

**MINUTES
OF THE
PUBLIC HEARING AND
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF NORTHFIELD
Tuesday, March 21, 2017 - 7:00 p.m.**

As provided for by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall at 7:00 p.m. on Tuesday, March 21, 2017 for a Public Hearing to present the proposed FY2017/2018 Village Budget and for the Regular Board meeting. The meeting was called to order by President Fred Gougler. The Village Clerk took the roll call.

PRESENT:	President Trustees	Fred Gougler Brian Kozminski Jane Goldenberg Tom Roszak Allan Kaplan John Gregorio Joan Frazier
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ALSO PRESENT:	Attorney Everette M. Hill, Jr.
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**CONVENE TO PUBLIC HEARING TO CONSIDER THE PROPOSED FY2017/2018
VILLAGE BUDGET**

Village Manager Stacy Sigman said last week the Board held their Budget Workshop and reviewed the detailed budget for 2017-2018. She will go through the highlights of the draft budget, go through some of the current trends and challenges and then hand the hearing over to Finance Director Steve Noble. The hearing will then be opened up for any public comments.

VM Sigman indicated that overall she is pleased to say there is positive news to report. Last year, the infrastructure referendum was passed which has given a source of revenue to move forward on the roads, storm sewer, life safety and streetscape projects. The five year financial projections look good and the reserves in the General Fund remain with a six month balance which is a goal of the Village Board. Through tough economic times, staff has been able to achieve and maintain a AAA bond rating where many communities have seen their bond rating downgraded due to issues with the state. Northfield's municipal property tax rate has been successfully kept low and currently Northfield is 19-38% lower than counterpart communities of Glencoe, Kenilworth, Wilmette and Winnetka. With the low tax rate, municipal services are strong with excellent snowplowing and public works services. Social services and special family care has been

successfully provided through Northfield's Police Department's psychologist and indigent fund. The Fire Department is staffed 24 hours a day, 365 days a year, but it is done at a cost of about \$1 million less a year than a traditional fire department and we have maintained a very responsive environment for the businesses. For the 13th year in a row, Northfield has the lowest vacancy rate in the region. Medline was welcomed this year to Northfield and about 1800 people have moved into the campus and by this spring it is expected that 2200 people will be on campus. The Police Pension Fund has continued to be fully funded and last year an additional \$500,000 contribution was made. VM Sigman said this has all been done while honoring the pledge to remain within the tax caps.

VM Sigman then spoke about looking ahead and said the economy has been more stable the last couple of years and has resulted in fairly low interest rates which have been positive for the Village issuing bonds for infrastructure work. The last couple of years have shown a strong construction market and we anticipate that trend continuing with a couple of projects on the horizon, including the AT&T site, a new housing development on Willow Road and maybe a reconfiguration of the office building on the east side of town on Willow Road. On the negative side, the state remains an issue for municipalities. They still do not have a budget and haven't come up with a comprehensive plan on how to handle their financial burdens. The uncertainty of no state budget is concerning to municipalities. This should be followed closely as the state may look to decrease municipal revenues. Lack of a state budget though resulted, last year, in much lower than normal roadway bids. Since the state has stopped construction on many roadways, bid numbers are at a 10 year low. So far, bid numbers are coming in right about what they were last year. There may be an opportunity to get ahead with capital projects this year at a low cost. The Village has continued to work to strengthen the Police Pension Fund and in this year's budget, we project an 8.8% increase, \$100,000, over last year's contribution. The trend for pension funding remains a challenge for municipalities. Even though municipalities are told to fully fund the pensions, they do not have any control over the benefits.

VM Sigman then concluded that the budget contemplates a number of projects in the infrastructure referendum such as an aggressive road project, the completion of the consolidation of the 911 center, a series of storm water projects and a number of life safety projects, including new warning sirens. As FY2016/17 ends, we project a budget surplus of about \$75,000 which is stronger than the \$2,800 initially contemplated in the initial budget. This is due to positive trends on the revenue side, such as stronger than anticipated sales tax and permit revenues. There were also, however, a number of unanticipated expenses

associated with FOIA audits and engineering. Even with those, we anticipate ending the year stronger than expected.

Finance Director Steven Noble said as we look into next year, the operating fund highlights overall revenues to be up 3.4%. Sales tax revenue is expected to increase by 17.5%. Property taxes will stay within the tax cap and water sales are also anticipated to be slightly lower based on recent usage trends and in order to keep that fund financially healthy, staff is proposing a 4% water and sewer rate increase next year. If enacted, that would be the first rate adjustment in two years. On the expense side, Director Noble indicated expenses are up 1% next year. Salaries are actually down 2.5% due to the reduction of four full time employees, 3 in police/dispatch and 1 in finance. All existing service levels and programs are maintained and continue to fully fund the pension obligations as well as the future equipment needs. The overall result is an anticipated General Fund surplus next year of \$80,650.

Director Noble then discussed the projected revenues for next year. He said we are fortunate to have diverse sources of revenue within the Village. Property taxes are the largest single source of revenue. He then showed a slide of the breakdown of a typical property tax bill. Most of the property taxes residents pay don't go to the Village. 90% go to other governmental entities such as schools, park districts, library and the county. The Village receives about \$.10 out of every dollar paid. For the 2016 levy, the typical Northfield resident will pay only about two tenths of a percent more to the Village which equates to a \$2.00 increase in the Village's share of the property tax bill for someone who has a \$10,000 tax bill. Another important revenue source for the Village is sales taxes and accounts for about 19% of the total revenues. In looking at revenues and future trends, staff looks at where the sales tax comes from. Northfield is fortunate to have several auto dealers and in 2015, they accounted for about 50% of the total sales tax. The ratios change annually as new businesses open and expand.

