

**REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, JUNE 15, 2021 - 7:00 p.m.**

As provided 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, June 15, 2021, for the Regular Board meeting. The meeting was called to order by President Greg Lungmus. 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 Everette Hill

SWEARING-IN IN OF DEPUTY POLICE CHIEF.

President Lungmus welcomed everyone and noted that Sergeant Hutensky had worked in Northfield since 2000. He stated that Michael Hutensky has done an outstanding job and the Village was pleased and excited to swear him in as our Deputy Chief of Police. Village Manager/Village Clerk Stacy Sigman indicated it was a great honor for her to be able to swear in the Deputy Chief. She then administered the oath of office for the Deputy Chief of Police to Michael Hutensky.

I. 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 May 18, 2021 Village Board meeting
2. Bills and Disbursements from May 1, 2021 to May 31, 2021 in the amount of \$375,554.25

3. Resolutions honoring the staff and citizens who volunteered in the COVID vaccination clinics
4. Resolution honoring Gerald McCulloh for his 23 years of service to the Village of Northfield
5. Consideration of a resolution extending the existing lease with SprintCom, Inc. (formerly Crown Castle) at 1800 Winnetka Avenue until August 30, 2021

President Lungmus indicated that VM Sigman said there were no written comments on this matter.

Trustee Orth made a motion, seconded by Trustee Mendrek, 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: Fowler Dinges Whittaker Galin Mendrek Orth	NAYS: 0	ABSTAIN: 0	ABSENT:
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CONSIDERATION OF AN AMENDMENT TO CHAPTER 17 ON DOG AND/OR CAT BITES

Trustee Whittaker made a motion, seconded by Trustee Galin to consider an amendment on dog and/or cat bites.

Village Attorney Everette Hill noted that the current Village Code provides that if a dog or cat attacks and/or bites a “person” outside the family of the pet on three occasions, the animal must be removed from the Village or destroyed. In another section of the Code, we define a Dangerous Animal as (among other things) any dog or cat who bites or attacks “a person or another animal”. To address this inconsistency, the recommendation was the deletion of the current “Animals and Fowl” language and the addition of a new sentence as follows:

“The owner, keeper or possessor of any dog or cat that is found to have caused an abrasion of the skin or bitten a person or another domestic animal; shall be guilty of a violation of this Article.”

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked and no one from the public wanted to comment.

President Lungmus requested a roll call vote to consider an amendment on dog and/or cat bites.

AYES: Fowler
Dinges
Whittaker
Galín
Mendrek
Orth

NAYS:

ABSTAIN: 0

ABSENT:

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE (1) MULTIPURPOSE VEHICLE WITH OPTIONS, VIA THE NORTHWEST MUNICIPAL CONFERENCE, SUBURBAN PURCHASING COOPERATIVE (NWMC/SPC) PURCHASING CONTRACT #182, FROM SUTTON FORD OF MATTESON, ILLINOIS, IN THE AMOUNT OF \$118,265.00

Trustee Orth made a motion, seconded by Trustee Fowler, to approve the purchase of one (1) multipurpose vehicle with options, via the Northwest Municipal Conference, Suburban Purchasing Cooperative (NWMC/SPC) Purchasing Contract #182, from Sutton Ford of Matteson, Illinois, in the amount of \$118,265.00.

Public Works Director Nystrand stated Public Works Multipurpose Vehicle #1545 (Bucket Truck) had a useful life of 12 years and was initially scheduled to be replaced in FY2017/18. The fleet maintenance personnel thoroughly inspected and evaluated this vehicle annually for the last four years to see if it could get additional years of service. This year it was confirmed that this truck should be replaced.

A suitable replacement for this vehicle was currently available via the Northwest Municipal Conference, Suburban Purchasing Cooperative (NWMC/SPC) Purchasing Contract #182 from Sutton Ford of Matteson, Illinois, in the amount of \$118,265.00. Staff reviewed this contract and determined that the vehicle met or exceeded the requirements. The FY 2021/22 Equipment Replacement Fund allocated \$140,000.00 for this purpose over a 4-year lease to own period.

Public Works Director Nystrand noted that the Bucket Truck will be used for a lot of different activities, including holiday decoration installation, tree trimming, sign installations and removals, street lighting maintenance, and traffic signal maintenance. This vehicle will be equipped with an aerial device, utility body, hydraulics, and onboard generator tool options.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked and no one from the public wanted to comment.

President Lungmus requested a roll call vote to approve the purchase of one (1) multipurpose vehicle with options, via the Northwest Municipal Conference, Suburban Purchasing Cooperative (NWMC/SPC) Purchasing Contract #182, from Sutton Ford of Matteson, Illinois, in the amount of \$118,265.00.

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

CONSIDERATION OF AN ORDINANCE DECLARING 2006 FORD F550 VERSALIFT T3100 #1545 AS SURPLUS PROPERTY AND AUTHORIZE STAFF TO TRADE IN THIS EQUIPMENT IN A MANNER PROVIDED BY LAW

Trustee Whittaker made a motion, seconded by Trustee Orth, to approve an ordinance declaring a 2006 Ford F550 Versalift T3100 #1545 as surplus property and authorize staff to trade in this equipment in a manner provided by law.

Public Works Director Nystrand noted that staff recommended that Bucket Truck #1545 be removed from rotation and be declared as surplus property and traded in for an \$8,500.00 credit toward the purchase price of a new truck, in a manner provided by law.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. She then asked if anyone listening electronically wanted to comment.

President Lungmus requested a roll call vote to approve an ordinance declaring a 2006 Ford F550 Versalift T3100 #1545 as surplus property and authorize staff to trade in this equipment in a manner provided by law.

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

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE (1) TANDEM AXLE DUMP TRUCK FROM JX ENTERPRISES OF WADSWORTH, ILLINOIS IN THE AMOUNT OF \$183,955.00

Trustee Whittaker made a motion, seconded by Trustee Fowler, to approve the purchase of one (1) large tandem axle dump truck with power angling plow and attachments from JX Enterprises of Wadsworth, Illinois, in the amount of \$183,955.00.

Public Works Director Nystrand stated that Public Works utilized a fleet of vehicles to install and maintain infrastructure, in snow and ice control and hauling of dirt and other spoils. A large, tandem axle, dump truck #1610 was initially scheduled to be replaced in FY2020/2021.

The fleet maintenance personnel conducted a thorough review and inspection/evaluation of this vehicle last fiscal year and concluded it could get an additional year of service from this vehicle. A recent evaluation of this truck was conducted which confirmed that this truck should be replaced this fiscal year.

Public Works Director Nystrand noted a suitable replacement for this vehicle was currently available from the Sourcewell/NJPA Bid Contract #060920-PMC. Staff reviewed this contract and determined that the vehicle met or exceeded the requirements. Staff recommended the Village take advantage of the Sourcewell/NJPA pricing and approve the purchase of one (1) large, tandem axle, dump truck with power angling snowplow and attachments in the amount of \$183,955.00, from JX Enterprises Inc., 42400 Highway 41, Wadsworth, Illinois. The FY 2021/22 Equipment Replacement Fund allocated \$175,000.00 for this purpose over a 4-year lease to own period.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked and no one from the public wanted to comment.

President Lungmus requested a roll call vote to approve the purchase of one (1) large tandem axle, dump truck with power angling snowplow and attachments from JX Enterprises of Wadsworth, Illinois, for \$183,955.00.

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

CONSIDERATION OF AN ORDINANCE DECLARING A 1995 INTERNATIONAL DUMP TRUCK #1610 AS SURPLUS PROPERTY AND AUTHORIZE STAFF TO TRADE IN THIS EQUIPMENT IN A MANNER PROVIDED BY LAW

Trustee Dinges made a motion, seconded by Trustee Galin, to approve an ordinance declaring a 1995 International Dump Truck #1610 as surplus property and authorize staff to trade in this equipment in a manner provided by law.

Public Works Director Nystrand noted that staff recommended existing Truck #1610 be declared as surplus property and traded-in for a \$6,500.00 credit toward the purchase price of a new truck, in a manner provided by law.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. She then asked if anyone listening electronically wanted to comment.

President Lungmus requested a roll call vote to approve an ordinance declaring a 1995 International Dump Truck #1610 as surplus property and authorize staff to trade in this equipment in a manner provided by law.

AYES: Fowler

NAYS: 0

ABSTAIN: 0

ABSENT:

Dinges
Whittaker
Galín
Mendrek
Orth

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE (1) VACTOR SEWER CLEANER FROM STANDARD EQUIPMENT OF ELMHURST, ILLINOIS, IN THE AMOUNT OF \$418,635.79

Trustee Orth made a motion, seconded by Trustee Whittaker, to approve the purchase of one (1) Vactor Sewer Cleaner from Standard Equipment of Elmhurst, Illinois, for \$418,635.79.

Public Works Director Nystrand stated the Public Works Department utilized a tandem axle, sewer cleaning, and combination (jetting/vacuuming) “Vac Con” machine for many Public Works, Water, and Sewer Departments activities. These activities include, but were not limited to, emergency sewage back-up/blockage mitigation, emergency water main break excavation and repair, emergency trench collapse rescue (with Fire-Rescue Special Teams), high-pressure sewer jetting/cleaning, root cutting, catch basin cleaning, water main and sewer (sanitary and storm) repairs, maintenance & installation, storm cleanup, and restoration, etc. This truck was critical to overall operations and enhanced employee safety by virtually eliminating hazardous confined space entry. It minimized the hazards, risks, and liability of excavating around existing utilities such as expensive fiber optic cables, dangerous high-pressure gas lines, and buried high voltage electrical lines. It facilitated the expeditious repairs of broken water mains, thus reducing the amount of unbilled water loss. It enabled the rapid mitigation of raw sewage back-ups into residents’ homes and reduced overtime costs. This machine also kept the Village compliant with state-regulated maintenance with MWRDGC (Metropolitan Water Reclamation District of Greater Chicago) and NPDES (National Pollution Discharge Elimination System.) The Vac-Con was budgeted to be replaced this fiscal year. After a thorough review and inspection/evaluation conducted by the Fleet Manager and Staff, it was confirmed that this vehicle should be replaced.

Public Works Director Nystrand remarked that a suitable replacement for this vehicle was currently available via the Northwest Municipal Conference, Suburban Purchasing Cooperative (NWMC/SPC) Purchasing Contract #162. Staff reviewed this contract and determined that the vehicle met or exceeded the requirements. It was recommended the Village take advantage of the NWMC/SPC pricing and approve the purchase of one (1) Vactor Sewer Cleaner Truck with attachments from Standard Equipment of Elmhurst, Illinois, in the amount of \$418,635.79. The FY201/22 Equipment Replacement Fund allocated \$450,000.00 for this purchase over a 4-year lease to own period.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked and no one from the public wanted to comment.

President Lungmus requested a roll call vote to approve the purchase of one (1) Vactor Sewer Cleaner from Standard Equipment of Elmhurst, Illinois, for \$418,635.79.

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

CONSIDERATION OF AN ORDINANCE DECLARING THE EXISTING VAC-CON TRUCK AS SURPLUS AND AUTHORIZE STAFF TO TRADE-IN THIS EQUIPMENT IN A MANNER PROVIDED BY LAW

Trustee Dinges made a motion, seconded by Trustee Orth, to approve an ordinance declaring the existing Vac-Con Truck as surplus and authorize staff to trade-in this equipment in a manner provided by law.

Public Works Director Nystrand explained that staff recommended the existing Vac-Con Truck be declared as surplus property and traded-in for an approximate \$60,000.00 credit toward the purchase price of a new truck, in a manner provided by law.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. She then asked if anyone listening electronically wanted to comment.

President Lungmus requested a roll call vote to approve an ordinance declaring the existing Vac-Con Truck as surplus and authorize the staff to trade-in this equipment in a manner provided by law.

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

PUBLIC COMMENT

Village Manager Sigman noted that there was a request from David & Nancy Detlefsen to have the following read.

To Whom It May Concern:

I am writing to express my strong support for Northfield displaying more LGBTQ pride flags throughout our town in June, Pride Month.

While the flag hung at the village center is beautiful, we are a much larger town and need to support our entire community. We have businesses showing more support than the village officially does.

This is a simple, common way for our community to show openness and support for a basic human rights issue that directly impacts many Northfield residents and visitors. When driving through other communities in the area that have pride flags displayed (e.g., Northbrook), I question why our own Village hasn't done the same.

We hope the Village will reconsider its position and do more to recognize Pride Month in 2022 and beyond.

Thank you.

