

**VILLAGE OF LAKEWOOD  
VILLAGE BOARD MEETING MINUTES  
APRIL 12, 2018**

The Village Board Meeting was called to order at 7:13 p.m. by President Serwatka at RedTail Golf Club. Present were Trustees Davis, McMahon, Odom, and Stephan. Trustee Rexroat was absent. Also present were Chief Administrative Officer Jeannine Smith; Village Clerk Janice Hansen; Village Attorney Michael Smoron; Village Treasurer Jean Heckman; Chief of Police Michael Roth; Golf Manager Terry Remke; Benefits Coordinator Susan Villie; Water/Wastewater Operator Gary Zickuhr; Village Engineer Jason Fluhr from Baxter & Woodman; and a few members of the public.

**PUBLIC COMMENTS:** Cheryl Lockwood of 9517 Lenox Lane commented about the marvelous grand opening event at RedTail Golf Club on April 8, 2018. She had overheard guests at the event admiring the newly renovated facility and they appreciated meeting the new golf club manager.

Cheryl Lockwood also commented on the utility fee discussion agenda item. It is her opinion that the senior citizens within the Village use less water than the minimum bi-monthly base rate. The Board should consider giving these residents a discounted water rate.

Cheryl Lockwood would like the Village Board to work a little more cohesively.

Jack Otlewis of 9216 Muirfield commented on the fabulous turnout for the Sunday, April 8, 2018, grand opening event. This is a great change within the Village which he hasn't seen in the 23 years he has lived here. New leadership will create a great atmosphere within Lakewood. Mr. Otlewis has known Doug Ulrich for ten years and believes his values will be aligned with the Village Board. He also commented on the new Golf Manager Terry Remke who he has known for 42 years. Mr. Remke has a passion for golf, great marketing skills, and will sell the golf course 24/7. Mr. Otlewis believes the new leadership has created a great atmosphere within the Village of Lakewood.

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

**APPROVAL OF MINUTES:** March 27, 2018 Regular Village Board Meeting and March 27, 2018 Budget Workshop #2

**APPROVAL OF BILL LISTS:** Accounts Payable Invoices Dated April 11, 2018 in the Amount of \$116,933.89 and Accounts Payable Pre-Paid Invoices for March, 2018 in the amount of \$79,349.86

**APPROVAL OF FINANCIAL STATEMENTS:** None

**APPROVAL OF ARBOR DAY PROCLAMATION**

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Voting Aye: Trustee Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

**ITEMS REMOVED FROM THE CONSENT AGENDA:** None

**DISCUSSION REGARDING VILLAGE OF LAKEWOOD WATER RATE STUDY:** Water/Wastewater Operator Gary Zickuhr highlighted findings from the Illinois Rural Water Study. He summarized the cost of the water; existing rates; total debt service (2018/2019 and 2019/2020); current revenue/expenses; and immediate needs. Also discussed was a comparison of total debt services for budget years 2018/2019 and 2019/2020. Immediate needs for the Village's water system are a reduction of inflow and infiltration and for staff to change out aging water meters. Mr. Zickuhr presented a 3% base rate increase for water and sewer fees.

There was general discussion regarding the 3% base rate increase and perhaps calculating a user rate, especially for those residents that use a minimum amount of water. Also discussed was a water/sewer municipal rate comparison which show the Village's rates to be affordable.

President Serwatka would like all efforts to be made to seek an equitable means of billing for minimum usage as possible. There are a number of seniors who use less than the minimum base rate and pay for more than they use.

Mr. Zickuhr will research several possible scenarios and present these findings in the near future to the Board of Trustees for consideration.

**APPROVAL OF ORDINANCE NO. 2018-12 – AN ORDINANCE APPROVING THE VILLAGE OF LAKEWOOD ANNUAL BUDGET FOR FISCAL YEAR 2018/2019:**

Trustees Davis and McMahon expressed concern regarding the Village's Reserve Fund and would like to see a Capital Spending Plan.

Trustee Stephan, seconded by Trustee Davis, moved to approve Ordinance No. 2018-12. Voting Aye: Trustee Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

**APPROVAL (ADVICE AND CONSENT) THE APPOINTMENT OF DOUGLAS ULRICH AS TRUSTEE FOR A TERM EXPIRING 2019:** Trustee Davis thanked the Board of Trustees for the extra two weeks before voting on this item to meeting with Douglas Ulrich; he believes he will be a good fit.