Director Noble went on to discuss how the Village spends its money and how they are broken out by services. 55% of the budget is for public safety and 29% is for Public Works, water and sewer. These are the departments that operate on a 24/7 basis and have the most employees and respond to emergencies, snow storms and utility breaks. Pensions have a substantial impact on local budgets and about 68% of the operating budget is dedicated to pensions. It is important to monitor them closely. All of the pension benefits are set in Springfield and municipalities have no legal ability to cut or change benefits. A few years back the state created a new Tier II system and the Village is beginning to see the effects of this. Currently, the Village has 2 police officers and 3 full time IMRF Tier II

employees. Solid progress has been made over the last few years to strengthen the Police Pension Fund and that work has seen our percentage funded go up from 49% to 54.7%. IMRF, our pension fund for non-sworn police officers, continues to remain very healthy. For 2017, we have seen the IMRF rate drop 4.8% due to strong investment returns. As of December, 2016, IMRF was 89% funded.

Director Noble then discussed capital projects for this year. A number of water projects are proposed for this year along with the sanitary sewer slip lining initiatives. Segments of the sanitary system are televised and the films are used to assess where slip lining work needs to be done in the following years. There is \$396,500 in water system improvements; \$250,000 in sanitary sewer improvements; \$90,000 in work to the various facilities; and new initiatives such as electronic board packets, update the Comprehensive Plan as well will pay and class assessment for this year. About \$750,000 is also budgeted for equipment and rolling stock replacement.

The Village issued some bonds last year for \$2.2 million after the referendum was approved and a number of infrastructure initiatives have begun. For roads, a base bid will be put out in the next weeks estimated at \$1.3 million in work and are hopeful to get some low bids due to the state's lack of road work. Also an additional \$627,000 in alternate roadway work is contemplated, but not budgeted. Depending how the bids come in, the Board may want to decide to move forward with all \$1.9 million worth of work or just go back to the base program of \$1.3 million worth of street improvements. There will be an additional \$300,000 in storm sewer work, \$755,000 in life safety projects and about \$223,000 in streetscape improvements.

Director Noble said that at the end of the next fiscal year, staff is projecting a positive fund balance of just under \$7 million in the General Fund which represents about 7 months of operating expenses and complies with the Village fund balance policy of maintaining a 6 month balance. There is also a reserve balance of about \$500,000 in water and \$1.7 million for equipment replacement.

President Gougler thanked Director Noble and staff and indicated the budget is on the website.

CONSIDERATION TO ADJOURN THE PUBLIC HEARING AT 7:15 P.M.

Trustee Gregorio made a motion, seconded by Trustee Roszak to adjourn the Public Hearing and to convene the Regular Board meeting.

Upon unanimous voice vote of "Aye," the motion was approved and the Public meeting was adjourned.

CONVENE REGULAR BOARD MEETING AT 7:15 P.M.

The Board of Trustees of the Village of Northfield reconvened in the Council Chambers of the Village Hall for the Regular Board meeting on Tuesday, March 21, 2017. The meeting was called to order at 7:15 p.m. by Village President Fred Gougler. The Village Clerk took the roll call.

PRESENT: President Fred Gougler
 Trustees Brian Kozminski
 Jane Goldenberg
 Tom Roszak
 Allan Kaplan
 John Gregorio
 Joan Frazier

ABSENT:

APPROVAL OF CONSENT AGENDA ITEMS:

1. Approve the meeting minutes from the February 21, 2017 Village Board meeting.

2. Approve the Bills and Disbursements from 2/9/17 to 3/9/17:

General Fund	\$159,062.20
Motor Fuel Tax Fund	5,537.50
Foreign Fire Insurance Tax Fund	888.25
Water and Sanitary Sewer Fund	90,865.42
Capital & Equipment Fund	82,934.87
2016 Go Bond Project Fund	<u>\$ 180,235.14</u>
TOTAL	<u>\$ 519,523.38</u>

3. Approve the following Commission appointment:

<u>Zoning Board of Appeals – Term: 5 years</u>	<u>Term</u>
Christine Geraghty	4-1-17 to 9-1-19

4. Approve an amendment to the License Agreement with Stormy Chadwicks, LLC, extending the term until March 31, 2018.

5. Approve a Resolution allowing the Farmers Market to place portable toilets at their New Trier High School location from April 1 to October 31.

Trustee Gregorio made a motion, seconded by Trustee Frazier, to approve Consent Agenda items 1 through 5.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 5 was approved.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Goldenberg

Roszak
Kaplan
Gregorio
Frazier

CONSIDERATION OF A LICENSE, RELEASE AND HOLD HARMLESS AGREEMENT WITH SHELL AT 1855 WILLOW ROAD

Trustee Kaplan made a motion, seconded by Trustee Goldenberg, to approve a License, Release and Hold Harmless Agreement with Shell at 1855 Willow Road.

Director Gutierrez said at the January Committee of the Whole meeting, a proposal was discussed for the Shell station at 1855 Willow Road to use a portion of the adjacent, unimproved Village 16' wide right of way which lies across the north end of the Shell property. At that meeting, the consensus of the Village Board was to direct staff and the Village Attorney to finalize the license agreement with the owner of the Shell station. The Shell station's plan proposes to use all of the landscaped area in that 16' right of way short of the pavement that encroaches into the right of way from the Bess Hardware parking lot. They propose to put a fence down the middle of the right of way with landscaping on the Bess Hardware parking lot side to soften the fence. Subsequently, the owner of Bess Hardware has submitted a letter to the Board with an alternate plan suggesting removing all of the existing pavement out of that 16' right of way and using the entire right of way as a landscaped area.

Trustee Goldenberg pointed out in paragraph 3 of the license agreement the last line reads "previous condition" and she asked for clarification. Previous to after landscaping? Attorney Hill indicated yes. He said that could be changed.

Trustee Roszak indicated that previous discussions included modifications to the Shell station and signage. He asked if they were going to be included in the license agreement. Attorney Hill said some language recognizes that there's going to be a required approval of his plan by the Plan & Zoning Commission in which he will have to go back through the Special Use process. VM Sigman's recollection was the consensus of the Board at the Committee of the Whole to send those through P&Z and Architectural Commission, as opposed to the license agreement.

President Gougler said he is comfortable with the agreement but his concern is on Exhibit B which is the remediation of the fence and the landscaping. His concern is with the history of the property and the property owner and that the Board makes representations and things don't happen. He would like to strengthen the language which is associated with Exhibit B to give him a period of time by which these improvements have to be made. There should also be some enforcement if these changes are not made, whether it's revocation of

the license or fines. Trustee Kaplan indicated the agreement states 60 day notice from the attorney. President Gougler suggested making sure that Exhibit B is implemented as a condition of the executed license agreement. Director Gutierrez clarified that Exhibit B is the fence and Exhibit C is the landscaping. President Gougler would like those exhibits to have a time cap. This could come back as an amended document. Attorney Hill said his preference would be to bring the agreement back at the next meeting.

Trustee Goldenberg asked Director Gutierrez if the fence is proposed to be built where the pavement currently ends. Director Gutierrez said it is proposed to go right down the middle of that 16' wide right of way and then extend the pavement up to the fence. Trustee Goldenberg said she doesn't like that idea and that wasn't what was originally proposed. She would like to see a larger grassy area for landscaping purposes. VM Sigman said to be clear, if you extend the pavement as proposed, there would only remain 4' for planting. If amended it could be anywhere from a minimum 1-1/2' to 3'. On the east and on the west side it would almost be doubled to about 8 or 9'. It was agreed to bring the fence back to the existing pavement and expand the landscaping.

Trustee Roszak asked if there was a reason why he wanted it paved. Director Gutierrez said it would give them room to maneuver vehicles into that area.

Art Bess from Bess Hardware said congratulations were in order for the trustees who will be going off the Board. He apologized for the eleventh hour of his submission and proposal. He said he didn't find out about it until he received a phone call from Attorney Hill in mid-February. He hasn't responded because he thought this matter was put to bed. This time there is a new license agreement which is why he submitted the alternate proposal. He plans to take all the pavement off that Bess Hardware's lot encroaches and all the pavement and impervious surface on the Shell side and put in a flow through berm which is a berm somewhat similar to the Wisconsin mounts used for septic treatment it will be a gravel sand type berm that will percolate and will allow drainage. Secondly, they will install 6' to 8' Blue Spruce and Green Spruce. He took pictures of a Shell station at Aptikistic and Milwaukee and another on Route 22 as examples and shows how the plantings could look. He believes this will solve a lot of problems. He said he also offered that at the end of the area on the Happ Road side, a bench could be put there for use by the residents. It could be a public space that will be lasting for as long as the properties are there. He doesn't want to revisit the fence down the middle of it. This project will be about a \$15,000 to \$20,000 in improvements and since he has been here for over 55 years, he said it is time for a little give back to the residents. He wouldn't gain any benefit from it except that they won't have to look at what President Gougler was referring to that goes on at the Shell station. The backed up

cars bother him and the bumpers are sticking out in the driveway. He would like to solve some of these issues and make a permanent improvement. Trustee Goldenberg asked who would maintain the area. Mr. Bess said when it first gets installed; they will be responsible for everything. He said eventually it will take care of itself and the maintenance will be putting down mulch yearly will be done by them.

Director Gutierrez asked if there are any other details of the plan or exhibits that the Board would like revised. President Gougler said if there is two feet or whatever of additional space, he would like to see an amended plan.

Trustee Roszak questioned how the license agreement for Shell and implementing this plan related. President Gougler indicated this is Bess Hardware's vision of the utilization of the entire right of way. Attorney Hill added that if the Bess proposal were accepted, this license agreement with Shell would be rejected and they wouldn't have any use of that property. Trustee Roszak asked if this can be implemented legally without any changes where it is encroaching on Shell. Attorney Hill said yes, but it wouldn't be encroaching on Shell. Trustee Gregorio asked if there have to be modifications in the pavement to implement Mr. Bess's plan. Attorney Hill indicated the Shell station has pavement that encroaches into the Village's right of way and Mr. Bess has about 1-1/2' which encroaches into the Village right of way and he believes his plan contemplates removing all of the pavement in the Village's right of way. The landscaping would be on the Village's right of way.

