



# VILLAGE OF LINCOLNSHIRE

## MINUTES REGULAR VILLAGE BOARD MEETING April 27, 2020

Present:

Mayor Brandt  
Trustee Hancock  
Trustee Leider

Trustee Raizin arrived at 7:09 p.m.

Village Attorney Simon

Chief of Police Leonas

Public Works Director Woodbury

Assistant Public Works Director/Village Engineer  
Dittrich

Trustee Grujanac

Trustee Harms Muth

Trustee Pantelis

~~Village Clerk Mastandrea~~

Village Manager Burke

Village Treasurer/Finance Director Peterson

Assistant Village Manager/Community & Economic  
Development Director Gilbertson

Planning & Development Manager Zozulya

\*This was a remote video-conference meeting\*

### 1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:00 p.m., and Village Manager Burke called the Roll.

### 2.0 PLEDGE OF ALLEGIANCE

### 3.0 REPORTS OF OFFICERS

#### 3.1 Mayor's Report

#### 3.11 Consideration and Approval of Appointments to Various Boards and Commission

Mayor Brandt provided the recommendations for appointments/reappointments for the Park Board, Police Pension Board, and Zoning Board.

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve appointments to various Boards and Commission as presented by Mayor Brandt. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Hancock, Leider, Pantelis

NAYS: None

ABSENT: Raizin

ABSTAIN: None

Mayor Brandt declared the motion carried.

#### 3.12 Proclamation Recognizing Friday, April 24, 2020 as Arbor Day in the Village of Lincolnshire

Mayor Brandt noted the Proclamation recognizing April 24, 2020, as Arbor Day in Lincolnshire. Mayor Brandt noted appreciation of Public Works celebrating Arbor Day with a Facebook Live video and photos.

### **3.13 Earth Day**

Mayor Brandt noted it was great to see all the art work done for Earth Day and having the children that previously came before the Board requesting an Earth Day rally select the winners of the Half Day Brewing gift certificate.

3.2 Village Clerk's Report -None

3.3 Village Treasurer's Report - None

3.4 Village Manager's Report

#### **3.41 Extension of the Stay-at-Home Order**

Village Manager Burke noted as a result of the extension of the Stay-at-Home Order, the Village buildings will remain closed. Staff is still processing all requests and working electronically or scheduling appointments and inspections as needed.

Village Manager Burke stated as part of the extension of the Stay-at-Home Order, it will be required for individuals to wear face-coverings in public places. There have been some inquiries made asking if the Village would be providing face-coverings. The Village will not be providing them. Vernon Township has scheduled a face-covering give-away for Wednesday, April 29. The Governor's order is clear that it is face-coverings not surgical or medical-grade masks, and the Village will share communication regarding how to make your own face-coverings.

Village Manager Burke noted all meetings scheduled at the Village Hall through the end of June have been canceled.

The Village Board will meet virtually on May 11, but the Town Hall Meeting has been canceled for that date.

#### **3.42 Garden Club Plant Sale**

Village Manager Burke stated the Garden Club typically has a plant sale in May each year. The Garden Club would like to still hold the sale at a residence with scheduled appointments. This would allow them to know exactly who is coming to pick up plants and have only two members of the Club there to coordinate orders. In speaking with the Chief of Police and other staff, it was determined this would meet the Stay-at-Home Order with regard to plant nurseries and garden centers.

## **4.0 PAYMENT OF BILLS**

### **4.1 Bills Presented for Payment on April 27, 2020 in the amount of \$459,952.95**

Village Treasurer/Finance Director Peterson provided a summary of the April 27, 2020 bills prelist presented for payment with the total being \$459,952.95. The total amount is based on \$167,700 for General Fund; \$223,100 for Water & Sewer Fund; \$13,100 for Vehicle Maintenance Fund; \$225 for Sedgewood SSA; and \$56,000 for General Capital Fund.

Trustee Grujanac moved and Trustee Leider seconded the motion to approve the bills prelist dated April 27, 2020 as presented. The roll call vote was as follows:

AYES: Grujanac, Leider, Hancock, Harms Muth, Pantelis

NAYS: None

ABSENT: Raizin  
ABSTAIN: None

Mayor Brandt declared the motion carried.

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

**6.0 CONSENT AGENDA**

- 6.1 Approval of April 13, 2020 Regular Village Board Meeting Minutes**
- 6.2 Approval of April 13, 2020 Committee of the Whole Meeting Minutes**
- 6.3 Approval of Acceptance of Public Improvements for Camberley Club Subdivision (Village of Lincolnshire)**
- 6.4 Approval of Professional Service Contract with BLA, Inc. for Design Engineering Services for Crosstown Water Main Segment 4 at a Cost not to Exceed \$77,632.89 (Village of Lincolnshire)**

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve the Consent Agenda. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Leider, Hancock, Pantelis, Raizin  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Mayor Brandt declared the motion carried.

**7.0 ITEMS OF GENERAL BUSINESS**

**7.1 Planning, Zoning & Land Use**

- 7.11 Approval of an Ordinance Granting a Major Amendment to a Special Use for Public School and Related Variances for Floor Area Ratio, Impervious Surface Ratio, Parking Lot Drive Aisle Width, and Required Number of Parking Islands (1-3 Stevenson Drive – Adlai E. Stevenson High School District 125 – Waiver of First Reading Requested)**
- 7.12 Approval of Fee Waiver Request for Internal Village Fees Associated with a 106,400 Square Foot Building Addition (1-3 Stevenson Drive – Adlai E. Stevenson High School District 125)**

Trustee Grujanac moved and Trustee Raizin seconded the motion to waive the first reading of an ordinance granting a Major Amendment to a Special Use for public school and related Variances for floor area ratio, impervious surface ratio, parking lot drive aisle width, and required number of parking islands (1-3 Stevenson Drive – Adlai E. Stevenson High School District 125). The roll call vote was as follows:

AYES: Grujanac, Raizin, Harms Muth, Leider, Hancock, Pantelis  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Mayor Brandt declared the motion carried.

Trustee Grujanac moved and Trustee Hancock seconded the motion to approve an ordinance granting a Major Amendment to a Special Use for public school and related Variances for floor area ratio, impervious surface ratio, parking lot drive aisle width, and required number of parking islands (1-3 Stevenson Drive – Adlai E. Stevenson High School District 125) and approve fee waiver request

for internal Village fees associated with a 106,400 square foot building addition. The roll call vote was as follows:

AYES: Grujanac, Hancock, Leider, Harms Muth, Pantelis, Raizin  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Mayor Brandt declared the motion carried.

Sean Carney noted that it has been great having Chief of Police Leonas, Village Manager Burke, and Fire Chief Krueger working with the high school on a weekly basis through this pandemic.

7.2 Finance and Administration

7.3 Public Works

**7.31 Approval of Awarding a Contract with Chicagoland Paving for the 2020 Pavement Patching Project in an Amount not to Exceed \$40,000.00 (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich stated this is for the annual patching work for residential and corporate center areas of the Village.

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to approve a contract with Chicagoland Paving for the 2020 pavement patching project in an amount not to exceed \$40,000.00. The roll call vote was as follows:

AYES: Grujanac, Harms Muth, Hancock, Leider, Pantelis, Raizin  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Mayor Brandt declared the motion carried.

**7.32 Approval of a Supplement to an Existing Professional Services Contract with BLA, Inc. for Design Engineering Services for Crosstown Water Main Engineering Design Segment 3 – Supplement No. 1 at a Cost not to Exceed \$16,749.23 (Village of Lincolnshire)**

Mayor Brandt stated this item was discussed two weeks ago.

Assistant Public Works Director/Village Engineer Dittrich noted this is to pay for the design of the project discussed two weeks ago.

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve a supplement to an existing professional services contract with BLA, Inc. for design engineering services for crosstown water main engineering design segment 3 – supplement No. 1 at a cost not to exceed \$16,749.23. The roll call vote was as follows:

AYES: Grujanac, Pantelis, Leider, Hancock, Harms Muth, Raizin  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Mayor Brandt declared the motion carried.

**7.33 Approval of a Professional Service Contract with Strand Associates, Inc. for Design Engineering Services to Update the Village of Lincolnshire Hydraulic Water Model at a Cost not to Exceed \$110,000.00 (Village of Lincolnshire)**

Assistant Public Works Director/Village Engineer Dittrich stated the water model has been discussed at previous Board meetings and the importance of updating this since the last update was done in 1997.

Trustee Grujanac moved and Trustee Pantelis seconded the motion to approve a professional service contract with Strand Associates, Inc. for design engineering services to update the Village of Lincolnshire hydraulic water model at a cost not to exceed \$110,000.00. The roll call vote was as follows:

AYES: Grujanac, Pantelis, Raizin, Hancock, Harms Muth, Leider

NAYS: None

ABSENT: None

ABSTAIN: None

Mayor Brandt declared the motion carried.

- 7.4 Police
- 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 Harms Muth seconded the motion to adjourn. The voice vote was unanimous and Mayor Brand declared the meeting adjourned at 7:21 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Bradly J. Burke  
Deputy Village Clerk