Trustee Stephan, seconded by Trustee McMahon, moved to approve the appointment of Douglas Ulrich as Trustee for a term expiring 2019. Voting Aye: Trustee Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

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**APPROVAL OF AN ENGINEERING SERVICE AGREEMENT WITH BAXTER & WOODMAN FOR 2018 NPDES PHASE II PERMIT ASSISTANCE IN AN AMOUNT NOT TO EXCEED \$2,800:** This agreement provides assistance in the preparation of the 2018 National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Separate Storm Sewer System (MS4) Annual Facility Inspection Report (AFIR) and review and update the MS4 Stormwater Program Plan to comply with the conditions of the IEPA's MS4 General Permit. The scope of services are: complete the Village's AFIR submittal form, revise the documents to address comments from Village staff, and submit the AFIR to the IEPA electronically; and review existing SMPP documentation and provide necessary enhancements to meet MS4 permit requirements and regional standard of detail. A final SMPP will be prepared for website posting as required by the MS4 permit.

Trustee McMahon, seconded by Trustee Stephan, moved to approve an Engineering Service Agreement with Baxter & Woodman for 2018 NPDES Phase II Permit Assistance in an amount not to exceed \$2,800. Voting Aye: Trustee Davis, McMahon, Odom, and, Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

**APPROVAL FOR CHIEF ADMINISTRATIVE OFFICER TO EXECUTE A THREE (3) YEAR CONTRACT FOR EMPLOYEE ASSISTANCE PROGRAM SERVICES WITH EMPLOYEE RESOURCE SYSTEMS, INC. IN AN AMOUNT NOT TO EXCEED \$2,040:** Chief Administrative Officer Jeannine Smith stated that the Village of Lakewood is required to participate in an Employee Assistance Program as mandated by the federal government through the Drug-Free Workplace Act because we receive federal funds. Staff has considered three proposals and finds that Employee Resource Systems, Inc. offers excellent training options, comprehensive utilization review reporting and the lowest annual fee of \$2,040 of the qualifying candidates. ERS has over 250 affiliates in their provider network within 20 miles of the Village and over 3,000 network affiliates across the country giving staff a large number of providers to choose from.

Trustee Davis, seconded by Trustee Stephan, moved to approve the Chief Administrative Officer to execute a three year contract for employee assistance program services with Employee Resource Systems, Inc. in an amount not to exceed \$2,040. Voting Aye: Trustee Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

**APPROVAL OF ORDINANCE NO. 2018-13 – AN ORDINANCE AMENDING SECTION 2.10, COMPENSATION/SALARIES, OF THE LAKEWOOD MUNICIPAL CODE:** Village Board members will no longer receive salaries/compensation effective the beginning of the 2019 and 2021 terms.

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Trustee Stephan, seconded by Trustee Davis, moved to approve Ordinance 2018-13. Voting Aye: Trustee Davis, McMahon, Odom, Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried.

**APPROVAL OF ORDINANCE NO. 2018-14 – AN ORDINANCE AMENDING LAKEWOOD MUNICIPAL CODE PERTAINING TO THE SUPERVISION OF THE GOLF COURSE MANAGER:** This Ordinance was not considered. After much deliberation, it was the general consensus of the Board of Trustees to implement personnel procedures to include hiring, supervisory, and firing practices.

**REPORTS:** Chief Administrative Officer Jeannine Smith commented that in the two and half weeks Golf Manager Terry Remke has been employed, he has sold 44 golf passes compared to the 35 sold for the entire 2017 golf season. RedTail Golf Club anticipates increased golf revenues in 2018.

Attorney Michael Smoron congratulated staff on a successful RedTail grand opening on Sunday, April 8, 2018.

President Serwatka would like the Board to start working cohesively.

Trustee Stephan remarked that one year ago he presented a concept plan for RedTail Golf Club; refurbish the club house and increase revenues by \$8 per round. Here it is!

With nothing further to discuss, Trustee Stephan, seconded by Trustee McMahon, moved to adjourn the meeting. Voting Aye: Trustee Davis, McMahon, Odom, and Stephan. Voting Nay: None. Absent: Trustee Rexroat. Motion declared carried. The meeting adjourned at 8:44 p.m.

Janice S. Hansen  
Village Clerk

Approved: \_\_\_\_\_ Dated: April 26, 2018