



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Tuesday, June 14, 2022 at 7:00 P.M.
3110 OLD MCHENRY ROAD, LONG GROVE, ILLINOIS 60047-9613**

CALL TO ORDER:

At 7:00 P.M., Village President Jacob called the June 14, 2022 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

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

Trustee O'Reilly moved to approve attendance remotely for Trustee O'Connor and Trustee Kritzmire; seconded by Trustee Michaud.

ROLL CALL VOTE:

**Trustee O'Reilly – aye; Trustee Michaud – aye; Trustee Borawski – aye; Trustee Tinucci – aye
(Motion carried 4-0)**

President Jacob announced that Assistant Village Manager Rosenquist is leaving her role and he thanked her for her years of service.

Item #2: Pledge of Allegiance

Item #3: Homeowner Associations: Fields of Long Grove, Mr. Eric Rauscher; Highland Pines, Mr. Greg Chiasson; Country Club Estates, Jay Griffiths; Woods End, Bill Handel

Eric Rauscher (Fields of Long Grove) was present and reported that he had attended the HOA President's meeting and found it helpful.

Jay Griffiths (Country Club Estates) was present and stated early morning noise from the neighboring golf course as well as the potential choker placement on Checker Road east of Schaeffer were concerns within his subdivision.

Highland Pines and Woods End were invited to the meeting but did not have a representative in attendance.

Item #4: Public Safety Report – Lake County Sheriff’s Office

Sgt. Amber of the Lake County Sheriff’s office provided a public safety report. He stated that a vehicle was taken from a home on Burnside Ct and was later recovered (crashed) in Lindenhurst. The Sheriff’s office is following up on this matter.

Item #5: Public Comment

East Ravinia resident, Andrew, stated that his subdivision requires cedar shake roofing. He indicated that current prices (as well as lack of materials) make this option cost prohibitive. President Jacob suggested he follow up with his HOA in writing expressing his concerns since this is not a village requirement but rather an HOA requirement.

Village resident George stated he attended the Vernon Township meeting and an assessor report was provided in regard to vacant office buildings. He stated because of this the Village of Lincolnshire is considering rezoning a section of their vacant property for other purposes. He expressed his concerns over how this change can impact villages like Long Grove as well.

Village Clerk Schmitke stated that a public comment was submitted via email by Jennifer and Holger Sielemann. This public comment was distributed to board members and is posted under the Public Comment section of the Village website. There was discussion regarding the concerns of noise levels with upcoming events at various downtown establishments with outdoor venues.

CONSENT AGENDA – Items #6 - #16

Village President Jacob described the purpose and procedure for using a Consent Agenda.

Trustee O’Reilly expressed her opinion that any resident of the village should have the opportunity to pull items from the Consent Agenda for further discussion. Village Attorney Filippini explained that as a matter of policy the Board can make it an option for a village resident to have the ability to pull an item from the Consent Agenda, however, under the Illinois Municipal Code there is no ability for a village resident to pull an item from the Consent Agenda. It is a village board action under the Illinois Municipal Code. Village Attorney Filippini stated that during Public Comment any resident has the opportunity to discuss any item including those listed on the consent agenda. The Board will discuss this issue further.

*Trustee O’Reilly asked that **Item #11 Consideration of Approval of Resolution 2022-R-XX Amending the Long Grove Community Grant Policy** be pulled from the Consent Agenda for further discussion.*

It was clarified that items that are pulled from the Consent Agenda will be discussed and voted on in numerical order after those items remaining on the Consent Agenda are considered.

Trustee Michaud moved to approve the Consent Agenda items as follows:

Item #6: Ratification of Approval of the Brothers’ Field Special Event Application for *Movie Night* on June 3, 2022

Item #7: Ratification of Approval of the Brothers' Field Special Event Application for *Fairytale Festival* on June 4, 2022

Item #8: Ratification of Approval of the Special Event Application for a Private Party for *Actors Training Center Inc.* at Brothers' Field on June 12, 2022

Item #9: Ratification of Approval of the Brothers' Field Special Event Application for *Blues Festival* on June 18, 2022

Item #10: Ratification of Approval of a 90 Day Extension for the Water Plant Operations Agreement with Gewalt Hamilton

Item #12: Resolution 2022-R-XX Approving Change of Authorized Agents with the Illinois Municipal Retirement Fund

Item #13: The April 2022 Treasurer's Report

Item #14: The May 2022 Pay Warrant

Item #15: The Board Meeting Minutes: May 10, 2022

Item #16: The Executive Session Minutes: April 26, 2022 and May 10, 2022

; seconded by Trustee Tinucci.

ROLL CALL VOTE:

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

Item #11: Consideration of Approval of Resolution 2022-R-XX Amending the Long Grove Community Grant Policy

Trustee O'Reilly questioned the issue of adding a matching requirement to the community grant. Village Manager Jackson clarified that this language is consistent with the original grant policy. Village Manager Jackson stated that the main concern of village staff in amending the original grant policy was to clarify how the grant money could be spent.

Village Attorney Filippini clarified that the policy does not need to be changed in order to award the grant to the Lake County Symphony Orchestra as approved at the May 10, 2022 Village Board Meeting. The policy is not an ordinance. Thus the Village Board has the authority to approve an expenditure for which moneys are budgeted notwithstanding the policy. Trustee O'Connor indicated that she is disappointed and does not feel that the recent grant recipient seems to be following through and meeting the expectations that were presented to the Board.

Trustee O'Reilly moved to approve Resolution 2022-R-XX Amending the Long Grove Community Grant Policy; seconded by Trustee Kritzmire.

