

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



Monday, July 2, 2018 7:00 p.m.

1. **CALL TO ORDER** by Mayor Thomas M. Poynton at 7:01pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee John Shaw, Trustee Marc Spacone, Trustee Greg Weider, Trustee Mary Beth Euker arrived at 7:23pm. Trustee Jim Beaudoin and Trustee Jonathan Sprawka were absent and excused. Also present: Village Manager Ray Keller, Village Atty. Scott Uhler, Finance Dir. Jodie Hartman, Dir. of Innovation Michael Duebner, Police Chief Steve Husak, Public Works Dir. Mike Brown.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**

Jeff Halen, 154 S. Pleasant Rd, addressed the Board on Consent Agenda item C, Village Manager's contract. His concerns were length of contract, increase in salary and missing information in the Ordinance. Then on Agenda item #9A his comment was about transferring of monies to Special Events and the donation from Somerset on the Lake and the Park Improvement Fund.
5. **PRESIDENT'S REPORT/COMMUNITY UPDATE**

The Sunset Pavilion at Breezewald Park is now open.
6. **CONSENT AGENDA**
  - A. Approval of Minutes of the Village Board Meeting, June 18, 2018
  - B. Semi-Monthly Warrant Register Dated July 2, 2018 Totaling \$294,781.10
  - C. Ordinance Authorizing Approval of a Contract of Employment for the Village Manager ORD. #2018-7-262

**Summary:** The current employment contract between the Village and the Village Manager is scheduled to expire December 31, 2019. The Mayor and Village Board has determined that at this time a successor employment agreement to retain the services of Mr. Ray Keller is beneficial to the Village.
  - D. Reduction of Letter of Credit #713 for Sparrow Ridge Plaza at 1075 South Rand Road to \$3,450

**Summary:** Sparrow Ridge Plaza has requested a reduction in the letter of credit regarding the property at 1075 South Rand Road from \$34,500 to a remaining 10% escrow of \$3,450 as a maintenance guarantee.
  - E. Reduction of Letter of Credit #714 for Sparrow Ridge Plaza at 1075 South Rand Road to \$55,789.13

**Summary:** Sparrow Ridge Plaza has requested a reduction in the letter of credit regarding the property at 1075 South Rand Road from \$235,391.29 to a remaining 10% escrow of \$23,539.13 as a maintenance guarantee plus an additional \$12,250 for the public access sidewalk and another \$20,000 for the access entrance located within the IDOT right-of-way.

Mayor Poynton responded to the public comment as did Trustee Spacone.

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

AYES: 4 Trustees Euker, Shaw, Spacone, Weider.

NAYS: 0

ABSENT: 2 Trustees Beaudoin, Sprawka.

MOTION CARRIED.

7. OLD BUSINESS

None at this time.

8. NEW BUSINESS

A. Agreement with Insituform Technologies USA, LLC for the 2018 Sanitary Sewer Lining Project in the Amount Not-to-Exceed \$1,474,480

**Summary:** In 2017, the Village partnered with American Underground to inspect large-diameter sanitary sewer mains that were 10 inches or greater in diameter to locate areas that are susceptible to corrosion and failure. A sanitary sewer lining project is now being recommended using cured-in-place pipe on 11,750 feet of sanitary sewer identified as critical and in need of immediate repair. Cured-in-place pipe is a jointless, seamless, rehabilitation method used to repair existing pipes that does not result in trenches being dug.

A competitive bid opening on June 18, 2018 resulted in four bids received, with the lowest responsible bid from Insituform Technologies USA of Chesterfield, Missouri. The sewer inspection report from 2017 was not available when the fiscal year 2018 budget was created so Village staff has reprioritized the 2018 budget and made the appropriate changes to the 20-year Community Investment Plan in order to accommodate this high-priority project. The total funds currently available in the 2018 budget for this project is \$1,060,000. The remaining balance will be drawn from the Water & Sewer Fund reserves.

Public Works Dir. Mike Brown gave an explanation of the proposal and answered the Board's questions.

**Recommended Action:** A motion was made by Trustee Weider, seconded by Trustee Spacone, to approve an agreement with Insituform Technologies USA, LLC for the 2018 Sanitary Sewer Lining Project in the Amount Not-to-Exceed \$1,474,480.

AYES: 4 Trustees Euker, Shaw, Spacone, Weider.

