

Village of Deer Park
Regular Board of Trustees Meeting Minutes
October 15, 2007

1) PLEDGE OF ALLEGIANCE AND CALL TO ORDER

The regular meeting of the Board of Trustees of the Village of Deer Park was held on Monday, October 15, 2007 at Vehe Barn, 23570 W. Cuba Road, in the Village of Deer Park, in the counties of Lake and Cook, Illinois. President Gifford called the meeting to order at 7:00 p.m. Village officials and guests recited the Pledge of Allegiance.

2) ROLL CALL AND DETERMINATION OF A QUORUM

Upon roll call, the following were present: President Gifford, Trustees Plautz, Pratscher, Rotter, Kizior and Kellermann. The following Village officials were absent: Trustee Thrun. Other Village officials present were Administrator Connors, Clerk Meyle, Treasurer Stade, and Attorney Keller. President Gifford stated there is a quorum.

3) APPROVAL OF AGENDA

MOTION: by Trustee Pratscher to approve the agenda. Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1).
Motion carried 5/0

4) APPROVAL AND RELEASE OF MINUTES

MOTION: by Trustee Pratscher to approve and release the minutes from the Board of Trustees Regular Meeting held September 17, 2007. Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1).
Motion carried 5/0

5) PUBLIC COMMENTS

Geoffrey Anderson of 20615 Westpark Place addressed the Board regarding the progress that has been made between the homeowners and the builder of the Deer Park Place townhomes. Mr. Anderson stated that the builder has made an effort to address the issues the homeowners have brought to his attention, but there is still much work to be done. Mr. Anderson requested that the Board not approve the release of the bond money that the builder has requested for buildings four and five of Deer Park Place until additional progress has been made.

Al Barry of 412 Bramble Lane addressed the Board regarding issues that the owner of the UPS Store in the Deer Park Promenade is having with the developer as well as some general concerns about lighting of the parking lot and the lack of trash receptacles.

Deborah Barry of 412 Bramble Lane addressed the Board regarding an article she will be having published in the Daily Herald regarding the money that has been spent on the Vehe project.

Richard Chay of 408 Bramble Lane addressed the Board regarding the plans for completing the outbuildings on the Vehe property.

Caryn Tausend of 20708 Deer Path Road addressed the Board as a follow-up to her comments last month asking if any progress has been made with regard to assessing the effectiveness of the speed hump that was installed on Deer Path Road north of Corners Road and if any plans have been developed to control traffic on Deer Path Road south of Corners Road.

6) VEHE FARM FOUNDATION UPDATE

Jim Peterson reported that he expects Pepper Construction to complete their work on the Vehe property by the end of next week. Trustee Kellermann asked for a status on the plans for the outbuildings. Mr. Peterson stated that the plans for the outbuildings have been put on hold. Trustee Rotter asked that a final financial summary for the Vehe project be presented to the Board at the November meeting so that the Board can approach the Bonding company for reimbursement.

A) Approval of HPZS payment for \$16,166.38 for architectural services and equipment.

MOTION: by Trustee Pratscher to approve the payment to HPZS in the amount of \$16,166.38. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Gifford / NO: (2) Kellermann and Rotter / ABSENT: (1) Thrun.
Motion carried 4/2

B) Approval of Service and Maintenance Agreement with Oak Brook Mechanical Services.

MOTION: by Trustee Kizior to approve the Service and Maintenance Agreement with Oak Brook Mechanical Services, Inc for the Vehe heating and air conditioning equipment at a rate of \$1,450.00 per quarterly inspection. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Rotter / NO: (1) Kellermann / ABSENT: (1) Thrun.

Motion carried 4/1

C) Approval of payments to Pepper Construction in the amounts of \$54,893.00 and \$103,402.00.

MOTION: by Trustee Kizior to approve payments to Pepper Construction in the amounts of \$54,893.00 and \$103,402.00. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Gifford / NO: (2) Kellermann and Rotter / ABSENT: (1) Thrun.

Motion carried 4/2

D) Approval of payment to Overhead Door Solutions Inc. in the amount of \$4,795.00.

MOTION: by Trustee Pratscher to approve payment to Overhead Door Solutions Inc in the amount of \$4,795.00 with the condition that the payment is not to be released until the waiver of lien has been received. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Rotter / NO: (1) Kellermann / ABSENT: (1) Thrun. Motion carried 4/1

E) Vehe Foundation President, Pat Winkelman updated the Board regarding the following items as they pertain to the Vehe Foundation, preparation for the 50th Anniversary Celebration, and the progress that is being made on the Vehe Barn:

- Mulch was raked around trees. Soil was put down in low spots. Seed was added and continuously watered.
- Boulders were added to some of the parking curves to prevent cars from driving on seeded areas.
- The garden was weeded and edged with pavers.
- Tents, tables, chairs, extension cords, hay bales, banner, and corn stalks were set up for the event.
- Painted wood signs identifying the location of each event were made using old barn siding and white paint.
- Petting zoo and pony ride areas were roped off and a hand-washing station was set up per Lake County Department of Health and the Centers for Disease Control recommendations.
- Procedures for food handling were established per Lake County Department of Health regulations.
- Signs were installed in recognition of the two area organizations that have been substantial contributors to funding the vision for Vehe Farm: (1) the Village, Foundation and Citizens for Conservation partnership in restoring the Vehe Farm prairie, and (2) the Little Garden Club of Barrington for their contributions to the Betty McLaughlin Memorial Butterfly Garden.
- The children's education and museum room was prepared for the celebration.
- Seven storyboards were hung in the barn entry space.
- On the second floor of the barn, historical charcoal drawing of the farmhouse and portraits of Vehe family members were hung over the stairway.
- The two presentations, (1) The History of Deer Park and (2) Interviews with Jim Peterson and Betty McLaughlin, were created and displayed.
- A Vehe genealogy was prepared for the benefit of the Vehe family members who were present.
- At the end of the event, the grounds and barn were cleaned up and arrangements were made for equipment pick up the next day.
- The grounds and were prepared and set-up was completed for the October 6th wedding.
- The Field and Flower Garden Club of Barrington is going to partner with The Little Garden Club of Barrington in the care taking of the butterfly garden and Vehe Farm prairie.
- A representative of the Prairie Woods Audubon Society has approached the Foundation regarding doing a winter bird count at Vehe Farm.
- The Long Grove Historical Society and a local Boy Scout troop will be taking an educational tour of the barn, outbuildings, and property this month.
- The butterfly garden will be prepared for winter at the end of this month.
- New Illinois Department of Natural Resources posters are becoming available and will be ordered.

7) VILLAGE 50TH ANNIVERSARY CELEBRATION REPORT

Trustee Pratscher reported that she will be writing a recap of the 50th Anniversary Celebration event including thank yous for the next Village newsletter.

8) VILLAGE ATTORNEY – REPORT AND RECOMMENDATIONS

A) Attorney Keller presented an ordinance approving a plat of consolidation for Lots 9 and 10 in the Deer Park Town Center for the Grace Communities Office Buildings.

MOTION: by Trustee Pratscher to approve the ordinance approving a plat of consolidation for Grace Communities Office Building. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

B) Attorney Keller presented an ordinance approving the plat of resubdivision for Lot 4 in the Deer Park Office Center for the Hampton Inn.

MOTION: by Trustee Pratscher to approve the ordinance approving a plat of resubdivision of Deer Park Office Center Subdivision. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

C) Attorney Keller presented an ordinance initiating a referendum to approve a non-home rule municipal retailers' occupation tax and non-home rule municipal service occupation tax to be placed on the February 2008 ballot.

MOTION: by Trustee Pratscher to approve the ordinance initiating a referendum to approve a non-home rule municipal retailers' occupation tax and non-home rule municipal service occupation tax of up to 1% to be placed on the February 5, 2008 ballot.

MOTION: by Trustee Rotter to amend the ordinance by adding the statement "*such as road and drainage improvements*" to the fourth paragraph so that it reads: "*WHEREAS, §§ 8-11-1.3 and 8-11-1.4 further provide that the revenue derived from such taxes shall be expended on public infrastructure such as road and drainage improvements; and*" and to the question that is to appear on the ballot so that it reads: "*Shall the Village of Deer Park impose a tax on persons engaged in the business of selling tangible personal property (goods) and services within the Village in accordance with 65 ILCS 5/8-11-1.3 and 5/8-11-1.4, at the rate of not more than 1% of the gross receipts from such sales, for expenditure on public infrastructure such as road and drainage improvements?*" Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1) Motion carried 5/0

MOTION: by Trustee Kizior to amend the ordinance so that the question that is to appear on the ballot reads as follows: "*Shall the Village of Deer Park impose a tax on persons engaged in the business of selling tangible personal property (goods) and services within the Village in accordance with 65 ILCS 5/8-11-1.3 and 5/8-11-1.4, at the rate of not more than .5% of the gross receipts from such sales, for expenditure on public infrastructure such as road and drainage improvements?*" Upon roll call: YES: (3) Kizior, Plautz, and Pratscher / NO: (1) Kellermann / ABSENT: (1) Thrun / ABSTAIN: (1) Rotter. Motion carried 3/1

MOTION: by Trustee Pratscher to approve the ordinance as amended initiating a referendum to approve a non-home rule municipal retailers' occupation tax and non-home rule municipal service occupation tax to be placed on the February 5, 2008 ballot. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

D) Attorney Keller presented an ordinance implementing the Smoke Free Illinois Act allowing the Village to collect the fine revenue generated by enforcement of the ordinance within the Village.

MOTION: by Trustee Plautz to approve the ordinance implementing the Smoke Free Illinois Act. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

9) REPORTS FROM THE PRESIDENT, TRUSTEES, AND ADMINISTRATOR:

A) President Gifford:

- i) President Gifford reported that Apple Store did not notify the Village of their opening.
- ii) President Gifford reported that the 3rd Annual BACOG Social Event is scheduled for November 3, 2007, and he recommended that the Village cover the cost of attending the event for himself, each Village Trustee, the Village Administrator, the Village Clerk, and their spouses at a rate of \$45.00 per person.

MOTION: by Trustee Kellermann to approve payment for the Village President, each Village Trustee, the Village Administrator, the Village Clerk, and their spouses to attend the November 3, 2007 BACOG event in an amount not to exceed \$810.00. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

- iii) President Gifford reported the status of the purchase of EJ&E Railroad by Canadian National Railroad stating that, although things are in the early stages, BACOG is concerned about traffic and noise because the Canadian Railroad would like to convert the line from a freight railroad to a commuter railroad.
- iv) President Gifford asked the Board to consider dedicating the museum space in the Vehe Barn in honor of the Village's first elected president, Clarence Voras.

MOTION: by Trustee Pratscher to dedicate the museum space in the Vehe Barn in honor of the Village's first elected president, Clarence Voras. Upon roll call: YES: (2) Kizior and Pratscher / NO: (3) Rotter, Plautz, and Kellermann / ABSENT: (1) Thrun. Motion failed 2/3

MOTION: by Trustee Rotter to dedicate the Village Hall (farm house) in honor of the Village's first elected president, Clarence Voras. Upon roll call: YES: (4) Pratscher, Plautz, Rotter, and Kellermann / NO: (1) Kizior / ABSENT: (1) Thrun. Motion carried 4/1

B) TRUSTEE KELLERMANN - Roads and Public Utilities:

- i) Vehe Farm Status - addressed during the Vehe Foundation report
 - a) Completion Date
 - b) Punch List
 - c) Out-Buildings Plan
- ii) Trustee Kellermann reported that he plans to send the Road Program for 2008/09 out for bid in December so that he can get competitive bids. Trustee Kellermann requested that Trustee Kizior provide him with a conservative dollar figure that can be planned into the 2008/09 budget and that he can keep in mind as he considers which work he should have bid.
 - a) Trustee Kellermann reported that the 2007 road patching work is ahead of schedule.
 - b) Trustee Kellermann reported that Engineer Gordon is looking into several storm sewers that may need to be jetted by Ela Township in order to determine if they are functioning properly.
 - c) Trustee Kellermann reported that the Old Farm Road homeowner is thankful for the assistance the Village provided.

C) TRUSTEE KIZIOR - Finance:

- i) Trustee Kizior presented a spreadsheet prepared by Treasurer Stade comparing the three municipal software systems that are being considered. Administrator Connors commented that the Civic system is superior with regard to their building permit product. Treasurer Stade commented that she has been equally impressed with the accounting products included in the Civic System package.

MOTION: by Trustee Kizior to approve Administrator Connors to negotiate with Civic System and purchase the Civic System municipal software package at a cost of no more than \$41,018.00 along with ongoing support of the system at a cost of no more than \$5,000.00 annually. Upon roll call: YES: (5) Kizior, Pratscher, Plautz, Rotter, and Kellermann / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

- ii) Trustee Kizior and Treasurer Stade presented the Telecommunication Tax Revenue Analysis, Utility Tax Revenue Analysis, Engineering Expense Analysis, and Planning Fees Expense Analysis reports.
- iii) Approval of Sewer Service per acre charge in Special Service Area*

MOTION: by Trustee Kizior to approve the special service area sewer service quarterly operation charge in the amount of \$20.18 per acre. Upon roll call: YES: (5) Kizior, Pratscher, Plautz, Rotter, and Kellermann / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/0

D) TRUSTEE PLAUTZ - Health & Sanitation:

- i) Trustee Plautz reported that the state is encouraging recycling and she would like the Board to consider designating a recycling drop-off spot on the Vehe property next year.
- ii) Trustee Plautz reported that Village staff recently received several inquiries regarding the increased presence of skunks within the Village and that the issue was referred to her because of health issues and disease that may be spread through the animal droppings. Trustee Plautz shared some skunk deterrent

strategies that she learned through the Lake County Animal Control and Administrator Connors reported that he will continue to follow up with regard to determining if the skunks are nesting on Village property or on private property.

E) TRUSTEE PRATSCHER – Planning and Zoning:

- i) Trustee Pratscher reported that the Zoning Board of Appeals and the Plan Commission met on October 1, 2007 to discuss revising the Village's accessory building zoning regulations. As a result of this meeting the Zoning Board and the Plan Commission plan to review the accessory building regulations of neighboring communities and Attorney Keller will draft a revision of the regulations based on guidelines he received from the two boards. The two boards will meet again once the draft is ready for review.
- ii) The draft minutes from the October 1, 2007 meeting of the Zoning Board of Appeals and the Plan Commission were provided for review as a part of the agenda packet.

F) TRUSTEE ROTTER – Parks and Recreation:

Trustee Rotter reported that he has been working to organize and promote the October 18, 2007 Open House and Public Forum scheduled for the purpose of gathering information from Village residents and neighboring park districts regarding the current status and future of the Village's parks.

G) TRUSTEE THRUN – Public Safety:

In Trustee Thrun's absence, Administrator Connors reported that Trustee Thrun would like to schedule a special board meeting on October 29, 2007 for the purpose of discussing the contract the Village has with the Village of Kildeer for police service. The consensus of the Board was to schedule the meeting.

H) ADMINISTRATOR CONNORS:

- i) Administrator Connors reported that the 2007 agreement with Teska Associates, Inc. for planning services needs to be considered for approval. Administrator Connors explained that the main revision in the agreement is the elimination of the rental car allowance. Trustee Rotter requested that Administrator Connors approach Teska and ask them to give the Village a lower rate for services performed for the Village while charging a higher rate for services performed on a reimbursable basis. The Board concurred with this approach.
- ii) Administrator Connors reported that the current Vehe Barn rental contract requires a police officer to be present at all events during which alcohol will be served. Administrator Connors recommended that this requirement be eliminated because it is an additional cost that is discouraging facility renters; it is not routinely required within the banquet/event planning industry; and the Kildeer Police department does not see it as necessary.

MOTION: by Trustee Rotter to eliminate from the Vehe Barn rental contract the item requiring the presence of a police officer at all events during which alcohol will be served. Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1). Motion carried 5/0

- iii) Administrator Connors reported that it is time to purchase 2008-09 vehicle stickers and that he received a quote from Scott Decal Company for 1,500 stickers for \$567.50. Administrator Connors reminded the Board that the Village does not require residents to possess vehicle stickers and that the stickers are provided to residents free of charge as a convenience so that ticketing in neighboring communities and downtown Chicago can be avoided.

MOTION: by Trustee Kellermann to approve the continuance of the vehicle sticker program for 2008-09; to approve the purchase of 1,500 vehicle stickers from Scott Decal Company at a cost of no more than \$567.50; and to charge a fee of \$1.00 per sticker to residents. Upon voice vote: YES: (4) / NO: (1) / ABSENT: (1). Motion carried 4/1

- iv) Administrator Connors reported that he had received notification from the Lake County Department of Transportation regarding the placement of AT&T cabinets within county highway rights-of-way for Project Lightspeed.

10) APPROVAL OF INVESTMENT FUND REPORT FOR SEPTEMBER 2007:

MOTION: by Trustee Kizior to approve the Investment Fund Report for September 30, 2007 in the amount of \$2,030,430.62. Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1). Motion carried 5/1

11) CASH DISBURSEMENTS:

Administrator Connors reminded the Board that they may consider withholding United Land Development bond monies in the amount of \$10,000.00 for buildings #4 and #5 in the Deer Park Place subdivision. The unanimous consensus of the Board was to continue to hold the bond monies, thus reducing the cash disbursement amount by \$10,000.00.

MOTION: by Trustee Rotter to approve cash disbursements for month September 18, 2007 to October 15, 2007 in the amount of \$487,759.32. Upon roll call: YES: (5) Pratscher, Plautz, Kellermann, Rotter, and Kizior / NO: (0) / ABSENT: (1) Thrun. Motion carried 5/1

12) KILDEER POLICE REPORT – SEPTEMBER 2007:

No report was given, but materials were provided in the agenda packet regarding STEP locations, citations by location, comparison of arrests, comparison of activity, and calls handled in Rand Road retail centers.

13) ADJOURNMENT:

MOTION: by Trustee Pratscher to adjourn. Upon voice vote: YES: (5) / NO: (0) / ABSENT: (1). Motion carried 5/1

The Regular Board of Trustees Meeting was adjourned at 10:30p.m.

H. Scott Gifford, Village President

Susan Meyle, Village Clerk