

**VILLAGE OF LAKEWOOD
SPECIAL
VILLAGE BOARD MEETING MINUTES
JULY 17, 2018**

The Village Board Meeting was called to order at 7:07 p.m. at RedTail Golf Club by Village Clerk Janice Hansen. Trustee McMahan, seconded by Trustee Odom, moved to appoint Trustee Rexroat as President Pro Tem in President Serwatka's absence. Voice Vote: All Ayes.

Present were Trustees McMahan, Odom, Rexroat, Stephan and Ulrich. Trustee Davis was absent. Also present were Chief Administrative Officer Jeannine Smith; Village Clerk Janice Hansen; Village Attorney Michael Smoron; Treasurer Jean Heckman; Chief of Police Michael Roth; Golf Manager Terry Remke; Benefits Coordinator Sue Villie; and many members of the public.

PUBLIC COMMENTS: Steve Barnett of 1180 South Shore Drive asked if anyone was in contact with President Serwatka and what is the procedure to replace a Village President upon his resignation.

James Kassner of 9803 Partridge asked about the Village's 2018 Road Program and where the funds come from to pay for this program. Chief Administrative Officer Jeannine Smith commented that this year's program consisted of the repavement of Muirfield plus patching and crack filling of other miscellaneous roads. The fund to pay for this service come from the Village's Motor Fund Taxes and the Village's General Fund. The Village's Engineers from Baxter and Woodman rate the roads each year and compile a Capital Road Program.

CONSENT AGENDA: The following were considered and enacted on a single motion by Trustee McMahan, seconded by Trustee Stephan:

APPROVAL OF MINUTES: June 12, 2018 Regular Village Board Meeting

APPROVAL OF BILL LISTS: Accounts Payable Invoices Dated July 11, 2018 in the Amount of \$84,690; Accounts Payable Pre-Paid Invoices Dated June, 2018 in the Amount of \$35,675.10; May, 2018 RedTail Manual Checks in the Amount of \$10,035.37; and May, 2018 Debit Card Activity in the Amount of \$1,046.26

APPROVAL OF FINANCIAL STATEMENTS: Village Financial Statements for the Period May 1, 2018 through May 31, 2018; RedTail Golf Club Financial Statements for the Period May 1, 2018 through May 31, 2018; and Lake Patrol Financial Statements for the Period May 1, 2018 through May 31, 2018

APPROVAL OF A SPECIAL EVENT PERMIT FROM THE WOODS OF TURNBERRY BLOCK PARTY ON AUGUST 12, 2018 FROM 12 P.M. TO 4 P.M.

Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

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ITEMS REMOVED FROM THE CONSENT AGENDA: Trustee Rexroat asked for an amendment to the **June 26, 2018 Regular Village Board Meeting Minutes**. Under Trustee Comments: “Both Trustees McMahan and Rexroat asked why President Serwatka does not respond to the FOIA’s submitted to the Village by Trustees McMahan and Rexroat. Trustee Rexroat indicated President Serwatka accused Trustees McMahan and Rexroat of putting the Village in legal and financial risk. President Serwatka indicated he had specific facts supporting these allegations as he stated in the June 12th meeting. The FOIA requests that President Serwatka reveal these facts to the public. (A copy of the FOIA’s submitted by Trustees Rexroat and McMahan are attached to the minutes.)

Village Clerk Janice Hansen commented that these changes will be reflected and voted on at the August 14, 2018 Village Board Meeting.

APPROVAL OF AN ORDINANCE NO. 2018-20 – AN ORDINANCE APPROVING BUDGET AMENDMENT NO. 2 FOR FISCAL YEAR 2017-2018: Trustee McMahan commented that the adjustments to this Amendment have made this Ordinance clearer.

Trustee McMahan, seconded by Trustee Stephan, moved to approve Ordinance 2018-20. Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL OF AN ORDINANCE NO. 2018-22 – AN ORDINANCE GRANTING A VARIANCE FROM SECTION 10.2-7.2 OF THE ZONING CODE OF THE VILLAGE OF LAKEWOOD FOR 7316 GLENEAGLE CIRCLE:

Trustee Stephan, seconded by Trustee Ulrich, moved to approve Ordinance 2018-22. Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL OF ORDINANCE NO. 2018-23 – AN ORDINANCE GRANTING A VARIANCE FROM SECTION 10.2-7.3 OF THE ZONING CODE OF THE VILLAGE OF LAKEWOOD FOR 6905 INVERWAY DRIVE:

Trustee Stephan, seconded by McMahan moved to approve Ordinance 2018-23. Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL OF ORDINANCE NO. 2018-24 – AN ORDINANCE GRANTING CERTAIN VARIANCES FROM THE ZONING CODE OF THE VILLAGE OF LAKEWOOD FOR 1996 SOUTH SHORE DRIVE: The Variance Petitioner’s Architect John Forehand told the Board of Trustees that the location of the proposed spa has been omitted from the Variance.

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There are no requests to encroach into any of the setback regulations, the proposed home will stay inside all side yard setbacks.

There was general discussion regarding this variance petition. Some of the Trustees questioned the justification of a hardship for these variances. The lot is a legal non conforming parcel with a seventy five foot front yard instead of the standard one hundred feet. The Trustees agreed to allow the window well setback; the garage split (two car and one car to form a courtyard atmosphere); patio and deck accessory structures.

Trustee Stephan, seconded by Trustee McMahan, moved to approve Ordinance 2018-24 as amended. Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL FOR THE CHIEF ADMINISTRATIVE OFFICER TO APPROVE HOME STATE BANK REMOTE DEPOSIT CAPTURE SERVICES: Village Treasurer Jean Heckman commented that Home State Bank Remote Deposit Capture will allow the Village to eliminate manual check deposit processing. The scanner will automatically deposit the checks into the Village bank account, produce deposit reports, and create an export file that will automatically apply payments to resident utility bills in our Fund Balance System. There is no budget change required to implement this new service and it will greatly reduce manual processing hours required by several employees.

Trustee Stephan, seconded by Trustee McMahan, moved to approve the Chief Administrative Officer to approve Home State Bank Remote Deposit Capture Services. Voting Aye: Trustees McMahan, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL OF KAP ROOFING SERVICES FOR ROOF REPAIR AT REDTAIL GOLF CLUB IN THE AMOUNT OF \$17,200: Golf Manager Terry Remke commented that seven prospective roof contractors were interviewed to repair the clubhouse roof. Three of these contractors submitted a quote; Innovative Home Concepts at \$21,300; Authentic Homes at \$44,800; and KAP Roofing Service at \$17,200. Selection standards included a minimum 15 year warranty, prior experience, and cost. This project will be funded from RedTail Golf Course Reserves. This expenditure will come from RedTail Golf Club Reserves.

Trustee McMahan stated that staff should have looked into the entire renovation project of RedTail Golf Club before starting any of the work. Revenues are down. The roof repair, which has a 15 year warranty, gives staff time to plan the future of the Club House.

Trustee Stephan commented that the weather has set back golf revenues and there is a need to increase golf profits.

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Trustee Rexroat remarked that there is a need to see for a capital improvement plan for all projects within the Village.

Trustee Stephan, seconded by Trustee Ulrich, moved to approve KAP Roofing Services for roof repair at RedTail Golf Club in the Amount of \$17,200. Voting Aye: Trustees McMahon, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL TO AUTHORIZE THE PLACEMENT OF AN ATM FROM AH MANAGEMENT, ROLLING MEADOWS, and ILLINOIS AT REDTAIL GOLF CLUB: Chief Administrative Officer Jeannine Smith stated that there have been many requests from RedTail golfers for the placement of an ATM. AH Management will stock the machine, give RedTail Golf Club \$1 for each transaction and AH Management will retain \$2 from each transaction. There are no out of pocket expenses for this device.

Trustee McMahon, seconded by Trustee Stephan, moved to approve the authorization of the placement of an ATM from AH Management, Rolling Meadows, Illinois at RedTail Golf Club. Voting Aye: Trustees McMahon, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

APPROVAL FOR THE CHIEF ADMINISTRATIVE OFFICER TO PRESENT A SHED ACCESSARY STRUCTURE IN THE R-1 DISTRICT OF THE VILLAGE OF LAKEWOOD: Chief Administrative Officer Jeannine Smith commented that this agenda item request came from a west side resident who has accumulated too many items for his garage.

Turnberry covenants do not allow sheds within the subdivision.

It was the general consensus of the Board of Trustees not to consider this agenda item.

APPROVAL TO AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER FOR PAYMENT #1 TO GESKE & SONS, INC. IN THE AMOUNT OF \$109,922.80 FOR THE 2018 STREET IMPROVEMENT PROGRAM: Geske & Sons are entitled to a partial payment for the work completed in connection for the 2018 Street Improvement Program.

Trustee McMahon, seconded by Trustee Rexroat, moved to approve the Chief Administrative Officer to authorize payment #1 to Geske & Sons, Inc. in the Amount of \$109,922.80 for the 2018 Street Improvement Program. Voting Aye: Trustees McMahon, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried.

PRELIMINARY DISCUSSION REGARDING SOCIAL MEDIA POLICY: Chief Administrative Officer Jeannine Smith commented that this is a preliminary social media policy

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compiled from several different municipalities. She would like the Board of Trustees to review this information and forward to her any comments they may have.

There was general discussion regarding the Village's Facebook page. Some Trustee's expressed concern regarding official and/or personal information on the page. Chief Administrative Officer Jeannine Smith stated that there is a need to verify with Facebook if the current site is officially registered. Attorney Smoron commented that there should be two official sites, one for the Village and one for RedTail Golf Club. The Village of Lakewood's social media is owned by the Village and no one else. The Chief Administrative Officer should manage the sites according to Facebook standards; there should be no friending or comments.

REPORTS: Village Treasurer Jean Heckman is working on the Village's Fixed Assets of Appreciation and comparing them with the Village's insurance list. She is going back five to ten years starting with 2017.

Treasurer Heckman commented that letters to residents close to RedTail Golf Club have been mailed alerting parking restrictions for Movie Night.

Treasurer Heckman mentioned that she has working at Village Hall for two weeks and the amount of phone calls is staggering and she is looking to streamline the process.

Police Chief Roth reminded all that August 7, 2018 from 5:30 p.m. to 8:30 p.m. is National Night Out at RedTail Golf Club.

With nothing further to discuss, Trustee Stephan, seconded by Trustee Rexroat, moved to adjourn the meeting. Voting Aye: Voting Aye: Trustees McMahon, Odom, Rexroat, Stephan, and Ulrich. Voting Aye: None. Absent: Trustee Davis. Motion declared carried. The meeting adjourned at 8:51 p.m.

Janice S. Hansen
Village Clerk

Approved: _____ July 24, 2018