*Sincerely,
David & Nancy Detlefsen*

Department Updates

Administration

VM Sigman reported as follows:

There was a request for qualifications for the Happ Road Phase II project which the Village has been working on with the Cook County Department of Transportation. Funding for that was received through the Surface Transportation program. Contract negotiations were in progress with the top firm that was carefully chosen by a selection committee consisting of Stacy Sigman, Mike Nystrand, and two Cook County employees. A contract was anticipated to be presented to the Board in July.

Community Development Department & Building Department

Director Gutierrez reported as follows:

The Architectural Commission met on June 14, 2021. At 516 Somerset Lane, there was approval of a fence variation from Section 18-10 to allow for a six-foot fence in the front yard where only four feet was allowed. At 1900 Willow Road, there was approval of permanent signage for Imperial Nails & Spa with changes to the font, letter color, and sign material. Revised signage will be sent to staff for a final check.

On July 7, 2021, the Zoning Board of Appeals will be considering two requests for permit extensions. At 192 Lagoon, the owner will be seeking a second extension of a building permit. This owner has missed subsequent deadlines and will likely forfeit the last portion of the \$20,000.00 bond that they were required to put up at their last extension. The Village Attorney

and the client's attorney were in discussion to develop a plan to get the remaining work completed before the July 7, 2021 meeting. At 24 Meadowview Drive, the owner will be requesting a second extension due to material availability issues. At 1898 Abbott Court, there will be consideration of a request for a variation from the Code, where there would be an east side yard 4.00 foot setback variation from the required 7.00 feet, resulting in a 3.00 foot east side yard setback to allow for a one-story addition.

The owner of the office building at 1622 Willow Road has signed a letter of intent with the Pediatric Dental Practice. This would be a lease for the last available space in the building on the first floor. The Pediatric Dental Practice would be subject to a special use and need to submit an application and come before the Plan and Zoning Commission in September.

Finance Department

Finance Director Noble reported as follows:

The preliminary financial results for the fiscal year ending April 30, 2021, were published but will be subject to auditor review when they come out for fieldwork in July. The numbers were close to being final. There were a few revenue items that could change, primarily property tax revenue since any distributions that get received from the County by the end of June get backed into the prior fiscal year. The general fund revenues were expected to be \$229,000 or 2% below budget. Sales tax was 3% above budget due to strong February and March sales. The sales tax sharing with Field and Medline was a little over budget due to strong sales for the year. Building permits ended the year very strong and were 1.4% below budgeted estimates. General funding expenditures for the year ended a little less than 1% below budget. Overall, the General fund was expected to end with a \$168,000 deficit for the year. The return on the Pension Fund investments was at a 25.9% rate and the actuarially assumed rate was 6.75% so it exceeded the expected returns.

Monthly water bills for the entire Village were sent out at the end of May. This was a big undertaking and required a lot of work from Public Works going from reading 750 meters to 2200 meters, as well as the staff creating and collecting the bills.

Trustee Orth inquired about vehicle sticker sales and Finance Director Noble replied that he would investigate the numbers and update the Board.

Fire-Rescue & Public Works Departments

Chief Nystrand reported as follows:

Fire and Rescue responded to 120 calls for service including fires in Park Ridge Lincolnwood, and Evanston. This month at the training tower in Winnetka, the focus will be on auto extrication where they practice cutting apart cars in conjunction with Glencoe, Winnetka, and Wilmette. There was an inspection and approval of our ambulances from IDPH and St. Francis.

Public Works had kept busy by reading meters, trimming trees, doing landscape restoration, patching streets, and watering.

Police Department

Chief Lustig reported as follows:

The kiosk in front of the police department, used for dispatch purposes, was starting to fail and the company that initially installed it was no longer in business. Glenview Dispatch offered to replace it for free and the department was taking them up on their offer. Chief Lustig remarked to the Glenview Dispatch Director that Northfield residents calling in were aggravated when telecommunicators asked for their exact location. They replied that with wireless phones, an exact longitude and latitude location were not obtained. To help residents better understand the reasoning behind the exact location inquiry, this information will be published on the Village's website. The Board received a complaint about a speeding problem on Latrobe Avenue. Police installed a speed monitor and investigated the timeframe in which speeding was the issue. The speed tolerances have been lowered to 5-8 miles within the speed limit on Latrobe in hopes of resolving the speeding issues.

ADJOURNMENT

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

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

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

The meeting was adjourned at 7:50 p.m.