

MINUTES OF THE MEETING OF
THE VILLAGE OF PORT BARRINGTON BOARD OF TRUSTEES
LAKE AND MCHENRY COUNTIES, ILLINOIS
April 1, 2020

Special Board of Trustees Meeting: in place of Regular Committee Meeting

President Yeaton called to order the Special scheduled Meeting of the Board of Trustees at 7:00pm. The following Trustees were present remotely: Thomasson, Grothendick, Cillo, Corrigan and Vogeler. Trustee Herstedt was absent. Jim Batmen, Village Attorney, was also present remotely.

President Yeaton asked the Board to set the agenda affirming no conflicts of interest and Trustee Grothendick motioned to set the agenda. Trustee Thomasson seconded and the motion was approved with a vote of 4 Ayes, including President Yeaton. Trustees Cillo and Corrigan were not heard from on this vote.

Trustee Corrigan motioned to approve the consent agenda tabling the minutes of February 19, 2020, including the minutes of March 18, 2020 and including the February Treasurer's report and amended bills payable through February 19, 2020. Trustee Vogeler seconded. Roll call was taken; 4 Ayes, 0 Nays, 1 Absent. Trustee Cillo did not voice a vote on this motion. The motion was approved.

STREETS AND ROADS

Trustee Thomasson stated he had no update on parking lot repair bids. President Yeaton stated that Cuba Township submitted a bid last year that they communicated to Rusty they will honor and get the Village on their schedule. There was no concerns expressed by the Board. The radar speed sign is working.

HEALTH AND SAFETY

Trustee Grothendick wrote an article regarding disaster planning that will be published in the Village newsletter.

Trustee Grothendick stated his interest in purchasing items from the existing budget including a Generac trash water pump with plumbing. Cost is estimated at \$850.00. He also intends to purchase a Westinghouse 5500 watt portable generator for emergency power and social events. Trustee Grothendick stated his intent to purchase a Mavick mini drone for \$400.00 that it doesn't require FAA approval. Trustee Thomasson stated that a drone license is required to operate. Because it is a municipality using the drone it requires registration and training. He offered to assist with the process. He already has an FAA exemption.

The other items he intends to purchase are a weed sign and pond hippo.

Weed cutting dates for the channel have been established with primary dates and alternate dates. There will be 3 cuttings total. June, July and August dates were established.

There is a FEMA application for 75% reimbursement of expenses incurred as a result of covid-19 pandemic. It must be submitted by April 12, 2020. There is phone training available that Trustee Grothendick will attend. The threshold to qualify is \$3,300.00. The Village has

accumulated \$2,230.00 known expense so far. The other eligible expenses could include cleaning and disinfecting items and labor to clean.

Trustee Vogeler stated he has a generator available for sale. It is used, but in good condition. Jim Bateman stated it would be a conflict of interest for a Trustee to sell to or buy from the Village.

POLICE

President Yeaton stated that schedules are set for April. The Chief approved 16 hours/mo April 14, 2020 through October 31, 2020. Two hours a week would be dedicated to code enforcement. Two hours/mo would be dedicated to overnight parking enforcement. Code enforcement has been suspended until 04/15/2020. That may be extended through 05/01/2020.

President Yeaton stated that Fox Lake started a program called Cops and Code and designated time to be available to public and discuss all things needed for permits. President Yeaton would like to implement here. Frank DeSort agreed.

The counties are still doing regular shifts from Lake and McHenry. Trustee Herstedt asked for 2 extra shifts for increased presence.

PARKS AND BEACHES

Trustee Cillo stated that Rusty received a quote for \$4,100.00 for tree removal at parks and the boat launch.

Trustee Cillo has interest in placing a gazebo at Friendship Park. The quote is \$12,244.00. She spoke to the insurance company who would come out to view after installation.

Tallgrass will do stabilization of shorelines at parks. There are funds remaining in the existing budget to pay for this and the gazebo. The payment would be 50% up front and then the other 50% would come from the next budget. The location must be approved. Jim Bateman determined that neither project required including prevailing wages.

Trustee Vogeler stated that the gazebo is a kit. It is vinyl with a metal roof. There should be very little maintenance and does not require painting. Donna Erfort verified that it would not be in the flood plain.

Trustee Grothendick stated that he spoke to the Riverwalk HOA about exercise equipment.

Trustee Cillo must speak to them about maintenance costs and placement.

Jody Thelin stated that the application and resolution were sent and the Village is now approved as a Bee City USA. The resolution must be sent to them with payment for filing.

The Com Ed Pollinator Grant application is submitted and is being processed. The application is for \$10,000.00 for rain gardens, butterfly and bee habitats.

FORESTRY

Trustee Corrigan stated that the tree maintenance quote for \$4100.00 includes tree trimming.

Tree City USA is approved for the 6th year in a row.

The Arbor Day celebration is cancelled this year due to covid-19.

FINANCE

Trustee Corrigan motioned to approve a date extension for fees due on business licenses.

Late fees would be waived and move the date to June 15, 2020. No ordinance was necessary for this action. President Yeaton polled the Board and there was no objection. Trustee Corrigan made a motion to extend to June 15, 2020 and Trustee Cillo seconded. 5 Ayes, 0 Nays, 1 Absent.

Trustee Corrigan stated that 2 scholarship reviewers are required. Trustees Cillo and Grothendick volunteered.

The vehicle tax due date on the Ordinance is May 1 but has not been fully enforced in recent years. Trustee Corrigan updated all records and amounts due. He suggested moving the due date to June 1st this year. President Yeaton stated that if a letter could be sent and allow 2 weeks to comply it would be preferable.

Trustee Corrigan stated that documents were sent as a summary of finances and a line by line detail for each Committee budget. Meetings were held. Included is the income and expense for the past 5 years. Expenses are increasing faster than income. The last few years the Village has not been getting the full amount owed from the State income tax. Prior to fiscal year 2018 expenses were less than income. Salaries and insurance add up to 70% of the budget expense. The Village must increase revenue or decrease expense. Trustee Corrigan described income variables. Salaries for full time employees were calculated with a 4% increase for the budget. This year a budgeted item is for an Assistant to the Village Administrator for 20 hours at \$15/hour.

A line item was added for grant writing at \$3,000.00.

Each line item for every Committee budget was considered and any increases were explained and discussed. Decreases were highlighted. Adjustments could be made prior to approval at the April Board Meeting.

BUILDING AND ZONING

Trustee Vogeler stated the CRS extension was filed.

Ordinance 2020-4-1 was before the Board for approval of BG uses amending the zoning code.

Trustees Thomasson, Grothendick, Cillo, Corrigan and Vogeler voted Aye. Trustee Herstedt was absent.

There was discussion of the verbiage that must be attached to the deed for 215 Eastwood to comply with CRS requirements and designate open space. Jim Bateman recommended designating as a park without locking it into a program that requires Federal approval from the director of FEMA. Donna Erfort will ask if less restrictive language could be used to remain as open space to mitigate flooding.

ADMINISTRATION

Donna Erfort stated that the Government Transparency Act regarding reporting of MFT funds considered grant money is under the reporting statute. The Accountant's office resubmitted 6 times and received correspondence that no further action is required. It is still possible to be bounced back again.

Donna attended a conference and met CRS members. She sat at a table with a FEMA representative who had interest in a small town applying for CRS.

The Fox River Summit was cancelled.

There were 125 pairs of shoes in the re-use a shoe box. SWALCO wants them delivered directly from the Village instead of through Prairieland.

There will be signs ordered regarding dog poop and an article in the newsletter.

PUBLIC WORKS

The ice rink was taken down. Rusty is looking into culvert repair.

PLANNING COMMITTEE

President Yeaton stated that Ron Thelin offered to serve on the Planning Committee. President Yeaton will put forth his name to the Board after discussion with Mike Weiner.

PBWWC

Jody Thelin stated that the river crested.

VILLAGE PRESIDENT

President Yeaton is working with District 118 to coordinate a grab-n-go lunch program. Thank you was expressed to 28 Mile Vodka for donating a gallon of hand sanitizer to the Village.

President Yeaton stated that she has attended two health department briefings and two Governor’s office briefings.

The Whitehouse briefing today with Dr. Faucci stated that are 6,980 cases of covid-19 in Illinois as of today.

President Yeaton detailed recommendations for social distancing.

OLD/NEW

Trustee Grothendick told Prairieland to write a contract to include Port Barrington Shores. It should include street sweeping and dumpsters for Village use. It will be forwarded to the Village Attorney when received.

The meeting was open to the floor at 8:42pm.

No questions or comments were heard.

Trustee Grothendick motioned to adjourn. Trustee Thomasson seconded. Roll call was taken; 5 Ayes, 0 Nays, 1 Absent. Motion approved. The meeting was adjourned at 8:43pm.

Respectfully Submitted,

Nancy Bachal, Village Clerk

AYES 5
NAYS 0
ABSENT 0
ABSTAIN 1 -Herstedt
APPROVED April 15, 2020