



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE  
Tuesday, October 24, 2023 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 October 24, 2023 Village Board Meeting to Order.

**OFFICIALS IN ATTENDANCE:**

Village President:	Jacob
Trustees Present:	Borawski, Kritzmire, O'Connor, O'Reilly, Tinucci
Trustees Absent:	Jameel
Interim Village Manager:	Osten
Village Clerk:	Schmitke
Village Attorney:	Filippini
Village Engineer:	Perry
Assistant Village Manager:	McCarthy

**Item #1 Pledge of Allegiance**

**Item #2. Homeowner Associations: Noam Along (Bennington) and Jack Demes (Lakes of Long Grove)**

*Trustee O'Connor indicated that there was no report for Bennington HOA.*

*Lakes of Long Grove HOA was invited but did not have a representative in attendance.*

**Item #3. Public Comment**

*Chris Maier, Vernon Hills resident, reported that there was a step in the right direction with her ongoing issues on the area of her property that backs up to Abbott Farms. Assistant Village Manager McCarthy visited the property with the Abbott Farms landscaper. There was discussion regarding having an inspector evaluate the situation and give a notice to Abbott to fix the violation. Assistant Village Manager McCarthy will follow up and provide an update to the Board.*

*Jane Primack read a resolution from the Long Grove Historical Society in regard to the Ruth Barn*

*Konrad Gerstenbrand, Towners Subdivision Long Grove, asked about water management/safeguards for property owners in regard to the ongoing Osage Rd. drainage project. Village Engineer Perry addressed this and explained how the water will be drained.*

Mr. Gerstenbrand also commented on speeding issues within the subdivision. Village President Jacob reported that speed signs were asked for and installed on the street. Village President Jacob suggested the possibility of closing off the road with a removable gate on the Meadow Ln side so people would not be able to use the road as a cut through. This would be a decision considered by the Village Board if there was a consensus among the residents. Trustee Borawski indicated that he was not in support of cutting off a public road.

**Item #4. Public Safety Reports – Lake County Sheriff’s Office; Long Grove Fire Protection District; Countryside Fire Protection District**

Lt. Kaiser reported that electronic speed signs are being used in areas of the village and are collecting speed data. Average speed data with time stamps are being collected.

Interim Village Manager Osten reported that the parking lot car stops in the Village Hall parking lot were missing on Monday. They were found behind the shed. Village Engineer Perry reported that he was not aware of any reason for removal of the stops. He will follow up with JULIE to see if there was any reason they would have moved them.

**Item #5-#8: Consent Agenda**

Trustee Kritzmire asked for clarification in regard to Item #7. She cited specific concerns regarding road closures on Robert Parker Coffin Rd (between the bridge and Old McHenry) during a busy holiday weekend. She asked if this information was communicated to the downtown businesses that may be affected by the closure. John Boger, COTR Production LLC, was present via Zoom and indicated the Wednesday, December 13, 2023 closure would be a nighttime shoot and they are flexible to closing off the area until later in the day so as not to impede operating hours. The proposed scheduled filming on Sunday, December 17, 2023 is a day shoot that they could possibly schedule earlier in the day. The effect on the downtown Holiday Carriage rides was discussed. Trustee Tinucci also expressed concerns regarding access on Sunday to the Long Grove Community Church and its parking lot.

**Trustee Kritzmire moved to approve the Consent Agenda Items #5-#8 with the condition that approval of Item #7 is subject to an acceptable schedule for the closure of Robert Parker Coffin Rd being reached with the Village Manager, HDLGBA and COTR Production LLC:**

5. Consideration of Approval of the September 2023 Treasurer’s Report
6. Consideration of Approval of Meeting Minutes: October 10, 2023, Subject to Non-Substantive Revision
7. Consideration of Approval of a Special Event Application COTR Production LLC filming – 11/13 – 12/29 (specific dates and times listed in attachment)
8. Ratification of an Agreement, Waiver, and Release Between the Village of Long Grove and Mary Ann Ulrich

**; seconded by Trustee O’Connor**

**ROLL CALL VOTE:**

**Aye: Kritzmire, O’Connor, Borawski, O’Reilly, Tinucci**

**Nay:**

**Absent: Jameel**

**Abstain:**

**Motion carried**

**Item #9. Village Planner's Report (Presented by Taylor Wegrzyn)**

*Village President Jacob provided the Village Planner's Report submitted by Taylor Wegrzyn*

*Architectural Commission: The Architectural Commission voted to approve the applicants plans to replace the roof structures at 314 Old McHenry Rd (known historically as the Fred Sauer House).*

*PCZBA: The PCZBA meeting was canceled, however, there was a note that the staff are still awaiting receipt of a complete application and additional materials from the petitioner for the property at 4359 IL Rte 22.*

**Item #10. Village Engineer's Report (Presented by Geoff Perry)**

*Village Engineer Perry provided the Village Engineer's Report. He provided the following updates:*

- *Pipe installation for the Osage Rd drainage project was completed today*
- *2023 Road Maintenance Program work in the downtown area has commenced and is progressing well.*
- *The Village is appealing to LCDOT regarding installation of a carrier water main crossing pipe during the Aptakisic Rd widening project.*

**Item #11. Discussion of Relocation of Ruth Barn**

*Village engineer Perry reviewed the memo that was distributed to the board in regard to relocation of Ruth Barn for purposes of the Village Hall expansion. The memo gave an overview of costs associated with 6 options for relocation of Ruth Barn. These options include different methods of moving the Ruth Barn to property near Archer School or to the Long Grove Historical Society property in the downtown.*

*The recommendation by Gewalt Hamilton was Option #3 (Relocate Ruth Barn, intact, to Archer School) which is the most cost-effective option, however it does require permitting by the US Army Corps of Engineers to move the barn across the wetland area. There was further discussion regarding the other options. Trustee O'Reilly suggested taking time before the next board meeting and having conversations between the Board and the Historical Society in regard to the additional options presented in the Gewalt Hamilton memo. Trustee Tinucci asked if it was possible to start the permit application process with the Army Corps of Engineers regardless of where the barn is ultimately moved. Village Engineer Perry indicated that he could start the permit application process. There was also discussion regarding having a survey/study done on the Historical Society property to ensure that the barn will actually fit on that land. Village Engineer Perry indicated that such a study would include reviewing public information, tax records, flood plain information, topography, property lines and septic field location. Such a survey could indicate if that location is viable.*

Trustee Tinucci added that the Village Board has indicated, that as part of the Village Hall expansion, it is willing to move the Ruth Barn to the Archer School location at no cost to the Historical Society and anything the Historical Society wants to do over and above that should be at the cost of the Historical Society. Representatives from the Historical Society indicated that they have been checking the Village Board meeting agendas. They stated that had they known this topic was being discussed they would have been in attendance to address the issue. They also indicated that it is preferable to have all the historical buildings in one location making it more accessible to visitor groups.

Village President Jacob asked if the board would be in agreement to starting the permit application process with the Army Corps of Engineers. The trustees indicated they were in agreement with this.

Village President Jacob asked if the Board would be in agreement with having Village Engineer Perry conduct a preliminary feasibility study (at a cost of no more than \$2000) on the Historical Society property. Village Engineer Perry stated that he would be able to provide such a study to the Board for their review by Friday, November 3, 2023. The Board gave direction to Village Engineer Perry and Interim Village Manager Osten to move forward on the feasibility study.

#### **Item #12. Village President and Trustee Reports**

- **President Jacob**

Village President Jacob reported that he has sent letters to various legislators regarding funding identified by the IDNR as needed to perform a study to convert the Route 53 corridor into State Park land. He received a letter in response from Representative Syed stating that the Lake County delegation has signed a document being sent to the Governor, Speaker and Senate president requesting the \$1.5 million for completion of the study.

- **Trustee Borawski**

Trustee Borawski stated that the police report data in the Board packets has not been updated since June/July. He also pointed out that the Clarke Mosquito report indicated that West Nile Virus in the area has shown an uptick recently.

- **Trustee Jameel**

No report

- **Trustee Kritzmire**

Trustee Kritzmire reported that she had met with Interim Village Manager Osten and Assistant Village Manager McCarthy in regard to budget planning. She stated that they have created a calendar for setting next years budget. She asked that if there are suggestions for new initiatives for next year's fiscal budget that they be sent to her. Trustee Kritzmire, Interim Village Manager Osten and Assistant Village Manager McCarthy have a meeting scheduled with the auditor on November 2, 2023.

- **Trustee O'Connor**

No report

- **Trustee O'Reilly**

*Trustee O'Reilly stated that she had been working with the previous Village Manager on having public bathrooms installed in the downtown area. She requested that there be future discussions regarding this issue.*

*Trustee O'Reilly also asked about lights on Archer for the holiday season. The Board approved funding for those lights for the 2022 holiday season. Interim Village Manager Osten requested that a proposal for those lights be submitted.*

*Trustee O'Reilly reported that she had distributed minutes from the HDLGBA meeting to the Board.*

- **Trustee Tinucci**

No report

### **Item #13. Rescheduling of the November 14, 2023 Village Board Meeting**

*Due to scheduling conflicts the Board agreed to reschedule the Tuesday, November 14, 2023 meeting to Thursday, November 16, 2023. There will be an Executive Session scheduled at 5:30PM to discuss Personnel, followed by the Village Board meeting at 7PM. Trustee Kritzmire indicated that due to a previously scheduled meeting she has on that day she will be in attendance for the Executive Session but will not be able to attend the Village Board meeting.*

### **Item #14. Village Manager's Report (Art Osten)**

*Interim Village Manager Osten asked that if anyone has questions/comments on the Village Manager's Report to please contact him.*

### **Item #15. Discussion and consideration of filling staff vacancy (Assistant to the Village Manager position)**

*Interim Village Manager Osten reported that he had distributed to the Board the draft Job Description for the Assistant to the Village Manager position. This is a budgeted position that would replace a currently vacant position. There was discussion regarding requirements and responsibilities of this position. Interim Village Manager Osten asked for approval for advertising and hiring an Assistant to the Village Manager and welcomed any Trustees to be involved in that process.*

**Trustee O'Connor moved to approve posting of the position of Assistant to the Village Manager position by Interim Village Manager Osten and hiring for the position (with at least two board members involved in the interview/hiring process); seconded by Trustee O'Reilly**

### **ROLL CALL VOTE:**

**Aye: O'Connor, O'Reilly, Borawski, Kritzmire, Tinucci**

**Nay:**

**Absent: Jameel**

**Abstain:**

**Motion carried**

*Interim Village Manager Osten addressed the option of hiring temporary personnel to provide coverage in the interim until the Assistant to the Village manager is hired. He indicated that he feels the need for temporary help and has received recommendations from Gov HR for temporary staff members with municipal experience. The Board gave direction to Interim Village Manager Osten to hire temporary staff (~ 20 hours/week).*

**EXECUTIVE SESSION**

*There was no Executive Session*

**ADJOURNMENT: Next Regular Village Board Meeting , 2023**

**At 9:21PM Trustee O'Connor moved to adjourn the meeting; seconded by Trustee Borawski**

**VOICE VOTE:**

**All in Favor  
Motion carried**