



VILLAGE OF LINCOLNSHIRE

MINUTES REGULAR VILLAGE BOARD MEETING July 24, 2023

Present:

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

CALL TO ORDER

1.0 ROLL CALL

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

2.0 PLEDGE OF ALLEGIANCE

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report

3.11 **Presentation and Recognition by the City of Highland Park - Mayor Nancy Rotering, Chief Lou Jogmen, and City Manager Ghida Neukirch**

Mayor Brandt introduced Highland Park Mayor Nancy Rotering, Chief of Police Lou Jogmen, and City Manager Ghida Neukirch

Mayor Rotering thanked Lincolnshire for the incredible support and assistance shown in the wake of the Highland Park shooting noting the kindness, professionalism, and solidarity experienced by the Lincolnshire team. Mayor Rotering noted the efforts of Lincolnshire gave the City of Highland Park staff hope and reminded them of the power of community.

City Manager Neukirch noted emergency preparedness is a part of our routine. Ms. Neukirch stated on that terrible day last year, the Highland Park team, and the brave men and women of Lincolnshire, including other partner agencies responded swiftly, effectively, confidently, and in a coordinated manner. Ms. Neukirch thanked the Lincolnshire team for the support, heroic actions, and sacrifices of not only the emergency response team but also the support of Village Manager Burke and the administrative professionals from the organization that provided administrative support.

Highland Park Chief of Police Jogmen recognized the Lincolnshire Police Department for their assistance and support during the City of Highland Park mass shooting on July 4, 2022. Chief Jogmen provided details regarding his department and the need for relief. Chief Jogmen presented the Village with a flag and certificate of appreciation.

Mayor Brandt summarized how so many came together during this time of tragedy noting appreciation of how everyone worked collaboratively to take care of the community.

Ms. Anne Rasmussen and Ms. Jenn Ernsteen, representatives from the Vernon Area Public Library stated the library wanted to do something to support the Highland Park Community. The library asks patrons, of all ages, to fold over 1,000 paper cranes, during the month of June, as a symbol of support for Highland Park's resilience. The library also had a commemorative book available to community members who wished to share messages of concern and support which have been signed by Lincolnshire library staff, patrons, and village board members. Library Director Anne Rasmussen presented the book to the Village of Highland Park as a gesture of compassion.

3.12 Meeting with Kensington

Mayor Brandt and staff met with Kensington, the developer working on the possible redevelopment of the old Hewitt site. Information about the meeting will be presented to the Board for feedback.

3.2 Village Clerk's Report – None

3.3 Village Treasurer's Report

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

Village Treasurer/Finance Director Rossi noted the other income line item under the Police Pension fund in the June report, where an amount is listed as a negative \$1.5 million. There was a data entry error, and this number should be \$900,000 in the positive. Staff will make the correction for the next meeting. All other revenues and expenditures were properly recorded for June 2023.

3.4 Village Manager's Report

3.41 Movies in the Park

Village Manager Burke noted Friday, July 28 will be the next Movie in the Park. Shang Chi and the Legend of the 10 Rings will be played at Bicentennial Park at 8:15 p.m. There will be limited parking on Fox Trail.

3.42 Shredding Event

Village Manager Burke noted the annual paper shredding event took place last Saturday and stated it was very successful; there were approximately 90 – 100 vehicles that showed up.

3.43 Sign Update

Village Manager Burke stated staff received an update from the sign fabricator. The signs are being built and anticipating completion by August. Some electrical work, digging, and initial landscape removals will begin to prepare for the execution of the project.

3.44 Fish Die-Off

Village Manager Burke informed the Board that there was a fish die-off in the pond behind the Village Hall. A significant number of fish started dying on Thursday/Friday and accelerated over the weekend. A pond maintenance crew is slated to come in to collect the dead fish and investigate the cause. Preliminary speculation was that an algae treatment may have reduced oxygen in the pond, combined with a small rain event that could have further reduced oxygen levels. The pond was also reported to be at its lowest level due to a lack of rain.

