

MINUTES OF THE MEETING OF
THE VILLAGE OF PORT BARRINGTON BOARD OF TRUSTEES
LAKE AND MCHENRY COUNTIES, ILLINOIS

July 18, 2018

President Yeaton called to order the regularly scheduled Meeting of the Board of Trustees at 7:03 pm. The following Trustees were present: Thomasson, Cillo, Corrigan and Vogeler. Trustees Grothendick and Herstedt were absent. Village Attorney Jim Bateman was present.

President Yeaton asked the Board to set the agenda affirming no conflicts of interest and Trustee Cillo motioned to set the agenda. Trustee Corrigan seconded and the motion was approved unanimously.

Trustee Vogeler motioned to approve the consent agenda including the minutes of the June 20, 2018 Board Meeting, Bills Payable from May 17, 2018 through June 20, 2018 and the Treasurer's Report for July 2018. Trustee Cillo seconded. Roll call was taken; 4 Ayes, 2 Absent, 0 Nays, Motion approved.

The Bills Payable through July 18, 2018 were before the Board. Trustee Corrigan motioned to approve and Trustee Cillo seconded. Roll call was taken; 4 Ayes, 2 Absent, 0 Nays, Motion approved.

STREETS AND ROADS

In response to the Village's publication of a Request for Bids for road work, four bids were received. Arrow Road Construction, Inc., the low bidder, sent a letter with their bid proposal requesting that their submission of an IDOT Affidavit of Availability form be waived. However, the bid documents required that form. IDOT pre-qualification regulations do not specifically authorize a municipality to waive this requirement, so Arrow's bid proposal was determined to be incomplete. The next lowest bid was from Geske and Sons from Crystal Lake. Mark Rooney's recommendation was to award a contract for the road work to the lowest conforming bidder, which was Geske at \$291,902.00. Village Attorney Jim Bateman confirmed that, in his opinion, the Arrow Road bid was nonconforming because it lacked a BC57, an Affidavit of Availability, which, as stated in the Village's Request for Bids, was a required submittal, and that the Geske bid was conforming, Geske having submitted a completed BC57 form with its bid proposal. Trustee Thomasson motioned to approve award of a contract to Geske and Sons of Crystal Lake as the lowest conforming bid for paving in the Village. Trustee Vogeler seconded. Roll call was taken; 4 Ayes, 2 Absent, 0 Nays, Motion approved. Trustee Vogeler stated that Mark Rooney would handle contracts and establish dates for work. He will also mark the roads prior to work beginning.

HEALTH AND SAFETY

Donna Erfort stated that the weed cutters worked for 3 days cutting weeds in the channel. The Village must consider options for houses on Eastwood that are in disrepair.

POLICE

President Yeaton stated that Trustee Herstedt got a copy of the District 118 schedule. Signs will be posted to say drive slower.

PARKS AND BEACHES

Trustee Cillo stated that Splash Day was well attended in the park.

The dinosaur parts were ordered for August delivery.

The Garden Party is scheduled for September 8, 2018. Trustee Cillo requested each Committee donate to the Recreation Committee for a raffle.

There was a photographer taking pictures at Fox Trail Park for sports participants.

FORESTRY

Public Works has been trimming trees. The Village is coordinating with the Lake County Forest Preserve District to remove dead trees. There is a dead oak tree on Eastwood. Rusty obtained a quote for removal at \$1,300.00. Trustee Vogeler endorsed it as a reasonable quote and motioned to proceed. Trustee Corrigan seconded. Roll call was taken; 4 Ayes, 2 Absent, 0 Nays, Motion approved.

Trustee Corrigan stated that the Riverwalk HOA hired a company for branch trimming on 60 trees. President Yeaton requested a list of which Village owned trees would be trimmed. Trustee Grothendick is the liaison for the Riverwalk HOA and will communicate with them.

FINANCE

Trustee Corrigan stated there was no new info on the E-Pay system yet.

President Yeaton requested a link to sign into email from the website be added.

BUILDING AND ZONING

Trustee Vogeler stated that Frank DeSort was working out well.

The Village Hall renovation project scope of work and bid sheets are complete. Drawings were redone. A publication date must be established, bid opening date and completion date. Trustee Vogeler wants a mandatory pre-bid meeting for bidders on July 31, 2018 from 8 – 10am. A publication date of July 25, 2018 and a bid opening date of August 10, 2018 at 12pm and possible approval at the Board Meeting in August 15, 2018. There was discussion of whether to charge participants to cover costs. Trustee Vogeler stated that all documents are electronic and was not in favor of charging a fee. Trustees were polled and decided to not charge a fee.

James Bateman spoke to an attorney for Deer Grove II and reviewed the estimate.

The rental property ordinance was reviewed by Frank DeSort. Trustee Vogeler recommended discussion at the Committee Meeting in August. The Village is seeking a simpler format.

There is a webinar on July 23 or July 27 to learn more about the software the Board is considering. There is also an in person option on 7/25 at 1pm. President Yeaton and 2 trustees will attend the live meeting.

VILLAGE ENGINEER

Donna stated that Mark Rooney is investigating a pool requested in a flood plain. The Illinois Tollway is conducting a study and requested files from the Village.

VILLAGE CLERK

A Special Meeting would be held on Saturday August 21st, 2018 at 9am to approve the annual Appropriation Ordinance.

ADMINISTRATION

Donna Erfort stated that the Fox River Corridor Meeting would be held in the Community room on July 19, 2018. President Yeaton will attend. Donna stated that there would be consideration of a non-motorized mooring site on the island for future grant potential. Frank DeSort has questions about the ordinance governing driveways. A draft of the audit was available.

PUBLIC WORKS

Cuba Township fixed the culvert at the Village Hall. Trustee Vogeler stated there could be an increase in charges because the scope of work changed.

HOA REPORTING

Trustee Cillo stated that the Moorings HOA sent an email about drainage structure and seeking the Village support. The Board needs more information. Their roads are private so the drainage system would be also. They could be referred to the Village Engineer, but they must pay the engineer direct.

PBWWC

President Yeaton may have a potential candidate.

VILLAGE PRESIDENT

President Yeaton asked the Board to consider having task folders created for the PBERT. Walkie Talkies for use during an emergency will be considered for purchase. The IML Conference is in September.

The meeting was open to the floor at 8:08pm.

Joe Roth, a representative from the Illinois Realtors Association was present and wanted to discuss the rental property ordinance. They have concerns regarding the definition of owner and subjecting people to penalties. Discussion ensued. James Bateman agreed to amend the ordinance for improvement.

Maria Peterson reminded everyone that there are 113 days until the election.

Donna Erfort stated that ComEd is to promote smart meters at the Garden Party and will give away ice cream.

Trustee Vogeler motioned to adjourn. Trustee Cillo seconded. Roll Call was taken: Trustees Thomassen, Cillo, Corrigan and Vogeler voted Aye. 0 Nays, 2 Absent. Motion approved.

The meeting was adjourned at 8:23 pm.

Respectfully Submitted,

Nancy Bachal, Village Clerk

AYES 6

NAYS 0

ABSENT 0

ABSTAIN 0

APPROVED August 15 2018