

VILLAGE OF LIBERTYVILLE  
BOARD OF TRUSTEES  
January 11, 2022

President Johnson called to order a virtual meeting of the Board of Trustees at 8:00 p.m. Those present were: President Donna Johnson, Trustees Scott Adams, Peter Garrity, Matthew Hickey, Matthew Krummick, Dan Love, and James Connell.

**ITEMS NOT ON THE AGENDA**

President Johnson asked if there was any public comment, and there was none.

**OMNIBUS VOTE AGENDA**

President Johnson introduced the Omnibus Vote Agenda and asked if there were any items to be removed for a separate discussion. President Johnson asked that item 3B be removed from the agenda.

A. Summary of Omnibus Vote Agenda Items

B. Approval of Minutes of the November 23, 2021 Village Board Meeting

C. Bills for Approval

D. **ORDINANCE NO. 22-O-01:** A Confirming Ordinance to Waive Competitive Pricing to Purchase a Proprietary Vehicle Basestation Water Meter Radio Reading Device

E. **ORDINANCE NO. 22-O-02:** An Ordinance Vacating Unimproved Right-of-Way adjacent to 0 Big Oak Lane (South Half of 1255 Thornbury Lane)

F. **RESOLUTION NO. 22-R-01:** A Resolution to Purchase Fire Hose and Nozzles from Municipal Emergency Services

G. **ORDINANCE NO. 22-O-03:** An Ordinance Granting a Variation from Section 26-11-13 of the Libertyville Zoning Code to Allow Two Wall Signs (1620 S. Milwaukee Avenue) - McGrath Acura of Libertyville, Applicant

H. **ORDINANCE NO. 22-O-04:** An Ordinance Declaring Surplus Property

I. **RESOLUTION NO. 22-R-02:** A Resolution Approving a Contract for Services with LifeSport Athletic Club of Libertyville for Tennis and Fencing Classes

J. **RESOLUTION NO. 22-R-03:** A Resolution Approving a Contract for Services with Shotokan Karate Club of Vernon Hills for Karate Classes

**K. RESOLUTION NO. 22-R-04:** A Resolution to Approve an Intergovernmental Agreement by and between the Village of Libertyville and Community High School District No.128 Regarding Installation of a Pier on Butler Lake

L. ARC Report M. HPC Report

Trustee Adams moved to adopt the items listed on the Omnibus Vote Agenda with the exception of item 3B, in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code, and Trustee Garrity seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

**4 – RESOLUTION NO. 22-R-05: A Resolution to Approve a Request for Special Events – MainStreet Libertyville**

President Johnson noted special event applications, from MainStreet Libertyville Inc. (MSL) requesting Village Board approval for their Calendar Year 2022 annual events. The list of events include

- Car Fun on 21 - May 18, June 15, July 20, August 17, September 21 – 6-9 p.m.
- Historic Home Tour - September 17, 10:00 a.m. to 3:00 p.m.
- Farmer’s Market - Thursdays, June 2 through October 20, 2022, 7:00 a.m. to 1:00 p.m.
- Lunch in the Park - Fridays, June 24 through August 19, 2022, 11:00 a.m. to 2:00 p.m.
- MainSweet Dessert Walk - August 8, 2022, 12:00 p.m. to 3:00 p.m.
- Dickens of a Holiday - December 3 and December 10, 2022, 10:00 a.m. to 3:00 p.m.
- Girls Night Out (new this year) - April 21, July 21, October 20, 2022, 6:00 p.m. to 9:00 p.m.
- Fall Fashion Show - October 15, 2022, 10:00 a.m. to 5:00 p.m.
- First Fridays on Main Street - March 4, April 1, May 6, June 3, July 1, August 5, Sept. 2, Oct. 7, Nov. 4, Dec. 2, 6:00 p.m. to 9:00 p.m.
- Let’s Wine About Winter (rescheduled) - April 30, 2022, 1:00 p.m. to 4:00 p.m.
- Sidewalk Sales - July 15 and 16, 2022, 10:00 a.m. to 5:00 p.m.
- Twilight Shuffle 5K Run - September 4, 2022, 6:00 p.m. to 7:00 p.m.
- Small Business Saturday - November 26, 2022, 10:00 a.m. to 5:00 p.m.
- Trick or Treat on Main Street - October 28, 2022, 11:00 a.m. to 2:00 p.m.

