



**MINUTES OF THE VILLAGE BOARD OF LONG GROVE
Wednesday, January 3, 2024 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 January 3, 2024 Village Board Meeting to Order.

OFFICIALS IN ATTENDANCE:

Village President:	Jacob
Trustees Present:	Borawski, Jameel, Kritzmire (remote), O'Connor, O'Reilly, Tinucci
Trustees Absent:	None
Interim Village Manager:	Osten
Village Clerk:	Schmitke
Village Attorney:	Filippini
Village Engineer:	Meeks
Assistant Village Manager:	McCarthy

Trustee Tinucci moved to allow attendance remotely for Trustee Krtizmire, seconded by Trustee Borawski

VOICE VOTE

All in Favor

Motion carried

Item #1 Pledge of Allegiance

Item #2. Homeowner Associations: Lanies Kuyzin (Sherman's Pine Valley) and Susan Klein (Salem on the Lake)

Sherman's Pine Valley and Salem on the Lake HOAs were invited but did not have a representative in attendance.

Item #3. Public Comment

Jeff Blackburn, Village Resident, indicated that he had submitted an email for Public Comment in regard to Village procedures for special use permit applications. Mr. Blackburn stated that his questions were in regard to an application submitted for 4359 IL Rte 22. Village Attorney Filippini reviewed the process for special use permit applications. He indicated that this application is currently under review and once

the technical aspects of the application have been reviewed and the application is deemed complete there will be a public hearing by the PCZBA to discuss and consider the application. The public hearing will be noticed (15-30 days in advance of the hearing) via the Village website/newspaper posting. Notices may be mailed to those within 250 feet of the property in question and there will be a posted notice on the property. Mr. Filippini indicated that at this point comments should be presented to the PCZBA. The PCZBA will consider the application and comments from the public at the public hearing and will make a recommendation to the Village Board. The Village Board will make the ultimate decision in regard to the special use permit. Assistant Village Manager McCarthy indicated that he did not receive Mr. Blackburn's email and will post the email to the Public Comment section of the Village website once he does receive it.

Ron Starr, Village Resident, indicated that he had attempted to email a public comment to Assistant Village Manager McCarthy, however, there were technical difficulties with that email and it was not received by Assistant Village Manager McCarthy. Mr. Starr indicated that he too has concerns regarding the special use permit application for 4359 IL Rte 22. He stated that he has concerns regarding the proposed facility being placed in a residential area.

Jean Sylvester, Chair of the Architectural Commission and the Historic Preservation Commission of the Village of Long Grove, stated that she had reached out to the Illinois State Historic Preservation Office for a courtesy review of the Village Hall renovation project and the Ruth Barn relocation. She asked that a copy of the courtesy review be put into the record of tonight's meeting (Attachment A) as well as forwarded to the Historical Society. She reviewed the response from the Illinois State Historical Preservation. Ms. Sylvester will present additional information regarding the Architectural Commission and Historic Preservation efforts at a future Board meeting.

Benjamin Matthew, Village Resident, asked if there were any status updates for the special use permit for 4359 IL Rte 22. Village Planner Amanda Orenchuk indicated that the application is under review for completeness. Village Attorney Filippini clarified that Village requirements are what the Village Board/PCZBA focus on in its review, however, compliance with all other state/county applicable laws are also required.

Jane Primack indicated that there is a Village Board meeting posted on the Village website for January 12, 2024. Assistant Village Manager McCarthy indicated this was an error and removed the meeting from the Village website.

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

Lt. Kaiser, Lake County Sheriff's Office, reported that the Lake County Sheriff's Office is working with the Village on contract extension for police services in Long Grove. They are also working on the annual statistics report on the Lake County Sheriff's work in the Village of Long Grove for presentation to the Board.

Lt. Kaiser provided an update on the migrant situation and the Sheriff's Office plan. Lt. Kaiser introduced Michael Jackson, Director of Homeland Security for the Lake County Sheriff. Lt. Kaiser and Mr. Jackson stated that in accordance with the Lake County Sheriff policy the plan is to get any migrants that may be dropped off in Lake County to the services needed. Ela Township has established a temporary warming center that will be the closest respite center to Long Grove. These centers are temporary warming shelters until transportation can be arranged by the Lake County Sheriff to take any individuals dropped off in Lake County to the "Landing Zone" in Chicago where they can be appropriately processed.

