

**REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, August 16, 2022**

As provided by public notice, the Village Board of the Village of Northfield met in the Council Chambers of the Village Hall immediately following the Committee of the Whole Meeting on Tuesday, August 16, 2022, for the Regular Board meeting. The meeting was called to order by President Greg Lungmus at 7:02 PM. The Village Clerk took the roll call.

PRESENT: President Greg Lungmus

 Trustees Todd Fowler
 Tom Whittaker
 Matt Galin
 Tracey Mendrek
 Charles Orth

ABSENT: Barnaby Dinges

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 July 19, 2022 Village Board meeting
2. Bills and Disbursements from July 1, 2022 to July 31, 2022, in the amount of \$ 825,288.38
3. Approval of the following Commission appointments:

Plan and Zoning Commission – Term: 4 years	Term
Steven Hirsch, re-appointment	09-22 to 09-26
Jack Brannigan, re-appointment	09-22 to 09-26

Architectural Commission – Term: 4 years	Term
Peter Wachter, new appointment	09-22 to 09-26
Kathryn Talty, re-appointment	09-22 to 09-26
Joe McInerney re-appointment	09-22 to 09-26

Trustee Orth made a motion, seconded by Trustee Mendrek to approve Consent Agenda items 1 through 3.

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 ORDINANCE INCREASING THE FY/2022/23 VILLAGE BUDGET BY \$200,000

Trustee Fowler made a motion, seconded by Trustee Whittaker, to approve an ordinance increasing the FY2022/23 Village Budget by \$200,000.

Finance Director Morley stated that the Village operates under the Budget Officer Statute which requires the Village to maintain expenditures at or below the approved budget at the fund level. To ensure the Village complies with those provisions, two budget amendments in the General Fund are needed.

The FY2022-23 General Fund Budget included \$4,530 for investigative expenses. Due to a need for more investigative tools for the police department, an increase of \$24,450 was requested to purchase FLOCKNOTE, an automated license plate reader system. To cover the automated license plate readers, that line item is proposed to be increased by \$25,000. The General Fund also included \$4,557,910 in uniformed police salary and related benefit costs. Due to current staffing shortages, the Village requested additional funding of \$175,000 to allow the hiring of a 20th police officer. The 20th officer position would be phased out through attrition and it is estimated that the 20th officer position will be needed for 1-3 years.

President Lungmus noted that five affirmative votes were necessary to pass the budget amendment and 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 increasing the FY2022/23 Village Budget by \$200,000.

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

CONSIDERATION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF WILMETTE RELATIVE TO FUNDING FOR THE SKOKIE VALLEY TRAIL PROJECT

Trustee Orth made a motion, seconded by Trustee Fowler, to approve an Intergovernmental Agreement with the Village of Wilmette relative to funding for the Skokie Valley Trail project.

Director of Administrative Services Jewett noted that the communities of Glenview, Northfield, Skokie, and Wilmette (the Cohort) continue to partner to complete the regionally significant Skokie Valley Trail (SVT). The Cohort completed the SVT Phase I Preliminary Engineering in 2021 and has continued efforts to move the project forward.

The Cohort jointly pursued and was awarded Phase II Engineering funding. Northfield was the lead agency on the Transportation Alternatives Program (TAP-L) application, which was awarded \$619,707 in funding. Wilmette was the lead agency on the Invest in Cook application, which was awarded \$150,000 in funding. The intergovernmental agreement sets forth the terms by which Northfield and Wilmette will handle the management of the two separate grants, and further sets forth how and when Wilmette will reimburse Northfield for the Invest in Cook grant funds. As set forth in the agreement, Northfield will invoice Wilmette at three milestones throughout the project in order to collect the \$150,000 of Invest in Cook funding.

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 Wilmette relative to funding for the Skokie Valley Trail project.

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

PUBLIC COMMENT

There were no public comments.

DEPARTMENT UPDATES

Administration

VM Sigman noted there is continued work on the Happ Road Phase II Project. Staff is working with the consultant to get the 60% engineering drawings completed and looking forward to seeing where any easement or permanent land acquisitions are necessary. She is taking an active role in getting the design elements done since there is an ITEP grant due in September. There is a focus on a fountain feature in the roundabout and last week Cook County confirmed they would allow this with certain parameters, so Tesca has started work on this. The rest of the corridor will be similar to the improvements (light fixtures, signal heads, etc.) that were done on Willow Road. One of the pushdown crossings is proposed at the midblock crossing and work continues with Cook County on the system for that.

VM Sigman stated that staff is working with Hitchcock on the signage design as well as the renovation of the boardroom that was discussed at the Committee of the Whole meeting earlier tonight. Staff is also working with Public Works to get the landscaping at the Village Hall, library, and Post Office cleaned up; Contour Landscaping has been hired to enhance this and improve safety from overgrown bushes and weeds.

President Lungmus noted that he liked the idea of a fountain and that it could be a great feature in Northfield. Village Manager Sigman said that they were working with Kimley-Horn on the roundabout regarding what can be done with the design as far as height and visibility. It will most likely be stone walls to which seasonal interest can be added. They do not recommend an art piece in the center of the roundabout since it can be luring for people to go and take photos which then becomes a safety hazard.

Community Development Department & Building Department

Community Development Director Gutierrez was absent but Village Manager Sigman stated that he did confirm the cannabis establishment did receive its license last week from the state. Hamilton Partners is in the process of closing on the bank at the end of this month and they expect to submit permits in the next week, so the renovations on the building should begin soon. There is no timeline yet but they hope to open before the end of the year.

Finance Department

Finance Director Morley stated that both the General Fund and Water Fund are doing much better than what was budgeted. The General Fund has a surplus of \$67,000 versus the budgeted negative \$679,000, which was due to revenues of \$343,000 better than budget and expenses at \$403,000 better than budget. Most of the revenues were from taxes and expenses were low because staff kept their expenses in line. For the Water Fund, the surplus was

\$323,000 and the revenue was \$77,000 better than budget and the expenses were \$236,000 better than budget. For the expenses, \$131,000 was related to capital which could be due to the timing of projects. For the General Fund, the interest income last year at this time was \$197, and YTD is \$9,512, which is a dramatic increase over even the budget of \$6,000. In June, the Police Pension assets were transferred to the state and Morley noted that she was in the process of reconciling all the assets transferred to the state but everything was looking good. At the next Police Pension meeting on August 17, documents will be signed to obtain access to the statements. Next month, there will be more information on the Police Pension's ROI.

Trustee Orth asked about the collection of the vehicle sticker funds. Finance Director Morley replied that she would investigate this.

Fire-Rescue & Public Works Departments

Chief Nystrand reported the Fire-Rescue responded to 111 calls since the last meeting and 5 of those were out-of-town fires. There is still a minor spattering of COVID patients on their calls but there have been no monkeypox cases. PPE has become increasingly difficult to obtain, especially exam gloves. Staffing is better and presently there are only 2 people needed.

Public Works has been busy reading water meters, fixing water main breaks, trimming trees and taking down problem/dead trees, and painting fire hydrants. Com Ed was in town with a company that dug up poles and placed shields to check to see if they were rotting which resulted in many calls asking them to look at them. They continue to do restoration jobs from water main breaks.

Trustee Galin thanked the Public Works team for all the work they did with the cleanup following the microburst in July. Nystrand noted that it was a pretty unusual, localized storm, luckily nobody got hurt and commended the great response from Com Ed and a local tree company.

Trustee Orth inquired about the frontage road corridor where the car dealerships exist with the inordinate number of water main breaks and whether this would be on the schedule for the next phase of infrastructure to be replaced. Nystrand replied that it had been identified as a problem water main area.

Police Department

Chief Lustig stated that last Wednesday was the last Market & Music for the park district. After the July 4th Highland Park tragedy, it was decided not to cancel but to establish an environment of safety by placing a squad car on Willow and assigning an officer to work the event every week which worked out well. The next program will be the State Fair on September 10th. The Board of Police Commissioners met today and there were 2 candidates. One was disqualified immediately and the other was sent to the next phase of a background investigation. School is opening so the banner is up at Willow and Wagner about driving carefully. With the school year starting, there will be increased monitoring to help deter people from speeding and blowing stop signs.

Chief Lustig noted that to encourage more police applicants, the years of experience for a lateral had been reduced from 3 years to 6 months.

Trustee Orth commented that the Market and Music was a wonderful program for the Village.

Trustee Mendrek inquired about an incident that occurred in Wilmette. Chief Lustig replied that this morning at 5:10 a.m., a 65-year-old male was robbed at gunpoint. The subjects took off in a car, crashed in Wilmette, and a gun discharged. Northfield Police responded and 2 juveniles and 1 adult were arrested without incident. Two automatic weapons were found in the stolen car. He stressed for residents not to leave keys in their cars.

ADJOURNMENT

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

The meeting was adjourned at 7:32 PM.