



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, June 13, 2016**

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Kinsey	Finance Director/Treasurer Peterson
Public Works Director Woodbury	Assistant Public Works Director/Village
Building Official Jesse	Engineer Dittrich

ROLL CALL

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

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the May 23, 2016 Committee of the Whole Meeting Minutes

The minutes of the May 23, 2016 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Preliminary Evaluation of a Request for a Special Use to Permit Establishment and Operation of a Children's Daycare Center (The Gardner School – 250 Barclay Boulevard)

Building Official Jesse summarized the request for a Special Use to permit establishment and operation of a children's daycare center. Building Official Jesse stated this is a preliminary request and would require referral to the Zoning Board and Architectural Review Board.

Mr. Jay Joiner representing the Gardner School, Mr. Bryan Slonski with NORR Architects, and Mr. John Grzywa with Woolpert Engineering introduced themselves and provided a presentation regarding their request for a children's daycare center at 250 Barclay Boulevard.

Trustee McDonough asked if most of the customers were expected to come from the corporate buildings in the surrounding area. Mr. Joiner confirmed they expected their customers would be from the corporate buildings in the surrounding area and noted they target high daytime population areas.

Trustee Hancock asked how this business would be different from other daycare facilities in the area. Mr. Joiner stated all teachers have four year degrees in early childhood education; the school is very education based; once the children at the school reach toddler age, the students all wear uniforms. The Gardner School has an excellent director; the facilities are excellent; and play areas are top of the line.

Mayor Brandt stated her opinion was there is a need for this type of business in the proposed location.

Trustee McDonough asked if all the Gardner Schools were corporately owned and operated. Mr. Joiner confirmed all the schools are corporately owned and operated; no franchises.

Mr. Slonski provided information regarding the design of the proposed location.

Trustee McDonough asked if the parking requirements were more than what was required. Building Official Jesse confirmed they are proposing more spaces than code requires.

There was a consensus of the Board to refer this to the Zoning Board and the Architectural Review Board.

3.12 Consideration of an Ordinance Amending the Lincolnshire Plumbing Code to Require WaterSaver Fixtures (Village of Lincolnshire)

Building Official Jesse provided a summary of the proposed ordinance amending the Lincolnshire Plumbing Code to require WaterSaver fixtures.

Village Attorney Simon asked if there is a place in Title 5 of the Village Code where this should be codified. Building Official Jesse noted Title 5 Chapter 4 refers to the plumbing code. Village Attorney Simon noted that when this item is approved the Code section should be amended.

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

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration and Discussion of an Ordinance Adopting the Prevailing Wage Rates to be paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Village of Lincolnshire (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich noted this is an

annual Ordinance the Board considers and is required by the State of Illinois.

Village Manager Burke stated Village Attorney Simon suggested a change to section 1 of the ordinance due to the state budget situation and the Department of Labor has not ascertained the prevailing wage since last year; the change is to state “the most recent state change or current wage schedule”.

Trustee Hancock asked why this is not executed at a state level since it is a requirement. Village Attorney Simon noted the wage scale is determined at the County level.

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

3.32 Consideration of a Professional Services Contract with Bolinger Lach & Associates for Water Main Replacement and Roadway Rehabilitation Design, Permits, and Bidding Services (Pembroke Drive from Dover Circle to Astor Court) at a Cost not to Exceed \$108,881.68 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a professional services contract with Bolinger Lach & Associates for water main replacement and roadway rehabilitation design, permits and bidding services.

Trustee Hancock asked how a certain location takes priority over another for this type of underground replacement. Assistant Public Works Director/Village Engineer Dittrich noted past history of water main are identified and the current replacement has acidic soils; making it a priority. Village Manager Burke noted this was the next priority in the 10-year capital plan which will be discussed further during upcoming budget discussions.

There was a 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

3.41 Consideration and Discussion of an Ordinance Amending Section 3-3-2-14 of Title 3, Chapter 3 (Liquor Control) of the Lincolnshire Village Code Regarding Owner/Manager Residency Requirements (Village of Lincolnshire)

Chief of Police Kinsey provided a summary of the proposed ordinance amending section 3-3-2-14 of the liquor code regarding owner/manager residency requirements which was the result of a recent request for an owner/manager to be a non-resident of Lake County. Staff conducted a survey of surrounding areas and most municipalities no longer have this requirement.

Trustee Hancock asked if anyone knew why the stipulation was put in place initially. There were various speculations brought forth but no one knew specifically why this was part of the code.

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

3.42 Resolution Approving the Dissolution of the Emergency Telephone System Board (ETSB)

Chief of Police Kinsey provided a summary of the proposed resolutions approving the dissolution of the Emergency Telephone System Board (ETSB). According to the Emergency Telephone System Act, it is necessary the Village provide proof of a plan, by June 30, 2016, to dissolve its ETSB and enter into an intergovernmental agreement with the Villages of Vernon Hills and Libertyville and create a Joint Emergency Telephone System Board ("JETSB").

Village Attorney Simon noted when the resolution comes back to the Village Board, to strike section 4 of the resolution.

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

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

5.1 Zoning of Single-Family Homes

Trustee Hancock stated in past meetings it has been the recommendation for staff to look at the zoning regulations for single-family homes and asked what the status of this request is.

Village Manager Burke noted staff is researching surrounding areas and will put a report together for the Board.

Mayor Brandt stated currently the Community & Economic Development Department is short staffed but this is a priority. Mayor Brandt suggested the Board provide staff with any ideas they have regarding amended zoning regulations.

5.2 Pets in the Parks

Mayor Brandt stated she received correspondence from a resident stating pets are going through the parks which is not allowed and clearly marked by signs. Mayor Brandt stated the signs are actually located in the park and not at the entrance of the park at a few locations and suggested they be moved to the

entrance area. Mayor Brandt also suggested putting information out on in the Enews and social media reminding residents; pets are not allowed in the park.

5.3 Landscape Grass Height

Mayor Brandt noted she received correspondence from a resident with concern regarding the grass height of some unoccupied homes. The ordinance states grass height cannot be longer than 6” and suggested the Village may want to consider modifying the process and notification.

Village Manager Burke noted the area of concern is currently under construction and staff will address this concern with the contractor and property owner.

5.4 Chief of Police Kinsey Retirement

Mayor Brandt noted this is the last meeting for Chief of Police Kinsey due to his upcoming retirement. Mayor Brandt read statistics related to Chief of Police Kinsey’s accomplishments while with the Village and thanked him for his dedication to the Village.

Chief of Police Kinsey thanked the Board for their support of the Department and his five years with the Village. Chief of Police Kinsey noted he had tokens of appreciation for each Board Member adding that there were no public funds used to purchase the tokens.

6.0 EXECUTIVE SESSION

Trustee McDonough moved and Trustee Servi seconded the motion to go into Executive Session for the purpose of discussing litigation and personnel. The roll call vote was as follows: AYES: Trustees McDonough, Servi, Hancock, and Leider. NAYS: None. ABSENT: Trustees Feldman and Grujanac. ABSTAIN: None. The Mayor declared the motion carried and the Board went into Executive Session at 8:05 p.m. and came out of Executive Session at 8:16 p.m.

7.0 ADJOURNMENT

Trustee Servi moved and Trustee Hancock seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk