

MINUTES OF THE MEETING OF
THE VILLAGE OF PORT BARRINGTON BOARD OF TRUSTEES
LAKE AND MCHENRY COUNTIES, ILLINOIS
September 18, 2019

President Yeaton called to order the regularly scheduled Meeting of the Board of Trustees at 7:00 p.m. The following Trustees were present: Cillo, Corrigan, Vogeler and Thomasson. Trustees Herstedt and Grothendick were absent. Village Attorney Jim Bateman and Clerk Schroeder were also present. Village Clerk Bachal and Administrator Erfort were absent.

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

Trustee Corrigan motioned to approve the consent agenda comprised of minutes of the August 21, 2019 Regular Board Meeting Minutes, August 19, 2019 Special Board Meeting Minutes and August Treasurer's Report. Trustee Cillo seconded. Roll Call was taken; 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

President Yeaton asked the Board to move on Bills Payable through September 18, 2019. **Trustee Corrigan motioned to approve the bills payable and it was seconded by Trustee Cillo. The Bills Payable were approved by roll call vote. Upon roll call, the vote was Ayes: 4, Nays: 0 Absent: 2, Motion approved.**

STREETS AND ROADS

Trustee Thomasson reported that the striping on the turn lane has been completed.

Trustee Thomasson noted that the village received parking lot quotes. It was noted that staff is waiting for response for Center Street cross walk markings quotes.

Rusty noted that the inspection report has not been completed.

Nicor and Canyon construction update

Trustee Thomasson motioned to approve Canyon Construction quote of \$11,811.60 for culvert repair of storm sewer on Farnsworth and Normandy road work damaged caused by Nicor Gas. Trustee Vogeler seconded. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

Trustee Thomasson motioned to approve the repair of three culverts back in the Gardens in the amount of \$7,340.00 Trustee Vogeler seconded. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

HEALTH & SAFETY

Prairieland Contract

The Prairieland contract is up for renewal for services. President Yeaton mentioned that the only proposal received was from Prairieland. It was noted that Flood Brothers asked for copy of the current contract but did not submit a proposal.

Radio purchase

President Yeaton provided an update and noted that Trustee Dan is working on this purchase.

POLICE

Report & Scheduling

McHenry and Lake County will be providing extra coverage in October for homecoming and Halloween.

Code Enforcement

There have been issues with the watershed ordinance violations. It was noted that Lake County is dealing with a couple of situations. President Yeaton asked that people report potential violations before anticipated high water levels.

Motion to Approve: Amendment: Noise/Special Events

President Yeaton moved this item later on the agenda after Old Business

Wauconda Quote

President Yeaton indicated that she spoke with police chief about towing vehicles in the village.

There was discussion regarding entering into a contract for towing services. Village Attorney Bateman pointed out that currently the Village does not have a towing ordinance. Wauconda Police tows within their community but it would not be a service to be provided to the Village. Wauconda Police recommended contracting with McHenry County Sheriff's for tow services.

Village Attorney Bateman noted that a ticket for towing would have to be for vehicles impeding or endangering but not for illegal parking. McHenry County Sheriff's department for towing. It was noted that the Village would have to adopt under the Nunda Ordinance and then McHenry would uphold it. An IGA would be needed with McHenry County Sheriff's.

The Board expressed safety concerns. President Yeaton asked if the Board would be interested in pursuing a contract with McHenry County Sheriff for towing. It was the consensus of the Board to have President Yeaton pursue an agreement with McHenry County.

President Yeaton provided an update on the issues address by the CSO Officer and noted that Wauconda police needs new pdf's of the Village Code. President Yeaton noted that she would contact Wauconda and request a report of code enforcement issues.

PARKS AND BEACHES

Project Updates

Trustee Cillo gave an update on the painted bench project.

Garden Party recap

Trustee Cillo recapped the Garden Party event.

Fire ring

No update on this item.

Halloween Fest

Trustee Cillo indicated that the Halloween Fest is scheduled for October 27th.

FORESTRY

Tree maintenance

It was noted that Rusty trimmed trees on Park Drive. Rusty will get quote for three big Oaks to be looked at and

to be removed.

Four parkway trees will be planted this fall.

FINANCE

Vehicle Tax update

Trustee Corrigan noted since the last update, Deputy Clerk Schroeder has been working on updating a spreadsheet showing when the home was sold to verify the residency date. This information is being used to provide those residents that have not been paid. Corrigan explained that there are three different spreadsheets to cross check those residents that have paid and those needing to pay. A new spreadsheet from waste hauler, Prairieland will be also used to verify residents.

President Yeaton noted that Building Inspector Frank suggested that the residents with an outstanding vehicle tax be red flagged in the building software to pay the outstanding fees prior to issuing a permit. Therefore, all outstanding records will not need to go to a collection agency or ticket from an CSO Officer. Trustee Corrigan noted that he likes sending out reminder letters to the residents.

Village buildings: lighting proposal approval

Trustee Vogeler indicated that the lighting was approved and electrician already called for installation.

Re-approval of Nicor Franchise Agreement

Trustee Vogeler motioned to approve Ordinance 2019-09-04 Nicor Agreement. Trustee Corrigan seconded. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

Employee handbook

President Yeaton explained the need to have an employee handbook. President Yeaton assigned Trustees Grothendick and Herstedt to work on this project.

Building maintenance/ordinance violations

Trustee Vogeler provided an update on the Cheeseman houses and ordinance violations regarding 215 Eastwood Court.

Deer Grove II update

None

Code Amendment Regarding Fences

Trustee Vogeler motioned to approve Ordinance 2019-09-04 an ordinance amending Title XV, land usage of the Port Barrington Code of Ordinances Re: Section 150.04 Fences, of Chapter 150, Building Regulations. Seconded by Trustee Corrigan. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

CAV/FEMA update

Staff waiting for a return call.

General Business -Zoning

Approve Village Hall flooring quote

Trustee Vogeler noted a flooring bid of \$7,955 was received for Village Hall floor and vinyl.

Trustee Vogeler motioned to approve \$7,955 to replace Village Hall flooring. Seconded by Corrigan. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

Approve safe purchase

There was general discussion about getting a safe box for Village Hall. President Yeaton suggested getting a fire and water proof safe to store two-way radios. There was discussion regarding pricing. There was a suggestion to use the old police station gun safe.

Fee schedule

President Yeaton noted that citations were issued to 400 S. Circle for code violations. There was discussion regarding increasing the fee schedule.

VILLAGE ATTORNEY UPDATES

Towing contract

Discussed earlier on the agenda

Attorney Bateman noted that the village has not yet received the escrow money for the conditional use permit submitted by Mr. Sherman. Mr Sherman's attorney contacted him to meet in a couple of weeks about how to develop the Sherman property. Bateman suggested that the Village host a town meeting with the Village Board and ZBA/PC members with Sherman. This would give the residents and village the opportunity to discuss the use of the property.

It was suggested to facilitate the meeting at a bigger venue in Lake County. It was the consensus of the Board to move forward with a town meeting for this matter.

VILLAGE ENGINEER UPDATE

ADMINISTRATION

In Donna's absence, President Yeaton read Administrator Erfort's updates. The Garden Party looks like most costs were covered; Attended the Water Forum at MCC that was specifically about flooding. Trend toward global warming, more evaporation, more rain, more paving, land coverage, storage in the flood plain/way, expect more flooding; Working on rain garden grant which is due 10/1; Working on Annual Treasurer's Report to be published prior to 10/30; Received our temporary liquor license for the Chili Cook Off; will be on vacation from 10/7 – 10/16.

CLERK

PUBLIC WORKS

HOA REPORTS

There was no new information presented on these subjects.

PLANNING COMMISSION

Keith Kotarski stated that the Planning Commission will review business permitted uses at the next PC meeting for a recommendation to the Village Board. PC Kotarski noted that the PC reviewed the proposed the adult cannabis business establishments and will further discuss for a recommendation to the Village Board.

PORT BARRINGTON WATERWAY COMMISSION

Resident Jody reported on this item.

There was discussion regarding the upcoming weather and suggested not to move the sand pile.

It was encouraged to watch the video of the McHenry Water Forum presentation hosted by Paul Osmond. Jody suggested posting the video info in the Village Newsletter and Village Website. Trustee Cillo suggested the village offer a Welcome Community containing helpful information such as the waterway information. Jody briefly mentioned a law that Congress passed on September 30th regarding flood insurance. Jody suggested reporting people throwing stuff in the waterway and mentioned that all calls are kept confidential.

PORT BARRINGTON ERT

It was noted that ERT volunteers are needed.

VILLAGE PRESIDENT REPORT

IML Conference

President Yeaton reported that she will be attend the IML Conference and asked the Trustees to look at any of the topics to be discussed at the conference that they'd like her to attend.

Capital Improvements under McSweeney

Nothing to report

Model Ordinance Cannabis Task Force

The next meeting will be held on September 25th. There was general discussion regarding how the village will proceed with meeting on this matter. President Yeaton indicated that a meeting will be held with the Plan Commission to review the business permitted use table. Attorney Bateman explained the process to hold a public hearing with the ZBA/PC and then a recommendation would go to the Village Board for consideration. Bateman answered questions from the Village Board.

OLD BUSINESS/NEW BUSINESS

Motion to Approve: Amendment: Noise/Special Events

Attorney Bateman explained the previous discussion with the Village Board regarding this matter. Bateman explained the proposed ordinance language is based on the village board feedback.

Trustee Cillo noted that she didn't like the word "annoyed" and felt that word inappropriate.

There was general discussion regarding the decibel levels. It was noted that the word "annoyed" be taken out of the proposed ordinance along with some other updates as discussed.

Motion: Trustee Cillo motioned an Ordinance 2019-09-03 an ordinance amending the Port Barrington Code of Ordinances re: Chapter 91, health and safety; nuisances, article II, alcoholic beverages, of Chapter 114, business registration and licensing, and Chapter 115, special events with changes as discussed. Trustee Corrigan seconded. Roll Call was taken. 4 Ayes, 0 Nays, 2 Absent. The motion was approved.

OPEN TO FLOOR

The meeting was open to the floor at 9:05 p.m.

A Resident expressed her appreciation for the new painted road lines. She further expressed her concern with the Orlando semi-trailer.

Resident Keith Kotarski expressed his concern with inspecting property for new homes. He feels it's a

government invasion, too many laws and added costs to the Village, although he thinks its appropriate for rental properties.

Motion that a portion of the meeting be closed to the public, effective immediately, to discuss matters of personnel, and/or to discuss possible real estate acquisitions, and/or to discuss litigation involving an action against this municipality which is pending in court or in an administrative tribunal, and/or to discuss such litigation which is probable or imminent, the Board finding that based upon advice of counsel, litigation is probable or imminent as to those matters so identified on the record in such closed session for the reasons therein stated.

None

MOTION TO ADJOURN

Trustee Vogeler motioned to adjourn. Trustee Cillo seconded. Roll call was taken; 4 Ayes, 0 Nays and 2 Absent. Motion approved. The meeting was adjourned at 9:13 p.m.

Respectfully Submitted,

Elizabeth Schroeder
Deputy Clerk

AYES 5
NAYS 0
ABSENT 1 - Herstedt
ABSTAIN 0
APPROVED November 20, 2019