

Lungmus
Terrill
Gregorio
Goodwin

CONSIDERATION OF THE PURCHASE OF ONE (1) 2018 FORD EXPEDITION IN THE AMOUNT OF \$43,664.00 FROM KUNES COUNTRY FORD OF ANTIOCH, ILLINOIS

Trustee Terrill made a motion, seconded by Trustee Goodwin, to approve the purchase of one (1) 2018 Ford Expedition in the amount of \$43,664.00 from Kunes Country Ford of Antioch, Illinois.

VM Sigman indicated that this is part of the regular fleet management program. Vehicles will be started in the primary position and used during the most critical period and then rotate them down to a secondary position and ultimately out of the fleet. The new vehicle will be the fire department's command vehicle for the fire chief. After five years, it will be rotated down to her in the Village Manager's office and after ten years, the car is sold. Last year, this vehicle was in good enough shape and after analysis it was determined it did not yet need to be replaced. It was pushed out a year. The vehicle in question in part B of this motion, if the purchase of the new vehicle is approved, is now an 11 year old vehicle with about 170,000 miles and more time than that in running hours. When it served as a fire vehicle, often times it ran at the scene which creates additional wear and tear on the engine. It has had a series of problems this last year and we believe it is in need of replacement. Staff tries to be consistent with the fleet mix for maintenance costs. Since the new vehicle serves as a fire truck, it needs to be large enough for the air packs and other equipment used in the fire service.

President Frazier then requested a roll call vote to approve the purchase of one (1) 2018 Ford Expedition in the amount of \$43,664.00 from Kunes Country Ford of Antioch, Illinois.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
Kaplan
Lungmus
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Gregorio
Goodwin

CONSIDERATION OF AN ORDINANCE DECLARING ONE (1) 2007 GMC YUKON AS SURPLUS AND AUTHORIZING STAFF TO DISPOSE OF THIS VEHICLE ACCORDING TO LAW

Trustee Lungmus made a motion, seconded by Trustee Terrill, to approve an Ordinance declaring one (1) 2007 GMC Yukon as surplus and authorizing staff to dispose of this vehicle according to law.

VM Sigman said as discussed above, the 2007 GMC Yukon would be disposed of according to law which means it would be put out for auction. That is the way we ensure we get the maximum value for the car. We work with a municipal auction consortium.

President Frazier then requested a roll call vote to approve an Ordinance declaring one (1) 2007 GMC Yukon as surplus and authorizing staff to dispose of this vehicle according to law.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
Kaplan
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Goodwin

CONSIDERATION OF THE PURCHASE AND INSTALLATION OF A CATERPILLAR DIESEL FUELED 200Kw, 208V, UL2000 STANDBY RATED GENERATOR FROM PATTEN CAT POWER SYSTEMS OF ELMHURST, ILLINOIS IN THE AMOUNT OF \$128,837.53.

Trustee Roszak made a motion, seconded by Trustee Goodwin, to approve the purchase and installation of a Caterpillar Diesel Fueled 200kW, 208V, UL2000 Standby Rated Generator from Patten CAT Power Systems of Elmhurst, Illinois in the amount of \$128,837.53.

Trustee Roszak said it is supposed to be 300Kw 208V which is what it says in the other paragraph. VM Sigman indicated he is correct.

Assistant Public Works Director Dick Knutson said this is a generator purchase which replaces the generator that was originally put in the building 23 years ago for the fire rescue building. They pushed out three years to make it last a little longer. The generator is a standby generator for emergency use if we lose power from ComEd. The fire-rescue facility is different than your home and is 30,000 square feet of space and the generator controls everything in the building. Any outlet anywhere, wherever we lose power they will be able to have backup power for it. It also controls telecommunications and allows the building to be a backup for the Emergency Disaster Command Center, the garage doors, paging systems and the charging of all the emergency vehicles. The bid was received through the National Joint Purchasing Alliance. The contract # is 080613CAT through Patton CAT Power in the amount of \$128,837.53. If approved, the existing 300kW Kohler Standby Generator will be surplus and will be removed by Patton.

President Frazier asked if this is similar to the new generator that was put in Village Hall and asked if it ran during the recent power outage. She was told yes.

Trustee Terrill asked about the current power outage. VM Sigman indicated it was a fairly massive power outage during a heat wave and about 1,200 customers lost service. Within an hour it was down to 550 customers and full power was restored within a couple of hours.

Emergency notices were put out to inform residents that the Village Hall and Fire Rescue buildings were open as cooling shelters.

President Frazier then requested a roll call vote to approve the purchase and installation of a Caterpillar Diesel Fueled 300kW, 208V, UL2000 Standby Rated Generator from Patten CAT Power Systems of Elmhurst, Illinois in the amount of \$128,837.53.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
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CONSIDERATION OF AN ORDINANCE DECLARING ONE (1) 300kW KOHLER STANDBY GENERATOR AS SURPLUS AND AUTHORIZING THE REMOVAL AND DISPOSAL OF THIS GENERATOR BY PATTEN CAT POWER SYSTEMS OF ELMHURST, ILLINOIS

Trustee Lungmus made a motion, seconded by Trustee Goodwin, to approve an ordinance declaring one (1) 300kW Kohler Standby Generator as surplus and authorizing the removal and disposal of this generator by Patten CAT Power Systems of Elmhurst, Illinois.

Assistant Director Knutson said the price included taking away the old generator. Trustee Terrill asked if there is any value in the old one. Assistant Director Knutson there is some value, but it was all included in the price. It was a 23 year old generator.

President Frazier then requested a roll call vote to approve an ordinance declaring one (1) 300kW Kohler Standby Generator as surplus and authorizing the removal and disposal of this generator by Patten CAT Power Systems of Elmhurst, Illinois.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
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CONSIDERATION OF A MOTION TO APPROVE A LICENSE AGREEMENT WITH THE JOSSELYN CENTER FOR USE OF THE MAPLE STREET RIGHT OF WAY FOR A GARDEN

Trustee Lungmus made a motion, seconded by Trustee Roszak, to approve a License Agreement with the Josselyn Center for use of the Maple Street right of way for a garden.

Community Development Director Steve Gutierrez indicated this was discussed at the June Committee of the Whole meeting. The Josselyn Center is planning on installing plantings and raised flower beds in front of their building located at 1779 Maple Street. Some of the improvements would be located within the Village's Maple Street right of way which requires

permission from the Village Board through a licensing agreement. The Village Board discussed this at the June COW meeting and directed staff to prepare the License Agreement to allow the improvements in the right of way. The Board also directed staff to draft a general policy for the use of Village right of ways and requests for the use of Village right of ways going forward. Staff provided a draft policy for the Board's initial consideration. No action is required, but input would be welcomed. Board members were encouraged to get their comments to Attorney Hill or Manager Sigman. Ms. Resco, the Josselyn Center's President is here to answer any questions.

Ms. Resco said she brought a schematic for the Board to see. It will be a garden with raised beds and plantings with an irrigation system which will enhance the value of the property which is directly opposite of the Starbucks parking driveway. They have received a number of donations from landscapers in the area to donate a portion of the improvements as well as a number of garden clubs who are interested in either funding the maintenance or coming in and doing it themselves.

President Frazier asked if they have horticultural therapists on staff. Ms. Resco indicated that they do. They would like to start the program as soon as it is approved.

Trustee Gregorio questioned the location. Ms. Resco said they recently purchased the angles of the Links Building directly to the east of the Josselyn Center. So it would be that property in front of the former Angles building. VM Sigman added that if you are leaving Starbucks and go out the correct way, right and then down the alley, that alley dead ends into this site. Ms. Resco said it is about 40' by 20'. She is in agreement with the License Agreement.

Trustee Terrill asked if they are working with Botanic Gardens. Ms. Resco indicated they are and they have consulted on the plantings which are more sensory oriented.

Trustee Roszak said the cedar posts in the concrete may rot quickly and pointed out the steel going into the concrete would be a better detail. This is for the pergola.

President Frazier added that in the last year or so, the Village has had issues with the public use of the Village right of way and it was concluded that it is necessary to come up with a formal policy for the use on the right of way, and that anybody who wanted to use it would have to agree to. Attorney Hill has drafted this and it is in the Board's packet. VM Sigman said staff is looking for feedback to Attorney Hill or her. This will be brought forward for a more formal adoption later. We are trying to be consistent with how the Village handles license agreements and the process to go through it.

President Frazier then requested a roll call vote to approve a License Agreement with the Josselyn Center for use of the Maple Street right of way for a garden.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
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CONSIDERATION OF A MOTION TO APPROVE A BID AWARD TO CLAUSS BROTHERS OF ELGIN, ILLINOIS IN THE AMOUNT OF \$85,206, PLUS A 10% CONTINGENCY FOR THE NEW PRIMARY ENTRY SIGN AT WILLOW AND WAUKEGAN ROADS

Trustee Gregorio made a motion, seconded by Trustee Terrill, to approve a bid award to Clauss Brothers of Elgin, Illinois in the amount of \$85,206, plus a 10% contingency for the new primary entry sign at Willow and Waukegan Roads.

VM Sigman said that as part of the infrastructure referendum, one of the top priorities identified by the Board was replacing the gateway sign at Willow and Waukegan Roads and new entry signs at various entry points into the community. For the past year and a half, a design group was assembled consisting of Trustee Roszak, President Frazier and Tev Bond from the Architectural Commission who worked to explore various design ideas. Once they had a design they felt comfortable with, it was taken to the Architectural Commission who unanimously recommended approval of the design. This project was put out to bid in June and the combined bids for the main entry sign and two smaller gateway signs were over the \$100,000 budgeted. At the time the budget was put together, sign design was not finalized, so an estimate was put in the budget. If the Board wants to remain within the \$100,000 budgeted, then we just have the funding for the main sign. This is what the motion is before the Board is. However, the bid received was for all three signs and the low bid was \$125,000. Staff received four really good bids from top firms which ranged from \$125,000 to \$250,000 with three of the bids being close. We don't think there would be any savings by putting it back out to bid. The motion and the second was for the single entry sign. The design of the sign at Willow and Waukegan is in the packet. Everyone on the design team liked the entrance sign at Hibbard Gardens with the stonework and fencing and so the new sign will be consistent with that.

Trustee Gregorio indicated the sign looks really good. He said he remembers when they arranged the priorities and the signs were at the top or near the top. He thinks the signage is vital and would like to accomplish all three now. In the future, he thinks there are other sites that should be addressed in addition to the two secondary. VM Sigman indicated initially there

were 5 or 6 locations for the secondary signs. She said the reason it wasn't done this time is because there wasn't good space for the signs. They had planned at the corner of Forestway and Willow, but Cook County Forest Preserve put a sign in. They didn't want a cluttered look. Trustee Gregorio moved to go ahead with the primary and two secondary signs now.

Trustee Lungmus disagreed and felt the Board should approve this motion and go ahead with the main sign. He said he is not crazy about the aesthetics of the secondary signs.

Trustee Roszak agrees with Trustee Gregorio and thinks this is really important. He thinks the current three locations are primary and would be good for the Village. The signs will last at least 30 years.

President Frazier said that many years ago there were signs on Tower and on Forestway, but they crumbled and were never replaced. Three or four years ago, the Village undertook a branding campaign and an in depth study as to how to market the Village. One of the things that came up was a new Village signature. The current Village sign is not consistent with the new look. She would like a new sign that is more modern looking.

President Frazier then requested a motion to amend the motion to include all three signs which would be roll call vote to approve a bid award to Clauss Brothers of Elgin, Illinois in the amount of \$125,024.

Trustee Gregorio made a motion, seconded by Trustee Roszak, to amend the motion to approve a bid award to Clauss Brothers of Elgin, Illinois in the amount of \$125,024, plus a 10% contingency for the new primary entry sign at Willow and Waukegan Roads and two secondary signs.

AYES: Roszak NAYS: Lungmus ABSTAIN: 0 ABSENT: 0
Kaplan
Terrill
Gregorio
Goodwin

Trustee Gregorio made a motion, seconded by Trustee Roszak, to approve a bid award to Clauss Brothers of Elgin, Illinois in the amount of \$125,024, plus a 10% contingency for the new primary entry sign at Willow and Waukegan Roads and two secondary signs.

AYES: Roszak NAYS: 0 ABSTAIN: 0 ABSENT: 0
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Trustee Gregorio asked when this would be done. VM Sigman indicated that it

should be done this fall. She said this includes the landscaping, site work, removing the old sign, redoing the electrical at that intersection, it is replacing some of the larger trees that have died, building the new masonry wall and back illuminated lights. The two smaller signs will not have electric. The landscaping will be consistent with the plantings on Willow Road.

Trustee Lungmus said that the proposed two 8' trees are Austrian Pines. He said there is a blight that is hitting virtually all pines in this area. Kraft has taken out many of their pines along Willow. VM Sigman said she will look into this with Linnea and Hitchcock who did the design for Willow Road.

President Frazier said this concludes the Action items for this meeting and asked for the monthly departmental updates.

Department Updates

Administration

VM Sigman indicated that work continues on the Happ Road Phase 1 and the additional information required by IDOT. The kickoff meeting on Northfield Road took place with IDOT already and we're working on the Phase II project. Staff has also been working on the day to day activities around the Village with all the infrastructure projects.

Assistant to the Village Manager Melissa DeFeo noted that the Village was approved for our revised project for a pollinator garden at the corner of Northfield Road and Winnetka Road. There will not be a pedestrian bridge, just a pollinator garden which will be done this fall. President Frazier asked if it would include milk weeds for the butterflies. AVM DeFeo indicated it would.

Trustee Lungmus asked how much the grant was. AVM DeFeo said they requested \$10,000 and they awarded us \$7,500.

Community Development Department & Building Department

Director Gutierrez informed the Board that the public engagement phase of the Vision Plan 2040 project (Comprehensive Plan) is well underway. Last week, the stakeholder interviews were started and will continue them this week. The business leaders workshop was held last week with some very valuable discussions. A community workshop has been planned for July 26th at 7:00 p.m. at the North Shore Senior Center. This is the main event of this phase of the public engagement process and he encourages everyone to attend that meeting. Houseal Lavigne will be leading the workshop and will get as much input as we can with the collection of understanding of what is going on here in Northfield.

Director Gutierrez then said the new bank will be building soon on the Youngren site. The Village has received engineering plans and will be receiving the rest of construction plans within the next couple of weeks. They hope to have the shell done this fall so they can do the interior work over the winter with a spring opening.

1725 Winnetka Road is gearing up to submit permit plans in November and they are going to be submitting their final landscape and lighting plans which will be reviewed at the Architectural Commission meeting in September. These should be minor changes.

President Frazier asked what kind of outreach is being done to let citizens know about Houseal Lavigne. Director Gutierrez said weekly social media posts, newsletter items, a press release published last week in the Patch and staff was out in the park last Wednesday for a Park District event and staffed a table. They have flyers posted throughout the businesses in the central business area. President Frazier asked if Houseal Lavigne will be contacting households also. Director Gutierrez indicated not directly. They have provided staff with the promotional materials. President Frazier then asked after this next meeting, will residents have any other opportunities to give their thoughts. Director Gutierrez responded yes, this has been a fact gathering phase and after the public engagement, Houseal Lavigne will formulate some ideas and will be brought back to the Steering Committee and at some point they will put together some additional reports and then subsequent to that will have public sounding board workshops. These workshops will be scheduled in the fall.

Finance Department

Finance Director Noble reported that in the packets is the first financial report for the 2018-19 fiscal year. It's difficult to project trends from just one month, but the first month is going well. Revenues are coming in as expected and all the departments are under budget. Building permits are off to a good start with the bank coming in and the Winnetka Road project. Water and Sewer is going well through May as the number of gallons sold is up, but it has been an odd summer with a lot of rain and heat. He pointed out that he made the report a little more conservative than the past. He tightened up the red, yellow, green numbers so you might see a little more red or yellow, but given the history last year, he wanted to look at it more conservatively and keep a close eye on it. The Finance Department has just started receiving property tax money.

Trustee Gregorio questioned if we know what the permit fees will be on the James development. VM Sigman said Director Noble had run some previous numbers and that the estimate is around \$140,000 for the permit fees on that project.

Trustee Kaplan asked if the Police Pension Fund is funded monthly. Director Noble said yes. The first several months are an estimate based on the Budget. In September, after the actuary concludes his study, we can increase or decrease our contribution. VM Sigman added that a lump sum would only be done if the Board wanted to add extra to the actuary's recommended funding. Trustee Kaplan then asked about the 50% in cash in the investments in the Northfield Investment Summary. Director Noble said it is split into a number of different areas. Trustee Kaplan said it is a lot not to get interest on. Director Noble said it seemed a bit high and will look into it. In any event, all Village deposits earn interest. Trustee Kaplan compared it to putting a calculator to funding your IRA at the beginning of the year versus the end of the year, by the time you retire, disparity is huge and the same thing is here by funding monthly versus funding annually. If we are sitting on this much cash and cash proxies that are earning almost nothing, it seems logical to him to get the money working better. Trustee Kaplan would like to see the money put in the pension now. If it's done every year, long term it makes sense.

