

Village of Deer Park
Regular Board of Trustees Meeting Minutes
November 19, 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, November 19, 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, Thrun and Kellermann. The following Village officials were absent: None. 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 Thrun to approve the agenda. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0).

Motion carried 6/0

4) APPROVAL AND RELEASE OF MINUTES

MOTION: by Trustee Thrun to approve and release the minutes from the Board of Trustees Regular Meeting held October 15, 2007 and the Board of Trustees Special Meeting held October 29, 2007. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0).

Motion carried 6/0

5) PUBLIC COMMENTS

Richard Chay of 408 Bramble Lane addressed the Board regarding the dedication of the Village Office in honor of the first elected President of the Village Clarence Voras.

Marla Kryska of 20555 Westpark Place addressed the Board regarding outstanding issues the Deer Park Place homeowners' association has with United Land Development; the main issue she addressed was roofing.

Jim Proebstle of 20756 Meadow Lane addressed the Board regarding an extension of GROOT's lawn refuse pick-up period.

Deborah Barry of 412 Bramble Lane addressed the Board regarding the sales tax referendum, the Vehe Foundation and fund raising, the Barrington Park District, Village video cameras, the tot lot agenda item, and Village police service.

Courtney Olson of 20605 Westpark Place addressed the Board regarding outstanding issues the Deer Park Place homeowners' association has with United Land Development; the main issue she addressed was sprinkler rooms.

6) VEHE FARM FOUNDATION UPDATE

President Gifford requested that the Board address items A, B, C, D, and E in one motion for approval of payments totaling \$192,839.51.

- A. Approval of payment to Pepper Construction in the amount of \$172,110.01
- B. Approval of payment to Daily Electric Company in the amount of \$13,650.39
- C. Approval of payment to Terrance Electric & Technology Company for elevator testing in the amount of \$510.00
- D. Approval of payment to Pentegra Systems for audio/visual equipment in the amount of \$481.30
- E. Approval of payment to HPZS for architectural services and reimbursable expenses in the amount of \$6,087.81

MOTION: by Trustee Pratscher to approve the payments totaling \$192,839.51 and broken down as follows: payment to Pepper Construction in the amount of \$172,110.01; payment to Daily Electric Company in the amount of \$13,650.39; payment to Terrance Electric & Technology Company in the amount of \$510.00; payment to Pentegra Systems in the amount of \$481.30; payment to HPZS in the amount of \$6,087.81. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Thrun / NO: (2) Kellermann and Rotter / ABSENT: (0).

Motion carried 4/2

F. James Peterson was not present to give a report regarding the completion schedule of Vehe Barn; a written report dated November 9, 2007 was submitted by Mr. Peterson and distributed in the agenda packets; the report forecasted that the barn would be complete by the end of November.

G) Vehe Foundation President, Pat Winkelman updated the Board regarding the following items as they pertain to the Vehe Foundation and the progress that is being made on the Vehe Barn:

- The museum space is being used as a venue for children's events.
- The IDNR educational tree trunk now available for use by educators.
- Coordination of the Vehe events scheduled for November and December is being worked out with Village staff.
- Prairie Woods Audubon Society may hold events and educational programs at the farm in the winter and in 2008.
- A local Girl Scout troop is working on an animal paw print educational pamphlet for a children's self-directed prairie trail activity related to Chicago Wilderness' "Leave No Child Indoors" program.
- A local Boy Scout troop would like to paint the farmhouse pickets as a community project.
- Eagle Scout project will include 4 wood trash receptacles for the property.
- A 50th anniversary oak tree has been planted by the wetlands.
- Final A/V testing and system calibrations will be done after Thanksgiving.
- The Foundation is working with the Village Office regarding ordering a computer and office equipment for the Barn's office in December.
- The Foundation is working with the Village Office to have Comcast service installed in the Barn.
- Prairie restoration work continues. Seeds harvested from Vehe Prairie through donations from Citizens for Conservation will be dispersed in the prairie this weekend.
- The butterfly garden is prepared for the winter.
- Small trees on the property have been wrapped and protected from the deer for the winter.
- Volunteer grounds work and maintenance is done on the property every Saturday from noon-2:00pm; volunteers are always welcomed.
- There was an article in the Daily Herald regarding a wedding recently held in the Barn.

H. Request for Village to purchase paint and supplies for Boy Scouts to paint Village Office porch pickets

MOTION: by Trustee Thrun to approve the purchase of paint supplies and brushes in an amount not to exceed \$150.00 to be used by local Boy Scouts to paint the farmhouse porch pickets. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Thrun / NO: (1) Rotter / ABSENT: (0). Motion carried 5/1

I. Discussion of the roles of the Village Staff and the Vehe Foundation with regard to the management and operation of the Vehe Farm facility.

Teri Bridge of the Vehe Foundation gave a presentation titled *Village of Deer Park-Vehe Municipal Campus: Supporting the Village's Management and Operations of Vehe Farm*. At the conclusion of the presentation a discussion ensued resulting in the following points being made:

- Trustee Rotter recommended that the role of the Vehe Foundation be modified to one of an advisory board similar to the Zoning Board and the Plan Commission.
- Trustee Rotter would like the accounting records of the Vehe Foundation to be open so that residents can review them.
- The Foundation would like to focus on its role as a land manager and get away from the role it has been playing in the operations of the Vehe facilities and event coordination.
- Trustee Kizior thought that the Vehe Foundation's finances could be tracked as a separate entity with the Village's new financial software.
- President Gifford stated that he would take the idea of the advisory board under consideration.
- Attorney Keller confirmed that there is no reason that the Board cannot require that the Vehe Foundation report back or make available financial records, but the request must come from the Board as a whole and not from an individual trustee or resident.
- Trustee Kizior made the points that it is important the Board be able to review the Vehe Foundation's financial records upon request and that, although the Vehe project has taken priority with regard to the allocation of funds over the past few years, the project is now at a point where that level of priority is not necessary anymore.

J. Teri Bridge requested that the Board approve that the Vehe Foundation may sponsor a children's multi-cultural seasonal songfest to be held in the Barn either December 14th or 15th. Mrs. Bridge stated that she is making the request because of the religious aspect of the event do to carols being sung. She confirmed that the Barrington Children's Choir would be providing the music, that the Foundation would take responsibility for the set-up and clean-up of the event, that the event would cost approximately \$500.00, and that the Foundation has funds set aside for such events.

MOTION: by Trustee Thrun to approve the Vehe Foundation to hold a children's multi-cultural seasonal songfest in the Barn in December. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

K. Tom Benjamin presented a proposal for a tot lot to be installed on the Vehe property. Trustee Kizior stated that the tot lot was put in the 2007-2008 budget with the condition that the money would not be spent unless an OSLAD Grant was awarded for the project. Upon Mr. Benjamin confirming that the OSLAD grant was not awarded to the Foundation, Trustee Kizior recommended that the Foundation bring the proposal back at the time of the development of the 2008-2009 budget. Several Board members expressed that, for future proposals, they would like to see the tot lot style and color be more contingent with a farming environment.

L. Mr. Benjamin reported that the Foundation would like approval to install handicap accessible paths to the soccer field, tot lot, and outer loop of the prairie trail. President Gifford confirmed that the paths were part of the OSLAD Grant items and would need to be reconsidered in the future.

President Gifford asked the Board to move ahead and address the Village Attorney's report and recommendations as a courtesy to the resident to which item 8A pertains.

8) VILLAGE ATTORNEY – REPORT AND RECOMMENDATIONS

A. Attorney Keller reported that the Plan Commission held a public hearing with regard to this request and recommends that the Board approve the Plat of Consolidation for 748 Hillcrest Drive (Lots 8 and 9 of the Hillcrest Garden Subdivision)

MOTION: by Trustee Plautz to approve the Plat of Consolidation for 748 Hillcrest Drive (Lots 8 and 9 of the Hillcrest Garden Subdivision). Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

B. Attorney Keller reported that the Atria Hotels (Hampton Inn) has requested that the Board approve their application and enter into an agreement for sub-allocation of water allocations for Lot 101 of the Deer Park Office Center at a rate of 10,000 gallons per day.

MOTION: by Trustee Pratscher to approve the agreement for sub-allocation of water allocations for Atria Hotels (Hampton Inn) Lot 101 of the Deer Park Office Center at a rate of 10,000 gallons per day. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

7) VILLAGE ENGINEER – REPORT AND RECOMMENDATIONS

A. Engineer Gordon was not present to give a report, but he submitted a written recommendation to approve the payment to American Underground, Inc. for storm sewer cleaning and television inspection (Park Hill and Oak Ridge subdivisions) in the amount of \$1,820.16.

MOTION: by Trustee Kellermann to approve the payment to American Underground, Inc. for storm sewer cleaning and television inspection (Park Hill and Oak Ridge subdivisions) in the amount of \$1,820.16. Upon roll call: YES: (6) Kizior, Plautz, Pratscher, Kellermann, Rotter, and Thrun / NO: (0) / ABSENT: (0). Motion carried 6/0

B. Per his letter dated November 8, 2007, Engineer Gordon recommended the approval of the final pay request for Martam Construction, Inc. for the Swansway Drainage Improvement project in the amount of \$7,890.84. Engineer Gordon noted that this payment represents payment of the remaining retainage for this project.

MOTION: by Trustee Kellermann to approve the final payment to Martam Construction, Inc. for the Swansway Drainage Improvement project in an amount not to exceed \$7,890.84. Upon roll call: YES: (6) Kizior, Plautz, Pratscher, Kellermann, Rotter, and Thrun / NO: (0) / ABSENT: (0). Motion carried 6/0

C. Per his letter dated November 8, 2007, Engineer Gordon recommended the approval of pay request #3 from Neri Brothers for the Ferndale/Rue Valley drainage project, Deer Path Road storm sewer improvement, and miscellaneous drainage repairs in the amount of \$124,044.53. Engineer Gordon recommended that the payment be approved, but held until the Contractor's affidavit, waivers of lien, and certified payroll submittals have been received.

MOTION: by Trustee Kizior to approve pay request #3 from Neri Brothers for the Ferndale/Rue Valley drainage project, Deer Path Road storm sewer improvement, and miscellaneous drainage repairs in the amount of \$124,044.53 contingent upon receipt of the affidavit, waivers of lien, and certified payroll submittals being received. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Rotter, and Thrun / NO: (1) Kellermann / ABSENT: (0). Motion carried 5/1

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

A) President Gifford:

- i) President Gifford asked the Board to consider paying \$15.00 per person for the Trustees, Plan Commission members, and Zoning Board members to attend the BACOG Legislative Breakfast on Friday, November 30, 2007.

MOTION: by Trustee Plautz to approve payment of \$15.00 per person for the Trustees, Plan Commission members, and Zoning Board members to attend the BACOG Legislative Breakfast on Friday, November 30, 2007. Upon roll call: YES: (4) Kizior, Plautz, Pratscher, and Rotter / NO: (2) Thrun and Kellermann / ABSENT: (0). Motion carried 4/2

- ii) President Gifford reported that an organization has requested that an environmental impact study be completed with regard to the EJ & E Rail Road purchase.

- iii) President Gifford asked the Board to consider extending the Leaf Burning period for the Village since, do to the warm weather, the leaves have not turned and fallen from the trees yet.

MOTION: by Trustee Thrun to extend the leaf burning period for the Village through Sunday, December 16, 2007. Upon voice vote: YES: (4) / NO: (2) / ABSENT: (0). Motion carried 4/2

- iv) President Gifford stated that he would like to schedule two public meetings for the purpose of giving residents the opportunity to ask questions regarding the sales tax referendum that will appear on the February ballot.

MOTION: by Trustee Thrun to schedule two special Board meetings for the purpose of discussing the sales tax referendum on Tuesday, December 11, 2007 and Wednesday, January 9, 2008. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

B) Trustee Kellermann- Roads and Public Utilities:

President Gifford requested that the report on the Vehe Farm Phase II renovation status be tabled until the December Board meeting because Jim Peterson is out of the country on a three week business trip.

Trustee Kellermann requested input from Trustee Kizior with regard to a figure he might keep in mind when developing his road and drainage program recommendations for the 2008-2009 budget.

C) Trustee Kizior—Finance:

- i) Trustee Kizior reported that a revised proposal had been negotiated with Civic Systems for the purchase of municipal software and that next month he will present a plan for converting to the new software as well as process for putting together the 2008-2009 budget.

MOTION: by Trustee Rotter to approve the revised proposal for the purchase of the Civic Systems municipal software (\$35,800.00) and a server (\$3,018.00) for a total amount not to exceed \$38,818.00. Upon roll call: YES: (6) Kizior, Plautz, Pratscher, Thrun, Kellermann, and Rotter / NO: (0) / ABSENT: (0). Motion carried 6/0

- ii) Trustee Kizior and Treasurer Stade presented the false alarms/ordinance violation analysis, traffic fines revenue analysis, audit cost analysis, legal fees analysis, and police service analysis reports.

D) Trustee Plautz – Health & Sanitation:

E) Trustee Pratscher – Planning and Zoning:

Trustee Pratscher reported that revised accessory building regulations have been drafted by the Village Attorney and submitted to the Zoning Board and the Plan Commission for review; a meeting to discuss the draft will be scheduled for January and posted on the Village website.

F) Trustee Rotter –Parks and Recreation:

- i) Trustee Rotter reported that he had gathered data with regard to the Village incorporating itself into the Barrington Park District and found that the Barrington Park District Tax could range from \$637.00-\$1,300.00 per household per year; he also found that out-of-district annual membership to the Barrington Park District is only \$375.00-400.00 per household. Trustee Rotter concluded that in light of these figures and because Village residents attend several different school districts, joining the Barrington Park District as a Village is was not something he recommends the Village pursue. Trustee Rotter reported that he will continue to investigate alternatives for Village park maintenance service.

ii) Trustee Rotter presented a request from Foxcroft subdivision for reimbursement of landscaping expenses in the amount of \$109.58.

MOTION: by Trustee Rotter to approve reimbursement of \$109.58 to Robert Scheel for Foxcroft subdivision landscaping. Upon roll call: YES: (6) Kizior, Plautz, Pratscher, Thrun, Kellermann, and Rotter / NO: (0) / ABSENT: (0). Motion carried 6/0

iii) Trustee Rotter reported that he has submitted an article summarizing the outcome of the park open house for inclusion in the next newsletter.

G) Trustee Thrun – Public Safety:

- i) Review of the police service proposal from the Village of Kildeer
- ii) Review of the police service proposal from the Village of Barrington

Trustee Thrun reported that he had received a proposal for police service from Barrington Police Department and would like to schedule a special meeting with them to discuss the proposal in detail on either December 6, 2007 or December 13, 2007. Trustee Thrun will confirm a meeting date with Barrington and inform the Board accordingly.

H) Administrator Connors:

- i) Administrator Connors presented the revised agreement he had negotiated with Teska Associates; he will present the finalized contract for approval next month.
- ii) Administrator Connors asked the Board to reconsider the vehicle sticker program it had approved last month because he had obtained new information with regard to neighboring communities discontinuing their vehicle sticker programs; he recommended a sticker without an expiration date and that a fee be charged per sticker.

MOTION: by Trustee Plautz to approve the purchase of 1,500 vehicle stickers from Scott Decal Company at a cost of no more than \$567.50; the stickers are to be printed without an expiration date and are to be offered for purchase by residents at a rate of \$5.00 per sticker. Upon roll call: YES: (5) Kizior, Plautz, Pratscher, Kellermann, and Rotter / NO: (1) Thrun / ABSENT: (0). Motion carried 5/1

iii) Approval of the 2008 Village Board meeting schedule.

MOTION: by Trustee Thrun to approve the 2008 Village Board meeting schedule. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

iv) Approval of the agreement with Lake County for the use of the Vehe Barn as a polling place for the February 5, 2008 General Primary Election

MOTION: by Trustee Thrun to approve the agreement with Lake County for the use of the Vehe Barn as a polling place for the February 5, 2008 General Primary Election. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

- v) Notification from Lake Country regarding AT&T Project Lightspeed.
- vi) CTY-Connect grant status.

I) Clerk Meyle:

- i) Report on the registration of the Village of Deer Park in the 2010 nationwide government census.
- ii) Report on the initiation of the process to do a special census in the spring of 2008 for Deer Park Place, Red Seal, and the Hillcrest Gardens Annex.
- iii) Report on updates to the Village website.

10) APPROVAL OF INVESTMENT FUND REPORT FOR OCTOBER 2007:

MOTION: by Trustee Kizior to approve the Investment Fund Report for October 31, 2007 in the amount of \$1,909,090.56. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

11) CASH DISBURSEMENTS:

MOTION: by Trustee Kizior to approve cash disbursements for month October 16, 2007 to November 19, 2007 in the amount of \$515,179.16. Upon roll call: YES: (6) Pratscher, Plautz, Kellermann, Rotter, Thrun and Kizior / NO: (0) / ABSENT: (0) Thrun. Motion carried 6/0

12) REQUEST FROM UNITED LAND DEVELOPMENT FOR THE RELEASE OF THE BUILDING BONDS FOR UNITS #4 AND #5 IN THE DEER PARK PLACE SUBDIVISION:

The Board concurred that the request would not be approved this month.

13) KILDEER POLICE REPORT – OCTOBER 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.

14) ADJOURNMENT:

MOTION: by Trustee Rotter to adjourn. Upon voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

The Regular Board of Trustees Meeting was adjourned at 10:35pm.

H. Scott Gifford, Village President

Susan Meyle, Village Clerk