

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

August 18, 2021

President Vogeler called to order the regularly scheduled Meeting of the Board of Trustees at 7:00 pm. The following Trustees were present: Fecske, Grothendick, Tuke, Cillo and Corrigan. Trustee Cillo was absent. There was one vacancy on the Board. Jim Bateman was present. Clerk Bachal was absent.

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

President Vogeler asked the Board to consider the Consent Agenda for approval, removing the August 4th Executive Session Minutes, which will be passed at the next Committee Meeting on September 1, 2021. Trustee Cillo motioned to approve the consent agenda without the August 4, 2021, Executive Session Minutes. Trustee Grothendick seconded. Roll call was taken; 5 Ayes, 0 Nays, 0 Absent. 1 vacancy. The motion was approved.

Bills payable through August 18, 2021 was before the Board. Trustee Corrigan motioned to approve the Bills Payable as presented. Trustee Cillo seconded. Roll call was taken: 5 Ayes, 0 Nays, 0 absent, 1 Vacancy. Motion approved.

President Vogeler introduced Tom Fleissner and Ron Thelin as candidates for appointment as Village Trustee. The Board had a short question and answer session with the candidates. Both candidates are long-time residents, have good former experience to serve on the Building & Zoning Committee and pledged the time commitment needed for Trustee duties. They both have history of volunteerism with the Village. Attorney Bateman reiterated that once an appointment is made by President Vogeler and affirmed by the Board, the candidate can be sworn in at either a Committee or Board Meeting.

PLANNING COMMISSION

Appointment of a candidate for Trustee will remove another Planning Commission Member and the Board seeks two candidates to fill vacancies.

Photos for the revised Comprehensive Plan are asked to be in place prior to a published Public Hearing. Donna Erfort and Jody Thelin will work on photos and placement in the future.

624 South Circle variance has no current timeline.

PORT BARRINGTON WATERWAY COMMISSION

Jody Thelin stated that the blue/green algae bloom reported has now dissipated.

HEALTH AND SAFETY

Trustee Fecske shared a spreadsheet of service calls for assistance that he requested from Lake County Sheriff Department. The report shows that service adjustments are not warranted at this time. A similar report will be requested from McHenry County periodically.

A couple complaints were received regarding weed cutting, most likely due to low water in the channels. More weeds were collected than the previous cut, but not as much area was covered due to the low water level.

Wauconda Police Department will use Trustee Fecske's Google Doc that he designed for our Code Compliance Officers. They will share their schedule with the Village as done previously.

Wauconda School District is updating their emergency contacts for the Village. President Vogeler and Trustee Fecske will be added.

STREETS AND ROADS

The bridge inspection is due this fall. Trustee Corrigan read a letter to IDOT regarding the bridge funding under the Service Transportation Program bridge funds quoting \$390K construction costs plus engineering costs with a 20% cost share from the Village. HLR Engineering will help us secure any applicable funding. It was confirmed that the grant can be turned down if the Village is approved but it is later determined that the budget would not support our 20% share. Our engineer feels that crack sealing will not impact the issued condition grade. If anything it would help it, not degrade it. Rusty will attempt to complete crack sealing/patch the bridge prior to inspection. Previous patching has held over the years.

Road Repair update: Lake County DOT has been working to replace the culvert at Center Street and Roberts Road. The project should be done within the next week. A drain tile was also unclogged in the process. Appreciation was extended to LCDOT on behalf of the Village for completing this project. Trustee Corrigan was commended for reaching out to LCDOT, saving the Village a substantial amount of funds.

The Village crosswalk painting remains on LCDOT's schedule, to be completed at the same time they paint their own, further saving the Village money.

A street sweeper attachment purchase was investigated for after-storm clean up. The purchase is estimated to be around \$7300, much more expensive than thought. Street sweeping twice a year is included in our Prairieland contract and it was agreed that it would be much less expensive to contract out extra sweepings if/when it is needed.

FORESTRY

Nunda Township assisted in brush removal after the recent storm. At Eastwood Avenue and the River there was a tree in the water. It has been removed. Fox Waterway The Moorings had a request for debris removal. Public Works drove through that neighborhood, but no debris remained.

Donna Erfort asked confirmation on moving \$6850 tree trimming expense to emergency Health & Safety category. It was confirmed it should under the Emergency Management budget.

PARKS AND RECREATION

Tallgrass completed the park projects. IML has a prescribed burn scheduled in October for around Hermann Park Pond. Trustee Cillo discussed an isolated complaint about people parking on the grass at Fox Trail Park during Junior Bulldog games. There are forty spaces in the lot. A gravel road had been installed years ago, leading to a grassy area where additional parking is

allowed. Beyond that, signage indicates a no parking area which seems to be adhered to. Our Code Compliance Officers have been made aware parking/no parking areas there.