3.45 Tree at Village Hall

Mayor Brandt noted the tree at Village Hall in the center of the drive is declining rapidly.

Village Manager Burke stated staff has seen preliminary schematic designs from the landscape company on a possible replacement plan for this large tree at a focal point in front of the Village Hall. Staff met with the design team and provided feedback before bringing options back to the Board.

Trustee Grujanac suggested someone make a bench out of the tree. Village Manager Burke stated staff also had the idea of having the tree cut into disks which could be used for recognition of service for employees or tenure of service on the Boards and Commissions. The use of remnants of the tree with the Lincolnshire logo could provide a nice thank you and be an excellent representation of the community values related to forestry and nature.

A brief conversation regarding ideas for the use of the tree followed.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on July 24, 2023, in the Amount of \$1,295,453.65

A summary of July 24, 2023, bills were presented for payment with the total being \$1,295,453.65. The total amount is based on \$290,000 for the General Fund; \$463,000 for the Water & Sewer Fund; \$113,000 Motor Fuel Tax; \$2,500 for the Water & Sewer Improvement Fund; \$12,000 for the Vehicle Maintenance Fund; \$282,000 for Sedgebrook SSA; \$3,000 for the Storm Sewer Operating Fund; \$126,000 for Storm Sewer Improvement Fund; and \$320 for the General Capital Fund.

Trustee Grujanac moved, and Trustee Wright seconded the motion to approve the bills dated July 24, 2023, as presented. The roll call was as follows:

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

Mayor Brandt 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."

6.1 Approval of July 10, 2023, Regular Village Board Meeting Minutes

6.2 Approval of July 10, 2023, Committee of the Whole Meeting Minutes

6.3 Approval of a Contract with Hoerr Construction at a Cost not to Exceed \$129,478 for the 2023 Sanitary Storm Sewer Lining Project (Village of Lincolnshire)

6.4 Approval of a Contract with Chicagoland Paving Contractors, Inc. of Lake Zurich, IL for the Village's 2023 Bike Path Resurfacing Program in an Amount not to Exceed \$80,000.00 (Village of Lincolnshire)

6.5 Approval of a Village Fee Waiver per Title 5 (Building Regulations), Chapter 3 (Building Fees and Charges) of the Lincolnshire Village Code (1 Stevenson Drive - Adlai E. Stevenson School District 125)

6.6 Approval of a Village Fee Waiver per Title 5 (Building Regulations), Chapter 3 (Building Fees and Charges) of the Lincolnshire Village Code (1207 & 24325 Riverwoods Road - Ascension of Our Lord Greek Orthodox Church)

The minutes of the July 10, 2023, Regular Village Board Meeting were approved with the following changes: Item 3.12, paragraph 10, last sentence should read **"Trustee Grujanac suggested reaching out to the churches and community volunteers for support at future events."**

Items 7.11 and 7.12, paragraph 9, the fifth sentence should read **"Mayor Brandt stated one of the things we can do is have a write-up done for the homes in the area that explains the process and Mr. Lu's willingness...."** and paragraph 9, last sentence should read **"Mr. Lu did submit to SMC early on and he did receive...."**

Trustee Grujanac moved, and Trustee Wright seconded the motion to approve the Consent Agenda with changes to the July 10, 2023, Regular Village Board Meeting minutes. The roll call vote was as follows:

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

Mayor Brandt declared the motion carried.

Mayor Brandt asked if staff is using AI for the minutes. Village Manager Burke confirmed staff is testing Otter.ai for the minutes.

Trustee Kelly asked what the legal requirement is for minutes other than the recordings. Village Manager stated the minutes are a record of the official actions taken at a public meeting, including a record of the votes taken. There is no legal requirement specifying how the minutes must be formatted if they accurately record the actions and votes taken.

7.0 ITEMS OF GENERAL BUSINESS

7.1 Planning, Zoning & Land Use

7.2 Finance and Administration

7.3 Public Work

7.4 Police

7.5 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 Wright seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 7:23 p.m.

Respectfully submitted,
VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk