

VILLAGE OF

 KENILWORTH, ILLINOIS
Board of Trustees Meeting
June 21, 2010

Village President Fred G. Steingraber called the regular meeting of the Board of Trustees of the Village of Kenilworth in the Kenilworth Village Hall, Kenilworth, Illinois to order at 7:30pm on June 21, 2010. Village Clerk Scott Lien called the roll, as follows:

Present:	Fred G. Steingraber	President
	Robert Hastings	Trustee
	James Hughes	Trustee
	Thomas Nahrwold	Trustee
	Thomas Terrill	Trustee
	Michael Thomas	Trustee
	Robert Smietana	Trustee
 Absent:	 Stephen Hoopes	 Village Treasurer

A quorum was present.

Others Recorded as in Attendance:

<i>Village Officials And Staff</i>	Bradly J. Burke	Manager, Deputy Clerk
	John Petersen	Chief of Police
	Kevin Zeoli	Water Superintendent
	Barbara Adams	Legal Counsel
<i>Signed in using Village Addresses</i>	Jamie Resko	637 Abbotsford
	Lois Stanley	167 Sheridan
<i>Non-resident</i>	John Miller	Deerfield, IL
	William Olson	Schaumburg, IL

Village President Steingraber opened the meeting at 7:30 PM by welcoming everyone to the June meeting of the Board of Trustees.

Approval of Minutes

President Steingraber requested approval of the draft Minutes of the Board of Trustees Meeting of May 17, 2010. *Trustee Hastings moved and Trustee Smietana seconded, to approve the May 17, 2010 Board of Trustees Meeting Minutes. Several corrections were made, and the **Minutes of the May 17, 2010 Board of Trustees Meeting were approved as amended, by voice vote, without dissent.***

William Olson of Site Acquisition Consultants spoke to the Board on behalf of Clearwire Wireless. Mr. Olson addressed the Board and expressed the desire of Clearwire Wireless to install a wireless antenna on the top of the Kenilworth water tower. Mr. Olsen asked the Board and residents review the forth-coming proposal with an open mind. A brief discussion regarding Clearwire's request followed.

At 7:40 p.m., following Mr. Olson's comments, President Steingraber announced the next agenda item for the President and Board of Trustees was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell in the amount of not to exceed \$600,000 General Obligation Limited Bonds for the purpose of financing various capital projects in and for the Village, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect to the proposed bond.

The President opened the discussion and asked Manager Burke to explain the reasons for the proposed issuance of the Bonds. Village Manager Burke noted that as part of the adoption of the FY2010-2011 Budget, the Village Board approved using the Village's general obligation limited bonding authority to provide funds to cover expenses associated with various capital expenditures. Manager Burke stated the Bond Issue Notification Act requires the Village President to call a public hearing on the Village's intent to sell general obligation limited bonds. Notice of the public hearing was published in the June 3, 2010 Wilmette Life and posted at the Village Hall on the same day. Manager Burke explained the Village's intent to issue up to \$600,000 in bonds and proceeded to review the anticipated projects/expenses to be funded via the proposed general obligation limited bonds as outlined below:

- Village Hall Parking Lot Repaving
- Road Striping Program
- Repair and Replacement of Concrete Sidewalk and Curbs
- Street Light Lanterns & Cabling
- Engineering Design and Storm Sewer Improvements Related to the Skokie Ditch at Sheridan Road and East Side Combined Sanitary and Storm Sewer System Upgrades
- Engineering Design and Road System Improvements Related to 2010 Road Maintenance Program – Resurfacing Ivy Court and Leicester Road
- Replacement of Police Squad Vehicle
- Replace In-Car Laptop Computers
- Building Upgrades – Police Department Locker Facilities and Storage Renovation
- Fire Hydrant Replacement

John Miller, of Ehlers and Associates, Financial Advisor to the Village, noted that the \$600,000 amount includes both principal and interest and that the amount will be reflected on the local property tax bills on March 2011 property tax assessments.

President Steingraber asked for additional comments from the Trustees. No comments were made. President Steingraber noted no written testimony concerning the proposed issuance of the Bonds had been received.

President Steingraber asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. No verbal comments concerning the proposed issuance of the Bonds were made by members of the public in attendance.

President Steingraber then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Trustee Hughes moved and Trustee Hastings seconded the motion that the Hearing be finally adjourned. On voice vote, the motion passed without dissent.

Action Items – New Business

- a. *Consideration of a Resolution of the Village of Kenilworth, Cook County, Illinois, Expressing Official Intent Regarding Certain Capital Expenditures for Various Capital projects to be Reimbursed from Proceeds of an Issue of Obligations.*

Village Manager Burke explained in the event the Village should expend money on capital equipment purchases or infrastructure improvements prior to the receipt of bond proceeds, a resolution must be approved by the Village Board allowing the Village to be reimbursed with proceeds of the pending bond issue. The proposed resolution outlines the Village's intent to reimburse itself with tax-exempt obligations if such expenditures should occur prior to the actual receipt of bond proceeds.

Trustee Hastings moved and Trustee Hughes seconded the motion to approve the Resolution of the Village of Kenilworth, Cook County, Illinois, Expressing Official Intent Regarding Certain Capital Expenditures for Various Capital projects to be Reimbursed from Proceeds of an Issue of Obligations. A roll call vote was taken as follows.

For:	Hastings, Hughes, Nahrwold, Terrill, Smietana, Thomas
Opposed:	None
Absent:	None
Abstain:	None

Clerk Lien announced the vote approving a **Resolution of the Village of Kenilworth, Cook County, Illinois, Expressing Official Intent Regarding Certain Capital Expenditures for Various Capital projects to be Reimbursed from Proceeds of an Issue of Obligations was six for and none opposed.** President Steingraber declared the motion passed.

- b. *Consideration of an Ordinance Determining the Prevailing Rate of Wages in the Village of Kenilworth, Cook County, Illinois for 2010-2011.*

Village Manager Burke explained the State of Illinois "Prevailing Wage Act" requires the Village to investigate and ascertain the prevailing rate of wages to be paid for laborers, mechanics, and other workers performing construction of public works projects in Cook County during the month of June each year. In determining the prevailing rate of wages, the Village uses the same rates for construction work in Cook County as determined by the Illinois Department of Labor for June 2010. In accordance with the Prevailing Wage Act, the Village Board must adopt prevailing rate of wages for various positions.

Trustee Hastings moved and Trustee Terrill seconded the motion to approve an Ordinance Determining the Prevailing Rate of Wages in the Village of Kenilworth, Cook County, Illinois for 2010-2011. A roll call vote was taken as follows.

For: Hastings, Terrill, Hughes, Nahrwold, Smietana, Thomas
Opposed: None
Absent: None
Abstain: None

Clerk Lien announced the vote approving an **Ordinance Determining the Prevailing Rate of Wages in the Village of Kenilworth, Cook County, Illinois for 2010-2011 was six for and none opposed.** President Steingraber declared the motion passed.

- c. *Consideration of a Resolution Rejecting all Bids Received for the Villages of Lincolnwood, Wilmette, Northfield and Kenilworth's Three Year Contract for Sidewalk and Curb Removal and Replacement.*

Manager Burke provided an explanation of the status of the multi-community joint sidewalk bid and the result of the recent bid process. Manager Burke noted there were only a limited number of bids received, and the bids received were all higher than expected. A brief discussion regarding factors that may increase the number of bidders participating in the second bid process and the reason for the rejection of the bids followed.

Trustee Hastings moved and Trustee Hughes seconded a motion to approve a Resolution Rejecting all Bids Received for the Villages of Lincolnwood, Wilmette, Northfield and Kenilworth's Three year Contract for Sidewalk and Curb Removal and Replacement. A roll call vote was taken as follows:

For: Hastings, Hughes, Nahrwold, Terrill, Smietana, Thomas
Opposed: None
Absent: None
Abstain: None

Clerk Lien announced the vote approving a **Resolution Rejecting all Bids Received for the Villages of Lincolnwood, Wilmette, Northfield and Kenilworth's Three Year Contract for Sidewalk and Curb Removal and Replacement was six for, none opposed.** President Steingraber declared the motion passed.

- d. *Consideration of a Resolution Establishing Building Permit Fees.*

Village President Steingraber requested that Manager Burke explain the proposed changes in the building permit fees. Manager Burke noted recent changes to the Village's building and construction regulations have resulted in staff putting forward several recommended changes to the fees for building permits. The proposed fee changes pertain to applying the permit review/inspection requirements related to the recently adopted Energy Conservation Code as well as costs related to permitting and inspecting temporary tents erected in the Village. The proposed fee for both these permitting activities is anticipated to cover the administrative costs associated with reviewing and processing the permit as well as the cost for inspection services. Manager Burke noted the proposed fee increase would be in effect immediately upon passage of the proposed resolution.

Trustee Terrill moved and Trustee Hughes seconded a motion to approve a Resolution Establishing Building Permit Fees. A roll call vote was taken as follows:

For: Terrill, Hughes, Hastings, Nahrwold, Smietana, Thomas
Opposed: None
Absent: None
Abstain: None

Clerk Lien announced the **vote approving a Resolution Establishing Building Permit Fees was six for and none opposed**. President Steingraber declared the motion passed.

- e. *Review and Approval of expenditures in the amount of \$230,039.96 for the month of May 2010.*

Trustee Hughes moved and Trustee Hastings seconded a motion to approve the payment of May 2010 bills for \$230,039.96.

Trustee Hughes noted he had reviewed the bills before the Board for approval and found them all to be in order. Trustee Hughes noted this month's bills included a significant number of memberships all of which are included in the budget. Trustee Hughes noted the Finance Committee plans to meet on Tuesday, July 6 to discuss the format for the monthly finance reports as well as the pending bond issue.

A roll call vote was taken.

For: Hughes, Hastings, Nahrwold, Terrill, Smietana, Thomas
Opposed: None
Absent: None
Abstain: None

Clerk Lien announced the vote to **approve the payment of May bills for \$230,039.96 was six for and none opposed**. President Steingraber declared the motion passed.

Committee Reports

Lois Stanley of 167 Sheridan Road spoke on behalf of the Kenilworth Beautification Committee to thank the Village Board and residents for their support in completing the improvements to Water Tower Park. In response to a question regarding the park improvement project, Ms. Stanley noted the garden club purchased the new plantings from Sherwood North Nursery. The entire Village Board thanked Ms. Stanley for her leadership and efforts in making the Water Tower Park improvements a reality.

Village Legal Counsel

Village Legal Counsel Barb Adams noted the upcoming Holland and Knight client appreciation event at the end of the month and encouraged everyone to attend.

Village Manager Report *Bradly Burke, Village Manager*

Village Manager Burke noted parts of the Village had sustained a power outage over the course of several days between June 18 and 21 due to recent storm events. Manager Burke noted some outages lasted upwards of 20 hours during this time. Manager Burke understands downed overhead lines in Wilmette caused the outage. Additionally, Public Works responded after a tree fell on a vehicle on Melrose.

Community Affairs / Public Safety Trustee Hastings

The police Department responded to 562 Calls for Service in the month of May. Eleven Part I offenses were reported this month: 2 Burglary to Motor Vehicles and 9 Thefts (3 valued over \$300 and 6 under). Twenty-two Part II offenses occurred including 1 Criminal Damage, 1 Criminal Trespass, 2 Narcotic offenses, 5 DUI arrests and 13 Illegal Use/Possession of Alcohol violations.

In addition, the Police Department responded to 26 Burglar Alarms, 25 Animal Calls, 1 Domestic Dispute, 1 Missing Person, 18 Fire and Ambulance Calls, investigated 8 Suspicious Persons/Circumstances, Aided Outside Agencies on 8 occasions and assisted Community Development with enforcement action at 7 Construction sites. Police officers cited 209 traffic violations and investigated 3 Non-injury Traffic Crashes.

Village President Report Fred G. Steingraber, Village President

President Steingraber noted copies of the Village Manager's FY2010-2011 Goals and Objectives had been copied and provided to each Trustee. President Steingraber asked if there were any comments or changes to the proposed list of goals and objectives for the year and noted this list can certainly be added to or modified depending upon how things unfold over the course of the year. There were no comments or changes and it was the unanimous consensus of the Village Board to adopt the Goals and Objectives as presented.

b. Appointments to Various Boards and Commissions

President Steingraber noted a list of proposed appointments was included in the agenda materials for the Board's consideration. President Steingraber noted the majority of appointments proposed are reappointments of individuals to serve a subsequent term. However, the proposed appointment list does contemplate the appointment of a new member, Ann Potter, to fill a vacancy created by Gwen Sommers Yant's resignation from the Plan Commission and appointing Gunta Cepuritis to a full term on the Architectural Review Commission to fill the expired term of Rose Latter.

Trustee Hastings suggested, prior to taking a formal vote on the proposed appointments, the members of the Village Board have an opportunity to discuss the appointments in Executive Session as had been done with proposed appointments in the past. President Steingraber concurred with this suggestion.

The regular business of the Board having concluded, President Steingraber asked for a motion to adjourn into Executive Session. Trustee Terrill moved to adjourn into Executive Session to consider matters related to *appointments of people serving on various boards and commissions, a potential real estate transaction and employment and compensation of employees of the Village.*

Trustee Smietana seconded the motion, and a roll call vote was taken.

For:	Hastings, Hughes, Nahrwold, Smietana, Terrill, Thomas
Opposed:	None
Absent:	None
Abstain:	None

Clerk Lien announced ***Adjournment into Executive Session was Approved, six for and none opposed***, and the Board adjourned into Executive Session at 8:27 p.m.

Trustee Smietana moved to return to open session. The motion was seconded by Trustee Hughes, and upon a voice vote, the motion passed unanimously without dissent.

The Board of Trustees Meeting resumed at 9:55 PM.

b. Appointments to Various Boards and Commissions

Trustee Smietana motioned and Trustee Nahrwold seconded to approve the list of various commission appointments as presented. A voice vote was taken and the board and commission appointments were unanimously approved without dissent.

There being no further business, Trustee Hastings moved and Trustee Hughes seconded to adjourn the meeting. The meeting concluded by voice vote at 10:02 PM.

Respectfully submitted,

Scott Lien
Clerk

Bradly J. Burke
Deputy Clerk