



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING February 13, 2023

Present:

Mayor Brandt
~~Trustee Harms Muth~~
Trustee Pantelis
Trustee Wright
Village Attorney Simon
Village Treasurer/Finance Director Rossi
~~Public Works Director Woodbury~~

Assistant Public Works
Director/Village Engineer Dittrich
Utilities Superintendent Geib

Trustee Grujanac
Trustee Mitchell
Trustee Raizin
Village Clerk Mastandrea
Village Manager Burke
Chief of Police Leonas

Assistant Village Manager/Community &
Economic Development Director Roesler
Deputy Chief of Police Covelli

Public Works Management Analyst Barghi

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:20 p.m., and Village Clerk Mastandrea called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.5 Parks and Recreation

2.51 Consideration of the Lincolnshire Garden Club Proposal Related to Blue Star Memorial Revitalization Project at Spring Lake Park (Lincolnshire Garden Club and Village of Lincolnshire)

Mayor Brandt moved Item 2.51 up on this Agenda.

Management Analyst Barghi introduced and summarized the Lincolnshire Garden Club proposal related to Blue Star Memorial Revitalization Project at Spring Lake Park along with options and budget impact.

Ms. Kathleen Abdo, President of the Lincolnshire Garden Club, provided a presentation regarding the proposed Blue Star Memorial Revitalization Project at Spring Lake Park including the history of the National Blue Star Memorial Program, photos of the existing Blue Star Memorial Garden, examples of new Blue Star Memorial Marker, and proposed Blue Star Memorial Garden design.

Trustee Wright asked the location of the new marker sign. Management Analyst Barghi showed where the current marker is and noted the new marker would go in the same spot while relocating the old marker.

Ms. Abdo continued the presentation with budget estimates, project scope, and project schedule.

A discussion of proposed path materials and garden design features followed.

Board members discussed Public Works' ability to contribute labor and materials for the project within the approved 2023 Budget.

It was the consensus of the Board for the Garden Club to work with Public Works and move forward with the project.

2.1 Planning, Zoning and Land Use

2.11 Consideration of an Ordinance Approving Variances from Title 12 (Sign Control) of the Lincolnshire Village Code in the Commercial Sign District to Permit Wall Sign Letter Height Exceeding 24" and Sign Face Height Exceeding 36" (675 Milwaukee Avenue – Child First Academy)

Assistant Village Manager/Community & Economic Development (CED) Director Roesler provided a summary of a proposed Ordinance approving Variances from Title 12 (Sign Control) of the Lincolnshire Village Code in the Commercial Sign District to permit wall sign letter height exceeding 24" and sign face height exceeding 36" (675 Milwaukee Avenue – Child First Academy).

Trustee Mitchell asked if it would be the same color as the Tom Price sign in the adjacent building. Assistant Village Manager/CED Director Roesler confirmed the proposed sign would be the same color as the Tom Price sign.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.12 Consideration of a Resolution Reallocating the 2023 Lake County Private Activity Bond Clearinghouse Cap to the Village of Buffalo Grove, Illinois, in the Amount of \$951,840 (Village of Lincolnshire)

Assistant Village Manager/Community & Economic Development Director Roesler provided a summary of the proposed annual Resolution Reallocating the 2023 Lake County Private Activity Bond Clearinghouse Cap to the Village of Buffalo Grove, Illinois, in the Amount of \$951,840.

Village Manager Burke noted this is not making a monetary contribution to this clearing house. It is the ability of Lincolnshire to direct its bonding authority for joint economic development purposes, which then can be aggregated among several Lake County municipalities. Lincolnshire's cap goes into a pool of bond resources, and if there are qualifying activities that come forward, a portion of Lincolnshire's bond cap may be used for housing. Lake County Partners oversees the application process and Buffalo Grove is the conduit.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.13 Consideration of a Resolution Authorizing Publication of the 2023 Official Zoning District Map (Village of Lincolnshire)

Assistant Village Manager/Community & Economic Development Director Roesler provided a summary of the annual Official Zoning District Map.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.2 Finance and Administration

2.21 PUBLIC HEARING: Consideration of an Ordinance Making Appropriations to Defray all Necessary Expenses and Liabilities of the Village of Lincolnshire, Lake County, Illinois for Fiscal Year 2023 (Village of Lincolnshire)

Mayor Brandt recessed February 13, 2023, Committee of the Whole meeting and convened the Public Hearing regarding an Ordinance making appropriations to defray all necessary expenses and liabilities of the Village of Lincolnshire, Lake County, Illinois for Fiscal Year 2023.

Village Treasurer/Finance Director Rossi provided a summary of the annual Ordinance making appropriations to defray all necessary expenses and liabilities for fiscal year 2023. Village Treasurer/Finance Director Rossi noted a few exceptions reflected in the proposed ordinance not reflected in the budget related to the VoIP project and the Police Department flooring project; both were in process at the end of fiscal year 2022 and carried over to 2023. Village Treasurer/Finance Director Rossi stated there is also an additional \$250,000 added to the Water Improvement Fund due to higher-than-expected costs for the Olde Mill Lift Station Rehab Project.

There were no questions from the Village Board or the public.

Mayor Brandt adjourned the Public Hearing and reconvened the Committee of the Whole meeting at 7:43 p.m.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.3 Public Works

2.31 Approval of a Professional Services Agreement with Ciorba Group to Design Water Main for Lincolnshire Drive, Londonderry Lane, and Wiltshire Drive Capital Improvement Project in an Amount Not to Exceed \$104,289.50 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a proposed Professional Services Agreement with Ciorba Group to Design water main for Lincolnshire Drive, Londonderry Lane,

and Wiltshire Drive Capital Improvement Project in an amount not to Exceed \$104,289.50.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.32 Approval of a Professional Services Agreement with Sewertech LLC of Schaumburg, IL to Televiser and Clean Sanitary and Storm Sewer Mains in an Amount Not to Exceed \$63,330.50 (Village of Lincolnshire)

Utilities Superintendent Geib provided a summary of the annual proposed Professional Services Agreement with Sewertech LLC of Schaumburg, IL to Televiser and Clean Sanitary and Storm Sewer Mains in an Amount Not to Exceed \$63,330.50.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.33 Approval of a Professional Service Agreement with RJN Group, Inc. for Design Engineering Services in an Amount Not to Exceed \$87,000 (Village of Lincolnshire)

Utilities Superintendent Geib provided a summary of the annual proposed Professional Service Agreement with RJN Group, Inc. for Design Engineering Services in an amount not to exceed \$87,000.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.34 Approval of an Agreement with Layne Company to Rehabilitate Water Pump #4 at the Westside Reservoir (Village of Lincolnshire)

Utilities Superintendent Geib provided a summary of the proposed agreement with Layne Company to rehabilitate water pump #4 at the Westside Reservoir.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.4 Public Safety

2.41 Consideration and Discussion of a 24-Month Agreement and Implementation of Flock Safety Products (Village of Lincolnshire)

Chief of Police Leonas provided a summary of the proposed 24-month agreement and implementation of eight stationary license plate reader cameras from Flock Safety Products to be installed at locations within the arterial roadways of the Village.

Trustee Mitchell asked where the cameras would be located. Chief of Police Leonas stated the cameras would most likely be at the

entrances to the Village contingent upon receiving approval from the Illinois Department of Transportation. Trustee Mitchell asked if any of the cameras would be in subdivisions. Chief of Police Leonas noted the cameras would not be placed in subdivisions; however, the Homeowners Associations within each neighborhood do have the ability to purchase their own cameras.

Trustee Mitchell asked if there have ever been errors in reading license plates. Chief of Police Leonas stated he could not speak to the data, but with regards to the Flock policy, Lincolnshire would not be able to take action until officers obtain visual confirmation to run the license plates through dispatch and provided an example of the Police requiring authentications.

Trustee Mitchell noted concern about getting incorrect information and pulling the wrong person over and asked what else the Police could do to assure this would not happen. Chief of Police Leonas stated they would have double confirmation when running the license plate through dispatch. Chief of Police Leonas stated Lincolnshire policy has verification controls in place regardless of the camera readers.

Trustee Mitchell asked what type of security there is on the data the cameras collect, and who else has access to this data. Chief of Police Leonas stated the data would be stored in a secure system called AWS Government Cloud which has AES-256 encryption. According to the National Institute of Standards and Technology, which is an agency of the U.S. Department of Commerce, they identify three levels of security, and the 256 encryption is the highest encryption. There will also be internal controls of the information. There is no third-party sharing of the information and there is also no face recognition with the system.

Trustee Mitchell asked if the Police are notified if there are no plates on a car. Chief of Police Leonas stated it only reads license plates, but there are vehicle search capabilities.

Trustee Raizin asked if this is a red-light camera. Chief of Police Leonas stated the system is a plate reader system and not a red-light camera system.

Trustee Mitchell asked what is the compelling need the Village has to spend money on this; what is driving this and what would this solve. Chief of Police Leonas stated the Police can use this tool to try and find offenders coming through the Village. It can also be used to alert officers of someone driving through town who is wanted for a crime. It could be utilized for a missing person. Village Manager Burke noted a benefit would be if there is a rash of car burglaries; such activities usually are not solely to Lincolnshire so this could help with intergovernmental cooperation on investigations with neighboring communities as well.

Chief of Police Leonas stated this is proposed as a two-year trial and if no benefit is found, we can always remove the cameras. Trustee

Mitchell stated his opinion that two years seemed like a long time for a trial period and asked if it could be shortened to six months. Chief of Police Leonas stated the two years hits more on the mark of where Police would like it to be because they would get a true evaluation of the system. The cost; most likely will go up as well. Staff could investigate a shorter term and report back to the Board.

Trustee Wright stated her opinion is that the proposed placement of the cameras and time of use seems acceptable.

Trustee Mitchell asked what level of violation triggers the use of these cameras. Chief of Police Leonas stated there are a few things the cameras would be able to provide alerts for; amber and silver alerts or alerts on wanted individuals. Trustee Mitchell asked for more clarification regarding if someone who is wanted; would it just include felonies. Chief of Police Leonas stated he would have to report back on alert levels for wanted individuals.

Chief of Police Leonas noted the system would track license plates Lincolnshire puts in the system at other locations that have the same type of cameras in place.

Village Manager Burke noted staff could get back regarding trial periods from Flock and report back to the Board.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.42 Receipt of Report Regarding the Police Department Staffing Level Study (Village of Lincolnshire)

Chief of Police Leonas provided a report regarding Police Department staffing including current staffing structure; population breakdown; current authorized staffing for sworn officers; minimum patrol staffing; considerations; community composition; community expectations; calls for service; recruitment, onboarding, retention, and retirements; shift composition & relief factor; current staffing challenges; patrol shifts; support personnel; shift relief factor; and comparison of similar police departments.

Trustee Grujanac asked with staffing numbers down until May, is there anything the Board and the Village can do to let the Officers know we are behind them. Chief of Police Leonas stated management staff is implementing ways to formally address and say thank you to the Police staff which includes incentives and the Board coming to the recognition events.

Mayor Brandt suggested the presentation be given to the Police Pension Board and possibly finding ways to work with Bannockburn and Riverwoods due to their size. A discussion on working with other municipalities to assist in staffing and the political realities of each community followed.

~~2.5 Parks and Recreation~~

~~**2.51 Consideration of the Lincolnshire Garden Club Proposal Related to Blue Star Memorial Revitalization Project at Spring Lake Park (Lincolnshire Garden Club and Village of Lincolnshire)**~~

Item 2.51 was moved up on this Agenda.

2.6 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Grujanac moved, and Trustee Pantelis seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 8:54 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk