

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
May 24, 2016

President Wepler called to order a meeting of the Board of Trustees at 8:00 p.m. in the Village Hall, 118 West Cook. Those present were: President Terry Wepler, Trustees Richard Moras, Todd Gaines, Jay Justice, Scott Adams, and Peter Garrity. Trustee Donna Johnson was absent.

PROCLAMATION: Preservation Month

With five members of the Historic Preservation Commission in attendance, President Wepler proclaimed the month of May 2016 as Preservation Month in the Village of Libertyville. He then thanked the members of the Commission for their work and dedication.

PROCLAMATION: Bicycle Safety Week

President Wepler proclaimed the week of June 5-11, 2016 as Bicycle Safety Week and encouraged all resident in taking the quiz at www.BikeSafetyQuiz.com.

ITEMS NOT ON THE AGENDA

President Wepler asked if anyone had anything to bring before the Board that was not already listed on the agenda.

Mr. Ken Stemke stated that he would be present after the meeting to answer any questions the Board might have regarding the project at 608 N. Milwaukee Avenue. He also noted the upcoming meeting regarding a liquor license scheduled for later this week.

OMNIBUS VOTE AGENDA

President Wepler introduced the Omnibus Vote Agenda and asked if any member wanted an item removed for separate discussion.

OMNIBUS VOTE AGENDA

- A. Minutes of the May 10, 2016 Meeting
- B. Bills for Approval
- C. **RESOLTUION 16-R-17: Change Order for Fire Station Parking Lot**
- D. **RESOLUTION 16-R-18: Air Support Mutual Aid Agreement**
- E. **ORDINANCE 16-O-40: Amend Code re: Damage to Village Property**
- F. Authorize Purchase of Data Backup System
- G. Approve Request to Waive Permit Fees – LCCF
- H. ARC Report
- I. Request for Raffle License – National Tuberos Sclerosis Alliance

Trustee Moras moved to adopt the items listed on the Omnibus Vote Agenda in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code.

Trustee Gaines seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

PLAN COMMISSION REPORT: Amend SUP – Ice Mobility, 851-937 Park Avenue (*deferred from April 26, 2016*)

President Wepler introduced the item and reported that the petitioner had emailed late this afternoon requesting a deferral. The Plan Commission report noted that Ice Mobility is seeking an amendment to the Special Use Permit for a Planned Development and Warehousing and Storage for the Bridge Point 94 development to allow for overnight deliveries at the site. The current conditions of the approvals do not allow deliveries between 9:00 p.m. and 7:00 a.m.

Members of the Plan Commission noted that overnight truck delivery would not be on a scheduled basis and also stated their respect for the company and its founder. However, the consensus of the Commission was to support the initial approval condition not to allow overnight deliveries to protect the adjacent residential neighborhood. A motion to approve failed and the recommendation to the Village Board was to deny the proposal. Mr. Mark Hauser of Bridge Development Partners stated that the deferral was requested so that all Village Board Members could be present. The Mayor stated that he was not in favor of a deferral due to the inability of the Village to inform the residents in a timely manner. Trustee Adams asked what the result of a denial would mean, and the Mayor stated that the petitioner could not reapply for a year.

Trustee Moras stated that he found the business a good choice for Libertyville but questioned the location. He noted the absence of a representative from Ice Mobility and of Trustee Johnson. He stated that although this is not the way the process should work, he was in favor of one more deferral. Trustee Garrity concurred with one more deferral. Mr. Dale Sherman, speaking for the neighborhood group, stated that this issue had been going on since 2013, the petitioner has failed to show up for meetings, and the neighbors have been inconvenienced.

Trustee Garrity moved to defer the item for one month until June 28, 2016 when a full Board could be present, and Trustee Moras seconded. The Mayor asked for comments and questions.

Ms. Jeannine Phillips, 304 Camelot, expressed displeasure with the ongoing issue. She stated that the petitioner is trying to wear down the neighbors and delay the issue until families are on vacation.

