



VILLAGE OF LINCOLNSHIRE

MINUTES REGULAR VILLAGE BOARD MEETING January 8, 2024

Present:

Mayor Brandt	Trustee Grujanac
Trustee Kelly	Trustee Mitchell
Trustee Pantelis	Trustee Raizin
Trustee Wright	Village Clerk Mastandrea
Village Attorney Mack	Village Manager Burke
Village Treasurer/Finance Director Rossi	Chief of Police Leonas
Public Works Director Woodbury	Assistant Village Manager/Community & Economic Development Director Roesler
Utilities Superintendent Geib	Management Analyst McLaughlin

CALL TO ORDER

1.0 ROLL CALL

Village Clerk Mastandrea called the meeting to order at 7:01 p.m. and requested a motion for Trustee Mitchell to be appointed as Temporary Chair. Trustee Pantelis moved, and Trustee Kelly seconded the motion to appoint Trustee Mitchell as Temporary Chair. Upon a voice vote the motion passed in favor of appointing Trustee Mitchell as Temporary Chair.

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report - None

3.2 Village Clerk's Report - None

3.3 Village Treasurer's Report

3.31 Revenue & Expense Budget Summary as of November 30, 2023

Village Treasurer/Finance Director Rossi noted the revenue and expenditure summary is in the Board packet, and all revenues and expenditures were properly recorded for November 2023.

Village Treasurer/Finance Director Rossi noted the Board received a fraud questionnaire, distributed at this meeting, from our auditors and asked that the questionnaire be completed by the Board and brought back to the next Regular Village Board Meeting.

3.4 Village Manager's Report

3.41 Tree Collection

Village Manager Burke noted holiday live tree collection takes place every Wednesday through the end of the month. Trees need to be placed out by the curb with regular waste.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on December 26, 2023, in the Amount of \$325,425.54

A summary of the December 26, 2023, bills was presented for payment with the total being \$325,425.54. The total amount is based on \$133,000 for the General Fund; \$144,000 for the Water & Sewer Fund; \$26,000 for the Water & Sewer Improvement Fund; \$5,900 for the Vehicle Maintenance Fund; \$255 for the Storm Sewer Operating Fund; \$11,000 for the Storm Sewer Improvement Fund; and \$3,600 for the General Capital Fund.

Trustee Grujanc moved, and Trustee Pantelis seconded the motion to approve the bills dated December 26, 2023, as presented. The roll call vote was as follows:

Aye: Grujanac, Raizin, Pantelis, Mitchell, Kelly, Wright
Nay: None
Absent: None
Abstain: None

Temporary Chair Mitchell declared the motion carried.

4.2 Bills Presented for Payment on January 8, 2024, in the Amount of \$187,384.87

A summary of the January 8, 2024, bills was presented for payment with the total being \$187,384.87. The total amount is based on \$152,000 for the General Fund; \$20,000 for the Water & Sewer Fund; \$9,800 for the Vehicle Maintenance Fund; \$2,000 for the Storm Sewer Operating Fund; and \$1,000 for the General Capital Fund.

Trustee Grujanc moved, and Trustee Raizin seconded the motion to approve the bills dated January 8, 2023, as presented. The roll call vote was as follows:

Aye: Grujanac, Raizin, Pantelis, Mitchell, Kelly, Wright
Nay: None
Absent: None
Abstain: None

Temporary Chair Mitchell declared the motion carried.

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on non-agenda items only)

6.0 CONSENT AGENDA

Items on the Consent Agenda will be approved by one motion. If a Trustee wishes to discuss any item, it will be pulled from the Consent Agenda and discussed under "Unfinished Business."

6.01 Approval of the December 11, 2023, Regular Village Board Meeting Minutes

6.02 Approval of the December 11, 2023, Committee of the Whole Meeting

Minutes

6.03 Approval of a Professional Services Agreement with the Lincolnshire-Riverwoods Fire Protection District for Fire Protection Plan Review and Inspection Services (Village of Lincolnshire)

6.04 Approval of a Professional Services Agreement with Wiss, Janney, Elstner Associates, Inc. for Structural Engineering Plan Review Services (Village of Lincolnshire)

Trustee Grujanc moved, and Trustee Wright seconded the motion to approve the Consent Agenda as presented. The roll call vote was as follows:

Aye: Grujanac, Raizin, Kelly, Mitchell, Pantelis, Wright
Nay: None
Absent: None
Abstain: None

Temporary Chair Mitchell declared the motion carried.

7.0 ITEMS OF GENERAL BUSINESS

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.3 Public Work

7.4 Police

7.41 Approval of an Ordinance Amending Title 10 (Motor Vehicles & Traffic) to Adopt Chapter 4 (Transportation Schedule Regulations); and Amending Title 1 (Administration), Chapter 17 (Comprehensive Fine Schedule) of the Lincolnshire Village Code Pertaining to Regulations for Scheduled Transportation Services (Waiver of First Reading Requested – Village of Lincolnshire)

Assistant Village Manager/Community & Economic Development (CED) Director Roesler provided a summary of the proposed Ordinance amending Title 10 (Motor Vehicles & Traffic) to adopt Chapter 4 (Transportation Schedule Regulations); and amending Title 1 (Administration), Chapter 17 (Comprehensive Fine Schedule) of the Lincolnshire Village Code pertaining to regulations for scheduled transportation services noting the Ordinance is in response to the ongoing situation many Chicago area municipalities are experiencing with unregulated as well as unpermitted bus stops typically carrying asylum seekers from presumably Central and South America. The situation experienced in various suburban municipalities is really in response to regulations implemented by the city of Chicago to deter similar drop-offs outside of scheduled hours. As a result of Chicago attempting to impose regulations, bus drop-offs have occurred in many suburban communities. In response, many area municipalities are following suit in regulating times and locations of bus drop-off in their respective communities, and also to preserve the health, safety, and welfare of the passengers on those buses. The communities receiving busses of migrants or asylum seekers early in the morning

during winter months put those people at risk, but also forces the municipalities where those asylum seekers are being dropped off to respond and bring together many resources to accommodate needs and get them to the designated processing center in Chicago. The proposed Ordinance is straightforward in terms of how the Village would regulate these sorts of bus drop-offs. Any drop-offs occurring outside the hours of 1 – 5 a.m. would be permitted. Staff worked with legal counsel to ensure Lincolnshire is not interfering with PACE suburban bus services. The penalties for unregulated bus stops would range from \$1,000 to \$5,000 per passenger, and that fine would be levied against the bus company, not the passengers themselves. Staff has reached out to houses of worship with regards to support if needed and staff feels the houses of worship as well as the village would be able to provide quick and efficient responses if we receive a bus.

Trustee Grujanac asked if we can share the Ordinance with the other public institutions in Lincolnshire so everyone knows there is a plan in place, that the churches can help, and that Lincolnshire is trying to keep everyone as safe as possible. Assistant Village Manager/CED Director Roesler confirmed the Ordinance and information can be shared.

In response to a Trustee inquiry, Village Manager Burke raised a question with Attorney Mack related to the legislative preamble to the Ordinance that talks about the scheduled passengers and the known location for the passengers. Trustee Raizin asked whether it should be made clearer to ensure hotel guests or travelers for schools events would not be affected by the proposed Ordinance. Village Manager Burke noted his opinion that the intent of the Ordinance and code amendment is clear. Village Manager Burke gave the example of if students were chartering a bus for prom or seniors coming into the community to be dropped off at Marriott to attend the theater, Lincolnshire, the Village would know they arranged for a scheduled event. The exact time of the schedule may not be known, but the destination would be, and then there is an anticipated return time. However, depending on the activity, the actual schedule would not be known. In such instances, passengers would know their destination and their return. Trustee Wright noted communication of this is key so groups coming into Lincolnshire with a known destination do not feel they are doing something wrong. Village Manager Burke noted staff can make sure this is communicated along with our intergovernmental partners.