ROLL CALL VOTE:

**Trustee O'Reilly – aye; Trustee Kritzmire – aye; Trustee Borawski – nay; Trustee Michaud – nay;
Trustee O'Connor – nay; Trustee Tinucci - nay
(Motion does not pass; 2 – aye, 4 - nay)**

Item #17: Village Planner's Report

Village Manager Jackson provided the following reports:

The Plan Commission and Zoning Board of Appeals approved an 18-month extension of the temporary use permits in the HR Zoning District. The request will be presented to the Village Board at the June 28, 2022 meeting.

The Conservation Scenic Corridor Committee is reviewing a request in Lake Eleanora Estates to modify a stormwater storage basin within the conservation easement.

The Architectural Commission is reviewing a request for internally illuminated signage for a new restaurant, replacing the current temporary sign.

The PCZBA petition for Joannie's Pizzeria to expand their outdoor dining was withdrawn by the applicant.

The Architectural Commission made recommendations to modify the design and site for the proposed self-storage facility at Rte 53 and Lake Cook Rd.

Item #18: Village Engineer's Report

Village Engineer Perry showed the Board the project award plaque for the APWA Project of the Year Award in the Historical, Less than \$5M category (Robert Parker Coffin Road Covered Bridge project). The plaque will be displayed at Village Hall.

Village Engineer Perry reported that the paving on Oak Grove Drive and Oak Grove circle is completed ahead of schedule. This completes the 2022 Road Maintenance Program paving for this year.

Village Engineer Perry reported that the Robert Parker Coffin Forcemain construction is underway and the contractor will complete final paving of Archer Parking Lot prior to the start of the Strawberry Festival.

Item #19: Midwest Sustainability Group Update to the Village Board – Barbara Klipp, Executive Director

Barbara Klipp provided an update on the work being done by the Midwest Sustainability Group and their work with the Green Corridor Coalition. She will be providing further reports as well as seeking clarification on the Village of Long Grove's plans in the near future.

Trustee Kritzmire left the meeting at 8:14pm

Item #20: Consideration of Resolution 2022-R-XX Approving a Service Agreement with ImageTec L.P. for the Office Copier Lease

Village Manager Jackson reported that the proposed service agreement with ImageTec LP for the office copier lease will provide an annual savings of \$9800 and a savings of \$49,000 over the 60-month term of the contract.

Trustee O'Reilly moved to approve a Service Agreement with ImageTec L.P. for the Office Copier Lease; seconded by Trustee Michaud.

ROLL CALL VOTE:

**Trustee O'Reilly – aye; Trustee Michaud – aye; Trustee Borawski – aye; Trustee O'Connor – aye; Trustee Tinucci – aye
(Motion carried 5-0)**

Item #21: Consideration of Approval of a Resolution Naming the Covered Bridge the “Robert Parker Coffin Bridge”

Trustee O'Reilly presented a request to name the covered bridge the “Robert Parker Coffin Bridge” after Robert Parker Coffin, who designed and built the covered structure.

Trustee Borawski asked if there was, or should be, a policy or process regarding honoring notable people within the Village.

Trustee O'Reilly moved to approve a Resolution Naming the Covered Bridge the “Robert Parker Coffin Bridge”; seconded by Trustee Michaud.

ROLL CALL VOTE:

**Trustee O'Reilly – aye; Trustee Michaud – aye; Trustee Borawski – aye; Trustee O'Connor – aye; Trustee Tinucci – aye
(Motion carried 5-0)**

Item #22: Discussion of Remove and Replacement Permit Fees and Processes

Village Manager Jackson stated that as a follow up to the Board strategy meeting, village staff has been reviewing its processes and fees associated with permitting thereby providing savings to village residents. Proposed actions include:

- *Moving to a 100% paperless permit process which will streamline the process and free up staff time.*
- *Creating a shorter and simpler permit document.*
- *Reducing permit fees by at least \$50 for all categories and the number of inspections included in the permit fee for those projects which are done in phases will be increased.*

Village Manager Jackson indicated that this is the first phase in the revision of the permit fee and processes and the village will continue to look at other ways to improve. He asked for approval to start

putting these protocols and processes in place and that the Village Attorney amend the fee schedule in the village code to reflect the reduction in cost.

Trustee Michaud asked if there was a way to tie in a permit credit to encourage environmentally conscious choices in building projects. Trustee O'Reilly asked for a review and possible revision of the current tree removal permit process. Trustee Borawski asked for a review of the fee schedule. Trustee O'Connor asked if the increased fuel prices will impact the cost of inspections.

The Board gave Village Manager Jackson direction to implement the proposed fee reductions and processes.

Item #23: Village President and Trustee Reports

Trustee O'Reilly reported that on June 23, 2022 the HDLGBA is planning a celebration to acknowledge completion of the first phase of the Covered Bridge Park.

Item #24: Village Manager's Report

Village Manager Jackson thanked Assistant Village Manager Denise Rosenquist for her work.

Village Manager Jackson provided the following updates:

The personnel manual is complete and being reviewed by Village Attorney Filippini

Job descriptions, goals and performance objectives for the coming year are complete and being reviewed by staff.

There is a tour of the Deer Park Village Hall scheduled

The village reserve remains strong and revenues are 16% above budget. Expenditures and invoices are 17% below budget.

Item #25: Executive Session

There was no Executive Session.

Item #26: ADJOURNMENT

At 9:09 PM Trustee Michaud moved to adjourn the meeting; seconded by Trustee Tinucci.

ROLL CALL VOTE:

Trustee Michaud – aye; Trustee Tinucci – aye; Trustee Borawski – aye; Trustee O'Connor – aye;

Trustee O'Reilly – aye.

(Motion carried – 5-0)