Item #5-#10: Consent Agenda

Trustee Borawski asked that Item #9 and Item #10 be removed from the Consent Agenda and discussed separately.

Trustee O'Reilly moved to approve the Consent Agenda Items #5-#8:

5. Approval of the November 2023 Treasurer's Report
6. Authorize Payment of Pending Bills/Invoices When Due Subject to Ratification of December Warrant at January 23, 2024 Village Board Meeting
7. Approval of Regular Board Meeting Minutes on December 12, 2023, Subject to Non-Substantive Revision
8. Approval of Executive Session Minutes of Board Meeting on December 12, 2023 - Subject to Non-Substantive Revision

; seconded by Trustee Borawski

ROLL CALL VOTE:

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

Nay:

Absent:

Abstain:

Motion carried

Item #9 Appointment of Assistant to the Village Manager
Item #10 Appointment of Part-Time Administrative Assistant.

Trustee O' Reilly questioned why the Board is voting to appoint anyone other than a Village Manager as it has not done so in the past. Village Attorney Filippini indicated that the Village Manager does have the ability to hire staff within the budget. Interim Village Manager Osten indicated that the Village Code states that the Village Manager can appoint staff subject to the Boards approval. He clarified that he had previously presented that the process of hiring these individuals would include the participation of two Trustees in the interviews.

Village Attorney Filippini indicated that the Village Code states that the Village Manager can "appoint and discharge subject to Board Approval". He agreed that this statement is ambiguous and recommended an amendment to this section of the Village Code to stay consistent with how the hiring process has traditionally been performed. The amendment would clarify that staff appointments are by the Village Manager and only the discharge of staff requires Board approval.

Trustee Tinucci moved to approve Item #9 Appointment of Assistant to the Village Manager and Item #10 Appointment of Part-Time Administrative Assistant; seconded by Trustee O'Connor

ROLL CALL VOTE:

Aye: Tinucci, O'Connor, Kritzmire, Jacob

Nay: Borawski, Jameel, O'Reilly

Absent:

Abstain:

Motion carried

Trustee O'Reilly clarified that she is not opposed to the staff being hired but rather the process of having the Board approve the appointment when it has not done so in the past.

Trustee Borawski indicated that his objection is that he has no resume/information with which to base a decision on the appointment of candidates.

Item #11. Discussion and Consideration of Lion's Club 1/20/24 Casino Night: Special Event Permit, Raffle License with Waiver of Fee and Liability Bond, and Temporary Liquor License

Trustee O'Connor pointed out that there was an error on the date indicated on the application (1/20/23 rather than 1/20/24) which will be corrected. John Kopecky, President of the Long Grove Lion's Club, provided details of the event.

Trustee O'Reilly moved to approve Lion's Club 1/20/24 Casino Night: Special Event Permit, Raffle License with Waiver of Fee and Liability Bond, and Temporary Liquor License ; seconded by Trustee Tinucci

ROLL CALL VOTE:

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

Nay:

Absent:

Abstain:

Motion carried

Item #12. Discussion and Consideration of Shelter, Inc. 1/27-28/24 Charity Raffle License with Waiver of Fee and Liability Bond.

Trustee O'Reilly moved to approve Shelter, Inc. 1/27-28/24 Charity Raffle License with Waiver of Fee and Liability Bond.; seconded by Trustee Tinucci

ROLL CALL VOTE:

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

Nay:

Absent:

Abstain:

Motion carried

Item #13. Village Planner's Report

Amanda Orenchuk reported that at its December 18, 2023 meeting, the Architectural Commission has approved sign designs for the Long Grove Park District. Placement of signs is still being worked through.

Item #14. Village Engineer's Report

Ken Meeks of GHA provided the Village Engineer's Report. Mr. Meeks indicated that updated feasibility study information for the Ruth Barn relocation has been included in the Board packet. GHA will be soliciting proposals for 3 options in regard to the Ruth Barn relocation for presentation to the Board in February 2024. These options include:

- *Move the Ruth Barn (intact) to the downtown Historical Society property*
- *Disassemble the Ruth Barn, move it to the downtown Historical Society property and reassemble*
- *Relocate the Ruth Barn on Village Hall property, near Archer school*

Trustee O'Connor asked if there is any information regarding tree removal associated with moving the Ruth Barn. Mr. Meeks indicated that this information is not available at this point. A topographic survey is still needed, as well as soil tests.

Jane Primack, President, Long Grove Historical Society, asked that she receive a copy of the "to do" list that GHA is working with.

Item #15. Discussion of Village Role in Ruth Barn Relocation Downtown

Interim Village Manager Osten indicated that much of this information was covered in the Village Engineer's report. He suggested that the Village Board, Historical Society, and the HDLGBA work together and assign representatives to review the to-do list in regard to the Ruth Barn relocation and determine responsibilities, accountability and financial involvement. The Board agreed that Trustee O'Reilly and Trustee Tinucci will represent the Board in a working group with the Village Board, Historical Society and the HDLGBA to determine timelines and cost responsibilities for the relocation of the Ruth Barn.

Item #16. Discussion and Consideration of an Ordinance Relating to the Regulation and Taxation of Buses and the Safe Disembarkment of Passengers

Village Attorney Filippini introduced the ordinance relating to the Regulation and Taxation of Buses and the Safe Disembarkment of Passengers. This resolution relates to the earlier discussion with Lt. Kaiser and Mr. Jackson from the Lake County Sheriff's Office. Village Attorney Filippini stated that this ordinance provides regulation in a way that the Village will have assurances that it will not have a surprise drop-off of a large number of people. This ordinance is similar to ordinances being put in place by other communities and requires licensing of passenger/charter buses, information regarding the number of passengers on the bus and the ability to tax any bus coming into town and leaving without its passengers. Any tax revenues generated from this will be earmarked for serving the passengers brought by those buses. There are penalties/fees in place for those in violation of the ordinance.

Trustee Borawski stated that he does not support the ordinance and he feels effort should be put into trying to come up with a solution to the situation and focus on being more of a welcoming community. Trustee Jameel stated that he was in agreement with Trustee Borawski.

Trustee O'Reilly moved to approve the Ordinance Relating to the Regulation and Taxation of Buses and Safe Disembarkment of Passengers; seconded by Trustee Kritzmire

ROLL CALL VOTE:

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

Nay: Borawski, Jameel

Absent:

Abstain:

Motion carried

Item #17. Village President and Trustee Reports

- **President Jacob** – no report
- **Trustee Borawski**
 - *Trustee Borawski reported that in his meetings regarding the Lake County Sheriffs contract extension it was discovered that the Village special events approval process does not currently have any procedure in place that requires input and sign off from the Lake County Sheriff. He asked that the Village review how special events are approved and consider input from the Sheriff in the approval process. Interim Village Manager Osten reported that a new special events application process is being developed to include a Sheriff check off and will be written into the Sheriff's contract. Trustee Borawski also indicated that Long Grove does not issue it's own parking tickets and this should be considered in the future. Interim Village Manager Osten will look into this.*
- **Trustee Jameel**– no report
- **Trustee Kritzmire**– no report

- **Trustee O'Connor**– *no report*
- **Trustee O'Reilly**– *no report*
- **Trustee Tinucci**
 - *Trustee Tinucci reiterated his desire to have the holiday lights that are currently on the Robert Parker Coffin Bridge remain year-round. Mr. Kopecky indicated that he is typically in charge of removing the lights but they are scheduled to remain up through April for a movie set location.*

Item #18. Interim Village Manager’s Report (Art Osten)

Interim Village Manager Osten asked that Trustees let him know if they have thoughts on potential uses for the Salem Lake property. There was discussion regarding zoning of the property, the potential of historical significance of the property and potential tax credit project.

EXECUTIVE SESSION

At 8:57 Trustee O'Connor left the meeting.

At 8:58 PM Trustee Tinucci moved to go into Executive Session to discuss Personnel; seconded by Trustee Jameel

ROLL CALL VOTE:

Aye: Tinucci, Jameel, Borawski, Kritzmire, O'Reilly

Nay:

Absent: O'Connor

Abstain:

Motion carried

At 9:07 PM Village President Jacob reconvened the Village Board meeting.

Trustee Borawski left the meeting at 9:07

Item #19. Appointment of new Village Manager and Ratification of Employment Agreement

Trustee O'Reilly moved to approve the Appointment of new Village Manager and Ratification of Employment Agreement; seconded by Trustee Tinucci

ROLL CALL VOTE:

Aye: O'Reilly, Tinucci, Jameel, Kritzmire

Nay:

Absent: Borawski, O'Connor

Abstain:

Motion carried

ADJOURNMENT: Next Regular Village Board Meeting January 23, 2024

At 9:08 PM Trustee O'Reilly moved to adjourn the meeting; seconded by Trustee Jameel

VOICE VOTE:

All in favor

Motion carried

Draft

ATTACHMENT A

From: Rubano, Anthony <Anthony.Rubano@Illinois.gov>
Sent: Friday, December 22, 2023 2:13 PM
To: Jim Baxa <jbaxa@gha-engineers.com>
Cc: Geoff Perry <gperry@gha-engineers.com>; Jeanne Sylvester <jeannemsylvester@gmail.com>; Bryjka, Darius <Darius.Bryjka@illinois.gov>; Wallace, Carol <Carol.Wallace@Illinois.gov>
Subject: RE: Village of Long Grove - Barn relocation project

Hi Jim,

Thanks for your email. The chair of the Long Grove Historic Preservation Commission has requested that we perform a courtesy review on this project. This is a service that we offer to anyone who wants our opinion on work proposed to historic buildings. Our comments in courtesy reviews are non-binding and advisory only. Our comments are mandatory only if the project triggers one of [our state or federal regulatory laws](#), but this project doesn't appear to.

To your questions. Hargis is not an inventory of historic properties in IL. It simply is a list of the buildings we know about. There are many, many more buildings that are historic that are not on Hargis. Historic buildings, whether listed on the National Register or not, are **not** automatically reviewed by our office. There is no formal permitting process for relocating two structures (historic or not) on the same parcel – at least not from our office. Sometimes a project requires a stormwater permit from the IEPA, in which case the project is subject to our review under the [Illinois State Agency Historic Resource Preservation Act](#) and [its administrative rules](#). If a project requires a permit from the Army Corps (this project flirted with such a requirement), then the project is subject to our review under the [National Historic Preservation Act of 1966, as amended](#) and [its regulations](#). Local funding does not trigger our review. Funding from a state or federal source does trigger our review under the respective law.

To our courtesy review. I put our courtesy review in terms of what we would say if the project were submitted to us under either regulatory law. If this project were submitted, we would likely say that the complex of the Ruth Barn, school, and Village Hall are eligible for listing to the National Register of Historic Places because of their associations with the early development of Long Grove as a suburb and the efforts and vision of Robert Parker Coffin (1917-2019), which would be Criterion C for urban planning. The buildings are from the 19th century, but they have been moved from their original locations and have been altered from their original expression. From our perspective, the buildings' real significance arises from their assemblage and rehabilitation in the 1970s into a village hall complex emulating those of the 18th century Northeast. This would mean that the alterations done in the 1970s

are historic – not to the tavern’s original 19th century configuration but to its expansion and use that it enjoyed from the 1970s onwards.

Because we would consider them eligible, we would then undertake a design review. A building must be eligible for listing or listed to the National Register in order for the regulatory laws to apply to them. We would consider the primary elevations of the village hall to be west and south. The proposed addition to the village hall is to the east, off of the rear of the historic addition. We would approve this as meeting the Standards for Rehabilitation. It really is the best position for an addition, so we would accept moving the barn, even though the barn’s location is historic to the 1970s period of significance. The barn should retain its current orientation in its move, which it appears to do. We would like to see the barn remain closer to its current location, but there does not appear to be a way to achieve that. The wetlands must be avoided, so it can’t be placed closer to the Village Hall, at least according to the plans I have.

In our opinion, the design of the proposed addition also meets the Standards. We would consider it compatible. But we would ask for a subtle vertical reveal or hyphen that visually separates new construction from the historic where the east end of the historic addition meets the west end of the proposed addition.

Don’t hesitate to let me know if you have any other questions.

Anthony Rubano, Deputy State Historic Preservation Officer

[Illinois State Historic Preservation Office](#)

[Illinois Department of Natural Resources](#)

One Natural Resources Way

Springfield, Illinois 62702

Please contact me through email rather than my office phone:

anthony.rubano@illinois.gov