

**VILLAGE OF LAKEWOOD
VILLAGE BOARD MEETING MINUTES
SEPTEMBER 25, 2018**

The Village Board Meeting was called to order at 7:05 p.m. at RedTail Golf Club by President Davis. Present were Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Trustee Odom was absent. Also present were Village Clerk Janice Hansen; Village Attorney Michael Smoron; Treasurer Jean Heckman; Chief of Police Roth; Planning and Zoning Commission Chairman John O'Hara; and a few members of the public.

PUBLIC COMMENTS: Bill Moll of 7222 Partridge Lane had sent a letter to the Board of Trustees and the Chief Administrative Officer commenting about the shabby condition of old Turnberry; unkempt lawns and landscaping and the outward lack of maintenance of homes.

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

APPROVAL OF MINUTES: September 11, 2018 Regular Village Board Meeting as a as amended

APPROVAL OF BILL LIST: Accounts Payable Invoices Dated September 26, 2018 in The Amount of \$59,569.84

APPROVAL OF FINANCIAL STATEMENTS: None

APPROVAL OF A SPECIAL EVENT PERMIT APPLICATION FOR THE RUN AND ROLL AT THE DOLE ON OCTOBER 14, 2018 FROM 8 A.M. TO 10 A.M.

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

ITEMS REMOVED FROM THE CONSENT AGENDA: None

APPROVAL OF ORDINANCE NO. 2018-27 – AN ORDINANCE GRANTING A VARIANCE FROM THE ZONING CODE OF THE VILLAGE OF LAKEWOOD FOR 245 WILTSHIRE LANE: Attorney Michael Smoron remarked that on September 20, 2018 the Planning and Zoning Commission met to hear this variance. The Petitioner Kevin Wise's variance request was to demolish the current home and construct a two story residence using the existing foundation. The purpose of this variance is two fold; the existing foundation works for the classic home design he plans to build. A small addition on the south east side of the building and small cosmetic feature at the northwest corner of the house, maintaining the foundations will allow for retaining proportions that complement the lot and character of the neighborhood. Also, this will cause minimal disruption to neighbors along the north side of the property. The neighbors had no issue with the proposed variance. The Planning and Zoning Commissioners unanimously voted to recommend this variance to the Board of Trustees.

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Planning and Zoning Commission Chairman John O'Hara commented that this situation is a good application of the variance process.

Trustee McMahon, seconded by Trustee Stephan, moved to approve Ordinance No. 2018-27. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

APPROVAL OF A STATE OF ILLINOIS INTERAGENCY USER AGREEMENT BETWEEN THE STATE OF ILLINOIS AND THE VILLAGE OF LAKEWOOD: President Davis commented that this Agreement is good for the Village's Police Department. Attorney Smoron added that this will enable the Village's Police Department to receive quick background checks for civil service employees. It is a requirement from the State Police Department to have the Village approve this Interagency Agreement before using the Bureau of Identification's services.

Trustee Ulrich, seconded by Trustee Rexroat, moved to approve a State of Illinois Interagency user Agreement between the State of Illinois and the Village of Lakewood. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

APPROVAL OF THE PURCHASE OF A FURNACE FOR REDTAIL GOLF CLUB MAINTENANCE BARN FROM SHERMAN MECHANICAL, INC. IN AN AMOUNT NOT TO EXCEED \$3,500: Interim Golf Manager Jean Heckman stated that the three quotes for the Maintenance Barn furnace were obtained in May/June and Sherman Mechanical was the lowest. The installation of the furnace will be completed before the cold weather sets in.

