, there were eight permits issued with a total construction value of \$183,758 generating fees of \$2,075. In November 2011, there were 13 permits issued with a total construction value of \$153,482 generating fees of \$1,450. 2012 year to date, there were 132 permits issued with a total construction value of \$4,371,880 generating fees of \$41,054. 2011 year to date, there were 122 permits issued with a total construction value of \$2,430,931 generating fees of \$38,179.

- Finance/Soil & Water Conservation – Trustee Svatik stated the appropriations ordinance is due in 90 days. The Chamber of Commerce changed its December meeting in order to hold the DBR Chamber's annual holiday function as a luncheon on December 13.

Adjournment

There being no further business or discussion, Trustee Norris moved to adjourn the meeting. Trustee Chamberlain seconded the motion. The motion passed on a voice vote. The meeting was adjourned at 9:12 PM.

The next regular meeting of the Board of Trustees is scheduled for December 18, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
November 20, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney

Call to Order: 8:11 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the November 6, 2012 Board of Trustees meeting. Trustee Koomjian seconded the motion. There were minor changes made by the Trustees, after which the motion as amended passed unanimously.

Engineer's Report

Mr. Glenn stated that the street programs and culvert cleaning work is completed. They have started the initial surveys and field work for SSA 24.

Police Report

Chief Dayno provided the Board with the Police Department activity since the November 6, 2012 Board of Trustees meeting. There were 13 accidents, 19 alarms, one complaint about animals, eight fire department assists, three other agency assists, one criminal damage to property, one domestic dispute, four driving complaints, two DUIs, one finger printing, one fraud, one lock out, two missing persons, five motorist assists, one open burning complaint, one parking complaint, one solicitor complaint, 11 suspicious circumstances, one unwanted subject, one crime prevention notice and six case reports. There were 90 traffic stops with 72 citations

issued to 56 people. There are currently nine houses on the House Watch list that are checked regularly.

Chief Dayno stated they made one arrest for reckless conduct and criminal damage to property. It was a result of road rage. They also made an arrest for theft and unlawful possession of a controlled substance.

Village Attorney's Report

Mr. Huvard stated that the attorney for the bank that owns 1075 Whigam asked for a briefing schedule to oppose the Village's request for an order of demolition. The house at 9 Julie will have a hearing on the receiver's recommendation.

Mr. Huvard noted the Tax Levy Ordinance will be coming up at the next Board of Trustees meeting.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board on non-agenda items.

New Business

- Tax Levy agreement with Gemini Lane Association

Mr. Huvard stated the agreement has been reviewed by the Association and the bank. The levy amount the bank is looking for is \$8,300 per year. The levy would be increased by \$200 annually so the Village can recoup some costs. If the Board approves this, he will arrange to have it signed by the Association within the next few days.

Trustee Chamberlain noted the \$200 annual charge is for costs that are incurred by the Village. She stated that the fees are more than originally anticipated when the Board discussed a 1% fee. Trustee Chamberlain questioned whether this should be a service offered by the Village. She stated that the future road associations would benefit from the work done by the initial road associations. Trustee Chamberlain questioned whether the fees should be user pay, but believes the \$200 annual fee is appropriate even though it does not cover the actual costs. Trustee Norris also believes the \$200 annual fee is appropriate. Trustee Haber noted the Village has already subsidized much of the legal fees. Trustee Jamerson believes the Village should be compensated for doing the legal and engineering work. He does agree that the initial road associations will require more work, but should not be charged more than the proposed \$200.

Jimmy Seidita, 2627 Gemini Lane, stated the Association is happy with the agreement. He noted that future Associations will benefit from the work that was done. Mr. Seidita stated that Gemini Lane has a newly paved surface.

Trustee Koomjian questioned why the money would be credited to the Village General Fund.

Mr. Huvard noted that individual accounts are not normally credited; rather, the interest from all funds that are not reinvested go to the General Fund.

Trustee Koomjian moved to approve the Tax Levy Agreement with the Gemini Lane Association. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Approval of Police Department Budget of \$1,540,396

Chief Dayno explained that he did some year-end estimates for the last few months of the 2012 budget. He noted there were some unexpected expenses that made the department go over the budget; however, the revenue was also greater than projected. There was a total shortfall of \$80,000. The 2013 revenues are estimated based on this year's revenues. The only expenditure increases are insurance and salaries. The rest of the budget is flat. The capital for 2012 was \$0. \$25,621 was expected to be paid in 2011, but was paid in 2012. For 2013, Chief Dayno projects \$31,400 under police capital for a vehicle and equipment. The Department did not purchase a police vehicle in 2011 or 2012. He is asking that the Ford sedan be replaced with a 4-wheel or all-wheel drive. Chief Dayno looked at a Ford Explorer as a replacement vehicle.

Trustee Jamerson questioned the FICA expense. He noted the salaries increased but FICA decreased. Chief Dayno stated the projected budget last year was too high. Trustee Jamerson questioned the dispatch expense. Chief Dayno explained the Village pays Lincolnshire for dispatch. It is primarily a salary. Chief Dayno noted there were extra expenses including the LiveScan and NATO planning.

Trustee Svatik noted the cell tower calculations had a \$30,000 correction. He questioned what period of time the adjustment was made. Mr. Ford noted the correction was for at least two years. Trustee Svatik questioned whether the 2013 projection is appropriate. Mr. Huvard noted that the collection of cellular fees are now on schedule.

Trustee Chamberlain questioned why the legal expense was higher. Chief Dayno noted that this is a contract year. Trustee Norris clarified that it may not be that high, but they wanted to budget higher rather than lower. Chief Dayno is optimistic that they would not spend the entire budgeted amount. Trustee Chamberlain questioned the forestry expense. She is unsure how much is the Police Department expense and how much is actually part of the forestry restoration. Trustee Chamberlain believes the initial re-landscaping should come from the Police budget. Mr. Huvard noted the money is coming from the General Fund. Trustee Norris noted this is a budget and bills should be assigned to either the restoration project or the police department, as deemed appropriate. He believes the bills need to be properly segregated. Mr. Huvard noted the Village owns the police department site. Trustee Norris believes the Village should keep track of the expenses. Trustee Chamberlain would be comfortable removing the expense from the police budget. Trustee Norris agreed.

The new expenditure budget will be \$1,519,096 after removing the forestry expense.

Trustee Haber questioned whether the Village should consider a 'green' option for a vehicle. Chief Dayno noted that at this point it is not a feasible solution. The mechanics advised against using a 'green' vehicle as a patrol car.

Trustee Svatik moved to approve the police department budget as adjusted at \$1,519,096. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Proposed ordinance adopting Tax Increment Allocation Financing respecting the Milwaukee/Deerfield redevelopment project area in the Village of Riverwoods, Illinois
- Proposed ordinance designating the Milwaukee/Deerfield redevelopment project area in the Village of Riverwoods, Illinois pursuant to the Tax Increment Allocation Redevelopment Act.
- Proposed ordinance adopting and approving a Tax Increment Redevelopment Plan and project in the Village of Riverwoods, Illinois

Mr. Huvad noted these three Ordinances would not be brought before the Board until 2013.

Approval of Bills

Trustee Koomjian moved to approve the bills. Trustee Jamerson seconded the motion.

Trustee Haber questioned the MC² bill. Trustee Jamerson noted there were issues with the changeover from ComEd. The motion was adjusted to approve the bills subject to further review of the MC² bill by Trustee Haber.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

- Fund Reserve Policy

Mr. Huvad presented a rough draft of a fund reserve policy. He noted the Village of Deerfield is trying to keep about 25% of their annual expenses in a reserve fund. Mr. Huvad noted that some costs will come in bunches, so the policy calls for regular reviews and revisions. Trustee Chamberlain noted the Board discussed having a \$2 million base in the sewer fund. Mr. Huvad noted that water fund would stand on its own because it is more user based. The sewer fund could get a 1-time transfer from the general fund with a \$2 million transfer. Another option

would be to attach a stronger designation of \$2 million in the General Fund and assign it to the sewer fund. Trustee Norris believes that would require an Ordinance. Trustees Chamberlain and Koomjian believe the money should be earmarked in the General Fund, because it can be marked as committed but not moved back if transferred to the sewer fund. Mr. Huvad will bring an Ordinance about committing the funds to the next meeting.

- Approval of proposals from Baranski Hammer Moretta & Sheehy, Architects, to provide design planning for nature trail shelter (gazebo)

Trustee Chamberlain showed a picture of a proposed gazebo that Mr. Stewart recommended. She stated there would be educational boards that would be removable. Trustee Chamberlain questioned whether the gazebo would need to be designed by an architect. Mr. Huvad noted that Bob Hammer believes a shop drawing would be adequate. Trustee Jamerson believes someone should review the shop drawings.

Trustee Chamberlain noted that Mr. Stewart would also like bicycle racks. She stated they would also have a rain barrel. Mr. Glenn noted the gazebo would be approximately 25' in diameter. Trustee Chamberlain noted there would be eight benches and possibly a sculpture inside the gazebo. Trustee Koomjian questioned whether the \$3,900 fee proposed by the architects would provide drawings that would be usable. Mr. Glenn added that the conceptual drawings would be included in the bid documents. Mr. Baransky questioned how much would be budgeted for the shelter. Trustee Chamberlain noted the Village received an educational grant that would cover the educational boards, several trees and plantings.

Trustee Jamerson noted the proposal does not include construction documentation or design. Mr. Glenn noted they would develop the idea of what needs to get built. Trustee Jamerson believes it would be more prudent to come up with some construction documents instead of just a conceptual plan. Mr. Glenn will speak with Mr. Hammer. Trustee Norris asked for a green proposal as well by using some recycled materials. Trustee Koomjian questioned whether stock or semi-stock designs and materials are available. Mr. Durning will investigate that possibility. Trustee Haber questioned whether there should be electricity. Mr. Glenn agreed. It was then agreed to hold the matter over until the next Board meeting in order to obtain additional data.

- Proposed Community Center

Trustee Chamberlain is not opposed to a community center as such and likes the idea of having a place where residents can gather. She believes that in order for a community center to be successful in Riverwoods, however, the Village will need to come up with a special niche that is not satisfied elsewhere. Trustee Chamberlain believes the Village should determine how the center can be successful before determining how it should be built. Trustee Chamberlain received mail opposing this type of a community center and would be uncomfortable going forward with it. She believes the proposal should be set aside until the Board determines a niche to make it successful. Mayor Kaplan believes those opposing the community center are concerned about increased taxes.

Trustee Haber noted the Board is getting more and more community feedback that is negative. Although Gail Gand and Theatre in the Woods are in favor of the community center, he has received a number of emails from residents that are not in favor. Trustee Haber believes the Village should let residents tell the Board what they think before spending money on it. If the consensus from the residents is that they want it, fine. If residents are against it, however, the Board should drop it.

The question arose as to whether this issue should be presented in a referendum. Trustee Haber does not believe it would be appropriate to have a referendum. Trustee Chamberlain would want to know what would entice people to come to a Riverwoods community center rather than the existing community centers in Deerfield and elsewhere. She believes it should be something special to draw people in. Mayor Kaplan noted there is no sense of community in Riverwoods. Trustee Haber questioned whether there is no sense of community because that is how people want it or because there is no building. Trustee Haber believes people are concerned about the concept. Trustee Koomjian noted that the Board room does not have adequate lighting, and the knitting group wants a place with better lighting. They used to be able to go to the back room but can no longer do that.

Laura Travina, 2900 Greenbriar Lane, noted there is not a plan. She believes the Board needs to understand what is out there already. Ms. Travina noted it seems like the Board is jumping into this without a real plan or budget. She thinks the Village needs to prioritize things.

Al Solomon explained he has followed through with what the Board has requested for several months. The knitting club has never asked about using the back room. Mr. Solomon noted that at the last meeting, he was told by a group that they are only in favor of the community center if the Board is in favor of it. Lincolnshire had a center, but it was built for teenagers and failed. Originally, Mr. Solomon proposed to convert the existing building. He did not propose putting on an addition. The addition came forth when Theatre in the Woods requested it. He noted that many residents saw the plan on Halloween and liked it. Mr. Solomon would not be opposed to scaling back the proposal. He suggested converting the building, which would be a lot less money.

Mr. Solomon noted there is a group in Riverwoods that opposes the community center. There are many residents, however, that are in favor of a community center. Mr. Solomon wants to start somewhere. Mayor Kaplan noted he tried to do it smaller, but the Board wanted to do it right.

Richard Small, a Village risk assessment manager, noted the Village should be concerned with the bigger picture when dealing with children in a building. Trustee Svatik questioned what the additional cost would be. Mr. Small noted they would not charge an additional premium; however, there would be additional costs for personnel and the Police Department.

Mr. Baransky noted that as a Riverwoods resident, he would rather pay for a community center than a gazebo. He believes a number of festivities can take place in a community center. Trustee Chamberlain noted the purpose of the gazebo is education.

Trustee Norris noted that the Village cannot anticipate the cost of underwriting events, because each event would be different. Trustee Jamerson questioned whether the Village has turned people away from hosting a class. Trustee Haber questioned whether the \$4,800 would determine what the Village needs.

Trustee Haber moved to authorize the expenditure of \$4,800 for a needs investigation. Trustee Svatik seconded the motion. Trustee Norris would prefer to focus the investigation on determining feasibility rather than focusing on the building.

Trustee Svatik suggested consider putting out a communication to residents asking for specific activities that are of interest. Right now, the use is very broad. He suggested defining the activities that cannot be held currently because there is no room. Mayor Kaplan found that people do not respond to the Village Voice unless it is negative. He will speak with them and get responses. He will also speak with the architects.

Trustee Chamberlain believes the Board has gone far enough on this plan and believes this plan should be set aside. She would prefer asking residents what activities they would want, along with what Riverwoods can offer that is not already being offered elsewhere. Mayor Kaplan noted the Village does not have a Boy Scout troop. Trustee Chamberlain stated that people join scouts with their friends.

Tim Babbington, 566 Thorngate Lane, questioned the cost of security, staffing, electricity and other costs. Trustee Svatik noted that has been discussed. Trustee Haber stated the \$4,800 is really more of a usability study. Mr. Huvard explained the architect wants to meet with people in an organized fashion to determine the needs of the community.

The motion failed of passage by the following vote:

AYES: None (0)

NAYS: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

Trustee Chamberlain would like to come back in the future and work on the wording for how we can get information from residents to make a good decision. Trustee Norris asked who to contact to make a feasibility study.

Mr. Small believes the issue is similar to Arts in Riverwoods. There was a turnover in Riverwoods and people are not getting as involved. Trustee Norris believes a community center would be good, but a feasibility study should determine what is needed to make it successful. He questioned who could do a feasibility study.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Chamberlain seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:07 PM.

Board of Trustees Meeting
November 20, 2012
Page 8 of 8

The next regular meeting of the Board of Trustees is scheduled for December 4, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Public Hearing
November 20, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Public Hearing to consider adoption and approval of the Milwaukee/Deerfield Tax Increment Financing (TIF) District eligibility study, redevelopment plan and project, the designation of the Milwaukee/Deerfield redevelopment project area, and adoption of tax increment financing

Mr. Huvad stated the purpose of the Hearing is to take comments from the public regarding the proposed TIF. He shared the findings from the Joint Review Board. Mr. Huvad noted the process began with the Board approving a Resolution that set the Public Hearing date. The redevelopment plan was made available to the public and notice was given to tax payers within a certain radius of the district. They also gave notice to the taxing districts and convened a meeting of the Joint Review Board.

The Joint Review Board met on October 18, 2012. They reviewed and evaluated the plan that was developed by the Village consultant. The Joint Review Board made a series of findings and found the proposed area, consisting of 14.5 acres, was eligible for the formation of a TIF district. The parcel includes the part of the landfill within the Village and the former Riverwoods Inn parcels. Mr. Huvad stated the comprehensive plan showed redevelopment as a mixed-use planned development. In order to accomplish a mixed-use development, the Village has to work on some issues. Much of the property is in a flood plain and there currently is no means of controlling water run-off from the property. By redeveloping the area to current standards, all of the detention would be provided for and buildable pads could be established to provide an economic boost to the area.

The Board Meeting has three proposed Ordinances on the agenda, but they are not meant for immediate passage. If the Ordinances are passed, after waiting the appropriate amount of time, the real estate taxes collected in the TIF district over the amount from the base year, would go toward improvements. The Joint Review Board voted to recommend the plan.

Dan Wander, a principal of Terraco, appeared and explained that Terraco is speaking with several service stations as well as having discussions with McDonalds. Both of those businesses would generate sales tax and would be enhancements to the Village. They are looking to do a high class development for the community.

Ron Baransky noted that they are asking for McDonalds to come across the street as well as a gas station. He questioned what the chances would be for those businesses to come to Riverwoods. Mr. Huvad noted that McDonalds refurbishes their stores every 20 years and are in the process of evaluating their options.

Trustee Jamerson moved to close the Public Hearing. Trustee Svatik seconded the motion. The motion passed unanimously.

The Public Hearing was closed at 8:10 pm.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
November 6, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the October 16, 2012 Board of Trustees meeting. Trustee Norris seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended with Trustee Chamberlain abstaining.

Engineer's Report

Mr. Glenn stated the roadway work would be completed shortly.

Village Attorney's Report

Mr. Huvad reported the Village would have a motion before the Court for demolition of the Wigham property. In December, the receiver will file a report on the property at 9 Julie Lane. There will be a TIF hearing with respect to the Milwaukee/Deerfield Redevelopment Project Area before the next Board of Trustees meeting.

Plan Commission Report

Ch. Niedelman noted there was no meeting this month due to lack of an agenda.

Police Report

Chief Dayno provided the Board with the Police Department activity since the October 16, 2012 Board of Trustees meeting. There were one 911 hang up, 11 accidents, 20 alarms, nine complaints about animals, 22 fire department assists, two other agency assists, one battery, one burglary, three driving complaints, three DUIs, one finger printing, one fraud, four lockouts, two missing persons, eight motorist assists, two noise complaints, two parking complaints, two public assists, eight suspicious circumstances, one crime prevention notice and 13 case reports. There were 103 traffic stops with 77 citations issued to 56 people.

There are currently eight houses on the House Watch list that are checked regularly.

Chief Dayno stated the department made one arrest for a battery at Panera. There was a burglary on Cherry today. The house was not badly disturbed. The burglar alarm chased them away. The department sent out a resident notification regarding scam calls from ComEd. The department participated in the Discover meet and greet and provided tips on keeping safe.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District including mutual aid to the DBFD District for the month of October. There were 26 EMS calls, two fire calls, four accidents and four other calls for a total of 36 calls. There were 386 calls year to date. There was nothing significant to report.

Comments from the President

- Inquiry about a proposed gas station on the 5 acre site on the southeast corner of Deerfield and Milwaukee.

Mayor Kaplan noted they would meet on November 20, 2012 to hear whatever is proposed.

New Business

- Proposed ordinance establishing Village of Riverwoods special service area number 24 for water system improvements benefitting certain properties on Thornmeadow Road and portions of Orange Brace Road, Junebery Road and Blackthorn Road

Mr. Huvard stated the Board has the Ordinance that would be necessary to establish the SSA. The Board received nine objecting petitions, which is far short of the required 51 percent. The Village adopted an Ordinance proposing the SSA and set a hearing date. The Public Hearing was held and adjourned on September 4, 2012. The Board waited more than 60 days but there were not enough people against establishing SSA 24. Mr. Huvard noted the probable cost is more than the Board is authorized to collect from the SSA. The Village began a preliminary review of the easements in the area. There are a couple gaps that will need to be covered.

Trustee Haber moved to waive the First Reading of the Ordinance. Trustee Svatik seconded the motion. The motion passed on a voice vote.

Trustee Haber moved for a Second Reading and adoption. Trustee Svatik seconded the motion. Trustee Haber noted the Board received a letter from Sara Fisher who would be presenting a new map that would eliminate the nine properties whose owners have objected to the SSA.

Steve Fisher, 610 Thornmeadow, submitted a counter proposal that would remove the nine homes that do not want municipal water. He requested SSA 24 be amended. The cost per home would increase slightly, but would be less than the amount the residents would have paid in 2006. Mr. Fisher suggested having the water come in on both Juneberry and Thornmeadow. The water would go on the rear of some homes, around Mr. Niedelman's house and to the rear of the homes on Juneberry. The water would continue onto Orange Brace. Mr. Fisher noted the only problem would be Mr. Moore's home. He would grant an easement so Mr. Moore could get his water, so long as Mr. Fisher did not have to pay for municipal water. Mr. Fisher noted that those residents that are against the SSA have school-age children or are on a fixed income.

Mr. Glenn believes the intent was to find a contiguous boundary where the pipes could go in the ground. Trustee Norris asked if excluding the property at 505 Thornmeadow would prevent water from coming down from Deerfield Road to the properties to the south. Mr. Glenn noted it would work, except for Mr. Moore's property. Trustee Haber asked if the Board was inclined to do this, would it be possible to include the property at 555 Thornmeadow in the Village's contribution with no obligation for the owner to tap on and recapture the money later, to create better contiguity. Mr. Huvad reminded the Board they would have to have another hearing to change the map. Trustee Jamerson questioned what would happen if there was a water main in front of a property but the property did not pay for municipal water and was sold. He asked how much the new property owner would pay to tap onto the water. Trustee Haber noted the Village would be making a greater contribution if fewer properties were in the SSA. Trustee Chamberlain asked about prior precedent regarding SSAs and dropping properties out. Mr. Glenn noted that properties were not dropped at this stage in the process. Trustee Chamberlain asked if the dropped properties caused the fees to increase. Trustee Norris noted there were more properties in those SSAs, so neither the Village nor the SSA was affected financially. Trustee Chamberlain also asked if the Board had ever declined to move forward with an SSA when a majority of those in the SSA were in favor.

Mr. Moore noted that more than 60 percent of the residents in the SSA want municipal water. He questioned why there is more discussion, as there has already been a Public Hearing. Mr. Moore noted some of the residents in favor of the SSA may not want to pay more for municipal water.

Susan Bartha, 720 Thornmeadow Road, stated there are a number of residents that cannot afford this increase. She noted Riverwoods has changed a lot in ways that some of the long-time residents do not really like. This is tearing the community apart. She urged the Board to think about the residents that cannot afford this change.

Trustee Koomjian commented that over the past 15 years, there has been sentiment that the Village government is in favor of municipal water. He objects to the process used in this matter. He noted that Michael Moore met with Village officials over a period of six weeks. Five days before the Board meeting, the SSA was suggested. Some residents were not informed until they received a letter from Mr. Moore. Trustee Koomjian believes the Village should have drafted a neutral letter and sent it to those in the area stating what is proposed. Because of the process, Trustee Koomjian is against this SSA.

Mr. Moore stated he is speaking for himself and 15 other people that want municipal water. He loves everything in the Village; that is why he has lived here for 35 years. Mr. Moore feels municipal water is safer due to fires and would make his home more saleable in the future.

Trustee Chamberlain believes that the SSA system may not be ideal, but it is the one our Board has used for water. Trustee Chamberlain believes that the Village needs to be consistent. She believes the Village has taken a pro-water stance. She thinks the Village needs to do a better job informing people upfront on water issues and how the SSA system works. She would like to see more conversations among neighbors before starting the SSA process. Unfortunately, this is not how it has been done in the past, but she thinks it would be in everyone's interest to have more conversations upfront.

Trustee Norris noted the system may be cumbersome but was established by the State. He believes the Village has generally taken a pro-water stance, but it has been fairly open. Trustee Norris noted the issue is that no matter how many times we try, some people feel they have not had an adequate chance to get heard. Mayor Kaplan believes the residents in this SSA have been informed.

Trustee Jamerson noted he would abstain from the vote. Trustee Svatik added that the Board did not design this method, but it is State law. He has been on the Board since 1990 and this is the first time he has heard a Trustee say the Board is pro-water. Trustee Svatik has been neutral and the Board does not benefit in any measurable or accountable way. Trustee Chamberlain clarified That by "pro water" she didn't mean the Trustees weren't neutral, but that the Board encourages people to get water and if people want water, the Board is providing a vehicle to get water to people. Trustee Koomjian believes it is the duty of Village government to notify residents in ample time for residents to take action. He believes the Board should have sent out a neutral letter. Mayor Kaplan stated that he was told specifically not to do this, as it would then appear that the Board is pro-water.

Mr. Huvad stated that it is difficult to provide the information legally required as well as the information about how it will work. People may not be ready for all the detail in the beginning of the discussions. The Village has tried hard to inform residents how special service areas work. Trustee Haber questioned what would happen if the amount comes in higher than the amount authorized by the SSA. Mr. Huvad noted the SSA would be on hold until the Board found a way to finance the project.

Mr. Nathan feels that what the Board has done is good for the Village. The majority of the affected residents want the SSA and that is what should be done.

Richard Small, 385 Thornmeadow, stated that residents have received 15 – 20 letters over the years. Residents knew this was coming up, but the information was not always accurate. The SSA has been discussed for a long time.

Ms. Bartha noted the economy has taken a toll on many Village residents. She thinks instituting this SSA during these tough times is disgusting. Ms. Bartha noted she is home a few days a month and does not always know what is going on in the Village. She does not believe Riverwoods is the same as it used to be.

Mr. Moore then commented that the sewer assessments in the affected area will end soon.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Norris, Svatik (4)

NAYS: Koomjian (1)

ABSTAIN: Jamerson (1)

Ordinance No. 12-11-17.

Mayor Kaplan noted the Village engineer would get some costs for the project and report back.

- Proposed purchase of a 2012 Color Digital Orthophotograph (aerial) for the Village, at a cost of \$9,980

Mr. Glenn noted he brought this before the Board at the last meeting. Trustee Haber questioned how much change there has been since the last aerial photograph. Mr. Glenn noted there are not significant changes the Village is aware of, but there may be some changes that the Village does not know about. Mr. Glenn noted this photograph is not critical, but it would be a tool he would use frequently. He stated the County took an aerial photograph in 2010. The Village had an aerial photograph taken in 2008. Trustee Chamberlain would like the Village to get on a regular schedule for photographs. Trustee Haber does not believe this particular purchase is necessary at this time, and its absence would not impede the Village's planning.

The proposed purchase failed for want of a motion.

- Operations and maintenance fee increase for SWALCO

Trustee Norris noted that SWALCO has traditionally been funded from tipping fees from solid waste facilities. Part of the SWALCO agreement provides for an operation and maintenance fee if there is a budget shortfall. The Village is currently paying \$1 per home. SWALCO is requesting a \$0.25 per home increase. Trustee Norris noted the Village is receiving more money from the recycling rebate than it pays in operation and maintenance fees. He discussed the benefits the Village receives by being a SWALCO member. Trustee Norris noted SWALCO is trying to work on removing the exemption for the tipping fee for special waste. Trustee Norris asked the Board to authorize him to vote in favor of the \$0.25 increase per home.

Trustee Chamberlain moved to authorize Trustee Norris to vote in favor of the \$0.25 increase per home. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Proposals from Baranski Hammer Moretta & Sheehy Architects, to provide design planning for the proposed community center and nature trail shelter

Mr. Huvard noted there is no urgency to pass this tonight. Trustee Chamberlain noticed the nature train shelter was included, but it has not been discussed. Further discussion was continued to the next Board of Trustees meeting.

- Tax levy agreement with Gemini Lane Association

Art Bess, 2705 Gemini Lane, appeared on behalf of the Gemini Lane Association. Mr. Huvard noted the Gemini Lane Association would like to do a project that is funded through a bank. The SSA gave the association the ability to request a five year levy. He drafted an agreement between the association and the Village that directs the Village to collect \$8,300 a year for five years. The Village would make payments to the extent of available funds in the account on a bi-annual basis.

Mr. Bess asked for a preliminary vote that would suggest the tax levy would be acceptable pursuant to the specific conditions. Mr. Huvard noted the Board could vote to direct him to finalize an agreement.

Trustee Koomjian requested the president of the Association be present. Trustee Haber wanted to ensure the Association is in favor of the conditions and the agreement.

Trustee Svatik moved to direct the Village attorney to finalize the Tax Agreement for the Gemini Lane SSA in order that it can be brought back before the Board for approval at the next meeting. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board on non-agenda items.

Old Business

- proposed ordinance fixing the stipend of the Village President for the term commencing May 2013

David Niedelman, 610 Juneberry, stated the committee met with several consultants who provided insight onto Village manager and Village administrator salaries. The committee came up with a recommendation based on the information they had and comments made by the Board. The committee consisted of Trustee Chamberlain, Mr. Niedelman and Mr. Ritter. Trustee Chamberlain noted that rather than adopting the Committee recommendation specifically for the Mayor, the Village may want to have a mileage reimbursement policy across the Board for all Village officials. Mr. Niedelman noted the committee used 50 miles per trip as a reimbursement amount. Mayor Kaplan does not believe there should be a limit. The reimbursement amount would be the government reimbursement amount. Trustee Norris withdrew from discussions.

Mayor Kaplan was surprised by the committee's findings as the Village president's prescribed duties were never discussed. Mayor Kaplan believes the amount is too low. Trustee Svatik noted that most Villages have a Village manager or Village administrator. Taking the Village hours in Riverwoods versus the hours in Deerfield, the amount would be \$125,000 annually. Mr. Niedelman does not believe that would be a fair comparison. Trustee Svatik expressed concern about compensating the Mayor less than a part-time employee in the Village. Trustee Haber noted that Mayor Kaplan is a full-time mayor. He believes the Village only needs a part-time mayor. Mayor Kaplan also uses his office to run his outside business, which is a perk of the position.

Trustee Haber moved to set the mayor's compensation at \$30,000 per year with health insurance to be provided if not provided elsewhere, and subject to the Village's reimbursement policy. Trustee Chamberlain seconded the motion. Trustee Svatik moved to amend the motion to increase the compensation to \$36,000 per year. Trustee Haber accepted the amendment. Mr. Huvard read the proposed Ordinance which would take effect at the first Board of Trustees meeting in May 2013. Trustee Svatik noted that in the caucus proceedings, both candidates stated they would accept the recommended amount.

Trustee Chamberlain moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed on a voice vote.

Trustee Chamberlain moved for a Second Reading and adoption. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Svatik (5)

NAYS: None (0)

ABSTAIN: Norris (1)

Ordinance No. 12-11-18.

- Proposed ordinance directing a rebate of taxes collected on the sale of natural gas within the Village of Riverwoods for the 2012-2013 and subsequent heating seasons

Trustee Svatik moved to remove the motion from the table. Trustee Jamerson seconded the motion. The motion passed on a voice vote.

Trustee Koomjian moved for a Second Reading and adoption. Trustee Jamerson seconded the motion.

Mr. Huvard stated this Ordinance provides relief on gas taxes collected. The Board asked for generic language so the ordinance would not have to be reenacted annually, as long as residents are eligible. Trustee Chamberlain questioned what makes residents eligible. Trustee Svatik explained eligibility is based on net income, age and filling out an application to the County. He noted the Village rebated about \$545 last year.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance No. 12-11-19.

- Fund reserve policy

Mayor Kaplan requested this topic be held to next meeting. Trustee Chamberlain suggested moving it to the top of Old Business at the next meeting. There was no objection.

- Community center

Mayor Kaplan requested discussion be held to next meeting. There was no objection.

Standing Committee Reports

Standing Committee Reports

Police/Solid Waste – Trustee Norris stated that Chief Dayno has provided a draft budget for the Police Department. He will present it later in the year.

Trustee Norris also noted that electronic recycling started this week. Residents whose electronics were not picked up should let him know. The Village now has curbside recycling the first pick up day each month. Trustee Norris noted the Village's recycling numbers are down by 20%. This is primarily because Waste Management reported unincorporated Deerfield and Northbrook as part of the Village's numbers. Currently, 29 – 33 percent of waste is being recycled. The Village's goal is 60 percent.

Building/Zoning - Trustee Jamerson presented the building department report for the months of September and October.

In September 2012, there were 13 permits issued with a total construction value of \$507,096 generating fees of \$6060. 2012 year to date, there were 106 permits issued with a total construction value of \$3,966,148 generating fees of \$36,034. In September 2011, there were 20 permits with a total construction value of \$365,959 generating fees of \$6,524. 2011 year to date, there were 92 permits with a total construction value of \$2,193,266 generating fees of \$36,033.

In October 2012, there were 16 permits issued with a total construction value of \$216,974 generating fees of \$2840. 2012 year to date, there were 123 permits issued with a total construction value of \$4,183,122 generating fees of \$38,879. In October 2011, there were 109 permits issued with a total construction value of \$2,277,449 generating fees of \$37,538. Trustee Jamerson added that the Village has about 12 open permits that are more than one year old. He is working with the Building Dept. to try to clean up the permits. He is also working on updating the Village's fee schedule.

Finance/Soil & Water Conservation - Trustee Svatik noted the draft tax levy ordinance for the coming year has been turned over to counsel for review.

Roads/Bike Path/Parks Forestry/NSSRA - Trustee Chamberlain noted she will be the new chair person of the NSSRA policy committee.

Adjournment

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:09 PM.

The next regular meeting of the Board of Trustees is scheduled for November 20, 2011 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
October 16, 2012
Approved

In Attendance:

William Kaplan, Mayor
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Absent was:

Cheryl Chamberlain

Also Present:

Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Haber moved to approve the minutes from the October 2, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote, Trustee Jamerson abstaining.

Urban Forest Management

Mayor Kaplan reported the Village received a grant from the Department of Natural Resources for the educational portion of the woodland restoration project on Riverwoods and Deerfield Roads.

Engineer's Report

Mr. Glenn stated the preconstruction meeting with respect to road repairs occurred this morning. The paving work should start this week and should be completed before Thanksgiving. The Village received a bad radio which has hindered the well monitoring. The Village will be getting a new radio.

Lake County Public Works has started their sewer televising. After this is completed, about half of the sewers in the Village will have been televised. There are some small repairs, but nothing that leads to believe the system is in poor condition.

Mr. Glenn recommended getting an updated aerial photograph map for the Village. The last Village-sponsored flight occurred in the spring of 2008. Ayres Associates flies on behalf of the GIS Consortium. This year, the cost would be \$9,980. Mr. Glenn noted the 2011 flight cost was \$13,865. He asked if the Trustees were interested in an updated aerial photograph this year. Trustee Norris questioned what the cost would be for a satellite photograph. Mr. Glenn noted the issue with satellite photographs is the resolution. The pixel size is too big for what the Village needs. Trustee Haber noted there has not been a lot of construction over the past few years. He questioned whether there is much difference between the 2008 map. Mr. Glenn noted there have been a few changes. He hopes to capture the current activity on the 37 acres. Trustee Haber questioned why the Village would spend the money now. He suggested waiting until the Village needs additional information. Mr. Glenn noted he frequently uses the aerial maps, but it is not a critical need at this point. Trustee Svatik questioned who authorized the County to take the photographs in poor weather conditions. Mr. Glenn noted the County takes the photographs for various reasons. Mr. Huvad stated the Woodland Protection Ordinance tracked back to 2002. Mayor Kaplan stated this issue would be placed on the agenda for the next Board of Trustees meeting.

Plan Commission Report

Mayor Kaplan noted Brian Meltzer has resigned from the Plan Commission. He will appoint someone for the unexpired term.

Police Report

Chief Dayno provided the Board with the Police Department activity since the October 2, 2012 Board of Trustees meeting. There were three 911 hang up, 12 accidents, 13 alarms, four complaints about animals, 12 fire department assists, one burglary to auto, two well being checks, one death investigation, one domestic dispute, three driving complaints, one finger printing, one fraud, four lockouts, two missing person reports, three motorist assists, three noise complaints, one parking complaint, two public assists, two solicitor complaints, nine suspicious circumstances, two crime prevention notices and ten case reports. There were 63 traffic stops with 47 citations issued to 31 people.

There are currently six houses on the House Watch list that are checked regularly.

There was one arrest for identity theft and unlawful use of a credit card and one arrest for unlawful sale of alcohol to a minor.

Chief Dayno stated the department conducted alcohol compliance checks. The bartender at Jimmy's Char House served the underage agent. The information has been forwarded to the Village Liquor Commission.

Chief Dayno noted the death investigation appears to be a suicide.

Village Attorney's Report

Mr. Huvard noted there would be a meeting of the Joint Review Board with regard to the proposed TIF District at Milwaukee and Deerfield Roads on Thursday at 10:00. The Village appointed a receiver for the property at 9 Julie Lane. The receiver of the Wigham property filed a report that concluded the house was not salvageable. It would be more feasible to tear the house down and sell the property as vacant land. Mr. Huvard thought the report was very thorough and included 25 'before' photographs and 20 photographs showing the house with the mold taken out.

Mr. Huvard noted the meeting with residents on East Course was postponed while they get things together. He stated the Board could consider changes to the tax levy in late October or early November. Last year, the Village levied \$445,000. Mr. Huvard will let the Board know the levy amount for this year.

Treasurer's Report

Mr. Roseth stated the total funds are \$14,112,584.86, which is up from August but down from June by about \$230,000. He looked at other years and June was typically the highest month in the year. Mr. Roseth noted that the bonds held at JP Morgan and Wells Fargo were turning over. The cash available is about \$270,000. The JP Morgan investments of \$1.5 million are yielding 3.1%. The Wells Fargo accounts are yielding 2.9% and 3.1%. About \$225,000 is dedicated to the SSAs, and the available Village funds are about \$13,900,000.

Comments from the President

- Whether empty nester housing in Riverwoods should be considered

Mayor Kaplan will send in an article for the Village Voice to determine whether residents would be interested in single family, empty nester housing in the 7.5 acres across from Village Hall. Trustee Norris requested Mayor Kaplan rewrite the article so it is clear that it comes across as coming from him rather than the Village Board. Mr. Huvard stated this would require a number of hearings, debate and discussion.

- Reminder to BOT and Plan Commission members to complete Open Meetings Act on-line training

Mayor Kaplan reminded the Trustees to complete the Open Meetings Act certification. He stated it takes about twenty minutes. All trustees and commission members must be certified before the end of the year.

Trustee Koomjian stated the Board discussed the property at 1400 Saunders regarding a possible religious use. He noted the property is currently zoned as R-1. Mr. Huvard stated they set

criteria in an Ordinance regarding the land requirements for a religious use. He explained the Plan Commission looked at a few sites that met the five acre requirements along with access to a major street.

Visitors Wishing to Address the Board

Gale Gand saw a sign about a possible community center. She believes this idea would be very useful and suggested some possible ideas. Ms. Gand teaches at a number of local schools. She also teaches some cooking classes for children. Ms. Gand stated cooking, art and music are not as prevalent in the schools. She believes a community center would be a good home for those types of activities and would be open to teaching some classes. Ms. Gand noted the classes could be for children aged 6 – 12. Trustee Svatik asked about the size requirements for a cooking class. Ms. Gand explained it would depend on the number of attendees. With children's cooking classes, they would only need a space the size of two tables. Trustee Koomjian asked Ms. Gand to spec out the space she would need for cooking classes. Trustee Norris also asked if Ms. Gand could spec out the space for possible music classes as well.

New Business

- Proposed ordinance directing a rebate of taxes collected on the sale of natural gas within the Village of Riverwoods for the 2012-2013 heating season

Mayor Kaplan stated the Village has passed this Ordinance every year. He suggested making the rebate permanent. Trustee Jamerson asked how much was rebated each year. Trustee Svatik explained that 15 residents applied last year for a total rebate of \$645. Trustee Svatik stated the amount has never exceeded \$2,000 and it helps residents.

Trustee Haber moved to table further discussion to the next Board of Trustees meeting. Trustee Svatik seconded the motion. The motion passed on a voice vote.

Approval of Bills

Trustee Jamerson moved to approve the bills. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Old Business

- Fund reserve policy

Mr. Huvad had a conversation with Trustees Koomjian and Chamberlain and the Director of Finance for the Village of Hoffman Estates. They felt more comfortable with a five-year plan approach. Mr. Huvad suggested trying to be realistic on the projections. Mr. Glenn and Mr.

Huvarud came up with the reserve amount of \$2 million. He questioned whether the Village would need more than \$2 million in five years. Trustee Koomjian added that the Board needs to determine whether this is a user-pay system or if it is considered infrastructure. If it is a user-pay system, the residents will have to pay through the water bill. The other option is a bond with interest. Trustee Koomjian stated if the Trustees feel the repairs would be far off in the future, they would not have to plan for it immediately. Trustee Koomjian asked Mr. Glenn if he could estimate when major expenses would occur. Mr. Glenn stated that in 1998-1999 there were a number of water main breaks. The typical break history is one here and one there. He does not see any significant degradation of the system. The system, however, is getting old. Mr. Glenn believes the Village will be ahead approximately \$1.5 million when looking at the difference between the amount collected and the expenses. He believes the water rate should cover the water expenses. Mr. Glenn noted that the Village should be ok if there are no major problems. He does not believe there is evidence right now that the Village will incur a significant expense that has not been anticipated. Trustee Koomjian stated Hoffman Estate's director of finance recommended that if the plan is passed, the wording should be drafted so that the Village engineer re-evaluates the condition of the infrastructure at that time.

Mr. Glenn stated they looked at the sewer photographs. The pipes and the system have held up well. There will be some spot repairs. There is an issue that needs to be resolved, but he has factored in the money for those repairs and maintenance. Mr. Glenn believes the Village should charge a user rate for sewer. The money received from the county is supposed to help with the replacement cost. It is not supposed to handle maintenance. Mr. Glenn believes the sewer rate should be an additional approximately \$100 per property per year. Trustee Svatik asked about the rates for the country clubs and commercial users. Mr. Glenn will discuss those charges with the country clubs. He noted the commercial users use very little of the Village's services. Mr. Glenn stated that once the Board determines that a rate should be charged, they will determine the amount.

Mayor Kaplan suggested continuing further discussion to the next Board of Trustees meeting.

- Proposed ordinance fixing the stipend of the Village President for the term commencing May 2013.

Mayor Kaplan reported on a conversation he had with the President of Mettawa, Mr. Ray. That individual is unhappy because the Mayor does all the work but he is not getting paid. He has done a lot of research. Mayor Kaplan provided an idea on what other Villages are doing based on Mr. Ray's research.

Mr. Huvarud presented a sample Ordinance. Section 1521E of the Ordinance provides for the salary of the Mayor along with the 4% annual increase, which has to stay in effect until the May 7, 2013 Board of Trustees meeting. Mr. Huvarud stated the Board previously considered giving the Mayor the use of a vehicle. That information is not included. The Village has also provided health insurance for the Village President since 2001.

Trustee Svatik moved to keep the Mayor's salary at the same level of \$62,000, reduce the quarterly increase from 4% to a cost of living allowance, and maintain a vehicle and related expenses as well as insurance. Trustee Norris seconded the motion.

Trustee Haber asked Trustee Svatik about not changing the salary. Trustee Svatik believes a mayor should earn that amount. Trustee Haber explained Lake Villa's population is 8700. Their salary level is \$6,000 plus \$70 per board meeting. Village Clerk Mike Ford noted that each year the Village Clerk completes a report about salaries which becomes part of the public record. Trustee Svatik based his proposal on the total compensation package. He has a reference to the Village Manager incomes for this area. Trustee Haber's initial reaction was that this is a volunteer position that became more time consuming and took away from the regular business. His impression is that it is worth something. He perceives Riverwoods as village without a lot of demanding managerial type issues, and that the Village has a really good staff. He does not know how much day-to-day work is done by the Mayor. Trustee Haber was thinking the salary should be closer to \$25,000, especially if the Village hires a part-time village manager/administration. Trustee Svatik agreed, because he was not considering a potential manager or administrator. Trustee Norris commented that there is an issue as to what the role of the next mayor should be. He suggested leaving the salary at the status quo without an increase. The two candidates stated they would abide by any decision by the Board. Without an administrator, he does not believe it needs to be reduced that much. He believes the committee should come back with a recommendation based on facts, the hours required, and the job role. He believes that the individuals running for Mayor will abide by whatever salary level is set by the Board after considering the report of the committee.

Trustee Svatik stated the committee wanted to propose a study on the efficiency of the administration of the Village, but there is no time for that.

Trustee Jamerson would be more inclined to accept Trustee Haber's recommendation. He questioned how the amount would be determined after a Village Manager is hired. He questioned who would determine the new amount. Both Trustee Haber and Trustee Norris, as candidates for the office of Mayor, pledged to abide by whatever the Board sets as the Mayor's salary in the next administration. Trustee Haber does not know if it would be proper for the Board make a salary decision based on someone's pledge. If someone other than the two announced candidates were to be appointed as a new mayor, he would not be bound by the pledge and would be entitled to a \$62,000 salary. In this respect the Board would be abrogating its responsibility.

Trustee Koomjian noted that whatever compensation is decided, if the Board decided to hire a Village Manager, that salary would be an unexpected expense. He questioned whether it makes sense to have a mayor that is doing this as a hobby. Trustee Koomjian noted it is a public service. Trustee Koomjian asked Mayor Kaplan if he thinks it is necessary to spend four or five hours per day to do the job. Mayor Kaplan stated that was his commitment, but it would depend on the individual. Trustee Koomjian believes \$25,000 is an embarrassingly small amount, but he still would like to see the salary come down to some degree.

Trustee Svatik withdrew his motion. Trustee Norris withdrew his second.

- Proposed Community Center

Mayor Kaplan believes Ms. Gand reinforced an example of someone in the Village that will donate their time for the good of the Village. Al Solomon met with Mayor Kaplan and Mr. Durning about the building. They made a few changes to the proposal including adding a vestibule, increasing the kitchen size, adding a urinal, etc. Mr. Solomon also provided tentative budget sheets along with possible uses. He believes the proposed building would meet all Ms. Gand's needs and more.

Trustee Haber questioned how multiple activities occurring at the same time would work. Mr. Solomon explained the room is dividable with a moving wall. He stated the upstairs area could also be divided. Mr. Solomon noted there could be a number of different configurations based on what is needed at the time.

Trustee Haber asked about security issues. He believes there should be a plan restricting access in some way. Chief Dayno agreed there would need to be some security.

Trustee Jamerson is not against doing something. He expressed concern because there were some things mentioned tonight that were not included in previous budgets. Trustee Jamerson stated there were three or four partitions, a security system with a camera, lighting and access control. He also questioned whether prevailing wage has been taken into account. Mr. Solomon explained the dollar amounts he listed were based on bids he received. They were told to take prevailing wage into consideration. Mr. Solomon stated that most dividers can be purchased from stock. Trustee Jamerson does not believe dividers are a stock item. He noted the dividers need to be sound barriers as well. Mr. Solomon does not believe there can be a major event in a small, sectioned off area. Trustee Jamerson believes the plans should be more detailed and suggested considering a budget for architectural drawings.

Trustee Svatik asked if there would be an attendant with a salary. Mr. Solomon stated he would be there and would get things organized. Trustee Svatik questioned whether there have been discussions with Rick Small, the Village's insurance representative, regarding additional insurance costs. Mr. Solomon explained the costs would be similar as long as there would not be a daycare.

Mayor Kaplan stated the Village needs an architect that understands Village-type construction. Trustee Haber believes the Village needs to approach this building the same way they approached the police station. Trustee Jamerson does not think the community center can be built for \$120,000. Mr. Huvad will put together a list of architects to consider.

Board of Trustees Meeting

October 16, 2012

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Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Norris seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:30 PM.

The next regular meeting of the Board of Trustees is scheduled for November 6, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
October 2, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rich Koomjian
John Norris
William Svatik

Absent was:

Rick Jamerson

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Svatik moved to approve the minutes from the September 18, 2012 Public Hearing. Trustee Chamberlain seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote.

Trustee Chamberlain moved to approve the minutes from the September 18, 2012 Board of Trustees meeting. Trustee Norris seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote.

Director of Community Services Report

Mr. Durning stated they have had four garage sales since the new Ordinance went into effect. Three of the four residents claimed they did not know about the Ordinance. Two residents stated they would come in today for de facto permits. Mayor Kaplan suggested he write an article for the Village Voice.

Engineer's Report

Mr. Glenn stated there was a lot of buckthorn removed during the community service day. He noted he is working with Jack Schwall to coordinate the installation of the new well equipment.

Village Attorney's Report

The second court hearing for appointing a receiver for 9 Julie Lane is coming up on November 11, 2012.

On October 16, there will be a meeting on forming a road SSA for East Course. Trustee Chamberlain suggested having a discussion regarding setting the limits for this type of SSA before that meeting. The initial amount for the SSA appears to be approximately \$300,000.

Mayor Kaplan believes the limit should be an amount that is too small to get financing from a bank. Trustee Haber believes that if it is very small, they should fund it themselves.

Mr. Huvard explained that \$25,000, they could not do the project promptly without getting the money fast. They would need to get a loan from an outside party. Trustee Chamberlain questioned how the road association would get the money to repair the roads if they did not receive Village assistance. Trustee Norris believes one of the criteria to qualify for the program should be they were turned down for bank financing. If the amount is too small for bank financing, that is okay. If it is a very small amount, however, the Village should not have to advance the money. Mr. Huvard will draft a proposed policy for the next meeting.

Attorney Huvard spoke with Ted Clark who explained the police union representative is not yet ready to negotiate.

Mr. Huvard had an interesting meeting with people bringing dirt into land fill site. They have a business relationship with the owner of the landfill site. They had a representative from Earth Inc. with them. Earth Inc. moves a lot of earth and has a great expertise in landfills. Earth Inc. showed the Village what they think needs to be done to make the landfill a developable site. The preliminary plan is to create a large bowl that will serve as a detention area. They will put a berm around the site which will include bringing in a lot of soil. The Village had a lot of questions. They came to the Village because they want to explain what they are doing into the part of the property that is in the Village. Mr. Huvard raised the issue of being annexed into the Village but they wanted us to be open minded.

Trustee Norris believes the Village will have a future issue for the development because of the increased grade. Mr. Huvard explained the County has signed off on what they have done thus far. During the meeting, Mr. Larson from Earth Inc. gave an example of a landfill in Westchester where they brought in four million cubic yards of soil. This site will have an added 500,000 – 1 million cubic yards of soil. Mr. Huvard questioned what it would accomplish. Mr. Larson explained they want the site to be developable into commercial. Mr. Glenn stated they said they would share their documentation with the Village. He does not believe the EPA has approved the site as a clean construction debris site. Mr. Larson said the concrete that can be seen from the street is being crushed to maintain the access drive. Trustee Haber noted the definition of clean fill includes up to 20% waste. Trustee Norris explained the Village asked for some sample reports. Mr. Glenn explained the EPA has not issued any permits however the County issued a permit for PCB cleanup. As they worked more on the site, they found the PCBs

were not as extensive as they thought. Mr. Glenn noted this was the first time the Village actually saw a plan. The Village is hopefully moving toward getting ownership to meet. Their goals for the site and the Village's goals for the site are to make it developable.

Police Report

Chief Dayno was on vacation so there was no police report.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District including mutual aid to the DBFD District for the month of September. There were 24 calls including 12 EMS calls, three fire calls, two auto accidents and seven other calls. There were 343 calls year to date.

Comments from the President

- Letter from Thorngate Homeowners Association regarding proposed bike path

Mayor Kaplan stated the letter from the Thorngate Homeowners Association came in on September 27, 2012. Mr. Glenn stated the Village asked the HOA to comment on the Deerfield Road portion of the path. They do not want to see a path on the south side of Deerfield Road. There was also a proposal to run the path off Saunders. They do not want any connection between the proposed bike path and Thorngate Road. The association's position does not affect what the Village recommended Gewalt Hamilton will recommend not connecting to the Thorngate subdivision.

- BBQ Challenge Event

Mayor Kaplan stated everyone had a good time. The food was wonderful. The travelling trophy went to Lake Bluff; Lake Forest won the best overall and Riverwoods won the people's choice award.

New Business

- 2012 Road Maintenance Bid Recommendation

Mr. Glenn stated bids were opened last Thursday. The amount of the estimated work was \$160,000. The low bid came from Chicagoland Paving in the amount of \$134,900. The Village has worked with them before and the work they do is above average. Mr. Glenn recommended the Board authorize the award of contract.

Mayor Kaplan asked what will be paved. Mr. Glenn explained there would be various pot hole patching throughout the Village. They will do some stone work on Chianti Trail. They will fix the pavement on Saunders Road near the water main break. They will also repair the parking lot in the Deerfield Road golf course and clean the driveway culverts on Portwine and Saunders.

Trustee Haber moved to award the 2012 road maintenance contract to Chicagoland Paving in an amount not to exceed \$134,900. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Proclamation honoring Christina Loukas

Mayor Kaplan stated the Village will honor Olympian Christina Loukas at a party at the Deerfield Golf Course on October 14, 2012 from 5 – 7 PM. He will read and present a Proclamation.

Trustee Svatik moved to accept the Proclamation. Trustee Norris seconded the motion. The motion passed unanimously.

- Resolution 12-10-5 setting a time and place for a Public Hearing regarding a redevelopment plan and project, designating a redevelopment project area and adopting tax increment allocation financing, all for the Milwaukee/Deerfield Redevelopment Project Area

Trustee Koomjian moved to adopt the Resolution. Trustee Norris seconded the motion. Mr. Huvard explained that under TIF statute, the Board needs to adopt a Resolution for a Public Hearing. The Public Hearing will take place on November 20, 2012. Notices will be sent out tomorrow. The Joint Review Board will convene on October 18, 2012, which will set the process in motion. The Board will consider three Ordinances. The first is to approve the redevelopment plan, the second is to designate the project area and the third is to adopt the tax increment financing. Until there is development, the Village will not see incremental taxes. Because the Village knows that the owners of the five acre Terraco parcel are faced with expensive offsite street improvements and are hoping that having the TIF in place will help them attract tenants.

Mr. Huvard explained the Village will not be imposing any new taxes and the base tax year will be 2012.

Trustee Chamberlain asked who would sit on the Joint Review Board. Mr. Huvard explained the Village will send notice to the taxing districts (two schools, the fire protection district, etc.) and they will send representatives to form the Joint Review Board.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Visitors Wishing to Address the Board

Mike Clayton, 3030 Blackthorn, provided a brief update on the bio retention site across from the police station. He stated it was moved slightly, but they would be working in the same general area. The communications to the police station, Comcast and a few other things were in the area they wanted to use, which caused the shift.

The Mulch Center donated the material and helped them out tremendously. The next steps are to plant the site and make an education plan and maintenance plan. They will plant in the spring 2013.

Mike Corn apologized to the Board for getting excited at the last meeting. It is important that the audience express their opinions and feelings to the Board.

Mr. Corn asked what is happening on Sanders Road where the yellow flags are located north of the golf courses. Mr. Huvard explained it is a ten acre property that is open for development of a possible church or synagogue. A religious organization met with the Village and is proposing a one story and potential two story building on the site. They are prepared to discuss the number of people that would come to events. The affiliation is with the Chabad and they do not anticipate renting out the facility. It would be for members only. They have been meeting informally at a home near Thorngate. They are aware of the Special Use and Zoning requirements and would need a few setback modifications. This was a site that is suitable for a religious institution in the Comprehensive Plan. Mayor Kaplan explained there will be Public Hearings and it will go before the Plan Commission. Mr. Huvard noted this would be a Special Use and they were encouraged to meet with Village before the Public Hearing. He noted this would not conclude in just one Plan Commission meeting. They need to have all the materials in.

Mr. Huvard explained there is a Federal statute that is designed to protect religious freedom. The Federal government stated that zoning regulations should not be used to restrict religious organizations. There was a feeling that the practice of religion is not supposed to be supported or penalized by the government. The power to zone was being used to hamper the freedom of religion. In order to be proactive on the issue, the Village tried to find a couple locations that made sense for a religious organization. Mr. Siegel explained there are both State and Federal statutes that do not allow municipalities to discriminate against religious uses. Normally there is a presumption that a legislative act is valid. We have to show a compelling reason to prevent a religious institution from coming into the Village. This is an attempt for the Village to respond to the request while being consistent with the Comprehensive Plan and complying with state and federal requirements.

Mr. Huvard noted the overall FAR and scale of the buildings should not be a problem in the context of 10 acres. The setbacks may be more of an issue.

Old Business

- Fund reserve policy

Mr. Huvard explained he and Mr. Glenn looked at Trustee Koomjian's memo but were unable to meet. Trustee Koomjian stated there seem to be a number of issues. The big issue is should user pay prevail. The infrastructure was put in mostly by SSAs. The money collected is from people using water. No money is collected from people on wells. If the Village needs to maintain or replace portions of the infrastructure, he questioned whether it is the responsibility of the entire Village. Mr. Huvard believes the water fund should take care of the water expenses. Trustee Koomjian questioned who would write the bond if a bond were needed. Mr. Huvard stated the Village could borrow as a GO bond and pledge the fees that are received by the users as the repayment stream of income. Trustee Norris believes the Village should look solely to user fees. Trustee Haber noted there is an incremental benefit to the entire Village. Trustee Norris stated normally you recapture the amount when someone taps in. He believes the Village should consider that, but the general scheme for the water fund is that it has more than enough revenue to cover the needs for the immediate future. Trustee Koomjian agreed that the water fund should be self sufficient.

Mayor Kaplan suggested continuing further discussion to next meeting

- Compensation of next Mayor

Mr. Niedelman stated they looked at different scenarios on how we may proceed. There is no recommendation, just options. The committee met with two people. Bill Balling, a consultant provided a report where he would become a temporary Village administrator. They also discussed the difference between a Village administrator and a Village manager. The difference is the Village manager can hire and fire. Mr. Balling could come in as a temporary manager/administrator and could bring in as-needed professionals that could help the Village. He could be on a search committee that would find a permanent Village manager/administrator. Mr. Balling is a qualified person, but is very expensive. Trustee Chamberlain noted the committee asked for a broad proposal and got a proposal with a variety of services that Mr. Balling could provide.

Mr. Corn asked how this came about. Mr. Niedelman explained a committee was formed to look into mayoral compensation. With Mayor Kaplan retiring, they felt it was a good time to do a review. A group was put together to review compensation. They looked at the possibility of bringing in a Village administrator/manager to run the Village on a day-to-day basis. The mayor would work on the strategic operations of the Village.

Mr. Niedelman explained they met with a recruiter that has a lot of experience in finding the right person to put into municipal positions. Heidi Voorhes is the former Village manager of Wilmette. She specializes in the placement of government officials as well as government temporary to permanent positions. She thinks the Board needs to decide whether a new mayor would want a village administrator. She questioned who would make the decision. Trustee Haber does not believe it is not the new mayor's decision. Mr. Niedelman noted that aside from who makes the decision, the Board needs to decide whether to have a Village manager as well as the mayor's stipend.

Trustee Norris questioned why there is a sudden rush for a Village manager. Trustee Chamberlain noted there are several services that are available to give us more information. There is an Illinois City Manager's Association that has people who volunteer as liaisons. There is also an evaluation done by the Northern Illinois University for Governmental Studies. She noted that in deciding whether to have a Village manager or Village administrator, the Board should look at the job description and determine what they can help provide. She noted the Board will also have to decide what role the mayor would play. She asked us to consider whether having both an administrator and mayor is the norm. Trustee Chamberlain noted that in affluent areas, Trustee and mayoral positions are often looked upon as a public service.

Trustee Svatik noted the Village has five part-time employees, two full-time employees and a mayor. The Board seems to be approaching this like a large company. He questioned what is broken. If there is a problem, why is the Board trying to fix it at the 11th hour? Trustee Svatik does not see the urgency or the need. The Village has been around since 1959 and most of the mayors have not been full-time mayors.

Mr. Niedelman explained it was not a matter of fixing something; rather they thought the process was worth exploring. Going forward, it may be possible the new mayor may not oversee the everyday Village activity. Trustee Haber does not believe the Board should be pressed to make a decision within the next month. He believes the Board should look at other municipalities to see what they do. Mr. Niedelman stated that in most neighboring communities, there is both a Village manager and a mayor. Trustee Norris noted that Village managers in neighboring communities are full-time and make more than \$200,000.

Mr. Niedelman explained this topic was brought up because of a conversation on where the Village should go moving forward. Trustee Svatik asked about Village standards. Mr. Niedelman explained that is why the Village needs an evaluation. Trustee Norris agreed an evaluation is appropriate. The Board is talking about voting on something they do not know. He believes the Board needs more time to get information and make a reasonable decision based on facts. He questioned whether the mayor's compensation should be frozen. The Board needs to consider the total mayoral compensation. Mr. Masterson had also suggested further investigation.

Trustee Chamberlain believes there are a few questions that must be asked. First, this is an opportunity for the Board to re-examine the roles and compensation. The Board should think about what they want the mayor to be doing and what skills the future mayor should have. The Board should also ask what a Village manager would bring to the table. Mr. Huvad explained the immediate issue is the mayoral stipend. Trustee Haber believes the Board should discuss this immediately. He believes the mayoral compensation initially started with a minimal stipend. By virtue of automatic increases, it has gotten completely out of hand. Trustee Haber believes the Board needs to address more than just freezing the cap. He does not believe the stipend was intended to be at the current level.

Trustee Svatik has a list of 2008 Village manager salaries. He noted these are full-time positions and the salaries range from \$147,000 to \$204,000. Trustee Svatik noted the Village manager in

Deerfield makes more than \$200,000 per year. Deerfield has 85 employees, not including its police department. Riverwoods has five part-time and two full-time employees, not including its police department.

Mayor Kaplan explained the committee has tied mayoral compensation to whether or not there is a Village manager or administrator. Trustee Svatik suggested giving Ms. Crohn a substantial raise and having her run the Village.

Trustee Chamberlain believes a mayor at this salary level would come with a specific skill set. If the salary level did not decrease, she would have higher expectations of the skill set. Trustee Chamberlain believes it will be difficult to find someone with the same skill set as a village administrator and might consider lowering the compensation. She believes that the candidate would need to be familiar with budgets, labor negotiations, etc. Mr. Huvad suggested bringing a prospective Ordinance.

Trustee Norris believes the Board should look at expectations for the next mayor. Sherry Graditor commented that she wants to choose the head of the Village. Mr. Corn questioned who appointed the committee. Mayor Kaplan explained he appointed the committee.

Trustee Norris explained that Mr. Masterson spoke about the four percent increase to the mayor's stipend. He asked whether it should just be frozen or if there should be a cost of living increase. He asked three, intelligent and honest individuals. They discussed it and believe it is appropriate to evaluate whether the form of government should be changed. They contacted qualified individuals. Trustee Norris explained the debate is whether the Board is trying to act too fast.

Mr. Corn expressed concern because it appears the same people are frequently chosen to advise the Board. The mayoral job has been done very well for the past 53 years. The Village is thriving and the mayor has taken good care of the Village. He believes that hiring a manager or administrator plus the mayor would be cost prohibitive.

Mr. Huvad will bring a proposed Ordinance with a blank number for mayoral compensation to the next Board meeting.

- Proposed Community Center

Al Solomon thanked people from various organizations for attending the meeting. At the last meeting, Mr. Solomon was asked for a plan that an architect could sign off. He previously presented a plan with a budget. The electrical and plumbing costs were included. He noted that all the organizations listed in his previous proposal would not use the building daily; however, the organizations believe having a designated building would be nice. He is asking the Board to consider his proposal. Mr. Solomon noted he received tentative bids, but things could change.

Mr. Patterson stated he used to come to the Village frequently, but does not come anymore. He and other people go to Deerfield instead. Mr. Patterson noted there are a number of senior

citizens in town. A lot can be done for this population in Riverwoods. Mr. Patterson explained that Mr. Solomon is willing to take the time to keep people in the Village. He suggested having a sign-up board during Halloween to see how many people are interested in specific activities.

Trustee Svatik asked if Mr. Solomon has given any consideration to sending a request to see if specific residents are interested in programs. Mr. Solomon explained they will be able to fill out sheets during the Halloween party. Mr. Solomon asked for a list of senior residents in the Village.

Donna Lubow from Theater in the Woods thinks this will be a benefit to their organization because a good portion of the Village funding is going to Estonian House for rent and storage. The Village gives Theater in the Woods \$14,000. \$8500 of that donation goes toward rent and storage. Ms. Lubow believes having a presence in the Riverwoods Village Hall would make a big difference to them. She thinks it can be a cultural arts center. Ms. Lubow believes people will come and participate in a community center. She stated that Theater in the Woods could offer drama classes. She noted there is no way to know how many participants there would be, however, until things are started.

Trustee Chamberlain asked how much storage space is needed. Ms. Lubow explained the storage need is year-round. They currently have two storage units. One is 300 square feet and the other is 100 square feet. Mr. Solomon explained they figured the storage would be housed in the garage building; however, it will not work because they want the second story.

Sherry Kaplan stated she has been approached by Sherry Jingle Ham, who would be interested in giving lessons in a Village facility. She would pay for use of the facility. Mrs. Kaplan noted the facility could also be used for birthday parties and after-school tutoring.

Mr. Corn stated many residents believe something should be done for the Village itself. He thinks this is positive for residents and could be used by many. Mr. Corn referenced the movie *Field of Dreams*. "Build it and they will come."

Trustee Koomjian does not believe the current Village hall is being used to its potential. He questioned why they need a community center next door. Trustee Koomjian is not persuaded that there is a large cry for a cultural or community center. He believes that once groups establish themselves, he would be happy to build a community center. If the Village builds a community center, it will be there for a while. He believes the new administration should bring ideas. Trustee Koomjian expressed concern about the exterior doors entering into the cavity of the main room. This represents that the proposal has not been thought through.

Mr. Patterson stated that one of the problems is that there is no place for organizations to meet. He believes the Village needs a community center to get organizations. Mr. Patterson believes the first step is to get people that are interested and provide them with a place to meet, accommodations and a small budget.

Gerri Solomon from Theater in the Woods does not believe the existing building is conducive for many activities. Arlene Rubin noted the knitting group has met at Village hall each month for ten years. They want to get new people to join the group but the room is difficult and the lighting is not good. She explained there are 15-20 people that meet regularly and they have 40 members. Ms. Rubin believes the club could expand if a better space was available. Shirley Patterson noted there was a Girl Scout troop that met at Village hall many years ago. She believes that would be another good use for a community center. She also believes it would be good for senior citizens. Ms. Patterson noted there are also a number of artists in the Village. She believes a facility would help attract younger seniors.

Sherry Kaplan believes the first question younger people moving into the Village ask is about community activities for children. The Village does not have many community events. If you have a community center, it would be the start to make Riverwoods a real community. The current Village hall is not conducive for little kids. Mrs. Kaplan believes it would be nice to have a place where seniors and children could interact. She does not believe the current Village hall fulfills the needs of a growing community. Mr. Solomon noted there are a number of people interested and questioned what it would take to get the Trustees on board.

Trustee Haber thinks the costs involved with the community center are small enough that the Village should consider something. He believes it is a risk that the Village would end up with an underutilized building, but that is not different than other risks taken by the Village. Trustee Haber believes this would address a potential need. If the Board is contemplating going forward, they need to do it in a more organized fashion. Trustee Haber questioned the type of facility, as it needs to be appropriate for a number of uses. He suggested coming up with a working budget that would include a part-time staff member/social director. Trustee Haber believes that if done will and utilized, it could be a wonderful addition to the Village.

Sherry Graditor believes this is similar to a chicken and egg situation. The only way groups will come into the Village is if a space is created. Trustee Haber suggested the Village could also do some fundraising for the facility as well, such as selling bricks or sponsorships. Trustee Norris believes the Board needs to reduce the risk by seeing the budget including the ongoing maintenance and running costs. Trustee Haber suggested establishing a budget to make a determination on what it will cost to turn the existing building into a functional activity center for the Village. Trustee Norris added that if the Village is going to do this, they should do it right.

Standing Committee Reports

- **Police/Solid Waste** – Trustee Norris noted police negotiations will come up shortly. He stated this will be the first week the Village will have curbside electronic recycling. He asked residents not to put them in a container. Lake Shore will send information in their next mailing.
- **Finance/Soil & Water Conservation** – Trustee Svatik will attend the DBR chamber meeting on Friday. He noted Village finances continue to be healthy.

- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain provided numbers from NSSRA, including inclusion costs. This is for planning for the future. The estimated costs for the Village include the member contribution, inclusion costs and capital investment. The finance committee is proposing breaking the amount out over many years. The specific capital needs are based on the worst case scenario. There would be an annual review to ensure the NSSRA is budgeting the right amount.

Adjournment

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:45 pm.

The next regular meeting of the Board of Trustees is scheduled for October 16, 2011 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
September 18, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 8:30 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the September 4, 2012 Public Hearing. Trustee Chamberlain seconded the motion. The motion passed on a voice vote.

Trustee Jamerson moved to approve the minutes from the September 4, 2012 Board of Trustees meeting. Trustee Haber seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed on a voice vote.

Engineer's Report

Mr. Glenn stated the bid opening for this year's street program will be next Thursday. He will bring a recommendation to the Board at the October 2, 2012 Board of Trustees meeting.

Director of Community Services Report

Mr. Durning noted the vacant home at 1075 Whigham is boarded up and the drywall was removed. The vacant home at 9 Julie does not have a receiver appointed, so there is no change in the status.

Village Attorney's Report

There will be a Resolution in October for a Public Hearing to start the TIF process at Milwaukee/Deerfield.

Police Report

Chief Dayno provided the Board with the Police Department activity since the September 4, 2012 Board of Trustees meeting. There was one battery arrest that was the result of a phone call from a ComEd worker that was at a house on Oakhurst to turn off the power. The resident pushed the ComEd worker while she was trying to turn off the power.

Chief Dayno put out a resident alert phone call on ruse burglaries. Trustee Jamerson asked if a resident could call in and get the same alert.

There were eleven 911 hang ups, 4 accidents, 11 alarms, 3 animal bites, 3 complaints about animals, 5 fire department assists, 7 other agency assists, 3 well being checks, 1 domestic dispute, 5 driving complaints, 3 DUIs, 1 finger printing, 2 harassments, 1 lockout, 1 missing person, 8 motorist assists, 1 noise complaint, 2 parking complaints, 2 public assists, 8 suspicious circumstances, 1 unwanted subject, 1 crime prevention notice and 7 case reports. There were 68 traffic stops with 66 citations issued to 41 people.

There are currently 3 houses on the House Watch list that are checked regularly.

Fire Department Report

Battalion Chief Christenson stated there was an accident on Deerfield Road on Friday. Fortunately, there were no serious injuries.

Treasurer's Report

Mayor Kaplan reported the Village has approximately \$14,194,000 in the banks, of which approximately \$200,000 is SSA money.

Comments by the President

- Battle of Bannockburn Barbecue Challenge

September 29, 2012 will be the Battle of Bannockburn Barbecue Challenge at the Bannockburn Green from 9:00 – 4:00. The Villages of Bannockburn, Riverwoods, Deerfield, Lake Forest and Mettawa will be competing. Bruce Schlesinger will be representing the Village.

Mr. Glenn added the Chicago Wilderness Day of Service Day will start at 9:00 as well on the same day as the Battle of Bannockburn.

- Board of Trustees meetings for January

Mayor Kaplan looked at the calendar in January. The first Tuesday in January is New Year's Day. He asked if the Trustees would like to move the meeting. On a voice vote he Trustees voted to move the first meeting to January 2, 2013 and keep the second meeting at January 15, 2013.

- AT&T Mobility (former Cingular Wireless)

Mayor Kaplan noted that Attorney Huvad and Clerk Ford are recovering \$30,000 for the Village from AT&T for cell tower rental payments that are in arrears.

New Business

- Discussion of sewer fees

Mr. Glenn previously presented a spreadsheet on the five-year look ahead for sewer fees. The Trustees requested information on how Riverwoods sewer fees compare to the sewer fees in surrounding communities. Mr. Glenn explained that there are two sewer districts in the area that also charge property taxes in addition to the user fees. Riverwoods residential sewer customers are charged an unmetered monthly fee from Lake County. The fee is approximately \$35 per month. About \$3 is remitted to the Village as a replacement fee; however, there is not a Village fee.

Mr. Glenn explained that in order to compare our unmetered rates to the neighboring community's metered rates; several assumptions need to be made. What is a typical rate of water usage? What is a median home value to get a comparable estimate? Mr. Glenn assumed 350 gallons of water per day and an assessed home value of \$700,000. Under those assumptions, Riverwoods residents generally have a relatively lower sewer rate.

The previous analysis regarding projected costs and a reserve amount concluded that in order to break even on sewer maintenance going forward, the Village would have to add an annual charge of \$97. With the additional \$97 charge, Riverwoods residents would not be charged the highest amount for sewer fees. Mr. Glenn stated the Board has not made any determination on the reserve level. For this analysis, Mr. Glenn used 10 percent of the value of the sewer and water utilities. The water rate, if left alone while recognizing the Northbrook increase, would build the target reserve. The sewer fund, however, is currently being supported by the general fund.

Mr. Huvad explained the goal with sewer and water funds is to operate them so they are self-supporting. Trustee Koomjian asked if the Board could move money from the water or sewer fund back into the general fund. Mr. Huvad explained there could not be a loan from the water or sewer fund to the general fund whereas the general fund could rescue the water or sewer funds. Trustee Jamerson would be more in favor of building the sewer fund over time rather than with one large payment. He believes the fund should be built both over time and with a smaller, one-time payment.

Trustee Svatik believes that with a \$14 million fund available, the Village should not raise the sewer fee by approximately \$100 per year, per household. He believes the Village should look at reducing taxes. Trustee Svatik suggested taking the money out of the general fund and putting it in the sewer fund. Trustee Haber believes the available funds show the Village is fiscally responsible. The money was generated over a long history with residents paying into the fund. He does not believe abating the taxes and giving it to the current residents is equitable.

Trustee Haber believes the Village should look at the cost of the sewer service, as it is different in south Riverwoods. He questioned whether the rate should be different. Trustee Haber expressed concern because the entire Village will be supplementing South Riverwoods. Many residents have consistently stated this is a user-pay community. If they do not use a service, they do not want to pay for the service; The Board should be sensitive to this. Trustee Norris believes the sewer charge should support the operating costs of the sewer system. He recognizes some residents would be subsidizing other residents; however, the Village Board decided what to install rather than the residents. Trustee Norris believes the sewer system was selected for all residents therefore it should be a Village-wide cost. Mayor Kaplan noted the sewer system was selected for a number of reasons such as saving trees and not needing lift stations.

Mr. Huvad suggested holding ten percent in the water and sewer funds as an experiment. Some municipalities have more while others have less in their funds. He suggested the Village be flexible. If money is put into the water and/or sewer funds, it may or may not make the funds self-sufficient. The actual replacement costs are much higher than what would be in the funds.

Trustee Koomjian noted that there can be a span of years where there is only routine maintenance expenses coming from the sewer fund. In a specific year, however, a substantial amount of equipment may need to be replaced and the ten percent reserve would not have anticipated that event. He suggested determining how much the equipment wears each year based on the anticipated life of the equipment. If the anticipated life of wastewater equipment was 75 years, five years would be approximately seven percent or \$1.3 million over five years. He believes a more realistic figure would be 20 – 25 percent of the reserve on the life of the equipment.

Trustee Koomjian believes water and sewer need to be addressed as separate topics. The sewer is a general Village obligation that is shared by all. If there is a major problem the Village could issue bonds. With the water, the situation is different because people on wells do not pay into the system. Trustee Koomjian noted that if the equipment goes into the ground for 50 years, the bond used to pay for the equipment is a ten year bond. He questioned the prudence of the Village not charging residents for the aging of the system. If the Village asked residents to pay pro-rata to recognize the aging of the equipment, the fund would be there and there would be no change in the tax levy for residents on municipal water. If the planning was not done, some residents would have to float a ten-year bond to replace the equipment with a 50 year life. He believes the Board would be prudent if they put a charge on water usage to anticipate the replacement and have a uniform levy. Mayor Kaplan noted there is already a charge. Trustee Koomjian noted that charge is not sufficient.

Trustee Svatik does not like the idea of residents paying the same sewer fee as the large businesses such as Brentwood and the country clubs. Mr. Glenn will check with the County to determine how the commercial accounts are charged. He suspects they are paying a multiplier. It is important to note the commercial users in Riverwoods use very little of Riverwoods sewer system; rather, they tie directly into the County sewer. He questioned whether it is reasonable to put the Village sewer fees on commercial users that do not use the Riverwoods sewer system.

Mr. Huvard noted that money in the general fund has many purposes. Trustee Norris noted the money could be placed in a "Committed Fund Balance" which allows the money to be used only for a specified purpose, to ensure there is enough money set aside. The Board would still have the flexibility to move funds back to the general account if it expressly found it necessary to do so. Trustee Chamberlain believes people need to understand that some of the money in the general fund is earmarked for specific reasons. She also believes the reserve amount should be slightly larger, so the Village is not in a dire situation.

Mayor Kaplan suggested continuing the conversation when the Board discusses the fund reserve policy. Mr. Huvard noted if the Village commits funds from the general fund, it would be done with an Ordinance. He suggested looking at the various amounts based on Trustee Koomjian recommendation.

Mike Corn stated this is a Village that is supposed to help each other when there is a problem. He feels the Trustees want to increase the residents' costs of living in the Village.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

Approval of Bills

Trustee Haber moved to approve the bills. Trustee Jamerson seconded the motion. Trustee Chamberlain questioned a bill from Urban Forest Management for a review letter that has a resident's address. Trustee Norris noted the McKnight's are recapturing their fees already. It is nice to see the system is working. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

- Fund reserve policy

After hearing comments from the Board and residents, Mike Ford believes the issue is communication. He asked how the Board would come up with a number for amortization. Mr. Ford stated the policy has to be communicated to residents in a way that they can realize everything cannot be paid for from current income. Funds have to be set aside. Residents have

to be given the tools to understand why the Board is doing what they are doing. It costs money to maintain sewer systems. He urged everyone to find means of communicating to the residents. Mayor Kaplan stated that a majority of the Village Voice is dedicated to Village Board meeting notes. Trustee Chamberlain suggested hosting an open house if the Village makes changes to sewer fees, to explain how the Trustees came up with a specific solution. Mr. Ford believes the Village needs a methodology and a financial consultant to determine a rational number. Trustee Haber noted another way to come up with a number is depreciation. Trustee Norris does not believe depreciation is an appropriate way.

Ron Baranski, Chianti Trail, stated that people have to put money aside to replace aging items. Mr. Baranski believes the Village needs to find a better way to communicate. He stated the Village Voice comes out two months after some meetings. The videos on the website are difficult to view because of the cable situation. He suggested sending out meeting notes out after each meeting.

Mayor Kaplan suggested continuing further discussion to the next meeting.

- Compensation of the next Mayor

Mr. Huvard stated at the last meeting, the Trustees asked if the mayor's compensation could adjust on the basis of whether or not there was a part-time Village manager. He explained there could not be a formula that causes the mayor's salary to be reduced. Mr. Huvard believes the mayor's stipend needs to be determined and if a part-time manager is hired, the mayor could voluntarily give up some of his salary. If a part-time manager leaves, would the mayor's salary increase? Trustee Koomjian noted a mayor could voluntarily reduce the salary. Trustee Norris questioned whether there would be a tax liability. Trustee Koomjian asked if the mayor could volunteer to give up some of his responsibilities if a Village manager were hired. Mr. Huvard explained some Villages give a Village manager the authority to hire and fire staff. He believes Riverwoods would be looking for someone to act as the executive administrator on a part-time basis. The mayor would delegate some responsibilities, but the decisions would come back to the Board.

Trustee Chamberlain stated the compensation committee met with Bill Balling, a former Village manager of Buffalo Grove. He will put together a proposal for the committee. They discussed the possibility of making the role more project based. Mr. Bawling would look at what the Village is doing and what they may need.

Trustee Koomjian asked about rescinding the automatic annual increase of the mayor's salary. Trustee Chamberlain suggested waiting until they determine what to do. Mr. Huvard stated the Board needs to make the determination by the first meeting in November. Trustee Norris noted there seems to be a general consensus to lower if not limit the automatic increase in the Mayor's salary.

- Community Center

Mayor Kaplan stated Mr. Solomon came up with a contractor's statement. The lowest estimate was for \$104,220. Mayor Kaplan would like to continue further discussion to the next meeting.

Mr. Solomon feels strongly about this proposal. Last Friday, there were more than 150 people at Village Hall for the Leukemia drive. One-third of the people were from Riverwoods. One-third of the people were from Buffalo Grove. The last third were from other places. Mr. Solomon believes the proposal will be positive. Since the last Board meeting, he met with a number of people. Mr. Solomon stated the money the Village will save for Theatre in the Woods will make it worthwhile. He spoke with both Stevenson and Deerfield High Schools about possible programs.

Trustee Norris requested Mr. Solomon come up with more information about operating and maintenance costs. He believes a project of this nature should go out formal bidding. Trustee Norris would also need a more complete drawing and specifications for what is being proposed. He would not want to go forward without this information.

Trustee Svatik commented at the last meeting that the concept of expanding the former police building for the use of a community center was based on a wish list. He suggested sending a letter to the residents specifying each of the projected activities and asking residents to indicate their interest in each activity. Although he can be persuaded, Trustee Svatik does not see the need for expanding the former police building at this point.

Mr. Baranski asked about the storage costs that would be saved. He noted that the building expansion would be paid for in ten years. A community center would be for the community. Trustee Jamerson explained that would be assuming Theatre in the Woods would not ask for additional funding. Mr. Solomon stated the Trustees never requested a formal bid process. The bids were from professionals. Mr. Solomon noted some of the meetings listed are monthly events. He is proposing adding activities. Mr. Solomon suggested putting activities or potential activities in the front of the Village Voice.

- Loukas Return Celebration

Mr. Durning stated the Loukas Olympics celebration would take place on Sunday, October 14 from 5:00 – 7:00 at the Deerfield Golf Club. Mayor Kaplan stated a flyer will be sent to residents.

Adjournment

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:18 PM.

Board of Trustees Meeting
September 4, 2012
Page 8 of 8

The next regular meeting of the Board of Trustees is scheduled for October 2, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
September 4, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 7:00 PM

Lincolnshire Police Sergeant Watson thanked the Board for its donation to the Explorer program.

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the August 21, 2012 Board of Trustees meeting. Trustee Koomjian seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Chamberlain abstaining.

Village Attorney's Report

Mr. Huvad provided a timeline on the receivership cases. For the property at 1075 Whigam, a receiver has been appointed. There will be a status hearing on October 19, 2012 as set forth in the Order Appointing Receiver. Prior to this hearing, they will provide a report recommending the appropriate amount of money to put into the house to make it marketable or if demolition should be recommended.

The bank will prepare an answer in response to the motion for an order appointing a receiver for the property on 9 Julie Lane. The hearing on the motion will be October 11, 2012.

Plan Commission Report

There will be no Plan Commission meeting this month.

Police Report

Chief Dayno provided the Board with the Police Department activity since the August 21, 2012 Board of Trustees meeting. There were 10 accidents, eight alarms, one animal bite, four complaints about animals, five fire department assists, three other agency assists, one well being check, one domestic dispute, eight driving complaints, one DUI, one finger printing, two harassments, one lock out, one MCAT callout, eight motorist assists, one noise complaint, one open burning, two parking complaints, two public assists, three solicitor complaints, one stolen vehicle, five suspicious circumstances, one unwanted subject, one crime prevention notices and three case reports. There were 81 traffic stops with 81 citations issued to 54 people.

There are currently three houses on the House Watch list that are checked regularly.

Chief Dayno stated the MCAT callout this month was for the major crash assistance team. It was about a fatal accident in Highland Park.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFDP District including mutual aid to the DBFD District for the month of August. There were 32 calls including 17 EMS calls, six fire calls, five auto accidents and four other calls. There were 315 calls year to date.

He also invited residents to the 9/11 ceremony at the Lincolnshire-Riverwoods Fire Department.

Comments from the President

- 9/11 Ceremony at Lincolnshire-Riverwoods Fire Department at 8:45 AM
- District 113 facilities update
Mayor Kaplan stated District 113 will hold three community engagement meetings. Trustee Chamberlain noted they will also have information on their website.
- The Bannockburn BBQ Challenge is September 29, 2012. The Village is looking for volunteers.

New Business

- Consideration of compensation for future mayors

Bruce Masterson stated Trustee Norris requested the formation of a committee to discuss future mayoral compensation. He explained that most nearby communities use a Village Manager, so it is difficult to compare. Mr. Masterson noted the Village salary has increased by a fixed amount

annually. He suggested looking at various options to consider. First, the automatic escalator on the salary should be removed. He also suggested the Village look for a part-time Village Manager. Mr. Masterson believes the Board should investigate splitting the role of the Mayor from the political aspect and running the day-to-day operations of the Village. David Niedelman noted the escalator would not take effect until after the election. Trustee Chamberlain asked if they inquired about benefits. Trustee Svatik asked if they were aware of the salaries of Village Managers. Mr. Masterson stated a part-time Village Manager salary would be about \$70,000. He would also recommend the Mayor's salary be reduced to about \$12,000. Trustee Norris believes a part-time Village Manager salary would be in excess of \$75,000. Trustee Koomjian believes it may take some time to determine the roles and hire a Village Manager.

Mr. Huvard explained any change in the Mayor's salary would have to be made at least 180 days before the first meeting in May. With respect to the automatic escalator, Trustee Norris believes the Board should either vote tonight or set in motion a vote for the next meeting. Trustee Koomjian asked if the Board could vote to increase a salary. Mr. Huvard explained a salary increase would take one year to go into effect. He explained they came up with the automatic escalator to avoid annual votes. Trustee Norris would recommend taking action on freezing the automatic escalator. Trustee Haber believes the issue of mayoral salaries should be put on the agenda. Trustee Chamberlain would like to explore additional options as well. Mr. Huvard will look into various options. Trustee Svatik asked about the objective of the study. Trustee Norris explained his objective was to review the automatic escalator. Trustee Koomjian added that there were previous discussions about abolishing the automatic escalator. Trustee Svatik believes a part-time Village Manager will cost more than \$70,000. Mr. Masterson believes there are some recently retired Village Managers that may want a part-time Village position. Trustee Norris stated there are people looking for part-time positions. Some require an hourly wage of \$75 with some type of benefits.

Mayor Kaplan suggested appointing a committee. Mr. David Niedelman, Trustee Chamberlain, and Mr. David Ritter were appointed to the committee. Mayor Kaplan will chair the committee.

- Proposed resolution adopting the 2012 Lake County All Natural Hazards Mitigation Plan

Trustee Chamberlain moved to adopt the Resolution. Trustee Jamerson seconded the motion. The Village has participated in meetings to plan for responses to natural hazards. Mr. Glenn explained that by participating in the plan, the Village will be better prepared for a natural hazard. It is also a requirement to receive pre-hazard mitigation funds. The Village adopted a similar resolution five years ago.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)
NAYS: None (0)
Resolution R12-9-4.

- Proposed ordinance adopting by reference the Lake County Watershed Development Ordinance as last amended

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Haber seconded the motion. The motion passed unanimously.

Trustee Haber moved for a Second Reading and adoption. Trustee Jamerson seconded the motion.

Mr. Glenn explained that the County reexamined the existing Watershed Development Ordinance and came up with 95 amendments to the Ordinance. Mr. Glenn does not believe these amendments would substantially affect Riverwoods. This is the 12th amendment to the Ordinance and must be adopted before October. Mr. Glenn stated the Village has adopted this Ordinance since 1992.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-9-16.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board on non-agenda items.

Old Business

- Consideration of creating a Community Center for the Village from the old police station

Mayor Kaplan introduced Al Solomon and explained that he has worked for the Village for the past 36 years. Mr. Solomon explained the proposed community center building would take care of various uses such as Theatre in the Woods, who are in desperate need. Trustee Haber asked if there was a negative petition as well as the petition that was signed by 96 residents. Mr. Solomon stated he only received two negative responses, because those residents were not in favor of a park district.

Mr. Solomon explained the proposed building addition would provide 1200 feet of open space. The facility would be handicapped accessible. The original building had walls that could be removed, but the ceiling could not be lifted. Mr. Solomon presented a conceptual drawing that would extend the building by 30 feet, and would allow that portion to have a higher ceiling. The building would have a log-look, so it would blend in with the existing buildings. The project would present a low-cost alternative for Riverwoods. The building could be used for a various programs such as ballet, playgroups, etc. It could also be used as a senior facility. Mr. Solomon believes this will be an all-encompassing building that would not require trees to be lost.

Trustee Svatik asked if there was a cost estimate on the project. He asked for detailed costs. Mr. Solomon believes the prevailing wage cost would be approximately \$100,000 to \$120,000. Mayor Kaplan noted Theatre in the Woods was also concerned about storage. Mr. Solomon suggested adding a garage at a cost of approximately \$5,000 - \$7,000. Mayor Kaplan suggested Mr. Solomon come up with a formal estimate for the next meeting. Trustee Svatik noted there are two large offices in the existing Village hall as well as two large meeting rooms that are unused. Mr. Solomon explained there would not be a general office; rather, it would be a smaller room for a book club or a chess club.

Trustee Svatik believes some of the stated existing uses are exaggerated, as some, such as the Senior Group, the RRA and the caucus are not regular users. Mr. Solomon is asking the Board to consider an inexpensive option that would have a number of different uses.

The meeting was adjourned for the Public Hearing at 8:00 pm.

The meeting was reconvened at 9:45 pm.

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

- Discussion of proposed Community Center (continued)

Trustee Jamerson would like more information regarding a cost estimate. If the Village is spending \$100,000, he would like it to be sent through a regular sealed bid process. The project is big enough to go through the process. Trustee Jamerson believes if you call the rooms 'storage' on the second floor an elevator would not be required. The elevator will add a significant amount of money (\$10,000) to the project. Mayor Kaplan believes an elevator should be included. Mr. Solomon stated the second-floor rooms could be used for smaller meetings (reading, chess club, etc.) From a construction/usability standpoint, if you will have tables/chairs, you will need storage as well.

Mayor Kaplan suggested considering a 20x24 garage for storage. When the building was originally built, the bids all came in too high. The Board decided to do the project through the Village at that time. Al Solomon and Russ Kraly built the building.

Trustee Jamerson noted the Village is funding Theatre in the Woods every year. This year, the Village donated \$14,000. Theatre in the Woods requested this amount because they pay rent and need storage. If the Village gives them space in the proposed community center, he asked whether the Village's annual donation could be decreased.

Trustee Haber noted that if the building is being used for a lending library, bridge games, etc., he believes the Village would need to hire staff as well. The doors cannot just be left open. Trustee Haber suggested factoring in a part-time receptionist/community project development staff member into the costs. Mayor Kaplan believes the Village can get volunteers to staff the building. Trustee Haber would want someone in the building that would organize activities and maintain scheduling. Trustee Norris noted the Village would also have to consider the usage charges. Village Clerk Mike Ford stated the building would also have to be cleaned. Mayor Kaplan would also like to consider adding a generator, so the facility could be used as an emergency shelter. He requested some estimated costs including maintenance and use costs. Mr. Solomon explained the Village maintained the building when it was the police station. Trustee Jamerson explained this would be a different use, and it would be carpeted. He questioned whether the Village could generate income from usage/rental fees. Mr. Huvard explained the Village would not make money; rather, the fees would be used to defray the costs. Trustee Svatik asked if the heating and air conditioning systems would have to be expanded. Mr. Solomon explained they would take that into account. Trustee Svatik requested a complete cost write-up including insurance, generator, custodial fees, etc. He still questions whether an elevator would be needed.

Mr. Solomon came to the meeting to present something that he feels people will want and use. He tried to come up with price estimates and answer questions. He will provide additional information for the Village. Mr. Solomon explained that if the building did not need an elevator, none would be put in. Some of the upstairs rooms, however, would be used for various activities. The area downstairs could be open or divided into smaller areas. Trustee Chamberlain is unsure whether the 'Field of Dreams' idea that if you build it they will come will work in Riverwoods. If people want to use it for a specific purpose, they would be interested. If just a few people are interested in a use, she not sure it would work, because the way you would build the room and the things you would get for the room would not necessarily be the same. Mr. Solomon suggested advertising specific uses. Trustee Chamberlain noted that if 20 people approached the Village looking for a specific use, she would be interested. Mayor Kaplan explained the community center would be used for a multitude of purposes. It would be a general facility. Trustee Chamberlain explained the existing Village Hall is a general facility. Mayor Kaplan would like to keep the existing Village Hall building for the office and meetings.

Carol Lieberman, 406 Greenbriar, does not know how many people were asked for input. Before a project was done, she would like a referendum to be considered. She would imagine most people in the Village have children or grandchildren. The way the children live today is not the way her children lived. They go from activity to activity. She seriously doubts you will find a

huge number of people that will commit to using the building for a specific use on a regular basis. She does not believe this building is suitable for a day care. She would like to see some real attempt to find out what the community wants.

Trustee Norris explained the Village has made an effort to get input from residents. They sent out letters and solicitations for input but only get a few responses. Trustee Haber believes that means there is no major outcry. Trustee Norris stated the Board would need to make a decision. He believes something needs to be done with the facility and would like to come up with a plan. Mayor Kaplan thinks Mr. Solomon's proposal is an excellent plan. Mr. Solomon stated the plant committee saw the plan and loved it.

Trustee Norris suggested at least using the existing building for storage for Theater in the Woods, as it would save the expense of the \$14,000 contribution to that organization. It would save an expense. Trustee Haber believes it might be a prudent investment if the Village did not have to donate \$14,000 to them annually. Trustee Jamerson noted the Village also needs to consider the cost of furniture. Mr. Solomon will provide a more concrete proposal at the next meeting

- Well user sprinkling ban

Mr. Glenn explained well readings were taken this morning and were within five feet of the regular readings during the month of September. He recommended lifting the sprinkling ban.

Trustee Chamberlain moved to lift the sprinkling ban. Trustee Jamerson seconded the motion. The motion passed on a voice vote.

- Fund reserve policy

Trustee Koomjian stated the fund reserve policy is important and believes it should be elevated in priority and brought to a resolution. Mayor Kaplan stated the Village needs to first receive more information, but he will put the matter at the head of Old Business for the next meeting of the Board.

- Lucas return celebration

Mr. Durning spoke with Patti Lucas, Christine's mother, but was unable to get a date established. The Village needs 30 days notice to get a letter out to residents. Mr. Durning will ask Mrs. Lucas for 30 days notice.

Standing Committee Reports

- Police/Solid Waste

Trustee Norris reported that the Village is finally getting Waste Management to remove their containers at the police station.

Starting next month, the first pick up day each month, each homeowner will get curbside electronic recycling free of charge. There will be no additional charge. He asked residents to leave electronics at the curb. Information on electronics pick up will be on the Village website. Lakeshore will consolidate the electronic recycling and the Village will get 2 – 3 cents per pound. Trustee Jamerson noted electronics includes anything with a circuit board. Information will be added to the Village Voice as well. Trustee Norris stated the RPC has volunteered to help the Village as well.

Trustee Norris stated a 3-day weekend is still causing confusion for some residents. Lakeshore is looking to put in a system to call residents and remind them.

- Building/Zoning

Trustee Jamerson presented the Building Department report for the month of August. There were nine permits issued with a construction value of \$159,760 generating fees of \$3331. In August 2011, there were 13 permits issued with a construction value of \$322,240, generating fees of \$2743. Year to date, there have been 92 permits issued with a total construction value of \$3,451,552, generating fees of \$29,869. In 2011, year to date, there were 72 permits issued with a construction value of \$1,827,307, generating fees of \$29,509. There were 22 inspections in August and there were eight stop work orders or compliance actions.

Trustee Jamerson asked for a tree to be cut down on the northeast corner of Portwine and Lake Cook, because it blocks the traffic sight line.

- Finance/Soil & Water Conservation

Trustee Svatik stated the monthly Chamber meeting was on Friday. The annual golf outing will be on 9/12

- Legal/Sewer

Trustee Haber – no report

- Roads/Bike Path/Parks Forestry/NSSRA

Trustee Chamberlain noted that every year Mr. Stewart runs the numbers for the forestry programs. The plant sale is the most successful. In 2010, there were 49 cost share sales. In 2011 it jumped to 190 and in 2012 it jumped to 197. There were 59 resident consults. There was one canopy thinning through the cost share program.

Trustee Jamerson would like to see some way of allowing residents that do their own buckthorn and garlic mustard removal to take part in these programs. Mr. Stewart suggested coming up with a cost of a specific area and then if the removal was done to his satisfaction, they would be able to take part in the programs. Trustee Chamberlain has suggested that residents work with the Forester. She will put specific information on Village website. Mayor Kaplan has an issue with paying someone to do their own work. Trustee Jamerson explained that if you are going to offer a cost share program to residents, the Village needs to make it equal if someone does it on their own or hires someone to do it. Trustee Chamberlain explained Mr. Stewart would have to come to the property and approve the plan first, that would ensure it was completed properly.

She noted the Village wants to entice people to get rid of the garlic mustard and buckthorn. Trustee Haber stated people doing it themselves will do it themselves regardless of if they are getting the money. Trustee Chamberlain will speak with Mr. Stewart about the options. Trustee Norris believes the point is to get it done, not find jobs for landscape contractors. Trustee Haber does not believe the cost share program would incentivize people to do it if they do it on their own anyway.

- Drainage/Storm Water

Trustee Koomjian attended a meeting hosted by Bannockburn to discuss common issues regarding wildlife. They are planning a public information gathering on Oct. 23 or 24 to talk about bats, coyotes, raccoons and mice.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Haber seconded the motion. The motion passed on a voice vote and the meeting was adjourned at 10:30 pm.

The next regular meeting of the Board of Trustees is scheduled for September 18, 2012 at 8:00 pm.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Public Hearing – SSA #24
September 4, 2012

Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

The Public Hearing was called to order at 8:06 PM.

Mr. Huvad stated this is a Public Hearing on the proposal to form a Special Service Area that would be known as SSA #24. The Village Board adopted an Ordinance in July, setting the Public Hearing date of September 4, 2012. The Board will listen to comments from residents living in the proposed area. After the Hearing is adjourned, the residents will have 60 days to sign an objection petition and deliver it to the Village. If at least 51 percent of the owners of record and 51 percent of the electors sign the objection petition, the SSA cannot be formed and cannot be reconsidered for two years. If the Village has not received objection petitions that meet requirements, the Village Board would have the option to adopt an Ordinance establishing the SSA. The Board cannot take any action until after the 60 day period has run. If the Board passes the Ordinance, the Board would establish the SSA, which will have the characteristics described in the proposed Ordinance, including the description of services, the maximum amount that can be borrowed (\$611,000), the maximum interest rate (7%) and the way the bonds will be repaid. The Board sent out notices by mail to the residents in the proposed area and published notice in the Deerfield Review.

Mr. Huvad explained that the way the proposed borrowed amount was arrived at was derived from the estimated cost of \$719,000 received from the Village Engineer. The current water connection fee of \$23,500 x 25 homes in the proposed SSA area is less than the proposed borrowed amount of \$611,000. The Village Board will then commit Village funds of up to about \$100,000 to make up the difference. If the bid comes in too high or the Village does not come up with the difference, the project would not be done unless an increase was proposed and there was a new Public Hearing. Mr. Huvad has also spoken with some banks to find private

placement for the bond. He has not come up with a real interest rate at this time, but the range may be approximately 3 – 4 percent. The repayment would be based upon a 10 year bond, and the principle would be reduced by one-tenth per year plus the interest. The annual debt service would be about \$85,000. The Village proposes taking that amount and spreading it out over the 25 properties. The amount assessed would be on the property tax bill. Mr. Huvad stated a few people have asked what would happen if there were a delinquency. He explained that delinquent taxes are sold, and that lenders usually will not let taxes go into default. He explained the Village also could take money from the general fund and loan it to the SSA fund. As taxes are sold, the Village could reimburse the general fund. Mr. Huvad does not think the Board would allow a default to happen on the bonds.

Ron Baranski, 2920 Chianti Trail, questioned the \$108,000 difference the Village would make up. He asked if the entire Village would have to vote on it. Mr. Huvad explained the Village Board has the authority to vote on it.

Walter Nathan, 300 Thornmeadow, asked if the participants would be informed as to the money involved. Mayor Kaplan explained that the final price will be published. The Board would then decide what to do with it. Mr. Huvad explained the project will not be designed unless the SSA is formed. He noted all the projects are publically bid. Mr. Niedelman asked if the final price would be known before the 60 days is up. Mr. Huvad stated it would not be known until after an Ordinance is passed.

David Niedelman, 610 Juneberry, asked if the Board could provide the end price at the various interest rates. Mr. Huvad stated that he could communicate the maximum interest rate if he receives additional information from banks.

Howard Patterson, 475 Thornmeadow, asked if the 25 residences would all be part of the SSA. He asked if there was a way to get out of the area or be added to it. Mr. Huvad explained the area could be made smaller at the next meeting. Once the area is formed, however, there is no mechanism to leave the area prematurely. The area will not be formed until after the 60 day waiting period. Mr. Patterson asked if the 25 people have been contacted. Mr. Huvad explained that they received notice by mail and publication.

Tom O'Bryan, 490 Thornmeadow, asked if the Village has looked into self or Village financing. Mayor Kaplan stated anyone in the area could finance the SSA if they want. If the Village cannot get bank financing, they may consider it. Mr. O'Bryan believes the Village can get a better rate. He believes if the Village financed the project, it could be a win-win situation. Mr. Huvad has contacted banks about the proposed project. Mr. Nathan asked who the borrower would be. Mr. Huvad explained that the Village would be the issuer of the bonds.

David Unger, 330 Thornmeadow asked if the bonds would be tax exempt. Mr. Huvad anticipates the bonds would be tax exempt.

Mr. Goldberg, 345 Thornmeadow, asked if the Village had other non-ad valorem SSAs. Mr. Huvad explained this would be the fifth flat-rate SSA in the Village.

Steven Fisher, 610 Thornmeadow Road, distributed petitions signed by those that do not want water, as well as a private well survey. He suggested those that are not happy with their water to spend \$8,000 to rebuild their wells. Mr. Fisher stated the additional cost of the proposed SSA would cause financial hardship for many.

Sara Fisher, 610 Thornmeadow Road, made a PowerPoint presentation. She explained they have eight signed petitions and one pending petition against the proposed SSA. She opposes SSA 24. Ms. Fisher explained her water is clean and good. She does not have problems with her water. She feels bad for her neighbors that do not have good water and is sympathetic. Mrs. Fisher noted fire safety is a concern, but after meeting with Fire Chief Kruger, she is confident the fire department can protect properties in the Village. It is not a safety issue, although hydrants are preferred. Ms. Fisher explained that SSA 24 would create economic hardship to several residents and they may need to move. She noted the Village is asking residents to use a product that is not necessary. She recommends reorganizing the SSA area so it would remove the properties that are not interested in having water. She would ask the Village to pay a larger portion to assist those that want city water. Mrs. Fisher asked the Village to pay for the project and recoup the cost in the future, similar to what was done at Duffy Lane.

Mr. Nathan stated this summer has had the highest average temperatures and the least rainfall. Scientifically, the high temperatures have been caused by global warming. Mr. Nathan stated that according to Schwall, the water levels are the lowest since 1980. The Water Research Foundation stated in a paper that the quality and supply of fresh water services are a growing challenge country wide. As a result of human actions, the water table has dropped 5' since mid-May. The Village is lucky that they are located within 10 miles from Lake Michigan and the Great Lakes, which contain 20 – 25% of the world's fresh water supply. He can see no good reason why residents do not jump on the opportunity that can provide an unlimited supply of fresh water into their homes. One day, pure water will not be available, and would diminish the value of homes. Mr. Nathan asks all residents in the proposed SSA area to vote in favor of having fresh water in their homes.

David Niedelman, 610 Juneberry, explained that wells do not increase or decrease the value of a home. His experience, however, is that many people would not look at his property, because he was on a well. Those people who have poor water may have a lower property value. The drought has shown us that having a reliable water source is important. Mr. Niedelman prefers municipal water and the security it brings. He asked the Trustees to ask the fire department about the safety factor. It is a matter of time. If there were a fire hydrant, it would take less time. Mr. Niedelman sympathizes with those that have a financial struggle, but Riverwoods is a community that helps each other.

David Unger, 330 Thornmeadow, believes the Village residents can pay for the project with pre-tax dollars.

Tom O'Bryan 490 Thornmeadow, believes the Village is losing focus on the issue. People are not running out of water. The opposition is not because we are against people having water.

Long-term residents will be forced to move. If you are talking about community, take into consideration residents that have been here two or three decades. Some people cannot afford it.

People are trying to pay their bills. That needs to be considered as well. People want water. You do not need every house in the SSA to have water. Property values will decrease when there are a lot of properties for sale as well. People came into the community knowing they have a well.

Jane Wells, 440 Thornmeadow, is 80 years old and has lived in Riverwoods for 30 years. She stated that she cannot afford to pay more. She has a good well and will not be able to stay in her home if the SSA goes through. She lives alone and cannot pay more for her home than what she is paying now. With the economy, it is a great burden.

Mr. Patterson explained that when the Village put in new streets, residents had to pay for it. Everyone benefitted from the streets. Mr. Patterson had a problem a few years back and his family assisted him. Everyone has to find their own solution. The Village has to move along as required. He thinks water is very important and needed at this time.

Gerald Saperstein, 555 Thornmeadow, believes three scenarios could take place if the SSA were to pass--abandonment, foreclosure or bankruptcy. If bankruptcy occurred, who would absorb the one-twenty-fifth? Mayor Kaplan stated taxes still get paid in bankruptcy situations.

Mark Silverberg, 649 Thornmeadow, stated he is trying to get his property taxes reassessed. Property values have decreased. He asked if anyone else has done this and if it could then be a wash. Trustee Haber noted it may have a small impact.

Barbara Saperstein, 555 Thornmeadow, asked what percent of Riverwoods has Lake Michigan water. Mayor Kaplan explained 62% of Village residents are on municipal water. Trustee Svatik stated some were built with municipal water while others attained water through an SSA. Ms. Saperstein moved from Timberleaf Lane 11 years ago. At that time, they did not have to pay this amount. She believes the amount was reduced because of a grant. Mayor Kaplan stated at that time, the connection fee was \$14,750. Trustee Norris noted the grants did not benefit individual homeowners; rather, it allowed water to be extended to Deerfield Road.

Keith Van Horne, 680 Thornmeadow, asked when the cost would start, if the SSA was passed. Mr. Huvad explained the SSA may start collecting in 2012 or 2014.

Richard Small, 385 Thornmeadow, asked if there would be additional carrying cost. Mr. Huvad explained that the Village would try to borrow money as close to the construction start time as possible. He stated it may make sense to start the levy in 2012. Mr. Small asked if there is a water allocation issue. Mr. Glenn explained the State gives the Village an allocation and 25 homes would not affect the allocation at this time.

Ms. Saperstein asked what would happen to the water bill. Mayor Kaplan explained that would depend on the use. Mayor Kaplan stated his water bill is approximately \$30 per month. Trustee

Svatik spends the same. Mr. Niedelman asked if residents would be required to hook up to the water. Mayor Kaplan stated residents would not have to hook up to municipal water. Mr. Niedelman explained that if residents did not hook up to municipal water, their water cost would not increase.

Carol Lieberman, 406 Greenbriar Lane, reminded the Board that there has been a lot of talk about community. Her community (homeowner's association) voted 2 – 1 against water. She believes the SSA was manufactured to include more people that wanted water so it would be virtually impossible to overcome what the statute requires. Ms. Lieberman implored the Board to try to find creative ways to give water to those that want water and cut those that don't want water out of the SSA.

Mrs. Fisher asked about the procedure going forward. Mr. Huvard explained that when the hearing is adjourned, the original petitions need to be sent to the Village Clerk. She supports residents having water, but personally cannot afford to pay for the water. She asked that the water fee be recaptured from those that do want water. Mrs. Fisher asked the Board to redefine the SSA.

Michael More, 560 Thornmeadow, stated that people can either get emotional or discuss facts. He previously distributed a memo to homeowners that discussed ten points: Will the wells hold up? What are the exact costs to obtain the service? The exact costs will be \$23,500 plus interest. It will not be more than that amount and will be divided over 10 years. The amount will be added to the tax bill and be subject to a tax deduction. The sewer SSA is ending and will come off the tax bill. Everyone on sewer will have a reduced tax bill. This will take the place of most of the cost. The bill will therefore change slightly for the next 10 years. There will be an additional hook up charge based on the location. Will homes be more saleable? He spoke with a few real estate agents who stated 30 – 40 percent of potential buyers will not consider a home on a well. How prepared is the fire department? Mr. More is proud to say the fire department is very prepared. Chief Kruger would love to have a fire hydrant within 1000 feet of every home in Riverwoods, however. Will well water deteriorate? Schwall stated any well can become contaminated at anytime. What if I don't sign now? Mr. More explained that if the SSA is defeated, the residents would have to wait two more years before bringing it up again. Cost keeps rising as well. What happens in power failure? Mr. More explained that during a power failure, homes on a well do not have water while municipal water keeps running. What are neighboring communities doing? Mr. More explained that all neighboring communities except Prospect Heights have municipal water.

Mr. More believes this needs to be done right now. The original proposal was to go along Thornmeadow Road. After word got out, he heard from other homeowners that wanted to get onto municipal water. He does not want to go against his neighbors and understands it is a financial hardship for some. Mr. More believes this needs to be a shared expense for the benefit of all, and for Riverwoods to be improved.

Herb Reagan, 3400 Orange Brace, is neutral on the issue. The one point that has not been addressed is the water level decreasing because of drought. Wood in a drought becomes

Public Hearing – SSA 24

September 4, 2012

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kindling. Protecting the woods is of interest. He understands the safety issue, but this has not been addressed.

No further public comments being offered, Trustee Svatik made a motion to close the Public Hearing. Trustee Koomjian seconded the motion. The Public Hearing closed at 9:30 pm.

Respectfully submitted,

Mike Ford, Village Clerk

Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
August 21, 2012
Approved

In Attendance:

William Kaplan, Mayor
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Absent was:

Cheryl Chamberlain

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson made a motion to approve the minutes from the August 7, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Engineer's Report

- **Sewer Maintenance Recommendation**

Mr. Glenn explained the Village has had recurring sewer odor issues on Portwine Road. The Village has received some complaints from residents. Not only does it smell bad, but the built-up hydrogen sulfide also eats away at the manholes. Mr. Glenn stated this will be a recurring maintenance issue until the County does construction work on the Portwine Road lift station. Mr. Glenn suggested sanitary manhole lining along Portwine Road. He found two companies that do this type of work and received two bids. Kim Construction was the lower bid in the amount of \$11,950. Trustee Jamerson questioned the replacement of the lids. Mr. Glenn explained that is fairly common to keep water out of manholes.

Trustee Jamerson moved to accept the Kim Construction bid in an amount not to exceed \$12,000. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Director of Community Services Report

Mr. Durning received a complaint regarding a property on Edgewood about garbage and debris on the driveway. The Village has taken the resident to court twice on this issue. Mr. Durning is happy to report that the property is now in compliance.

Mr. Durning reported that there was a garage sale in the Village where products were brought in from the outside. The Village refused to issue the permit. Trustee Norris commended Mr. Durning and Chief Dayno on how they handled the resident with patience and calmness. Chief Dayno noted Mr. Durning checked on the garage sale and was told that merchandise was brought in for re-sale.

Police Report

Chief Dayno provided the Board with the Police Department activity since the August 7, 2012 Board of Trustees meeting. There were ten accidents, 16 alarms, two animal bites, three complaints about animals, 12 fire department assists, one other agency assist, two well being checks, four criminal sexual assaults, two disputes, two domestic disputes, five driving complaints, four DUIs, one finger printing, one fight in progress, four motorist assists, one noise complaint, one open burning, one parking complaint, one solicitor complaint, 12 suspicious circumstances, one theft, one unwanted subject, one crime prevention notice and 12 case reports. There were 57 traffic stops with 37 citations issued to 33 people.

There are currently three houses on the House Watch list that are checked regularly.

Chief Dayno stated there were four DUI arrests since the last meeting. There was also a theft at Discover and an arrest.

Comments from the President

- Bannockburn BBQ Challenge 9/29/12 from 10:00 am – 5:00 pm

Mayor Kaplan stated the Village would participate in a barbecue with Lake Forest, Mettawa, Deerfield and Riverwoods. The deadline is tomorrow and there are other communities that may participate as well. The barbecue will consist of pulled pork and beef brisket. Mayor Kaplan also asked for ribs to be prepared at the barbecue. This will be a competition and Village resident Bruce Slessinger will represent the Village.

- The September 4, 2012 BOT Meeting to start at 7:00 PM

Mayor Kaplan reported the Board of Trustees meeting will start at 7:00 on September 4, 2012. There will also be a Public Hearing at 8:00.

Visitors Wishing to Address the Board

There were no residents wishing to address the Board.

New Business

- Request to approve a donation in the amount of \$1,000 to the Lincolnshire Police Department Explorer Post #2403.

Chief Dayno stated that Lincolnshire Sergeant Watson and his staff do a fine job with the Explorer program. Sgt. Watson stated the program is a volunteer program for students that may be interested in pursuing a career in law enforcement. It gives the volunteers hands-on experience and they perform a lot of community service. They help communities on a regular basis. The volunteers also assist with traffic control. The program is self-supported and they do their fundraising independently. Trustee Jamerson commented that he believes this is a fantastic program.

Trustee Jamerson moved to donate \$1,000 to the Lincolnshire Police Department Explorer Post #2403. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Proposed ordinance proposing amendments to Ordinance 11-10-22 concerning Village of Riverwoods Special Service Area Number 23 and providing for a Public Hearing and other procedures.

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Svatik seconded the motion. The motion passed unanimously.

Trustee Jamerson moved for Second Reading and adoption of the Ordinance. Trustee Svatik seconded the motion.

Mr. Huvard stated that the residents of Gemini Lane initially thought they would be able to handle the procedures and finances for road work on their own for about \$25,000. The cost of the recommend repairs would be about \$80,000, however. When they started looking at a smaller project, they found there were very few banks that were interested in financing the program. Mr. Huvard met with residents and recommended handling the project similar to Hiawatha Woods. The residents would be pay for the work through a tax levy utilizing SSA 23, but the Village would be responsible for the scope of the work. The residents believe it makes sense for the Village to supervise the project. Mr. Huvard spoke with the Village auditor who suggested doing an interfund loan between the General Fund and SSA 23. The Village would

determine the interest rate and the loan would be repaid by SSA 23 in ten years. Mr. Huvard believes it still may be possible for SSA 23 to finance the work through a bank, but he believes this may be a more plausible way to gain financing for the SSA. Mr. Huvard is still researching the interest rate for a ten-year bond, but believes it will be a better return than the Village is getting from investments. Mr. Siegel believes the Village's Home Rule authority would extend to this. Mayor Kaplan believes this may be a good way to get this done. He stated some of the private roads in the Village are beyond repair, the residents cannot afford to do it, and the project is too small for the banks to finance.

Trustee Jamerson believes the Village should set a limit in order that not too many funds are committed to this program. Mayor Kaplan suggested having a total amount of \$100,000. Trustee Norris suggested the Board determine guidelines to establish a policy of with respect to the circumstances under which the Village may enter into this type of agreement. Mayor Kaplan suggested establishing an overall cap on this type of project. Trustee Jamerson suggested having both an individual project limit and an aggregate limit. Trustee Norris questioned if this particular project would need to be approved before a policy is established. He would prefer to establish a policy before an approval. Mr. Huvard explained that in order to do this, the Village would have to amend the purpose of the SSA. Trustee Norris would like a policy in place before the final approval of the SSA. Mr. Huvard explained that the proposed ordinance would set up a Public Hearing to propose the SSA be amended. After the Public Hearing, there will be another Ordinance to adopt the amendment. Trustee Haber questioned if the Village could just purchase a bond. Mr. Huvard explained there would be an issue with the public funds investment act. The Village cannot purchase bonds for an inter-fund loan. The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Ordinance 12-8-14

A Public Hearing will be set for September 18, 2012.

- Proposed ordinance authorizing the establishment of a Tax Increment Financing "Interested Parties Registry" and adopting registration rules for the Registry.

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Norris seconded the motion. The motion passed unanimously.

Trustee Jamerson moved for Second Reading and adoption of the Ordinance. Trustee Haber seconded the motion.

Mr. Huvard explained that under the TIF statute, there are some built-in protections so interested parties can receive notice. The Village needs to have a TIF registry for the proposed TIF project.

This would allow interested parties to send in a request and receive the redevelopment plan once it is on file. Mr. Huvard recommended that the Village pass this ordinance so the Village can

propose a TIF for the 14.5 acres which includes the Terraco property plus eight acres in the Village.

The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Ordinance 12-8-15

Approval of Bills

Trustee Koomjian moved to approve the bills. Trustee Svatik seconded the motion. Mayor Kaplan asked that the Comcast Cable bill be looked into for possible duplication. Trustee Svatik will check into it.

Trustee Koomjian asked about the bill from Strenger. He asked if it was unusual. Mr. Glenn explained that the Village did not receive any invoices last month, so it is a two-month total. The Village also purchased 12 replacement cores for the low pressure sewers.

The motion passed by the following vote:

AYES: Haber, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Old Business

- Well user sprinkling ban

Mr. Glenn displayed a graph showing that the water levels in the various wells the Village is monitoring are moving up and down together. He believes measuring in one place would be sufficient to use as a gauge for the rest of the Village. Mr. Glenn would recommend continuing with the manual measurements.

Mr. Glenn showed a graph of the private wells penetrating less than 10% of aquifer thickness within the Village. This is important because there are a number of wells that are less than 15 feet into the aquifer. Mr. Glenn explained the most at-risk areas are at the end of Thornmeadow. Village Hall is close to the at-risk area. Mr. Glenn recommended installing the new well reading equipment at Village Hall.

Mr. Glenn explained that the well levels are up 4' – 15' at the various wells that are being monitored. He does not believe the little amount of recent rain has provided the desired effect; rather, the limited demand created by the sprinkling ban is helping provide the desired effect. Mr. Glenn would recommend continuing the ban for at least a few more weeks.

- Fund reserve policy

Mr. Glenn provided an enhanced version of the five-year forecast plan regarding sewer, municipal water and roads. He tried to bring together the work that may be done over the next five years with the amount the Village has in reserve for the work and the cost of the work that may need to be completed. Mr. Glenn stated the sanitary sewer projects would not change much, except the Portwine forcemain extension. The average amount for sewer work is projected at \$173,000 per year. Last year, the Village collected \$42,000 in sewer user fees from Lake County. These numbers would create an unfunded balance of \$131,000 per year, or approximately \$100 annually per user (\$16 per bill). This calculation represents how the anticipated work could be funded through user fees. The next part of the process would be to have a reserve fund. Mr. Glenn selected the amount of \$2 million. At the end of 2011, the sewer fund had about \$350,000, which would leave the fund \$1,650,000 short. The suggested method would be to make a one-time transfer from the General Fund. Mr. Glenn emphasized this is just an analysis and not being recommended to the Board.

Mr. Glenn discussed the water system, which was computed differently because the water is metered. The water systems revenues are \$935,000 and expenses are \$643,667. In 2011 the surplus was \$291,406. The projected 5-year surplus would be \$1,457,030. Mr. Glenn believes there could be two water main replacement projects at a cost of \$985,000 leaving a surplus of \$472,030. At the end of 2017, the water fund available balance would be approximately \$2,072,030 and would not require any rate changes. Trustee Jamerson asked if any rate changes were expected from the Village of Northbrook with respect to the water contract. Mr. Huvad stated the rate should remain the same for two more years. It will go up slightly in 2015. He would not recommend a change.

Mr. Glenn would like more time before discussing the roadway and drainage systems. He anticipates the general fund would contribute \$60,000 - \$65,000 in the roadway programs. Mr. Siegel asked if the Village would be coming up with a five year capital improvement plan. Mr. Glenn believes this would just be a fund reserve policy and would not dictate the projects. Mr. Siegel explained this would be a guide, not a planning document. Mr. Glenn added the Village could make adjustments as necessary. Trustee Norris noted it would be a forecast.

Trustee Koomjian asked if the gradual aging of the sewer system has been addressed in this forecast. Mr. Glenn explained the analysis is very sensitive to the life of the infrastructure elements. He recognizes that a linear analysis would lead to very high numbers. It is a good exercise, but he would not make decisions on rates or reserves based on that approach. Mr. Huvad believes the proposed cushion is significant, especially compared to other communities.

Trustee Koomjian expressed concern over not tracking the fact that the systems will not last forever, and the Village would not be planning for a disaster. Trustee Jamerson believes this should be looked at annually. Trustee Norris asked if a catastrophic failure was likely, or if there would be additional repairs needed which would give warning of a potential major failure. Mr. Glenn explained it would be highly improbable to have a large percentage of the system fail over a five year period.

Trustee Haber questioned whether there is any rationale for allocating the taxes differently based on the type of system. Mr. Glenn explained the invoicing would be burdensome. He believes low pressure sewer users are subject to some hardships that gravity sewer users do not have. There are more expenses in low pressure sewers due to more repairs.

Trustee Jamerson stated the Village is currently subsidizing the sewer fund by \$100 per resident per year. Mr. Glenn explained the money left in the sewer fund is based on an older excess in user fees. The subsidy just allows the sewer fund to break even.

Trustee Haber asked how the Village's sewer charge compares to other communities. Trustee Jamerson explained the charge in Northbrook is based on the amount of water used. Trustee Norris stated that is fairly common in Lake County in communities that do not have wells. Mr. Glenn will supply additional information for the Board.

- Loukas return celebration

Trustee Svatik stated Patty Loukas has not given the Village a date that Christina will be available. Mayor Kaplan asked for 60 days notice.

Trustee Svatik thanked the Board, consultants and Village staff for their assistance over the past several weeks during Mayor Kaplan's absence.

Adjournment

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:22 PM.

The next regular meeting of the Board of Trustees is scheduled for September 4, 2012 at 7:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
August 7, 2012
Approved

In Attendance:

Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik, President Pro Tem

Absent was:

William Kaplan, Mayor
Mike Ford, Village Clerk

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire Riverwoods Fire District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Norris moved to approve the minutes from the July 17, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

President Pro Tem Svatik suggested approving the minutes from the July 17, 2012 Executive Session subject to a minor change to be more consistent. The minutes were unanimously approved.

Director of Community Services Report

Mr. Durning stated signs were installed throughout the Village notifying residents that mosquito spraying would take place this evening.

A few days ago, the mosquito abatement district performed an aerial survey across four Villages. The survey was designed to find stagnant water in swimming pools which are breeding grounds for mosquitos. There were two stagnant water swimming pools found in the Village. The

mosquito abatement district will contact the homeowners and Mr. Durning will help with local code enforcement action.

Mr. Durning noted the sewer has been repaired in the men's room of the Village Hall. The scope of work was limited to the original bid in the amount of \$2450. There was no need to tap into the \$5000 cushion that was approved at the last Board meeting.

Engineer's Report

Mr. Glenn stated the 37 acre site is up and running. The project has been fully permitted through the County to bring in fill and for remediation. There is not a lot the Village can do to coordinate with the County. The EPA reviewed the plan and approved it. The County assured the Village they will monitor the work being done. Mr. Glenn has neither seen the timeline nor a plan on what they will be doing.

Trustee Norris expressed concern about the operation. Trustee Chamberlain asked who concerned residents should contact. Mr. Glenn stated residents of Lake County could contact the Lake County Planning, Building and Development department who issued the permit.

Mr. Glenn presented options to help the Board make decisions regarding sprinkling bans. He suggested installing a continuous level automated monitor on the Village Hall well. Mr. Glenn stated the Village currently measures wells on an ad hoc basis. Historically, the measurements have been somewhat inconsistent. A continuous level monitor would help the Village be more consistent with the measurements. It would also assist in collection of historic data.

Mr. Glenn also suggested bringing in a hydro geologist, who would provide more expertise. He asked Craig Rawlinson to attend the Board meeting and field general questions. The Board could also provide some direction as well. Mr. Rawlinson has performed ground water monitoring throughout Lake County. He has seen normal water levels up until May. The water levels have dropped by five feet through late July. Five feet in a couple months is a very rapid drop. Mr. Rawlinson has started to create graphs of wells in the Village and surrounding areas. He has also looked at historical data.

Trustee Haber asked about the effect of homes with Lake Michigan water on homes with wells with respect to a sprinkling ban. He questioned whether a sprinkling ban for homes on Lake Michigan water would have a negative or positive effect on homes on wells. Mr. Rawlinson believes it is a small benefit for homes with Lake Michigan water to use sprinklers. Trustee Chamberlain asked if Mr. Rawlinson could assist the Board in predicting the longevity of wells. Mr. Rawlinson would rather use historical data to determine how droughts have affected the Village in the past to determine how external factors will affect the Village in the future.

Sherry Graditor, 880 Hoffman Lane, read an article discussing Lake Michigan water and sprinkling bans. She stated the plants that take the water out of Lake Michigan are working at capacity. If more people use the water, the plants may not be able to keep up with the demand.

Joan Becker, 2750 Edgebrook Lane, asked if people that use Lake Michigan water can still use their wells. Trustee Haber believes most people kept their wells for outside watering. He noted the Village would have to be careful on how to monitor the use of wells for homes that are also on Lake Michigan water.

Trustee Koomjian believes Mr. Glenn's suggestion of using an automated monitor would be money well spent. He also believes the Village should continue to monitor existing wells and track the data. Trustee Haber questioned whether the Village should continue to monitor several wells when the water decreases at the same level in many wells. Mr. Rawlinson stated his study would look at the bigger picture. Trustee Haber stated the Village would want to look at the bigger picture. The Village would not want to monitor individual wells. Trustee Koomjian graphed the data collected by the Village over the past two years. He also found that the trends appear to show that the wells are moving in tandem.

Trustee Norris questioned how the Village knows the well at Village Hall is representative of the other wells in the Village. Mr. Rawlinson stated the Village Hall well is centrally located within the Village. Trustee Chamberlain explained the Village wants to know when a sprinkling ban or other water saving measure needs to be enacted. The Village also would want to know when there is an urgent situation. Mr. Rawlinson suggested getting the information from the geologic survey first, to find out how many shallow wells are located within the Village. Trustee Chamberlain wants to ensure the residents have water. Mr. Glenn stated there may be a few wells that are more susceptible to problems than others. The question is what to do with those wells. Trustee Norris stated the Village needs to ensure they are gathering information from the correct point. He noted the installation cost is \$412. Trustee Norris questioned the cost if the monitor is installed at Village Hall and it is later determined the monitor should be installed elsewhere within the Village. Mr. Glenn stated the installation cost would be similar. Mr. Glenn chose Village Hall because they always have access. He stated there would be a three week lead time to get the equipment. Mr. Glenn suggested authorizing the expenditure and he would come back with more information on a location.

Trustee Haber moved to authorize expenditure up to \$6,000. Trustee Jamerson seconded the motion. Trustee Haber questioned whether the dedicated personal computer would have a backup. Mr. Glenn explained that would be something to coordinate with the Village IT consultant. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Village Attorney's Report

Mr. Huvad presented copies of the TIF eligibility study redevelopment plan and project that was prepared by S.B. Friedman. The report includes an eligibility finding and analysis study of the Terraco property and eight acres of the landfill (14 acres). Once they determine an area is eligible to be a TIF, the rest of the study is to determine the goal of the redevelopment area. The goal is a mixed-use, commercial retail development with ancillary offices. The area would be

consistent with the zoning. The report also looks at what improvements would be needed to accomplish the goal, such as road improvements and utility extensions. The increment is determined by the cost of the improvements. The projected increment is about \$6 million. The next step would be to set up a timeline and schedule a Public Hearing in front of the Board.

Mr. Huvard stated the Village was in court regarding the two receivership cases. The Village was successful on 1075 Wigham. CR Realty was appointed as receiver of the property. They will prepare an analysis of the property to determine whether the property can be rehabilitated or if it should be demolished. Mr. Huvard noted the house is currently unsafe. Mr. Huvard stated attorneys for the lender showed up for the property at 9 Julie Lane. The property is currently under foreclosure and there is no sense of urgency to bring it to a conclusion. The judge gave them 30 days to respond.

Mr. Huvard noted the notice for the SSA 24 public hearing will be sent out shortly.

Police Report

Chief Dayno provided the Board with the Police Department activity since the July 17, 2012 Board of Trustees meeting. Chief Dayno stated there was one arrest for four counts of criminal sexual abuse and four counts of unlawful restraint for activities happening over the past year.

The weather sirens are up and running and have been tested. They seem to be working fine.

Fire Department Report

Battalion Chief Christenson distributed the call volume report for June and July. There is nothing else significant to report.

Comments from the President

- Update on Mayor Kaplan's condition

President Pro Tem Svatik stated Mayor Kaplan has returned home and is doing progressively better. The Mayor thanks everyone for their well wishes.

Trustee Koomjian asked about the status of the watering restriction signage. Mr. Durning stated five signs have been ordered and are scheduled to be installed on Thursday.

New Business

- MC2 Donating \$500 to Village

Trustee Jamerson was approached by MC2, the Village's electric aggregation company, who would like to donate \$500 for a Village project. He sent out an email to the other Trustees. They would like the money to go toward forestry redevelopment.

- Christina Loukas Recognition

Trustee Chamberlain posted a message on Riverwoods resident and USA Olympian Christina Loukas' Facebook page. She asked the Trustees if they wanted to host a reception in her honor. Trustee Chamberlain will speak with her family to see when she will be in town.

Trustee Jamerson moved to authorize an expenditure up to \$2500 for a reception in honor of Village resident and USA Olympian Christian Loukas. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- September 29, 2012 Bannockburn BBQ

President Pro Tem Svatik stated the Bannockburn-Riverwoods Cookout will take place on September 29, 2012. Mr. Glenn noted there would be a Chicago Wilderness Day of Service on that day as well. They will help with the removal of buckthorn.

- DBR Support Share

Mayor Pro Tem Svatik stated the Village has been a member of the Chamber of Commerce for a number of years. They are requesting \$3,500 from the Village. They provide a number of useful services to Village residents and companies.

Trustee Jamerson asked if they get funding outside of the three Villages. Mayor Pro Tem Svatik stated they also get membership fees.

Trustee Haber moved to authorize \$3,500 for DBR Support Share. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Proposed ordinance amending the text of the Riverwoods Zoning Ordinance to regulate temporary uses and structures in the Village

Mr. Huvad stated the Plan Commission sent a recommendation regarding a proposed Text Amendment. Trustee Norris moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Norris moved for Second Reading and adoption of the Text Amendment regulating temporary uses and structures in the Village. Trustee Chamberlain seconded the motion. Trustee Haber stated the Ordinance appears to be designed for one specific use. He expressed concern over temporary tents. Mr. Huvad explained the current Ordinance allows temporary

tents up to five days. Trustee Haber questioned if the restrictive nature of the second paragraph is necessary. Mr. Huvar explained the Village is familiar with the use of the property. If the language was removed, they may be able to have dinner or banquet type events instead of uses consistent with the current business operation. Trustee Haber stated the restrictive language would require monitoring. Trustee Haber questioned the wording regarding the length of time for the permit. He believes it is too restrictive. Trustee Chamberlain agreed. Plan Commission member Sherry Graditor stated the Plan Commission asked the petitioner who stated the restrictive length of time was acceptable and would give them an impetus to build a permanent structure. Jackie Borchew stated the tent creates a perfect venue for fundraising. Mr. Huvar suggested adding that the tent can be used for non-commercial uses relating to the mission of the business. Trustee Norris suggested also including text restricting housing animals in the tent as well. Mr. Huvar will make adjustments to the language. He suggested that the tent could be used for non-commercial events but excludes the housing of animals. Trustee Chamberlain would like information about garage sale signage to be made available when permits are issued.

Mr. Huvar summarized the changes. He stated upon expiration of the permit, the owner shall remove the tent whether or not a permanent building has commenced, unless a new permit is authorized by the Village Board. The other change would be that the tent could be used for non-commercial events but would not include the housing of animals. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-8-13

Visitors Wishing to Address the Board

Michael Dunn, 2920 Orange Brace Road, stated his well reached a new low. There is 9 feet of water left in their well. He asked the Board to consider a watering ban. Mr. Dunn stated they have a shallow well. Trustee Chamberlain asked if the wells were in a down trend or an uptrend. She stated that this should not affect residents on municipal water. Trustee Chamberlain suggested implementing a two-week sprinkling ban for well users. She asked if the new signs could have something added regarding the temporary ban. Mayor Pro Tem Svatik asked if the Village messaging system could isolate residents on wells. Trustee Haber suggested suspending all outside watering for residents on a well.

Joan Becker, 2750 Edgewood, thinks there is a lot of confusion in the Village regarding watering. She stated many residents believe there is currently a sprinkling ban instead of limited sprinkling hours.

Trustee Chamberlain moved for a sprinkling ban for all well users until further notice, except for hand-held devices. Trustee Norris seconded the motion. The motion passed unanimously.

Mike Clayton, 3030 Blackthorn, stated that the RPC was granted approval for two rain garden sites. He provided an update. There would be one near the police department. The other will be located near Pathways.

- Discussion on the Reserve Fund

Standing Committee Reports

- Police/Solid Waste – Trustee Norris stated the Village received results regarding recycling. The data is conflicting. Overall, there is a 10-15 percent increase but April was down for recycling and solid waste. With the turnover of the two companies, the data may be off. There was a significant increase in recycling in May. On Thursday, Trustee Norris attended a SWALCO open house. The RPC indicated they would help the Village promote recycling. Lakeside is looking into an electronic recycling program as well. There are many details to still work out.
- Building/Zoning – Trustee Jamerson provided the building reports for the months of June and July. In June 2012, there were three single family remodels, one miscellaneous permit, six driveways, two reroofs and one sewer tap-on/repair with a total construction value of \$211,130. There was \$2250 generated in fees. In June 2011, there were nine permits with a construction value of 306,915 generating fees of \$5550. From 1/1/12 to 6/30/12 there were 66 permits with a construction value of \$2,775,715 and generating permit fees of \$24,159. From 1/1/11 to 6/30/11 there were 43 permits with a construction value of \$1,029,181 generating fees of \$21,326.

In July 2012, there was one accessory building, one remodel, three fence/decks/patios, three miscellaneous, three driveways, four reroofing and one irrigation system with a total construction value of \$485,750 and permit fees of \$3414. In July 2011, there were 14 total permits with a construction value of \$470,240 generating fees of \$5190. From January 1, 2012 – July 31, 2012 there were 83 permits with a construction value of \$3,266,215 generating fees of 28,073. From January 1, 2011 to July 31, 2011 there were 43 permits with a construction value of \$1,505,067 generating fees of \$26,766.

Trustee Jamerson stated that ComEd typically reads the meters early in the month. Residents should receive their new bills very soon.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Haber seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:10pm.

Board of Trustees Meeting
August 7, 2012
Page 8 of 8

The next regular meeting of the Board of Trustees is scheduled for August 21, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
July 17, 2012
Approved

In Attendance:

Cheryl Chamberlain, Trustee
Michael Haber, Trustee
Rick Jamerson, Trustee
Rich Koomjian, Trustee
John Norris, Trustee
William Svatik, President Pro Tem

Absent was:

William Kaplan, Mayor

Also Present:

Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson made a motion to approve the minutes from the July 3, 2012 Board of Trustees meeting. Trustee Chamberlain seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended with Trustee Norris abstaining.

Treasurer's Report

Hal Roseth stated the total Village funds were \$14.3 million which is up more than \$700,000 from last month. He explained the State conducted an audit on the telecommunications tax which increased the Village funds by \$540,000. Mr. Roseth noted almost all of the funds that are planned to be switched have been moved to Chase.

Mr. Roseth mentioned checks have been written to the SSA accounts because the County transferred the money into the Chase account by mistake.

Director of Community Services Report

Mr. Durning stopped a few residents from watering during restricted hours. Trustee Chamberlain asked about the well report. Mr. Glenn explained they would try to get a well report distributed next week. Trustee Chamberlain questioned whether the Village should have a sprinkling ban. Mayor Pro Tem Svatik explained that some sprinkling from residents on Lake Michigan/municipal water may actually help residents on wells.

Mr. Glenn explained the Village got approval from the County to install permanent, metal signs at the Village entrances for outside watering restrictions. The signs are being produced.

Police Report

Chief Dayno provided the Board with the Police Department activity since the July 3, 2012 Board of Trustees meeting. There were one 911 hang up, two abandoned automobiles, seven accidents, 23 alarms, 11 complaints about animals, ten fire department assists, four other agency assists, one well being check, two child safety seat installations, three criminal damage to property, one dispute, one domestic dispute, two driving complaints, one DUI, one fingerprinting, one harassment, one ILEAS callout, five lockouts, four motorist assists, four parking complaints, two solicitor complaints, one suicidal subject, eight suspicious circumstances, nine crime prevention notices and 11 case reports. There were 76 traffic stops with 69 citations issued to 50 people.

There are currently six houses on the House Watch list that are checked regularly.

Chief Dayno stated there were two arrests for the Hiawatha damage. Two 19-year olds were charged with criminal damage to property.

Chief Dayno discussed the ILEAS callout. Lincolnshire asked for assistance with a four-year-old child that could not be found. They searched the house and finally found the child asleep.

Chief Dayno noted there was a suicidal subject, but the department talked to the subject and got him checked into a local hospital.

Village Attorney's Report

Mr. Huvad explained the Village will be in court before the next Board meeting on the two receivership cases. He noted the TIF study has been slightly revised and he will forward it to the Board. The study finds the proposed Milwaukee/ Deerfield area is eligible for a TIF and lays out a possible budget for redevelopment. The total increment will be about \$6 million. Mr. Huvad is working with Mr. Glenn on some possible improvements that may be beneficial to the Village. The next step is to come up with a timeline and schedule a Public Hearing. The Village will need to convene a Joint Review Board which will include the taxing districts, the County, the Village, the public, etc. After the Joint Review Board meets, they will make a recommendation.

Comments from the President

- Update on Mayor Kaplan's condition

Mayor Pro Tem Svatik visited Mayor Kaplan. The operation went well and he will be going for therapy tomorrow or Thursday. He thanked everyone for their wishes and concern.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

New Business

- Motor Fuel Tax Resolution

Mr. Glenn stated the Village passes this resolution every year. Generally, the scope of the work includes culvert cleaning, patchwork, etc.

Trustee Chamberlain made a motion for the Motor Fuel Tax Resolution in the amount of \$155,000. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Approval of bid to repair sewer in Village Hall restroom

Mr. Durning stated the Village hired a plumber who noticed that the cast iron pipe connection is bowed after he rodded it out. Sewage was coming up from the floor drain. Without the proper hydraulics, there will be additional back-ups at Village Hall. The Village got three bids ranging from \$2450 to \$14,740. The scope of the work includes breaking out the floor, repairing a section of pipe, patching the floor and reinstalling the furnace. The low bid is from Biagi Plumbing. Mr. Durning is recommending going with the low bidder and an added contingency in case the scope of work expands. Mayor Pro Tem Svatik stated the low bidder has a great reputation. The other two bidders are of the opinion that the concrete floor will require more breaking apart than the low bidder. He suggested awarding the bid for \$2450 and to have a cushion in case the scope of work expands. Trustee Haber explained it is not an emergency situation right now. Mr. Durning noted there would be an issue if there is not enough water in the pipe to push solids through. Trustee Jamerson recommended awarding the bid to Biagi but allow him to spend up to the middle bidder amount plus ten percent. Trustee Chamberlain stated Biagi handled her municipal water service. They were the low bidder and decided to do things differently than others. They ran into a problem but honored their original bid. Trustee Chamberlain expressed concern about allowing them to go up to the middle bid amount, because that bidder may have done things differently. Trustee Haber stated that if the Board goes with the low bidder and there is a problem, the President can use his discretion to spend up to \$5000 additional.

Trustee Haber made a motion to award the contract for sewer repair in the Village Hall restroom to Biagi Plumbing in an amount of \$2450. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Discussion of temporary uses (for tent structure on Orphans of the Storm property) before referral to the Plan Commission

Mr. Huvard explained the Village issued a permit for a tent in error. Orphans of the Storm already purchased the tent. The Plan Commission will hold a Public Hearing on garage sales, estate sales and temporary uses of tents on properties of ten acres or greater. Mr. Huvard noted Orphans of the Storm would eventually like to make it a permanent structure.

Dick Zwirner, President of Orphans of the Storm, stated Mr. Huvard's suggestion is fine with them. They will try to raise money for a permanent non-tent structure and will take down the tent over winter.

Trustee Haber stated the Village's current Ordinance only allows tents for up to three days. Mr. Huvard explained the Ordinance would be amended to state temporary uses of tents on properties of ten acres or greater can have tents over a concrete slab for up to two years with Board approval. Trustee Chamberlain questioned whether there are any private residents that are ten acres or larger. President Pro Tem Svatik noted there are a couple. Sherry Graditor had a tent over her swimming pool. It was a permanent structure, but was a tent. Mr. Huvard explained in this situation, the temporary use must be authorized by the Board. Trustee Norris suggested limiting the time to one year, with a renewal, because the Village should ensure the tent is maintained. Trustee Jamerson added that the tent would need to come down in the winter and the Village would want them to be able to install it again. Trustee Haber asked if there would be building restrictions. Mr. Durning explained there are code items that would be inspected. Trustee Norris believes the temporary structure should be permitted and inspected every year.

Mr. Huvard suggested preparing a draft Ordinance before the Public Hearing. He noted Orphans of the Storm wanted to install the tent. He suggested that if they install the tent, it would be at their own risk.

An Orphans of the Storm representative stated they frequently have events to promote their goal of placing animals with families that will care for them. The tent will enhance their activities because it will allow the dogs to be shown. He believes it is important to get the structure up as quickly as possible and does not see a problem if they start now. He stated that the tent would only be visible near the police station.

Trustee Norris suggested extending the permit for 21 days, instead of the normal three days. Trustee Haber noted the Village does not have an Ordinance for tents. He would not be comfortable issuing an extension of a temporary permit without an Ordinance in place. Trustee Norris suggested voting on the extension because of the special circumstance caused by the Village issuing a permit and not wanting to put undue hardship on Orphans of the Storm.

Mr. Huvard suggested leaving it up to the President Pro Tem's discretion. He suggested the Board not take action until after the Plan Commission considers a Text Amendment. Trustee

Norris noted Orphans of the Storm would bear the risk on whether the Village enforces the issue. The Orphans of the Storm representative stated they relied on the Village.

Mr. Siegel noted that the Orphans of the Storm could not rely upon the issuance of the permit. Under Illinois law, the improper issuance of a permit for an otherwise prohibited activity does not give the party receiving the permit the right to engage in otherwise prohibited activity. The party receiving the permit has no right to rely upon the permit to engage in prohibited activity. Orphans of the Storm should wait a few weeks and do things right.

Approval of Bills

Trustee Haber made a motion to approve the bills. Trustee Norris seconded the motion. Mayor Pro Tem Svatik asked the Board to consider an amendment of the bills. He stated a monthly bill did not get put on the list due to technical difficulties. The motion was amended to include the bill for attorney fees in the amount of \$13,500, subject to Trustee Haber's approval. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

- Discussion on the Reserve Fund

Mr. Huvad stated that in the back of the annual financial report, there are tables showing revenues and expenditures by fund. He went through those tables to identify the trend, in context of a reserve policy. Revenues in the general fund have been about \$2 million. The Village had a few bumps, such as higher building permit fees and a drop in utility fees. Expenditures in general fund have been stable as well at about \$1.3 million. The general fund has created a surplus which went into the police fund. Police fund revenues have been about \$800,000 including the police tax levy. The other parts of the police fund revenues include fines, the cell tower, etc. There is still an \$850,000 shortage in the police funds causing the Village to transfer more than \$500,000 for operating purposes in 2011. Mr. Huvad noted personnel raises are not linked only to cost of living. He stated the revenues from the water fund appear in many places. Over a four-year period, the water fund differential is about \$275,000. If there is a significant water main break in the Village, that amount will not hold. The reserve numbers, according to Pat's study, are about \$8.3 million (100% of replacement cost at end of useful life.) The Village would need \$9.9 million for 100% funded reserve. Mr. Huvad suggested planning to keep a minimum cushion in water and sewer fund of approximately \$2 million. He suggested the Board consider taking some money from general fund to bring the reserve in the water and sewer fund to \$2 million. Mr. Glenn stated that if the Village wants an additional \$100,000 in revenue, it would cost residents an additional \$90 per year.

Trustee Chamberlain stated it is important to review this policy to make sure our water and sewer fees cover infrastructure, maintenance, and repair. Trustee Haber would like to come up with more concrete numbers and recommendations. This is a good working framework. Mr. Glenn

Board of Trustees Meeting

July 17, 2012

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added this is a concept. Further discussion would be continued to the next Board of Trustees meeting.

Trustee Jamerson made a motion to go into Executive Session for a personnel matter. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

The meeting was adjourned at 9:30 pm to go into Executive Session.

The meeting was reconvened at 9:38 pm.

Trustee Jamerson made a motion to accept the recommendation of President Pro Tem Svatik as referred to him by Mayor Kaplan, to increase compensation for Megan Richardson by \$2 per hour effective July 1, 2012. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Adjournment

There being no further business or discussion, Trustee Jamerson made a motion to adjourn the meeting. Trustee Haber seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:40 pm

The next regular meeting of the Board of Trustees is scheduled for August 7, 2012 at 8:00 PM.

Respectfully submitted,

Jeri Cotton

Village of Riverwoods
Board of Trustees
July 3, 2012
--Approved--

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain, Trustee
Michael Haber, Trustee
Rick Jamerson, Trustee
Rich Koomjian, Trustee
William Svatik, Trustee

Absent:

John Norris, Trustee

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney
Chuck Stewart, Village Forrester

Call to Order: 8:00 PM

Approval of Minutes

Trustee Svatik made a motion to approve the minutes from the June 19, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended.

Director of Community Services Report

Mr. Durning presented the well reading report. As expected, the wells are down compared to the 2011 reports, due to the dry late spring. Trustee Svatik asked whether the Village is concerned about the wells drying up. Mr. Glenn will call Jack Schwall to get a response to the well report. David Niedelman stated the average well is down 40 feet since last year. Trustee Koomjian, who has been charting the wells, stated the average well is at 60 feet right now though the figures shown in the report show they are at 48 feet. Trustee Koomjian noted the equipment used to record the well levels changed in January; therefore, the well levels cannot be easily averaged. Trustee Jamerson explained that if the well levels are averaged, the two reservoir wells should be removed because they are deeper than the residential wells.

Mr. Durning stated he issued a permit to Orphans of the Storm for an educational center. Mr. Huvad noted there is something in the Village Zoning Code about tents.

Engineer's Report

Mr. Glenn and Mayor Kaplan met with Lake County Permit Staff and Ann Maine regarding the 37 acre landfill site and the activity going on at the location. The County ensured the Village that their institutional controls are in place. A permit had been issued to remove contaminated soil. The permit was pulled and is close to being re-issued. The Village noted there has been a great deal of soil added to the location. They asked that no additional soil be added until the contaminated soil is removed. The County was amenable.

Village Attorney

Mr. Huvad stated they filed lawsuits to have receivers appointed for two vacant properties. They tried to serve a complaint on the defendants, but the mail has been returned.

Mr. Huvad stated the Terraco property would qualify for a TIF. It can be discussed at the next meeting.

Police Report

The Board was provided with the Police Department activity since the June 19, 2012 Board of Trustees meeting. There were nine 911 hang up, nine accidents, 19 alarms, seven complaints about animals, 14 fire department assists, one other agency assist, one residential burglary, one burglary to vehicle, one well-being check, one child custody dispute, four driving complaints, two DUIs, one finger printing, six lockouts, six motorist assists, one noise disturbance, five parking complaints, 16 suspicious circumstances, two solicitor complaints, one traffic complaint, one trespass, four crime prevention notices and ten case reports. There were 85 traffic stops with 67 citations issued to 51 people.

There are currently 16 houses on the House Watch list that are checked regularly.

Fire Department Report

Duane Christenson presented the call volume for the LRFPD District including mutual aid to the DBFD District for the months of March and April. In March there were 35 calls including 17 EMS calls, six fire calls, two auto accidents and ten other calls. In April there were 28 calls including 20 EMS calls, five fire calls, one auto accident and two other calls. There were 121 calls year to date.

Comments from the President

- President Pro-Tem Discussion

Mayor Kaplan stated he will not be in the Village between July 10 and July 24, 2012 and will miss two Board of Trustee meetings. Mayor Kaplan suggested having Trustee Haber run one

meeting and Trustee Norris run the second meeting. Trustee Svatik will be President Pro Tem on a daily basis. Mr. Siegel stated there must be a President Pro Tem in the Village on a daily basis. As soon as the Village president returns to the Village, he can resume his duties.

Trustee Koomjian believes it is important to have a Trustee with a lot of Village experience to act as President Pro Tem while the Mayor is out of the Village. He made a motion for Trustee Svatik to act as President Pro Tem both on a daily basis and to run the two meetings. Trustee Haber seconded the motion. The motion passed unanimously.

Mayor Kaplan stated there are a couple trucks parked on the Terraco property. The Village has ticketed the trucks and will install a no parking sign.

New Business

- Garage & Yard Sale Ordinance

Mr. Huvad distributed regulations from four Villages regarding garage sales. Garage sales are regulated as a temporary use in residential Zoning Districts. If the Village decides to regulate garage sales, a Text Amendment to the Zoning Code will be required. He asked the Trustees to discuss what they would like in the Text Amendment. Mayor Kaplan believes the Village should require a permit for garage sales. Trustee Koomjian believes the hours of operation should be regulated, the number of sales in a calendar year, the merchandise sold should be limited to household goods and the sale should not exceed three consecutive weekends. Trustee Chamberlain would prefer something more restrictive. Mayor Kaplan likes the restriction from Highland Park stating, "The merchandise sold must be limited to household goods and furnishings, which have been in use in the dwelling unit(s) located on the premises." Trustee Svatik noted tires would be restricted if the Village enacted the restrictions from Highland Park. Trustee Jamerson believes the garage is part of the dwelling. Trustee Haber noted that would preclude salesman samples to be sold. Mayor Kaplan does not believe salesman samples should be sold in a garage sale. He also does not believe something should be brought in to be sold. Trustee Chamberlain believes 7:30 am is too early for garage sales to begin, because there are early birds that come to garage sales. She believes the signs should be limited as well. Mayor Kaplan believes a house sales, garage sales and estate sales should all be regulated under one ordinance. Mr. Huvad suggested the Trustees email comments to him, so they can be forwarded to the Plan Commission. Trustee Haber stated there is currently nothing permitting garage sales, house sales and estate sales until a Text Amendment is passed.

Visitors Wishing to Address the Board

Joan Becker, 2750 Edgewood Lane, stated there are two eyesores in her neighborhood. One of the homes has activity but not progress. She asked if the Village could address these properties. Mr. Huvad stated those two properties are not part of the current receiverships. Both of the properties, however, do have local Ordinance violations. Mr. Durning explained 2665 Edgewood has a nuisance violation and is in court. The judge gave the property owner until the

end of July to clean up the property. The property at 1382 is both a nuisance violation and has structural damage. That house is in court as well and it's in foreclosure. There will be another status hearing later this month. Mr. Huvad stated the Village is looking to get a receiver appointed, but need a strong enough case. There is a high burden of proof to succeed in getting a receiver appointed. Ms. Becker noted one property has structural damage and is potentially a health hazard.

Ms. Becker noted they do not have municipal water near Edgewood Lane. She wonders if the Village could add the watering restrictions to the Village website. Trustee Jamerson noted that there is a sprinkling Ordinance in effect, but the Village does not have an emergency sprinkling ban. Mayor Kaplan stated the Village Engineer will monitor the wells. Trustee Chamberlain suggested adding the watering restrictions to the Village website. Trustee Koomjian suggested installing a sign stating that watering is prohibited from 10 – 5. Trustee Svatik noted there have not been a lot of violations.

Ms. Becker noted there was a meeting about having a community center next to the Village Hall. An architect stated there would not be enough parking if a community center were constructed. Ms. Becker shared an article regarding home values and bike paths. She stated that walkable, convenient locations are in demand. She would like the Village to look at making the Village more pedestrian friendly.

Justin Liu, 1935 Strenger, asked for permission to connect to Village water through an existing water main. Mr. Glenn sent a response to Mr. Liu this afternoon. He stated the request is unusual because the house fronts on Strenger and the water main is in the rear of the property. The water main does not traverse the entire property. Typically the Village policy is to allow connection to water mains that traverse the entire property. This will ensure the utility is available to adjacent properties. The backyard facilities get lost and forgotten and it becomes a maintenance issue. The Village does not have rights to the Wildflower Lane easement. There has not been a long term plan to serve the Strenger properties from the Weiss subdivision water main; rather, they would connect through the Duffy Lane water main and then down Strenger. Mrs. Liu stated it would be much less expensive to connect to the Weiss subdivision water main than the Trillium Lane water main. Trustee Haber believes if there is a desperate need for 1915 and 1935 Strenger Lane, he would want to find a way for them to get it. Mayor Kaplan noted the home is a spec home. Trustee Haber noted that he does not see the hardship in this circumstance. Trustee Svatik asked if the water is that bad, would it be conceivable that other wells in the area are also bad. He questioned why they have not come to the Village for water. Mr. Glenn noted that many of those residents do not want to connect to City water. Mr. Liu believes City water would help residents. Mr. Glenn stated they would need to connect through Duffy Lane. Mr. Liu asked if they could fund the construction to build a water main to their property. Mr. Glenn stated it would have to comply with the Village standards and turned over to the Village. If the Village participates in the program, it would have to go to the competitive bidding process.

Cindy Jarvis, 475 Thornmeadow, stated other communities have posted signs regarding watering restrictions. It serves as a reminder to residents. Mayor Kaplan suggested calling the police department. Ms. Jarvis expressed concern because the signs have not been posted in

Riverwoods. Trustee Jamerson added that the Village has an Ordinance that limits watering all the time. In previous years, the Village has enacted a temporary ban. He believes it may be useful to post the general watering restrictions in permanent signs at the Village entries. Trustee Chamberlain stated a sign would make residents aware of the restrictions.

Old Business

- Ordinance 12-7-12 proposing the establishment of Village of Riverwoods Special Service Area No. 24 for water system improvements benefitting certain properties on Thornmeadow Road and portions of Orange Brace Road, Juneberry Road and Blackthorn Road and providing for a Public Hearing and other procedures. Second Reading.

Trustee Haber made a motion for Second Reading and adoption. Trustee Jamerson seconded the motion.

Mr. Huvard provided a red-line of the proposed Ordinance. The proposed changes are due to a new State bill regarding SSAs. Hearings cannot be made on proposed SSAs until at least 60 days after an Ordinance is passed. Therefore, Mr. Huvard updated the proposed Ordinance to have a Public Hearing on September 4, 2012. The Hearing can be continued, as necessary. Mr. Huvard stated the new bill also has a requirement to inform residents of the projected levy amount over the first year. He used an amortization calculator and inserted numbers to get a maximum projected levy amount.

Trustee Haber noted the amount would change based on the number of properties that are part of the SSA. Mr. Huvard stated the Village share could go up or the homeowners may need to pay more than the current connection fee to get water. Mr. Glenn stated the \$23,500 has been uniform across the Village. Trustee Jamerson asked if the bond issue does not cover the cost of the water main, if the residents that want water would have to cover the cost immediately. Mr. Huvard explained the Village would specify the maximum amount they would borrow. Trustee Haber noted the amount would be divided between the homeowners that want water and are included in the SSA. Trustee Jamerson stated residents may not want to pay an additional amount. He thinks it is important that the Village know the amount.

Trustee Chamberlain stated the Village has contributed 15% in the past. Mr. Huvard explained that 15% may not be enough in South Riverwoods due to the larger lots. Trustee Haber stated that the \$23,500 amount is not written in stone. Mayor Kaplan stated that for SSA's not in South Riverwoods, the Village would come out ahead. Mr. Huvard stated the only reason to consider a larger contribution would be a policy issue. Trustee Svatik explained the consideration is that people that have put in water would be subsidizing Thornmeadow. Trustee Chamberlain questioned whether the homes in South Riverwoods have a higher market value. Mayor Kaplan explained the homes in South Riverwoods are larger. Mr. Huvard noted that water and sewer projects typically have a water benefit share. There is some benefit to the Village to have water extended to throughout the Village. Trustee Chamberlain expressed concern about being inconsistent going forward. She would like the Village to be consistent going forward so the Village is acting on the same principle. Mr. Glenn explained that it costs more per residence to

run water in South Riverwoods than in smaller zoning areas. He would recommend a two-tiered connection fee level unless the Village contributes more. Trustee Haber suggested the Village could provide a Village subsidy based on individual lots. He believes the Village should provide the same subsidy regardless of the lot size. Trustee Jamerson is conflicted because he does not want people that do not want water to have to pay. He questioned the future connection of those residents. Trustee Chamberlain stated that if economic times were different, she would not want to consider a gap tooth approach. If that is done, she believes the Village needs to be very clear on why this approach was used.

Trustee Koomjian expressed concern about the lack of symmetry. There were some discussions with the administration. Mr. More stated there were other residents that were interested in connecting. He noted there were 15 residents interested in connecting; however, a letter did not go out until two days later. The letter that went out was not a neutral letter and advocated water. Trustee Koomjian stated that once an SSA is proposed, it is difficult to gather the opposition. The process is flawed and he would want it to be handled differently and more neutral in the future. Trustee Koomjian believes a neutral letter should be distributed.

Trustee Chamberlain does not believe the Board takes a neutral stance; rather, they take a pro-water stance due to public safety concerns. Because of the tough economic times, she would like to see a higher percentage of owners and residents in favor of an SSA.

Mike More, 560 Thornmeadow, was present. Mayor Kaplan explained that there were a number of residents attending the last two meetings. He requested only new comments be presented. Mr. More noted that at the June 5, 2012 Board of Trustees meeting, there was nothing mentioned about why they wanted water. At the June 19, 2012 meeting, he felt verbally attacked. Mr. More explained he wants water because his water is not clean. There was a fire in the middle of May. His house is made of cedar. He is concerned about the amount of time it would take to put out a fire at his home. Mr. More spoke with a number of his neighbors that want water. He was under the impression there would be a Public Hearing to discuss the pros and cons. Mr. More noted that their sewer SSA will be ending shortly and the amount the residents will not be paying will just about cover the amount for the water SSA.

Tom O'Brien, 440 Thornmeadow, expressed concern about the lack of fairness and consistency. He does not believe the Board should pay a higher percentage for certain properties. Mr. O'Brien is against the consequences to long-term residents that will not be able to afford the increased fees.

David Niedelman, 610 Juneberry, discussed whether a vote should move forward. He stated each side will have a compelling issue. It is important to him that the process is set. Mr. Niedelman believes there will be enough time between today's vote and the September 4, 2012 Board meeting. Mr. Niedelman understands there is a reason to make exceptions, but believes the Board is trying to make exceptions to appease everyone.

Sara Fisher, 610 Thornmeadow, distributed a petition of residents that do not want water. She stated homeowners do not want water for a variety of reasons. She met with Fire Chief Krueger

who stated it is easier to put out fires in areas where there are hydrants; however, the Village has measures to put out fires. Ms. Fisher suggested not making nine residents pay for connection when they do not want it. She asked the Trustees to not move forward because she has not heard from two residents. The additional two residents could mean 50% of the residents are not in favor of the SSA.

Howard Patterson has lived in Riverwoods for 45 years. He would look forward to taking a good shower in his home. Mr. Patterson has to bring water into his home. He believes there is always a way to make things work. Mr. Patterson believes residents need to make improvements in the community or the community will deteriorate. He stated that most of the homes in the area are made of wood. This summer is very dry and he would not want to see a lot of homes catch fire.

Steve Fisher, 610 Thornmeadow, does not want to pay for water. He believes this will set a dangerous precedent. Mr. Fisher stated the Village is making revenue over the water going through the pipes. He questioned why the Village should make money over water. Mr. Fisher met with Arnie Rapa, the Well Program Coordinator for Lake County. He said that Mr. Rapa said the wells in Riverwoods are not in danger of running dry. He stated that wells run dry if they are not properly maintained or if they were dug too shallow. Mr. Fisher suggested only making those that want water pay for water.

Carol Lieberman, 406 Greenbriar, pointed out that there is dissention created in a neighborhood. She is hoping the Village can find a compromise that will work for everyone. Ms Lieberman stated the initial configuration of the area took people from various, contiguous areas. The area was engineered to favor those that want water. Ms. Lieberman believes there are different ways to configure the area or to pay for the project.

Trustee Jamerson stated he lives at 3223 Blackthorn. His property was not in the original configuration but he asked that his property be added. He does not believe he will personally benefit if there is water, but will abstain from any vote on this item.

Mayor Kaplan stated the Village has a formal procedure to follow. Mr. Huvad believes the amounts need to be more accurate. Mayor Kaplan noted the Board does not have a bid. Trustee Haber believes the amount should be changed to \$611,000 instead of \$575,000. Trustee Chamberlain stated there are two properties with Juneberry addresses. She asked if adding additional properties on Juneberry would make it better. Mr. Glenn stated the boundaries were dictated by the properties that can be served by the water main.

Trustee Haber amended his motion to change the amount from \$587,000 to be \$611,000. Trustee Svatik seconded the motion. The motion passed with Trustee Koomjian voting no and Trustee Jamerson abstaining.

AYES: Chamberlain, Haber, Svatik, Kaplan (4)

NAYS: Koomjian (1)

ABSTAIN: Jamerson (1)

Mayor Kaplan stated there would be a Public Hearing on September 4, 2012. Mr. Huvard explained that if the hearing is adjourned at the meeting, there would be a 60 day period where the residents would officially come forward in favor or not in favor of the SSA. The Village would send a notice announcing the Public Hearing to those residents, along with the maximum amount that can be borrowed. Residents can make suggestions about a possible remapping or other options. Trustee Chamberlain encouraged all the neighbors to discuss the possibilities together. After the Public Hearing, the Village will provide a formal procedure to vote for or against the SSA.

Sherry Graditor, 880 Hoffman, stated all of the information will be in the Ordinance. She suggested the Village send out a letter with all of the dates and information the residents can use as a reference.

- Discussion of Fund Reserve Policy

Mr. Huvard suggested discussing this at the next Board of Trustees meeting. Trustee Koomjian requested the police station capital investment be removed, because it is inappropriate to have it in the comparison. Trustee Svatik stated the auditors wanted the police station capital investment in the document. Mr. Huvard will try to keep operating revenues and expenses separate.

Standing Committee Reports

- Building/Zoning – Trustee Jamerson deferred the building report until the next meeting.
- Finance/Soil & Water Conservation – Trustee Svatik recommended the Trustees go through the budget report he provided.
- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain received information about electric prices from the consultant for the Village properties. She will discuss it with Trustee Jamerson.

Adjournment

There being no further business or discussion, Trustee Jamerson made a motion to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:35.

The next regular meeting of the Board of Trustees is scheduled for July 17, 2012 at 8:00 PM.

Respectfully submitted,

Jeri Cotton

Village of Riverwoods
Board of Trustees
June 19, 2012
--Approved--

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain, Trustee
Michael Haber, Trustee
Rick Jamerson, Trustee
Rich Koomjian, Trustee
John Norris, Trustee
William Svatik, Trustee

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Chamberlain made a motion to approve the minutes from the June 5, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended with Trustee Koomjian abstaining.

Police Report

Chief Dayno provided the Board with the Police Department activity since the June 5, 2012 Board of Trustees meeting. There were three 911 hang ups, 11 accidents, 17 alarms, five complaints about animals, 22 fire department assists, one burglary to auto, two well being checks, one domestic dispute, one driving complaint, two DUIs, one fingerprinting, two lockouts, four motorist assists, two noise disturbances, one open burning, two parking complaints, 10 suspicious circumstances, two solicitor complaints, one traffic complaints, one trespass, six crime prevention notices and five case reports. There were 94 traffic stops with 66 citations issued to 52 people.

There are currently nine houses on the House Watch list that are checked regularly.

Chief Dayno stated there was a burglary to an auto on Interlochen. Items were taken from two unlocked vehicles.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District including mutual aid to the DBFD District for the month of May. There were 32 calls including 18 EMS calls, seven fire calls, one auto accident and six other calls. There were 171 calls year to date.

Village Attorney's Report

Mr. Huvad told the Board that the financial report was completed before the deadline and is now on file. The Trustees will have a copy at the next meeting. Mr. Siegel added that he spoke with the auditor and the Village is not in danger.

Comments from the President

- President Pro-Tem Discussion

Mayor Kaplan will be undergoing surgery in a few weeks. Mr. Huvad explained that when the Mayor is not in the Village, he cannot exercise the power of the Mayor. Mayor Kaplan will be out of the Village for approximately two weeks. One of the elected Trustees should be designated as Mayor Pro Tem for the time Mayor Kaplan is out of the Village and unavailable. When the Mayor is not present at a meeting, the Village can appoint a temporary Chairman. Mr. Huvad suggested designating one of the Trustees to act as Mayor Pro Tem for when Mayor Kaplan is out of the Village. As long as Mayor Kaplan is in the Village, he can still act as Mayor, but a Mayor Pro Tem can run the meetings.

Trustee Koomjian suggested making an appointment tonight, as there is a full complement of the Board. Mr. Siegel explained the Clerk will call the meeting to order in the absence of the Mayor. He will note the absence of the Mayor and ask for a motion to designate a Mayor Pro Tem. The Mayor Pro Tem can be designated for a meeting or while the Mayor is out of the Village. Trustee Haber asked if a Mayor Pro Tem could be designated prior to the Mayor being out of the Village. The Trustees will vote on a Mayor Pro Tem at the next Board of Trustees meeting.

Visitors Wishing to Address the Board

Mark Finch has been a resident of Riverwoods for 11 years. He had no idea there was any consideration about putting the bike path behind his house, on the west side of Saunders Road. Mr. Finch stated the intersection is very dangerous and does not believe having a bike path on the west side of Saunders would be safe. Mr. Finch does not understand the need for a bike path at all. Mayor Kaplan stated the Village would have a Public Hearing on the proposed bike path on July 10, 2012. Trustee Haber asked how Mr. Finch would feel if the path did not travel along Saunders, but was on the south side of Deerfield Road. Mr. Finch stated there are three homes

on the south side of Deerfield Road that would be closer than his house, if the path were located along Saunders.

Trustee Norris reported that at the Thorngate Homeowners Association meeting there was general opposition from the residents. He noted the yards narrow toward Saunders Road. Mr. Finch asked if the path is going to be built as planned. The Trustees stated it is not definite. Trustee Norris noted the Village is still at the fact finding and planning stage.

Mike Corn asked how the portion of the bike path on Saunders came about. Mr. Glenn stated it was a specific request from some Thorngate residents to connect their subdivision to the bike path. Mr. Glenn noted that if Thorngate residents get together and do not want the connection, it could be out of the proposal.

Dan Gelfond, 2600 Forest Glen Trail, has lived in Riverwoods for nine years. Mr. Gelfond stated some Villages have rules about garage sales. He has a neighbor that has garage sales every week or every other week. The neighbor is basically running a store out of his house and has had about six garage sales so far this year. Mr. Gelfond requested the Village consider a garage sale Ordinance.

Mayor Kaplan will direct the Village attorney to draft an Ordinance regulating the number of garage sales allowed each year. Trustee Chamberlain noted this is an issue in other areas of the Village as well. Mayor Kaplan suggested requiring a permit.

New Business

- Ordinance proposing the establishment of Village of Riverwoods Special Service Area #24 for Water System Improvements Benefitting Certain Properties on Thornmeadow Road and Portions of Orange Brace Road, Juneberry Road and Blackthorn Road and Providing for a Public Hearing and Other Procedures

Trustee Norris made a motion for First Reading. Trustee Haber seconded the motion. Mr. Huvar explained the Board does not take sides when forming an SSA. The Board would set the process in motion where an SSA can be considered. There are various findings that the Board can make. An SSA needs to be a contiguous area and specific information is required by statute. Mr. Huvar explained the Village would borrow money for a connection fee of \$23,500 for 25 water connections. The maximum interest rate must be stated in the Ordinance. Mr. Huvar suggested a 7% cap, but expects the interest rate to be much lower. The maximum term of the bonds will be 12 years from the date of issuance. The Village's experience with other SSAs showed there is a gap of up to one year. Some of the bonds have been updating for 11 years instead of 10 years; although, most banks prefer a 10 year obligation. Mr. Huvar stated they would want to get bids on a fixed rate. The Village would borrow the money over ten years with a level of reduction over 10 years. The amount borrowed would be approximately \$600,000. The \$63,000 (sample number assuming 5% interest) would be divided by the 25 houses and would show on those resident's tax bills. To go forward, the Village must propose a hearing,

send out notices to every home in the area and publish in advance of the hearing. After the hearing is adjourned, the matter rests for 60 days. Anyone in the area that is opposed to the formation of the SSA can make an objection. If the objections were not sufficient, the Board could then vote to form the SSA after the 60 day waiting period. If the SSA is formed, the Board would then attempt to pass a bond ordinance. The bonds would not be general obligation bonds; rather, they would be payable solely from the taxes collected in the area. If the residents want to object, they can defeat it and keep the Board from passing the SSA. The required vote would be 51% of the owners of property in the proposed SSA and 51% of the electors from the proposed SSA. If the Village gets at least 51% objectors in both votes, the SSA would not be formed. The proposed hearing would be August 21, 2012. If the hearing is adjourned that night, the 60 days would begin. Therefore, the earliest time the SSA could go forward would be November. Mr. Huvad stated the Board would only be facilitating the discussion.

Tom O'Brien, 490 Thornmeadow, asked why the tax has changed from ad valorem to an equal division. Mr. Huvad explained the first SSA was only 17 homes and each home signed a request that the cost be split equally. Over time, more law firms started looking at SSAs. There has been a gradual acceptance of SSAs.

Sara Tucker-Fisher, 610 Thornmeadow, asked if there has there been a study done on ad valorem vs. straight taxes. Mr. Huvad explained he informs the banks it will be non-ad valorem. The banks evaluate the situation and have not had an issue. From a bank standpoint, they want to ensure it is a public project and bank qualified.

Trustee Norris explained that after the 60 day waiting period, if more than 51% of both groups say no, the Board cannot form an SSA. If less than 51% of both groups say no, the Board can decide whether or not to form the SSA. Trustee Chamberlain clarified that many residents present at the last Board meeting were not in favor of forming the SSA. She noted that if 51% of both groups are not in favor of forming an SSA, the Board could not consider it again for two years. Trustee Chamberlain noted that some residents believe the issue was discussed last year and were surprised it came up again this year. Mayor Kaplan explained that the Board did not pass an Ordinance. The Board does not have control over things the Board does not do. Trustee Chamberlain stated the Board does not take a position either way at this point. They want to do what the residents want.

Trustee Svatik stated that if it is a 51-49 vote, or a very close vote, traditionally the Board has not gone with it. The Board wants the residents to be comfortable. Trustee Norris also received a number of phone calls. Given that two weeks will not make a difference on the project, he would prefer to have a second reading at the next Board of Trustees meeting. Trustee Svatik wants to ensure it is as open and fair to residents as possible. He believes it would be better for the community to wait two weeks.

Trustee Koomjian counted 25 properties on the property identification numbers and 27 properties on the map. Mr. Glenn explained there are certain parcels that have more than one PIN number and certain lots that are subdivisions of lots. Mr. Huvad added that some properties have more than one pin. Trustee Haber mentioned that if the SSA were gerrymandered by Juneberry, three

lots on Juneberry could be included. Trustee Haber asked whether those homeowners would be in favor or against the project. Mr. Glenn stated those homeowners have not come forward and requested to be part of the SSA. Mr. Glenn stated that 610 Juneberry requested to be part of the SSA. He does not know whether the owners of 560 are in favor of the SSA. Mr. Glenn wanted to include anyone that was potentially in favor of the SSA.

Trustee Haber noted that if 720 and 680 Thornmeadow were opposed to the SSA, the boundary could be modified. Mr. Glenn noted that as long as the area is contiguous, it is not an issue. If two houses across from each other were removed from the SSA, other houses would have to be removed from the SSA as well. The area needs to be contiguous. Mr. Glenn stated the area can be oddly shaped. The project cost would not change, but the cost per home would increase.

Trustee Haber asked if the homeowners in the SSA could recapture some of their costs if an adjacent house wanted to come into the SSA after it was formed. Trustee Chamberlain noted that at 25 homes, the cost numbers make sense. Mr. Huvard stated that sometimes it is not appropriate, but if people put out more than \$23,500, the Village could reimburse those residents if others connect. The definition of the area becomes critical. Trustee Norris questioned whether the homeowners would legally be able to recapture some of their costs. He wanted to ensure the legality of a gap toothed SSA. The goal is that the Board wants the residents to want to have water.

Ms. Tucker-Fisher sent out a letter to residents and spoke with seven residents in the area that are not in favor of the SSA. Trustee Jamerson asked whether an SSA could be created without those seven properties. Mr. Huvard stated the area is contiguous. Trustee Norris questioned whether the fire protection district has hoses more than 2000 feet long. Battalion Chief Christenson stated that it is more difficult to put out a house fire without a fire hydrant.

Mike Korn asked if any residents on the Board would be part of the SSA. Trustee Jamerson stated he disclosed that his house would be part of the SSA at the last Board of Trustees meeting.

Carol Lieberman, 406 Greenbriar Lane, asked if the Board has given any thought to getting all of the people in the area together and try to find something other than an SSA that would allow those people that want water to get it and those that do not want water to not get it. The Board never said the matter would be dropped if the entire Vernon Woods turned down water. Just because some people don't want water, does not mean they want those that want water not to have it.

Keith Van Horn 680 Thornmeadow, asked if there was an attempt to get a larger area in an SSA. Mr. Huvard explained that there are some for and some against having an SSA. Vernon Woods did an internal survey and thought there were enough residents that wanted an SSA. Later, the Village learned there were not enough residents that want water.

Ms. Tucker-Fisher received a call early last week from Mr. Moore stating 15 out of 25 homes wanted Lake Michigan water. There was no communication about consideration of the SSA on her property. She put out a letter and received responses from six other residents that do not

want water. Ms. Tucker-Fisher is not opposed to others having water, but she does not want to pay for it. She suggested coming up with a plan to get water to those that want it. She believes she should have received information. Ms. Tucker-Fisher thought the issue was settled with the Vernon Woods vote. She does not believe it is fair to force others to pay and impose a financial burden to others. It seems the proposed area was unfairly targeted to pass the SSA. She suggested waiting 60 days to give her enough time to reach out to the community. Ms. Tucker-Fisher read some questions from Mr. Saperstein and Mr. Rutstein, who are both opposed to the SSA.

Mr. O'Brien noted that just because it is legal to do does not mean it is the right thing. There are people that will be financially affected and may have to move out of Riverwoods because they cannot pay for the extra tax burden. He asked about the consideration for those residents. Some residents are on a fixed income and will be forced to sell their homes. He asked whether water was that important for residents to be treated this way. Mr. O'Brien is sure the fire department has a plan for the houses in the back of the street. Some of the arguments in favor of water are very fallacious. If people want it, let them have it, but make them pay for it themselves. Mr. O'Brien does not believe it is a secret why the boundary was made. Mayor Kaplan stated it is the Board's obligation to vote on this.

Steven Fisher, 610 Thornmeadow Road, read a statement from another resident that is not in favor of the SSA, for financial reasons. The problem is that this is forcing residents that are trying to get by, to move out of Riverwoods. He feels that residents were blindsided because they did not know, and would like 30 – 60 days to discuss.

Cindy Jarvis, 475 Thornmeadow, appreciates the hardships of bringing water. She is in favor of bringing water to Thornmeadow. There is a possibility to not charge those that do not want water. She has seen the well go dry. The cost to dig the well further is high, and would need to be tapped by all. The water will not be available forever. There is a need to be able to get water to the homes before they cannot get Lake Michigan water.

Trustee Chamberlain asked if the Board would alter the boundary in order to better accommodate those that wanted vs. those that do not want water. Mr. Huvard stated the boundary could be altered before the second reading. Trustee Chamberlain suggested that all of the residents may be happier with a reconfiguration of the boundaries. Trustee Jamerson noted that if the boundary were altered, the cost per property would increase. Mr. Huvard explained the Board struggles with the issue of forcing people to do something they do not want. Some people have failing wells. He questioned whether the Board would oppose the SSA if residents that are opposed to connecting were excluded and the connection charges added up to 50%. Trustee Chamberlain asked what the cost would be if the seven properties were removed. Mr. Huvard explained the cost of the project would be approximately \$650,000 and the Village would be approximately \$150,000 short. The SSA would encompass 18 properties and the cost would be approximately \$32,600 instead of \$23,500. Trustee Chamberlain asked about the historical percentages in favor for the approved SSAs. Mr. Huvard will research this. There were some that were close. Trustee Chamberlain believes that the Board should be consistent. Mayor Kaplan stated the difference is that conditions and times have changed.

Mr. Van Horne stated the Village would put up 15%. Mayor Kaplan noted the Board can determine how much to provide. Trustee Koomjian believes the process is flawed. There was no communication with those residents that are opposed to the SSA. All the affected residents should have been invited to the meeting. Trustee Koomjian stated that once the Ordinance is passed, the burden is more difficult on those that oppose the SSA. Mayor Kaplan stated that residents brought the SSA before the Village; the Board did not propose the SSA. Trustee Koomjian believes the Village should notify the residents. Mr. Siegel explained the Board is not voting on the SSA. What is being proposed tonight is a First Reading of an ordinance.

Trustee Haber suggested sending out a letter to the 25 households between the two readings. Trustee Norris explained that the residents need to vote. There is a great amount of time to marshal support for or against the SSA.

The motion for First Reading passed unanimously.

- Ordinance 12-6-10 establishing the General Prevailing Rate of Wages in the Village

Trustee Norris made a motion to waive the First Reading of the Ordinance. Trustee Svatik seconded the motion. The motion passed unanimously.

Mr. Siegel explained this is required by State law.

Trustee Haber made a motion for Second Reading and adoption. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Mobil Station Land Acquisition Discussion

Mayor Kaplan explained the Mobil station came to the Village and stated they wanted to add a convenience store and a car wash. They then came back and stated they wanted a car wash and a coffee shop. The Village recommended they speak with the Thorngate Homeowner's Association prior to coming to the Board.

Trustee Norris knew the property had been sold, but was unaware of their intentions. He noted the Thorngate Association would have a say in what happens. Mayor Kaplan noted there are no decisions being made at this point.

Mark Finch stated the Thorngate Association was not aware of this. Mayor Kaplan stated the Board would not consider anything unless they speak with the Thorngate Association. Mr. Glenn noted the property they purchased is in Deerfield. Trustee Haber stated they could go to Deerfield and get approval. Mr. Glenn noted Deerfield's current Zoning Ordinance has the

property zoned as office. There would be public hearings in Deerfield to get it rezoned, along with notice on the property if a Public Hearing is scheduled.

Approval of Bills

Trustee Koomjian made a motion to approve the bills. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

- Discussion of Fund Reserve Policy

Mr. Huvard suggested waiting for the annual report summary of what was uncovered after doing the year-to-year comparisons. This item will be continued to next meeting.

- Request for donation from Willow House

Trustee Haber made a motion to take the request off the table. Trustee Jamerson seconded the motion. The motion passed unanimously.

Kitty Hoffman, Chairman of the Board of Willow House thanked the Board for the grant they provided last year. Willow House is located in Riverwoods. Ms. Hoffman stated they support provide programs for grieving children and families. She stated they receive referrals from local school districts, social workers, first responders, etc. They provide peer support services and allow parents and children to meet once a month. Ms. Hoffman stated they served two families form the Riverwoods area. They can act as a clearinghouse for families. Some groups meet in Arlington Heights, Libertyville and Chicago, as well as Riverwoods. The group that meets in Riverwoods is a suicide survivors group. They have collaborated with Deerfield High School over the past few years. They also call on their students for community service. Willow House has a good relationship with a psychiatrist in the area that answers questions. They are always looking for volunteers. Ms. Hoffman invited everyone to come to the facility and learn more of what they do.

Mayor Kaplan stated the Village donated \$7500 to Willow House last year. Willow House is requesting a \$10,000 donation this year. Trustee Svatik thinks the organization is a great one and does good work; however, a 33% increase is difficult. As a Village, the expenses are exceeding income for the first 4 months. The State of Illinois has decreased funding and the Village is feeling it.

Trustee Svatik made a motion to donate \$7500 to Willow House. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Ordinance 12-6-11 to ratify amended and restating articles of agreement for NSSRA

Trustee Jamerson made a motion to take the request off the table. Trustee Chamberlain seconded the motion. The motion passed unanimously.

Mr. Huvarud asked the Board to approve the NSSRAs restated articles. He noted discussion could be in open session. If there is a particular real estate acquisition to discuss, it would be appropriate to go into open session.

Craig Culp Director of the NSSRA, brought an estimate about a specific range of numbers that the NSSRA could be considering spending for acquisition. His board is concerned about discussing this in closed session. Mr. Huvarud explained estimates are appropriate to discuss in open session. Trustee Chamberlain explained they are trying to answer a question asked by the Village. She asked how much money the Village may be responsible for and they are trying to answer the question. If there are certain things that they are not comfortable revealing, the discussion can be made in more general terms.

Mr. Culp explained their current focus is to work with a partner agency. Mr. Huvarud explained that under the amended articles, if the NSSRA Board votes to acquire property, the Village would be responsible for its share and would be unable to opt out. He questioned the Village's exposure. Mayor Kaplan noted that every member agency has signed on except Riverwoods. Mr. Huvarud explained the articles that were approved by other Boards had a small change. Mr. Siegel asked if the Village was asked to commit a certain amount of money. Mr. Huvarud added that if other municipalities vote for a property, Riverwoods would be responsible for paying their share. Trustee Chamberlain asked if Mr. Culp could discuss the Village's maximum exposure.

Mr. Culp stated that last year they initiated the process of amending their articles. When they looked at the articles, they realized there was no language stating the NSSRA could sell property. They are looking for a suitable, permanent home for the NSSRA. They need to legally be able to sell property in order to reach this goal. Their articles have not been amended since 2006. They took preliminary steps to establish a facility committee and did due diligence (space needs analysis) and an existing conditions study. The results showed they need a 15,000 square foot building. Their existing building will need \$400,000 in capital upkeep expenses; therefore, they eliminated the option of renovating their existing building. The new building will need private office space, meeting space for staff training, a safe pick up and drop off point, programming space within the building and a permanent solution to fulfill their long-term needs. Their finance committee put together estimates. The top scenario would be to build new and receive no money for the sale of the present building and no outside funding. The cost would be \$3.6 million. According to the member agency contribution, Riverwoods would be responsible for approximately \$67,000 in principle.

The second option would be to purchase or renovate a space. The cost would be 2.83 million, with the same specs. A likely scenario would be to relocate with a partner district and renovate. They would receive money from the sale of their existing building and outside funding resulting in projected cost of \$1.9 million. In this scenario, Riverwoods would be responsible for about \$39,000. The current MAC is \$35,000. Mayor Kaplan noted the Village currently pays \$35,000 on an annual basis. This would be an additional, one-time charge. Mr. Culp explained their goal is to amend their articles so they can put the building up for sale. They do not have a specific time line attached. He thinks it is important they are patient and purposeful. They are also looking at building a capital fund. Mayor Kaplan stated the NSSRA does not have a specific building in mind. It could be now or several years before they find an appropriate space. Mr. Culp confirmed they do not have a timeline. It is a strategic initiative for them to find a permanent home. Trustee Chamberlain stated the general sentiment is that they would rather wait to get the best and most valuable solution rather than move quickly.

Trustee Chamberlain noted there is a 15 month opt-out period. The Village would have to make a request to opt-out by October of the prior year. Mr. Culp noted the NSSRA values each of their partners.

Mr. Huvad stated the Village now has a basis to make their judgment. Trustee Chamberlain noted the other NSSRA Board members thanked her for bringing up these points. She informed the Trustees that the NSSRA Board members thought the \$3.6 million option was not a good way to go.

Trustee Jamerson made a motion for Second Reading and adoption of the Ordinance. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Adjournment

There being no further business or discussion, Trustee Koomjian made a motion to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:45

The next regular meeting of the Board of Trustees is scheduled for July 3, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
June 5, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
John Norris
William Svatik

Absent was:

Rich Koomjian

Also Present:

Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Chuck Stewart, Village Forester

Call to Order: 8:00 PM

Approval of Minutes

Trustee Chamberlain moved to approve the minutes from the May 1, 2012 Public Hearing. Trustee Svatik seconded the motion. The motion passed unanimously.

Trustee Chamberlain moved to approve the minutes from the May 1, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Trustee Haber moved to approve the minutes from the May 15, 2012 Public Hearing meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Trustee Haber moved to approve the minutes from the May 15, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Director of Community Services Report

Mr. Durning presented a copy of the well reports. Hydrant flushing has started today. Signs are posted to make residents aware of the flushing operations.

Engineer's Report

Mr. Glenn reported that the Duffy Lane waterman project was substantially complete. There is just a little more work that needs to be done. He met with people from Braniff regarding the warning sirens, which are expected to be installed within the next few weeks.

Village Attorney

Mr. Huvad has been working on a financial report. He believes it will be a helpful tool for the Trustees to use when working on a fund reserve policy.

Mr. Huvad reported letters have been sent out to two properties that have become public nuisances. They have a limited amount of time to respond before the Village will petition for the appointment of a receiver.

Police Report

Chief Dayno provided the Board with the Police Department activity since the May 15, 2012 Board of Trustees meeting. There were 19 accidents, 22 alarms, six complaints about animals, 24 fire department assists, four child safety seat installations, one criminal damage to property, one dispute, one domestic dispute, five driving complaints, four DUIs, two found property, one fraudulent activity, two harassment, five lockouts, one missing person, 11 motorist assists, two noise disturbances, one open burning, three parking complaints, seven suspicious circumstances, two solicitor complaints, one theft, one trespass, four crime prevention notices and 18 case reports. There were 137 traffic stops with 112 citations issued to 87 people.

There are three currently houses on the House Watch list that are checked regularly.

Chief Dayno stated there was no unusual activity since the May 15, 2012 meeting.

Comments from the President

- Tree & Brush Pick Up

Mayor Kaplan stated the tree and brush pick up was a resounding success. The Trustees approved an expenditure of \$12,000 but the bill came out to \$21,000. Mayor Kaplan noted the Village would not do this on an annual basis.

New Business

- Proposed ordinance authorizing Village warning sirens as permitted uses in all zoning districts

Trustee Chamberlain moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Jamerson moved for a Second Reading and Adoption of the Ordinance. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

Ordinance No. 12-6-7

- Proposed ordinance approving an Intergovernmental Agreement between the Villages of Vernon Hills and Riverwoods

Trustee Haber moved to waive the First Reading of the Ordinance. Trustee Norris seconded the motion. The motion passed unanimously.

Trustee Haber moved for a Second Reading and Adoption of the Ordinance. Trustee Jamerson seconded the motion.

Chief Dayno stated that the fingerprint system which the Board approved utilizes a T-1 line in from Vernon Hills at a monthly cost. Vernon Hill has requested a formalized agreement with respect to the use of the line.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

Ordinance No. 12-6-8

- RPC Bio Retention Presentation and Request for \$6,000

Lori Breitkopf, RPC President, informed the Board of the goals of the RPC for the next few years. The first goal is recycling. The RPC wants to help the Village to meet the County goal by broadening awareness of what should be recycled. They will also continue the very successful shoe drive. The second goal for the RPC is to be involved in the Village cost sharing program. They want to increase the number of participating homes by 20 percent by 2013. They are encouraging the use of rain gardens. The third goal is bio retention. They plan to implement two demonstration sites this year and next.

Ms. Breitkopf thanked the Village for its support of the RPC initiatives over the past year.

Mike Clayton, 3030 Blackthorn, discussed bio retention. He explained that the RPC has applied for an IEPA grant. They want to implement two sites this year and two next year. The first two will be on Village property. The sites must have a variety of natural conditions, must have public access and must be used to encourage use of the Village rain garden program.

Mr. Clayton explained that storm water management is an issue in some areas of Riverwoods. Storm water management treats water at the source instead of having a maintenance facility. The dry spring is a reminder to recharge the aquifer. An important factor in storm water management is how pollutants find their way into the soil and water. A natural extension is that such management is a natural partner to wetlands restoration. Many homeowners want to learn how to restore their wetlands. This is an effective way to help educate homeowners.

Bio retention is considered an EPA best practice. There are three ways to get results, but the site must be specifically engineered with a buffer zone, an underlying stone layer and drainage.

The Village has funded two sites. The site at the Village police station is very large and beyond the means of homeowners. The site at Village Hall is a bottom up design and residents using this design would lose the ability to filter. The RPC is looking for a top down design.

Mr. Clayton evaluated 13 sites within Village with Pat Glenn. They selected two sites that were not part of the original sites visited. The first site would be off the proposed shelter in the restoration project. Water can be captured through a downspout. The second site is at the cut out of the police parking lot. Mr. Clayton believes this site is ideal because it is sunny and is a salt reduction site. It will be visible from the parking lot. Mr. Clayton hopes to put educational signage on both sites. Having two sites in the same general area is nice, because the sites show two different designs for differing conditions, but would be accessible at the same time. The two designs would appeal to many homeowners. Mr. Clayton stated they also want to get schools involved in the two sites. A side benefit is there are wetlands near the two sites. In the future, he would want to develop a wetland restoration project to go along with this.

Mr. Clayton stated the RPC is asking for \$6,000 from the Village. The RPC Board has committed \$6,000 to the project as well. They would also need permission to access the sites. Mr. Clayton noted that the RPC would also be donating \$4,000 in volunteer labor and tools.

Trustee Chamberlain noted the current rain garden comes under the Forestry budget. It is not just forestry, however, because they are looking for new solutions for storm water runoff, pollutants, etc. Mayor Kaplan explained the money is earmarked for forestry. Trustee Chamberlain noted the rain garden or bio retention could be classified under a different category.

Trustee Jamerson disclosed he is an officer of the RPC and will abstain on the vote.

Trustee Haber moved to authorize up to \$6,000 for the RPC. Trustee Svatik seconded the motion. Trustee Norris asked whether the RPC was ready, willing and able to cover any excess expense. Mr. Clayton stated they would do everything possible to use volunteer labor and donated time to cover any excess. The RPC Board has also committed \$6,000 to the project. They would have to come back if the expense went up. Mayor Kaplan stated the Village Board would contribute up to \$6,000 after the RPC has contributed its \$6,000.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Norris, Svatik (4)

NAYS: None (0)

ABSTAIN: Jamerson (1)

- Willow House request for a donation

Mayor Kaplan noted that the Village donated \$7,500 last year. Willow House is asking for \$10,000 this year. Trustee Svatik believes that, due to the current state of the Village's expenses, he would request the donation to remain at \$7500 not \$10,000. Trustee Chamberlain asked if there are any Riverwoods residents being served. Mayor Kaplan stated last year there were a few Riverwoods residents. Trustee Haber suggested tabling discussion and requesting a representative from Willow House to make a presentation. Mayor Kaplan will ask them to come to the next meeting.

Visitors Wishing to Address the Board

Steven Katz, 18 Big Oak Lane, expressed concern about the proposed changes to the bike path along the north side of Deerfield Road from Portwine to Saunders Road. When the current bike path gets to Big Oak Lane, it narrows significantly. To accommodate the proposed path, six lots would be taken. Mr. Katz recommends the Village maintain the bike path at Big Oak and not comply with the County requirements of 15 feet at Big Oak Lane. 15 feet would take the path to his property line. The existing bike path is 4' wide. The new bike path would be 8' wide.

Mr. Glenn explained they are wrapping up the Phase I study. A public meeting was held and a number of residents brought up questions. Mr. Glenn noted that all the comments will get a more formal response. The wider path is due to federal requirements and has been part of the Village plan since 2003. Initially, the formal comment period was going to end on May 29, 2012, but the Village will continue to receive comments. A number of residents were unable to attend the May 15, 2012 public meeting. He recommends hosting another public meeting, to give more residents the opportunity to attend.

Trustee Haber commented that on the south side of Deerfield Road, there are no homes that would front the bike path. A large portion would be Thorngate, which already has a buffer. He asked if it would be possible to relocate the path to the south side of Deerfield Road. Mr. Glenn explained the main reason the path is proposed for the north side of Deerfield Road is to permit people to easily enter the path. Trustee Norris questioned whether the Thorngate berm would need to be reconstructed if the path were moved to the south side. Mr. Glenn explained there are poles and wires that would need to be reconstructed. He wants Riverwoods residents to be able to utilize the bike path. The driving reason for locating the path on the north side of Deerfield Road east of Portwine is to make it more useable. Trustee Norris questioned whether Thorngate residents would object if the path were to be relocated. Only a small area would be affected by changing the location. There is a walking path there currently. Mr. Glenn explained they are also proposing a 1,200 foot path down Saunders in order for Thorngate residents to access the path. Mr. Glenn explained that along Thorngate there is no easement; it is all private property. Trustee Norris believes the Thorngate homeowner's association might be able to work something

out and that it should be investigated further. Mr. Glenn explained the County has built the underpass under the entrance ramp to the Toll way, and he thinks bicyclists will want to stay on the north side of Deerfield Road in order to more easily access the underpass. He further stated that he is not comfortable making a recommendation about a location of the proposed path where a large number of residents cannot easily get to it. Trustee Norris believes residents will probably stay on the existing path. He does not think they will cross the road. Trustee Chamberlain noted that if the path is constructed on the south side of the road, and the old path is allowed to remain on the north side, residents may use the smaller one that does not meet federal standards. Mr. Glenn noted that if the village supports the path on the south side and wants to also keep the path on the north side, it will have to maintain both paths under its agreement with Lake County. He further stated that in that case he would most probably recommend that the path on the north side of the road be reconditioned.

Trustee Chamberlain requested clarification on what will happen at the close of the comment period. Mr. Glenn explained all the comments would be collated and responses would be added to each of them. They will mail the document to all property owners along the corridor, put the information on the Village website and it will become part of the record. Trustee Jamerson asked who would make the final decision on the location of the path. Mr. Glenn explained it would be a Lake County and IDOT decision. The Village is the lead agency and would propose the location. Trustee Chamberlain questioned whether the County and IDOT could disagree with the Village's recommendation. Mr. Glenn stated they have already done that with respect to the prior iteration of the design.

Michael Moore, 560 Thornmeadow Road, explained this bike path has been talked about forever. He believes very few residents are using the County bike path. There is a lot of bike traffic on Thornmeadow Road. People will have to cross the street. Mr. Glenn asked Trustee Norris to reach out to Thorngate residents.

James Mollenhall, 15 Big Oak Lane, has been a resident since 1969. He has seen the road widen to six lanes of traffic behind his home. He believes the characteristic of the Village will be ruined with an 8' bike path. The amount of trees that will need to be removed will change the character of the Village. His property line is 9' from the road. He believes residents like small roads and recommends putting up a barrier. Mr. Mollenhall is strongly against this proposed path and urges the Board to consider what this would do to the character of the Village.

Old Business

- Discussion of public water for Thornmeadow

Mayor Kaplan has held a number of discussions with Mr. Moore at 560 Thornmeadow. At the last consultants' meeting, they figured it would be a problem because there are only 11 houses. He recommends offering water to the entire street.

Mr. Glenn explained there have been a number of informal polls and discussions. He assumed a project from Deerfield Road to Blackthorn and also east on Orange Brace. It may be 24 homes.

It may become difficult to determine who would benefit. There have been some concerns that the cost estimates are too conservative. The unit prices were determined by an estimate of how much material will be required. A percentage is added for soft costs. A 15% contingency is also added. He thought it would aid transparency to give a range of what this may cost. The cost would be approximately \$625,000 divided by 24 homes (with the Village paying 15%).

Mr. Huvad would not recommend the Village do anything different as there are a lot of unknowns. He also noted that with 11 homes, they were not within 85% of the cost. With all homes, they would be getting closer. The Board could adjust the connection charge or the amount contributed by the Village. Mr. Huvad would be in favor of having everyone pay a flat rate rather than an amount based on the assessed value of the property. A flat rate assumes everyone would benefit the same if they had water. The Village Board could do it either way, however, based on what the residents want. The necessary steps include the Board adopting a proposing Ordinance, followed by a Public Hearing. The Board then waits up to 60 days. Everyone against the project will have the opportunity to object. If enough people reject the proposal (51% of Owners of record and 51% of the registered voters), the SSA will be stopped. Trustee Haber noted that if objections are close to 51%, the Board may not go forward. Trustee Norris stated the Trustees have always been very reluctant if they do not see a larger number of residents.

Rick Small stated this has been going around awhile. He suggested the Village send out a letter. Mayor Kaplan stated it is the homeowner's responsibility. Mr. Small requested a letter from Village stating what the projected expense could be. Mayor Kaplan explained that if the bids come in higher than \$23,500, the residents could decide not to do it.

Mr. Small noted it appears that it would take a majority of the properties to make this a viable SSA. Mr. Glenn stated they could presume there could be 25 properties. Mr. Huvad noted that a bank may be interested if there were 25 properties.

David Shimberg asked if the Village could create a clear channel of communication for distribution to residents. Mr. Glenn noted there could be a repository through the Village website. Mr. Huvad noted the cost would be just to get the water to the street. There would also be connection costs.

Trustee Haber noted that if the proposal is rejected, the same SSA cannot be proposed for two years.

- Approval of up to \$10,000 for screening of Oakhurst Lane

Mayor Kaplan noted this approval should be ratified because it was not on the May 15, 2012 agenda. Trustee Norris moved to approve up to \$10,000 for screening of Oakhurst Lane. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

- Proposed ordinance amending the Village Code concerning Standards and Policies for Police Officers

Trustee Jamerson moved to remove this item from the table. Trustee Norris seconded the motion. The motion passed unanimously.

Trustee Norris moved for a Second Reading and Adoption with a minor correction. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

Ordinance No. 12-6-9

- Discussion of a Fund Reserve Policy

Mayor Kaplan noted this would be discussed at the next meeting.

Standing Committee Reports

- Police/Solid Waste – Trustee Norris stated residents did not receive notification about the pickup shift due to the holiday. He wants to ensure Lakeshore will notify residents in the future via a telephone call. Trustee Jamerson suggested sending a postcard with an annual schedule. Trustee Norris would rather have residents reminded by phone. Trustee Svatik asked if the failure to notify residents presented any problems. Trustee Svatik believes residents should be able to figure it out. Trustee Norris noted the contract states they are supposed to contact residents.

Trustee Norris noted the recycling average is up on the dollar payback by about 40% last quarter. Things are not doing as well as the second quarter, so the projected number will be back down.

- Building/Zoning – Trustee Jamerson presented the building department report showing a 38% increase in permit fees year to date. From May 1, 2012 to May 31, 2012 there was one SFR, three fence/deck/patio, three miscellaneous/other, three driveways, two reroofing/siding and one commercial permit. There were 12 total permits with a construction value of \$441,450 and permit fees of \$6,966. From May 1, 2011 to May 31, 2011, there were 16 total permits with a construction value of \$187,130 and permit fees of \$4,408.

From January 1, 2012 to May 31, 2012, there were 50 total permits with a construction value of \$2,554,585 generating permit fees of \$21,809. From January 1, 2011 to May 31, 2011, there were 34 permits with a construction value of \$772,812 generating permit fees of \$15,776.

Trustee Jamerson stated every resident currently with ComEd should have received a letter from the new supplier. If a resident wants to take advantage of the new program of electricity aggregation, they do not need to do anything. If they send back the postcard, however, they will stay with ComEd. Residents will get another letter after MC² takes over. The new rates should take effect on August 2, 2012 and will be fixed for three years. Ms. Breitkopf noted the green (100% renewable) energy program does require a few other steps, which are shown on the MC² website.

- Finance/Soil & Water Conservation – Trustee Svatik stated he will meet with the finance committee and the auditors next week. The 2011 financial statement will be reviewed.
- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain will meet with Mr. Glenn regarding the bike path comments. She spoke with Susie about delineating the funds for the Woodland Restoration Project.

Adjournment

There being no further business or discussion, Trustee Haber moved to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:05

The next regular meeting of the Board of Trustees is scheduled for June 19, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
May 15, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Protection District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney
Chuck Stewart, Village Forrester

Call to Order: 8:00 PM

Approval of Minutes

The approval of minutes of the meeting of May 1, 2012 was postponed until the next Board of Trustees meeting.

Urban Forest Management

Mr. Stewart provided an update on the restoration project. He met with representatives from Deerfield Park District who did not have an issue with the proposal. They just cautioned that they have a water line in the area. He also spoke with Mr. Wien, who stated the proposal would be acceptable to him. Mr. Stewart provided maps and suggested looking at sight line two on the map. The sight lines are such that the proposed plantings will help screen the area the Oakwood residents are concerned about. The estimated cost of the plants, trees and top soil, with a one-year guarantee, is \$5,850.

Mr. Stewart stated that when the soil was spread, there was heavy clay content. He received a quote to till the berm area 8-10 inches deep and fill it with compost for seeding. The cost would be \$3,816.

Trustee Jamerson asked if the trees would be planted five inches above grade. Mr. Stewart explained some of the planting would be on the berm because of an existing tree. The rest of the trees would be at the six foot property line.

Trustee Jamerson moved to accept the planting and soil work for a total not to exceed \$10,000. Trustee Svatik seconded the motion. Mr. Huvad suggested going forward and ratifying the approval at the next Board of Trustees meeting. Trustee Chamberlain would like to keep track of the expenses, to ensure the Village is spending wisely.

Mr. Wien expressed his appreciation to the Village for its assistance in this matter. Trustee Svatik asked if there would be plantings on park district property. Mr. Stewart stated they would not plant on park district property at this time.

Trustee Haber asked if this money would come out of the general fund. He asked if some of that money could come out of the forestry funds. Trustee Chamberlain questioned what direction the Village should go. She questioned which part was purely landscaping that would have been completed anyway and which part was part of the restoration project. Trustee Norris noted the police department budget will be covering the Tall Grass expense. Once the contract is presented, the Trustees can determine which fund the money should come from.

Mr. Stewart noted the underlying goal of the project is to create a nice feature for the area. This is also an educational opportunity. He suggested soliciting corporate participation as well, to get the community involved.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Engineer's Report

Mr. Glenn stated the Duffy Lane water main project has begun. It should be complete before the next Board of Trustees meeting. The tornado siren agreement is complete and is moving forward.

Director of Community Services Report

Mr. Durning distributed the well report for May from Swanson. The water levels look good especially compared to last year.

Plan Commission Report

Mr. Huvad stated there was no Plan Commission meeting this month.

Police Report

Chief Dayno provided the Board with the Police Department activity since the May 1, 2012 Board of Trustees meeting. There were two 911 hang ups, two abandoned vehicles, 10 accidents, 13 alarms, five complaints about animals, 16 fire department assists, seven other agency assists, one child safety seat installation, one dispute, one driving complaint, one fraud, one fraudulent activity, one harassment, one lock out, seven motorist assists, two parking complaints, seven suspicious circumstances, two thefts, six crime prevention notices and eight case reports. There were 71 traffic stops with 52 citations issued to 45 people.

There are currently five houses on the House Watch list that are checked regularly.

Chief Dayno stated there was a hit-and-run accident on Milwaukee at Deerfield which involved injuries. The driver of the hit-and-run vehicle first denied he was the driver, and then fled the scene. He was arrested yesterday and charged with obstruction, leaving the scene of an injury accident and other offenses. He was remanded on \$5000 bond.

Chief Dayno distributed the Illinois Department of Transportation traffic stop study. He stated most agencies participate. IDOT does an overall analysis as well as an individual analysis. Chief Dayno noted the Village's ratio is 1.02. Based on the estimated minority driving population in Riverwoods, minority drivers are stopped only two percent more than what is expected, which is an indication that Riverwoods officers do not use race as a factor when stopping motorists.

Trustee Svatik noted there were no press releases over the next two weeks. Chief Dayno explained there has not been significant activity to report to the press.

Chief Dayno noted the NATO Summit is this weekend. The Village is preparing, although they do not believe anything will happen this far north.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Protection District presented the call volume for the LRFDP District including mutual aid to the DBFD District for the month of April. There were 18 calls including 10 EMS calls, 0 fire calls, one auto accident and seven other calls. There were 129 calls year to date.

The call volume report was down in April. He does not have anything significant to report.

Village Attorney's Report

Mr. Huvard stated the Plan Commission had a Public Hearing regarding having the tornado sirens at 55 feet. Mr. Huvard has the draft 2011 audit. He will get that finalized within the next 45 days.

Comments from the President

- Tuesday May 22, 2012 Tree City pictures will be taken at the Police Station – 8:45 AM Mayor Kaplan invited the Board to appear.

Mayor Kaplan stated the brush collection job was overwhelming. The contractor fell behind and had to put on extra crews to get it done. Trustee Svatik stated they are doing a great job.

Visitors Wishing to Address the Board

Mike Corn congratulated the Board on the brush collection.

New Business

- Ordinance amending the Village Code concerning Standards for Police Officers

Trustee Koomjian moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Jamerson moved for a Second Reading and adoption of the Ordinance. Trustee Norris seconded the motion.

Mr. Huvard stated the standards for part-time officers were not listed in the charter Ordinance. Chief Dayno noted the standards should apply to full-time officers as well. Trustee Norris questioned adding the word “prior” before felony convictions. The Trustees agree that the reference to “prior” should be removed. Mr. Huvard stated he will remove the word in the final draft of the Ordinance.

Trustee Haber asked whether full-time officers have property rights in their position. Trustee Norris noted that would be part of the bargaining agreement. There are no property rights in the agreement. Trustee Haber noted that there are restrictions for part time officers that should apply to full time officers. Mr. Huvard will review the restrictions and make them more consistent where needed.

Trustee Haber moved to table further discussion until the next Board of Trustees meeting. Trustee Jamerson seconded the motion. The motion passed on a voice vote.

- Selection of Electricity Aggregation Supplier

Trustee Jamerson stated the Village received bids from nine suppliers. The Electricity Aggregation Committee met and reviewed the rates. The rates were excellent. Trustee Jamerson reported that the Committee recommended going with MC² as the supplier. MC² offered the Village 1- 2- and 3-year rates. The 3-year rate is 4.812 cents. Residents currently pay an average of 8.0 per kilowatt hour. The new rate represents a 40% reduction. The average

household uses approx. 1670 kilowatt hours per month. Mr. Huvard noted the 3-year rate is lower than the eight communities who banded together in a consortium. They have a 1-year rate of 4.8 and adjustments for years two and three. MC² guarantees the rate will not be higher than ComEd's rate.

There is also an option, if a resident so chooses, to get 100% sustainable energy. The upcharge is 2/10 of 1 percent. Residents can make that selection in their opt-out letter. Most communities have that option, but the Village is not mandating sustainable energy. Trustee Jamerson noted there have been some challenges with sustainable energy. Trustee Haber asked if there is any concern about MC²'s lack of municipal experience. Trustee Chamberlain noted that MC² would be serving the North Shore consortium.

Sharon Hillman, EVP with MC², was present. Trustee Chamberlain stated MC² seems to be responsive to residents.

Trustee Svatik noted that in a Public Hearing, Mr. Mudge suggested having a two-year agreement. Mr. Mudge explained the committee made the 3 year recommendation. He believes there may be a lot of value in the third year.

Trustee Haber asked about the history of MC². Ms. Hillman stated she is one of the co-founders. It is part of a publicly owned company with more than 100 years of experience. They sold the company to DPL Energy Resources, Inc. and are a wholly owned subsidiary. MC² has experience in Ohio and Illinois. They signed with the North Shore Consortium as well as other communities. They have offices in Chicago with 20 local employees. This is a data-intensive business. Their expertise is software systems and websites.

Trustee Koomjian noted MC²'s credit rating is B--. Ms. Hillman stated that is DPL Inc's credit rating. As a wholly owned subsidiary, MC² does not have a credit rating.

Trustee Jamerson noted that there would be a \$25 disconnect fee with a three-year contract. The Committee felt that with a three-year contract, there is some risk for the company. The amount of money saved for residents would be greater than \$25.

Mr. Huvard explained there is a tight timeline with the agreement. This rate proposal is open until 1:00 pm tomorrow. If the Board selects MC², he will get the contract in the morning and review it. He suggests making a motion to select a supplier and authorizing the mayor to enter into the contract, subject to legal review. If something in the contract is unacceptable, the Village can go out to bid again. The different supplier's contracts have similar terms. Mr. Huvard's main goal is to minimize the liability that could go against the Village.

Trustee Haber asked about the civic contribution. Trustee Jamerson noted that the Village is not doing it. Some Villages get an incentive of 1/100th of 1 percent to sign with a company. Trustee Koomjian asked how long DPL has been in business. Ms. Hillman stated they have been in business more than 100 years. They generate their energy by normal means. 60% will be nuclear and the rest will be coal and natural gas. DPL is owned by AES, which is headquartered

in Arlington, VA. Trustee Jamerson noted the electrical energy they make does not come here. It goes within the grid.

Mr. Mudge explained the savings percentage is 40%. The average house in Riverwoods will save approx. \$53 per month. The savings are based on an average customer who uses 1660 kWh per month. He commended the Board and Village for taking the steps to move forward.

Mr. Mudge stated MC² is a reputable company. If they went out of business, the Village would go out to bid again. Mr. Mudge noted they have a no community left behind policy, which is for communities that did not have or pass a referendum. They have an opt-in program to assist residents of those communities.

Trustee Haber noted that if residents do nothing, they will be in this program. They would have to opt out if they do not want to be part of this program.

Trustee Norris moved to accept the Committee's report and go forward by directing the mayor to enter into a contract with MC² based on the terms presented and subject to legal approval. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Discussion of proposed Water SSA – Thornmeadow to Juneberry – 11 homes

Mayor Kaplan stated a group of residents wants to put together a small water SSA. There will be 11 participating properties and two more that could benefit. Hopefully he will have additional information. There are a number of residents south of the area that may want to be included as well. Mr. Huvad discussed the issue of whether the Village would be responsible for 15% of the connection charges.

Approval of Bills

Mr. Roseth stated the overall funds have increased by about \$300,000. He discussed two progress reports with Chase. There is now 3.5 million at Chase in transition of IPTIP funds. The last published rate was .096% and it is now at 1.6%. On the longer term, Mr. Roseth has worked with JP Morgan on investing the money and currently has \$1.1 million of \$1.5 invested. The average rate is 2.9%. The longest duration is 2015. He directed JP Morgan to keep everything short-term. Mr. Roseth likes how they are operating and will invest the remaining \$400,000 shortly. Mr. Roseth noted the outstanding checks that have not cleared will be turned over to the state. Mayor Kaplan stated most of the outstanding checks are for refunds of completion bonds.

Trustee Jamerson moved to approve the Bills. Trustee Svatik Seconded the motion.

Trustee Norris noted duplication in the Tall Grass Restoration invoices. Invoice #2012166, in the amount of \$1,245.60 is for the Duffy retention pond and is the correct invoice. The invoice for \$1,133.75 is an inadvertent duplicate and will be marked so it is not paid.

The motion to approve the bills passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)
NAYS: None (0).

Old Business

- Approval of Woodland Restoration Project sign and location

Trustee Chamberlain believes the sign should be inexpensive and temporary, or utilize the Village's sign. She believes the area looks like a construction site right now. She believes the sign needed right now would be different than what will be needed in the future. Mayor Kaplan suggested Trustee Chamberlain work with Jackie Borchew on a sign.

Trustee Jamerson reminded residents that the Riverwoods Roadway Clean Up program will take place this Saturday starting at 9:00 am. He asked volunteers to contact him.

- Discussion of a Fund Reserve Policy

Mr. Huvard provided a proposed policy statement to the Trustees.

Mr. Huvard suggested defining a portion of the General Fund that the Village uses for water and capital needs. If the Board wanted to do that, the Board could commit a portion of the General Fund and it would be shown on statements. Mr. Huvard noted this would help provide a minimum amount of the General Fund as unassigned. It would be committed by Board Resolution and could be changed by Board Resolution. Mr. Huvard stated this would show the Village's intent in regard to the balances. It would be a self-operating mechanism that could help the Village come up with a replacement level. Mr. Huvard questioned whether the Village is building up the sewer fund.

Trustee Chamberlain asked if the auditor would be able to come up with an amount, based on a specific percentage. Mr. Huvard explained the Village would have to provide an updated useful life of assets. Trustee Koomjian stated this would challenge his understanding of accounting. In calculating the net assets, depreciation is part of the equation. Depreciation is doing a similar thing that Pat's number is doing. Mr. Huvard noted the net assets include the invested assets including depreciated value. There are also net assets that are designated for replacement. The net amount dedicated for capital replacement is \$1.3 million right now. If \$8 million is the target, the Village is below that number.

Trustee Norris believes there are two concepts. First is the value of the infrastructure, which is the depreciated value. The second is Pat's value, which are designated for replacement. Trustee Chamberlain noted that in order for the Village to be comfortable with 65%, they would have to know real numbers. Mr. Huvard stated that as of 12/31/11, the net assets designated for the water fund is more than \$1 million. Without using the general fund, the Village is underfunded in water and sewer. Trustee Chamberlain asked if there is money in the General Fund that could

or should be transferred elsewhere. Mr. Huvad would not want to commit money to a specific capital repair fund. Trustee Haber suggested putting a note on the General Fund stating a specific amount of the general fund is committed for specific needs. Trustee Norris noted that the financial statements should reflect that some money is committed elsewhere, but not locked up.

Trustee Chamberlain questioned whether the Village should use the General Fund to fund the police fund. Trustee Norris noted the Board promised they would not raise taxes due to being home rule. They are home rule so they could use General Fund to fund the police fund. Trustee Jamerson questioned what the cost would be if the Village stayed with Lake County instead of having their own police force. Trustee Norris noted the question is where the money is coming from and how is it collected. Mr. Huvad stated that before home rule, the ability to raise the levy was capped. The Village has minimally increased the police levy. The Village's general fund has enabled the Village to be where it is today. Mr. Huvad suggested preparing a resolution to adopt this and commit to the general fund at some time in the future.

Irene Gagerman noted that the shoe drive was very successful. She thanked Mr. Durning for his assistance.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Koomjian seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:32 PM

The next regular meeting of the Board of Trustees is scheduled for June 5, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Public Hearing
May 15, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Bruce Dayno, Police Chief
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 5:30 PM

Public Information Hearing on Bike Path

Mr. Glenn stated the purpose of this meeting is to gather input from the residents with regard to the Deerfield Road bike path project. The Trustees will hear the questions and comments, both verbal and written, through May 29, 2012. The Village will then publish a formal written response in the Village Voice and on the Village website. Residents closest to the bike path will also receive a response through the mail.

Mr. Glenn provided background information on the bike path project. In 2003, the Village hired a consultant to come up with a master pedestrian/bike plan for the Village. One of the recommendations was a bike path from Milwaukee Road along Deerfield Road through the Village. The recommendations were adopted by the Village as part of the Comprehensive Plan. Lake County Division of Transportation has done a lot of work on the Deerfield Road corridor which will make the proposed bike path more achievable.

The Board recognized that some State or Federal funding would be needed if this project was to be realized. Phase I, which is where the Village is now, is the design aspect of the project. It determines the design, cost and impact of the project. The Phase I work that has been completed by the Village will be sent to the Illinois Department of Transportation before it can go to the next phase. It has not been approved by Lake County Division of Transportation or the Illinois Department of Transportation. The study has determined the proposed path would be 8 feet wide and would have 2 feet clear zones on both sides. The 8 feet width would be asphalt. Mr. Glenn stated this is the narrowest path allowed in this corridor as there are already two existing bicycle paths leading to this path.

One of the Village's responsibilities is to determine alignment while taking into consideration the existing paths on the south side of Deerfield Road ending at Thornmeadow and on the north side of Deerfield Road ending at Saunders Road. There are two signalized intersections in the corridor, at Portwine Road and Saunders Road. The issue is whether the path should cross Deerfield Road at Portwine or at Saunders. The Village determined it would be more feasible east of Portwine Road to place the path on the north side of Deerfield Road to allow access from Hiawatha Woods, Forest Glen and Big Oak neighborhoods. The plan also includes extending the path approximately 1100 feet along Saunders for access from Thorngate near the playground.

The Village also needed to determine how far the path should be from the road itself. The Lake County Department of Transportation stated the path needed to be placed horizontally with enough room to allow for Deerfield Road to be widened. The minimum widening of Deerfield Road necessary was determined by the Lake County Department of Transportation. Mr. Glenn assured residents that this study is not a plan to widen Deerfield Road.

Mr. Glenn noted that there is not enough room in the existing right-of-way to accommodate the required width of the bicycle path and the widening of Deerfield Road. The path needed to be moved far enough to allow the expansion to four lanes with turning lanes at Portwine. There are 26 properties that will be affected by dedicating right-of-way. The total amount of property that will be required is 1.45 acres. There will be 610 trees affected, 0.03 acres of wetlands filled and construction cost of \$1.5 million.

Mr. Glenn stated that the Village and Lake County Department of Transportation have agreed to coordinate the project. The Village will pay for the Phase I study. Lake County will pay for Phase II and Phase III. The Village will provide routine maintenance once the bike path is constructed. The Village Board is also considering providing financial assistance for additional landscape screening on adjacent properties. Mr. Glenn noted the schedule for Phase II and Phase III will be based largely on funding availability.

Mr. Glenn opened up the discussion to the residents for comments and questions.

Virginia Addington, 805 Blackhawk, asked if the residents could see the individual impact to their properties. Mr. Glenn stated he could go through the detailed plans individually to determine the impact.

Sherry Kaplan, 3284 Timberwood, asked if it appears that the County will have difficulty getting right-of-way from residents. Mr. Glenn stated there are very specific Federal rules and the agency is forbidden to negotiate for property until after the Phase I study.

Dorian Kristen, 775 Thornmeadow, asked whether the negotiations with Lake County would be meetings with individual property owners. She is in favor of the bicycle path but is concerned about safety for people crossing the side streets. Ms. Kristen noted her fence would have to be moved back. She would like to have someone from the Village reimburse her for moving the fence. Ms. Kristen asked if there would be a way to save some of the native plantings. Mr. Glenn stated the County previously has allowed residents to collect seeds.

Village of Riverwoods Public Hearing

May 15, 2012

Page 3 of 3

Pat Berkson, 765 Juneberry, asked if there is any discussion about adding lighting to the path. Mr. Glenn said no.

Sherry Graditor, 880 Hoffman Lane, noted there are underground utilities that may or may not be impacted. She asked who would be responsible and liable for the utilities.

Shankar Vuyyuru 3059 Deerfield Road asked what would happen if an individual property owner does not want to sell their property.

Barbara Cornew with Active Transportation Alliance stated this regional corridor is very important. Wheeling is just starting to work with them and Northbrook is currently working with them as well. This corridor is significant to those towns as well. Ms. Cornew stated that Lake County Department of Transportation is all about safety.

Sherry Kaplan, 3224 Timberwood, believes the current bicycle situation is unsafe.

Rick Jamerson, 3223 Blackthorn, asked if the drawings would be available for residents that are not available for this meeting. Mr. Glenn stated the drawings would be available and may be added to the Village website.

There were no additional comments by the public. Mr. Glenn was available for questions.

The meeting adjourned at 6:25 pm.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
May 1, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Protection District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 8:30 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the April 17, 2012 Public Hearing. Trustee Svatik seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Trustee Jamerson made a motion to approve the minutes from the April 17, 2012 Board of Trustees meeting. Trustee Koomjian seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended.

Engineer's Report

Mr. Glenn stated the Village received the Lake County permit for the extension of the Duffy Lane water main. He expects construction to start before the next Board of Trustees meeting.

Ravinia Green's legal consul has agreed to the tornado siren agreement. The agreement needs to be physically delivered and signed before it can be executed. The west siren is proposed to be located on property within the Village immediately west of Brentwood Nursing Home.

Mr. Glenn reminded residents that there will be a public hearing and open house for the Deerfield Road bicycle path project before the next Board of Trustees meeting. A letter will go out to residents along Deerfield Road, informing them of the meeting. The meeting will be from

5:30 – 7:30 pm. Comments will be recorded. The Village will not respond to the comments; rather, a formal response will be issued by the Village and attached to the final project Phase I study. Mr. Glenn stated the notice has been published twice in the newspaper, is in the Village Voice and on the Village website.

Village Attorney's Report

Mr. Huvad announced that The Village has received a request from Lake County for confirmation of the Village's 2011 tax levies, including those with respect to the SSAs, which have been reviewed. Mayor Kaplan noted that with respect to SSA 14 and SSA 12, the assessments have been completed and are no longer levied, thus are no longer on the relevant tax bills. Mr. Huvad noted that any leftover funds will be transferred to the sewer and water funds.

Mr. Huvad reported that he met recently with the developer for Terraco (the former Riverwood Inn property.) Their proposed plan shows a bank, drive-thru restaurant and daycare center. Mayor Kaplan stated the proposed daycare center was proposed for 300 children. Mr. Huvad told the developers that the proposed use was too dense.

Mr. Huvad, with Mr. Glenn, has also been investigating the status of the 37 acres. Mr. Glenn noted that Kanzler's current permit is for excavation and removal of contaminated soils. The issue is that the extent of the contamination is not exactly known. The excavation volume, therefore, is not known and the amount of topsoil needed is also unknown. Lake County apparently does not believe that Kanzler needs additional permits for its current work at the site but, when Mr. Glenn spoke to County staff, they seemed to be uncomfortable with not knowing how large the pile of soil will be. Kanzler has voluntarily ceased activities at this point. The bigger picture is that Kanzler has a permit application on file to fill the entire site outside of Village limits, which is hung up in permit review because of issues with existing wetlands and storm water storage. It appears to Mr. Glenn that Kanzler is looking to fill in a good portion of the site. The Lake County Health Department and the IEPA are weighing in as well, although apparently it is a gray area. There are not a lot of regulations with respect to property owners in unincorporated Lake County who want permits to bring in clean dirt to fill in their property, providing they are compliant with regulations such as storm water management and the like.

Mr. Huvad looked back at the records and noted that the developer of five years ago applied to the IEPA for approval of a site remediation plan. The landfill had satisfied the requirements to close the landfill, making it a ground fill site. They are now bringing in soil to provide a better cap to contain what is there now and make it more suitable for development. Mr. Huvad questioned whether Kanzler has a final grading plan that it is seeking to achieve, whether Kanzler has an active site remediation plan, and what is Kanzler's goal, or target, etc. Mr. Glenn stated he has received inquiries from contractors about the "new dump" in Deerfield. He believes it is disturbing that the activity is going on without any direct IEPA oversight.

Trustee Haber questioned whether other contractors are using the site to dump clean fill and paying Kanzler a dump fee. Mr. Glenn believes that is what is happening. He estimated there were approximately 50 trucks per hour rolling into the area. The County is not monitoring

whether the fill is clean; rather, it is being monitored by the site operator. Mr. Glenn believes that the site operator knows that once contaminated soil or construction debris is brought onto the site, it would put him into different regulations. The EPA makes the distinction that as soon as construction debris is dumped, an EPA permit would be required. Mr. Huvard questioned whether, assuming the foregoing, the operator was in effect engaged in the business of an endless landfill. Trustee Haber questioned whether the Village has legal jurisdiction to raise questions regarding the use of property lying outside of Village limits. He believes that if the Village has real, legal jurisdiction, they should act on it. He suggested sending a one or two hour video to show the County what is happening. Mr. Glenn stated both the State and County have been out there and are aware of what is happening. Until there is something egregious happening, they are not in violation. The current site remediation is voluntary, and the owner of the site has a letter from IEPA to the effect that this is a closed landfill, so the site currently is not in violation of anything. There is no law or regulation that prohibits bringing clean dirt into a closed landfill, with the provisos noted above (storm water management, etc.) Mr. Huvard questioned, however, whether Kanzler's operations would be in violation of the zoning on the property, as it is currently zoned residential and is not zoned for commercial landfill operations. He questioned the intent of the operation. Trustee Norris explained that if it becomes a landfill, the Village would have recourse through the local siting provisions of the State Code.

Sherry Graditor asked how much money the owners are making per truck load. Mr. Glenn estimated about 50 trucks per hour at \$100 per truck, or \$5,000 per hour. Ms. Graditor stated there are ten acres in Riverwoods, which are not being built up with fill, in addition to the four and a half acre parcel abutting Deerfield Road. She believes this property will be impacted, because of the runoff from the property as to which Kanzler has raised the grade. Mr. Huvard questioned whether Kanzler is raising the property based on a grading plan, or no plan at all. He also stated the Village has received emails to the effect that the County is evaluating the property for storm water compliance.

Police Report

Chief Dayno provided the Board with the Police Department activity since the April 17, 2012 Board of Trustees meeting. There were three 911 hang ups, 12 accidents, 12 alarms, six complaints about animals, eight fire department assists, one other agency assists, one battery, two burglaries, two child safety seat installations, one domestic dispute, four driving complaints, one DUI, one fraud, one fraudulent activity, one harassment, one lock out, one missing person (located), one parking complaint, four suspicious circumstances, one theft, one warrant arrest, six crime prevention notices and eight case reports. There were 85 traffic stops with 70 citations issued to 68 people.

There are currently six houses on the House Watch list that are checked regularly.

The department conducted tobacco compliance checks on April 20, 2012. No retailers sold to police agents.

Recently there was a fire at 1080 Hiawatha. About 3:00 am, police received a call regarding the fire. Everyone got out of the house safely. Chief Dayno closed the road in both directions from 3:00 am until 9:00 am. There were no substantial traffic backups or issues.

Fire Department Report

Battalion Chief Christenson explained the fire started in the basement. The original fire crew went 15 feet inside the door and the first floor started to collapse, and the fire fighters were fortunate to get out without injury. The fire was a basement fire and difficult to put out. A sprinkler system in the house would have made a tremendous difference; the fire would have been extinguished in about 15 minutes or so. One issue was that the house was constructed with "TGI" floor joists, which will burn in about 7 minutes. This generally leads to a collapse of the floor. Further investigation on what caused the fire has started. Battalion Chief Christenson stated that as the fire progressed, two fire fighters received minor injuries. They were treated and released from Condell.

Comments from the President

- Fire at 1080 Hiawatha

Mayor Kaplan urged residents to consider adding Village water if only for the hydrants, if they do not have hydrants in their areas. If hydrants were not available for this fire, there would have only been 1000 gallons of water available through the tanker truck. It took 20,000 gallons to relinquish this fire.

- Letter from the Mayor

Mayor Kaplan stated that he sent a letter to the residents regarding the tree and brush debris pick up and asking for their input regarding how to use the former police station.

New Business

- Discussion of a proposed Sprinkling Ban

Mr. Huvad summarized the discussion from the consultants' meeting regarding a proposed sprinkling ban. Mr. Glenn understands that there are some residents that are concerned about their well levels. He noted there is no evidence that people running their well pump to water their property lowers the well levels on adjacent properties. Trustee Svatik reminded us that he is the Trustee charged with water conservation. He believes that reducing the times or number of days people can use sprinklers will reduce the amount of water used. Trustee Svatik stated that there are a number of adjacent municipalities, including Lincolnshire, Deerfield, Lake Forest and Buffalo Grove, which restrict watering based on odd or even days. Other communities, such as Northbrook and Highland Park, all have direct access to Lake Michigan water. They enjoy very low water rates per thousand gallons. These communities do not have as many well users as Riverwoods. Therefore, Riverwoods would stand to gain if they enacted an odd-even watering

schedule. Trustee Stavik noted that Riverwoods used to have an odd-even sprinkling ban, but it was dropped after a challenge.

Trustee Svatik suggested utilizing the verbiage from the other communities with odd-even sprinkling bans in an Ordinance. Mayor Kaplan stated that the Trustees voted down the sprinkling ban last year. Trustee Chamberlain asked if there is a way to determine whether or not a sprinkling ordinance would assist with water conservation. Mr. Glenn stated that water that is taken out of a well and put onto the ground will eventually go back into the aquifer whereas water that goes into a house and out to a sewer will not go back to the house. Trustee Koomjian believes that the issue of conservation is genuine. Trustee Norris questioned whether there would be a change in water pressure if everyone watered on the same afternoon. Mayor Kaplan noted sprinkling currently is prohibited during the hours of 10AM – 4PM. Trustee Chamberlain noted that the odd-even sprinkling ban would be in addition to the time restriction. Trustee Svatik suggested that watering would be limited to specific times and days based on street addresses. Mr. Glenn noted that most water restrictions are meant to avoid depleting a reservoir beyond a certain level. He questioned whether the same mentality applies with well water.

Trustee Haber questioned whether odd-even sprinkling would reduce consumption. Odd-even sprinkling presumes everyone currently waters their lawn every day and under the proposed ordinance would only be able to water their lawn every other day. People that water their lawns are going to water their lawn whether it is on an odd day or an even day. He questioned whether they would use less water. Trustee Haber does not believe enacting an odd-even sprinkling restriction would reduce water consumption; rather, it would just inconvenience residents. Trustee Svatik explained that the Village had an odd-even sprinkling restriction for more than 20 years. The ban was lifted last year, because it was not as written in the Village ordinance. The odd-even sprinkling restriction could not increase the usage. Trustee Norris believes restricting the amount of time a resident can water would be more effective than restricting the days. Trustee Svatik questioned how the Village can promote water conservation. Trustees Haber and Chamberlain noted there are a number of water-saving products such as shower heads and toilets that are available. It would be a matter of educating the residents.

Trustee Svatik moved for an odd-even day sprinkling ban, based upon an ordinance to be drafted by Mr. Huvad, utilizing the verbiage from neighboring communities. The motion failed for want of a second.

- Discussion of Fund Reserve Policy

Mr. Huvad noted that the reserves were at 50 – 75% of replacement costs. He understood that the reserves originally were set at full cost; however Mr. Glenn understood the water and sewer were computed on the basis of the useful life. Mr. Huvad believes the policy should assume a useful life. For water and sewer, the Village is on or a little below the proper curve. Mr. Glenn stated the streets were also approximately 75% as well. No matter how much money the Village has available, the sewer and water funds operate solely for those utilities. When the Village is at 75%, they are considering the total amount available, not just the money available in those funds. Trustee Chamberlain looked at the total funds available from all sources as well as the amount

needed. She suggested looking at what percentage of the money the Village believes should be kept on hand, minus the amount that cannot be used. If after taking the amount that cannot be used out of the equation, if the remaining amount available for anticipated water and sewer infrastructure repair is between 50% and 75%, she would be comfortable. Former Trustee Bruce Masterson stated that the Village profit on water is about \$300,000 per year. Mr. Huvard stated the money from the water fund is spent only on water.

Mr. Glenn stated that because the policy is not limited to only the utility funds, he believes the Trustees should also look at the other funds. Trustee Haber questioned how money in the general fund can be used by only specific residents. Mr. Huvard explained that when the Village needs to subsidize the water fund, it is a decision made by the Trustees because they believe they will recover the money through connection fees. Trustee Haber is uncomfortable with that and believes that in an emergency, the Village would need to tax those residents utilizing Village water. Trustee Norris believes that policy should also be ironed out. Mr. Masterson questioned whether the Village should continue taxing residents once they have accumulated a specific amount of money. Trustee Chamberlain believes the Trustees should be aware of how much money they are taking in each year. Mr. Glenn stated that the entire infrastructure in a specific area (SSA) was installed at the same time. Regardless of the slider, that infrastructure would have to be repaired or replaced at the same time. Mayor Kaplan stated further discussion on the fund reserve policy will be continued at the next Board of Trustees meeting.

- Theatre in the Woods request for funds

Donna Lubo from Theatre in the Woods thanked the Village for their support over the years. She asked the Village for slightly more money, because their rent has increased by 50 % and their storage costs has also increased. They are also looking into getting new chairs. Ms. Lubo stated they are also trying to offer more than one show each year. Theatre in the Woods does not have a lot of fundraising support.

Trustee Koomjian noted Theatre in the Woods spent \$6500 for long-term storage. He asked how that amount could be reduced. Ms. Lubo stated they are reusing a lot of their sets to save money, and hoped they could utilize some space in the old police station. Trustee Chamberlain asked if the second floor could be utilized by Theatre in the Woods for storage. Trustee Jamerson stated that would not be feasible because of the size of the stored pieces. Mayor Kaplan would look into the possibility of some storage on Village property.

Trustee Jamerson moved to donate \$14,000 to Theatre in the Woods. Trustee Svatik seconded the motion. Trustee Chamberlain believes this seems like a worthwhile cause. She asked how many audience members are from Riverwoods. Ms. Lubo stated they have about 75 people in the audience for each show, but do not know how many are from Riverwoods. Trustee Haber suggested encouraging more residents to attend the shows. He would have a hard time justifying the donation if Village residents are not utilizing the programs. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Proposed Ordinance Authorizing Aggregation of Electrical Load and adopting an Electric Aggregation Plan of Operation and Governance

Trustee Koomjian moved to waive the First Reading of the Ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Svatik asked a question about the aggregation plan. On pages seven and eight of the governance plan, numerous responsibilities were attributed to the Village. "Village" is a nebulous term. He asked that the responsibilities to be assigned to a specific position within the Village. Mr. Huvad explained most of the items are things the Village requires the provider to handle. There are some items that are required of the Village. Trustees Chamberlain and Jamerson will handle those items with the Village Clerk and the Village Attorney.

Trustee Norris moved for a Second Reading and adoption of the Ordinance. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-5-6

- Part-time hire for the Village

Mayor Kaplan stated that the personnel committee recommended hiring a part-time person for Village Hall to work four hours a day, four days per week. The person hired would not be eligible for vacation pay or IMRF. The position would pay \$12 per hour and would go up to \$14 in six months. The person would do reception work, Building Department work and would also be a floater.

Trustee Haber moved to authorize a part-time hire for the Village. Trustee Norris seconded the motion. Trustee Chamberlain would like the person hired to be tech-savvy. Trustee Norris believes this is a necessary step. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Approval of Woodland Restoration Project Sign

Mayor Kaplan stated there was some confusion when the Fast Sign quote came out. He is asking for approval for a \$1,234.24 sign. Trustee Chamberlain stated she was originally looking for a simple sign. Mayor Kaplan stated this would be a 4+ year sign that would identify the woodland restoration project. The sign would be 2'x8' and would be located on Deerfield Road. Trustee Chamberlain noted that there already are a lot of signs in that area. Trustee Svatik suggested locating the sign on Riverwoods Road. Trustee Haber would prefer to finalize a sign location

before approving the sign size. Mr. Durning will speak with Jackie Borchew and will get drawings with the sign on potential locations.

Stuart Wien, 1068 Oakhurst Lane, suggested utilizing the existing ground sign and just changing out the panel. He believes this would be more cost effective for the Village. He would like fewer signs and less clutter in the area. He would prefer the restoration project sign to be the default panel. If the Board does not believe that sign is effective enough, they could always add a free-standing sign at a later date.

Trustee Koomjian noted that people pay attention to signs the first few times they see it. He questioned whether residents would be more receptive if the sign would just be installed for one year. The resident explained that it is an aesthetic issue. There are so many signs and the Village already has a beautiful sign in a similar location. He would prefer to get more value from what the Village already owns.

The matter was then deferred until the next meeting of the Board.

Visitors Wishing to Address the Board

With respect to the restoration project at Deerfield and Riverwoods Roads, Stuart Wien explained that the restoration project will attract people from many areas, not just pedestrian traffic. Therefore, he believes there will be a need for parking for the restoration project. There is currently no parking slated for the project and he does not think people will know to park in the police station lot. He would not want people to park on Oakhurst Lane. Trustee Chamberlain suggested that if there is a path originating from a parking area, people would park there. Mr. Glenn explained there is not a great opportunity for parking unless there was a driveway built off Oakhurst Lane. If parking became a problem, a bit of communication stating parking is available in the police station lot would help. Trustee Jamerson noted people will not go to the restoration project in droves. Mr. Wien stated that when the buckthorn was removed, a line was crossed and the area is now becoming a destination. He thought a better option would have been to just create a regular forest. Trustee Svatik questioned whether the Oakhurst residents would accept “no parking” signs. Mr. Wien would rather not have signs.

Trustee Haber noted the new buffer has been installed. He asked whether the residents feel the buffer is working. Mr. Wien explained the buffer has not grown enough to block out the Mobil station. Trustee Svatik stated most of the homes in the area cannot see the Mobil station at this point. Mr. Wien stated there are only two lots that are affected. There are two localized spots that need additional screening.

Old Business

There was no Old Business.

Standing Committee Reports

- Police/Solid Waste – Trustee Norris stated Lakeshore has been in place for one month. He has only received two complaints. He complimented the Village as a whole and the RPC for

the shoe collection. There were 465 pairs of gently used shoes that will be given to those in need and 190 pairs of athletic shoes that will be turned into Nike grind. He thanked the RPC for their hard work.

Trustee Norris noted the Chicago Tribune came out against the plastic bag bill. SWALCO has sent them a response. Trustee Norris encouraged residents to support it. SWALCO worked with manufacturers to come up with a viable way to recycle plastic bags, so they can maximize profit and utility and they will get out of the waste stream.

- Building/Zoning – Trustee Jamerson presented the building report.

From 4/1/12 – 4/24/12, there three single family remodelings, five miscellaneous projects, one driveway and two reroofing/siding. There were 11 total permits. Construction value \$954,560 Permit fees \$5821.

From 4/1/11 – 4/24/11, there were seven total permits with construction value of \$59,534 and permit fees of \$915.

From 1/1/12 – 4/27/12, there were 33 total permits with construction value of \$2,018,205 and permit fees of \$13,853.

From 1/1/11 – 4/24/11, there were 13 total permits with construction value of \$222,882 and permit fees of \$4685.

- Finance/Soil & Water Conservation – Trustee Svatik stated there will be a DBR Chamber of Commerce meeting on Friday which coincides with the 64th anniversary of the Nation of Israel.

- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain noted that the construction season is open and there will be road closings and delays. The bike path hearing will be before the next Board of Trustees meeting.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Koomjian seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:20 pm.

The next regular meeting of the Board of Trustees is scheduled for May 15, 2011 at 8:00 PM. There will be a Public Hearing starting at 5:30 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Public Hearing
May 1, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Protection District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 8:00 PM

Public Hearing on Electric Aggregation

Mayor Kaplan announced that this is the second Public Hearing on electric aggregation. Mr. Mike Mudge of Rock River Energy, the Village consultant, was present. Mayor Kaplan distributed a letter received by Chief Dayno, who lives in Deerfield. The Mayor cautioned residents that some of the letters are misleading as to the percentage of savings residents will receive. Mr. Huvad advised that the opt-out letter at the end of the Plan of Operation and Governance should be clear regarding the timing for opting out of the switch.

Mr. Mudge concurred with the Village in questioning the wording of the opt-out letter sent out by Deerfield. His proposed opt-out letter will have Com Ed's rate and the Village's contract rate. Mr. Mudge noted the rates to be received by Riverwoods residents should be much better than the rate Deerfield received.

Mr. Mudge stated that once the contract is awarded, there are some factors in the contract that have a timeline which is out of the Village's control. The opt-out period will be two weeks. Com Ed will need 18 days to switch things over. Residents will start the new supply around August 2, 2012. Mr. Huvad questioned how the Village will be able to select a supplier in three days. Mr. Mudge explained the Village will have seven days to select a supplier. Mayor Kaplan explained there is a committee that can make a recommendation for the next Board of Trustees meeting on May 15, 2012. Mr. Mudge noted there are some days built in and he would be comfortable presenting the bids at the May 15, 2012 Board meeting.

Trustee Chamberlain asked about the Village's next step after adopting the Ordinance. Mr. Mudge explained he has received the list of qualified suppliers from the State as well as the certified election results. The Village will receive a copy of the RFP when they receive the bids. Mr. Mudge stated he would ask for the nominal price, and also for the prices for 25%, 50%, 75% and 100% green. He noted most communities are reluctant to ask residents to go 100% green. Trustee Svatik asked if there would be seasonal rates. Mr. Mudge explained there would be a flat rate and the bills will be less volatile. Mayor Kaplan questioned whether the rate is a summer rate or a winter rate. Trustee Norris noted the mixed rate is an average rate taking into consideration both the summer and winter rates. Mr. Mudge confirmed they are looking at an average rate.

Trustee Koomjian asked if the green energy rate will also have the sources of green energy specified. Mr. Mudge stated the source of green energy would be hydro, solar or wind and it would be specified.

Adjournment

Trustee Jamerson moved to close the Public Hearing. Trustee Svatik seconded the motion. The motion passed unanimously. The Public Hearing was adjourned at 8:30 pm.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
April 17, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Protection District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:31 PM

Approval of Minutes

Trustee Chamberlain moved to approve the minutes from the April 3, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Engineer's Report

Mr. Glenn stated the Village continues to stand by on the Duffy Lane water main project. The location has been selected for the siren locations. Mayor Kaplan expressed concern because there is not a signed contract for the Ravinia location.

Director of Community Services Report

Mr. Durning stated the mosquito season will soon begin. If any resident wants an Alto Siv (repellant) sample from Clark Mosquito, they should see him. He has about three cases left over from last year.

Trustee Svatik asked about treating the ditches along the road. Mr. Glenn will speak with Clark Mosquito. Mr. Durning noted the samples are for residential use.

Police Report

Chief Dayno provided the Board with the Police Department activity since the March 20, 2012 Board of Trustees meeting. There were three 911 hang ups, 18 accidents, 27 alarms, one animal bite, nine complaints about animals, 15 fire department assists, two other agency assists, one battery, two burglaries, two well-being checks, one domestic dispute, six driving complaints, one DUI, two frauds, one fingerprinting, one fraudulent activity, three lock outs, one missing person (located), 22 motorist assists, two noise disturbances, one open burning, one parking complaint, eight solicitors, 14 suspicious circumstances, one theft, 35 crime prevention notices and 14 case reports. There were 172 traffic stops with 138 citations issued to 105 people.

There are eight houses currently on the House Watch list that are checked regularly.

Chief Dayno stated the department is investigating two residential incidents. Additionally, there was a battery that occurred between a Brentwood resident and a caretaker. The department investigated it thoroughly and the caretaker has been dismissed.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Lincolnshire – Riverwoods Fire Protection District presented the call volume for the District, including mutual aid to the Deerfield-Bannockburn FPD, for the month of March. There were 24 calls including 17 EMS calls, three fire calls and four other calls. There were 105 calls year to date.

Village Attorney's Report

Mr. Huvad note that he recently conferred with Mayor Kaplan about vacant properties in the Village. Some of the homes are not occupied, some are not secure and some have become hazards. A lot of banks have started foreclosure proceedings, but will not schedule the foreclosure sale because they then would have to recognize a loss. Municipalities have rights to enter such properties to cut weeds and secure the building. Municipal liens, however, can then be trumped by the foreclosure sale. Mayor Kaplan noted they are looking at 20 homes, including three homes that are particularly bad. Mr. Huvad noted that there may be a solution through the appointment of a receiver. The receiver would do a feasibility study and determine whether there is enough value in property to rehabilitate it. The alternative is a demolition order. The costs of the receivership would take precedence over the costs of the foreclosure sale. Mr. Huvad will look further into this.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

New Business

- Discussion of landscaping concerns of residents of Oakhurst Lane

Stuart Wien, 1068 Oakhurst Lane, on behalf of the Oakhurst Lane residents, expressed concern over the woodland restoration project as it relates to Oakhurst Lane. He stated the residents of Oakhurst Lane believe the project has caused collateral damage to their street. Their grievance is that their screening has been decimated. The screen of plants that once protected their homes from the sounds and lights of the intersection of Deerfield and Riverwoods and Oakhurst Lane is now gone. Mr. Wien understands the need to remove the buckthorn, but would like something designed to restore their privacy. They are now experiencing the unwelcome sights and sounds of Deerfield Road, including the Mobil station, and Oakhurst Lane is no longer as picturesque as it used to be. Mr. Wien requested that the Village not compromise the privacy of the residents of Oakhurst Lane. He urged the Village to maintain the visual and audio screening. Until the project is complete, he requested temporary relief until the permanent solution is ready.

Trustee Haber stated that he believes the Board should figure out a way to address the resident's concerns. He also believes the residents should consider the future use the Village has planned for the property. The property could have been a commercial development. Mayor Kaplan noted that the property was zoned residential, and further, even if there were homes on the property, the buckthorn and trees still would have been removed.

Bill Thorton, Oakhurst Lane, noted that if residents cut down trees, they would have been required to plant trees as well. Mayor Kaplan noted that the buckthorn needed to be removed. Mayor Kaplan believes the Village has offered to install a berm. Mr. Stewart noted there are a few choices to consider. He explained the soil that was saved came from the Police Department. They had the engineer develop a grading and drainage program. The highest point on the berm is four or five feet high. They still have to plant. Mr. Stewart suggested setting up a meeting with the Oakhurst residents to consider solutions. Trustee Norris requested clarification on what the residents are requesting. Mr. Wien questioned whether the project was conceived with the screening needs of the residents in mind. Trustee Chamberlain asked how restoring the screening could be accomplished.

Mr. Stewart presented seven photographs showing the views with the new grading from various points along Oakhurst Lane. He noted one of the aims of the project is to make it educational for residents. Mr. Stewart noted there are some classic issues that can be made into positives. He would like to meet with residents to help define their goals. Mr. Stewart noted the Village has an agreement with the park district and must keep a healthy buffer so the new spruce trees can grow to a healthy height. He noted there will be some natural regeneration of trees as well as the Village planting program.

A resident questioned the proposed shelter. Mr. Stewart explained the shelter will be an educational center. He is unaware of the shelter size, at this point. Mr. Stewart stated the buckthorn removal started on January 28, 2012. The tree removal started sometime later. The Village did not receive any calls until the dirt was moved. A resident asked why the cottonwood trees were removed. Mr. Stewart stated the cottonwoods that were removed were between 12" – 24" in diameter. They were removed because they dominate the site. Over time, the Village wants to create conditions where other species can grow. There needs to be a balance between the sun and shade. Cottonwood trees are a constant problem. Mr. Stewart wants to develop a quality site for the community. He wants to show how residents can make their properties more sustainable.

Trustee Svatik asked if the plan was communicated to the residents prior to the hearings. He asked if there were any complaints when the plan was originally discussed, and if there were any deviations from the original plan. Mr. Stewart explained that the dirt was added. Mr. Wien noted that many residents expressed concern about the driveway. Trustee Koomjian stated his belief that everyone focused on the emergency lane and did not anticipate an issue looking to the south. He concurs that Mr. Stewart should meet with a representative from Oakhurst Lane. Trustee Svatik stated his belief that the curved driveway was an improvement. He does not believe the Mobil station is visible until residents are driving out of the area.

Trustee Jamerson noted that he drove along Oakhurst Lane. He believes the issue is that there is visibility down the cleared driveway to the Mobil station. Trustee Jamerson believes the residents are requesting a screen along the driveway. Mrs. Thornton requested the Village plant tall, mature trees. Trustee Jamerson then expressed that he is sympathetic to the resident's concerns. He suggested the residents work with Mr. Stewart.

Mayor Kaplan does not believe adding a screen would work, because something will always be visible. If anything is done, it will not be perfect. Mr. Stewart noted the residents were offered a berm along zone A, but it was rejected because the residents did not believe it would give them what they wanted. Trustee Norris questioned whether a screen acceptable to the residents can be achieved. It will be difficult to replace the mass that was removed, although he recognized that the residents want some screening. He also asked Mr. Stewart to work with the residents.

Grace Bastone, 945 Oakhurst, asked if the plan could be revisited and if a landscape architect could design a berm. She noted the roads are now visible and the lighting from the police and fire stations are very visible as well. Mrs. Thornton noted the light screening is not adequate.

Bill Kokalious, 883 Oakhurst Lane, stated that he is an architect. He noted that many municipalities only allow light poles up to 22 feet. When you have a higher pole, the screens are not useful. The Mobil station bulbs are currently exposed. He suggested working with the Mobil station to screen their lighting as well. Mr. Glenn explained the Village ran photometrics for the property. There is oftentimes some misconception with the photometrics. He noted the police station lighting mimics the fire station lighting. Mr. Glenn believes the pole height is 25 feet. The building lights were screened. Ms. Bastone noted the fire station has a tree barrier that blocks the view of the lighting. The road and the position of the homes are different at the police station than the fire station.

Mayor Kaplan believes the screening is more important than the lighting. If the screening is resolved, that may solve the lighting issues.

Trustee Koomjian noted the Board may not anticipate all of the resident's needs. He requested the residents come up with specific requirements that they want addressed. The matter was then put on hold pending further collaboration between Mr. Stewart and the Oakhurst Lane residents.

- Discussion of a possible Sprinkling Ban

Trustee Svatik requested that the issue be deferred and that the Village look at what other communities are doing. He would like to consider having odd-even sprinkling bans. Mayor Kaplan noted that Northbrook does not allow sprinkling between 10 and 4 PM. Mr. Glenn noted the Village's agreement with Northbrook is that Riverwoods cannot be less restrictive than Northbrook.

Trustee Jamerson asked if there would be time restrictions as well as an odd-even sprinkling ban.

Trustee Svatik stated that he would like both.

- Discussion of Fund Reserve Policy

Discussion of the fund reserve policy was deferred until the next Board of Trustees meeting.

Approval of Bills

Trustee Koomjian moved to approve the bills. Trustee Jamerson seconded the motion.

Trustee Norris noted the Village has to send money back to the State for registration and maintenance of two sex offender items. Trustee Chamberlain asked about the bills from Fast Sign, and questioned the price. Mr. Durning explained that the bills are in reference to the two signs announcing the woodland restoration project.

The motion to approve the bills passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

Tree and Brush Pick Up

Mayor Kaplan noted that in the Village Voice and on the Village website there is a letter about tree and brush pick up on May 14, 2012. Glenwood Tree Experts will pick up dead brush and tree debris less than 12" in diameter during the week of May 14th. Debris will be picked up from each area of the Village on a designated day, from the edge of the roadway in front of the property or at the end of the driveway.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:06 PM

The next regular meeting of the Board of Trustees is scheduled for May 1, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk

Transcribed by Jeri Cotton

Village of Riverwoods
Public Hearing
April 17, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Protection District
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Public Hearing on Electric Aggregation

Mike Mudge with Rock River Energy congratulated the Village on passing the referendum with respect to electric aggregation. He is the consultant the Village hired to assist with the electric aggregation process. Mr. Mudge stated this is the first of two Public Hearings. Once the Public Hearings are over and the draft of the Plan of Operation of Governance is approved, they will go out to bid. He believes there will be a lot of value brought back to the residents. Mr. Mudge stated that if the residents are going to participate in the Village's program, it will happen automatically. If a resident does not want to go through the Village, they would have to opt out. The Village's option has the least risk. Trustee Svatik stated that some of the companies contacting residents are guaranteeing a 25% reduction from ComEd, as well as gift cards. Mr. Mudge explained that people are free to select a provider, but if they want the least cost with the lowest risk, the Village's option would be the best option. Mr. Mudge stated the risk is lower because of the legal review and the due diligence performed by the Village. There has been a lot more review with the Village's plan. Mayor Kaplan asked if a resident has signed up with a program, what they could do to cancel and join the Village's program. Mr. Mudge stated the resident should look to see if they have a cancellation fee or they could wait until their contract has expired. He stated that during the term of the community program, residents can join anytime. Mr. Mudge noted that most suppliers require a one-year agreement.

Trustee Jamerson asked if a resident is with an alternate supplier, how would a resident get into the Village's program when their program expires. Mr. Huvad explained the Village provides a list of those residents that are going to be in the program, and those not in the program will be able to get into it at any time. Mike Mudge and his company, Rock River Energy Services, will help them in that regard. Mr. Mudge stated that ComEd will provide a list of residents that are working with them.

Mike Clayton, 3030 Blackthorn, requested that, with respect to the new program, the Board consider finding out what percentage is from renewable energy, as well as the price differences. He requested integrating the best value rather than the lowest cost. Mr. Mudge stated that the Board would mandate what percentage of renewable energy should be included in the contract. If the community wants to be greener, they can request bids with more renewable energy. Mr. Mudge noted the Village could also request various options for residents. Mayor Kaplan requested various options be presented. Trustee Haber questioned how the percentage of renewable energy would be monitored. Mr. Mudge explained it is a contractual agreement.

Sherry Graditor, 880 Hoffman Lane, expressed concern about a rate lock. She asked if the rate would be guaranteed for a specific amount of time. Mr. Mudge stated the contract could provide that the rate of the provider would not be above the ComEd rate. He noted the rate would be locked for the period of the contract. If the Board determines the contract period would be two years, it would be locked for two years.

Trustee Haber questioned what would happen at the end of a contract term. Mr. Mudge explained that the Village would need to ask the supplier for a list of users. It would be in the terms of the contract, so the Village could go out to bid again, at the end of the contract. Trustee Haber asked if there is an administrative cost involved at the end of the contract. Mr. Mudge stated they would not enter into that type of agreement. Trustee Haber asked if other communities get a better price, if Riverwoods would get that price as well. Mr. Mudge explained every community has their own set of standards and rates based on their requirements.

Stuart Wien, 1068 Oakhurst Lane, asked why communities don't band together. Mr. Mudge stated the rate goes back to the average use per resident. There are fixed and variable costs. The more energy used per household, the lower the rate. Communities that have a higher energy usage per household tend to get a better rate. Mr. Mudge noted that individual communities can get through things quicker and also noted that after the first contract we may investigate joining with a similar community.

Jimmy Sedina, Gemini Lane, commended the Board for going forward with electrical aggregation. He believes there will be viable options that will save residents money along with having green options. He understands the ComEd rate incorporates long-term contracts that will be expiring in 2013. There may be a drop in the ComEd rate early next year. He suggested not locking into a long-term contract. Mr. Mudge explained that they are looking at a two-year agreement for that reason.

Mr. Huvad stated the Board has a draft of a Plan of Operation and Governance. After speaking with Mr. Mudge, he does not believe the sample letter adequately describes the opt-out options. Mr. Mudge discussed the opt-out procedures. Mr. Mudge noted that when the suppliers are evaluated, the termination fees will also be considered.

Public Hearing
April 17, 2012
Page 2 of 3

Trustee Jamerson moved to close the Public Hearing. Trustee Svatik seconded the motion. The motion passed unanimously. The Public Hearing was then adjourned at 8:30 pm.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
April 3, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Svatik moved to approve the minutes from the March 20, 2012 Public Hearing. Trustee Norris seconded the motion. The motion passed unanimously.

Trustee Haber moved to approve the minutes from the March 20, 2012 Board of Trustees meeting. Trustee Chamberlain seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously.

Director of Community Services Report

Mr. Durning provided the Trustees with the well report from the April 2, 2012 well reading. The wells are about 17 feet lower than last year. They are approaching the summer dip for well depth.

Mr. Durning stated that the Village has changed out 850 water meters. There are still about 70 left to change. Some of the transponders needed to be moved, but it has been going well. Trustee Svatik asked how the Village is handling vacated homes as far as water meter replacement. He questioned how many vacated homes are in the Village. Mayor Kaplan stated the Village will replace the meter when the property changes ownership. Mr. Durning noted there are currently 25 – 30 vacated homes in the Village.

Mr. Durning distributed a letter from Lake County regarding their new partnership with the Chicago Metropolitan Agency for Planning. They will work with municipalities to develop sustainable goals and policies.

Engineer's Report

Mr. Glenn is working on two projects that are awaiting permits from Lake County. The first is the Duffy Lane water main project. The second is with respect to the new tornado sirens. Mr. Glenn is hopeful the projects will get started before the next Board of Trustees meeting.

Police Report

Chief Dayno is out of the country so there was no police report.

Village Attorney's Report

Mr. Huvard stated notices will be published for the Public Hearings regarding electric aggregation.

Comments from the President

- Tree City USA – 9th Year

The Village received the award for the ninth year.

Mayor Kaplan noted Lake County is looking for submissions from people who may want to serve on County commissions or committees.

New Business

- Proposal for architectural services for the old police department building

Trustee Svatik questioned the proposed plan to convert the second floor of the building into office space. He believes there is an excess of offices currently, as the Village has a number of vacant offices already. Mayor Kaplan believes that if the building is to be fixed up, it would be beneficial to make complete renovations.

Richard Gordon, architect with Inter.work Architects, noted that if the 2d floor space is left vacant or only used for storage, a lift would not be necessary. Mayor Kaplan stated that it could be designed with the lift, but the Village would not need to install it. Mr. Gordon noted that he didn't yet know if the building will need to become completely ADA compliant.

Trustee Chamberlain noted this would be essentially remodeled for a community center. She questioned whether there was a need that was not currently being met with the existing facilities. Mayor Kaplan explained that there are times that the Village Hall is being used for other than Village purposes. In addition, there are times when the Village Hall is booked and additional

space is not available when needed. Trustee Chamberlain asked how many people could occupy the proposed, renovated facility. Mr. Gordon noted that would be determined by the fire code.

Trustee Haber questioned whether the Village should look at a design-build instead, to save approximately \$9,000. Given the scope of the project, he questioned whether architectural services are really needed. Mr. Huvad stated that because this is a public building, the Village may want the facility to be ADA compliant. Trustee Haber noted the project is basically a kitchen, two restrooms and a large open area.

Trustee Koomjian questioned the objective in regards to lighting and electronics. He believes it is up to the Trustees to determine what activities the building should support. Trustee Chamberlain is unclear what need has been identified. She questioned what the space should look like to satisfy the need, if it is determined there is a need. Trustee Norris believes the goals of the facility would need to be determined first. Mr. Huvad suggested doing an architectural study prior to going through the design process. Trustee Jamerson believes that if this is a simple project, a design build would be appropriate. He believes the Village should determine how the facility will be used to determine how the space should be built. He questioned if it will need a sound system, electrical systems, etc. Trustee Haber questioned whether an option to consider would be to convert the existing Board room into a Community room, and then construct a new Board room in the old police station. He suggested asking the residents for feedback on what they want.

Trustee Koomjian moved to table further discussion until a future meeting of the Board. Trustee Haber seconded the motion. The motion passed on a voice vote.

Trustee Chamberlain suggested putting something in the Village Voice to see what the residents would want for the facility.

- Proposed ordinance amending the Village Code to regulate renewable energy systems

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Koomjian seconded the motion. The motion passed unanimously.

Trustee Jamerson moved for a Second Reading and adoption. Trustee Haber seconded the motion.

Trustee Svatik asked about the geothermal systems. He did not believe the Plan Commission was in favor of geothermal systems. Mr. Glenn explained there was some initial hesitation. After doing some research, the Plan Commission was willing to allow geothermal systems, after certain requirements are met.

Trustee Chamberlain stated she read there is going to be a rise in solar panels due to new technology. As technology changes, the Code may need to be revised.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-4-5

- Request for donation – Orphans of the Storm

Jackie Borchew appeared before the Board and stated that Orphans of the Storm has been in the Village for 85 years. She asked the Village for a donation to Orphans of the Storm. Their annual benefit dinner, which is their largest fundraiser, will be on April 23, 2012. Orphans of the Storm clears \$100,000 during this fundraiser. She asked the Village to buy a table for \$2,500.

Trustee Haber moved to donate \$2,500 to Orphans of the Storm. Trustee Norris seconded the motion.

Trustee Norris moved to amend the motion to increase the donation to \$5,000. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Trustee Chamberlain believes this amount is appropriate, given what the Village has given to other community organizations.

- Part time hire for Police Department

Trustee Haber asked if the cost would come out of the police budget. Mayor Kaplan stated it would. Mr. Huvard noted the transfer from the general Fund to the Police Fund may increase slightly. Mayor Kaplan noted there are two voids to fill. First, there is currently no one at the department during certain hours. Second, Kim Powitz is pregnant and someone will need to cover her responsibilities. Trustee Svatik noted there would be no benefits associated with this position, and no holiday pay.

Trustee Haber moved to authorize a part time hire for the police department. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Village of Riverwoods – Arbor Day Proclamation

Trustee Haber moved to accept the Arbor Day Proclamation. Trustee Jamerson seconded the motion. The motion passed on a voice vote.

- Memorandum of understanding – Deerfield Road bike path

Mr. Glenn explained this would memorialize the verbal agreement with Lake County stating the Village will pay for Phase I engineering and the county will take over Phase II and Phase III. The County will also pay for any right-of-way acquisition necessary for the path construction. The County will own the path but the Village will perform routine maintenance. Mr. Glenn noted the Village may repurpose some of the funds to help provide screening. The Village will need to hold a public hearing on the bicycle path.

Mr. Siegel asked about liability insurance. Mr. Glenn believes it would be the County's liability, as it will be on a County right-of-way. Trustee Norris noted that the Village would need to be named on the County insurance or will need to make sure liability is covered on the Village's insurance. Trustee Chamberlain noted that bike path is designed to support the possible future widening of Deerfield Road.

It was then moved and seconded to approve the Memorandum of Understanding with Lake County with respect to the Deerfield Road bike path.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Large Item Pickup

Trustee Jamerson asked if there would be a onetime large item pick up this year. Trustee Norris noted the Village has not yet made a decision on this. Mr. Huvad noted the Village has an option each year. If the Village wants to have a large item pick up this year, we should let them know soon. Mr. Huvad noted the contract states the Village will let them know in early spring whether they want a large item pick up in May or June. Mayor Kaplan suggested waiting because of the transition. Trustee Jamerson noted the residents will get used to the rates. After further discussion the matter was deferred until a future meeting of the Board.

- Dead Brush & Tree Pickup

Mayor Kaplan spoke with Jim Seckelman, who has agreed to chip up trees with a diameter of 12" or less. He estimated it would be completed in 3 days. Trustee Haber suggested putting out signage to let residents know. Mayor Kaplan noted it will be in the Village Voice and on the Village website.

Trustee Koomjian moved to authorize up to five days on the chipper for an amount not to exceed \$10,200. This will take place the same week as clean up day. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Discussion of purchasing of a power point projector and screen

Trustee Norris asked Mr. Durning to make a preliminary investigation to determine the cost of a projector and screen. Preliminarily, the Village could get satisfactory equipment for \$1,500 or less. This is preliminary, but he wanted to make sure there was not a major objection. Mayor Kaplan questioned the need. Trustee Norris explained it would be useful for presentations. Trustee Haber questioned why the TV could not be utilized. Trustee Norris noted the screen is not very large, but it is a good suggestion. Trustee Haber suggested possibly putting up a second screen. Trustee Norris announced that he intends to provide the Board with a list of uses and costs.

Trustee Svatik questioned whether adequate equipment would be available on a rental basis. Trustee Norris explained the cost for renting is similar to purchasing. Trustee Chamberlain believes a projector may reduce some of the paper as it would allow the Trustees to view maps, etc. Mr. Huvad noted that a number of villages are setting up to accommodate laptops and/or ipads. Trustee Norris explained that Trustees have maps and other documentation while the audience does not have that benefit. He would come back with various uses. Trustee Chamberlain believes it would be helpful in Public Hearings as well. After further discussion the matter was deferred until a future meeting of the Board.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

Old Business

There was no Old Business.

Standing Committee Reports

- Police/Solid Waste –

Trustee Norris stated that service under the new waste hauling contract has started. There has been only one incident reported. A truck knocked over an AT&T line. The Village is investigating it. Trustee Norris further noted that LakeShore did not do the hoped-for job regarding getting information out to residents. He noted Waste Management had trucks out today picking up their equipment. He asked residents to put out their Waste Management bins. Trustee Jamerson asked about containers owned by residents that they no longer want. Trustee Norris suggested putting a note on it. Trustee Norris noted that on top of the light blue recycling cart, it says “no tubs” with a picture of a #5 plastic tub. The prohibition is really for Styrofoam. Also, no foodstuffs (leftovers) are to go into the recycling bins..

Mr. Baransky noted that all of his newspapers are in plastic bags. Mayor Kaplan stated they will take Lakeshore will take the bags if necessary. Trustee Norris explained they prefer not to have plastic bags.

- Building/Zoning – Trustee Jamerson presented the building report.

From 3/1/12 – 3/27/12, there was one single family remodeling, five miscellaneous projects and one commercial remodeling/renovation. There were seven total permits. Construction value \$627,500. Permit fees \$2,322.

From 3/1/11 – 3/27/11, there were four total permits with construction value of \$91,200 and permit fees of \$2,457.

From 1/1/12 – 3/27/12, there were 20 total permits with construction value of \$1,043,145 and permit fees of \$7,732.

From 1/1/11 – 3/27/11, there were four total permits with construction value of \$121,048 and permit fees of \$3,085.

Finance/Soil & Water Conservation – Trustee Svatik stated the Chamber of Commerce has postponed monthly meeting by one week due to the holidays.

- Roads/Bike Path/Parks Forestry/NSSRA –

Trustee Chamberlain noted the corner by the police and fire departments has a number of trees that have been removed and residents do not understand what has occurred. She suggested getting a sign stating Village of Riverwoods restoration project.

Adjournment

There being no further business or discussion, Trustee Jamerson moved to adjourn the meeting. Trustee Koomjian seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:20 pm.

The next regular meeting of the Board of Trustees is scheduled for April 17, 2011 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees Meeting
March 20, 2012

Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Hal Roseth, Village Treasurer
Jack Siegel, Village Attorney
Chuck Stewart, Village Forester

Call to Order: 8:05 PM

Approval of Minutes

Trustee Jamerson made a motion to approve the minutes from the March 6, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended with Trustee Koomjian abstaining.

Trustee Koomjian made a motion to approve the Executive Session minutes from the February 21, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. The motion passed unanimously as submitted.

Engineer's Report

Mr. Glenn stated they had the pre-construction meeting for the Duffy Lane water main project. They are waiting for the County to approve the insurance.

Plan Commission Report

Mr. Huvad distributed a red-line version of the proposed Renewable Energy Ordinance. He explained the Plan Commission asked the Board to consider passing the Ordinance.

Director of Community Services Report

Mr. Durning stated the well levels are up slightly.

Police Report

Chief Dayno provided the Board with the Police Department activity since the March 6, 2012 Board of Trustees meeting. There were nine accidents, 10 alarms, one animal bite, four complaints about animals, 11 fire department assists, eight other agency assists, one domestic dispute, one driving complaint, one DUI, two frauds, six lock outs, six motorist assists, one noise disturbance, one parking complaint, one solicitor, nine suspicious circumstances, two thefts, two crime prevention notices and 12 case reports. There were 119 traffic stops with 94 citations issued to 71 people.

There are currently 15 houses on the House Watch list that are checked regularly.

Chief Dayno stated there was an arrest for burglary since the March 6, 2012 meeting. He noted the disgruntled Discover employee he mentioned in his last report is undergoing treatment for issues and Discover decided not to press charges.

Village Attorney's Report

Mr. Huvard described a preliminary forecast for the General Fund, Police Fund, and Water and Sewer Funds. He stated that Susie Crohn prepares a quarterly report showing actual revenues and expenditures. Mr. Huvard filled in the forecast report, which was taken from the police department budget and the Appropriations Ordinance. Trustee Svatik believes that although this report needs some fine tuning, it extrapolates the actual data for the next year. He stated that the forecast does not make considerations for many things, such as salary increases. Trustee Norris believes the Village should stay with the existing chart of accounts and should not make major changes. He believes this format is a good starting point. Mr. Roseth cautioned the Trustees to be careful when looking at fund transfers.

Mr. Huvard mentioned that he would meet with Mr. Durning and Mayor Kaplan regarding vacant homes in the Village. There are a number of houses in total disrepair that are just sitting. Mr. Haber cautioned the Board about the potential litigation fees. Mr. Huvard explained they would start by sending out letters.

Comments from the President

- Local election results

Mayor Kaplan noted there are 304 votes in favor of electric aggregation and 70 against. He believes the aggregation referendum has passed, unless something unforeseen happens with the unreported precincts.

- Old police department renovation

Mayor Kaplan asked an architect to provide preliminary plans for the old police station to bring it up to ADA standards, so the Village could make a community center out of the space. They are talking about clearing out the first floor to make it open, having a lift to the second floor and closing the garage. He will bring estimated costs to the Board for their consideration.

- New web page

Mayor Kaplan stated the new web page is up. It needs a lot of tweaking. He requested sending suggestions or corrections to Susie Crohn.

- Family Day

Mayor Kaplan stated the Heidi Bess contacted him about possibly having a Family Day in Riverwoods. He has not been able to reach her since. The Village may or may not have a Family Day this year.

- Clean-Up Day

Mayor Kaplan has received a number of calls about the excess dead wood in the Village. He spoke with Mr. Stewart about the possibility of chipping up the dead wood. It will be an expense for the Village, but it would be beneficial. Mayor Kaplan will get a ballpark cost.

Visitors Wishing to Address the Board

Mr. Roseth stated he moved the investment money to Chase. The first investment was made a few weeks ago. The Village purchased an Illinois bond for \$250,000. The yield will be 2.3%. Chase is very aware of the Village's investment policy.

New Business

- Proclamation – National Days of Remembrance

Mayor Kaplan proclaimed the week of April 15, 2012 through April 22, 2012 as Days of Remembrance in memory of the victims of the Holocaust and in honor of the survivors as well as the rescuers and liberators. He further proclaimed that the citizens of Riverwoods should work to promote human dignity and confront hate whenever and wherever it occurs.

Trustee Haber made a motion to accept the Proclamation. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Bids for removal of hazardous trees on Village properties and right of way

Mr. Stewart stated the Village solicited bids for the removal of diseased elm trees and hazardous trees. The low price is from Glenwood Tree Experts for \$6,708.00

Trustee Chamberlain asked why we are removing the trees. Mr. Stewart explained that the trees are hazardous and will need to be removed.

Trustee Haber made a motion to award the contract for hazardous tree removal on Village properties and right of way to Glenwood Tree Experts in an amount not to exceed \$6,708.

Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Tree removal – Saunders Road and Riverwoods Road

Mr. Stewart explained this is the restoration project. The total removal costs will be \$3,821.10. He noted there are two issues. The first is a revised grading plan, which resulted in a remove of additional trees. They also solicited a proposal to distribute topsoil. They would like to proceed with putting together a contract to re-spread the soil in an amount not to exceed \$5,956.

Trustee Haber made a motion for tree removal on Saunders and Riverwoods Roads in an amount not to exceed \$10,000. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Mr. Stewart explained the 2012 Gypsy Moth trapping count was way down, and he is not recommending spraying at this time. Trustee Koomjian noted the traps changed from one style trap to another. Mr. Stewart stated this is the second year we have used the new traps. The traps are similar but the newer style traps do not collect water. Trustee Koomjian noted that in 2009 we used the old style trap and in 2010 and 2011 we changed to the new style. Mr. Stewart stated they can reuse the traps this year, but will need to replace the pheromone.

- Electric Aggregation Discussion

Trustee Jamerson noted that it appears the referendum passed. In preparation, the Village has to put some things together, such as the Plan of Operation of Governance, which will need to be submitted to the Illinois Power Agency for their approval. Trustee Jamerson stated that once the Plan of Operation of Governance is completed, the Village needs two public hearings before they could vote on an Ordinance. Once the Ordinance is passed, the Village could go out to bid and make decisions on what services to offer. Trustee Chamberlain suggested determining who should do what. She stated the Village needs a list from ComEd. Mayor Kaplan stated the Village should receive a list of residents from the waste hauler within the next few weeks. The Public Hearings will be scheduled for April 17 and May 1. Trustee Koomjian asked if the County Clerk needs to certify the election results before voting on the electric aggregation. Mayor Kaplan noted the Ordinance could not pass until the vote is certified.

Approval of Bills

Trustee Jamerson made a motion to approve the bills dated March 20, 2012. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Old Business

- Approval of change from IPTIP to Chase for Village accounts

Mayor Kaplan stated that the Village Treasurer has spoken with Bank of America. He has spoken with Wells Fargo as well. Neither has responded. IPTIP has more than \$4 million in Village funds. He would like to move those funds to Chase. He would also like two other accounts (SSA fund and cash fund) so the Village would have more than \$5 million in IPTIP accounts. Trustee Jamerson questioned why the Village is keeping \$4 million with Wells Fargo Bank when they have not responded to the Village's request. Mayor Kaplan noted this is a different department. Trustee Haber stated that once a change is made, he would not want to change back again. Otherwise, the Village would incur some additional costs.

As the Village would not be locked into a time period, Trustee Norris made a motion to approve the change from IPTIP to Chase for Village accounts. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

- Approval of 2012 Appropriations Ordinance

Trustee Svatik made a motion to waive the First Reading of the Ordinance. Trustee Haber seconded the motion. The motion passed unanimously.

Trustee Jamerson made a motion for Second Reading and adoption. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris, Svatik (6)

NAYS: None (0)

Ordinance 12-3-4

Trustee Chamberlain asked to be notified by any Trustee who wanted an invitation to the NSSRA Shining Star banquet.

Board of Trustees Meeting

March 20, 2012

Page 6 of 6

Adjournment

There being no further business or discussion, Trustee Koomjian made a motion to adjourn the meeting. Trustee Haber seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:17 pm.

The next regular meeting of the Board of Trustees is scheduled for April 3, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk

Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
March 6, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
John Norris
William Svatik

Absent: Rich Koomjian

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson made a motion to approve the minutes from the February 21, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. There were minor changes made by the Trustees. The motion passed unanimously as amended.

Director of Community Services Report

Mr. Durning stated that March 20, 2012 will be the primary election. One of the voting sites is Village Hall. The results will be faxed over to the county office after 7:00 pm.

Mr. Durning stated the Police Station is finally completed. All of the punch list items have been completed. The Village should receive one final pay application request.

Plan Commission Report

Mr. Huvad stated the Plan Commission met and recommended approval of the renewable energy Ordinance. There was a lot of discussion on geothermal systems. Aside from staying out of the required setbacks, the Plan Commission believes the building code would be appropriate. He will put together a report for the next meeting.

Police Report

Chief Dayno provided the Board with the Police Department activity since the February 21, 2012 Board of Trustees meeting. There were two 911 hang ups, one abandoned automobile, one assault, 11 accidents, 14 alarms, five complaints about animals, 14 fire department assists, one other agency assist, one well-being check, one driving complaint, one DUI, one fingerprinting, five lockouts, four motorist assists, two open doors, two parking complaints, two public assists, seven suspicious circumstances, two thefts, five crime prevention notices and four case reports. There were 76 traffic stops with 62 citations issued to 55 people.

There are currently 14 houses on the House Watch list that are checked regularly.

Chief Dayno stated there was one arrest for resisting arrest from a DUI and one arrest for burglary. There was a burglary in 2011 on Thornmeadow. One female from Waukegan was arrested and Chief Dayno expects additional arrests in this case. Chief Dayno stated the assault was at Discover. A woman was driving in the parking lot and threatened people. The woman threw a bag outside her vehicle. Chief Dayno anticipates charging her with disorderly conduct and assault. He noted that Officer Maciareillo raised \$2,725 for the St. Baldrick's Foundation. The Fire Department event raised more than \$46,000. Chief Dayno attended a conference for the Illinois Law Enforcement Alarm System. They discussed the NATO Summit, as there is no longer going to be a G-8 summit in Illinois. They will continue their preparations for the NATO Summit. Officer Maciareillo is in training for NIPAS. Trustee Norris attended a meeting with Chief Dayno to be filled in with the joint efforts of the departments.

Chief Dayno discussed the police department survey results for 2011. He was disappointed with the number of respondents, but was pleased with the overall results. The lowest score was police visibility in the neighborhood, but it was still in the high "good" range. The other scores were in the "excellent" range. Trustee Svatik suggested rewording the question regarding police presence. In order to get a perfect score, a police officer would have to be present at all times.

Fire Department Report

Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFDP District including mutual aid to the DBFD District for the month of February. There were 41 calls including 26 EMS calls, seven fire calls, five auto accident and three other calls. There were 77 calls year to date. He does not have an explanation for the increase in the call volume.

Comments from the President

- Use of 2640 Chianti Trail property for a wedding

Mayor Kaplan received a letter from Kate Goodwille requesting to use the property at 2640 Chianti Trail for a wedding. Trustee Chamberlain suggested requiring a damage deposit and

insurance. Mayor Kaplan requested the Village Attorney look at the insurance policy to ensure they have the correct coverage. The wedding ceremony will take place on May 26, 2012.

- Report of salt use in snowplow bills

Mayor Kaplan explained they had a few meetings with the snowplow contractor. They reduced the bills by more than \$2600. He noted they were often called late at night for salting by dispatch through the police department. Trustee Chamberlain stated they would also be spreading beet juice when the weather is appropriate. Trustee Chamberlain stated beet juice is less expensive than salt and more environmentally friendly.

- 2012 aerial deer survey

There were 18 deer in the Village. Trustee Jamerson stated the conditions were not very good. Mayor Kaplan stated the people in the helicopter stated they could see everything clearly. He also explained that Lake County Forest Preserves had a similar count, according to the pilot. Trustee Chamberlain asked if the RPC's table could be updated to reflect this deer count.

New Business

- Approval of change from IPTIP to Chase for Village accounts

Mr. Huvad explained that JP Morgan Chase has a lot of sophistication regarding cash management. They will allow us to scan deposit checks. Right now, the Village has a number of checking accounts. The number of accounts for writing checks can be consolidated into a non-interest bearing checking account. The majority of the funds would be in a public sector savings account, where the rate fluctuates. It will be FDIC insured. The amount over the FDIC limits would be covered by pledges of securities. Karen Haas, Vice President of Chase, was present to answer questions.

Trustee Jamerson asked how this type of account compares with commercial accounts. Ms. Haas stated the earnings credit rate is 45 basis points versus 20 basis points for a commercial account. Trustee Jamerson stated that his business gets free checking without having a required \$500,000 in a non-interest bearing account. Ms. Haas did a three-month analysis. For the 11 months ending November 2011, the Village earned \$4000. The Village would have earned about \$1300 per month with Chase. Trustee Haber noted there are other options for the funds. Mayor Kaplan explained the Village is looking at changing the operating funds from one account to another. They are not looking into investing at this time. Trustee Jamerson suggested looking at more than one bank. Trustee Chamberlain believes the Village should do a comparative analysis. She questioned why the accounts are currently divided. Mr. Huvad noted there is no longer a need to separate all the accounts, except the MFT. Trustee Haber noted he is a Chase shareholder. Mr. Huvad explained the Village's investment policy describes the types of investments that can be owned by the Village.

Mayor Kaplan stated the Village could go out to get competitive bids from other banks if that is the direction from the Trustees. Mr. Huvad noted the total amount of charges for the checking account is \$187 per month. Trustee Jamerson stated that different banks have different charges for service. The amount of money required to offset the fees varies. Mr. Huvad noted they

would also have to look at the yield. Mayor Kaplan stated the Village Treasurer made this recommendation. He does not know if he looked into other banks. Mayor Kaplan would like to get out of the IPTIP program. Mayor Kaplan stated that further discussion will be continued to the next Board of Trustees meeting.

- Discussion of the 2012 Appropriations Ordinance

Mr. Siegel stated the Appropriations Ordinance has to be adopted during the first quarter of the fiscal year. The Village cannot spend anything that is not in the Appropriations Ordinance, but not everything in the Appropriations Ordinance needs to be spent. This Ordinance is a standard which sets the outer limits rather than a commitment. It gives the Village a protective cover, along with flexibility to transfer funds from one account to another. Mr. Huvard stated the Village published to hold a hearing during the next meeting.

Trustee Chamberlain believes the Village should consider a fund reserve policy so they know how much money is committed elsewhere. Trustee Haber clarified that it is for the budget, not the Appropriations Ordinance. Mr. Huvard explained the Village keeps their funds unrestricted, so money can be transferred where needed. He noted that some communities set money aside for repairs; other communities borrow money when something breaks. The Village currently has money set aside for two major repairs. He believes the Village has a balance at this point. Mayor Kaplan noted that all expenditures are authorized by the Board. Mr. Siegel noted that technically municipalities cannot spend any money without Board approval, except the Village Manager's discretionary fund. The police department has their own budget, and that is the Village's largest expenditure.

Trustee Chamberlain believes the budget and the fund reserve policy are two different things. She would not want the Trustees to have to question whether they can afford a specific project, because they do not know if enough money is available. Trustee Norris noted the Village's expenditures get approved either by a budget or through ad-hoc approval. He stated the Village could plan better and benefit by the using the budget as a tool. Trustee Norris stated the Village is currently very conservative with their expenditures. Trustee Svatik believes a budget is a delegated authority to control spending. He believes a formal budget would be unnecessary since we control every expenditure. Trustee Haber asked how much money the Village takes in each year and how much money the Village spends each year. Trustee Svatik stated that information is available in the Village's annual report. Mr. Huvard stated the Village has a spreadsheet with all the accounts, showing the expenditures for each year. Trustee Haber noted a budget is a planning tool. He suggested reviewing the spreadsheet annually to see if there will be any unusual expenditure that may arise. Trustee Haber believes the Trustees should be proactive to try to estimate expenditures within the next 12 months. It would be more of a forecast than a budget. Trustee Chamberlain believes the Village should also look at a fund reserve policy to determine how much money the Village should have on hand for infrastructure replacement. Trustee Norris noted a budget is a planning tool. Mr. Glenn explained that large portions of the Village infrastructure got built at the same time. At some point, there will be a spike when that infrastructure will need to be replaced. Mayor Kaplan stated that County Club Estates is about 50 years old. He noted the Village will replace portions of the infrastructure when it fails. Trustee Jamerson believes a fund-reserve policy should be put in place, so the

Village knows how much money they can spend if required. Trustee Chamberlain suggested reissuing a memo from Mr. Glenn and comparing it with the current numbers. The Trustees would then have a plan. Trustee Haber believes the information would be more usable if it were in one spot. Trustee Norris suggested the Trustees present a resolution with proposed changes.

- Deerfield Family Days request for funds

Mayor Kaplan explained the Village has never done this before. There are a lot of Riverwoods residents that attend the parade. He recommended donating \$1000 for the programs. Trustee Jamerson noted Deerfield may pay for bands for being in the parade similar to what Northbrook does.

Trustee Norris made a motion for a \$1000 donation and consider Village representation. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

- Approval of Swanson Water Treatment payment

Mayor Kaplan stated they got their bill in too late. The bill was in the amount of \$7692.40. Trustee Haber made a motion to authorize the payment. Trustee Svatik seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

- Discussion of Village position for certain legislation currently pending in the Illinois Legislature

Trustee Svatik stated the Illinois Legislature dropped Senator Milner's bill. Trustee Norris noted that Milner's bill was referred to committee and it will not come out of committee during this term. Trustee Norris stated that Representative Karen May's bill will be considered tomorrow. He encourages the Board supports the bill. Senator Link's bill is the plastic bag bill. He encourages the Board to support this bill as well.

- Approval of Sherry Graditor for Plan Commission appointment

Mayor Kaplan stated that Dr. Lisa Peckler resigned from the Plan Commission. He recommends that Sherry Graditor be appointed to fill her unexpired term. Trustee Graditor resigned from the Zoning Board of Appeals, as she is unable to be appointed to two commissions. Trustee Haber made a motion to appoint Sherry Graditor to the Plan Commission. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

Village Clerk Mike Ford swore in Ms. Graditor.

- Approval of Reimbursement Agreement for 2550 Duffy Lane

Trustee Chamberlain questioned whether the way the Village came to the amount should be reiterated. Mayor Kaplan stated this is just a reimbursement agreement. Mr. Huvard noted this is the only property owner that is willing to pay a connection fee at this time. Trustee Haber presented some text changes to the proposed agreement. Trustee Haber made a motion to approve the reimbursement agreement. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

Old Business

Standing Committee Reports

- Police/Solid Waste – Trustee Norris stated the transition to the new waste hauler is coming along. The brochure from Lakeshore is slightly delayed because they are working through a list of residents. He will also get the containers to Village Hall for residents to view.

The Reuse-A-Shoe program from Nike and the RPC is progressing. It will begin March 19, 2012. This program is for used tennis shoes. The shoes will be recycled into various products such as artificial turf. Less used shoes will be sent to needy people.

- Building/Zoning – Trustee Jamerson presented the Building Department report from February 1, 2012 to February 28, 2012. There were two single family residential remodeling, one electrical upgrade, one fence/deck, one landscaping/site change and one miscellaneous permit with a total construction value of \$202,615 and permit fees of \$2,985. From February 1, 2011 to February 28, 2012, there was one permit with a construction value of \$7,200 and permit fees of \$100.

From January 1, 2012 to February 28, 2012, there were 12 total permits with a construction value of \$360,645 and permit fees of \$4,410. From January 1, 2011 to February 28, 2011, there were two total permits with a construction value of \$30,048 and permit fees of \$628.

Trustee Jamerson stated he worked with Trustee Chamberlain on a letter for electrical aggregation. It will be sent out shortly. There was an article in the Village Voice about electrical aggregation. Trustee Haber asked how ComEd's rate increase will affect electrical aggregation prices. Trustee Jamerson explained that they are looking at a rate increase to offset the loss of much of their rate base. He does not believe their rate

increase would affect the Village's rates through electrical aggregation as the Village will be looking at other companies aside from ComEd.

- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain stated there will be an article summarizing the Village's forestry programs in the Village Voice. The summary of the forestry programs will also be published on the Village website. Mayor Kaplan stated the Village is in process of making some website updates.

She provided copies of several NSSRA memoranda. The Board has started to discuss the two issues brought up by the Village. She believes they will be in favor of setting a cap.

Adjournment

There being no further business or discussion, Trustee Jamerson made a motion to adjourn the meeting. Trustee Haber seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:55 pm.

The next regular meeting of the Board of Trustees is scheduled for March 20, 2012 at 8:00 PM.

Respectfully submitted,

Jeri Cotton

Village of Riverwoods
Board of Trustees
February 21, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
John Norris
William Svatik

Absent was:

Rich Koomjian

Also Present:

Michael Ford, Village Clerk
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Chamberlain moved to approve the minutes from the February 7, 2012 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Haber abstaining.

Attorney's Report

Mr. Huvad reported on several conversations he has had with S.B. Friedman with respect to TIF financing for the 5 acre property. Friedman is starting to gather information for the eligibility study is commencing.

Visitors wishing to address the Board

Colonel John Tree, a United States Air Force veteran of 22 years, is running for US Congress in the 10th Congressional District. Colonel Tree appeared at the meeting and gave a brief explanation of his position on current issues.

New Business

- Proposed ordinance approving a Mutual Aid Agreement for the Northern Illinois Police Alarm System (N.I.P.A.S.)

Trustees Svatik moved to waive the first reading of the proposed ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

Trustee Norris moved for a second reading and adoption of the proposed ordinance. Trustee Chamberlain seconded the motion.

Mr. Huvad explained that Chief Dayno reported at the last Board of Trustees meeting that this will help the Village have available resources if the need develops, and that the Chief believes it is important to renew the membership. Trustee Norris noted this provides mutual support between departments so nobody needs to have an oversized department with many specialties. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

ABSENT: Koomjian (1)

Ordinance 12-2-2

- Motion to approve SWALCO recycling resolution and accept the report of its 60% Recycling Task Force

Trustee Norris reported that the County wants to increase the amount of material diverted from the waste stream into recycling, and to that end appointed the 60% Recycling Task Force. The Task Force issued its report, which is the subject of the proposed resolution. Trustee Norris recommends accepting the proposed resolution, rather than approving it, because if the goals are not met the County will require mandatory recycling, although there are questions about enforcement. Trustee Chamberlain clarified that if the proposed resolution is passed, the Village is striving toward something but is not required to do anything. Trustee Norris noted the Village would strive to implement, educate the residents and work cooperatively with other stakeholders. He also applauded the work of the RPC for educating the public.

Trustee Jamerson moved to approve the Resolution accepting the report. Trustee Svatik seconded the motion. The motion carried on a voice vote.

Resolution R12-2-1

Approval of Bills

Trustee Jamerson moved to approve the bills. Trustee Svatik seconded the motion. Mayor Kaplan stated he will have a meeting with Chase in a week. They will make a proposal to try to find a better rate than IPTIP.

Trustee Haber questioned the Midwest Snow Solutions bill, given the mild winter. Mr. Durning stated there has been a lot of salting rather than plowing. Trustee Chamberlain stated she signed

several salting only bills. Trustee Haber received calls from residents questioning why the roads were being salted, and believes this should be monitored. Mr. Durning noted some of the salting seemed particularly heavy. He stated it also affects the plantings. Trustee Chamberlain also questioned the bill that stated, "Scraped before salting" for \$1,100. She would like to know the protocol. Mr. Durning stated that they should be plowing for snowfalls over two inches. Mayor Kaplan suggested asking them to come to a meeting. The Midwest Snow Solutions bill will be approved, but held until after they meet with the Village.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

ABSENT: Koomjian (1)

Old Business

- Proposed ordinance regulating the collection of solid waste in the Village of Riverwoods

Trustee Jamerson moved to take the motion off the table. Trustee Chamberlain seconded the motion. The motion passed unanimously.

Trustee Norris moved for a Second reading and adoption. Trustee Chamberlain seconded the motion. Trustee Haber asked if his existing, private containers would be picked up by Lakeshore. Trustee Norris believes the containers are recyclable. He noted there would be meetings with Riverwoods residents and Lakeshore representatives to discuss the various procedures and questions.

Mr. Baranski, 2950 Chianti Trail, asked if he would be penalized if he uses his private 30-gallon can. He noted it is difficult to wheel out a cart and he chooses to carry out his garbage. Trustee Norris noted residents will be supplied with containers unless they decline them. If residents use Lakeshore's containers, they will be charged the lowest rate because Lakeshore utilizes a mechanical means for collection. If residents opt to use other containers, the rate with Lakeshore is still lower than the current service. Trustee Norris stated it will be a couple dollars more per month if residents use their own cans, because it costs Lakeshore more to not use the mechanical system and reduces efficiency. He explained that residents are not being penalized because they are given a choice. Trustee Norris reminded residents that they can make a decision to change their containers or service within one month without an additional charge. They can change their containers or service throughout the year for a \$25 charge. They can also wait one year, until April 1, 2013, and make changes without an additional charge.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

ABSENT: Koomjian

Ordinance No. 12-2-3

- Duffy Lane water main bid results

Mr. Glenn referred to the report previously submitted with his recommendations with respect to the Duffy Lane water main bids. He summarized that the owners of 2550 Duffy Lane came before the Board with significantly poor well water. The Board agreed to extend public water to their home. Mr. Glenn wanted to take advantage of economy of scale and recommended including maintenance work and another residence in the bid. Mr. Glenn explained the Village's participation is being reduced because of the economy of scale. He stated there would be some costs that will be paid 100% by the homeowner. Mrs. McKnight asked about adding a connection to 2600 Duffy Lane. Mr. Huvad explained the McKnights would initially pay \$53,000 before the recapture agreement. As more properties connect to the system, the McKnights would get reimbursed up to the amount they would regularly pay. Trustee Haber stated the Village should only be a transfer agent. He would not want to obligate the Village contractually as the Village is not liable until after they receive the connection fees.

Trustee Haber moved to accept alternative #3 bid of R.A. Mancini in the amount of \$92,159, contingent upon first receiving the agreed upon contribution from the McKnights in the amount of \$53,000, subject to the agreed upon conditions of recapture. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

ABSENT: Koomjian (1)

Mr. Glenn stated there are two recapture properties. The proposed improvement also crosses through a portion of 2600 Duffy Lane. He believes the property at 2600 Duffy Lane should also be included in the recapture. Mr. Huvad will incorporate that property before the next meeting.

- Proposed resolution authorizing the Village Clerk to make certain closed session minutes available for public inspection

Mr. Huvad explained the Board is required to look at their closed session minutes to determine whether they are appropriate for public release. Mr. Ford stated that the Board should first examine the minutes and approve them to the extent that they accurately reflect what was stated at a meeting. After the minutes are approved, the Board should then determine whether they are appropriate for public release.

Trustee Jamerson moved to go into executive session for the purpose of considering closed session minutes. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Norris, Svatik (5)

NAYS: None (0)

ABSENT: Koomjian (1)

At the conclusion of the executive session, Trustee Jamerson moved to reconvene the regular session. Trustee Chamberlain seconded the motion. The motion carried on a roll call vote 5-0. The Executive Session was adjourned at 9:17 PM and the regular session was reconvened.

Trustee Svatik then moved to authorize the Village Clerk to make available for public inspection the minutes of the executive session meeting of the Board of Trustees held on April 20, 2011, all other minutes to remain confidential. Trustee Chamberlain seconded the motion. The motion passed by voice vote.

Adjournment

There being no further business or discussion, Trustee Chamberlain moved to adjourn the meeting. Trustee Svatik seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:18 pm.

The next regular meeting of the Board of Trustees is scheduled for March 6, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
February 21, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
John Norris
William Svatik

Absent was:

Rich Koomjian

Also Present:

Michael Ford, Village Clerk
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney

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Mr. Huvad reported on several conversations he has had with S.B. Friedman with respect to TIF financing for the 5 acre property. Friedman is starting to gather information for the eligibility study is commencing.

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Colonel John Tree, a United States Air Force veteran of 22 years, is running for US Congress in the 10th Congressional District. Colonel Tree appeared at the meeting and gave a brief explanation of his position on current issues.

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Trustees Svatik moved to waive the first reading of the proposed ordinance. Trustee Jamerson seconded the motion. The motion passed unanimously.

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Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
February 7, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Rick Jamerson
Rich Koomjian
John Norris
William Svatik

Absent was:

Michael Haber

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Michael Ford, Village Clerk
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Jack Siegel, Village Attorney
Chuck Stewart, Village Forester

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the January 17, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Svatik abstaining.

Engineer's Report

Pat Glenn spoke with the Village of Lincolnshire. The three properties without a sewer are now being serviced by Lincolnshire. Every residence in town now has sewer available, although they are not all connected.

Mr. Glenn is working on putting together the Motor Fuel Tax project for 2012. The program will be similar to previous years and will mostly focus on drainage and limited patching on Village streets.

Village Attorney Report

Mr. Huvarud provided an update on the Mulch Center. After Estonian House was annexed into the Village, consultants questioned the advisability of having a sanitary sewer go to Milwaukee Avenue to service the two properties. The consultants suggested they install an individual sewage disposal system. The Mulch Center will be coming up with a design for the County and the Village to review for approval. Trustee Jamerson asked if the southern area of the property was supposed to remain level. Mr. Glenn will look into the issue.

Mr. Huvarud stated the developers of the five acre parcel where Riverwoods Inn was located deposited more money in escrow. Mayor Kaplan signed the agreement with S B Friedman and the Village will get an eligibility report to see if the parcel meets the eligibility criteria for a TIF.

Urban Forest Management Report

Mr. Stewart provided an update on the status of the restoration project at the site of the new police station. The buckthorn removal is complete. He distributed some photographs showing trees in various conditions and the potential location of a small shelter. The buckthorn removal and inventory has been completed. They are also thinning out the trees. Mr. Stewart explained they inventoried 370 trees in 2.71 acres. That is a lot of trees per acre. They had four size classes for the inventory. Most of the trees were between 6-inches and 15-inches. There was only one tree larger than 30-inches. Mr. Stewart explained the goal is to get enough sunlight into the area to allow the prairie grasses to grow. They also developed a plan to reallocate soil to form landforms in the area.

Mr. Stewart explained the cost to remove the trees would be \$18,479.35. There is a lot of tree debris that needs to be cleaned up. The cost would be \$70 per man hour, not to exceed \$3,515. He received an estimate from a contractor to reallocate the soil. The estimate was \$600 plus a cost of \$2678 per day for equipment and labor. Mr. Stewart requested approval to remove the 177 trees at a cost of \$18,479.35 and the time and man hour for the clean-up of tree debris on the site of the new police station.

Trustee Chamberlain moved to approve the request of Urban Forest Management for authorization to expend an amount not to exceed \$22,000 for tree removal and clean-up of tree debris on the site of the new police station. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

Plan Commission Report

Mr. Huvarud stated the Plan Commission met last week and held a Public Hearing on alternate energy systems. Most of the discussion was on geothermal systems. The State is looking at some regulations about licensing contractors to install the systems. The Department of Public

Health is looking into regulating the materials that can be used in geothermal systems. Trustee Chamberlain asked how many residents attended the public hearing. She was advised there were none.

Police Report

Chief Dayno provided the Board with the Police Department activity since the January 17, 2012 Board of Trustees meeting. There were three 911 hang ups, one abandoned automobile, 12 accidents, 17 alarms, 17 complaints about animals, 24 fire department assists, two other agency assists, one burglary to auto, seven driving complaints, 41 fingerprintings, six lock outs, 12 motorist assists, two open doors, two public assists, 13 suspicious circumstances, two thefts, five crime prevention notices and 11 case reports. There were 133 traffic stops with 98 citations issued to 82 people.

There are currently 11 houses on the House Watch list that are checked regularly.

Chief Dayno stated there was a burglary of an auto at the Holiday Inn. There were two wallets removed from purses at Panera. This afternoon, three suspects were taken into custody for the purse thefts. Chief Dayno hopes to have some charges this evening. He noted several other Lake County departments are also looking to speak with the suspects.

Chief Dayno noted the police survey is available in the Village Voice and under Public Safety on the Village website.

Chief Dayno stated the Live Scan came in last week and the officers were trained on it. The electronic speed sign that was stolen last year was spotted in the woods by some school children. It does not appear to be usable. Chief Dayno called the insurance company but has not heard back from them.

Chief Dayno has attended a number of meetings about the upcoming summit meetings in May. Nobody knows what affect these meetings will have on the suburbs. In preparing for that, he has been exploring the NIPAS. Chief Dayno stated that NIPAS officers have specific training and equipment to use. He is recommending Officer Machiareillo for membership.

Fire Department Report

Battalion Chief Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District through January 31, 2012. There were 13 EMS calls, two fire calls, one auto accident and four other calls for a total of 20 calls in January. There were five mutual aid calls to the DBFD for a total of 25 calls year to date.

Battalion Chief Christenson discussed the garage fire that occurred in the Village. He stated it was caused by construction workers leaving debris in the garage after working on the floor.

Comments from the President

- Mayor and Trustee meeting on March 16, 2012 re: 59th District

Mayor Kaplan stated that Congressmen Dole and Mathias will be inviting the Trustees to a meeting on March 16, 2012 at 7:30 am to discuss what is happening in the 59th district.

New Business

- Motion to approve a donation in the amount of \$1,500 to the Saint Baldrick's Children's Cancer Research Foundation fundraiser.

Officer Machiareillo requested a donation to support children that have cancer. The event is sponsored by the Lincolnshire-Riverwoods Fire Department and will be held on March 3, 201 at the Cubby Bear in Lincolnshire. Mayor Kaplan noted that the Board donated \$1,200 last year.

Trustee Svatik moved to donate \$1,500 to St. Baldricks Children's Cancer Research. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Proposed ordinance regulating the collection of solid waste in the Village of Riverwoods

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Chamberlain seconded the motion. The motion passed unanimously.

Trustee Svatik moved for a Second Reading and Adoption. Trustee Jamerson seconded the motion. Mr. Huvad explained that if people do not comply with the contract, the contractor has to give them notice before stopping service. Mr. Huvad also stated that he thought it would be appropriate to specify what is expected of residents and provides a basis of how to assist when there is a dispute between a resident and the contractor. Trustee Norris added that the contract provides the mechanism to tie together the Lakeshore contract, which is with the Village, and the residents themselves. It also follows the plans of the County to further enhance recycling of solid waste.

Trustee Chamberlain noted that Trustee Haber is not present, and is in charge of legal. She questioned whether he has commented on the proposed ordinance.

Trustee Chamberlain noted that under the contract it is the duty of the owner to leave out their waste at least once every seven days. She asked what would happen if someone forgets or is out of town. Mr. Huvad noted it would need to be an accumulation. Trustee Chamberlain would be more comfortable if it was set at every two weeks, due to vacations. Mayor Kaplan noted that the intent is to have residents leave out their waste at least once per week. The Village will not impose a penalty if a resident forgets. Trustee Chamberlain expressed her discomfort with that.

Mr. Huvad stated that he would propose an amendment to the proposed ordinance to address the issue. Trustee Norris stated that he would not want to amend the number of times expressed in the contract; however, he would recommend amending the Ordinance to penalize repeat violations.

Trustee Koomjian expressed concern about requiring garbage to be brought out by 7:00 am. He thought it would be up to residents to put out their garbage before their pick-up time. He noted there are different times depending on your location. Trustee Koomjian noted that if the garbage is not brought out by 7:00 am, he would be violating the Ordinance. Trustee Chamberlain noted that there is verbiage that the garbage could be brought out the night before. She suggested adding a disclaimer that there would not be a penalty imposed unless there are repeat violations. Trustee Norris suggested rewording the Ordinance so the intent is better understood.

A resident asked if the Village is contracting with a waste hauler on his behalf. Trustee Norris noted that residents should call Lakeshore directly if they have an issue. If a resident does not feel they are getting proper service, he suggested calling him directly. Trustee Norris stated that Lakeshore would be billing residents directly.

Trustee Norris moved to table further discussion on the proposed ordinance until the next Board of Trustees meeting. Trustee Jamerson seconded the motion. The motion passed unanimously.

- Motion to approve the Plant Committee budget for 2012 in the amount of \$5,000

Mayor Kaplan explained the Village approves the Plant Committee budget every year. Trustee Chamberlain asked how much of the budget would be spent on new planting. Mayor Kaplan noted it is primarily for maintenance.

Trustee Svatik moved to approve the 2012 Plant Committee budget in the amount of \$5,000. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Motion to approve a request from Deerfield High School for a contribution of \$1,000 to co-sponsor the Fifth Annual Prom After Party for senior class students

Trustee Chamberlain moved to approve a request from Deerfield High School for a contribution of \$1000 to co-sponsor the fifth annual after prom party for the senior class. Trustee Svatik seconded the motion. Trustee Chamberlain noted that this directly impacts students from Riverwoods. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Discussion of Duffy Lane water main bid results

Mr. Glenn stated the Village opened bids on Friday and were presented with alternates as well. Most significantly, Mrs. McKnight is on vacation and unavailable to attend the meeting. Mr. Glenn spoke to her and she asked the Board to refrain from taking any action tonight as she would prefer to be in attendance at the meeting. Trustee Chamberlain asked if the information could be discussed during the next meeting.

Trustee Jamerson asked how the bid numbers compared with the budget numbers. Mr. Glenn explained the bid numbers were more favorable than the budgeted numbers. Ordinarily, the cost to run a water main is \$200 per linear foot. The bid cost to run a water main is approximately \$150 per linear foot.

- Motion to approve the minutes of the Executive Sessions of the Board of Trustees held on March 15, 2011, April 20, 2011, and December 6, 2011

Mayor Kaplan and Mr. Ford are to discuss this before the next meeting of the Board.

Old Business

There was no old business.

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

Standing Committee Reports

- Police/Solid Waste – Trustee Norris praised Chief Dayno for the additional work he performed when asked to look at the number of accidents, crimes and reports before and after the Village police department was established. Unfortunately, it was difficult to obtain records from the County.

Trustee Norris was pleased to announce that the contract with Lakeshore Waste Services is in place and should start in April. Information will be sent out to residents about the various options. In addition, Lakeshore has hired Rafael to continue to service Riverwoods.

Trustee Norris will meet tomorrow with representatives from SWALCO and the RPC about the recycling programs available.

- Building/Zoning – Trustee Jamerson presented the building report summary. From January 1, 2012 to January 31, 2012, there were one commercial, one single family residential remodel, one sign and three miscellaneous permits. There were a total of five permits with a total construction value of \$158,030 and permit fees of \$1,425. From January 1, 2011 to January 31, 2011, there was one permit issued with a total construction value of \$22,848 and permit fees of \$528.

Trustee Jamerson added that the Board has passed the necessary ordinance providing for the submission to the electors of the Village the question of whether the Village should have the authority to negotiate with energy suppliers for the supply of electricity for its residential and small commercial retail customers who do not opt out of such program. The Village will supply information on the benefits. Trustee Chamberlain suggested checking with surrounding Villages to see what they may be doing. Trustee Jamerson explained that some Villages will hold public meeting so residents can understand the options.

- Finance/Soil & Water Conservation – Trustee Svatik explained he has been working on the Appropriations Ordinance.
- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain announced that she will meet with the NSSRA Facilities Committee to discuss the Village’s concerns about putting a cap on the Village’s liability and not purchasing before they sell a property.

Trustee Chamberlain previously wrote an article about the Village’s forestry program. She has updated the article and it will be published in the Village Voice and on the Village website along with forms.

- Sewer/Drainage/Environment/Stormwater – Trustee Koomjian spoke with the Chief of the Lake Michigan Management Office of the Illinois Department of Natural Resources about the possibility of increasing the allocation of Lake Michigan water to the Village. That official said that for an increased allocation there would have to be a public hearing and the Village would need to go through the proper steps. If the Village needed to increase its allocation it would petition to have that done and it likely would be considered a routine matter. That official also suggested that the best way to proceed in this regard would be to extend the water system within the Village and document how much water was being used to determine whether an increased allocation would be required. That official further stated that Riverwood’s access to Lake Michigan water is not in jeopardy. Trustee Koomjian then noted the Lake Michigan Management Office is concerned about the efficient use of water. They have the authority over deep water wells, but not shallow water wells.

Mr. Glenn summarized that the Village’s allocation is based on a Supreme Court ruling. The Village has a certain quantified allocation. Every year the Village files a form with the State that shows how much water they purchased versus how much water they sold.

Trustee Koomjian stated that he believes the Trustees should continue to monitor the levels of the shallow water table. The allocation does not appear to be in jeopardy, and it is up to the residents to determine if additional or extended public water systems would be of benefit to them. Trustee Jamerson noted that from June through September, the water usage in the Village goes up 60%.

Board of Trustees Meeting

February 7, 2012

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Adjournment

There being no further business or discussion, Trustee Svatik moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:28 pm.

The next regular meeting of the Board of Trustees is scheduled for February 21, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
January 17, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
John Norris

Absent was:

William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Robert Durning, Director of Community Services
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney
Chuck Stewart, Village Forrester

Call to Order: 8:00 PM

Approval of Minutes

Trustee Jamerson moved to approve the minutes from the January 3, 2012 Board of Trustees meeting. Trustee Chamberlain seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Norris abstaining.

Engineer's Report

Mr. Glenn stated the Village advertised that bids are being accepted for the Duffy Lane water main project. Bids will be opened on Friday, February 3, 2012 and Mr. Glenn will bring a recommendation to the February 7, 2012 Board of Trustees meeting.

Plan Commission Report

Mr. Huvad noted the Plan Commission will hold a Public Hearing during their regular meeting on February 2, 2012 at 7:30 pm regarding a possible Text Amendment on wind and solar energy systems.

Police Report

Chief Dayno provided the Board with the Police Department activity since the January 3, 2012 Board of Trustees meeting. There were two 911 hang ups, six accidents, 25 alarms, two complaints about animals, 11 fire department assists, three other agency assists, two well-being checks, one finger printing, one harassment, 10 motorist assists, one noise disturbance, one open door, five suspicious circumstances, four crime prevention notices, and two case reports. There were 87 traffic stops with 58 citations issued to 52 people.

There are currently ten houses on the House Watch list that are checked regularly.

Chief Dayno stated the police survey is available in the Village Voice and under the Public Safety section of the Village website.

Comments by the President

- Open Meetings Act Training

Mayor Kaplan explained that everyone has to take a course on the Open Meetings Act. Mr. Huvard explained they are trying to educate boards about possible problems about email and other things that can lead to violations of the Open Meetings Act.

Visitors Wishing to Address the Board

Art Bielski, 535 Shelby Lane, expressed concerned about the decision to replace Waste Management. Mr. Bielski specifically voiced support for Rafael, because he has become a part of the community. He trusts Rafael to answer questions and feels he is very reliable. Mr. Bielski does not think a few dollars of savings is worth the change. He wants the Board to know that it is not always about the money. Rafael has been doing a stellar job since Mr. Bielski moved into the community 11 years ago.

Mr. Bielski also read about the possibility of having city stickers. Ten years ago, when city stickers were discussed, he was told that everything for the police department was going to be paid and there were not going to be tax increases or new fees. He expressed concern about this new direction. If fees are going to be collected, he would like to gain access to a library or have a park built in Riverwoods. In some ways, he feels that the wonderful Village of Riverwoods is acting more like a big city than a small community. He understands things cost money, but he would like the Village to invest in the things for the children in the community. Mr. Bielski would like to know about the future plans in the Village. He noted there are a number of families with younger children that have moved into the community. Mr. Bielski asked that this demographic be considered.

Mayor Kaplan noted that the Village sticker issue was voted down. He explained that Village residents have access to the Deerfield Library or the Vernon Township Library. Because Riverwoods does not have a library, however, Riverwoods residents would need to pay for

library service like residents of other towns. If the Village wants a library, they could sign a petition and put forth a referendum. Mayor Kaplan does not think that will happen at this time. Trustee Norris noted that the possibility of having Village stickers was discussed because stickers were previously available through the RRA. They may not go forward with stickers in the future.

Trustee Norris provided a brief history about the library. Over the past 15 years, Riverwoods has had a library corporation try to get a special membership where members could get a reduced rate. They found that the Village would get five or six people a year. Trustee Norris stated that residents want the library while they have school-age students, but it is not as big an interest once the students have left. The Board is aware of it. If people want a separate library district in Riverwoods, the Board will assist.

David Schoenfeld, 765 Portwine, understands why Riverwoods does not have a library. He was at a Board meeting, however, where the Board gave a \$500 donation to the Deerfield library. Mayor Kaplan explained the Board donated the money to the 1 Book, 1 Zip Code program.

Mr. Schoenfeld stated that Rafael does everything for residents. He believes the Village should show him loyalty.

Ron Baranski, 2590 Chianti Trail, wanted to show support to Rafael and Waste Management and the service they provided him over the years. He explained that Waste Management has always been very accommodating. Mr. Baranski questioned whether Lakeshore would be on the same schedule. He believes these things are important to iron out before a contract is signed.

Bernard Lakemaker, Thornwood Lane, stated his support for Rafael. He is comfortable with Rafael coming up his driveway when he is away. Mr. Lakemaker would not be comfortable with an unknown entity. He does not believe \$100 is enough savings to make a change.

New Business

- Proposal to approve an agreement to partially reimburse the owner at 2575 Forest Glen Trail for a flood control system in an amount not to exceed 50% of the total cost, up to a maximum of \$4,000

Mr. Glenn explained how he discovered a permit for an individual installing a flood control system on the sewer system to his house. He was unaware of any issues on Forest Glen. Mr. Glenn contacted the owner and found that the property owner was getting severe back up in the first floor tubs and showers in his home. The Village has a lift station on Whigham Road that provides flood protection to the two houses on Whigham Lane. Mr. Glenn felt it would be consistent if the Village participated in the cost of the installation of a flood control system to keep the sewer from backing up into the property owner's house. Staff felt it would be reasonable to pay half, up to \$4000, with the request that the owners would sign a release that would absolve the Village for any past or future responsibilities for any issues with sewer back up into the house.

Trustee Haber asked how many other, potential residents may need a flood control system like this. Mr. Glenn is not aware of any other residents. He noted there may be some residents that have not notified the Village. Mr. Glenn stated a number of communities have regular programs for Village participation.

Trustee Haber moved to approve an agreement and release to partially reimburse Barbara and Michael Schlessinger, the owners of 2575 Forest Glen Trail, for a flood control system up to 50% of the cost in an amount not to exceed \$4000, subject to the receipt of a release in satisfactory form by the homeowners in favor of the Village. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

- Proposal to add prescribed burning to the cost share program on a 50/50 basis, the contribution of the Village to be \$800 per acre, with a maximum of 2 acres per property and limited to no more than once every 5 years.

Mr. Stewart looked at the cost-share programs for the various programs in the Village. There was an interest in establishing a similar program for prescribed burns. Mr. Stewart looked at the costs from the restoration project, which came up to about \$1400 per acre. He felt that with the additional costs for fuel consumption and less consistent situations, the cost would be about \$1600 per acre. With a 50-50 cost share, the Village's exposure would be \$800 per acre. Mr. Stewart suggested limiting the Village's exposure to \$1600. Trustee Chamberlain added that part of the program requires residents to consult with the Village forester to see whether the property is applicable and whether a permit would be issued. Mr. Stewart explained there are very stringent State requirements. Trustee Koomjian suggested taking a test plot and making measurements of the floral composition to see if there are tangible results. Mr. Stewart is unsure how to find a typical plot. Trustee Chamberlain stated that some residents have asked for a prescribed burn cost share, as it has been recommended for their properties. She noted that she and Mr. Stewart will continue to do an annual assessment and re-evaluation of all Village cost-share programs and make adjustments as needed.

A resident inquired why the Village is paying if the resident is requesting a controlled burn. Mr. Stewart explained the Board made a decision to use this as a mechanism for residents to better manage their woodlands. He stated the funds come from proceeds from mitigation fees, and fees generated when residents remove trees and pay a fee so they do not have to replace them. This program, like the other cost-share programs, helps residents manage their woodlands.

Mike Clayton, 3030 Blackthorn Road, noted that many times the seed bank needs to be rejuvenated at the same time as a prescribed burn. He asked if the seed bank rejuvenation would be part of the cost-share program. Mr. Stewart explained that they have not gotten to that point yet. The seeding is usually not a big cost factor.

Trustee Jamerson moved to add prescribed burning to the Village forestry cost share programs with a 50-50 cost share of \$800 per acre with a maximum of \$1,600 per property. Residents can take part in the 50-50 prescribed burning cost-share program no more often than every five years. Trustee Haber seconded the motion.

Trustee Koomjian moved to amend the motion to ask Urban Forest Management to design and conduct a sample plot on the Village Hall property so they have quantitative data on what they achieved. Trustee Jamerson stated that he would prefer to consider this at a later time, and Mr. Stewart said that he would gather costs. Trustee Koomjian then withdrew his motion.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

Approval of Bills

Trustee Jamerson made a motion to approve the bills. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

Old Business

- For a 2nd reading and adoption of a proposed ordinance amending provisions of the Village Code concerning Dutch elm disease and trees infested with Emerald Ash Borer.

Trustee Jamerson moved for a second reading and adoption of the proposed ordinance. Trustee Koomjian seconded the motion.

Mr. Huvad explained he added provisions to clarify the appeal process. He also removed the specifications on what needs to happen to the stump after an ash tree is removed.

The motion, as amended, passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

Ordinance 12-1-1.

Mr. Stewart provided a brief update on the restoration project. He stated that the buckthorn removal has been done by hand. They are about 70% complete on that and he will meet with

them to review the rest of the work. They will also be doing some burning. They completed the tree inventory. Over the next few weeks, he will determine which trees should be removed.

Mr. Stewart mentioned that they went through a process with the police station where they removed the buckthorn, inventoried the trees and prepared the site. Mayor Kaplan stated that Cheryl Hadley received a call from an irate person who was championing native white oak trail trees. The caller stated there was a white oak tree on the police department property that was a "trail" tree. Mr. Stewart stated that they inventoried 57 trees on the police station property that were six inches in diameter or larger but did not find a 300 year old oak tree. According to the caller, the tree was near where the rain garden was built. In that area, the largest tree was a 39" diameter burr oak that was rated a 4 on a scale of 1-6 with 1 being the best. There was nothing on the tree to denote it as a trail tree. Trustee Chamberlain added that the Village has identified trail trees. Mr. Huvard explained a trail tree has been especially nurtured to show where trails are marked. Mr. Stewart noted there were no trail trees on the site.

- Proposal to approve the proposed residential solid waste & recycling services agreement with Lakeshore Waste Services, LLC, subject to Village counsel's approval of Lakeshore's performance bond.

Mr. Huvard stated the version in front of the Trustees includes revisions suggested by the Trustees. The basic deal did not change. There will be a choice of limited or unlimited service, backdoor or street-side service, residents can use their own refuse containers for regular garbage if they desire; however, the cost of toters will be included. Residents have the choice of a 64 gallon or a 94 gallon toter. The rate for leasing additional toters was lowered to \$3. The price list submitted in the RFP did not change. Most of the points changed were clarifications. There was some old language that was updated. Mr. Huvard stated that Lakeshore's attorneys are ready to execute the contract in its current form.

Mayor Kaplan explained some residents have asked the Board to reconsider. Mayor Kaplan noted that some residents received charges on their bills, such as gas surcharges and administrative fees. They found that the bills from Waste Management were not the same for everyone. Although no one was complaining about the service, there was no consistency in the billing. Mr. Huvard noted that Lakeshore will accept electronic payments without extra fees.

Trustee Norris explained they tried to provide residents with as good service as they have now, at a better rate. Lakeshore will also provide a large recycle toter at no charge to residents. Mr. Baranski, 2590 Chianti Trail, expressed concern because his curb is ¼ mile back from Portwine Road. Trustee Norris explained that Lakeshore will offer back door service as an option, at an additional cost. He noted that if Waste Management's curb side service was ¼ mile from Portwine that is what the resident would receive from Lakeshore. Trustee Norris noted that the scheduled pickups would remain the same for the first three or four months. After that, Lakeshore would work with residents if it needed to change. Trustee Norris explained that there would be an education program put in place describing all of the options available.

Mr. Baranski explained that he does not currently recycle because he would have to pay and drag the refuse ¼ mile to the curb. Trustee Norris explained that the County has put forth a new solid waste plan and residents will need to recycle. Mr. Glenn noted that the map submitted with the agreement does go to the end of Chianti Trail. Mr. Baranski stated that the Waste Management trucks were too long and could not make the turn. Trustee Norris stated the Lakeshore trucks are slightly smaller than the trucks currently being used.

Trustee Norris explained that the average cost is about 40% less than what residents have been paying. The contract does not allow for administrative fees or fuel charges. The contract does allow a 2-3% annual increase. The goal is to increase recycling, lower costs and provide similar or better service. He noted the Village has encouraged Lakeshore to speak with Rafael.

Ilene Schoenfeld, 765 Portwine, questioned why the Village would not go with Waste Management at the guaranteed rate of approximately \$28. Mr. Huvard explained that rate was received during the formal bidding process. He stated there is a certain procedural fairness and most communities have an Ordinance in place that require them to award the bid to the lowest, responsible bidder. Ms. Schoenfeld noted that one of the reasons for going out to bid was that Waste Management was charging additional fees. If the Village went with Waste Management, they would be bound by the contract and would not be able to charge the additional fees. She feels it would be worth the extra \$7 a month to stay with Waste Management. Mr. Huvard explained they were not the lowest, responsible bidder. Trustee Norris explained Waste Management was 25% higher than the lowest, responsible bidder. If the bids were almost the same, the Board may have stayed with Waste Management.

When questioned whether Lakeshore would be able to provide good, long-term service, Trustee Norris explained the Village did its due diligence and believes Lakeshore appears to be able to perform the work. He noted that Lakeshore services 50,000 people for recycling and will be taking over in Skokie as well. They should have the financial ability to perform the work. Trustee Norris stated that the Village is a member of SWALCO, and that the executive director of SWALCO is familiar with Lakeshore Waste Services, LLC and has not experienced any problems with the company.

Mr. Huvard stated that he added a sentence into the contract that anything that is a recycling material must be recycled. Trustee Haber disclosed that as an attorney, he represents people in the waste business that do business with Lakeshore. Lakeshore gives a fair amount of business to one of his clients. Therefore, Trustee Haber announced that he would abstain from voting on the proposal.

Trustee Norris moved to approve the contract with Lakeshore Waste Services, LLC., subject to Village counsel's review of its performance bond. Trustee Koomjian seconded the motion.

Trustee Chamberlain commented that there is a provision in the contract in regard to quality of performance. She feels that is important and, additionally, there are a number of residents that would welcome the \$100 savings.

Board of Trustees Meeting

January 17, 2012

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The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris (4)

NAYS: None (0)

ABSTAIN: Haber (1)

ABSENT: Svatik (1)

Trustee Norris stated that if residents have any further questions or problems, they should contact him. The Board wants this to be as close to the current service or better. He also welcomes the feedback.

Adjournment

There being no further business or discussion, Trustee Chamberlain moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:35 pm.

The next regular meeting of the Board of Trustees is scheduled for February 7, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton

Village of Riverwoods
Board of Trustees
January 3, 2012
Approved

In Attendance:

William Kaplan, Mayor
Cheryl Chamberlain
Michael Haber
Rick Jamerson
Rich Koomjian
William Svatik

Absent was:

John Norris

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department
Michael Ford, Village Clerk
Bruce Dayno, Police Chief
Patrick Glenn, Village Engineer
Bruce Huvad, Village Attorney

Call to Order: 8:00 PM

Approval of Minutes

Trustee Chamberlain moved to approve the minutes from the December 20, 2011 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Haber abstaining.

Engineer's Report

Pat Glenn stated the Village received the permit from the EPA for the Duffy Lane water main. He will bring a bid recommendation to the Board in February, at which time the Board will have to decide between two options.

Police Report

Chief Dayno provided the Board with the Police Department activity since the December 20, 2012 Board of Trustees meeting. There were five accidents, 20 alarms, six complaints about animals, ten fire department assists, three other agency assists, two well-being checks, two child safety seat installations, one criminal damage to property, two disputes, two driving complaints, two DUIs, one finger printing, five harassments, one ILEAS callout, two vehicular or residential lock outs, 11 motorist assists, seven suspicious circumstances, one theft, 10 crime prevention

notices and seven case reports. Chief noted that ILEAS stands for Illinois Law Enforcement Alarm System, which is a mutual aid for police. There were 53 traffic stops with 35 citations issued to 28 people.

There are currently 15 houses on the House Watch list that are checked regularly.

Chief Dayno stated the ILEAS callout was from Northbrook. There was an autograph session in Northbrook Court with Bulls players. The turnout was much greater than expected and they asked for other agencies to assist.

Chief Dayno received an email from Willow House who offered to conduct a First Responder Training for encounters with grieving families. They are very appreciative of the money donated by the Village. Chief Dayno left a message stating the department would be very interested in the training.

Fire Department Report

Battalion Chief Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District including mutual aid to the DBFD District for the month of December. There were 19 calls including 13 EMS calls and six fire calls. There were 454 calls year to date.

New Business

- Proposed refund of the street restoration bond posted with respect to 1332 Woodland Lane

Mayor Kaplan stated that this item was left off the bills at the last meeting. He recommended approval of the street restoration bond for 1332 Woodland Lane. Mr. Huvard stated the street restoration bond was to ensure there was no damage done to the street during the construction. There was no damage done to the street, so the bond should be refunded.

Trustee Haber moved to refund the bond. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Svatik (5)

NAYS: None (0)

Visitors Wishing to Address the Board

There were no visitors wishing to address the Board.

Old Business

- Proposal to ratify the previously approved supplemental Motor Fuel Tax resolution for an additional \$5,000 for work completed in 2011

Mr. Huvard explained the Board passed a resolution at the last meeting, which appropriated an additional \$5000 from the motor fuel tax fund for work completed in 2011. The bids were higher than expected so the Village was short with the initial appropriation. Mr. Glenn noted the MFT fund has about \$650,000 in unobligated funds.

Trustee Haber moved to ratify the resolution. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Svatik (5)

NAYS: None (0)

- Discussion of a proposed agreement to provide residential solid waste & recycling services within the Village.

Mayor Kaplan stated things were under control. For the first three months, things will remain the same. Mr. Huvard explained the pickup is weekly, but Lakeshore believes they can complete the pickup in the Village in two days. As more people utilize the toters, things will become more efficient. Mr. Huvard asked the Trustees for additional comments. Trustee Chamberlain asked whether the trucks would add additional stress, wear and tear to the roads. Mr. Huvard replied that they anticipate the road stress to be about the same as the current company.

Carol Lieberman, 406 Greenbriar Lane, suggested having a trial period because Lakeshore is less experienced than Waste Management. Mayor Kaplan explained Lakeshore will be providing a performance bond and they will be purchasing at least one additional truck. Trustee Chamberlain explained there is a quality of service provision in the service agreement. Mayor Kaplan noted that Trustee Norris and Walter Willis from SWALCO have done their due diligence and they are satisfied Lakeshore will be able to perform.

Village Clerk Mike Ford pointed out that Waste Management seemed to be charging an add-on fee of \$2 to the bills of residents who would not authorize Waste Management to automatically debit their bank accounts when the bill was due. Mayor Kaplan noted Waste Management also added an administration fee and a gas surcharge. The Trustees commented that extra charges such as these should be addressed going forward. Mayor Kaplan stated he will seek to prohibit these kind of additional fees in the Lakeshore contract.

Mr. Paul Zgonena, 2930 Riverwoods Court, expressed concern about road damage. He spoke with Waste Management about minimizing truck weight on the property. His street is a private street and the residents maintain it. He stated Waste Management has been very accommodating and they assured him that their truck would be 1/3 full or less when going on their street. Mr. Huvard explained Lakeshore provided the Village with pictures and specifications of the vehicle they intend to purchase for the Village. Mr. Huvard stated the Village specified the truck must be a single axle. Mayor Kaplan noted that all private streets would request being in the

beginning of the run; therefore, the Village could not make that request of Lakeshore. Trustee Haber suggested the four homes could bring their garbage to the end of the street, so the vehicle would not have to enter Riverwoods Court. Mayor Kaplan stated Mr. Zgonena could negotiate on a private basis if he desired. Trustee Koomjian stated the Village could confirm that the truck capacity and weight is not larger than that which Waste Management uses. Trustee Chamberlain stated her belief that the Village should be mindful of street repairs progressing at the same rate. Further action on the proposal was then deferred until the next meeting of the Board.

- Proposed ordinance amending provisions of the Village Code concerning Dutch elm disease and trees infested with Emerald Ash Borer.

Trustee Jamerson moved to waive the first reading of the Ordinance. Trustee Koomjian seconded the motion. The motion passed unanimously.

Trustee Chamberlain made a motion for second reading and adoption of the Ordinance. Trustee Jamerson seconded the motion. Mr. Huvad spoke with Mr. Stewart who explained that infected trees do not need to be removed. When trees are infested with Emerald Ash Borer, they can be okay for a while before they become brittle and weak. If a tree becomes a hazard, however, it will need to be removed. Trustee Haber noted that the proposed ordinance does not have an appeal process. Mr. Huvad explained that if the Village forester determines a tree to be dangerous, they could come before the Village Board. Trustee Haber believes there needs to be information about how a resident could appeal the Village forester's decision. He also believes there needs to be a timeframe to appeal. Mr. Huvad stated that he will make the necessary changes in this regard to the proposed ordinance.

Further action on the proposal ordinance was then deferred until the next meeting of the Board.

- Discussion of proposed regulations for renewable energy systems

Mr. Huvad explained the Plan Commission met several times and made a recommendation to the Board. He drafted an Ordinance, but the Plan Commission needs to hold a Public Hearing because zoning is affected. Mr. Huvad asked the Board to give input and direction to the Plan Commission whether this is the format they should bring to a Public Hearing.

Trustee Chamberlain questioned what the Village would expect someone to install, given the limited wind availability due to the trees in the Village. Mr. Huvad explained that he spoke with contractors who stated that wind would have to be measured on individual sites. Trustee Chamberlain noted that the Ordinance may need to be adjusted as technology improves. She also stated that at this point, the wind energy systems may just make a statement, or be decorative. Trustee Koomjian stated that he looked into the amount of energy he could save. With a wind speed of 5 meters per second, he could save about \$140 per year. The cost of a wind energy system is about \$40,000.

Trustee Haber asked if there has been any discussion about federal preemptions with what could be done. Mayor Kaplan stated right now, the federal government is encouraging alternative energy systems. Mayor Kaplan expressed concern about noise and impact on neighbors. Trustee

Chamberlain noted that if the Village wants to make the best impact with respect to wind energy, they could do that through municipal electric aggregation and selecting sustainable energy.

Standing Committee Reports

- Building/Zoning – Trustee Jamerson presented the building report summary.

From December 1, 2011 to December 27, 2011, there were one roofing/siding permits, three fence/deck/patio permits and four miscellaneous permits for a total of 8 permits with a total construction value of \$101,384 and permit fees of \$1125. From December 1, 2010 to December 27, 2010, there were five permits with a construction value of \$1,012,091 and permit fees of \$6698.

From January 1, 2011 to December 27, 2011, there were 128 permits with a construction value of \$2,521,115 and permit fees of \$38,585. From January 1, 2010 to December 27, 2010, there were 123 permits with a construction value of \$4,675,612 and permit fees of \$58,362.

Trustee Svatik asked whether there has been an impact due to the sprinkler Ordinance. Trustee Jamerson stated that in Northbrook, it has not been an issue.

- Finance/Soil & Water Conservation – Trustee Svatik stated that he would be attending the DBR meeting on Friday. He will also work on the Appropriations Ordinance that is due in March.

- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain stated she and Trustee Koomjian reviewed white papers on Emerald Ash Borer, Dutch Elm Disease and Gypsy Moth.

Since the last Board meeting, 2/3 of the NSSRA member agencies have ratified the agreement, so they will be going forward. She will bring the Village's questions to the facility committee and ask them to make a recommendation to the NSSRA Board.

Adjournment

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:56 pm.

The next regular meeting of the Board of Trustees is scheduled for January 17, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk
Transcribed by Jeri Cotton