

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

March 15, 2023

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, Tuke, Fleissner, Lawrence and Corrigan. 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 Cillo seconded, and the motion was approved unanimously.

The Consent Agenda was before the Board for approval including the minutes of the February 15, 2023, Board Meeting, March 1, 2023, Special 4PM Board Minutes for Bid Opening, and February 2023 Treasurer's Report included. The March 1, 2023, Special 7PM Meeting Minutes were tabled. Trustee Grothendick proposed a change to the February 15, 2023, Board Meeting Minutes. Under Finance, the motion to approve payment to reserve a band received a vote but resulted in a tie. The Board will revote at a future meeting. Trustee Corrigan motioned to approve the consent agenda with changes to the February 15, 2023, meeting minutes as stated and omitting the March 1, 2023, Special 7PM Meeting Minutes. Trustee Lawrence seconded. Roll call was taken; 6 Ayes, 0 Nays, 0 Absent. The motion was approved.

The Bills Payable Report through March 15, 2023, was before the Board. Trustee Cillo motioned to approve the Bills Payable. Trustee Corrigan seconded. Roll call was taken: 6 Ayes, 0 Nays, 0 absent. Motion approved.

#### PB Waterway Commission

Fox River Summit is March 16<sup>th</sup> and will be attended by Waterway Commissioner Thelin, Trustee Grothendick and Donna Erfort will attend.

#### PLANNING COMMISSION

No new report

There is still a vacancy on this Board.

#### HEALTH AND SAFETY

Trustee Lawrence stated that the Lake County Sheriff contract is set to expire in one month with an auto-renew clause. However, the Lake County Board is set to vote on an hourly price increase from \$70 to \$90 per hour for off-duty detail. They will also require a certificate of liability insurance from the Village. Attorney Bateman stated that IML would supply this certificate under our current coverage. The Board concurred to continue with this service at an increase of

approximately \$600 per month. Trustee Lawrence will follow up with them and supply the wording for the COI that is needed.

Village Clean Up was switched to May 13<sup>th</sup> due to scheduling difficulties with Paper Tiger and Prairieland. The Village Garage Sales will then be May 19<sup>th</sup> & 20<sup>th</sup>. Future years should remain with the sales held prior to the Village Clean Up.

President Vogeler confirmed with Trustee Grothendick that budget numbers will be changed to correlate with the Lake County Sheriff's hourly increase of \$7200 annually.

Attorney Bateman stated that, in the past, a statute was determined to restrict Sheriff Deputies to patrol within their own county jurisdiction. Lake County doesn't consider that a limitation, but McHenry County does. The newly elected State's Attorney may have a different interpretation of the statute. There was discussion about revisiting total Village coverage under one Sheriff Department. President Vogeler will approach the McHenry County Sheriff for coverage of the entire Village coverage for simplicity and the hourly rate savings.

## STREETS AND ROADS

Trustee Corrigan stated that all the IDOT paperwork is completed and submitted for the Center Street Bridge. Nothing has been needed to be paid out by the Village on this project to date. The first phase of the project will begin next year instead of this year.

The Eastwood Paving Project is closing out. There is a \$5500 retainer for grass restoration in the warmer weather.

## FORESTRY

Trustee Corrigan stated that we received Tree City designation for the ninth year in a row.

## PARKS AND RECREATION

Trustee Cillo reported that the REC Committee met and has the following updates: The Egg Hunt is April 8<sup>th</sup> at 11:00PM.

RiverFest will have a beer truck. The Committee prefers not to work with tickets—cash only. A food truck and an ice cream truck are booked. Deposit has been sent in for the band, scheduled for two hours. Trustee Cillo would like to get staging and other details set as soon as possible. A smaller, lower stage is preferred. There are concerns about construction limiting space in the park. Trustee Corrigan said that the Broken Oar's agent has a list of smaller, local bands available at \$100 per band member.

The Hermann Park fountain will be reinstalled April 1<sup>st</sup>. There is a new maintenance quote with a new non-chemical weed reducer included. This maintenance will be done three times a year to be confirmed by Trustee Cillo.

Pollinator Week is June 19<sup>th</sup>-25<sup>th</sup>. Give-aways will be available at the Village Hall.

## COMMUNITY RELATIONS

Trustee Tuke reported that there is no update for the May 6<sup>th</sup> ALCA 5K Race. Trustee Cillo will advise LYAA so there are no scheduling conflicts.

Applications for the Village Scholarship is April 12, 2023. There are no applicants thus far. Trustee Cillo will attend the Awards Night at Wauconda High School.

## FINANCE

Trustee Grothendick reported that ComEd came out to look at the connection for the new Public Works building.

Budget reviews are complete. Employee compensation will be plugged in after an executive session discussion at the next Committee Meeting.

## BUILDING AND ZONING

The financing of the Public Works building was discussed with the following approximate numbers given by Trustee Grothendick as an example of funding with Village General Fund monies:

$$\begin{array}{r} \$1,462,000 = \text{General Fund (i.e., cash on hand)} \\ - \quad 787,000 = \text{Public Works Building Bid average} \\ \hline 675,000 \\ + \quad 150,000 = \text{Excess from FY23 Budget (due to cost trimming/ COVID reimbursement)} \\ \hline \$825,000 = \text{General Fund} \end{array}$$

President Vogeler stated that given these numbers, the years of discussion for this project and with costs going up he would like a vote to let this to a contractor. Finance options were discussed previously, and the Board as a whole did not want to burden future Boards with any loans. If a financial emergency arises, then loans could be reconsidered. Attorney Bateman was asked for advice on what should be kept in the General Fund coffers for emergency purposes. He stated the “rule of thumb” is to have .75 to 1.5 years of the budget covered in reserves. As an example, Trustee Corrigan referenced the neighboring town of Wauconda and their “rainy day fund” policy is to reserve 25% of their budget and currently run around 33%. The Board’s consensus was that they would not want to run reserves down that low.

President Vogeler had distributed a summary of the bids for the Public Works Building project, including histories of the companies to the Board to review. Four bids were received as follows:

Tonyan & Sons \$698,400  
E.P. Doyle & Sons: \$855,343  
OCS General Contractors: \$870,873  
J&J Construction: \$645,769

Trustees handed in a written opinion of their bid award choice. Attorney Bateman tallied the results as read by President Vogeler. 5 votes were counted for J & J Construction Specialists, Inc. and 1 for Wm Tonyan & Sons, Inc.

Trustee Grothendick motioned to award the contract to J & J construction Specialists, Inc. Trustee Fleissner seconded the motion. Roll call was taken: 6 Ayes, 0 Nays, 0 absent. Motion approved.

President Vogeler would like J & J Construction to do some logistics regarding infrastructure savings. He would also like the Trustees to think about an alternate plan for extra pavement and pavilion alterations. The alternate plan would be separate but would go hand in hand with the current contract. Security and fire alarm systems should also be investigated for all four Village buildings.

#### VILLAGE ATTORNEY

Attorney Bateman reported that there were a couple of tickets adjudicated resulting in default judgements including the Oak Street parking ticket.

Attorney Bateman requested the final dollar amount for the Public Works Building Contract, and he will prepare an award packet. He will prepare the final contract now and scope of work change document if need be.

Attorney Bateman reminded the Board and Staff the filing deadline for Economic Interest Statements is May 1<sup>st</sup> and their office is available if anyone has any questions on the new form.

It was asked if an elected official could also be employed by the Village. Attorney Bateman's advice is generally no. There are some very limited exceptions and income limits.

#### VILLAGE ENGINEER

Attorney Bateman spoke with the engineer about 228 Eastwood Avenue inquiry about requirements for inhabitation.

#### VILLAGE CLERK

There was no new information presented.

#### ADMINISTRATION

A CPR class will be investigated at the cost of around \$300.

A \$500 refund on the Village deductible for the Village Building fire.

Municipal Elections are May 4<sup>th</sup>. There are three Trustee positions open and three candidates running. Show support by voting!

#### PUBLIC WORKS

Russell Issleb was commended for work plowing and clearing Village roads this past season.

VILLAGE PRESIDENT

No further information presented.

OLD/NEW

Trustee Fleissner received an inquiry about the commercial property for use as a storage facility. Past information regarding this use was shared. There was no further inquiry about the solar farm use on this property.

Trustee Corrigan announced that Governor Pritzker passed an Illinois Family Leave Plan. Beginning January 1, 2024, each employee will accrue family leave with several parameters. A payroll service should possibly be considered.

The meeting was open to the floor at 8:09 PM. Jay Motley from J & J Construction Specialists expressed appreciation for the contract award. Jack Motley stated that his tax bill went down the last couple years, partly due to the end of the SSA for the sewer system. He expressed relief that there was no talk of another SSA for the new building.

Trustee Tuke motioned to adjourn. Trustee Grothendick seconded. Roll call was taken: 6 Ayes, 0 Nays, 0 absent. Motion approved.

The meeting was adjourned at 8:12 PM.

Respectfully Submitted,

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Donna Erfort, Village Deputy Clerk, Treas.

AYES 5  
NAYS 0  
ABSENT 0, 1 vacancy  
ABSTAIN 0  
APPROVED May 17, 2023