



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE  
Tuesday, April 12, 2022, at 7:00 P.M.  
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

**CALL TO ORDER:**

At 7:04 P.M., Village President Jacob called the March 8, 2022, Village Board Meeting to Order.

**OFFICIALS IN ATTENDANCE:**

Village President:	Jacob
Trustees Present:	Borawski, Kritzmire, Michaud, O'Connor, O'Reilly, Tinucci
Trustees Absent:	None
Village Manager:	Jackson
Village Clerk:	Schmitke
Village Attorney:	Filippini
Village Engineer:	Perry
Assistant Village Manager:	Rosenquist

**Item #1: Pledge of Allegiance**

**Item #2: Homeowner Associations: Eastgate Estates, Rob Seitz; Stockbridge Farm, Dennis Keane**

*Eastgate Estates and Stockbridge Farm were invited to the meeting but did not have a representative in attendance.*

**Item #3: Public Comment**

*The village received written comments in regard to the traffic calming options on Checker Road. The comments are posted on the Transparency section of the village website.*

**Item #4: Public Safety Reports: Lake County Sheriff's Office; Long Grove Fire Protection District; Countryside Fire Protection District**

*There was no public safety report.*

**Item #5: Consideration of Resolution 2022-R-XX Recognizing Lynn Michaelson-Cohn's 25 Years of Long Grove Architectural Commission Service**

*The Board recognized Lynn Michaelson –Cohn's 25 years of service on the Long Grove Architectural Commission. Village President Jacob acknowledged that her attention to detail and her influence is seen throughout the village.*

*Lynn Michaelson-Cohn stated that it has been a privilege to serve the community and to preserve and protect the uniqueness of the village through her work on the commission.*

**Trustee O'Connor moved to approve Resolution 2022-R-XX Recognizing Lynn Michaelson-Cohn's 25 Years of Long Grove Architectural Commission Service; seconded by Trustee Michaud**

**ROLL CALL VOTE:**

**Trustee O'Connor – aye; Trustee Michaud - aye; Trustee Borawski – aye; Trustee Kritzmire – aye; Trustee O'Reilly - aye; Trustee Tinucci - aye  
(Motion carried 6-0)**

**Item #6: Village Planner's Report**

*No report*

**Item #7: Consideration of Approval of Resolution 2022-R-XX for Midwest Capital's Request for a Waiver of Connection to the Long Grove Water Supply for the Well on the Mill Pond Properties**

**Item #8: Consideration of Approval of Resolution 2022-R-XX for Long Grove Investments Request for a Waiver of Connection to the Long Grove Water Supply for Certain Wells on the Fountain Square Properties**

*Village Manager Jackson gave an update on wells that have been decommissioned in the downtown area. 22% of wells still require some clarification. Village Attorney Filippini indicated that the owners of the property in regard to Item #7 and Item #8 must provide information regarding existing wells and capping any wells that are not being used in regard to this resolution. The resolution listed in Item #7 and Item #8 is conditional on receipt and review of the required information from the landowners within 60 days of resolution approval. This information includes: 1) the location of wells 2) certification from a licensed plumber that the well water is for irrigation purposes only.*

*The board voted on both Item #7 and Item #8*

**Trustee O'Reilly moved to approve Resolution 2022-R-XX for Midwest Capital's Request for a Waiver of Connection to the Long Grove Water Supply for the Well on the Mill Pond Properties and Resolution 2022-R-XX for Long Grove Investments Request for a Waiver of Connection to the Long Grove Water Supply for Certain Wells on the Fountain Square Properties; seconded by Trustee Kritzmire**

**ROLL CALL VOTE:**

**Trustee O'Reilly – aye; Trustee Kritzmire - aye; Trustee Borawski – nay; Trustee Michaud – nay; Trustee Tinucci - aye ; Trustee O'Connor - aye  
(Motion carried 4-2)**

**Item #9: Village Engineer's Report**

*Village Engineer Perry reported that the Stempel Parking lot is substantially complete. The village is currently reviewing the punch list for completion of the lot. Edging on the parking lot will also be addressed. The contractor is waiting for asphalt plants to open, however there was discussion regarding the priority of having this completed prior to festivals. The village did receive a \$200,000 DCEO grant reimbursement check from the state of Illinois.*

*The Robert Parker Coffin path contractor will be on site at the end of the week to complete punch-list items. They will address the drop off on the side of the path.*

*The Robert Parker Coffin Road forcemain replacement project is scheduled to start May 30, 2022 and completion is expected by the end of July.*

*The streetlight for Old McHenry Rd and Robert Parker Coffin Road has been received but installation is delayed until the correct hardware arrives. Village Engineer Perry is waiting for a response from LCDOT to his request for additional “No Turn on Red” signs*

*Village Manager Jackson indicated that there is a community funding project opportunity from Congressman Castin’s office and Congressman Schneider’s office. Village staff put together a grant application for downtown Lake Michigan water connection and/or an Old McHenry Road path. Due to the short turn-around time, projects that were grant application ready were chosen. The board recommended discussion on organizing grant ready projects at a future workshop.*

*Village Engineer Perry reported that he and Village Manager Jackson have had meetings with the Executive Directors of Arboria of Long Grove and Harborchase of Long Grove. They discussed outstanding landscaping issues. Both businesses were asked for their plans by the end of the week. Village Manager Jackson asked for direction in regard to addressing the “natural landscape” at Harborchase. Village President Jacob asked if there is a potential for a hybrid natural landscape. Village Manager Jackson will put together a concept plan.*

**Item #10: Consideration of Traffic Calming Options**

*Discussion will be tabled to the next meeting to give trustees time to review all the comments that have been received.*

**Item #11: Consideration of Approval of the Bid Tabulation and Recommendation for the 2022 Road Maintenance Program, Awarding Arrow Road Construction Company for the Base Bid and Both Bid Alternates (Alternate #1 is Chickamauga Lane and Alternate #2 is Port Clinton Road)**

*Village Engineer Perry reported that bids came in below the engineer’s original estimate. Arrow Road Construction came in with the lowest base bid. The Long Grove portion came in at \$1.0429 million.*

**Trustee Michaud moved to approve the Bid Tabulation and Recommendation for the 2022 Road Maintenance Program, Awarding Arrow Road Construction Company for the Base Bid and Both Bid Alternates (Alternate #1 is Chickamauga Lane and Alternate #2 is Port Clinton Road); seconded by Trustee O’Connor**

**ROLL CALL VOTE:**

**Trustee Michaud – aye; Trustee O’Connor - aye; Trustee Borawski– aye; Trustee Kritzmire – aye; Trustee O’Reilly - aye; Trustee Tinucci - aye  
(Motion carried 6-0)**

**Item #12: Consideration of Approval of Special Event Application for the Revive Handmade Market at Brother’s Field**

*Village Manager Jackson presented information on the application for the Revive Handmade Market (April 24, 2022). This event has potentially 75 vendors, 2 food trucks and live music ending at 3pm. Village Manager Jackson stated that there are some concerns regarding pedestrian and vehicle traffic but the extent of these issues will not be known until the day of the event. The coordinator has been asked to provide sales tax information. Lake County Health Department as well as Long Grove Fire Protection District will need to inspect the vendor booths. Village Manager Jackson will be at the event to ensure vendors are licensed. There was discussion regarding the collection and reporting of sales tax.*

*Village Manager Jackson recommended approval for this event contingent on required information from the organizers be provided to staff no later than April 20, 2022. Food truck vendors are approved by providing their business license information. Should additional Lake County Sheriff Department services be required those expenses will be absorbed by the event coordinators. The event is insured by the event coordinator.*

**Trustee Kritzmire moved to approve the Special Event Application for the Revive Handmade Market at Brother’s Field Contingent on Receipt of Required Information as stated by Village Manager Jackson; seconded by Trustee O’Reilly**

**ROLL CALL VOTE:**

**Trustee Kritzmire– aye; Trustee O’Reilly - aye; Trustee Borawski – aye; Trustee Michaud – aye; Trustee O’Connor - aye; Trustee Tinucci - aye  
(Motion carried 6-0)**

**Item #13: Consideration of Approval of a Community Grant Application for the Lake County Symphony Orchestra (Requesting \$10,000)**

*Village Manager Jackson reported that the LCSO was awarded a \$10,000 grant to perform at a Fourth of July event at Buffalo Creek Brewery in 2021. They are requesting the same grant this year. After reviewing the application for this year, it is unclear that the request meets community grant policy. Village Manager Jackson recommends not approving the grant application.*

**Trustee Borawski moved to deny Approval of a Community Grant Application for the Lake County Symphony Orchestra (Requesting \$10,000); seconded by Trustee O’Reilly**

**ROLL CALL VOTE:**

**Trustee Borawski– aye; Trustee O’Reilly - aye; Trustee Kritzmire – aye; Trustee Michaud – aye; Trustee O’Connor - aye; Trustee Tinucci - aye  
(Motion carried 6-0)**

*After further discussion regarding the potential for community wide activities and a collaboration between the village and organizers, the Board would like to review the event further. Organizers are asked to come back to a future meeting with a modified proposal to align with the community grant policy and clarification of associated activities.*

**Trustee O’Reilly moved to reconsider Approval of a Community Grant Application for the Lake County Symphony Orchestra (Requesting \$10,000); seconded by Trustee Kritzmire**

**ROLL CALL VOTE:**

**Trustee O’Reilly – aye; Trustee Kritzmire - aye; Trustee Borawski – nay; Trustee Michaud – aye; Trustee O’Connor - aye; Trustee Tinucci - aye**

(Motion carried 5-1)

Trustee O'Reilly moved to table Consideration of Approval of a Community Grant Application for the Lake County Symphony Orchestra (Requesting \$10,000) to a future meeting; seconded by Trustee Kritzmire.

**ROLL CALL VOTE:**

Trustee O'Reilly – aye; Trustee Kritzmire - aye; Trustee Borawski – nay; Trustee Michaud – aye; Trustee O'Connor - aye; Trustee Tinucci - aye

(Motion carried 5-1)

**Item #14: Consideration of Approval of Ordinance 2022-O-XX Amending FY 21-22 Adopted General, Infrastructure, MFT, and TIF Budgets (Adopted FY 21-22 Budget: 2021-O-05)**

*Trustee Kritzmire reviewed the amendments which include unbudgeted amounts, transfers and new accounts. She stated these provide good housekeeping and better transparency.*

Trustee Kritzmire moved to approve Ordinance 2022-O-XX Amending FY 21-22 Adopted General, Infrastructure, MFT, and TIF Budgets (Adopted FY 21-22 Budget: 2021-O-05); seconded by Trustee O'Reilly

**ROLL CALL VOTE:**

Trustee Kritzmire – aye; Trustee O'Reilly - aye; Trustee Borawski – aye; Trustee Michaud – aye; Trustee O'Connor – aye; Trustee Tinucci - aye

(Motion carried 6-0)

**Item #15: Public Hearing on the FY 2022-23 General, Infrastructure, and Other Funds Budgets**

*At 8:55 PM Village President Jacob declared a public hearing on the FY 2022-23 General, Infrastructure and Other Funds Budgets.*

*Village Manager Jackson reviewed the village mission statement. Village Manager Jackson reported that during FY21/22 the village maintained an average monthly reserve at 100% or in slight excess. He presented a balanced FY 22/23 operating budget with General Fund reserves projected to exceed expenditures by \$295,599. He reviewed FY 22/23 planned infrastructure projects. He stated with the budget the village is looking at an end of year surplus of \$872,274. Village Manager Jackson reported that it will be a closely monitored budget taking into account changing inflation rates and federal fiscal policy.*

*The Board and attendees complimented the staff on the budget presentation.*

*Trustee Borawski asked for clarification of the \$51k expense budget for I/T services. These expenses cover the purchase of a new server and 3 new desktops, as well as network security. He also asked for further information on the budgeted salary increase. Village Manager Jackson budgeted 3.5% based on inflation. Village Manager Jackson is working on comprehensive job descriptions, performance measures, twice a year performance evaluations and a potential increase system based on how employees score based on metrics. Training and development will also be included in his plan. His goal is to have these completed and presented to the board in the first quarter of the new fiscal year. Village Manager Jackson deferred to the board on the issue of the budgeted 3.5% salary increase.*

*There was a question for clarification of whether health benefits, FICA, Medical, and 401K were*

calculated in with wages. They are included. There was also a suggestion that the village work on attracting more stores, restaurants and shops to the area so there are more establishments for residents to visit within the village.

At 9:22 Village President Jacob closed the public meeting.

**Item #16: Consideration of Ordinance 2022-O-XX Approving the FY 22-23 General, Infrastructure and Other Funds Budgets for Period May 1, 2022- April 30, 2023**

Trustee Borawski moved to approve Ordinance 2022-O-XX Approving the FY 22-23 General, Infrastructure and Other Funds Budgets for Period May 1, 2022- April 30, 2023; seconded by Trustee Michaud

**ROLL CALL VOTE:**

Trustee Borawski – aye; Trustee Michaud - aye; Trustee Kritzmire – aye; Trustee O’Connor – aye; Trustee O’Reilly – aye; Trustee Tinucci - aye  
(Motion carried 6-0)

**Item #17: Village President and Trustee Reports**

Trustee Borawski reported that there is a SWALCO meeting next Thursday.

Trustee Michaud reported that a new EDC chair is needed, effective April 15, 2022. Trustee O’Reilly will include a general invitation in the village newsletter.

**Item #18: Village Manager’s Report**

No report

**Item #19: Approval of the March 2022 Bill List**

Trustee Tinucci asked for clarification regarding the increased snow plowing charge for the senior center. Village Manager Jackson will follow up.

Trustee O’Reilly moved to approve the March 2022 Bill List; seconded by Trustee Michaud

**ROLL CALL VOTE:**

Trustee O’Reilly – aye; Trustee Michaud - aye; Trustee Borawski – aye; Trustee Kritzmire – aye; Trustee O’Connor – aye; Trustee Tinucci - aye  
(Motion carried 6-0)

**Item # 20: Approval of the Board Meeting Minutes: March 22, 2022**

Trustee O’Connor indicated that Village Engineer Perry was not recorded as present in the March 22, 2022 meeting minutes.

President Jacob indicated that the opening statement in the meeting minutes in regard to the Governors statewide disaster declaration needs to be stricken from the minutes.

*Trustee Tinucci indicated that the section under the village engineers report in regard to the “No Turn On Red” signs states “Westbound on RPC and Southbound on Old McHenry”. It should state “EASTBOUND on RPC and Southbound on Old McHenry”*

*Trustee O’Reilly suggested including a notification in the newsletter that there is a hybrid option for residents to attend Village Board meetings.*

**Trustee Borawski moved to approve the Board Meeting Minutes: March 22, 2022 as amended; seconded by Trustee O’Connor**

**ROLL CALL VOTE:**

**Trustee Borawski – aye; Trustee O’Connor - aye; Trustee Kritzmire – aye; Trustee Michaud – aye; Trustee O’Reilly – aye; Trustee Tinucci - aye  
(Motion carried 6-0)**

**Item #21: EXECUTIVE SESSION**

*There was no executive session, however Trustee Kritzmire reported that an Executive Session will be necessary at the next meeting.*

**Item #22: OTHER BUSINESS**

*Village Attorney Filippini asked for clarification on whether public comments that were received in writing were announced during the meeting. President Jacob indicated that a number of public comments were received, and it was announced that they were available for viewing on the village website.*

*Trustee O’Reilly suggested that the next meeting start at 6PM. Executive session will be held first at 6PM with the Village Board meeting to follow.*

**Item #23: ADJOURNMENT**

**At 9:38 PM Trustee Borawski moved to adjourn the meeting; seconded by Trustee Michaud.**

**ROLL CALL VOTE**

**Trustee Borawski – aye; Trustee Michaud – aye; Trustee Kritzmire – aye; Trustee O’Connor – aye; Trustee O’Reilly – aye; Trustee Tinucci – aye**

**(Motion carried 6-0)**