



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, June 24, 2019**

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee Leider	Trustee Pantelis
Trustee Raizin	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	Public Works Director Woodbury
Chief of Police Leonas	Assistant Village Manager/Community & Economic Development Director Gilbertson
Assistant Public Works Director/Village Engineer Dittrich	

ROLL CALL

Mayor Brandt called the meeting to order at 7:17 p.m., and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the June 10, 2019 Committee of the Whole Meeting Minutes

The minutes of the June 10, 2019 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.2 Finance and Administration

3.21 Consideration of a Resolution Approving Closed Session Meeting Minutes and Authorizing the Village Clerk to Make Certain Closed Session Meeting Minutes Available to the Public for Inspection First Review – 2019 and Authorizing the Destruction of Certain Audio Recordings of Closed Session Minutes (Village of Lincolnshire)

Village Manager Burke provided a summary of the semi-annual resolution approving closed session meeting minutes and authorizing the Village Clerk to make certain closed session meeting minutes available to the public for inspection and authorizing the destruction of certain audio recordings of closed session minutes.

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

3.3 Public Works

3.31 Discussion of draft 2020-2029 10-Year Capital Plan (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a presentation of the draft 2020 – 2029 10-year Capital Plan including:

- Facilities - significant changes estimated for HVAC system, flooring, and bathroom/locker room remodeling.
- Equipment - significant changes deleting replacement of a sod cutter, anti-icing unit, and line painter; as well as deferred utility cart replacement to 2022; and adding conversion kit for existing mover for snow plowing paths. The 2020 proposed purchases are \$70,000 less than last year's proposed capital plan.
- Furniture & fixtures - significant changes being addition of Public Works facility furniture and landscape improvements.
- Storm Sewer/Infrastructure - Staff continues to work with the residents on the Queens Way drainage improvements which will be deferred to next year.

Trustee Hancock asked if the \$350,000 budgeted for the Queens Way ditch line detention construction in 2019 would not be spent. Assistant Public Works Director/Village Engineer Dittrich confirmed this budgeted item would not be spent. When staff develops the 10-year financial component staff puts in anticipated year-end expenditures which Finance Director/Village Treasurer Peterson uses in the Financial Forecast to report these differences.

Assistant Public Works Director/Village Engineer continued the presentation with storm sewer highlights stating the outfall which takes the rainfall down to Lincolnshire Drive and Londonderry out to the Des Plaines River is in need of repair as well as improvements to the flood pumping stand pipe used to hook up the 6" pump; both are in the 2020 budget for repair. The Cumberland Drive Improvements will be evaluated in 2020.

Wally Dittrich reported that last week staff was able to complete redoing approximately 100' of pipe in Spring Lake Park and had a contractor come in and flush the lines, which seems to have helped the flooding situation for the short-term. Trustee Harms Muth asked if the contractor was able to determine if there was a problem. Assistant Public Works Director/Village Engineer Dittrich stated there was sediment built up, and once the contractor was able to flush the line, the catch basins on Cumberland were able to drain after the rain events. Mayor Brandt asked if flushing the line needs

to be done more often. Assistant Public Works Director/Village Engineer Dittrich stated staff will make flushing more of a continual effort to get the system to where it can be operational as the master storm water study is being completed. Mayor Brandt suggested notifying residents on what staff has been doing to help the situation. Trustee Hancock noted he is assuming the Lincolnshire Drive flooding issues are more than just flushing. Assistant Public Works Director/Village Engineer Dittrich stated the issues on Lincolnshire Drive are due to pipes collapsed and a flat gate that is falling in the river. Trustee Harms Muth asked if this is what staff is contracting Christopher Burke to study. Assistant Public Works Director/Village Engineer Dittrich stated the issues on Lincolnshire Drive had been identified previously and will be repaired next year. Trustee Hancock asked why the repairs would not get done sooner. Assistant Public Works Director/Village Engineer Dittrich stated permitting requires a survey and an easement for access rights. Village Manager Burke noted staff is working with a number of agencies for permitting and access to discharge stormwater to the river.

Assistant Public Works Director/Village Engineer Dittrich continued his presentation with storm sewer infrastructure noting no significant changes are being made to the Capital Plan; projects will be evaluated and added during the development of next year's program after the Village-wide drainage study is complete.

- Infrastructure Water - significant changes include deferment of watermain improvements/relocations associated with US45/IL21 project to 2027 and additional \$35,000 for the east side reservoir bypass pumping in 2021.
- Sanitary Sewer - no significant changes.
- Parks & Paths - highlights were reviewed.

Trustee Hancock asked if the Board could reject any of the line items that had not yet been started or contracted during the new budget cycle. Assistant Public Work Director/Village Engineer Dittrich confirmed the document reviewed at this meeting is a planning documents and any highlighted items scheduled for 2020 could be rejected by the Board during the budget process.

Assistant Public Works Director/Village Engineer Dittrich continued highlighting significant changes in the Capital Plan for Parks & Paths as follows - pedestrian bridge inspections, Old Mill Park retaining wall, North Park basketball court resurfacing, and any Lincolnshire Sports Association requests.

Trustee Raizin asked if all the bridges would be inspected every four years. Assistant Public Works Director/Village Engineer Dittrich stated the inspections would be staggered to be inspected over

time.

- Roadway - highlights for 2020 include Brampton east, Stafford, and Brampton Courts for resurfacing.
- Vehicle Replacement - significant changes noted is deferment of squad car replacements for 2019 to 2020.

Assistant Public Works Director/Village Engineer Dittrich identified next steps are the 5-year Financial Forecast, public input on the Capital Plan at a future Committee of the Whole meeting, Budget workshop meetings, and final Budget review/approval.

Trustee Hancock asked if it was typical in the out years to have a declining grand total or does staff anticipate other things coming up to add to the plan. Assistant Public Works Director/Village Engineer Dittrich stated staff does their best to spread projects out while still knowing that some things will end up getting deferred. Village Manager Burke noted some of what you see in the near future is what came from the facility assessment, which gave a lot more clarity in terms of numbers in the immediate few years.

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

3.4 Public Safety

3.5 Parks and Recreation

3.51 Consideration of Name and Dedication Date for the Lincolnshire Downtown Pocket Park (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of Creekside Park as the new name of the downtown pocket, which was the results of a survey done by school district #103 students. The proposed date of the park dedication is September 9, 2019 at 6:00 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.

3.52 Discussion of Whytegate Removal and Reinstallation of Whytegate Subdivision Historical Fence (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of the request to remove and reinstall Whytegate subdivision fence. Lake County sent the Village a letter of notification that the fence is in the county right-of-way noting Lake County requirements state the Village remove and/or relocate the fence a minimum of 15' westward of its current location. Public Works Director Woodbury provided the following three options: remove / reinstall new (PVC) fence 15' west of its current location;

remove the fence completely – no reinstallation; and remove existing fence / install 107' of new fence. Staff recommends the third option which contemplates removal of the existing fence and installing 107' of new fence out of the Lake County right-of-way.

Trustee Hancock asked what caused Lake County to care about this fence all of a sudden. Public Works Director Woodbury stated the County has a series of existing capital improvements planned and anticipated utility work to be completed in the area.

Mayor Brandt suggested another option may be to work with the resident to have them pay for fence material costs, and the Village could provide labor to offset installation costs.

Trustee Grujanac asked if the fence up to Surrey Lane is made of PVC material. Public Works Director Woodbury noted the fence up to Surrey Lane is PVC.

Trustee Hancock asked who put the fence in initially. Public Works Director Woodbury noted the Developer of the Whytegate subdivision put in the fence. Trustee Hancock asked who currently owns the fence. Public Works Director Woodbury stated the Village owns the fence, but it is on Lake County property. Public Works Director Woodbury noted the proposed location would put the fence on Village property.

A conversation regarding the historic value of the fence, and the resident's desire to keep the fence followed.

Trustee Hancock asked about removal of the existing foliage if the fence is removed. Public Works Director Woodbury stated the cost of tree removal would be substantial.

Village Attorney Simon asked if the gas company would remove the foliage during their planned gas work. Public Works Director Woodbury stated he would have to find out from Lake County the exact limits of any planned project in this area as it may affect tree loss. Mayor Brandt asked if Lake County has given the Village a timeframe for removal. Public Works Director Woodbury stated Lake County has not given the Village a timeframe for removal.

Mayor Brandt recommended all the Trustees visit the site and view the current fence before a decision is made.

A discussion of the safety of the crosswalk in this location followed. Trustee Raizin asked how hard it would be to move the crosswalk to make it safer. Assistant Public Works Director/Village Engineer Dittrich stated if the Village requested to move the crosswalk, Lake County may come back and say no to any crosswalk at this location since the crosswalk does not connect pedestrians to an actual path or sidewalk

in the west side of Riverwoods Road.

Trustee Pantelis asked if there is any negotiation with the County since the fence has been there for so many years. Public Works Director Woodbury stated Lake County simply wants the fence moved out of the right-of-way, and has not indicated an openness to negotiating this requirement.

It was the consensus of the Board to visit the site and to have staff provide additional information related to how the site appears in the winter at a future Committee of the Whole meeting for review and consideration.

3.6 Judiciary and Personnel

- 4.0 **UNFINISHED BUSINESS**
- 5.0 **NEW BUSINESS**
- 6.0 **EXECUTIVE SESSION**
- 7.0 **ADJOURNMENT**

Trustee Grujanac moved and Trustee Raizin seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:15 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk