

**REPORT OF PROCEEDINGS
OF THE
PUBLIC HEARING AND
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF NORTHFIELD
Tuesday, March 19, 2019 - 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 19, 2019 for a Public Hearing to present the proposed FY2019/2020 Village Budget and for the Regular Board meeting. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

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| PRESENT: | President | Joan Frazier |
| | Trustees | Tom Roszak |
| | | Allan Kaplan |
| | | Greg Lungmus |
| | | Tom Terrill |
| | | John Gregorio |
| | | John Goodwin |

ALSO PRESENT: Attorney Everette M. Hill, Jr.

**CONVENE TO PUBLIC HEARING TO CONSIDER THE PROPOSED FY2019/2020
VILLAGE BUDGET**

Finance Director Steve Noble welcomed everyone. He indicated that on March 6th, the Board held their annual Budget Workshop and reviewed the detailed draft budget for FY2019/20. He reported as follows:

We will end this year with a balanced General Fund and a surplus that is about \$95,000 ahead of the budget, with all department expenses coming in under budget. Northfield maintained its AAA bond rating, despite the issues with the State. Municipal Property Tax Rate was kept low with Northfield being 5-36% less than our counterparts in the region (Glencoe, Kenilworth, Wilmette, Winnetka). Northfield also maintained a very strong business base and achieved the goal of getting the Police Pension Fund back to 60% funded 4 years ahead of schedule. This has all been done while remaining in compliance with the Tax Cap and keeping fees and fines in line with neighboring towns.

As we look to next year, we are working on new initiatives that will help to rebuild and strengthen our financial position. We have planned for continued negative impacts from the State including their taking 5% of our income tax distributions and 1.5% of our home rule sales tax. We will be monitoring the other legislative initiatives being discussed in Springfield including the legalization of recreational marijuana and possible changes to how sales tax is calculated on medical equipment and internet sales.

Revenues in the General Fund are projected to be up 4.4% next year. Total property taxes are anticipated to increase 5.1%. Village property taxes will remain in compliance with the Tax Cap and the amount proposed reflects a 2.1% increase based on the CPI and 1.2% for new growth (new homes, additions, and annexations which are exempt from the tax cap calculations).

On the expense side, operating expenses are proposed to be up 3.7 % in the General Fund with most of that attributable to changes that strengthen and rebuild our financial position. The 7.9% increase in contractual services is primarily an increase in legal fees and funding for succession planning. That is the first increase for legal fees in 10 years. The 107% increase in Capital reflects the first anticipated loan payment to IDOT for the Willow Road improvements. The 19.3% increase in transfers to the Equipment Replacement Fund includes an extra 10% contribution to help increase our savings for future equipment purchases.

The proposed General Fund budget maintains all existing services; continues to fully fund all pension obligations and anticipates a surplus of \$156,000. Overall revenues are projected to increase 1.6% in the Water and Sewer Fund. This assumes a 4% rate increase, but also reflects an expected 2.6% decrease in overall gallons sold based on a 3 year average of water consumption. If approved, our current rate of \$8.74/100 cubic feet would increase to \$9.09.

Water expenses are up 1.1% and that includes a 1.8% increase in the purchase of water from Winnetka, \$535,000 in funding for Thackeray-Bosworth water main replacements, and funding for a system wide assessment and rate study. To see how our water and rates compare, we conducted a survey of communities who also purchase water from another municipality. Northfield's rate is in line with other communities. Comparing rates however can be a bit misleading. The Kenilworth rate does not include infrastructure costs and each home is subject to a fixed assessment of \$345 per year for the debt service on bonds. Next year, Northfield plans to conduct a water system and rate assessment. Many communities in the region are facing challenges in their water systems, even those that are water providers. In 2018, the Village of Glencoe raised their water rates by 42-67% and they have annual increases of 7-9% planned going forward. Winnetka is planning to double their rate through a series of 8-8.5% increases. Trustee Gregorio questioned why the rates are going up and Director Noble responded it is because of aging infrastructure. Given the substantial re-investment needed in our water system, we will make sure the water rates we charge are fair and equitable. Therefore, the draft budget includes \$35k for a water system assessment and rate study. The current rate system has been in place for a long time and has only been changed incrementally. There are new billing methods that may prove to be more equitable and we want to explore how these new methods can be applied to our rate structure.

With regard to revenue, we are fortunate to have diverse sources of revenue with property taxes being our largest source. A breakdown of a typical property tax bill shows that most of the taxes people pay are not for the Village. 89% go to other

governmental entities such as the schools, park districts, library, township, and the county. The Village receives about 11 cents out of every dollar paid or \$1,100 on a \$10,000 tax bill. Sales tax is another important revenue source for the Village and accounts for about 15% of our total operating revenues. We are fortunate to have several major tax producers in town including several auto dealers, a major grocery store, and Medline.

Almost 54% of the operating budget is for public safety, while another 31% is for public works, water and sewer. These are the departments that operate 24/7, have the most employees, and respond to after hour emergencies, snow storms and water main breaks.

Next year's budget includes about \$3.7 million in capital projects and reflects the Village's ongoing commitment to maintaining our infrastructure. The big projects include: reconstructing Northfield Road, resurfacing Jeffery and some annual maintenance on our other streets. There is also \$1.4 million for the first phase construction of the storm water improvements in the Bosworth Area. This project involves constructing storm sewer along Jeffery Street and the Old Willow Road ROW connecting it to the Willow Road storm sewer system. The first phase improvements will intercept water flowing towards the area from the west and should help minimize flooding during storm events.

We will also fund the completion of the Comprehensive Plan update. We are projecting very positive fund balance in compliance with the Board's 6 month fund balance policy for the General Fund at the end of the next fiscal year. That balance represents 7 months of operating expenses. We also anticipate positive fund balances of \$847,260 in the Water/Sanitary Fund and \$1,702,652 in the Equipment Replacement Fund.

President Frazier clarified that this discussion was the subject of a budget workshop that all the trustees attended.

CONSIDERATION TO ADJOURN THE PUBLIC HEARING AT 7:12 P.M.

Trustee Roszak made a motion, seconded by Trustee Lungmus 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 7:13 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 19, 2019. The meeting was called to order at 7:13 p.m. by Village President Joan Frazier. The Village Clerk took the roll call.

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| PRESENT: | President | Joan Frazier |
| | Trustees | Tom Roszak |

Allan Kaplan
Greg Lungmus
Tom Terrill
John Gregorio
John Goodwin

ALSO PRESENT:

Attorney Everette M. Hill, Jr.

APPROVAL OF CONSENT AGENDA ITEMS:

1. Approve the Report of Proceedings from the February 19, 2019 Village Board meeting.
2. Approve the Bills and Disbursements from 2/8/19 to 3/8/19:

| | |
|-------------------------------|----------------------------|
| General Fund | \$236,872.67 |
| Foreign Fire Ins. Tax Fund | 5,479.89 |
| Water and Sanitary Sewer Fund | 100,403.85 |
| Storm Sewer Improvement Fund | 1,903.60 |
| Capital & Equipment Fund | 154,981.42 |
| 2017 Go Bond Project Fund | <u>108,810.77</u> |
| TOTAL | <u>\$608,452.20</u> |
3. Approve an amendment to the License Agreement with Stormy Chadwicks, LLC, extending the term until March 31, 2020.
4. Consideration of the approval to authorize the Village Manager to execute a four year lease purchase agreement with PNC Equipment Finance for the purchase of a Step Van and Sidewalk machine at an interest rate of 2.978%.

Trustee Terrill made a motion, seconded by Trustee Goodwin, to approve Consent Agenda items 1 through 4.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 4 was approved.

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

CONSIDERATION OF AN ORDINANCE FOR A PLANNED UNIT DEVELOPMENT AND A PRELIMINARY PLAT OF SUBDIVISION FOR THE WALDEN LANE DEVELOPMENT AT 2140, 2150, 2156, 2160 AND 2170 WILLOW ROAD

Trustee Lungmus made a motion, seconded by Trustee Roszak, to approve an ordinance to allow for a Planned Unit Development and a Preliminary Plat of Subdivision for the Walden Lane Development at 2140, 2150, 2156, 2160 and 2170 Willow Road.

Community Development Director Steve Gutierrez explained that R² Northfield, LLC is the petitioner and they are seeking approval of a PUD and a Preliminary Plat of Subdivision for a ten single family home development on 5.11 acre site bounded by Willow Road, Bracken Lane and the Village right of way. On March 4, 2019, the Plan & Zoning Commission voted unanimously to recommend approval of the petition with the condition that a sidewalk be installed along the proposed street. The final engineering associated with the sidewalk will be subject to approval by the Village engineer. The Architectural Commission reviewed the design aspects of the petition on March 11, 2019 and voted unanimously to recommend approval subject to a number of design and landscape modifications. The Commission approval was subject to those revisions being brought back to them for final review and approval, subsequent to any Village Board approval of the general application.

Matt Garrison, R² Companies, thanked everyone in advance for their consideration. He indicated they have been working on this project for three years. The current project has changed a lot during that time. A year ago, they were not successful with a project before the Board. After that meeting, he sat down with his design team and challenged them to figure out how to incorporate as much of that feedback as possible and put it into the project. They have done that in the plan they are presenting tonight. The new plan lowers the density to ten homes. They have left enough density to provide a tangible public benefit from the project. Those benefits include better water management, beautification along Willow Road, and the addition of the infrastructure within the site that doesn't exist today. There hasn't been any investment in these sites for a long time. Mr. Garrison was grateful to receive the support of the Plan & Zoning and Architectural Commissions and there appears to be an agreement with the Village staff except for a few minor items. They have always believed they had the best way to utilize this site and they are pleased with the plans they have now. The land use sets the table for someone to come in and make the necessary investments and to clean out this area and do something we can all be proud of.

Jeremiah Diamond from Myefski Architects, was introduced to discuss the project and introduced the development team which is comprised of Teska Landscape, Mackie Engineering and KLA Traffic. This team has worked on the project for the last three years and has come up with the current solutions. Mr. Diamond indicated the site is located along Willow Road with Bracken Lane to the west which is R-1 zoning and R-4 zoning to the south. The flooding and traffic safety issues will be reduced and the general condition of the land will be improved. Mr. Diamond showed pictures of the existing houses and the adjacent neighborhood. Three years ago, their project included 23 homes and over the course of time, they changed it to 19 to 27

homes, then back to 19 homes, and then 18 homes, and then it went to 23 homes again. During the last year, they have developed a plan with 10 homes and a carriage walk. He then showed renderings of what the site would look like going west and how the site would be screened along Willow Road. They also will be able to control the flooding on the site. The water will flow toward IDOT's storm sewer. The green area is the wetland areas where water flows through and the blue area is where the storm water will be held for detention and the orange is a rain garden as an added benefit to help with the storm water system. Mr. Diamond said they are exceeding the Village's requirements for storm water capacity by 43%.

Mr. Diamond then showed and discussed the landscape plan with trees and vegetation to be placed along Willow Road and Bracken Lane and to the south along Old Willow Road easement. The housing density has been reduced to a half acre per house and the houses range from 2,700 to 5,300 square feet. All of the houses will have first floor masters. They have re-engineered the roadway for a safer ingress and egress to the site. They have heavily landscaped Willow Road to minimize views from the street into the development. Landscape buffers have been added around the project to minimize the views from the surrounding homes. They have also widened the streets to allow for parking on the streets and included a 4' carriage walk. A traditional Northfield wooden lane sign will be placed at the entrance to the development and there will be street lights for safety. He said they have agreed with the Architectural Commission on how to vary the colors and architectural features of the different houses on the site.

President Frazier thanked the Plan & Zoning and Architectural Commission members because they did an extremely thorough job of going through every detail and thanked the petitioner for their cooperation. She asked if the south basin backs up to Thackeray. Mr. Diamond indicated backs up to the 100' easement and Thackeray is behind that. She would like assurance that the south basin would not overflow into the neighborhoods to the south. Mr. Diamond responded that there is an existing ridgeline that divides the north and south watersheds. Ryan Martin, consultant with Mackie Engineering, explained that there is a drainage divide and that separates the south portion in the 100 foot right of way and the site. In an extreme event, in which the storm sewer can't handle additional flows into the system, the water will overtop the development roadway and go into that wetland buffer area to the north. Nothing will overtop to the south. President Frazier has a concern about people attempting to make a left turn from the property. She asked if it were possible to put higher concrete or a sharp turn to prevent people attempting to turn left out of there. Mr. Diamond explained that is what the "pork chop" does. It directs the traffic to east. There is also a raised curb. If you tried

to turn left, you'll damage your car. President Frazier also asked if there is a possibility of including side loaded garages in this plan. Mr. Diamond indicated they considered that with the Architectural Commission and they ultimately said that this was the plan that they preferred. He showed the Commission plans with side loading garages and said there are three opportunities to have houses with side garages. There is one on the far north and two to the south in the corner. All the other houses wouldn't allow side garages. Then they had a plan with two side garages, but either way it was done, you were still seeing a garage from the street. They designed the garages to be consistent with the architecture of the house.

Trustee Terrill commended the developer for the new plan versus last year's. He asked Mr. Diamond if they plan to have any electrical outlets around the bridge so it could be seasonally decorated. Mr. Diamond responded that there will be light posts at both ends of the bridge and those could contain electrical outlets.

Trustee Roszak felt they did a good job with the architecture and the plan. He likes the details and the materials planned (stone, copper, cedar). He also likes the landscaping along Willow Road and likes the carriage walk. He said the density is very appropriate for the plan. He was also concerned about people turning left onto Willow.

Trustee Gregorio echoed President Frazier appreciating the work the team and our Commissions did to get it right. It took a long time, but he thinks they checked all the boxes. He asked if the house in the middle was available would the current plan accommodate that property? Mr. Diamond indicated that currently that property is not available. However, they did consider it and wanted to be able to plug in additional houses while maintaining the same density. Trustee Gregorio asked if the two houses were brought into the development, could they access new Walden Lane. Mr. Garrison said it is set up for that in the future. They can't do it today because they can't acquire the sites. Trustee Gregorio said with the current plan, the curb cut driveway that is currently there would be accessed then from the inside. He also said the proposed landscaping could carry through as well in the future.

Trustee Terrill asked where they plan to build a model house. Mr. Garrison thought that was a good question, but that haven't given it a lot of consideration from a staging standpoint. He said they are open for suggestions.

Trustee Lungmus asked Mr. Garrison for a building timeline. He said from Northfield's perspective he thinks it would be ideal to compress the construction, but he understands the economics. Mr. Garrison said that various regulatory agencies and Army Corps of Engineers will dictate the timeline. They would like to be in a position where they could actually start the project by the end of the year. Some of the construction timelines could also be driven by sales

velocity, but it should be about 12 to 18 months' time. Mr. Garrison said they will probably build two or three homes at a time. Trustee Lungmus said he supports the proposal and the quality of the architecture and landscaping is top notch. He also pointed out that John Myefsky and Mr. Garrison have roots in the north shore.

Trustee Kaplan said when they went through this project a while ago, the developers said they would be able to tap into the sewer line along Willow Road. He asked if that is all confirmed with the state. Mr. Garrison said it is currently an existing condition. Mr. Diamond stated they will be preparing for a meeting with IDOT. If everyone is in agreement, it shouldn't be a problem. Trustee Kaplan asked what would happen if that approval doesn't happen. Mr. Garrison said the development would be held up and they wouldn't be able to go forward until it's resolved. Trustee Kaplan doesn't see where the piping will go in what is labeled the wetlands area. He asked what would happen when the north basin fills up. Mr. Garrison said it is connected to the same sewer system but just further away from the road. It won't be going through the wetland or the south basin at all. There will be a second connection. It is Trustee Kaplan's understanding that the Village is putting in its own pipe along the right of way area through the south basin and asked if we would be able to access that if things get bad. Mr. Garrison indicated that they don't anticipate that there should be any impact on the project as both of them provide a net benefit in the area and should work tangentially. There are currently six spots for the water to go and they are consolidating it to three spots. Trustee Kaplan said he also has concerns about exiting on Willow Road heading east, but someone pulls out and swings around the median to the west. He asked if there is a way to extend the median. Mr. Garrison indicated that would be up to IDOT. Trustee Gregorio asked how much they would need to make the extension. Mr. Garrison responded about 10 feet.

Trustee Goodwin said he is pleased with the project and he is a close neighbor. He believes everyone has come together to make it work for everyone. He thinks it will enhance the neighborhood. After studying the plans, he said every inch is being utilized to the fullest. He likes the parking and sidewalk. Trustee Goodwin likes the work of all the commissions, the developers and staff.

President Frazier then requested a roll call vote to approve an ordinance to allow for a Planned Unit Development and a Preliminary Plat of Subdivision for the Walden Lane Development at 2140, 2150, 2156, 2160 and 2170 Willow Road.

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|-------|---------|---------|------------|-----------|
| AYES: | Roszak | NAYS: 0 | ABSTAIN: 0 | ABSENT: 0 |
| | Kaplan | | | |
| | Lungmus | | | |
| | Terrill | | | |

Gregorio
Goodwin

CONSIDERATION OF THE APPROVAL OF A BID AWARD FOR THE 2019 UTILITY IMPROVEMENT PROJECT TO BOLDER CONTRACTORS, IN AN AMOUNT NOT TO EXCEED \$1,478,937 WITH A 15% CONTINGENCY

Trustee Terrill made a motion, seconded by Trustee Lungmus, to approve a bid award for the 2019 Utility Improvement project to Bolder Contractors in an amount not to exceed \$1,478,937 with a 15% contingency.

Public Works Director Mike Nystrand indicated that on March 12, 2019, staff received and opened three bid proposals for the 2019 utility improvement project. The project consists of the replacement of a deteriorating water main on Thackeray from Drury to the dead end, the installation of a storm sewer on Bristol, and the Phase I storm water drainage improvements on Jeffery Street through the unimproved Willow right of way. The lowest bid was received from Bolder Contractors in the amount of \$1,478,937. The engineer's cost estimate of this project was \$1,527,050 and the amount budgeted for this work in the fiscal year 2018/2019 is \$1,908,000 of this \$520,000 was in the water fund and \$1.3 million in the storm fund. A summary of the bids were attached and Gewalt Hamilton has reviewed all the proposals to ensure that they meet the specifications of the project. Based on this, staff recommended the project be awarded to the low bidder Bolder Contractors in the amount of \$1,478,937. Due to the location of the storm work in the unimproved right of way, staff also recommended approval of a 15% contingency which would be utilized as a formal change order process that would be approved by the Village Manager should it be required.

President Frazier said that this is an area that the Board has discussed several times and as the people in the neighborhood know, it is very problematical with flooding and standing water. We will finally be able to see some work on it and Thackeray in particular has had a lot of water main breaks.

Trustee Roszak asked how we are sourcing the revenue for these projects. VM Sigman responded that there are a combination of sources. The water main work will be paid for from the Water/Sewer Fund the roadway reconstruction will come from the bond issue, and the storm sewer work is a combination of the reserves that we had pledged toward the bond issue and bond proceeds. There is a separate storm water fund that money has been transferred into to pay for that.

President Frazier then requested a roll call vote to approve a bid award for the 2019 Utility Improvement project to Bolder Contractors in an amount not to exceed \$1,478,937 with a 15% contingency.

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

CONSIDERATION OF THE APPROVAL OF AN AGREEMENT WITH GEWALT HAMILTON ASSOCIATES, INC. FOR THE CONSTRUCTION ENGINEERING SERVICES ASSOCIATED WITH THE 2019 UTILITY AND ROADWAY IMPROVEMENT PROJECT, IN AN AMOUNT NOT TO EXCEED \$137,000

Trustee Goodwin made a motion, seconded by Trustee Roszak, to approve an agreement with Gewalt Hamilton Associates, Inc. for the construction engineering services associated with the 2019 Utility and Roadway Improvement project in an amount not to exceed \$137,000.

Director Mike Nystrand reported that the proposal from Gewalt Hamilton and Associates is to provide construction engineering services associated with the 2019 Utility and Roadway Improvement project that were just approved. They will oversee all the construction activities including the storm sewer, water main and roadwork. Their scope of services includes all contract and pre-construction activities, contractor and subcontractor coordination, review and approval of all shop drawings, scheduling, material and all layouts services, resident coordination, and full time field supervision to ensure the improvements are built in accordance with the plans and specifications. They also will do post-construction mapping to add this to our GIS system after the project is complete. Gewalt Hamilton proposes to provide these services for \$137,000, including expenses and the amount budgeted in this fiscal year's budget is \$220,204.

President Frazier then requested a roll call vote to approve an agreement with Gewalt Hamilton Associates, Inc. for the construction engineering services associated with the 2019 Utility and Roadway Improvement project in an amount not to exceed \$137,000.

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

CONSIDERATION OF THE APPROVAL OF AN ORDINANCE AMENDING APPENDIX D TO REFLECT THE CHANGES IN THE WATER AND SEWER RATES EFFECTIVE MAY 1, 2019

Trustee Terrill made a motion, seconded by Trustee Goodwin, to approve an Ordinance amending Appendix D to reflect the changes in the water and sewer rates effective May 1, 2019.

Finance Director Steve Noble explained that the ordinance incorporates the recommended 4% increase in the proposed FY2019/2020 budget. Under this, the current rate of \$8.74 per 100 cubic feet would increase to \$9.09. This would increase the minimum bill by \$3.85 per quarter or \$15.40 per year. A table is included in the packet to illustrate how the increase impacts different homes.

President Frazier noted that as Director Noble explained during his budget presentation, our expenses are up, including salaries, benefits, and water purchases while usage is down. We are trying to keep up and that is why we are proposing an increase.

President Frazier then requested a roll call vote to approve an Ordinance amending Appendix D to reflect the changes in the water and sewer rates effective May 1, 2019.

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

CONSIDERATION OF THE APPROVAL OF A BID AWARD FOR NORTHFIELD ROAD, THROUGH IDOT, TO A. LAMP CONCRETE CONTRACTORS, IN THE AMOUNT OF \$1,588,342 WITH THE VILLAGE'S SHARE OF \$496,343

Trustee Kaplan made a motion, seconded by Trustee Lungmus, to approve a bid award for Northfield Road, through IDOT, to A. Lamp Concrete Contractors, in the amount of \$1,588,342 with the Village's share of \$496,343.

VM Sigman said that a number of years ago, the Village was successful in securing federal funding to support the reconstruction of Northfield Road under a 70/30 split. Funding was also secured for the Phase I and II engineering. The final construction phase is being done by IDOT as opposed to a local letting. IDOT opened the bids on March 8th and the low bidder was A. Lamp Concrete Contractors in the amount of \$1,588,342.82. That amount is slightly over the engineer's estimate by \$28,343. When we went from Phase I to Phase II last year, the engineer estimates were updated and we went back to secure additional federal funding. We were successful securing an extra \$500,000 to help with the project. Unfortunately, that means

we are ineligible to request the \$28,343. It will have to be made up locally. There is still over \$1 million in federal contributions along with the 70% paid toward engineering work. IDOT needs concurrence that the Village is okay with the award. The total amount listed on the blue sheet is for construction and construction engineering. At the Board's January meeting, they entered into the local agency agreement with IDOT for construction and the preliminary approval of the agreement for construction engineering.

President Frazier questioned the timeline for the project. VM Sigman said staff will work with IDOT and will know more after the pre-construction meeting. The work will take place this year, likely early summer. A detour will be required and traffic will only flow northbound on Northfield Road to make sure our ambulance and fire trucks can safely serve the northern area of town. Northfield Road will be one way northbound during the construction period. All work should be done in one construction season.

President Frazier then requested a roll call vote to approve a bid award for Northfield Road, through IDOT, to A. Lamp Concrete Contractors, in the amount of \$1,588,342 with the Village's share of \$496,343.

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

PUBLIC COMMENT

None.

Department Updates

Administration

VM Sigman reported as follows:

The Winnetka Road bridge on the east side of the Eden's Expressway is under construction. The bridge will be replaced and there will be a temporary signal there. Winnetka Road will remain open to alternating east and west bound traffic. Additional tree trimming needs to be done before they can install the temporary signals. The new traffic pattern is expected next week.

The Northfield Road project will begin and as soon as construction dates are set. The information will be put out on the website and social media. The Happ Road Phase I study is

wrapping up. This is expected to be completed up by fall and then a final public hearing will be held. It is currently under IDOT and county review.

Staff has been busy pursuing grants. This week, staff submitted grant applications for Phase II and III on Happ Road, the Phase I application for Winnetka Road, a submittal for the Phase II application for the Skokie Valley Bike Trail, a grant with ComEd for HVAC and a grant for the new video taping system in the squad cars.

Community Development Department & Building Department

Director Gutierrez reported as follows:

On April 4th, the Planning & Zoning Commission will be reviewing two special use applications. One for an oversized garage at 570 Valley Way and the other for a special use for a pediatric clinic at 1845 Oak Street. On April 8th, the Architectural Commission will be undergoing training with Attorney Hill and will be covering the Open Meetings Act, Robert's Rules, and general procedures. There are quite a few new members, as well as a new chair.

The Comprehensive Plan update process continues and a subarea visioning workshop is scheduled for April 4th at 7:00 p.m. at the North Shore Senior Center. Public input is solicited on the subareas including the Village Center, Central/Frontage commercial area, Winnetka Road east of Happ Road and the residential area along Willow Road west of Wagner.

The Northfield Mews at 1725 Winnetka Road is completing underground utility work and will be starting their interior roadway and foundations by the end of the month. They hope to start enclosing the building in June and occupy by this fall.

Trustee Gregorio asked the status of the bank project. Director Gutierrez responded that they have additional soil remediation work to do and have been talking to the underlying land owners about the details. Trustee Roszak asked how quickly it will be resolved. Director Gutierrez said he didn't know. Trustee Gregorio wondered whether it was due to tanks or the soil. Director Gutierrez said it was the soil underneath the building.

President Frazier asked Attorney Hill if we have an ordinance to make sure the project keeps going forward. Attorney Hill responded that the Village has limits on the time that a building permit is good for. VM Sigman added that there is also a limit on how long the special use approval is good for. Currently, no building permit has been issued.

Finance Department

Finance Director Noble reported as follows:

The budget will be formally adopted at the regularly scheduled April 16th Board meeting.

The Board's packet contains the January financial statements and that the permits for the bank haven't picked up and paid for yet. Permits for the James development were paid for

in March and will be reflected in next month's financial statement. Water sales were down and for the first 9 months of the fiscal year, down 7.8% compared to the same 9 months last year.

VM Sigman and he will be attending a three day seminar in East Lansing, Michigan on utility rate setting. In light of what we are facing in the water fund and the planning study, they feel it was important.

Trustee Terrill asked about the increase in the Winnetka water rate and our 30 year contract. Does that contract give them opportunities to raise their rates? Director Noble noted the contract only allows annual increases based on the CPI. VM Sigman reminded the Board that it is a 30 year contract and at year 15 rates will reset. Director Noble added that over the last 10 years or so, the CPI has been historically low.

VM Sigman said going back the earlier discussion on the bank, the Village Code says "If approval of a special use shall lapse and be of no further force and effect, if the building permit has not been issued within one year of approval, however the developer can ask for an extension if they need it." If it's more than a year, they will have to come back to the Board for an extension.

President Frazier said regarding the utility conference, one of the things we are doing is not only our utility water rates, but also how to deal with all of our water mains and systems that are reaching the end of their useful life. One of the challenges is trying to figure out which mains we replace when. One of the things that Director Noble and VM Sigman will do at the conference is try to get information on how other communities are dealing with the situation.

Fire-Rescue & Public Works Departments

Public Works Director and Fire Chief Mike Nystrand reported as follows:

Since the last meeting, there have had been 6 water main breaks and one hydrant leak. Staff has also been working with RJN Engineering on MWRDGC's requirements for our long term operations and maintenance program. This needs to be submitted to them by the end of this year. It relates to maintenance of our sanitary system and eliminating any sources of infiltration and inflow.

Trustee Gregorio asked if the water breaks were in the hot areas or new locations. Director/Chief Nystrand said he hasn't seen maps yet, but one was Drury, one on Ingram, two on Meadowview which is in the hot spot, one on 155 Enid Lane and 790 West Frontage and the hydrant leak was on Winfield Drive.

President Frazier questioned the gas leak on Winnetka Road and what is happening with that. Director/Chief Nystrand said it was repaired by NICOR. Fire was called Saturday night due to a strong smell of gas near the intersection of Winnetka and Wagner. They

requested NICOR to respond and they found a natural gas leak. It took NICOR 2 days to find and repair the issue.

Trustee Terrill questioned Director/Chief Nystrand about when a main is repaired, would the main be like new after it's repaired and what is the life expectancy. Director/Chief Nystrand replied that on main breaks, they shut off control valves and excavate with hydro instead of digging. Once they open it up, they can see what the issue is. It could be a blowout of a main section, a whole crack around it or a break near a tap. We use the appropriate repair sleeves. If there is a 6" hole on top of the main, we could put a 15" repair sleeve around it. That will hold that spot for a while. The repair sleeves last a long time. In the case of the Riverside, they ran out of space to put the repair sleeves because the main was shot.

The fire department responded to 92 calls for service since the Board last met. They are continuing to work with the New Trier graduation dance committee coming up this spring. They also participated with the New Trier west campus in their tornado exercise. Public works is busy doing the changeover to the spring and summer activities and restoration of areas were dug up during the winter months.

Police Department

Chief Lustig reported as follows:

The Police Department has been busy getting ready to start using the drone cars again along Willow Road. They are also keeping a special watch on the east side of town because of the bridge. Residents are concerned about increased cut through traffic. The Police Department dealt with a high risk order of protection where a couple of children refused to go with one of the parents and ran to the police department. He met with the attorneys and one of the parents to better address this in the future.

The Department will be doing a presentation next month regarding the car burglaries. Burglars hit Wilmette about a week ago and got to 19 cars. He may supplement midnight shift again if warranted. About a week and a half ago, two officers (sergeant and officer) received a department commendation for saving a life. The midnight shift sergeant noted a car parked and drove down to investigate. He found the car was locked and a young teenager was behind the seat unconscious. He noticed fog inside the car and called for backup. The officers used their tools to break the glass and carried the teenager out of the car. He was attempting suicide by using a small grill in the front seat and it was still smoldering. He was transported to the hospital and survived.

President Frazier said at the end of next month, there will be a representative from the Cook County State's Attorney Office here to answer questions and get advice about car thefts, car burglaries and what people can do to protect themselves better.

ADJOURNMENT

There being no further discussion or issues to come before the Board, Trustee Lungmus made a motion, seconded by Trustee Kaplan to adjourn the meeting and go into closed session to discuss probable and imminent litigation pursuant to 5 ILCS 120/2(c)(11) and to approve the February 19, 2019 closed session meeting minutes pursuant to 5 ILCS 120/2(c)(21).

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

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

President Frazier opened the regular meeting session and asked for a motion to adjourn.

ADJOURNMENT

The Board meeting was reconvened at approximately 8:31 p.m. There being no further business or issues to come before the Board, Trustee Kaplan made a motion, seconded by Trustee Roszak 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 8:31 p.m.