President Johnson asked if there was any public comment and there was none. Trustees Adams, Garrity, Hickey, Love, Krummick, and Connell offered support for the item and thanked Main Street Libertyville and Village staff.

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Trustee Adams moved to approve item 4, and Trustee Connell seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

**5 – RESOLUTION NO. 22-R-06: A Resolution to Approve a Special Event – Dog Days of Summer**

President Johnson noted that the Village received a request from the Knights of Columbus for the annual Dog Days of Summer event on July 7, 2022 through July 11, 2022. The Knights of Columbus requested the use of Church Street and a portion of Cook Park beginning at 8:00 a.m. on Friday, July 7, 2022 for set up, through Sunday, July 11, 2022 for cleanup. The Knights of Columbus also requested to place a banner in Cook Park.

The Knights of Columbus will obtain approval from Cook Memorial Library to close Church Street adjacent to their exit drive, and has contacted St. Lawrence Church, Libertyville Civic Center, and Attorney Sean Wepler to make sure that there are no conflicts on the day of the event. Village Staff will provide the fencing material so that volunteers can set up the fence in accordance with the approved event plan.

Due to the current mitigations of the Restore Illinois plan for the current pandemic, it is recommended all events are approved conditional on any potential restrictions at the time of the event being implemented.

It was noted that Trustee Love is the applicant and his comments are only in his capacity as the applicant, not as Trustee. Trustee Love spoke briefly about the annual event. President Johnson asked if there was any public comment and there was none. Trustees Adams, Garrity, Hickey, Krummick, and Connell offered support for the item and thanked Trustee Love and the Knights of Columbus for their efforts.

Trustee Hickey moved to approve item 5, and Trustee Connell seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, and Connell

NAYS: None

ABSTAIN: Trustee Love

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**6 – RESOLUTION NO. 22-R-07: A Resolution to Approve a Special Event Request from the Libertyville Civic Center Foundation for Libertyville Days 2022**

President Johnson noted the Libertyville Civic Center Foundation (LCCF) has requested the use of Village property for the 2022 Libertyville Days Festival to be held on June 16-19, 2022. Attached as Exhibit A is the written request from the LCCF.

Staff has reviewed the application and recommends the following for management of the event as part of the recommended Village Board approval:

- LCCF will meet with Fire and Police Staff to coordinate potential weather emergency plans and designate one on-site coordinator during the event for emergency communications that will be responsible for all communication with vendors and service providers in the event of an emergency shut-down (and any possible re-start).
- Carnival rides on Saturday, June 18, 2022 will begin operation after the parade has passed the carnival area.
- Parade fencing will be provided in the downtown prior to the parade.
- LCCF will coordinate placement of tents in Cook Park with the Village to avoid sprinkler system damage. No spray paint may be used on Village property.
- LCCF agrees to restore any damage in Cook Park and Sunrise Rotary Park in a timely manner, if requested by the Village.
- LCCF will use Libertyville businesses whenever possible.
- An emergency access point is needed and this will be reviewed with LCCF prior to the event.
- LCCF will provide a certificate of insurance and submit a Special Event Application.
- LCCF will apply for the appropriate Village and State Liquor License.
- LCCF will coordinate with the Chief of Police the posting of signs indicating no concealed weapons allowed and human trafficking per state law.
- LCCF will reimburse the Village for one-half of the Police operation related expenses associated with the festival. The Village will provide Public Works set-up services to assist with the parade.
- A minimum five (5) foot setback from structures will be required for all carnival rides.

Due to the current mitigations of the Restore Illinois plan for the current pandemic, it is recommended all events are approved conditional on any potential restrictions at the time of the event being implemented.

Staff recommends Village Board approval of the Resolution for use of Village property and approval of the special event application for the event from June 16-19, 2022 subject to the conditions as detailed.