Trustee Stephan, seconded by Trustee Ulrich, moved to approve the purchase of a furnace for RedTail Golf Club Maintenance Barn from Sherman Mechanical, Inc. in an amount not to exceed \$3,500. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

APPROVAL OF A CONTRACT BETWEEN THE VILLAGE OF LAKEWOOD AND TORO NSN FOR IRRIGATION SYSTEM HARDWARE AND SOFTWARE SUPPORT IN AN AMOUNT NOT TO EXCEED \$6,959: Interim Golf Manager Jean Heckman stated that at the June 26, 2018 Board Meeting the Board approved a 5 year agreement totaling \$8,389 with TORO NSN to extend the irrigation system hardware and software support. The 5 year option is not available because all customers must be on Windows 10 to be eligible for renewal. Our current Microsoft Windows 7 end of life is January 1, 2020. If you purchased your irrigation hardware before 2015, it is obsolete and you will need to upgrade your hardware. The course needs to purchase new hardware to extend our warranty coverage. It is suggested to choose the 36 month plan which includes a new Standard Tower computer free of charge. Also,

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suggested is a lump sum payment of \$6,959 which will save \$529 versus a monthly payment of \$208 for 36 months.

Trustee Stephan, seconded by Trustee Rexroat, moved to approve a Contract between the Village of Lakewood and TORO NSN for irrigation system hardware and software support in an amount not to exceed \$6,959. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

APPROVAL OF ELECTRICAL WORK BY WEGNER ELECTRIC FOR REDTAIL GOLF CLUB IN AN AMOUNT NOT TO EXCEED \$2,585: Interim Golf Manager Jean Heckman commented that currently the cart pen does not have electric and an extension code is used to supply power. This project will run electric through existing empty piping from the clubhouse to the golf pen. Lighting will also be installed to the cart pen for night illumination. A locked gas on/off switch will be installed. There will be a replacement of the 1993 maxed out electrical panel in the clubhouse kitchen. There will be the installation of a new 30amp outlet to accommodate the TurboChef convection oven for better food service. And lastly, the installation of an exhaust fan on the back wall of the kitchen to reduce to reduce excessive heat temperatures.

Also discussed was the possibility of the exchange of golf privileges for the labor involved with this project. Interim Golf Manager Heckman will contact Mr. Wegner to discuss the terms of this proposal.

Trustee Stephan, seconded by Trustee McMahon, moved to approve electrical work by Wegner Electric for RedTail Golf Club in an amount not to exceed \$2,585. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

APPROVAL TO PURCHASE A PUMP, SWITCH, AND QUICK CONNECT HOSE AS PRESENTED FOR AN AMOUNT NOT TO EXCEED \$3,736 AND TO AMEND THE FISCAL YEAR BUDGET TO INCLUDE THE SAME: President Davis commented that this agenda item is a result from the Stormwater Task Force Meeting. There was discussion regarding renting versus the purchase of a pump to move water out of the Gates area during storm events. After much discussion, it was determine to purchase a pump as opposed to rental at the cost of \$325 per week. Purchasing would reduce and/or eliminate the overtime costs associated with operating the pump.

Trustee Rexroat, seconded by Trustee Ulrich, moved to approve the purchase of a pump, switch, and quick connect hose as presented for an amount not to exceed \$3,736 and to amend the fiscal year budget to include the same. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

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APPROVAL OF OPTION 1 HUMANA AS THE VILLAGE EMPLOYEE DENTAL CARRIER FOR OCTOBER 1, 2018 TO SEPTEMBER 30, 2019 AND AUTHORIZE CHIEF ADMINISTRATIVE OFFICER TO EXECUTE THE CONTRACT: Business Analyst Sue Villie commented that the Village insurance consultant Gallagher Williams-Manny solicited proposals that included a renewal of the current dental plan along with alternate carriers. The Carriers either declined to quote or had uncompetitive rates over the current renewal. Humana offered a plan with the same options as the current plan, other than after a covered member reaches the annual maximum of \$1,000 in incurred claims, the plan will then continue to pay 30% on their claims for preventative, basic and major for the remainder of the year versus simply cutting them off and not paying any claims at all after the \$1,000 max is met. Humana's annual premium is \$20,455.44 which is a 1.6% per an annual increase to the Village of \$326.88. This is better coverage at a lesser cost.

Trustee McMahon, seconded by Trustee Stephan moved to approve Option 1 Humana as the Village employee dental carrier for October 1, 2018 to September 30, 2019 and authorize Chief Administrative Officer to execute the contract. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried.

DISCUSSION REGARDING HOW TO PROCEED WITH UPDATING THE VILLAGE OF LAKEWOOD'S COMPREHENSIVE PLAN: President Davis commented that the Village's Comprehensive Plan is an important document for potential developers and sends a message that the Village is in support of future development. The Village has not published a Comprehensive Plan since April of 2005. There was a map update completed in 2010 which included the Village's newly annexed parcels on Routes 47/176 and Ballard Road. Attorney Smoron commented that Comprehensive Plans are typically amended every four to six years.

Chief Administrative Officer Jeannine Smith received notice from the Chicago Metropolitan Agency on Planning that there is a possibility for grants to supplement the funding for either a full Comprehensive Plan or a Corridor study application.

After much discussion, the Board of Trustees agreed that CAO Smith should pursue these grants with emphasis on Routes 47/176 and Ballard Road. Recreation status within the current Plan should be changed to a more broad strategy.

DISCUSSION REGARDING THE USE OF PERSONAL LAP TOP DEVICES AT VILLAGE BOARD MEETING: President Davis stated that the purchase of the Board's iPads was with the idea to secure any information that could be FOIA'd.

Attorney Smoron commented that the Board could use any device they wish for Village business, they would be obligated to turn over to the Village Clerk any FOIA requested information within five business days. He suggested that the Village should establish a policy

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using best practices when using the device. They should remain transparent and never use gmail, only their village email address. If the policy does not work, an ordinance can be composed which would have more stringent guidelines.

Business Analyst Sue Villie will research with the Village's IT consultant new the purchase of new devices; replacing those that are not functional.

REPORTS: Police Chief Roth mentioned that he will host Coffee with a Cop on October 3, 2018 at Village Hall 9 a.m. to 11 a.m.

Chief Roth has forwarded to the representative from the Woods of Turnberry possible solutions regarding traffic issues on Longmore Drive. Their homeowners association will meet on December 5, 2018 and the Chief plans to be in attendance.

Attorney Smoron mentioned that with the assistance of CAO Smith there will be a Planning and Zoning Seminar for its Commissioners discussing zoning issues, fees, and variances in the near future. Board members are welcomed to attend.

President Davis commented that at the last Planning and Zoning Commission Meeting accessory structures were discussed. The general consensus of the Commission regarding this issue was one accessory use per home, and includes complementary contiguous structures that will be allowable per the Chief Administrative Officers judgement. Structures are limited to 15 feet maximum height.

President Davis added that at the next Planning and Zoning Meeting the Commissioners will look at lot ratios, floor ratios, and impervious ratios at a later date. Lot coverage is especially critical in the R-2 District, east side of the Village.

President Davis commented that the Stormwater Task Force members would like to address adjustments to the Village's Stormwater Ordinance in the future. Currently the Village follows the County's Ordinance.

Trustee Stephan mentioned that he is pleased that the Planning and Zoning Commission is addressing accessory structures and outdoor structures.

Trustee Stephan is pleased with RedTail Golf Clubhouse, it is welcoming and clean. He brought friends to the Hawks Nest for lunch and everyone was pleased with the food and staff.

Trustee Ulrich inquired if there is a procedure for the Board Members to call the Village's Attorney's office with questions. President Davis replied that there is a fine line when Trustees need to confer with the Attorney, this could get out of hand and costly. Attorney Smoron commented that there could be a procedure to check with the Chief Administrative Officer

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before calling the Attorney's office directly. Or ask the Village President if questions should go directly to the Attorney's office. Trustees Augustine and Ulrich added that perhaps going through the President or the CAO would cut attorney fees.

With nothing further to discuss, Trustee Stephan, seconded by Trustee Ulrich, moved to close the meeting. Voting Aye: Trustees Augustine, McMahon, Rexroat, Stephan, and Ulrich. Voting Nay: None. Absent: Trustee Odom. Motion declared carried. The meeting adjourned at 8:41 p.m.

Janice S. Hansen
Village Clerk

Approved: _____ Dated: October 9, 2018