The plans for this year's Garden Party are in full swing. It was agreed that, since the band is typically paid for through the Village and it is less than usual this year, extra money be put towards kids' entertainment. Donna went over contracted entertainment, rented equipment, licenses and a food truck possibility. President Vogeler recommended this event be given a set date from year to year. It was decided that the third weekend in September would be a good date, concurrent with "It's Our Fox River Day". President Vogeler suggested a Google Doc event calendar be designed with all things Village recorded there. Trustee Cillo requested donations for a Village Board raffle basket for the REC Committee fundraiser.

Trustee Cillo questioned replacing the vandalized port-o-potty at Hermann Park be replaced. A juvenile started the port-o-potty on fire, also spreading to the siding on the maintenance garage. It was agreed that the port-o-potty be replaced for the time being. Trustee Cillo will notify Crown Restrooms of the destruction and request a replacement.

Rusty Issleb stated that there were complaints that the Fox Trail port-o-potty was locked. Trustee Cillo will contact the leagues to let them know it must remain unlocked as part of their contract to use the fields.

BEE CITY

Tallgrass flagged areas where they will plant. Rusty can excavate the rain garden in the parking lot. Planting should be done within the next couple weeks.

COMMUNITY RELATIONS

Facebook and Instagram presence for the Village is in progress. An email blast communication is also being considered. A database can be started with the information from those who indicated on their vehicle tax forms that they would like to receive electronic Village correspondence.

Policy was discussed to determine what requested links should be posted on the Village website. If posted, Attorney Bateman recommended disclaimers accompany them. The consensus was that it is hard to differentiate between information vs. endorsement. It was decided not to post links other than those related directly to Village business.

FINANCE

Ordinance 2021-08-01 approving the American Rescue Plan Act (ARPA) Award was before the Board. Trustee Grothendick motioned to approve, and Trustee Corrigan seconded. Roll call was taken; 5 Ayes, 0 Nays, 0 Absent, 1 Vacancy. Motion approved.

Trustee Grothendick initiated a discussion about the \$10,000 matching grant the Village received from ComEd / Metropolitan Mayors Caucus and whether or not we should pursue it. It was the consensus of the Board that a need has been determined and therefore supports the budget monies to pursue it at this time. The Village has not yet received official notice of this award, but it has been published. Donna will pursue contact information as well as parameters of grant administration.

The vandal fire was further discussed. A juvenile playing with a lighter started the fire. He has submitted letters of apology to Village Board, employees and residents. The rented port-o-potty was completely destroyed, and the large Village garage had siding and smoke damage. Two men passing by are credited with saving the building as they called 9-1-1, attempted to control the fire with a hose and alerted Village employees. Rusty removed the vehicles from the garage. Trustee Tuke believes they should be commended in a “Community Spotlight” section of the Village Newsletter that he would like to initiate. The Board also felt letters of appreciation and gift cards were in order. It was felt that Wauconda Fire Department went above and beyond in handling the fire. President Vogeler suggested that reconstruction includes siding from Village stock to match current siding and to expedite the project and those materials can be reimbursed with insurance monies.

Trustee Grothendick discussed alternative options to our Vehicle Tax collection. He spoke with both McHenry and Lake County Treasurers, confirming more than one SSA is possible in the same area. However, an SSA must be over land that is contiguous so more than one may needed to cover the entire Village. Initial set-up costs including but not limited to notices via certified mailings, may add up to an estimated \$10,000. Amendments may be necessary going forward with additional overhead expense. Attorney Bateman gave examples from other towns and their residents’ reception of an SSA. More information will be gathered.

BUILDING AND ZONING

President Vogeler reported that a silt fence has been put up in preparation of demolition of 230 Eastwood Avenue.

Frank DeSort is working on form letters for compliance.

VILLAGE ATTORNEY UPDATE

As a part of the statue Safety Accountability Fairness Equity Today Act, most of which applies to police officers, there is a section requiring municipalities establish a policy that there will be no retaliation against “whistleblowers” and that lays out procedures handling complaints by whistleblowers and that audit officials handling these procedures be named. These audit officials are designated by position, not individual employee names. Attorney Bateman recommends that an ordinance be drafted to establish this policy naming Village President, Village Manager, Treasurer and Village Attorney as audit officials. The Board’s consensus was to authorize Attorney Bateman to draft the ordinance.

Lake County bought the taxes on the 1257 Noble Drive vacant property on which the Village has a lien. With the County being the tax buyer, there may be a chance that they will not satisfy the Village lien. The Village lien is ahead of all other liens *except taxes*. There is a court hearing in February. The State’s Attorney may be helpful and should be contacted. Jim Bateman will revisit this in January and the Board can then decide if we want to proceed with legal intervention.

VILLAGE ENGINEER

President Vogeler, Trustee Corrigan, Jeff McLennan, RiverWalk Homeowner's Association (RWHOA) President, Jodi McCarthy, Village Engineer and RWHOA's engineer met to discuss several rill clean-out projects that the RWHOA would like to undertake.

ADMINISTRATION

Donna Erfort reported an unofficial census count of 1584, an increase of 67 people since last census.

Rusty Issleb spoke of a broken sidewalk in need of repair. He will purchase an electric cement mixer for these types of projects and do the repair in-house.

A homeless person was reported in Crossroads Church parking lot. Lake County Sheriff assisted the individual in moving on.

The owner of a parcel known as R-15 in the Fox River Watershed adjacent to the north end of Fox Trail Park is asking for a conditional use permit from the Village of Island Lake to raise cattle. There are many concerns surrounding this use, including wetland and water quality. The Board agreed that a letter of opposition be written, signed by President Vogeler. be read by Donna Erfort will read the letter at the hearing to voice Village concerns.

The Village FY21 Audit is in progress and will be ready for the Board's review shortly.

Donna Erfort filed for and received the reimbursement for tax monies paid out on vacant tax-exempt Village properties.

PUBLIC WORKS

Rusty Issleb's request to lift a glysohate ban in certain instances will be discussed at another date.

The IML Conference is coming up. The Village encourages attendance.

VILLAGE PRESIDENT

The IGA for the Village to have Cuba Township plow the private roads in the Moorings is being renewed at a higher rate, going up from the previous rate of \$300 to \$450 with a 5% annual increase built in. President Vogeler spoke to the Moorings HOA President. They have agreed to the new terms. Attorney Bateman reviewed the new IGA and approved it. The Village Board approved entering into this agreement.

President Vogeler discussed the fire and burglar alarms for Village buildings. He reiterated that having the alarms in place would not have prevented the recent vandalism fire. \$6175 for equipment and installation plus a monthly service fee of \$62.15 that includes a maintenance program. For the first 90 days, equipment and labor are covered by ADT with reimbursement of service fees for that time period. There is an option to finance the full amount at \$228.16 per month five years, maintenance fee included. President Vogeler recommends buying the system outright to avoid finance fees. We have budgeted \$25,000 for the system. As cameras are not

included with ADT's pricing, the Board entertained the idea of adding cameras at approximately \$3000. The Board was poled—all members in attendances opted to purchase ADT's security system outright without cameras. Camera surveillance will be researched separately. President Vogeler will have the contract written and will inquire about an updated desk panic button.

Trustee Grothendick sent a summary of requested changes to the Employee Handbook draft to Board members. Attorney Bateman clarified the change regarding the Village President's termination of an employee requiring the consent of the majority of the Board in a timely manner. The procedure for termination of an appointed Officer varies slightly. Attorney Bateman recommended that the adoption of the Employee Handbook be done by Ordinance to be included in the Village Code by reference. The Board was polled and agreed to direct Attorney Bateman to create the Ordinance adopting the Employee Handbook.

ROUND TABLE

In consideration of time, no other round table discussions were held.

OLD/NEW BUSINESS

Trustee Grothendick reported that an alternate health insurance policy was requested by an employee at a lesser cost to the Village. The Board was in agreement. Trustee Grothendick moved to add a payment to Blue Cross/Blue Shield for \$3017.96 to cover the current employee health insurance premium to the Bills Payable. Trustee Tuke seconded. Roll call was taken; 5 Ayes, 0 Nays, 0 Absent. 1 vacancy. The motion was approved.

Trustee Grothendick has held all quarterly budget reviews except Health & Safety which is pending.

OPEN TO THE FLOOR

Jody Thelin requested that landscape restoration at the newly demolished Eastwood Avenue property does not include the use of the nylon mesh mats. President Vogeler stated that it is a now a policy that the Village use straw mats, not the nylon mesh mats, in restoration projects.

Trustee Tuke motioned to adjourn. Trustee Grothendick seconded. Roll call was taken; 5 Ayes, 0 Nays, 0 Absent. 1 Vacancy. Motion approved.

The meeting was adjourned at 9:40 pm.

Respectfully Submitted,

Donna Erfort

AYES 6

NAYS 0

ABSENT 0

ABSTAIN 0

APPROVED October 20, 2021