Trustee Goldenberg then asked Director Gutierrez whether the 2' that Shell is using on the Village's right of way is necessary for his expansion plan. Director Gutierrez said it doesn't affect the building expansion plan, but by placing the fence at the existing pavement line would make the area in the back less usable. Mr. Rosenthal stores equipment back there. He said with the fence, it now restricts what he can do in the back because he will be hemmed in. Village Attorney Hill clarified that if the Board were to believe that Mr. Bess's plan is appropriate, we would also need some kind of a license agreement there to recognize that it remains Village right of way and that we have a right to use it.

Trustee Gregorio asked if Village Attorney Hill needs to prepare anything with that alternative. President Gougler suggested weighing in on the current license agreement requested by Shell first. If that is rejected, we start at square one with Bess. The amended license agreement would have stronger language related to the fence and the landscape and bringing the fence line back to where it is currently as opposed to extending it by the 2' that Shell wanted and there is language related to the restoration of the property. Trustee Roszak said if the pavement is moved back as Trustee Goldenberg recommended, how different is

that to the Bess plan as to where the landscape starts. Director Gutierrez said Mr. Bess is proposing to remove all pavement that is encroaching by Shell and Bess and that would create 16' of landscaped area.

Trustee Kozminski made a motion, seconded by Trustee Goldenberg, to table the approval of a License, Release and Hold Harmless Agreement with Shell at 1855 Willow Road until the April 18, 2017 regular meeting of the President and Board of Trustees.

President Gougler then requested a roll call vote to table the approval of a License, Release and Hold Harmless Agreement with Shell at 1855 Willow Road until the April 18, 2017 regular meeting of the President and Board of Trustees.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: 0
Goldenberg
Roszak
Kaplan
Gregorio
Frazier

CONSIDERATION OF A RESOLUTION WAIVING THE REIMBURSEMENT TO THE VILLAGE OF THE \$8,000 IN STRUCTURAL ENGINEERING FEES FOR THE MIDDLEFORK ROAD HOMEOWNERS.

Trustee Frazier made a motion, seconded by Trustee Gregorio, to approve a resolution waiving the reimbursement to the Village of the \$8,000 in structural engineering fees for the Middlefork Road homeowners.

Trustee Kaplan said he saw in the last Friday notice that the bridge that was submitted was inadequate again and they are constantly costing us time and he doesn't think this should go on and that the cost we are incurring should be borne by them. If they have the wrong person doing the work, that's their problem. President Gougler indicated this relates to the assessment and there are additional costs that the homeowners are continuing to pay. He said we are not suggesting we pay them, we're just paying for that special assessment that was done because their engineer expressed a concern about installing the new bridge immediately because there was life safety issues with the existing bridge and that it could possibly collapse. Because the bridge hadn't been permitted, staff needed to determine if the existing bridge was safe to utilize while they went through the normal permitting process. The assessment didn't indicate if it is safe as it is. Trustee Kozminski said the waiver is for the structural analysis that was already completed not on a go forward basis. Director Gutierrez said his intention would be for the homeowners to reimburse the Village for the cost of the plan review of the replacement bridge which is currently in the process.

Trustee Gregorio questioned the status and background of the bridge. VM Sigman indicated that the Middlefork homeowners contacted the Village last summer and said they thought they needed to replace the bridge and staff let them know they needed a permit for that. In December, police received a call from a trucking company wanting special permits to be able to bring an oversized truck through town to deliver a new bridge. When asked, the homeowners said the bridge had been ordered and was ready to be replaced, but the Village hadn't reviewed the drawings or seen the new bridge to know if it met Code. The engineer in charge of the project then said he didn't think a permit should be required and that they didn't have time to go through that process because the bridge was damaged and it could potentially collapse. It was at that point that the Village needed to determine whether the bridge was truly a danger and was going to collapse. Wiss Janey was hired, based on their engineer's representation that the bridge was unsafe and not structurally sound. Wiss Janey determined that the bridge was safe and therefore we have been proceeding through the normal permit process to make sure that the new bridge meets Village requirements. As Trustee Kaplan pointed out, the proposed bridge does not support the weights that the existing bridge does. It would not have supported a fire truck and this is the only means of ingress and egress to this neighborhood. The engineer submitted plans to modify that pre-fab bridge and those modified plans still don't meet the structural requirements. At this point, a permit has not been issued. At the Committee of the Whole meeting, a waiver of the assessment of the existing bridge was discussed. The homeowners would still be required to pay for the permit review of the new bridge. Based on the Committee of the Whole discussion, the Village will pay Wiss Janey for the review to determine if the existing bridge was safe. Trustee Gregorio agreed with Trustee Kaplan that the Village should not bear any expense for all the extra stuff. Trustee Goldenberg indicated this was the cost for the one review to ensure the safety on behalf of the Village. VM Sigman said it was a comprehensive review of the existing structure. They had to do that to determine if the bridge was unsafe. The only reason the Village needed to do that was because their engineer told the Village it wasn't safe and it was an emergency situation. We had to verify whether that was the case. Trustee Goldenberg said the Village wouldn't be paying for any other costs. VM Sigman agreed.

Trustee Frazier commented that the way this unfolded was pretty hanky because their engineer came forward and said it was a public safety hazard and as it turned out it was not. There are so many private roads in Northfield and if we're going to make exceptions in picking up costs or expenses, we have to very clearly enunciate what the Village's policy is and given these unique set of circumstances and because it's a bridge, she would be

comfortable saying it was a potential public safety hazard and we would pay that review. This had to be acted on quickly. She said we shouldn't have had to, but we didn't know that when acted on it. Under the potential public safety hazard exception, she would be willing to waive this fee.

President Gougler then requested a roll call vote to approve a resolution waiving the reimbursement to the Village of the \$8,000 in structural engineering fees for the Middlefork Road homeowners.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Goldenberg
 Roszak
 Kaplan
 Gregorio
 Frazier

CONSIDERATION OF AN ORDINANCE AMENDING APPENDIX D, TO REFLECT THE CHANGES TO THE WATER AND SEWER RATES EFFECTIVE MAY 1, 2017.

Trustee Kaplan made a motion, seconded by Trustee Frazier, to approve an ordinance amending Appendix D to reflect the changes to the water and sewer rates effective May 2, 2017.

Finance Director Noble indicated that this ordinance would enact 4% rate increase as was proposed in next year's budget.

President Gougler then requested a roll call vote to approve an ordinance amending Appendix D to reflect the changes to the water and sewer rates effective May 2, 2017.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Goldenberg
 Roszak
 Kaplan
 Gregorio
 Frazier

CONSIDERATION OF A MOTION TO APPROVE A CONTRACT WITH GEWALT-HAMILTON ASSOCIATES FOR THE CONSTRUCTION ENGINEERING FOR THE 2017 UTILITY PROJECTS IN THE AMOUNT OF \$59,500.

Trustee Roszak made a motion, seconded by Trustee Kozminski to approve a contract with Gewalt-Hamilton Associates for the construction engineering for the 2017 utility projects in the amount of \$59,500.

Public Works Director Mike Nystrand said that back in February, the Village Board approved 2017 utility projects which is the replacement of deteriorated water mains on Willow Hill Court and Colonial Lane as well as replacing a section of back-pitched sanitary sewer on

Southgate. Gewalt-Hamilton did the design engineering and this is for them to provide construction engineering which includes construction oversight, including preconstruction meetings, review of subcontractors, review of all shop drawings to meet the specifications for the project, meetings with contractors and notices to neighbors, field layout for location of hydrants, etc. and once the project is complete, there is a GIS record drawings. They are proposing to do this engineering service for \$59,500.

Trustee Gregorio left the meeting (7:57 p.m.).

President Gougler then requested a roll call vote to approve a contract with Gewalt-Hamilton Associates for the construction engineering for the 2017 utility projects in the amount of \$59,500.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
Goldenberg
Roszak
Kaplan
Frazier

CONSIDERATION OF A MOTION TO APPROVE A CONTRACT WITH GEWALT-HAMILTON ASSOCIATES FOR DESIGN AND BIDDING OF THE FY2017-2018 ROADWAY PROJECTS IN THE AMOUNT OF \$52,000.

Trustee Roszak made a motion, seconded by Trustee Kozminski to approve a contract with Gewalt-Hamilton Associates for design and bidding of the FY2017-2018 roadway projects in the amount of \$52,000.

Director Nystrand said this is for the FY2017/18 budget for roadway which Director Noble discussed as the \$1.3 option to go up to \$2 million in additional roads, depending upon the prices. Gewalt-Hamilton would put together the design specification and drawings for that work in the next fiscal year. This includes field investigations and soil borings so when they are designing it they know what type of repairs have to be done and bid on accurate information. They propose to do these services for \$52,000. VM Sigman added that the additional alternate bid is about \$600,000+. It is designed for about \$2 million in road work.

President Gougler then requested a roll call vote to approve a contract with Gewalt-Hamilton Associates for design and bidding of the FY2017-2018 roadway projects in the amount of \$52,000.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
Goldenberg
Roszak
Kaplan
Frazier

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF NEW LED LIGHT FIXTURES FROM GNP ENERGY CORP. OF FT. MYERS, FLORIDA IN AN AMOUNT NOT TO EXCEED \$85,557.00.

Trustee Goldenberg made a motion, seconded by Trustee Frazier to approve the purchase of new LED light fixtures from GNP Energy Corp. of Ft. Myers, Florida in an amount not to exceed \$85,557.00.

Assistant to the Village Manager Melissa DeFeo said that this is for the consideration of retrofitting the remaining 123 street lights in the Village that are not currently LED technology. Retrofitting to LED technology will reduce each device's energy usage and costs by about 66% and will reduce the time and money spent on replacing bulbs, ballasts and other general maintenance. She said a contract for new fixtures is available through the Interlocal Purchasing System with GNP Energy Corporation for \$85,557. The retrofit has been approved for a \$26,243 rebate from the Illinois Department of Commerce and Economic Opportunity which requires that the project to be completed by May 31st. With the lead time required to manufacture and install the fixtures, the contract must be executed prior to the start of 2017/18 fiscal year. VM Sigman thanked AVM DeFeo for her third grant she has secured.

President Gougler then requested a roll call vote to approve the purchase of new LED light fixtures from GNP Energy Corp. of Ft. Myers, Florida in an amount not to exceed \$85,557.00.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
Goldenberg
Roszak
Kaplan
Frazier

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF TWO EMERGENCY WARNING SIRENS FROM FEDERAL SIGNAL CORP. OF UNIVERSITY PARK, ILLINOIS IN AN AMOUNT NOT TO EXCEED \$66,568.73.

Trustee Goldenberg made a motion, seconded by Trustee Roszak to approve the purchase of two emergency warning sirens from Federal Signal Corp. of University Park, Illinois in an amount not to exceed \$66,568.73.

AVM DeFeo explained that this is the consideration of replacement of the Village's two outdoor warning sirens. The Village received a number of proposals for this project and Federal Signal Corporation came in at the lowest price for the preferred technology. The total project cost is about \$66,568 which includes the sirens, software, installation, shipping, remote activation tool and removal and replacement of the current poles. The proposed

devices utilize the newest in siren technology. They can be remotely activated via smart phone, are omnidirectional to produce intense warning tones over a wider area and can alert the public with clear voice instructions rather than a simple tone. The Village has been approved for a \$10,000 grant from ComEd which requires the project be completed by July 1st. With the lead time required to manufacture and install the sirens, the contract must be executed prior to the start of the 2017/18 fiscal year.

President Gougler asked when the installation will take place. AVM DeFeo said it depends how long it takes to order it and get it here. They were shooting for early June. President Gougler suggested letting residents know if there will be a drastic change.

President Gougler then requested a roll call vote to approve the purchase of two emergency warning sirens from Federal Signal Corp. of University Park, Illinois in an amount not to exceed \$66,568.73.

AYES:	Kozminski	NAYS: 0	ABSTAIN: 0	ABSENT: Gregorio
	Goldenberg			
	Roszak			
	Kaplan			
	Frazier			

CONSIDERATION OF A MOTION TO AMEND AND RESTATE THE INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE, SCHOOL DISTRICT 29 AND NORTHFIELD PARK DISTRICT FOR THE NORTHFIELD COMMUNITY CENTER.

Attorney Hill provided background information by saying that he had reviewed the amended and restated agreement a few weeks ago and Trustee Gregorio is on the committee that brought this about. In his review, he felt it was okay and then VM Sigman passed it on to the Village Board. He said 20 years ago, the Park District and School District decided they wanted to build a community center. They came to the Village Board at that time and asked for a contribution from the Village because Village residents would use it and allowed the Village to use it for meetings and activities if desired. The Board at that time was very amenable to doing it and Attorney Hill had given them an opinion that they couldn't use taxpayer dollars to contribute to this because we would be using the dollars of residents who lived in the Avoca District and didn't have children or have any say in the Sunset Ridge School District and there were people who are Northfield residents who are in the Winnetka Park District and the same would apply to them. Illinois law did not allow for the use of taxpayer funds under those circumstances. The Board really wanted to do it and met with the School and Park Boards and came up with a proposal that what if they said all Northfield residents had access to this on the same basis that the Avoca people and Winnetka Park District people have access to this facility on the same basis that every Northfield resident

did, would that solve the issues that Attorney Hill had with it. He said he wasn't completely convinced, but everybody wanted to do it and thought it was a great idea for the Village to contribute to it. The Village then agreed and gave a \$750,000 grant in addition to a \$750,000 interest-free loan. He believes it was a \$1.9 million project and the School District contributed land to the project and the Park District contributed about \$400,000. The Village carried the lion's share of that burden. Attorney Hill stressed that a very important aspect to this is that no matter what the Village's role in this is for the future, it has to contain the language that all Village residents continue to access it. This Agreement does have that language in it and under any scenario, any changes recommended, it still has to be in there or else the Village will simply say it will continue with the older agreement which lasts another 20 years. That means that the Village would have to be part of the cooperative board and be put in situations where the Village is the deciding vote in feuds between the two. These are the reasons why the Village should get out of and this new agreement would accomplish that.

Attorney Hill talked about the discussions that were brought back to him and one is that the insurance and indemnity clauses are different in this agreement than in the old agreement. The old agreement said that the Village had no insurance requirements with respect to this and that was a negotiated matter that if the Village were contributing the lion's share of the money, the Village shouldn't have to have any kind of insurance requirements and there shouldn't be any requirement that we carry them as additional insureds because of the amount of money the Village put forth. In reality, the School and Park Districts were getting the most benefit out of it. The insurance and indemnity language was very strong in the original agreement that there weren't any requirements on Northfield's part. The only exposure to liability that Northfield would have under the original agreement was that if the Village had a meeting up there or the Village sponsored an event and used the facility, then the Village would be liable for any risk of exposure. Attorney Hill said he initially was okay with that because under the old agreement, the Village was still responsible if it used the facility and somebody got hurt, we were still responsible for that. Attorney Hill said the new agreement, even though it requires the Village to carry insurance and even though it now requires us to hold the other two harmless if something happens when the Village was using the facility, the practical result of it was it didn't really change our exposure to liability.

Attorney Hill noted as some trustees pointed out to him, that by changing that language, it suggests that we may be liable. If somebody gets hurt at the facility, even if it isn't under our auspices and even if it is a Park District sponsored event, they will say Northfield is required to carry insurance on this. Northfield has the same hold harmless and indemnification requirements as the other parties. From a purely legal standpoint, our

