



# VILLAGE OF LINCOLNSHIRE

## MINUTES COMMITTEE OF THE WHOLE MEETING December 12, 2019

Present:

Mayor Brandt

Trustee Hancock

~~Trustee Leider~~

Trustee Raizin

Village Attorney Simon

Chief of Police Leonas

Public Works Director Woodbury

Trustee Grujanac

Trustee Harms Muth

Trustee Pantelis

Village Clerk Mastandrea

Village Manager Burke

~~Treasurer/Finance Director Peterson~~

Assistant Village Manager/Community &

Economic Development Director Gilbertson

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:26 p.m., and Village Clerk Mastandrea called the Roll.

### 2.0 ITEMS OF GENERAL BUSINESS

#### 2.1 Planning, Zoning and Land Use

#### 2.2 Finance and Administration

#### **2.21 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire Village Code (Village of Lincolnshire)**

Village Manager Burke provided a summary of a proposed ordinance amending Title 1 (Administration), Chapter 5 (Village Board) of the Lincolnshire village code as part of an ongoing review. A number of the proposed changes are purely cleanup in nature to codify existing practice.

Village Manager Burke asked the Board for direction with regard to the code language stating that the Mayor and Village Board will receive compensation as may be established by the Trustees of the Village from time to time. Since neither the Mayor nor members of the Village Board currently receive compensation for service, does the Village Board want to affirm that the members of the Board receive no compensation?

Village Manager Burke asked the Village Board if they would want to continue to rely on Robert's Rules of Order which is also stated in this section of the code. Village Attorney Simon noted Robert's Rules is very commonly adopted by municipalities but if interested in exploring different rules, others can be proposed for substitution.

Trustee Grujanac noted she did not want to eliminate Petitions and

Communications on the Agenda. Village Attorney Simon stated most other municipalities have one agenda item for public comment. A conversation regarding Petitions and Communications followed. Trustee Grujanac asked if there was a way to have something on the website to inform residents on how the meetings are run and how the public can participate.

Mayor Brandt noted the approval of minutes have been moved to the consent agenda for approval.

Trustee Hancock asked if the code should be updated to include reimbursement of travel expenses for the Village Board. Village Attorney Simon stated the Village Board is allowed to be reimbursed for expenses, but a law was adopted a few years ago to have any travel expense approved in advance.

It was the consensus of the Board to have staff provide options on educating the residents regarding how to address the Board, provide clarification regarding compensation for the Board, and place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

**2.22 Consideration of an Ordinance Amending Title 2 (Boards and Commissions) Chapter 7 (Administrative Procedure to Determine Eligibility for Benefits Under the Public Safety Employee Benefits Act) Pertaining to Designating Basic Health Insurance (Village of Lincolnshire)**

**2.23 Consideration of a Resolution Designating the Basic Health Insurance Plan (Village of Lincolnshire)**

Mayor Brandt opened up Items 2.22 and 2.23 together.

Village Manager Burke provided a summary of a proposed ordinance amending Title 2 (Boards and Commissions) Chapter 7 (Administrative Procedure to Determine Eligibility for Benefits Under the Public Safety Employee Benefits Act) pertaining to designating basic health insurance and a proposed resolution designating the basic health insurance plan which is in response to a recent court decision which affirmed a municipality's power to designate which insurance plan a Public Safety Employee Benefit Act beneficiary can receive.

Trustee Harms Muth noted concern regarding offering the high-deductible plan for an officer who has been hurt or killed in the line of duty. Village Manager Burke provided information on both insurance plans offered, and some abuses of the PSEBA benefit. A conversation regarding the two plans and what a catastrophic injury is followed.

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 Village of Lincolnshire All Natural Hazard Mitigation Plan Update (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich provided an update of the Village of Lincolnshire All Natural Hazard Mitigation Plan which is done every five years.

Trustee Grujanac asked if the flooding issues have been included in the update. Assistant Public Works Director/Village Engineer Dittrich stated the flooding was put into the plan five years ago and will be a part of the update.

2.4 Public Safety

2.5 Public Safety

2.6 Parks and Recreation

2.7 Judiciary and Personnel

**3.0 UNFINISHED BUSINESS**

**3.31 Leaf Pickup Program**

Mayor Brandt stated there were extended pickup dates due to some early snow events which prompted some communication on social media. Mayor Brandt provided backup regarding the program and how this ended up being outsourced.

Trustee Grujanac stated staff did a great job, and suggested possibly changing the time frame of collection. Mayor Brandt agreed with changing the time frame and communicating better. Mayor Brandt asked if Waste Management could help with communication and perhaps conduct an automated call to residents. Public Works Director Woodbury stated the Village actually paid for an additional pickup and would encourage residents to call Public Works. Mayor Brandt suggested putting a full page insert in the fall newsletter.

Trustee Raizin suggested partnering up organizations who have one-sided inserts in the newsletter in order to save money and paper.

**3.32 ComEd Outages/Various**

Mayor Brandt asked how residents know the process of reporting ComEd outages.

Mayor Brandt asked about some marked trees and asked if this is ComEd or the Village. Public Works Director Woodbury stated the marked trees on Riverwoods are being taken out by the County.

Mayor Brandt noted the fence at Manors of Whytegate has been installed if any of the Board would like to see how it looks.

### **3.33 December Architectural Review Board Meeting**

Trustee Hancock asked if the Architectural Review Board (ARB) is still meeting on December 16. Village Manager Burke stated the meeting is still on, the St. James was able to get their submittal in time. The meeting will only be a workshop. Trustee Hancock stated he would not be able to attend and asked if one of the other Trustees would want to sit in for him. Assistant Village Manager/Community & Economic Development (CED) Director Gilbertson stated the entire packet could be sent out to the full board for review and comment.

Trustee Hancock noted he did not believe the ARB knew what their full scope of review and authority entailed. Assistant Village Manager/CED Director Gilbertson stated he would remind them of their scope of review. Village Attorney Simon clarified that the ARB's scope of review within a PUD is described specifically in the code.

### **3.34 Staybridge Suites Exterior Paint**

Mayor Brandt asked for an update on Staybridge Suites exterior paint color in which they painted the exterior of the building without ARB approval.

Assistant Village Manager/CED Director Gilbertson stated they will have to come back to the ARB since the ARB did not approve the current paint color.

## **4.0 NEW BUSINESS**

## **5.0 EXECUTIVE SESSION**

## **6.0 ADJOURNMENT**

Trustee Raizin moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:16 p.m.

Respectfully submitted,  
**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk