

APPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees  
70 East Main Street



Monday, May 2, 2016, 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee John Shaw, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Dan Stanovich. Also present: Village Manager Ray Keller, Asst. Village Manager Roy Witherow, Village Atty. Scott Uhler, Dir. of Innovation Michael Duebner, Police Chief Steve Husak, Fire Chief John Malcolm, Rec. Manager Bonnie Caputo, Public Works Director Mike Brown, Atty. Carmen Forte, Building Supervisor Mary Meyer, Deputy Fire Chief Rick Johnson, Division Chief Mickey Wenzel.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**  
Judi Thode, 52 Robertson Road, chair of Ancient Oaks Foundation, addressed the Board on upcoming programmes in cooperation with the Village of Lake Zurich.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
  - A. **Recognition for Ken Grooms for 23 Years of Service on Fire & Police Commission,** Mayor Poynton remarked on Mr. Grooms accomplishments on the Fire and Police Commission. Chief Husak and Chief Malcolm presented plaques to Mr. Grooms, in appreciation of his service.
  - B. **Proclamations**
    - Motorcycle Awareness Month, May 2016
    - Seat Belt Safety Month, May 2016
  - C. Mayor Poynton thanked Trustee Halen for chairing the previous Board meeting and thanked Trustee Beaudoin for representing the Village at the recent Special Olympics.
  - D. Mayor Poynton requested that residents pick up litter in their neighbourhoods.
6. **CONSENT AGENDA**
  - A. **Approval of Minutes of the Village Board Meeting, April 18, 2016**
  - B. **Semi-Monthly Warrant Register Dated May 2, 2016 Totaling \$1,384,738.79**
  - C. **Agreement with Globe Construction of Addison, Illinois for the 2016 Sidewalk and Curb Concrete Repair Program in the Amount Not-to-Exceed \$144,500**  
**Summary:** The FY2016b budget includes \$45,000 from the Motor Fuel Tax Fund and \$100,000 from the Non-Home Rule Sales Tax Fund for various concrete

improvements. The Village is one of seven municipalities participating in a cooperative bid process for the removal and replacement of sidewalk, curb, and gutter. Seven bids were received on March 8, 2016, with Globe Construction being the lowest responsible bidder. This year's concrete repair work will take place in Countryside West and Chasewood North Subdivisions.

**D. Agreement with Compass Minerals for Bulk Water Conditioning Salt in the Amount Not-to-Exceed \$70,000**

**Summary:** The FY2016b budget includes \$70,000 in the Water and Sewer Fund for ion exchange regeneration salt, a commodity used during the regeneration process at the Village's five water treatment locations. Compass Minerals was the lowest responsible bidder at \$107.95 per ton of salt. The Village is expected to use 630 tons of ion exchange salt for the FY2016b eight month fiscal year period.

**E. Resolution for Motor Fuel Tax Supplemental Maintenance of Streets and Highways by the Village of Lake Zurich under the Illinois Highway Code in the Amount Not-to-Exceed \$356,370**

**Summary:** The FY2016b budget includes \$339,400 in the Motor Fuel Tax Fund for street operations such as traffic signal maintenance, pavement markings, and right-of-way mowing. The Village contracts maintenance services and material purchases each year using MFT allocations from the State. The suggested not-to-exceed amount of \$356,370 includes a 5% contingency, reducing the likelihood of having to refile with IDOT if there is a minor cost adjustment. If the Village exceeds the \$339,400 budgeted amount, the difference will be included in a future budget amendment.

**F. Resolutions for Illinois Department of Transportation Motor Fuel Tax Fund Audit**

**Summary:** Projects financed by Motor Fuel Tax funds require rigid documentation standards from the Illinois Department of Transportation. A recent IDOT audit has unveiled missing documentation that needs to be submitted to the State to fulfill audit requirements.

**G. Agreement with Patnick Construction Inc. of Franklin Park, Illinois for Water Main Improvements on Robertson Road, Ironwood Court, and South Shore Lane in the Not-to-Exceed Amount of \$574,405**

**Summary:** The FY2016b budget includes \$730,000 in the Water and Sewer Fund for replacing portions of the Village's aging water main infrastructure. The Capital Improvement Plan identifies Robertson Road, Ironwood Court, and South Shore Lane as high-priority areas for water main infrastructure improvements this year. A bid opening on April 14, 2016 resulted in ten bids, with the lowest responsible bid from Patnick Construction, Inc.

**\*H. Resolution Adopting Parkway Tree Replacement Pilot Program (Assign Reso. #2016-5-6H)**

**Summary:** The Village has recently completed removal of the approximately 2,700 parkway trees that were infested with Emerald Ash Borer. In an effort to begin a multi-year parkway tree replanting effort, \$50,000 is included in the Fiscal Year 2016b Capital Projects Fund for a Parkway Tree Replacement Pilot Program. The program parameters of this first year pilot program have been unanimously recommended by the Tree Commission.

- I. Purchase of Replacement Police Vehicles from Currie Motors under the Suburban Purchasing Cooperative in the Amount Not-to-Exceed \$133,000**  
**Summary:** The FY2016b budget includes \$133,000 in the Equipment Replacement Fund to replace four police vehicles. These include a 1998 model with 127,000 miles, a 2003 model with 139,000 miles, a 2009 model with 149,000 miles, and another 2003 model that was involved in a crash last year. Three of the replacement vehicles will be 2017 Ford Police Interceptor Utility vehicles and the fourth will be a 2017 Ford Escape. A quote from the Suburban Purchasing Cooperative in the amount of \$101,889 has been obtained for all four vehicles.
- J. Purchase of Replacement Skid Steer Loader from Atlas Bobcat in the Amount Not-to-Exceed \$60,000 and Approval to Waive the Formal Bid Process**  
**Summary:** The FY2016b budget includes \$60,000 in the Capital Equipment Replacement Fund to replace the current skid steer loader in the Public Works Department. The current skid steer is over 20 years old and has 3,500 hours of work on it. A quote from Bobcat in the amount of \$58,198 has been obtained for the replacement skid steer.
- K. Intergovernmental Agreement between the Countryside Fire Protection District and the Village of Lake Zurich for Backup Emergency Communications**  
**Summary:** Lake Zurich's current backup Public Safety Answering Point is the Village of Wauconda. Due to the upcoming closure of the Wauconda dispatch center, the Countryside Fire Protection District has agreed to provide backup dispatch services to Lake Zurich.
- \*L. Special Event Approval for Dempsey Family Picnic and the Chapel Lake Zurich**  
**Summary:** Events that are expected to exceed 100 attendees are traditionally reviewed by the Park and Recreation Advisory Board and Village Board. Two events with attendance over 100 have requested the use of Paulus Park on Saturday, June 18, 2016 and Saturday, August 13, 2016 \*(not 9/13/16)
- M. Ordinance Granting Exterior Appearance Approval for Village Square Shopping Center at 475 South Rand Road Ord. #2016-5-129**  
**Summary:** The Fidelity Group has filed a Zoning Application seeking Exterior Appearance approval for the property at 475 South Rand Road to allow facade improvements to the Village Square Retail Center. The Planning and Zoning Commission held a public meeting on April 20, 2016 and voted 4-0 in favor of a recommendation of approval.
- N. Ordinance Granting Exterior Appearance Approval for Deerpath Court Retail Center at 696 South Rand Road Ord. #2016-5-130**  
**Summary:** The Fidelity Group has filed a Zoning Application seeking Exterior Appearance approval for the property at 696 South Rand Road to allow facade improvements to the Deerpath Court Retail Center. The Planning and Zoning Commission held a public meeting on April 20, 2016 and voted 4-0 in favor of a recommendation of approval.
- \*H** Trustee Halen remarked that the Strategic Plan goal was accelerated on removal of EAB infected trees. Public Works Director Mike Brown responded that the residents of areas not to be replaced this year could purchase trees if they wished. In neighbourhoods where trees are being replace residents may upgrade for a fee.

\*J Trustee Beaudoin stated that the waiving of the bid process was beneficial to the Village.

**Recommended Action:** Motion was made by Mayor Poynton seconded by Trustee Beaudoin, to approve the Consent Agenda as presented with the date correction of item 6 L

AYES: 6 Trustees Beaudoin, Halen, Shaw, Spacone, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

7. OLD BUSINESS

None at this time.

8. NEW BUSINESS

A. **Courtesy Review for Illinois Secretary of State Department of Motor Vehicle Facility at 951 South Rand Road in Deerpath Commons**

**Summary:** The Fidelity Group has requested approval of a Special Use Permit for a 9,638 square foot Secretary of State facility at 951 South Rand Road in Deerpath Commons, adjacent to the House of Hope. It is estimated the highest traffic volumes would occur in the morning hours of Tuesday and Saturday. This proposed facility includes four to six vehicle testing sites and a motorcycle testing area behind the Flooring Boutique at 923 South Rand Road. There are no plans to include commercial driver's license testing. This proposed use would require a Special Use Permit and Zoning Code Text Amendment.

Building Supervisor Mary Meyer stated that there had been an online survey with 63 respondents. John Sfire, Fidelity Group, addressed the Board and responded to some of the residents comments about traffic increase near the proposal. Mr. Sfire answered the Board's questions.

**Recommended Action:** Staff recommends the Village Board provide feedback on the proposed Secretary of State facility and highlight areas of concern that may be addressed by the Planning and Zoning Commission.

Consensus of the Board was to move this proposal to the Planning and Zoning Commission.

B. **Courtesy Review for Tuf-Tite Corporation Expansion at 1200 Flex Court in Industrial Park**

**Summary:** Tuf-Tite on Flex Court in the Lake Zurich Industrial Park is the company headquarters of the plastic injection molding manufacturer, which has recently expanded its facility in 2009 and again in 2012. A third expansion of the Tuf-Tite facility is planned that would slightly exceed the maximum Floor Area Ratio that is currently allowed within the I-Industrial Zoning District. The Applicant is requesting zoning variations to allow an increased Floor Area Ratio, dock door facing the public right-of-way, and a slight encroachment of the facility in the front yard. The existing building is approximately 138,000 square feet and the planned expansion is approximately an additional 24,000 square feet. All amendments to the Zoning Code are required to receive preliminary consideration from the Village Board prior to moving forward to the Planning and Zoning Commission.

**Recommended Action:** Staff recommends the Village Board provide feedback on the proposed expansion project and zoning variations and highlight areas of concern that may be addressed by the Planning and Zoning Commission.

Consensus of the Board was to move this proposal to the Planning and Zoning Commission.

**C. Courtesy Review for Zoning Code Text Amendments Intended to Streamline Development Approval Process**

**Summary:** The Village is working to implement methods that will streamline the development process and facilitate economic development efforts. Staff is suggesting two major process changes to promote these business friendly efforts. The first is removal of Natural Resource Protection requirements from the Zoning Code and including them in the Land Development Code. The second is removing the requirement that all Site Plan and Exterior Appearance approvals must appear before the Planning and Zoning Commission and Village Board if all code requirements are met. These changes will assist developers by reducing the time required for review and allowing administrative approval by Staff. A detailed zoning analysis of this proposed amendment is scheduled to be conducted by the Planning and Zoning Commission.

Village Manager Keller reported that this was the initial step to streamlining approvals.

**Recommended Action:** Staff recommends the Village Board provide feedback on the proposed Zoning Code Text Amendments and highlight areas of concern that may be addressed by the Planning and Zoning Commission.

Consensus of the Board was to move forward with this recommendation.

**9. TRUSTEE REPORTS**

Trustee Halen reported on the recycling programme offered by the Ela Public Area Library.

Trustee Beaudoin reported on the recent Special Olympics.

Trustee Spacone addressed the importance of being linked on social media with the Village sites re. the recent downed power lines and Rt. 22 closure.

**10. VILLAGE MANAGER'S REPORT**

Village Manager Keller recognized Mike Brown, Mary Meyer and Kyle Kordell on their recent promotions.

**11. ATTORNEY'S REPORT**

Atty. Uhler stated that his report was for Executive Session.

**12. DEPARTMENT HEAD REPORTS**

Fire Chief John Malcolm reported on the CERT breakfast on Sunday, May 15, 2016 at Station #1.

**13. EXECUTIVE SESSION called for the purpose of:**

5ILCS 120/2 (c) (21) approval of executive session minutes and 5 ILCS 120/2 (c) (11) pending or imminent litigation

Motion to adjourn to Executive Session for the purpose of 5ILCS 120/2 (c) (21) approval of executive session minutes and 5 ILCS 120/2 (c) (11) pending or imminent litigation made by Trustee Beaudoin, seconded by Trustee Stanovich.

AYES: 6 Trustees Beaudoin, Halen, Shaw, Spacone, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned to Executive Session at 7.45pm.

Meeting reconvened at 8.24pm

Meeting called to order by Mayor Tom Poynton.

**ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Jeff Halen, Trustee John Shaw, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Dan Stanovich. Also present: Village Manager Ray Keller.

**14. ADJOURNMENT**

Motion to adjourn was made by Trustee Sprawka, seconded by Trustee Stanovich.

AYES: 6 Trustees Beaudoin, Halen, Shaw, Spacone, Sprawka, Stanovich.

NAYS: 0

ABSENT: 0

MOTION CARRIED.

Meeting adjourned at 8.25pm

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved by:

  
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Thomas M. Poynton, Village Mayor

5-24-2016  
Date.