Village Attorney Mack agreed with Village Manager Burke, noting another thing to point out is this is just a preamble. It is consistent with the intent of the Ordinance and the code change. The purpose of the Ordinance is not for the people with a known destination.

Trustee Kelly asked how this aligns with other neighboring communities. Assistant Village Manager/CED Director Roesler noted this is consistent with neighboring communities. He noted some

communities have gone further in terms of requiring passenger information and the precise time and drop-off locations for these bus companies. Staff didn't feel it was necessary or practical to ask for this information. At this time, it is more about the education of the bus companies, and if we encounter this situation, being able to cite the company. Staff plans to let the state of Texas know the village has passed this Ordinance via certified letter so they would know hopefully not to do this and can make sure their passengers know where they are going when they are being dropped off.

Trustee Kelly asked if the buses tell the passengers where they are going and if it is not between 1 and 5, can they drop off the passengers wherever, and are other communities asking for passenger lists? Village Manager Burke noted the current intent is to not raise the bar on the administrative burden, knowing most of these drop-offs are happening in communities with train stations. The code can always be amended further if a different approach is needed.

Trustee Kelly asked if there were any known drop-offs in Lincolnshire. Village Manager Burke stated to his knowledge, there have not been any drop-offs in Lincolnshire. Village Manager Burke shared he is only aware of drop-offs occurring in suburbs with train stations. The report among managers and public safety professionals is these individuals often have a ticket with them and arrive in the community within 15 to 20 minutes of the scheduled train departure from that train station.

Trustee Kelly asked if the administrative burden would fall on the bus company and not the Village. Village Manager Burke stated the application would come to the Village for review, so some of the administrative burden would come to us.

Trustee Mitchell stated the City of Chicago is impounding the buses, but the Ordinance presented tonight would not allow for us to impound the buses. Village Manager Burke stated the goal was less intrusiveness to the code. Should the Village pursue the impoundment route, the Village would need to find vendors that can tow and store large buses. Village Attorney Mack stated if the Village impounded the buses, Lincolnshire would also have to provide a process for a hearing within so many days. This was not something staff wanted to put the Village in a position to have to process at this point.

Trustee Grujanac moved, and Trustee Wright seconded the motion to waive the first reading of an Ordinance Amending Title 10 (Motor Vehicles & Traffic) to Adopt Chapter 4 (Transportation Schedule Regulations); and Amending Title 1 (Administration), Chapter 17 (Comprehensive Fine Schedule) of the Lincolnshire Village Code Pertaining to Regulations for Scheduled Transportation Services. The roll call vote was as follows:

Aye: Grujanac, Raizin, Kelly, Mitchell, Pantelis, Wright
Nay: None
Absent: None

Abstain: None

Temporary Chair Mitchell declared the motion carried.

Trustee Grujanac moved, and Trustee Raizin seconded the motion to approve an Ordinance Amending Title 10 (Motor Vehicles & Traffic) to Adopt Chapter 4 (Transportation Schedule Regulations); and Amending Title 1 (Administration), Chapter 17 (Comprehensive Fine Schedule) of the Lincolnshire Village Code Pertaining to Regulations for Scheduled Transportation Services. The roll call vote was as follows:

Aye: Grujanac, Raizin, Kelly, Mitchell, Pantelis, Wright

Nay: None

Absent: None

Abstain: None

Temporary Chair Mitchell declared the motion carried.

7.5 Parks and Recreation

7.6 Judiciary and Personnel

8.0 REPORTS OF SPECIAL COMMITTEES

9.0 UNFINISHED BUSINESS

10.0 NEW BUSINESS

11.0 EXECUTIVE SESSION

12.0 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 7:24 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk