

APPROVED MINUTES
VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Monday, December 18, 2017 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 Mary Beth Euker, Trustee John Shaw, Trustee Jonathan Sprawka, Trustee Greg Weider. Trustee Marc Spacone was absent and excused. 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, Community Development Director Sarosh Saher, Public Works Dir. Mike Brown, H.R. Manager Doug Gibson.
3. PLEDGE OF ALLEGIANCE lead by members of the B.S.A.
4. PUBLIC COMMENT

Jody Kien, 805 N. Old Rand Road, addressed the Board on her opposition to the proposed LifeTime Fitness development citing traffic, entrance, height of building zoning changes, fragile road.

Diane Leighton, 220 Pine Tree Row, addressed the Board on her opposition to the Lifetime Fitness proposed building.

Susan Calandra, 757 N. Old Rand Road, addressed the Board on her opposition to the Lifetime Fitness proposed building because of the traffic increase.

John Tolomei, 190 N. Old Rand Road, and owner of 803 N. Old Rand Road, addressed the Board on his opposition to the Lifetime Fitness proposed building because of reduced property values, traffic, building height.

Geoff Petzel, 695 Windermere Lane, addressed the Board on the conflict of interest the village and Manhard Consulting, the engineers hired by LifeTime Fitness company, have with this proposed project as Manhard are hired by the Village of Lake Zurich for all other village projects etc.,

Mary Lorenz, 799 N. Old Rand Road, addressed the Board on her opposition to the proposed LifeTime Fitness because of flooding on Pine Tree Row and the Bayshore Village where she lives.

Judy Zarob, 21 Golfview Road, addressed the Board on her opposition to the proposed LifeTime Fitness because of flooding.

5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**

- A. **Proclamation Declaring the Hour of 11:30 pm on December 31, 2017 to 12:30 pm on January 1, 2018 as the Universal Hour of Peace**
- B. **Mayor Poynton reminded residents of the start time change of 6.30pm of the PZC on Wed. December 20th, 2017.**

6. **PUBLIC HEARING FOR AMENDMENT TO SPECIAL SERVICE AREA NUMBER #13 IN COVENTRY CREEK ESTATES**

Summary: This public hearing is being held by the Village of Lake Zurich to consider an amendment to current Special Service Area #13, previously established by Ordinance # 2006-08-442 on August 23, 2006 and consisting of property in the Coventry Creek Estates subdivision. The purpose of this Special Service Area and the proposed amendment is sustainable funding of costs related to maintenance, repair and replacement of storm water detention facilities, wetland areas, and storm water and drainage easements. The Special Service Area tax is proposed to be reduced so that each taxable lot in the Special Service Area is assessed equally in the amount necessary to generate \$30,000 annually, instead of the current amount of \$38,377.

Recommended Action #1: A motion was made by Trustee Beaudoin, seconded by Trustee Sprawka, to Call to Order the Public Hearing on Amending Special Service Area Number 13 in Coventry Creek Estates.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

Roll Call: Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee John Shaw, Trustee Jonathan Sprawka, Trustee Greg Weider. Trustee Marc Spacone was absent and excused.

Recommended Action #2: A motion was made by Trustee Shaw, seconded by Trustee Euker, to open the public hearing for Amending Special Service Area Number 13 in Coventry Creek Estates.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

Public Hearing opened at 7.32pm

PUBLIC COMMENT

Andrea Koritala, 1350 Louise Ct., addressed the Board on the SSA #13 and she approved of the upcoming changes.

Recommended Action #3: A motion was made by Trustee Weider, seconded by Trustee Beaudoin, to close the public hearing for Amending Special Service Area Number 13 in Coventry Creek Estates.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

Atty. Uhler stated that residents of SSA #13 were notified of the Public Hearing and it was posted in the Daily Herald on 12/4/17.

Recommended Action #4: A motion was made by Trustee Euker, seconded by Trustee Shaw, to adjourn the public hearing for Amending Special Service Area Number 13 in Coventry Creek Estates.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

Public Hearing adjourned at 7.35pm

7. **CONSENT AGENDA**

A. **Approval of Minutes of the Village Board Meeting, December 4, 2017**

B. **Semi-Monthly Warrant Register Dated December 18, 2017 Totaling \$1,058,540.90**

C. **Ordinance Amending Title 3 of Chapter 3 of the Village of Lake Zurich Municipal Code to Increase the Number of Authorized Liquor Licenses (Class A-1 – Papagus Gyros – 454 N Rand Road) ORD. #2017-12-236**

Summary: Papagus Gyros at 454 North Rand Road has requested a Class A-1 restaurant/outdoor cafe liquor license. The establishment has successfully completed all background checks, insurance, business licenses, and BASSET training certification that is required for a Village liquor license.

D. **Agreement to Purchase 2018 Ford F-550 / Horton 623 Ambulance with Stryker Power Load Cot System from Foster Coach, Inc. in the Amount Not to Exceed \$260,000**

Summary: The FY2018 budget contains \$260,000 for the replacement of a 15-year old ambulance, which has been planned for several years in the Community Investment Plan. The ambulance that is being replaced is a 2003 model with 107,000 miles and 13,600 engine hours. Expected delivery time for the new ambulance is in the fourth quarter of 2018.

E. **Agreement to Purchase a 2018 Vactor 2100 Plus Sewer Cleaning Truck via a Seven Year Lease with the Tax-Exempt Leasing Corporation in the Annual Amount of \$66,360.61 and in the Total Amount Not to Exceed \$464,524.27**

Summary: The FY2018 contains \$70,000 for the first payment of a seven year lease to purchase a replacement combination excavation and sewer cleaning vehicle. The truck is vital in keeping clean the Village's 125 miles of water mains, 100 miles of sanitary sewer lines, 100 miles of storm sewer lines, 16 lift stations, and two sanitary pumping stations.

F. **Intergovernmental Agreement for Cooperative Emergency Weather and Disaster Warning System by and Between Cuba Township, the Barrington Countryside Fire Protection District, and the Village of Lake Zurich**

Summary: The proposed IGA is a three-year renewal of a plan that was approved in January 2016 related to the activation of Cuba Township's early warning system. The proposed IGA includes up to five successive one-year terms.

G. **Resolution Adopting Village of Lake Zurich Sexual Harassment Policy RES. #2017-12-018**

Summary: In November 2017, Governor Rauner signed into law a requirement that all units of government in Illinois adopt an ordinance or resolution establishing a policy prohibiting sexual harassment. The Village has had a formal

written policy on harassment for several years, which was most recently writing into the Employee Handbook and adopted by the Village Board in 2010.

- H. **Approval for 2018 Special Events including Breakfast with the Bunny/Egg Hunt on March 24, Cruise Nights the first Wednesday May - October, Craft Beer Festival on May 11 - 12, Movies in the Park June 1 and July 6, Farmer's Market each Friday from June 1 - September 7, Independence Day Celebration July 4, Rock the Block September 8, and Miracle on Main Street December 1**

Summary: According to Special Events guidelines, events requiring park / facility use with attendance over 100 must be reviewed and approved by the Village Board. The Park Advisory Board and Staff recommends approval of these 2018 Village-sponsored events.

- I. **Special Event Approval for Taste of the Towns on August 19, 2018 and Costume & Candy 5k Family Fun Run on Sunday, October 28, 2018**

Summary: The Lake Zurich Area Chamber of Commerce has applied for approval to use Paulus Park on August 19, 2018 for the annual Taste of the Towns with anticipated attendance of 1,000 people. Additionally, Mason Jar Racing has applied for approval to use Paulus Park on October 28, 2018 for its second annual Costume & Candy 5k Family Fun Run with anticipated attendance of 300 people. The Park Advisory Board and Staff recommends approval of these 2018 special event permit applications.

- J. **Authorization of Payment to ICMA-RC in the Amount Not-to-Exceed \$41,795.47 for Distribution into the Retirement Health Savings Accounts of Fire Captain Wenzel and Fire Captain Kelly**

Summary: The Village Employee Handbook allows full-time employees not represented by a union to accrue up to a maximum of 240 days of sick time. Two qualified employees have exceeded that sick time limit and to avoid the loss of accrued benefits, a payout of accrued time above the sick time cap is recommended. The most recent collective bargaining agreement with the International Association of Fire Fighters reduces the sick time cap for union employees and as such, the Village is also reducing the cap for Fire Department Command personnel to mirror the accrual cap of the Village Employee Handbook.

Recommended Action: Motion was made by Trustee Weider, seconded by Trustee Shaw, to approve the Consent Agenda as presented.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

8. **OLD BUSINESS**

None at this time.

9. **NEW BUSINESS**

- A. **Intergovernmental Agreement with the Village of Antioch for Police Records Management System and Services and Amendment to Tyler Technologies Software Licensing Agreement**

Summary: The Village of Antioch Police Department has requested to join the Records Management Consortium formed in April 2015 by the Villages of Hawthorn Woods, Kildeer, Lake Zurich, Lindenhurst, Round Lake and Round

Lake Beach. Antioch is separately purchasing the requisite software licenses from Tyler Technologies for software hosted by the Village of Lake Zurich and will share the annual operating expense of the system. Adding Antioch as an authorized agency of the Records Management Consortium requires an amendment to the existing license agreement between Lake Zurich and Tyler Technologies.

Police Chief Husak gave background information on the I.G.A.

Recommended Action: A motion was made by Trustee Euker, seconded by Trustee Sprawka, to approve the Intergovernmental Agreement with the Village of Antioch for Police Records Management System and Services and the Amendment to Tyler Technologies Software Licensing Agreement.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

- B. Authorization for the Village Manager to Negotiate and Execute Contracts with BS&A Software for the Purchase of Enterprise Resource Planning Software and Services Not-to-Exceed \$290,554 and Approve a Software Maintenance and Support Agreement with BS&A Software in the Amount Not-to-Exceed \$28,500 for the First Year**

Summary: The Village's core financial, community development and land management system that has been in use since 2005, known as the Pentamation Plus Series, is no longer serving the needs of the community or municipal organization. In December 2016, Staff developed a request for qualifications and has spent the 12 months since then evaluating the four vendors that responded to the proposal. After collaborative demonstrations involving teams from all Village departments, Staff has identified BS&A Software of Bath, Michigan as the most appropriate partner to provide a new Enterprise Resource Planning system for the Village.

Village Manager Ray Keller and Dir. of Innovation Michael Duebner addressed the Board on the proposal.

Recommended Action: A motion was made by Trustee Beaudoin, seconded by Trustee Sprawka, to authorize the Village Manager to Negotiate and Execute Contracts with BS&A Software for the Purchase of Enterprise Resource Planning Software and Services Not-to-Exceed \$290,554 and Approve a Software Maintenance and Support Agreement with BS&A Software in the Amount Not-to-Exceed \$28,500 for the First Year.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

MOTION CARRIED.

10. TRUSTEE REPORTS

There were none.

11. VILLAGE MANAGER'S REPORT

- A. Monthly Data Metric Reports**

12. ATTORNEY'S REPORT

Atty. Uhler responded to the resident's public comment on the conflict of interest with Manhard Consulting and the PZC member who is an employee of that company. Atty. Uhler stated that there is no conflict of interest under the village code and State law.

13. DEPARTMENT HEAD REPORTS

There were none.

14. ADJOURNMENT

Motion was made by Trustee Beaudoin, seconded by Trustee Sprawka, to adjourn the meeting.

AYES: 5 Trustees Beaudoin, Euker, Shaw, Sprawka, Weider.

NAYS: 0

ABSENT: 1 Trustee Spacone.

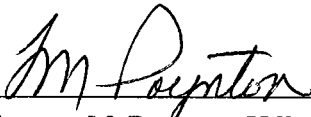
MOTION CARRIED.

Meeting adjourned at 7.48pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:



Thomas M. Poynton, Village Mayor

1-4-2018
Date.