Trustee Terrill asked if the cash includes money market accounts. Director Noble indicated yes. He said it is currently earning 1.897% at the Northview Bank. He hasn't been that aggressive with making investments of our funds because we currently get 15 basis points over the Illinois fund rate for our deposits at Northview Bank. Illinois funds which is where the monthly deposits of sales tax, income tax, motor fuel tax, state distributions go directly into that fund. It is earning about 1.75% currently. There are a series of investments, a laddered investment of treasuries, etc. We try to earn as much money as we can in the bond fund. He said the \$7 million does not seem right to him. He will clarify it.

Fire-Rescue & Public Works Departments

Assistant Public Works Director Dick Knudson responded to 121 calls since the last Board meeting. There were two fires, one in Evanston and in Wilmette. The Deputy Police Chief and the Assistant Fire Chief met with Christian Heritage and went over an emergency response plan with them.

Public Works and Fire had a Touch a Truck event which was successful with Melissa and the police were involved. Melissa did a great job with a lot of planning and work. They put the Park District banners. There were four water main breaks. They have been trimming of sidewalks and stop signs. They put in 24 of the 25 ComEd test meters today.

VM Sigman added that these are the remote read meters where Northfield is the pilot program to see if we can read our water meters through the ComEd smart grid system. If it works, it will be a wonderful advancement in using the technology that is already deployed and

should save money in the long run. APWD Knudson said that those are used with our meters and their smart puck which is how they get the information into their system.

Trustee Lungmus asked if the puck is up on a cell tower. VM Sigman responded no, it is part of the mesh systems. The pucks are basically built in to the units themselves and they talk. Every single house is part of that network and connects it altogether. Right now, meters are read on a quarterly basis, with this, it can be read 5 times a day. This could be a way to detect leaks. Currently, if someone leaves their house for the winter, we don't know for three months if there is a leak. With the new system, there is no cost by reading it multiple times. Once deployed, they will be tested over a one year period to see how they read, how often and will set up the protocol and how it ties into the billing system. While the testing is going on, the manual reads will also be done.

Trustee Gregorio asked out of 121 calls, how many of those is Northfield helping out the neighbors. APWD Knudson said most of the calls are in town, about 75%. We do assist with other towns regularly.

Police Department

Chief Lustig reported that at the graduation party, they had 1,100 seniors at a party in town. There were no arrests, nobody passed out. They weren't intoxicated and they had a wonderful time. The parents from the township took their training seriously and were great this year. He thinks it is awesome to have 1,100 kids with no arrests.

Chief Lustig also reported that watching all the kids of Northfield at 4th of July parade was special. When you look at the children of Northfield in these parades and that is the one time of year where everything that is normally illegal, you can drive it in the parade; whether it's your go-cart or something you manufactured. Walking around the park later, he saw 5 or 6 Northfield children that he taught them the Officer Friendly program. They have moved back and had their own children. How lucky for him to see the circle of life and the legacy of Northfield. Where the children grow up and come back to start a family of their own.

VM Sigman said that she heard a story from Melissa at the Touch a Truck event. AVM DeFeo continued that at the event, the professional photographer was there and took amazing photos. He alerted her to a situation that was happening at the back of the ambulance with one of our paramedics, Lauren Weller, who was crying. She was talking to a resident that was holding a baby and she was sobbing. Afterwards, she found out that a couple of months ago, the infant that she was holding had stopped breathing and the resident called 911 and Lauren was one of the first on the scene and she saved the baby's life. The baby spent two months in the hospital and this was one of their first family outings since and they just happened to run into

Lauren. It was a beautiful moment for both of them. It is wonderful to see how events like that bring our employees together with the residents to help develop those relationships.

PUBLIC COMMENT

None.

ADJOURNMENT

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

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

AYES:	Roszak	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Kaplan			
	Lungmus			
	Terrill			
	Gregorio			
	Goodwin			

The meeting was adjourned at 8:15 p.m.