It was noted that Trustee Love is the applicant and his comments are only in his capacity as the

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applicant, not as Trustee. Anne Carlino, the executive director of the Libertyville Civic Center Foundation, was present and spoke briefly about the event. Trustee Love spoke briefly and offered that alternate dates were considered but were not possible due to availability and scheduling conflicts. President Johnson asked if there were any public comments, and there were none. Trustees Adams, Garrity, Hickey, Krummick, and Connell offered support for the item. President Johnson offered comments about future dates and scheduling for this event.

Trustee Adams moved to approve item 6, and Trustee Garrity seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, and Connell

NAYS: None

ABSTAIN: Trustee Love

**7 – RESOLUTION NO. 22-R-08: A Resolution to Approve a Contract with Arthur Weiler, Inc. for the Annual Parkway Tree Planting Program**

President Johnson noted the Village previously entered into a contractual services contract for parkway tree replacements for trees that were removed because of storm damage, old age or hazardous conditions. This was known as the 50-50 Parkway Planting Program, where property owners and the Village equally shared in the cost for the new tree. Due to low participation, the Village has now moved to a 100% Village cost program that provides the added ability to plant parkway trees in new suitable locations.

Staff solicited competitive contractor bids for three years of pricing and received two responses at the bid opening held on October 26, 2021. Based on the estimated quantities from staff, Arthur Weiler, Inc. submitted the lowest overall three-year unit pricing and is the lowest responsive bidder. Please refer to the attached Bid Tabulation.

Village staff recommends awarding the contract to Arthur Weiler, Inc based upon the high quality of trees the company has provided in the past to the Village and the company's consistent responsiveness. Funds in the amount of \$62,000 are proposed in the Draft Fiscal Year 2022/23 Budget, General Fund/Parks Department (Account # 01-0701-5-729) for the proposed Annual Parkway Tree Planting Program. The unit prices have increased from last year, however staff will be able to utilize the \$62,000 budgeted to maximize plantings for this year's program.

Staff recommends approval of the attached resolution to award the contract for the Annual Tree Planting Program to Arthur Weiler, Inc. in the not-to-exceed amount of \$62,000, subject to the appropriation of the necessary funds in the FY 2022/23 Draft Budget and authorize execution of

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the contract by the Village Administrator.

President Johnson asked if there were any public comments, and there were none. President Johnson asked staff questions about the vendor. President Johnson, Trustees Adams, and Trustee Krummick asked staff questions. Trustees Garrity, Krummick, and Love offered support for the item.

Trustee Garrity moved to approve item 7, and Trustee Hickey seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

**8 – RESOLUTION NO. 22-R-09: A Resolution Approving a Collective Bargaining Agreement with the International Union of Operating Engineers, Local 150 Public Employees Division**

President Johnson noted the proposed Collective Bargaining Agreement for the Public Works International Union of Operating Engineers, Local 150 Public Employees Division. The current Collective Bargaining Agreement expired on April 30, 2021. Since this date, the union has been operating under the expired agreement. This agreement, if approved, will be retroactive to May 1, 2021, and will expire on April 30, 2025. Attached is a memorandum summarizing the changes to the agreement as well as the proposed collective bargaining agreement. The Union ratified this agreement on 12/9/2021.

Staff recommends approval of the attached resolution authorizing the Village Administrator to execute the agreement.

President Johnson asked if there were any public comments, and there were none. Trustees Adams, Garrity, Hickey, Krummick, and Connell offered support for the item.

Trustee Hickey moved to approve item 8, and Trustee Adams seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

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**9 – ORDINANCE NO. 220005: An Ordinance Waiving Competitive Bidding for the Removal and Replacement of Twenty Windows at the Crawford House**

President Johnson noted the Crawford House is a Village facility utilized by the Recreation Department for inhouse events and private rentals to the public. The Crawford House was built in the late 1950's. The original windows lasted nearly thirty years before being replaced in the early 1980's. The windows are once again at the end of their useful service life and need replacement.

The Fiscal Year 2021/22 Annual Budget has allocated \$75,000 in the Park Improvement Fund (Account #45-0000-0-782) for necessary renovations at the Crawford House. To date \$40,607.39 has been expended, which leaves \$34,392.61 to complete the replacement of twenty (20) windows. Staff then requested and received three quotes for the removal and replacement of 20 windows:

<u>Contractor</u>	<u>Quote</u>
Landmark Exteriors, Inc.	\$29,883.00
KMK Exteriors	\$31,000.00
F.H. Paschen	\$145,780.19

An Ordinance is necessary to waive competitive bidding due to the lack of available contractors during the current labor and material shortage in the construction industry. The Village contacted numerous contractors and only Landmark Exteriors, Inc., KMK Exteriors and F.H. Paschen could provide a quote and a schedule to complete the window replacement work within the current fiscal year.

Staff recommends approval of the Ordinance to waive competitive bidding and proceed with the removal and replacement of twenty windows at the Crawford House with Landmark Exteriors, Inc. in the amount of \$29,883.00.

President Johnson asked if there were any public comments, and there were none. Trustee Adams offered support for the item. Trustee Garrity suggested additional uses for the Crawford House. President Johnson offered comments. Trustee Hickey offered comments and Trustee Krummick asked staff questions and discussion ensued. Trustee Love offered support for the item but raised concerns about the proposed vendor based on prior personal experience with them. Staff made comments on the Village's previous experience with the vendor. Trustee Connell offered support for the item. Trustees Garrity, Love, Hickey, and Adams asked additional questions of staff and discussion ensued.

Trustee Connell moved to approve item 9, and Trustee Adams seconded. The motion carried on roll call vote as follows:

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AYES: Trustees Adams, Garrity, Hickey, Krummick, and Connell

NAYS: Trustee Love

## PETITIONS AND COMMUNICATIONS

President Johnson announced the following:

- The Libertyville Arts Commission will meet virtually at 2:00 p.m. on Monday, January 17, 2022.
- The ARC/HPC will meet virtually at 5:00 p.m. on Monday, January 17, 2022.
- The Finance Committee will meet virtually at 6:00 p.m. on Tuesday, January 18, 2022.
- The Fire and Police Committee will meet virtually at 7:00 p.m. on Tuesday, January 18, 2022.
- The Economic Development Commission will meet virtually at 7:30 a.m. on Wednesday, January 19, 2022.
- The Sustain Libertyville Commission will meet virtually at 4:00 p.m. on Wednesday, January 19, 2022.
- The Human Relations Commission will meet virtually at 5:00 p.m. on Wednesday, January 19, 2022.
- The Plan Commission/Zoning Board of Appeals will meet virtually at 7:00 p.m. on Monday, January 24, 2022.
- The Public Works Committee will NOT meet at 7:00 p.m. on Tuesday, January 25, 2022.
- The Village Board of Trustees will meet virtually at 8:00 p.m. on Tuesday, January 25, 2022.

President Johnson wished everyone a happy new year and thanked staff for their dedication to the Village despite various challenges. President Johnson welcomed Margaret Resnick in her new role as Parks and Recreation Director for the Village. President Johnson asked for prayers and support for a Public Works employee and his family who has been very ill.

Trustees Adams thanked staff and also complimented local businesses for their creativity and resilience during the global pandemic. Trustee Garrity thanked staff for their ongoing efforts on behalf of residents. Trustee Hickey thanked staff and offered concern for the Public Works employee. Trustee Krummick offered his thoughts on in-person services while being cautious with the pandemic and also spoke favorably about the various community events. President Johnson spoke about the desire to quickly return to in-person Village meetings. Trustee Love offered prayers for the Public Works employee and also spoke favorably about the new Church Street parking signage. Trustee Connell offered concern for local restaurants and wanted to hear from local business owners on their needs and also spoke about future ideas and uses for Crawford House. Attorney Passman wished everyone a happy new year. Clerk Stowe offered prayers for the Public Works employee and wished everyone a happy and safe 2022. President Johnson requested

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Trustees thoughtfully prepare in advance of reaching out to staff on the upcoming budget process.

**ADJOURNMENT**

With no further business to come before the Village Board, Trustee Adams moved to adjourn the meeting at 9:22 p.m., and Trustee Connell seconded. The motion carried on roll call vote as follows:

AYES: Trustees Adams, Garrity, Hickey, Krummick, Love, and Connell

NAYS: None

Respectfully submitted,



Luke Stowe  
Village Clerk