Trustee Garrity asked to amend his motion to June 14 since he would not be available on June 28. Mr. Sherman stated that he would be unavailable on June 14, and the Mayor stated that the neighbors' spokesperson should be able to attend. The Mayor suggested July 12, 2016, promising that the Board will act on that date. Trustee Garrity again amended his motion to defer the item until the July 12, 2016 Board meeting, and Trustee Moras seconded. With no further discussion, the motion carried on roll call vote as follows:

AEYS: Trustees Moras, Gaines, and Garrity

NAYS: Trustees Justice and Adams

ABSENT: Trustee Johnson

PLAN COMMISSION REPORT: Planned Development Concept and Final Plan – Auto Expo Car Wash

President Weppler explained that Mr. Robert Colosi was proposing the relocation of the Auto Expo Car Wash to a portion of the vacant area at the Life Storage site. He noted that the use is permitted under the Planned Development for the property, but the Site Plan is subject to approval of the Village Board. The Plan Commission reviewed the plan at the April 25, 2106 and May 9, 2016 meetings. Substantial changes were made to the plan to clarify circulation issues. The Commission recommended approval of a Planned Development and Final Plan in order to construct a car wash in Phase 4 of the Park Avenue Corporate Center Planned Development, subject to the 37 development conditions listed in the Plan Commission report. The Mayor then asked for questions and comments.

Mr. Robert Colosi, 411 Park Avenue, and his civil engineer were present at the meeting and amenable to the 37 conditions listed. Trustee Gaines noted that the move would be positive.

Trustee Justice moved to approve the Planned Development Concept and Final Plan (PC 16-07), and Trustee Gaines seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

ZBA REPORT: Front Yard Setback Variation – 332 Jackson Avenue

President Weppler introduced a ZBA report for a request from the owners of 332 Jackson Avenue for a front yard setback variation to allow construction of a new house. Members of the ZBA noted that the lot is undersized for the district in which it is located and that the new house would line up with existing structures on each side. They recommended approval. The Mayor asked for questions and comments.

Mr. Tim DeBruler, petitioner, was available to answer questions. He noted that all Staff issues were being addresses.

Trustee Adams moved to approve the variation for front yard setback, and Trustee Garrity seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

PROFESSIONAL SERVICES AGREEMENT WITH NIU CENTER FOR GOVERNMENTAL STUDIES – Strategic Plan

President Weppler noted that one of the 2016-2017 Village Board goals is the development of a Village Strategic Plan, and funding was included in the Village Budget to hire a consulting firm to assist with this goal. Village Staff recently solicited

proposals, and two firms were selected and recently interviewed by the Mayor, the Village Administrator, and the Deputy Village Administrator. Based upon those interviews, proposed scope of work, and references, the Mayor and Staff recommended that the Village retain the Northern Illinois University (NIU) Center for Governmental Studies to provide consulting services to the Village for the development of a Strategic Plan in accordance with the Mayor and Village Trustees to further refine the scope of services. The compensation for the services will not exceed \$25,000, which is the amount included in the 2016-17 Village budget. The Mayor then asked for questions and comments.

Mr. Craig Rapp and Mr. Greg Kuhn of the NIU Center for Governmental Studies were present. Mr. Kuhn stated that there would be information to share with the Village Board in approximately six months.

Trustee Garrity moved approve the agreement with Northern Illinois University for Strategic Plan, and Trustee Adams seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

APPROVE LOCAL LANDMARK DESIGNATION – President Wepler explained that at the April 5, 2016 meeting, the Historic Preservation Commission reviewed an application requesting Local Landmark Designation for the David Adler Estate at 1700 N. Milwaukee Avenue. The history and physical characteristics of the Adler Estate were part of the formal application.

Per the Historic Preservation Ordinance (12-O-15), when presented with an application for Local Landmark Designation, the HPC is to determine whether the property or structure possesses the criteria for Local Landmark Designation. The HPC determined that the Adler Estate possesses three of these criteria, which were outlined in the application. The Historic Preservation Commission recommended approval of the designation. The Mayor asked for questions and comments.

Trustee Moras moved to approve the David Adler Estate Local Landmark Designation. Trustee Justice seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

PROPOSED ELECTRONIC WASTE RECYCLING SATELLITE COLLECTION SITE

In order to comply with a mandated State Law for electronics recycling, the Mayor explained that the Solid Waste Agency of Lake County (SWALCO) currently picks up and processes applicable items from five collection sites in Lake County. The nearest such site to the Village is in Grayslake. SWALCO's electronics recycling program is

currently facing funding challenges. SWALCO member communicantes have now contributed the necessary funding to continue pick up service until the end of 2016. Discussions were undertaken at the April 26, 2016 Board meeting and the May 10, 2016 Special Projects Committee to consider if the Village should create and staff a satellite collection site.

After discussing various options for the pick-up of electronics waste, the Special Projects Committee is recommending the following:

- Starting on Saturday, June 4, and extending until the end of November, the Village will staff a satellite collection site every Saturday between the hours of 8:00 a.m. to noon at the Streets & Utilities Facility with one employee.
- The collection site will initially be limited to Libertyville residents only.
- After a predetermined volume of materials are collected, these items would then be transported to the larger collection site in Grayslake

The Mayor noted that Staff had spoken with representatives from Grayslake regarding the logistics of delivering the collected items to their facility, and they would prefer that the Village drop off the items on palletized Gaylord boxes. Staff also contacted SWALCO to inquire if they would be able to provide the required number of Gaylord boxes, shrink-wrap, and pallets that could be dropped off at our Streets & Utilities Facility. Staff will have to outfit a trailer in order to safely transport the palletized Gaylord boxes to the Grayslake facility.

The Mayor continued explaining that after internally discussing the logistics of staffing the proposed collection site, Staff recommended that two employees be assigned during collection operations to jointly lift the heavier items and avoid injuries and to comply with weight list restrictions in our labor contracts. It is now estimated that labor costs would be \$1,600/month to staff the collection site each Saturday morning and an additional \$1,250/month to staff the site during a weekday. This assumed 4-hours each day. Because it is unknown what the labor and material costs will be to organize, transport, and unload the items at the Grayslake facility, it was recommended that the Village review the incurred labor and equipment expenses dedicated to the collection site every month to better determine the actual costs and impact to other provided services. It was then recommended by Staff to proceed with the implementation of the proposed satellite electronics waste collection site within the parameters outlined. Before the collection site's days are expended, the village would need to verify with SWALCO that their program could support this. The Mayor then asked for questions and comments. Trustee Garrity noted that the electronics recycling would be for residential waste only. Mr. Peter Adrian of SWALCO addressed the Board regarding the challenging situation and SWALCO's commitment to stay the course. He noted that SWALCO has a new vendor for the recycled items, and that the vendor is dedicated to following the laws and regulations.

Trustee Garrity moved to proceed with the satellite collection site, and Trustee Adams seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

APPROVE PURCHASE – Police Interceptor Vehicles

President Wepler noted that the 2016-2017 budget included \$114,000.00 in the Fleet Services & Replacement Fund for the purchase of four Ford Police Utility Interceptor vehicles. Public Works obtained price proposals from the Suburban Purchasing Cooperative low bid vendor, Currie Motors and Napleton Ford of Libertyville.

	Per Vehicle	Total
Currie Motors, Inc., Frankfort, IL	\$27,711.00	\$110,844.00
Napleton Ford, Libertyville, IL	\$28,572.10	\$114,288.40

Administrative Staff recommended awarding the purchase of the four vehicles to Currie Motors in the not to exceed amount of \$110,844.00. The Mayor then asked for questions and comments. He noted that he hated to use dealerships other than those in Libertyville. Administrator Bowens explained that Napleton Ford knew the price from Currie Motors and did not offer to reduce their bid.

Responding to a question from Trustee Moras, Police Chief Herdegen explained that this vehicle is preferred due to its four-wheel drive and roominess. He also noted that some equipment would not transfer to other vehicles, and other vehicle options are not as efficient.

Trustee Moras moved to authorize the purchase to Currie Motors for four Police Utility Interceptor Vehicles, and Trustee Justice seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

APPROVE PURCHASE – Pubic Works Replacement Truck

President Wepler explained that the 2016-2017 budget included \$77,000 in the Fleet Services & Replacement Fund for the purchase of a replacement one-ton truck (Parks Division Unit #P-2). Formal quotes were received from Napleton Ford and the State of Illinois low bidder, Morro Brothers Ford with the following results:

Morrow Brothers Ford, Greenfield, IL	\$34,625.00
Napleton Ford, Libertyville, IL	\$35,731.40

The current 1999 Ford F-550 is being recommended for replacement based on years of services and the current deteriorated conditions of the dump body.

Administrative Staff recommended that the village Board authorize the purchase of a Ford F-450 cab chassis from Morrow Brothers Ford in the not to exceed amount of

\$34,625.00. The remaining funds will be used to outfit the remaining portion of the vehicle. The Mayor asked for questions and comments.

Trustee Justice questioned the amount needed to outfit the truck. Director Kendzior explained that the outfitting will bid separately and includes the dump body, plow, etc. The Mayor added that the equipment on Village trucks is interchangeable.

Trustee Garrity moved to award the purchase to Morrow Brothers Ford, and Trustee Adams seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

APPROVE PURCHASE – Public Works Replacement Truck

President Wepler stated that the 2016-2017 Budget included \$73,000.00 in Fleet Services and Replacement Fund for the purchase of a replacement one-ton truck (Unit #304). The current 2001 Ford F-350 is being recommended for replacement based on years in service and current mileage. Formal quotes were received from the low bidder from the State of Illinois Contract, Morrow Brothers Ford and Napleton Ford to supply the truck chassis with the following results:

Morrow Brothers Ford, Greenfield, IL	\$29,100.00
Napleton Ford, Libertyville, IL	\$31,602.24

Administrative Staff recommended the Village board authorize the purchase of a 2016 Ford F-350 chassis from Morrow Brothers Ford in the not to exceed amount of \$29,100.00.

Trustee Moras moved to authorize the purchase from Morrow Brothers Ford, and Trustee Garrity seconded.

The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

ORDINANCE 16-O-41: Amend Liquor Code to Create Class L License and Increase Number of Class L Licenses

President Wepler introduced alter from Mr. Eric Krupka requesting the creation and issuance of a liquor license in order to allow the online sale of wine and liquor. Mr. Krupka owns Redline Cellars, which has been in business since January 2013 and which he is moving from Vernon Hills to Libertyville. The business caters to high-end wine and liquor sales, and purchases shipped within the State of Illinois would generate sales tax. The Mayor/Liquor Commissioner and Staff met with Mr. Krupka to discuss the

business and researched the Vernon Hills liquor license in order to create a new “Class L” liquor license category and accommodate the business.

The ordinance presented would amend Municipal Code and: 1) create a Class L license for Online E-Commerce Wine and Liquor Sales; and 2) increase the number of Class L licenses to one, in order to allow the Mayor/Liquor Commissioner to then issue a Class L License to Redline Cellars. It has taken longer to get the background report back from the State of Illinois; however, it should be received by May 24, 2016 or prior to issuance of a license. Mr. Krupka has a number of events for which he is selling wine and requested a last minute placement on the May 24, 2016 Village board meeting agenda. The Mayor and Village Staff recommended approval of the ordinance. The Mayor asked for questions and comments. Mr. Krupka was in attendance to answer questions. Trustee Moras moved to approve the ordinance creating a Class L License and increase the number of Class L licenses to one. Trustee Garrity seconded. The Mayor asked for Board and public comment. The motion carried on roll call vote as follows:

AYES: Trustees Moras, Gaines, Justice, Adams, and Garrity

NAYS: None

ABSENT: Trustee Johnson

PETITIONS AND COMMUNICATIONS

President Wepler announced the following:

- The Sustain Libertyville Commission will meet at 4:00 p.m. on Wednesday, May 25, 2016
- The Village Hall and all Village non-emergency offices will be closed on Monday, May 30, 2016 in honor of Memorial Day
- The VFW will hold a Memorial Day Parade on Monday, May 20, 2016 beginning at 9:30 a.m. followed by a memorial service in Cook Park
- The Village of Libertyville and Libertyville Bicycle Commission will host a Community Bike Ride on Saturday, June 4, 2016 anytime between 9:00 a.m. and 11:00 a.m. – meet at the small pavilion in Adler Park
- MSL will host the annual Historic Home Tour on Saturday, June 4, 2016 from 10:00 a.m. to 2:30 p.m. Tours begin in Cook Park
- The Historic Preservation Commission will meet at 4:00 p.m. on Tuesday, June 7, 2016 at the Village Hall
- The Parks and Recreation Committee and Advisory Commission will meet at 6:00 p.m. on Tuesday, June 7, 2016
- The Zoning Board of Appeals will meet at 7:00 p.m. on Monday, June 13, 2016
- The Water and Sewer Committee will meet at 7:00 p.m. on Tuesday, June 14, 2016
- The Village Board will meet at 8:00 p.m. on Tuesday, June 14, 2016

Trustee Moras offered congratulations to Trustee Johnson and her son, who is graduating from college.

Trustee Justice asked if Mr. Stemke's issue would be addressed. The Mayor explained that the previous meeting had been canceled due to a Herdegen family death, and the meeting was rescheduled for the coming Thursday.

Trustee Garrity thanked the Board for addressing the SWALCO electronics-recycling site.

ADJOURNMENT

With no further business, Trustee Moras moved to adjourn at 9:10 p.m., Trustee Gaines seconded, and the motion carried on a unanimous voice vote.

Respectfully submitted,

Kevin J. Bowers, Deputy

Sally A. Kowal
Village Clerk