

**REPORT OF PROCEEDINGS  
OF THE  
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF NORTHFIELD  
TUESDAY, May 17, 2022**

As provided by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall immediately following the Committee of the Whole Meeting on Tuesday, June 21, 2022, for the Regular Board meeting. The meeting was called to order by President Greg Lungmus at 7:10 PM. The Village Clerk took the roll call.

PRESENT:   President       Greg Lungmus  
  
                  Trustees       Todd Fowler  
                                  Barnaby Dinges  
                                  Tom Whittaker  
                                  Matt Galin  
                                  Tracey Mendrek  
                                  Charles Orth

ABSENT:

ALSO PRESENT:           Attorney Buzz Hill

**CONSENT AGENDA ITEMS**

Village President asked the Clerk to read the Consent Agenda items into the record. Those were reported as follows:

1.     Approve the Report of Proceedings from the April 19, 2022 Village Board meeting
2.     Bills and Disbursements from April 1, 2022 to April 30, 2022, in the amount of \$ 476,412.74

Trustee Orth made a motion, seconded by Trustee Fowler to approve Consent Agenda items 1 through 2.

President Lungmus asked if there were any Board members who wanted to comment on this matter. There were none.

President Lungmus asked if any member of the public wanted to comment on this matter. There was none.

President Lungmus requested a roll call vote to approve the consent agenda.

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

**CONSIDERATION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF GLENCOE FOR THE SHARED OWNERSHIP OF TWO WATER METER TOWERS**

Trustee Whittaker made a motion, seconded by Trustee Galin, to consider an Intergovernmental Agreement with the Village of Glencoe for the shared ownership of two water meter towers.

Village Manager Sigman stated that at the February 15, 2022 Village Board meeting, a contract with Core and Main for the water meter replacement program was approved. At that time, the Village had hoped to place its new gateway base station antenna on the Village of Glencoe’s water tower. Because this approach was not yet finalized, the Board also approved an additional \$51,250, in case the Village was forced to install a new 60’ tower at their water reservoir site on Willow Road. In a very positive turn of events, the propagation study confirmed that not only could Northfield be fully covered at the Glencoe tower location, but that Glencoe’s existing antenna system was sufficient to serve both communities. Instead of leasing tower space, purchasing equipment, and paying for the installation and maintenance, Northfield would just need to set up a separate access code on the system for their accounts. Under this approach, neither community would have access to the other’s water accounts. In addition, Glencoe has a second antenna at their public works facility as a backup. Staff originally anticipated \$50,000-\$101,250 in equipment, \$12,750 in setup fees, and \$15,271 (increasing annually) in RNI hosting fees for one antenna. Under the proposed Intergovernmental License Agreement with Glencoe, the costs for the two antennas would be split 50/50 between the two communities. Northfield’s share would be \$45,000 for equipment, \$10,750 for set-up, and \$5,625 for the first-year RNI hosting fee. This approach allows for faster implementation; saves on equipment, setup, and annual RNI hosting costs; and provides a backup antenna for greater utility system stability.

President Lungmus thanked the Village of Glencoe for giving Northfield this opportunity to share the two water meter towers and commented that it was a great example of a community partnership.

President Lungmus asked if there were any Board members who wanted to comment on this matter. There were none.

President Lungmus asked if any member of the public wanted to comment on this matter. There was none.

President Lungmus requested a roll call vote to approve an Intergovernmental Agreement with the Village of Glencoe for the shared ownership of two water meter towers.

AYES: Fowler  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

NAYS: 0

ABSTAIN: 0

ABSENT:

**CONSIDERATION OF THE AMENDED RULES FOR THE BOARD OF POLICE COMMISSIONERS**

Trustee Orth made a motion, seconded by Trustee Fowler, to consider the Amended Rules for the Board of Police Commissioners.

Village Attorney Hill stated that the Board of Police Commissioners is mandated by our Village Code to adopt and publish Rules and Regulations for the recruitment, promotion, and discipline of sworn police officers. The Chief, working with the Village Attorney, assures that those Rules and Regulations are updated regularly. Although the Rules and Regulations are updated as needed, it had been 11 years since they have been subjected to a comprehensive review. In addition to attempting to assure consistency throughout the document and making the document as easily understood as possible, the following were the major objectives of the proposed redraft:

1. Assure that all of the meeting protocols are consistent with the Illinois Open Meetings Act.
2. Assure that all powers of the BOPC are exercised pursuant to the home rule powers of the Village, as opposed to statutory authority.
3. Assure that the requirements and prohibitions are consistent with recent Illinois cannabis legislation.
4. Assure that the Rules and Regulations consistently reflect that the only promotions that are subject to BOPC oversight are those from Patrol Officer to Sergeant.
5. Assure assessment centers for promotional processes may be done in-house or by a team of professional assessors.
6. Redraft, in order to clarify, the sections relating to the Chief's very limited authority to suspend without a hearing before the BOPC.

Village Attorney Hill stated because all of the activities of our Board of Police Commissioners are exercised pursuant to the Village's home rule powers rather than the Illinois Municipal Code, he deems it important to have the Rules and Regulations approved by the Village Board. The BOPC plays an important and autonomous role in our public safety operations. Bringing these Rules and Regulations to the attention of the Village Board, from time to time, also allows the Board to be reminded of the complexity of the job these volunteer commissioners perform.

President Lungmus asked if there were any Board members who wanted to comment on this matter. There were none.

President Lungmus asked if any member of the public wanted to comment on this matter. There was none.

President Lungmus requested a roll call vote to approve the Amended Rules for the Board of Police Commissioners.

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

**CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 15 BY ADDING A NEW SECTION 19.1 “DISORDERLY CONDUCT”**

Trustee Whittaker made a motion, seconded by Trustee Fowler, to approve an Ordinance amending Chapter 15 by adding a new Section 19.1 “Disorderly Conduct”.

Village Attorney Hill remarked that at the time of our exhaustive review of the Village Code, the recommendation was made to eliminate Disorderly Conduct from the schedule of offenses in the Village Code. This recommendation was made because the Courts have had some reservations about the vagueness of Disorderly Conduct charges and because it was our belief that such charges could be made pursuant to state law. Our patrol officers have now informed the Chief that they believe that it is important for them to be able to bring Disorderly Conduct charges under our local ordinances. Although the rules of criminal procedure apply to the prosecution of local ordinances, they are generally deemed to be civil in nature and don’t carry the negative connotation of a criminal offense. Bringing such charges under local ordinances gives our officers more flexibility in dealing with less serious actions and in dealing with youthful offenders. In addition, the officers find that our local prosecutor has more time to listen when attempting to fashion appropriate penalties for these charges. For first offenders, the expungement process is also simpler when the charges are brought pursuant to local ordinances.

President Lungmus asked if there were any Board members who wanted to comment on this matter. There were none.

President Lungmus asked if any member of the public wanted to comment on this matter. There was none.

President Lungmus requested a roll call vote to approve an Ordinance amending Chapter 15 by adding a new Section 19.1 “Disorderly Conduct”.

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:

Dinges  
Whittaker  
Galín  
Mendrek  
Orth

**CONSIDERATION OF THE MAY 9 ARCHITECTURAL COMMISSION  
RECOMMENDATIONS ON THE BUILDING ELEVATIONS, BUILDING  
MATERIALS, LIGHTING, AND SIGNAGE FOR THE BLOC CANNABIS  
DISPENSARY AT 161 WAUKEGAN ROAD**

Trustee Orth made a motion, seconded by Trustee Dinges, to approve Consideration of the May 9 Architectural Commission recommendations on the building elevations, building materials, lighting, and signage for the BLOC cannabis dispensary at 161 Waukegan Road

Community Development Director Gutierrez stated that on March 15, 2022, the Village Board approved a Special Use for BLOC cannabis dispensary at 161 Waukegan Road (petitioners - RENU IL LLC and Northfield Waukegan LLC). That approval was conditioned on the building elevations, building materials, lighting, signage, and landscape plans being submitted to the Architectural Commission for review with final approval being reserved for the Village Board. On May 9, 2022, the Architectural Commission reviewed these plans and voted unanimously to recommend approval of the proposed building elevations, building materials, signage, and lighting, with the following conditions:

1. No additional lighting will be added to the site and the lighting levels will not exceed those depicted in the Site Lighting Plan & Photometrics dated 4-8-2022. All bulbs shall be replaced with a comparable model in terms of appearance, size, and lumen output. The color temperature of replacement bulbs shall be 2,700 Kelvin. If existing light fixtures are deemed to have failed or are incompatible with existing LED bulbs, compatible replacement fixtures shall be used. Comparability shall be subject to the approval of the Village staff.
2. Cameras will be fixed so as not to collect images above the existing walls on the south and east perimeter of the site.
3. The landscape plan review will be continued until the June 13, 2022 Architectural Commission meeting.

In order to streamline the final approval process, the Village President requested that the Village Board vote on the Commission's recommendation and if that was approved, the final landscape plan would be submitted to the Architectural Commission for their final approval, without having to come back to the Village Board.

President Lungmus asked if there were any Board members who wanted to comment on this matter. There were none.

Trustee Galín made an amended motion, seconded by Todd Fowler, to amend the proposed motion to have the final landscape plan come back to the Board for final approval after it is reviewed by the Architectural Commission.

Community Development Director Gutierrez remarked that the outstanding landscaping issues were very minor and just involved things like the final types of ground cover to be used.

Trustee Orth commented that he attended the Architectural Commission meeting and was impressed how the Justice Cannabis Company had gone out of its way to address the neighbor's concerns on lighting and landscape.

Craig Krandel, an attorney representing RENU IL LLC, noted that postponing the approval of the landscaping plans would not hold up any of their plans. He stated that they had already resubmitted their updated landscaping plans to the Architectural Commission. He thought that everyone that had a conditional license would get one.

Mitchell Zaveduk, Vice President of Real Estate at Justice Cannabis Company, noted it was anticipated after the state held two corrective lotteries that the stay of the conditional licenses would be released by the courts in late July or early August.

President Lungmus asked if any member of the public wanted to comment on this matter. There was none.

President Lungmus requested a roll call vote to approve the amended motion requiring that the final landscape plans come back to the Board after their review by Architectural Commission.

AYES: Galin            NAYS: Fowler            ABSTAIN: 0            ABSENT:  
         Mendrek                            Dinges  
   Whittaker  
   Orth

President Lungmus then requested a roll call vote to approve the building elevations, building materials, signage, and lighting for the Bloc Dispensary at 161 Waukegan Road with the final landscape plan subject to just final Architectural Commission approval.

AYES: Fowler                            NAYS: 0            ABSTAIN: 0            ABSENT:  
         Dinges  
         Whittaker  
         Galin  
         Mendrek  
         Orth

**PUBLIC COMMENT**

There were no public comments.

**DEPARTMENT UPDATES**

### *Administration*

VM Sigman noted that Chief Nystrand had an emergency situation so he needed to respond to it and leave the meeting.

VM Sigman stated that staff is actively working on the water meter replacement project. Over the next 4-6 weeks, there will be a focus on the IT, antenna activation, and the automatic integration of meter data into the existing water billing system. Once that is operational, the focus will be to transition over (remotely) the meters in the town (about 1/3) that are already equipped with smart meter technology. The replacement water meters are still not available, but Core and Main anticipate they will have these by late June. The tentative plan is to kick off the meter changeover the week after the 4th of July. Letters will start to be sent to people about 2 weeks before that.

Trustee Whittaker left the meeting at 7:35 due to illness.

### *Community Development Department & Building Department*

Director Gutierrez reported that at the next meeting on June 6, 2022, the Plan & Zoning Board has three restaurants, Taco Nano, Happ Inn, and Stormy's that have applied for Special Uses to allow outdoor seating. There is also a Special Use application for an oversized garage and sideyard variation at 1386 Winnetka Road. This property has been vacant for approximately 20 years because it is located on a floodway and flood plain. The new owners are planning to build a substantial house on concrete pillars.

On July 13, 2022, the Architectural Commission is going to continue their discussion on the Tree Preservation code amendments.

### *Finance Department*

Finance Director Morley stated that as of March 31, 2022, the Village's revenues were over \$12 million which exceeded the budget by 1.4 million. This was predominantly due to sales taxes doing well. Expenses were very close to budget and within \$16,000 versus the plan. The difference was due to staffing with the fire/rescue and police departments not having enough employees. Water and sewer revenue is close to the plan and is \$96,000 within the budget. The expenses are under budget. The contractual is over budget due to water expenses being higher than planned. This is being offset by capital plans being behind schedule. Investments are at 14.8 million and the operating cash is at \$5 million. There are almost \$9 million in Illinois funds that could be used for investing which has increased by \$600,000 since the last Board meeting, with total investments increasing by \$1.5 million since last month's meeting. She was having conversations with L&A and other surrounding communities to gather information on various investment organizations. She is looking for ways to invest the Village's idle cash to get a better return on large cash deposits.

President Lungmus stressed that the Village needs to keep some cash on hand because the second installment of real estate taxes might be delayed and may not be received until December which is months late. Likely, the Village will temporarily need to dip into its cash reserves to help pay bills. This delay has to do with Cook County offices having software systems that are not compatible and are also political.

*Fire-Rescue & Public Works Departments*

No report was given.

*Police Department*

Chief Lustig reported that he did training for the chaperones and greeters for the upcoming graduation at New Trier. Last week there was Ride to the Ridge where third graders rode to Sunset Ridge School with the assistance of police officers, teachers, and parent volunteers. The Board of Police Commissioners met last week and made a conditional offer to a previous Northfield resident but they need to do a background check and pass psychological and polygraph tests. Two of Northfield's officers are assisting the Skokie Police Department regarding the homicide of the 9-year-old child.

President Lungmus commented that Officer Owusu would be greatly missed. He graduated from dental school and is from opening his own practice.

Trustee Orth commented that his neighbor's dogs escaped last weekend while they were out of town and two Northfield police officers did a phenomenal job rescuing them and returning them to their home.

**ADJOURNMENT**

There being no further business or issues to come before the Board, Trustee Orth made a motion, seconded by Trustee Fowler to adjourn the meeting.

The meeting was adjourned at 7:52 PM.

President Lungmus noted that the Committee of the Whole meeting would not reconvene and the discussion on the Board's Goals and Objectives. This would be delayed until the June Committee of the Whole meeting when all trustees were present.