NAYS: 0

ABSENT: 2 Trustees Beaudoin, Sprawka.

MOTION CARRIED.

B. Ordinance Amending the Village of Lake Zurich Municipal Code Relative to the Permitting, Regulation and Deployment of Small Wireless Facilities  
ORD. #2018-7-263

**Summary:** In April 2018, Governor Rauner signed into law the Small Wireless Facilities Deployment Act, which provides regulations and processes for the permitting and deployment of small cell wireless facilities throughout Illinois. This law allows additional telecommunication hardware to be added to utility poles, light poles, and other structures in the public right-of-way as wireless carriers implement 5G technology.

This new law also makes small wireless devices a permitted use that are not subject to municipal zoning review. To qualify as a small wireless facility, the new antenna attachment may be no greater than 10 feet above the height of the pole to which it is attached. New utility poles may not exceed 45 feet in height or 10 feet taller than the height of the tallest existing pole located within 300 feet along the same road, whichever is greater.

The proposed Ordinance repeals Title 9, Chapter 9, Section 4 in the Village Code entitled "Personal Wireless Services" and replaces it with a new Chapter 8 within Title 7 called "Small Wireless Facilities."

Mayor Poynton and Atty. Uhler explained the reason for the Ordinance and answered the Board's questions.

**Recommended Action:** A motion was made by Trustee Shaw, seconded by Trustee Spacone, to approve Ordinance #2018-7-263 Amending the Village of Lake Zurich Municipal Code Relative to the Permitting, Regulation and Deployment of Small Wireless Facilities.

AYES: 4 Trustees Euker, Shaw, Spacone, Weider.

NAYS: 0

ABSENT: 2 Trustees Beaudoin, Sprawka.

MOTION CARRIED.

**C. Presentation of Comprehensive Annual Financial Report for Fiscal Year 2017**

**Summary:** State law requires the Village to publish, within six months of the closing of the fiscal year, a complete set of financial statements presented in conformity with generally accepted auditing standards by a firm of licensed certified public accounts. The Village has completed the annual audit with a clean opinion and hereby submits the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended December 31, 2017.

Overall, Village finances fared well during Fiscal Year 2017, the first full calendar fiscal year. The General Fund and Water & Sewer Fund both recorded an increase in financial assets for 2017 while the bonded debt of the Village decreased by \$1.8 million. Efforts to improve cash flow and better manage current resources are resulting in the Village making progress towards its #1 Strategic Goal of being financially sustainability.

Finance Dir. Jodie Hartman introduced Dan Berg of Sikich and he addressed the Board on their unmodified clean opinion. Mr. Berg answered the Board's questions. Ms. Hartman stated that the public could contact her if they had any questions.

**Recommended Action:** A motion was made by Trustee Euker, seconded by Trustee Weider, to approve and accept the Comprehensive Annual Financial Report for the fiscal year ended December 31, 2017.

AYES: 4 Trustees Euker, Shaw, Spacone, Weider.

NAYS: 0

ABSENT: 2 Trustees Beaudoin, Sprawka.

MOTION CARRIED.

9. TRUSTEE REPORTS

There were none.

10. VILLAGE MANAGER'S REPORT

Village Manager Ray Keller thanked the Board on his contract and thanked the staff for functioning collaboratively as a team.

Mr. Keller reminded residents about the 4<sup>th</sup> of July celebrations and the Triathlon on Sunday July 8<sup>th</sup>.

11. ATTORNEY'S REPORT

No report.

12. DEPARTMENT HEAD REPORTS

A. Finance Department Annual Treasure's Report: Finance Dir. Jodie Hartman stated that the report was published on June 28<sup>th</sup>.

B. Police Chief Husak reported on the recent PGA LPGA tournament at Kemper Lakes, Kildeer where the Police and Fire Departments helped.

13. ADJOURNMENT

Motion to adjourn was made by Trustee Spacone, seconded by Trustee Shaw.

AYES: 4 Trustees Euker, Shaw, Spacone, Weider.

NAYS: 0

ABSENT: 2 Trustees Beaudoin, Sprawka.

MOTION CARRIED.

Meeting adjourned at 8.00pm

Respectfully Submitted by:

Kathleen Johnson, Village Clerk.

Approved by:

  
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Thomas M. Poynton, Village Mayor

7-19-2018  
Date.