VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
July 26, 2016

President Weppler 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 Weppler, Trustees Donna Johnson, Richard Moras, Todd Gaines, Jay Justice, and Peter Garrity. Trustee Scott Adams was absent.

WELCOME U.S.A. OLYMPIAN – Laura Zeng

President Weppler introduced Olympian Laura Zeng and her mother and wished Laura well in the upcoming Olympic Games in Rio de Janeiro, Brazil. The audience viewed a video of Laura's rhythmic gymnastics national title performance. Signs will be posted at the entrances to the Village of Libertyville wishing the Libertyville High School student best of luck in Rio.

ITEMS NOT ON THE AGENDA

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

Mr. Marc Grote, 418 S. Fourth, addressed the Board regarding a joint fundraiser between the David Adler Music and Arts Center and MainStreet to hold Savor Libertyville – A Chefs' Fest on Saturday, October 1, 2016 at 6:00 p.m.

Mr. Scott Klepac, 317 Third Street, asked for reason that street striping had not been taken all the way to Milwaukee Avenue on Appley Avenue. The Mayor explained that the striping followed highway standards and that the street is not wide enough for three lanes.

OMNIBUS VOTE AGENDA

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

OMNIBUS VOTE AGENDA

A. Minutes of the July 12, 2016 Bills for Approval
B. Bills for Approval
C. Appointments to Village Boards and Commissions
D. **ORDINANCE 16-O-72: Vacate Portion of Unimproved Alley – 644 Meadow**
E. **ORDINANCE 16-O-73: Vacate Portion of Unimproved Alley – 545 Carter Street**
F. Consent Agreement with Swanson Development, LLC – Trimm Property
G. Authorize Temporary On-Street Parking – Industrial Drive
H. Approve Purchase of Police Body Armor
I. Approve Fireworks Permit – LHS Wildcat Parents Association
J. Approve Use of Village Property – Knights of Columbus
K. ARC Report

Trustee Johnson 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 Moras seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

ZBA REPORT: Corner Side Yard Variation – 454 Prairie Avenue
President Weppler introduced a ZBA report for a request from Christopher and Becky Johnson for approval of a corner side yard setback variation to allow construction of a gabled overhang at the entrance to their house at 454 Prairie Avenue. The ZBA concurred with their proposal since a previous zoning variation had been granted in 2001 due to the irregular shape of the lot. ZBA members found the proposal consistent with the initial variation and recommended approval. The Mayor then asked for questions or comments.
Trustee Moras moved to approve the variation of the corner side yard setback, and Trustee Johnson seconded. The Mayor asked for any further Board or public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

ZBA REPORT: Rear Yard Setback Variation – 924 Quaker Hill Lane
President Weppler introduced a ZBA report for a requested rear yard setback at 924 Quaker Hill Lane. Applicants Philip and Claudia Campeau want the variation to allow construction of a sunroom. The ZBA concurred with the request and recommended Village Board approval. The Mayor asked for questions and comments.
Trustee Garrity moved to approve the rear yard setback variation, and Trustee Justice seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

ZBA REPORT: Front Yard Setback Variation – 540 McKinley Avenue
President Weppler introduced a ZBA report for a request from the owners of 540 McKinley Avenue for a front yard setback variation to allow construction of a front porch and steps. The ZBA concurred with the request as the proposal is to replace an existing porch that already encroaches into the setback. The ZBA recommended Village Board approval. The Mayor asked for questions and comments.
Trustee Moras asked if the approval was warranted for a pre-existing porch replacement. Director of Community Development John Spoden explained that it is considered new construction. The owner, Kathryn Mickiewicz, said that the process was difficult but that Staff had been very helpful.

Trustee Garrity moved to approve the front year setback variation, and Trustee Johnson seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

ORDINANCE 16 -O-74: Reducing Interfund Payable/Receivable
President Weppler explained that the Village has shown an interfund receivable/payable due to the Water/Sewer Enterprise Fund from the Sports Complex Fund since FY 2002-2003 in the amount of $951.273. The interfund transaction was for water and sewer connection fees associated with the Complex when it was built, to be paid to the Northwest Water Sewer Fund, in accordance with Ordinance 91-O-56, expanding and extending waterworks and sewage systems of the Northwest area of the Village. That segregated fund was closed in FY 2010-2011 because no further development could occur, and all related expenses had been incurred. The remaining receivable has since been reflected in the Water and Sewer Fund. The transaction was originally recorded as a revenue and a receivable in the Northwest Water Sewer Fund while the Sports Complex Fund recorded an expense and a payable. The Sports Complex Fund has not generated sufficient funds to be able to eliminate the Due To payable liability and the amount continues to be carried in the annual financial statements.
The Mayor continued reporting that given the length of time that had passed since the liability was originally recorded and the unlikely possibility that the Sports Complex Fund will have sufficient funds to fund the connection fees in the near future, the Finance Committee and Staff recommended that the Village Board eliminate a portion of the fees due for the Indoor Facility as the Village is the owner of the property, which would otherwise be responsible for the payment and that the interfund payable/receivable be reduced in the FY 2015-2016 annual financial statements to reflect the eliminated portion of those fees. Since it will be possible to recapture these fees from an eventual buyer of a portion of the Sports Complex property, only 75% (proportionate to the approximate size of the Indoor Facility to the whole property) or $713,455 is being recommended for elimination at this time.
The accounting transaction will impact the Net Position of the two enterprise funds, decreasing the Water and Sewer Fund and increasing the Sports Complex Fund by $713,455.
Finance Committee, Staff, and the Village Board requested Village board approval to reduce the interfund balances in the Receivable Fund, Waterworks and Sewerage, and the Payable fund, Libertyville Sports Complex, by $713,455 to $237,818. The Mayor asked for questions and comments.
Trustee Moras moved to approve the ordinance reducing the Interfund Payable/Receivable. Trustee Justice seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity

NAYS: None
ABSENT: Trustee Adams

RESOLUTION 16-R-26: Amend Professional Engineering Services Agreement – WWTP

President Weppler explained that the Master Facilities Plan for the Wastewater Treatment Plant (WWTP) was authorized by the Board on June 23, 2015, in the not-to-exceed amount of $103,460.00 with RHMG Engineer, Inc. The Master Facilities plan was necessary to review operations and upgrades at the WWTP that would be necessary to comply with the new IEPA NPDES Permit regulations that became effective on April 1, 2015. As a component of the Master Plan, RHMG Engineers, Inc. performed plant process modeling to evaluate phosphorous removal alternatives. The data provided by Staff for the modeling was orthophosphate rather than the necessary total phosphorous. This resulted in phosphorous levels being approximately three times higher than the actual concentrations.

Phosphorous monitoring is new to the IEPA NPDES Permit and to our laboratory. The error in interpretation of sampling results was revealed when the laboratory at the WWTP performed quality assurance testing. It was found that calculations made were actually orthophosphate measurements rather than of total phosphorous. Verifying assurance checks are now being performed on a routine basis by running split samples with other labs, performing standards measurements and running certified spiked samples.

Due to the significant difference in total phosphorous concentrations, it is necessary to rerun the process modeling task to re-evaluate the phosphorous treatment alternatives. The positive in this is that the phosphorous strength in the Village's wastewater is much less than first thought; therefore reduction should be more achievable and cost effective. RHMG Engineers, Inc. has provided a proposal to amend the current Professional Services Agreement in the not-to-exceed amount of $18,000.00 to perform the additional modeling, which is essential prior to designing a reliable system. Sufficient funds are available in the Water and Sewer Capital Improvement Fund/WWTP Improvements for the proposed work. Administrative Staff recommended adoption of the resolution and approval of Amendment No. 1 to the Professional Services Agreement with RHMG Engineers, Inc. The Mayor asked for questions and comments.

Trustee Moras moved to adopt the resolution for Amendment No. 1 and authorize execution. Trustee Johnson seconded. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:
AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

AWARD CONTRACT – Lake Street Parking Garage Repairs

President Weppler stated that three proposals were received at the bid opening held on July 12, 2016 for the Lake Street Parking Garage Maintenance Repairs project. The proposed maintenance work will involve repairs to the concrete beams, floors and walls,

expansion joints, brick/masonry items and other components of the parking structure. The results of the bids were:

J. Gill & Company	$35,050.00
National Restoration Systems, Inc.	$35,865.00
Bully & Andrews Concrete Restoration	$46,328.00

Administrative Staff and Walker Parking Consultants recommended awarding the contract to the low bidder, J Gill & Company in the not-to-exceed amount of $35,050.00 and authorizing execution by the Village Administrator. The 2016-2017 Budget provides $60,000 in the Central Business District Parking Budget for the proposed work. The Mayor asked for questions and comments.

Trustee Garrity asked for clarification of proposed work, and Public Works Director Paul Kendzior explained that this work would complete work that began last year.

Responding to a resident's question, the Mayor noted that Walker Parking Consultants did not construct the parking garage but acts as the Village's consultant. He noted that built in 2009, the garage requires normal maintenance.

Trustee Moras moved to award the contract to J. Gill & Company and authorize execution, and Trustee Garrity second. The Mayor asked for further Board and public comments. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Gaines, Justice, and Garrity
NAYS: None
ABSENT: Trustee Adams

PETITIONS AND COMMUNICATIONS

President Weppler announced the following:

- The Historic Preservation Commission will meet at 4:00 p.m. on Tuesday, August 2, 2016
- The Parks and Recreation Committee and Advisory Commission will meet at 6:00 p.m. on Tuesday, August 2, 2016 at the Libertyville Sports Complex
- The David Adler Music and Arts Center 36th Annual Festival of the Arts will be held on Saturday (10:00 a.m. – 5:00 p.m.) and Sunday (11:00 a.m. – 5:00 p.m.) on August 6 and 7 in Cook Park
- The Zoning Board of Appeals will meet at 7:00 p.m. on Monday, August 8, 2016
- The Water and Sewer Committee will meet at 7:00 p.m. on Tuesday, August 9, 2016
- The Village Board will meet at 8:00 p.m. on Tuesday, August 9, 2016

The Mayor congratulated Libertyville Fire Chief Rich Carani on obtaining the Chief Fire Officer (CFO) designation from the Center of Public Safety Excellence for the 14th year in a row.

The Mayor thanked Bill Kaiser, Village Staff, and volunteers who together conducted a successful 2016 Dog Days of Summer event. Revenues for the event exceeded expenses by $540.05, and Bill Kaiser will be attending the August Parks and Recreation Committee meeting to provide a detailed report.

ADJOURNMENT
With no further business, Trustee Johnson moved to adjourn at 8:43 p.m., Trustee Garrity seconded, and the motion carried on a unanimous voice vote.

Respectfully submitted,

Lori J Bowers, Deputy
Sally A. Kowal
Village Clerk