responsibility is the same, the optics are that the Village now has greater exposure to liability. Attorney Hill said he has discussed this at length with President Gougler due to his and other trustees' concerns. Attorney Hill said at the first meeting on getting a new agreement, the first thing that he and VM Sigman said was that the Village has to have the same rights that it had under the old agreement and one of those was that the Village had a right to use that facility if we needed it. VM Sigman pointed out to him that in her tenure here as the Community Development Director or Manager, we have never used the facility. Attorney Hill believes that in the first year of the agreement when this room was being redone, a meeting was held at the facility and the Village has never used it since. In order to retain our right to use it when they aren't using it, we are agreeing to a different kind of language, even if the legal effect isn't that much different, for the privilege of using the facility, we are saying we are carrying insurance and announcing to everybody in the world and anyone who might get hurt there that the Village is insurers and indemnifiers. Attorney Hill said he has become convinced that the right to use that facility is not worth the optics of having this language in there about the Village being insurers or indemnifiers even if from a very technical legal standpoint to change our risk of exposure. He is therefore suggesting taking the Village out of this all together and that we would be willing to stand in the same shoes as any other potential user of that facility. If we change 19 years of practice and want to use it for something, we simply make application to the Park District and School District on the same basis as anybody else would to use it. People who want to use the facility have to supply them with proof of insurance and a document that makes them additional insureds. The Village's risk pool IRMA does that on a no cost basis. It's just a matter of VM Sigman calling them and asking them for it if the Village wanted to use the facility.

Attorney Hill said he has redlined the document to show that the Village doesn't have ROW on it. He said the Village would still have to sign it because it has to memorialize the fact that we are withdrawing from everything because under the current agreement we have another 20 years of being a part of this. It is up to the Board as to whether or not to go this route or not. One of the reasons Attorney Hill jumped in the initial meeting and said the Village needed to have the same rights it did before is for them not to forget the Village made this big contribution to this facility. After 20 years, Attorney Hill is not sure that having the Village involved is worth trying it. The Village will still be a party to the agreement because the agreement has to recognize that the Village is voluntarily extricating itself from the cooperative and from any kind of insurance and indemnification requirements. Attorney Hill believes the Park District would be okay if there was language in the agreement saying that if the Village were to use the facility, then the Village would have to provide a Certificate of

Insurance and name them as an additional insured. But the more Attorney Hill thought about it, he felt getting out of it altogether would be better.

President Gougler felt that was the intention of the task force to get out. The Village is not an owner, not part of the cooperative board, has no governance over the facility other than the fact that we will be attending an annual meeting as a liaison.

Trustee Frazier said she agrees with Attorney Hill. She questioned on page 7, Section 11 where it reads "The parties shall each carry general liability coverage in the amount of \$2 million" and wondered if that was okay. Attorney Hill said we would want that to be specified. She also said, under "Term" the agreement is in effect for 20 years. She is in favor of giving up governance to the parties who are primarily responsible, but given that the Village has given \$750,000 into it and the unique circumstance where we have allowed all Northfield residents access to the center, she wondered if it would make more sense to make it a 10 year agreement. Attorney Hill said he had discussed that with their attorney before the meeting yesterday and the Park District did have an issue with that. If the Village pulls out of the agreement altogether, he doesn't think that it's as significant because the Village is not going to be a part of what they are doing. Trustee Frazier hypothesize if new people came in and they weren't as great and began saying the people from the Winnetka Park District side don't have the right to use the facility to the same extent as the rest of Northfield. She asked what right we would have to say that the agreement says they can. Attorney Hill noted that the Village is a signatory to the agreement and have a right to enforce. He believes a 10 year visitation would make it look more like we may have to fight that battle again. He said the Village would have the right to enforce the language.

President Gougler then said before the Board is an existing submission which has not been voted on and there is a revised draft that addresses the use and indemnification concerns. Attorney Hill indicated the document could be advanced, but he would prefer bringing it back to the Board in April in order to talk to the Park and School Districts. He mentioned again that one of Sunset Ridge's attorney came from Hinshaw Culbertson and is now a shareholder of Klein, Thorpe and Jenkins. He attended the original meeting and he was also at the meeting 20 years ago and then attended the meeting last year. He said he will eventually need this Board's permission for him to keep working on it in light of the fact that Sunset Ridge's attorney is now with KTJ and Sunset Ridge's attorney will need to let the school know. President Gougler indicated he doesn't see any other way around working collaboratively with the parties. He said he will put that letter together.

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF 7 LAPTOPS AND ACCESSORIES FROM CDS OFFICE TECHNOLOGIES, ITASCA, ILLINOIS IN AN AMOUNT NOT TO EXCEED \$32,021.

Trustee Roszak made a motion, seconded by Trustee Goldenberg to approve the purchase of 7 laptops and accessories from CDS Technologies, Itasca, Illinois in an amount not to exceed \$32,021.

Chief Lustig reported that as the consolidation moves forward, the laptop computers which were purchased in 2010 and they are at the end of the useful life. The warranty ended in 2013 and all replacement parts have been discontinued. They waited as long as they could to purchase the laptops because they wanted to make sure they were compatible with Glenview and their CAD system. There is about an \$8,000 savings because they will be able to use their old docking stations instead of purchasing new ones.

President Gougler then requested a roll call vote to approve the purchase of 7 laptops and accessories from CDS Technologies, Itasca, Illinois in an amount not to exceed \$32,021.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
 Goldenberg
 Roszak
 Kaplan
 Frazier

CONSIDERATION OF A MOTION TO APPROVE A BID AWARD FOR THE FLOORING REPLACEMENT PROJECT TO VORTEX COMMERCIAL, CHICAGO, ILLINIOS IN AN AMOUNT NOT TO EXCEED \$68,983, PLUS A 10% CONTINGENCY.

Trustee Frazier made a motion, seconded by Trustee Goldenberg to approve a bid award for the flooring replacement project to Vortex Commercial, Chicago, Illinois in an amount not to exceed \$68,983, plus a 10% contingency.

Director/Chief Mike Nystrand indicated that they have been at the fire rescue facility for over 22 years and 14 years of them with a 24/7/365 day a year operations. It serves as both a public works and fire-rescue facility. In 2015, Williams Architects were retained to assess the facilities and help to plan for infrastructure building maintenance issues from the roof to the apparatus floor. One of the issues was a back pitched section of the fire apparatus floor where the water was actually going towards the foyer off the apparatus bay and it was destroying tile and cinder block. That situation has been addressed. He said when they changed their mode of service delivery to having 6 people in the station all the time, there was a second floor bunkroom. One of the things that was measured by their standards on are response time, turnout time, and the time it takes to get out. That hallway becomes very long and seconds count so they moved it so you can go down the front stairs

to the apparatus bay. They are currently doing it with the public works fire staff and are building it themselves.

Director/Chief Nystrand said the flooring throughout the two story portion of the building is in need of replacement. There are tiles that are worn through, carpet that is ripped up and there are mold issues. They solicited proposals from commercial flooring companies and looked at various options and didn't see the economies in having it done in pieces; it was actually more expensive. They wanted to bring this work in as inexpensively as possible. He said when they worked with Williams in 2015 and their estimate for flooring replacement was \$145,000. They reviewed all the new proposals, checked references and Vortex Commercial Flooring out of Chicago came in the lowest. This is for 10,000 square feet of flooring which breaks down to \$6.90 a square foot delivered, installed and moving furniture. He is asking the Board to approve a bid from Vortex in the amount of \$68,983 with a 10% contingency in case they find something.

President Gougler then requested a roll call vote to approve a bid award for the flooring replacement project to Vortex Commercial, Chicago, Illinois in an amount not to exceed \$68,983, plus a 10% contingency.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
 Goldenberg
 Roszak
 Kaplan
 Frazier

Department Updates

Northfield Now!

Trustee Goldenberg reported that the holiday festival will be December 9th and the Park District is taking on the planning, but they are working with them. They are talking about making more copies of the Directory to promote Northfield's branding and economic development goals. The group is looking for businesses currently to respond to their solicitation. She said they also have a Facebook page and are looking for likes and followers. Alan Kossof will take over as co-chair and they are looking for a member of the community to co-chair with him.

Administration

VM Sigman reported that they are proceeding with Happ Road Phase I. They are waiting for IDOT to review the synchro model to make sure all the alternatives being considered are viable from a transportation standpoint. Once they get the clearance, a public meeting can be held at the Community Center. Trustee Goldenberg asked if they could incorporate bike lanes into that discussion. VM Sigman said yes. She said they are also

following the Happ Road bridge replacement which is a Cook County project which will move forward this spring. The bridge on south Happ Road, just south of New Trier High School is scheduled to be replaced and the road will be completely closed for 6 to 9 months while the bridge is taken out and repaired. Before that, Cook County will put a detour in place moving the traffic to Frontage Road. Since Frontage Road is in such poor condition, they will repave that first sometime in April. Around mid-June the road closure will go into effect. Neither of those projects have been awarded and there hasn't been a pre-construction meeting. As soon as dates and details are known, the community will be advised.

VM Sigman said the election is on April 4th. She also said AVM DeFeo has been working to boost social media exposure. AVM DeFeo said that for the past two weeks, they have been running a promotion for the Village's Facebook page specifically targeting users who list Northfield as their current residence. It is a great way to get on resident's radar and get out Village news. \$80 has been spent promoting the page and has increased followers from 300 to 457. She said this increased resident engagement is very exciting and plan to run similar promotions semi-annually to reach additional residents.

Community Development Department & Building Department

Director Gutierrez indicated the Architectural Commission will be meeting on April 12 and will review the new sign for Wags on Willow as well as new sign faces for the self-storage facility on Northfield Road which will be the same size and location just new sign faces. Staff continued to do legwork behind the scenes of the Willow Road PUD for the preliminary plans received. The focus of attention currently is the storm water engineering. Gewalt Hamilton is helping with the engineering.

Finance Department

Finance Director Noble directed the Board to their packets which contain financial statements for January. It is consistent with the budget projections. He pointed out that the net return on the pension fund over the past 12 months is up to 11.4%. Our actuarial assumed rate of return is 6.34%. In 6 months from now, we'll see how that will affect our contributions next year. He also reported that the Finance Department is gearing up for vehicle stickers. They should go out to the residents the first week of May.

Fire-Rescue & Public Works Departments

Chief Mike Nystrand reported they have been working with New Trier for their graduation dance with the decorations and assisted them with a severe weather plan.

Director Nystrand then reported on Public Works stating that they are cleaning out all kinds of storm sewer catch basins from spring rains. Construction started yesterday.

Police Department

Chief Lustig informed the Board that since the last Board meeting, they have responded to 657 calls for service and 284 traffic stops. They had one DUI, two retail thefts, 4 hit and runs, 21 other accidents on private and public property, 7 driving complaints, 3 ongoing mental health issues, 4 domestic battery disputes and provided 7 people with money for their support.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further discussion or issues to come before the Board, Trustee Kozminski made a motion, seconded by Trustee Goldenberg to adjourn the meeting.

Upon the following roll call vote, the motion was approved.

AYES: Kozminski NAYS: 0 ABSTAIN: 0 ABSENT: Gregorio
 Goldenberg
 Roszak
 Kaplan
 Frazier

The meeting was adjourned at 8:38 p.m.