

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

April 20, 2022

President Vogeler called to order the regularly scheduled Meeting of the Board of Trustees at 7:01 pm. The following Trustees were present: Cillo, Grothendick, Fleissner and Corrigan. Trustee Tuke was absent. There was one vacancy. Jim Bateman was present as Village Attorney.

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

Trustee Cillo motioned to approve the consent agenda. Trustee Corrigan seconded. Roll call was taken; 4 Ayes, 0 Nays, 1 Absent, 1 Vacancy. The motion was approved.

Bills payable through April 20, 2022 was before the Board. Trustee Cillo motioned to approve the Bills Payable. Trustee Grothendick seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

PLANNING COMMISSION

Mike Weiner stated that a special meeting was held regarding a variance request and it was approved by their board. A letter was composed and submitted to the Village Board. Ordinance 2022-04-01 to approve the variance was before the Board. Trustee Grothendick motioned to approve the ordinance regarding a variance for 624 S. Circle. Trustee Corrigan seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

HEALTH AND SAFETY

Trustee Grothendick stated there were complaints of parking in a fire lane and concerns that no citations were being issued. Trustee Corrigan stated that Ringers landscaping is routinely parking in the cul-de-sac in front of no parking signs. Jim Bateman recommended the Community Service Officer from Wauconda issue parking violations. President Vogeler will send an email to confirm and also request reports of all activity.

Trustee Grothendick stated that Prairieland did not have the Village Clean-up on their schedule, but he contacted them.

Trustee Grothendick motioned to approve Resolution 2022-240 to appoint Tom Fleissner as the alternate SWALCO Director. Trustee Corrigan seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

STREETS AND ROADS

Trustee Corrigan motioned to approve Resolution 2022-239 adopting the QBS Policy. Trustee Grothendick seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

Trustee Corrigan stated that the QBS team was determined as Village President and Trustee Corrigan.

RFI must be posted for 14 days on the Village website. Jim Bateman stated the request could also be published in the newspaper. The NW Herald would be the publication.

Trustee Corrigan motioned to approve Resolution 2022-238 Center Street Bridge request for qualifications. Trustee Fleissner seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

Trustee Corrigan stated he has a timeline for street paving and bridge replacement.

FORESTRY

A check was received from the resident who removed trees in the amount of \$4,800.00.

PARKS AND RECREATION

Trustee Cillo motioned to approve Ordinance 2022-04-02 Amending the code for Village property use. Trustee Grothendick seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

The Garden Party is now known as the Riverfest. Planning continues. Trustee Corrigan stated that he secured a food truck for dessert. The regular food truck was already secured.

Trustee Cillo stated the Village egg hunt was well attended.

ILM is scheduled to install the fountain in the pond at Hermann Park.

BEE CITY

Donna Erfort stated that fill-in plants were purchased. The signs are in the works.

COMMUNITY RELATIONS

Trustee Grothendick stated there were 10 applications for the Village Scholarship. Trustee Grothendick and Cillo ranked the top 4 and believe there is a clear winner. Trustee Tuke will review and consider also.

Ordinance 2022-04-03 Amending Special Events was before the Board. Trustee Corrigan motioned to approve. Trustee Cillo seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

FINANCE

Trustee Grothendick stated there was no new information on ARPA or CURES funds.

Manhard Engineering refers grant writing recommendations to Administrative Consulting Specialists who use the acronym ACS. They have an 84.7% success rate. Trustee Corrigan stated there are a lot of grant opportunities now. There is \$5000.00 in the budget to hire grant writers.

They charge a flat fee to find all grants that fit a community, file and follow up. It is a subscription-based service with payments monthly, quarterly or annually. They will also maintain existing grants. They are certified as an ARPA provider. The lowest tier of service is \$10,000.00 annually. The Village could fund \$5000.00 with ARPA money. The next tier includes administrative work at \$15,000.00. President Vogeler remarked that the Village could turn over administration of CRS to them. Trustee Corrigan stated there is \$5000.00 in the current budget and the same in the next budget and that amount can also come out of ARPA. All Board members agreed to the middle tier at \$15,000.00. Jim Bateman advised the Board they could act on consensus now and make a motion to ratify in May.

The laptops are 70% done with configuration.

Ordinance 2022-04-04 for closure of SSA3 was before the Board. Trustee Grothendick motioned to approve. Trustee Cillo seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

The budget includes a line item for the new municipal building at \$237,980.00. A poll of the Board resulted in all agreeing it is needed. President Vogeler suggested solar panels on the building. A standing seam roof was recommended and would add \$12,000.00 to the project. President Vogeler suggested the Board consider an additional payout of \$75,000.00 for a line item on the budget. Utility costs would be lower and there's a 14% rebate off the cost of panels for a municipality.

The total costs were stated as \$500,000.00 for the building and a \$50,000.00 overage contingency with another \$50,000.00 allocated for the back garage. This does not include the Engineering costs from Manhard estimated at \$20,000.00. The Village would finance \$400,000.00 and pay out \$200,000.00 from the general fund. The budget would be altered to show a line item in at \$400,000.00 and \$620,000.00 out. President Vogeler recommended spending \$8,000.00 from the current budget for architectural drawings for loan applications. Transcending Designs submitted a proposal for \$8,000.00. The Bills payable would be amended to accommodate. Trustee Grothendick motioned to change the budget to reflect these amounts.

Trustee Cillo seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

Trustee Grothendick motioned to amend the Bills Payable to include \$8,000.00 to Transcending Designs and \$5,000.00 to pay ACS. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

Trustee Grothendick stated that the waste hauler Lakeshore Recycling in negotiating to include the vehicle tax on their bills requested a \$6.00 processing fee per address. Their proposal also request they collect fines for non-payment. Jim Bateman stated that the Village cannot share fines as it is unconstitutional. The contract is still in negotiations.

BUILDING AND ZONING

Trustee Fleissner went to the SWALCO meeting where they discussed collecting propane.

Trustee Fleissner attended an electrical charging station seminar. He received a call from a dealership with an electric car available. The price is \$33,000.00 for the car but there is a \$10,000.00 “dealer’s premium”. This would not be considered. President Vogeler stated he saw a gator type vehicle that was electric.

VILLAGE ATTORNEY

Jim Bateman stated that Frank DeSort sent a list of violations at the 2 houses on Eastwood and citations must be sent to the Cheeseman’s who own them. There must be one ticket per envelope. There are 10 citations on one house and 11 on the other. Each carries a \$100.00/day fine. Jim Bateman stated that the maximum fine would be \$2,500.00 per ticket. President Vogeler will instruct the Code Enforcement officer to write the citations.

Jim Bateman stated that the Lowbrows files a motion to dismiss the tax deed case. The State’s Attorney filed a response.

ENGINEERING

The MS4 report will be filed by Manhard.

OLD/NEW

One resume was received for the Trustee vacancy. The vacancy will be in the newsletter again.

VILLAGE PRESIDENT

President Vogeler stated he attended a breakfast for mayors sponsored by Good Shepherd Hospital.

The meeting was open to the floor at 9:15 pm.

Keith Kotarski asked about drainage on N. Circle. He stated that water pools in front of his home in the ditch.

There was discussion of 39 N. Circle. It is vacant and in foreclosure. The sump pumps are emptying into the ditch there.

Keith Kotarski stated the truck parked on Oak Street is leaking oil. President Vogeler will refer that to code enforcement.

Trustee Grothendick motioned to adjourn. Trustee Fleissner seconded. Roll call was taken: 4 Ayes, 0 Nays, 1 absent. 1 Vacancy. Motion approved.

The meeting was adjourned at 9:33 pm.

Respectfully Submitted,

Nancy Bachal, Village Clerk

AYES 5
NAYS 0
ABSENT 0, 1 vacancy
ABSTAIN 0
APPROVED May 18, 2022

